



2014 KHSAA Softball District/Region Tournament Instructions

Kentucky High School Athletic Association
2280 Executive Drive | Lexington, KY 40505
859-299-5472 | www.khsaa.org



TO: District/Regional Tournament Manager

FR: Darren Bilberry, Assistant Commissioner

DATE: May 5, 2014

RE: District/Regional Tournaments

In this manual, you will find a list of instructions to follow in managing your tournament along with a copy of various reports to be filed with this office both prior to and following your tournament. It is important that each District and Regional Manager submit a copy of the District/Region Site Selection plan. District managers are also required to submit a copy of their seeding procedure. Please submit this information along with your tournament bracket.

Please also note special instructions in this manual as it relates to the tournament manager in scheduling contests in case of inclement weather or other unforeseen problems. Also remember that spring sports are to adhere to the Heat Index as outlined on the KHSAA website.

Again, we appreciate your assistance and if you have any questions or if we can help you in anyway, please don't hesitate to call.

DISTRICT TOURNAMENT MANAGER CHECKLIST

- ◇ Read Instruction Manual thoroughly, paying particular attention to pages 3-10 and the contents of Appendix A, Appendix B and Appendix C.
- ◇ Print pages 3-10, Appendix A, Appendix B (all round forms and information) and Appendix C (District Manager Forms) from this manual, or directly from web site.
- ◇ Make any copies that need to be given to all schools at the meeting.
- ◇ Draw Meeting Announced to all schools and Media and Meeting Conducted.
- ◇ Confirm Seeding/Non-Seeding Decision at meeting and **immediately** submit form.
- ◇ Draw Form Completed and **faxed** to KHSAA (859) 293-5999
- ◇ Assigning Secretary for host school should be contacted immediately. Prepare checks for Game Umpires. Pay rate for district tournament is listed elsewhere in this manual. In addition, the KHSAA will inform you by letter or through the Assigning Secretary of the amount of money to be paid to the umpires for mileage.
- ◇ Contact Scoreboard with results (800) 453-6882
- ◇ All Game Management Functions Completed
- ◇ Other Media Contacted with Results
- ◇ Complete Financial Report (send to KHSAA by June 9, 2014)
- ◇ Player Rosters are available on the "Members Schools" Link. **Please remind your participating schools that once postseason play starts the rosters are locked and no changes are permitted to be made.**

MODEL AGENDA FOR DISTRICT TOURNAMENT MEETING

- ◇ Call To Order
- ◇ Designate Someone To Take Minutes
- ◇ Discuss Seeding Procedure (If Necessary)
 - ◇ Requires Majority to Change Seeding or Seeding Method
 - ◇ Report Seeding Decisions or Changes to KHSAA on Form SB 101 (*send to KHSAA immediately following meeting*)
- ◇ Discuss Future Sites
 - ◇ Review Site Selection Criteria prior to any final decisions. This is contained in Appendix B.
 - ◇ Review Site Selection Plan and ensure accuracy
 - ◇ Make sure all schools in rotation agree to host the tournament
- ◇ Complete Site Selection Plan Form Enclosed (SB104) (**send** to KHSAA immediately following meeting)
- ◇ Discuss Tournament Expenses (majority approval required)
 - ◇ PA, Official Scorer, Stats
 - ◇ Security (Must have plan in place)
 - ◇ Medical
 - ◇ Other
 - ◇ Equipment, Ground Rules and other facility notes
- ◇ Conduct Draw/Seed Placement

- ◇ Complete enclosed draw sheet (appropriate form)
- ◇ Copy draw to all teams

REGIONAL TOURNAMENT CHECKLIST

- ◇ Read Instruction Manual thoroughly, paying particular attention to pages 3-10 and the contents of Appendix A, Appendix B and Appendix D.
- ◇ Print pages 3-10, Appendix A, Appendix B (all round forms and information) and Appendix D (Region Manager Forms) from this manual, or directly from website.
- ◇ Make any copies that need to be given to all schools at the meeting.
- ◇ Draw meeting announced and meeting conducted
- ◇ Draw form completed and faxed to KHSAA (859) 293-5999
- ◇ Umpires contacted immediately. Prepare checks for Game Umpires. Pay rate for region tournament is listed elsewhere in this manual. In addition, the KHSAA will inform you by letter or through the Assigning Secretary of the amount of money to be paid to the umpires for mileage.
- ◇ All Game Management functions completed
- ◇ Contact Scoreboard with results (800) 453-6882
- ◇ Media contacted with results
- ◇ Complete Financial Report (send to KHSAA by June 9, 2014)
- ◇ Player Rosters are available on the KHSAA website "Members Schools" Link. **Please remind your participating schools that once postseason play starts the rosters are locked and no changes are permitted to be made.**

MODEL AGENDA FOR REGIONAL TOURNAMENT MEETING

- ◇ Call to Order
- ◇ Designate someone to take minutes
- ◇ Discuss future sites
 - ◇ Review Site Selection criteria prior to any final decisions. This is contained in Appendix B.
 - ◇ Review Region Site Selection Plan for future years and ensure accuracy. Double check compliance with KHSAA Tournament Rules. Be sure to check for new fields in area that need to be included in rotation.
- ◇ Complete Region Site Selection Form Enclosed (SB 105) (***send** to KHSAA immediately following meeting*)
- ◇ Discuss Tournament Expenses (majority approval required)
 - ◇ PA, Official Scorer, Stats
 - ◇ Security
 - ◇ Medical
 - ◇ Other
 - ◇ Equipment, ground rules and other facility notes
- ◇ Conduct draw including time schedule.
- ◇ Complete Enclosed Bracket Sheet (BR308)
- ◇ Copy of Draw for All Teams
- ◇ Complete Financial Report (send to KHSAA by June 9, 2014)

KHSAA DISTRICT AND REGION FAST PITCH SOFTBALL TOURNAMENT REGULATIONS AND INSTRUCTIONS

Please refer to the Kentucky High School Athletic Association Handbook Tournament Rules (located at http://www.khsaa.org/fast_pitch_softball/tournamentrules.pdf) and re-printed in Appendix A of this manual.

The forms for your various reports should be self-explanatory, and are all located via the KHSAA web site, http://www.khsaa.org/fast_pitch_softball. Send your financial report to the KHSAA by Monday, June 9, 2014. You must use the proper KHSAA Form as supplied for reporting the tournament finances. For your convenience, the following explanations are given. For good measure, all managers should also refer to the checklist for the particular round found at the beginning of this section.

DISTRICT PRE-TOURNAMENT MEETING

- ◇ The meeting of representatives of the competing schools is to start not later than 2:00 p.m. E.T. on **May 11, 2014**, at the tournament site for the purpose of drawing for the district tournament.
- ◇ Announce the time of drawings in your letter. Read Tournament Rule IV, especially if there are only three teams in your district.
- ◇ Each District Manager is required to submit a copy of the district seeding procedure.
- ◇ Check with the next round manager prior to your meeting and make certain to inform the teams in your tournament of the date and time of the regional meeting should they advance. A complete list of managers for the postseason is in Appendix B of this manual.

REGIONAL PRE-TOURNAMENT MEETING

- ◇ The meeting of representatives of the competing schools is to start at 2:00 p.m. E.T. on **May 25, 2014**, at the tournament site for the purpose of drawing for the regional tournament. Permission to meet earlier may be granted if ALL districts within the region have completed play.

FUTURE DISTRICT SITES

- ◇ The District Manager should review the site selection schedule with all schools in the district at the meeting. A copy of all current listings is on the KHSAA web site, www.khsaa.org/fast_pitch_softball.
- ◇ If changes or corrections are made to the District Tournament Site Selection Plan, please use KHSAA Form SB104, which is included in Appendix C (Checklist and Forms for District Managers) of this manual and available on the KHSAA web site, and return it to the KHSAA immediately following the meeting.
- ◇ The district manager is required to submit a copy of the site selection plan.

FUTURE REGIONAL SITES

- ◇ The manager should review the site selection schedule with all schools in the district at the meeting. A copy of all current listings is on the KHSAA web site, www.khsaa.org/fast_pitch_softball.
- ◇ If changes or corrections are made to the regional tournament site selection plan, please use KHSAA Form SB105, which is enclosed in Appendix D (Checklist and Forms for Region Managers) of this manual and available on the KHSAA web site, and return it to the KHSAA immediately following the meeting.

- ◇ Regional managers are **required** to submit a copy of their site selection plan. This information should be submitted along with your tournament bracket.

DISTRICT SEEDING

- ◇ All decisions regarding seeding of a tournament must be made prior to the start of the regular season, including but not limited to, seeding method and criteria.
- ◇ Seeding methods must be filed in writing with the KHSAA. Use form SB101 that is enclosed in Appendix C (Checklist and Forms for District Managers) in this manual. Confirm Seeding Decision at meeting and **immediately** submit form to KHSAA. It is important that each district manager submit a copy of the district seeding procedure.
- ◇ Seeding decisions and the method used shall remain in place until a majority vote of the participating schools rescinds the seeding decision. If vote is made to seed, the manager is to send the KHSAA a copy of the meeting minutes. A copy of all current listings is on the KHSAA web site, www.khsaa.org/fast_pitch_softball.
- ◇ District Tournament Managers should ensure that all schools in seeded districts are reminded that all games to be used in calculating the seeded position **MUST** be played by May 14, 2014.

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DISTRICT TOURNAMENT DRAW

- ◇ Each district tournament shall draw (or place if seeded) teams into the appropriate bracket in Appendix C depending upon how many teams are in the district and whether or not it is seeded. Complete brackets are also available on the KHSAA web site, http://www.khsaa.org/fast_pitch_softball.
- ◇ The district manager is to fax the bracket to the following outlets / agencies -
 - KHSAA at (859) 293-5999 immediately following the draw.
- ◇ The team in the upper half of the bracket in a non-seeded tournament will be the home team, and will wear light colored jerseys. If a tournament is seeded, the highest seed shall be the home team.
- ◇ District Tournament play shall **begin not later than Monday** of the week on the KHSAA Calendar for district tournaments. This year those dates are May 19 through May 24. **You must get permission from the KHSAA office to start later than May 19, and only in the event of facility conflicts.**

REGIONAL TOURNAMENT DRAW AND GAME SCHEDULE

- ◇ Please review V. (Tournament Meetings and Parings (Section D) Region 1 c) concerning regional drawings. This rule makes it impossible for a winner and corresponding runner-up in a district to meet before the final regional game.
- ◇ Each region shall draw teams into the appropriate bracket in Appendix D of this manual. The district winners will wear the light colored jerseys and occupy the third base dugout. **A coin flip at the regional tournament meeting or at the pre-game conference will determine the home team.**
- ◇ Region tournament play **shall begin no later** than Monday of the week on the KHSAA Calendar for region tournaments. This year those dates are May 26 through June 31. **You must get permission from the KHSAA office to start later than May 26, and only in the event of facility conflicts.**
- ◇ The region manager is to fax the bracket to the following outlets / agencies -
 - KHSAA at (859) 293-5999 immediately following the draw.

PLAYING RULES AND REGULATIONS (ALL TOURNAMENTS)

- ◇ National Federation Playing Rules will be utilized without exception.

- ◇ Member schools are not permitted to practice for, travel to or participate in an interscholastic athletic contest during the six-hour school day. Therefore no Fast Pitch Softball Tournament may be scheduled at a time that would violate any part of the six-hour academic school day. Due to this action and regulation, tournaments should not start prior to 3:30 p.m. each school day.
- ◇ THE TOURNAMENT RULES STATE THAT NOT MORE THAN TWENTY-ONE PLAYERS MAY BE IN UNIFORM FOR ANY ONE TOURNAMENT GAME. **NO MANAGER OR GROUP OF SCHOOLS MAY VOTE TO WAIVE THIS REQUIREMENT.**

SPEED-UP RULES - RUN RULES AND COURTESY RUNNERS

- ◇ In accordance with National Federation Fast Pitch Softball Rule 4-2-2, the game shall end when the losing team is behind ten or more runs and has had at least five turns at bat. No manager or group of schools may vote to waive this requirement.
- ◇ The speed-up rules provisions, allowing for a courtesy runner for the pitcher and catcher when they reach base, WILL be used in all post season games.

GAME BALLS

- ◇ The Worth Optic Yellow softball is the only ball allowed to be used in the district, region, or state tournament. All balls must display the National Federation Authenticating Mark. Use of any other fast pitch softball is a violation of KHSAA tournament rules and will subject the tournament and its participants to possible penalties.

TEAM ROSTERS AND PICTURES

- ◇ A plan for getting our material to the tournament manager at each level of play in a timely fashion has been devised. The district tournament manager is not involved in this process other than reminding the schools to have submitted the requested information. Please read the following instructions carefully:
 1. Each tournament manager should remind all competitors in a district or regional tournament to make certain that their school representatives have submitted the proper materials to the KHSAA. The participating schools should have submitted their information by using their password to enter the "Members Only" link on the KHSAA website. If they have not submitted their team photo along with photo ID, they need to do so immediately. Email it directly to mmitchell@khsaa.org or by using the upload feature on the KHSAA website. **Once postseason play starts the online rosters are locked and changes are not permitted.**
 2. District Managers should use only one list for checking players on each team.
 3. The Regional Managers will receive further forms and information from the KHSAA Communications Director to be used for gathering final information about the teams.
 4. The use of the KHSAA eligibility list is not required during the post season, as the use of the roster will be allowed to substitute.

DISTRICT FINANCES

- ◇ The participating schools shall adopt a plan for distribution of proceeds. If there is dispute, contact the Commissioner's office.
- ◇ In accordance with the KHSAA Constitution, all proceeds after expenses approved by the participants shall be divided among the participating teams.
- ◇ The district manager shall complete KHSAA Form GE 052, District tournament financial report, following the tournament and return it to the KHSAA by the published deadline.

REGION FINANCES

- ◇ All schools in a region (not just the participating teams in the regional tournament) shall adopt a plan for distribution of proceeds. If there is dispute, you may contact the KHSAA.

- ◇ In accordance with the KHSAA Constitution, all proceeds after expenses approved by the participants shall be divided among the teams in a region based on a plan approved by majority vote.
- ◇ The region manager shall complete KHSAA Form GE 053, Region tournament financial report, following the tournament and return it to the KHSAA by the published deadline.

UMPIRES

- ◇ In compliance with the Federal Court Decree, the Commission composed of the Commissioner and the four assistants will assign all umpires. In order that this may be carried out, it will be necessary for each manager to send a copy of the bracket, giving the date and time of each game to the Commissioner immediately if this has not been done already.
- ◇ For the district tournaments, managers are to contact the Assigning Secretary who normally services the games of the host school to obtain your officials' names and game assignments.
- ◇ For the region tournament, the KHSAA will notify the manager as to the assignments.

DISTRICT TOURNAMENT UMPIRE FEES

The Board of Control has established minimum fees for postseason play. In all tournament levels, one member of the crew of officials is to be paid a mileage allowance of .35 (35 cents) per mile for all necessary travel based on the mileage submitted to the manager by the association staff member in charge of the sport or his/her designee. Additional postseason allowances shall be at the discretion of the tournament manager and must be approved by the Commissioner.

- ◇ The following regulations for 2014 have been set by the Board of Control: Each district tournament official shall receive a fee of \$46.00 per game for a crew of two umpires and a fee of \$41.00 per game for a crew of three or more umpires. In addition, if an official is being assigned from outside of the local association area of the host school, the fee shall be increased by \$5 per game. **It is strongly recommended that three officials be used in each district tournament game** The crew of umpires is to be paid a mileage allowance of .35 (35 cents) per mile for all necessary mileage based on the mileage submitted to the manager by the association staff member in charge of the sport through the Assigning Secretary. Additional postseason allowances for lodging, etc. shall be at the discretion of the tournament manager and must be approved by the Commissioner. Please refer all conflicts with regards to mileage or other payments to umpires to the KHSAA office.
- ◇ IT IS THE RESPONSIBILITY OF THE DISTRICT TOURNAMENT MANAGER TO MAKE THE NECESSARY CONTACTS WITH THE UMPIRES.

REGIONAL TOURNAMENT UMPIRE FEES

The Board of Control has established minimum fees for postseason play. In all tournament levels, one member of the crew of officials is to be paid a mileage allowance of **.35 (35 cents)** per mile for all necessary travel based on the mileage submitted to the manager by the association staff member in charge of the sport or his/her designee. Additional postseason allowances shall be at the discretion of the tournament manager and must be approved by the Commissioner.

- ◇ The following regulations for 2014 have been set by the Board of Control: Each regional tournament official shall receive a fee of \$51.00 per game for a crew of two umpires and a fee of \$46.00 per game for a crew of three or more umpires. In addition, if an official is being assigned from outside of the local association area of the host school, the fee shall be increased by \$5 per game. **It is strongly recommended that three officials be used in each district tournament game.** The crew of umpires is to be paid a mileage allowance of .35 (35 cents) per mile for all necessary mileage based on the mileage submitted to the manager by the association staff member in charge of the sport through the Assigning Secretary. Additional postseason allowances for lodging, etc. shall be at the discretion of the tournament manager and must be approved by the Commissioner. Please refer all conflicts with regards to mileage or other payments to umpires to the KHSAA office.

- ◇ IT IS THE RESPONSIBILITY OF THE REGIONAL TOURNAMENT MANAGER TO MAKE THE NECESSARY CONTACTS WITH THE UMPIRES.

TROPHIES

The KHSAA Board of Control has contracted with Riherds.com of Smiths Grove, KY to supply the official KHSAA district, region, sectional and state trophies/awards for the 2014 tournaments. Payment should be sent to Riherds.com, PO Box 459, Smiths Grove, KY 42171. An invoice will be included in the box with the trophies. The awards will be shipped via UPS. The afternoon Riherds ships the awards you will receive an email with the UPS tracking number. Once you receive your awards, please inspect each and every one for damage, correctness or any other issues. If you have any issues, please call Terrena in Customer Service at Riherds' (1-800-274-4373 or 1-270-563-5133) between the hours of 9:30 am and 4:30pm. You may also email Riherds' at khsaa@riherds.com.

In the email with the tracking number you will also have a special link to the Riherds.com website which will let you confirm with a mouse-click that you received your awards in good condition. If Riherds' doesn't hear from you after a reasonable time confirming you received your awards they will contact you, your Athletic Director, or Principal by phone to verify you received your awards in good condition.

You will be billed directly by the trophy company.

SECURITY

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

MEDICAL COVERAGE

- ◇ A physician and/or ambulance should also be in place in the event of an emergency.

REPORTS

- ◇ After each game, the results shall be reported to the following outlets / agencies -
- ◇ Contact Scoreboard with results (800) 453-6882.

INCLEMENT WEATHER

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 in consultation with the participating teams to make decisions with regards to re-scheduling in the event of postponement and ensure that all teams, media outlets and schools are properly notified. In accordance with the playing rules, after the contest has begun, the umpires shall make such determination. If a game is interrupted in tournament play, it will be reset at the same point, same inning, same out or outs, same balls and strikes, same batter or number of batter in the batting order.

KHSAA COMPETITION RULES

Governing Fast Pitch Softball

*(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 fastpitch softball 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 entire alignment shall be reviewed when the Board of Control conducts a realignment related to basketball. 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 1, 2013, the alignment for girls' fast pitch softball is as follows:

REGION 1

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

District 2 - Ballard Memorial, Graves County, Mayfield

District 3 - McCracken County, Paducah Tilghman, St. Mary

District 4 - Calloway County, 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, 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, Doss, Iroquois, Western

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

District 24 - Bullitt East, Fern Creek, Jeffersontown, Mercy (Girls), Whitefield Academy,

REGION 7

District 25 - Central, DuPont Manual, Portland Christian, Presentation (Girls), Shawnee

District 26 - Assumption (Girls), Louisville Collegiate, Male

District 27 - Atherton, Sacred Heart (Girls), Seneca, Waggener

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

REGION 8

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

District 30 - Anderson County, Collins, Eminence, Shelby County, Spencer County

District 31 - Carroll County, Gallatin County, Henry County, Owen County

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

REGION 9

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

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

District 35 - Beechwood, Covington Latin, Holmes, Holy Cross (Covington), Notre Dame (Girls)

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, 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, Red Bird

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, 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, Lawrence County, Magoffin County, Paintsville, Sheldon Clark

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

District 59 - East Ridge, Pikeville, Shelby Valley

District 60 - Belfry, 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

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) Through the conclusion of the 2012-2013 school year, teams in three-team districts shall play each other twice during the regular season, with provisions and tie-breakers listed below. Beginning in 2013-2014, 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 the date of the pre-tournament meeting as published on the KHSAA memorandum calendar. 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. Games played after the published meeting date SHALL NOT factor into the seeded position.
 - h) Seeded games unable to be played for any reason (with the exception of verified forfeited contests) prior to the published date for the district tournament meetings will 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.

- I) 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) District tournament play shall begin not later than Monday of the week on the KHSAA Calendar for district tournaments. Permission may be obtained from the KHSAA office to start later than that date only in the event of facility conflicts. Tournaments may begin on the weekend prior if the schools concur and it alleviates facility conflicts.
- 2) Region tournament play shall begin not later than Tuesday of the week on the KHSAA Calendar for region tournaments. Permission may be obtained from the KHSAA office to start later than that date only in the event of facility conflicts.
- 3) All tournaments shall be held on or as near the dates indicated on the Memorandum Calendar as local conditions permit. Any exceptions shall be approved by the Commissioner.

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 Board of Control 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 ten (10) or more softball 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- satisfactory capacity within the facility to safely accommodate past (five years) and expected attendance numbers; an officials dressing room; and adequate parking for projected attendance. In addition, all sites shall meet the published site selection criteria baseball 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 the defined site selection process at prior year tournaments. The applicant shall supply information relating to seating and parking facilities and such other information as may be requested by the Commissioner. 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 all schools within a region, not simply the schools playing in a particular year's event. Criteria to be considered by the schools include but are not limited to- satisfactory capacity within the facility to safely accommodate past (five years) and expected attendance numbers; an officials dressing room; and adequate parking for projected attendance. In addition, all sites shall meet the published site selection criteria softball as posted on the KHSAA website.
- 6) The schools in the district and the region 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. 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.

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

III) TOURNAMENT MANAGERS, MEETINGS AND PAIRINGS

A) Selection of Tournament Manager

- 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. In addition, 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.
- 4) 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.

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 number of places to be considered shall be four, eight, sixteen, thirty-two, etc. Of the above numbers, the one that is next greater than the number of teams in the drawing shall be considered in the drawing. The teams shall be placed in the proper position of the appropriate single elimination bracket.
 - b) If the number of teams in the drawing is less than the number of places to be considered, the even number 2 shall be designed as the first bye; the largest even number as the second bye; number 4 as the third bye; the next largest even number as the fourth bye; and so on until the number of places not so designated equals the number of teams in the drawing. The places shall be determined by drawing by lot, the numbers assigned to the "byes" having been first taken from the numbers to be drawn.
- c) The teams which pair with "byes" shall have a rest period during the first round of the playing of games in the tournament.
- d) The winner of the No. 1 and No. 2 games shall play the winner of the No. 3 and No. 4 game. The winner of the No. 5 game and No. 6 game shall play the winner of No. 7 and No. 8 game. The two winners shall play for the championship. The same general procedure shall be used in the case of more than eight places or teams.

- e) 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) 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.
 - b) 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.
 - c) 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.
 - d) 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.
 - e) The winner of each region tournament shall advance to the state tournament.
 - 4) State. The Commissioner shall conduct a blind draw to determine the pairings for the state tournament. The winner of each of the sixteen (16) region tournaments shall advance to the state tournament.
- 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 twenty-one (21) players in each postseason tournament game from the roster submitted online.
 - 2) The twenty one (21) players shall be designated each game, and no other players may be in uniform and tournament management may limit the total number of individuals in the dugouts.
- 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 ten games during the regular season.
- V) UMPIRES / OFFICIALS**
- A) Umpires for all KHSAA sponsored championship competition shall be assigned by the Commission in compliance with the Federal Court Decree of 1971 (1987, 2007).**
- B) Umpires assigned for championship play shall comply with the published provisions 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 the state tournament will be the winning team in a double 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 twenty-four (24) individual medals.
 - 4) An All-Tournament team will be selected at the state tournament along with 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**
- 1) The participating schools may adopt by majority vote, any plan that they desire for the distribution of receipts.
 - 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 the 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 twenty-four (24) persons, including the principal, coaches, team members 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.
- 7) The competing teams in the state tournament will be afforded passes to accommodate a traveling party of forty (40), to include the school principal(s) and other administrators, the coaching staff, the team members in uniform (maximum 21) and the support staff for the team. No additional passes will be issued.

VIII) SPECIAL TOURNAMENT AND REGULAR SEASON RULES

A) Playing Rules

- 1) All games shall be played using the NFHS Softball 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) Specifications for Fields and Game Balls

- 1) The specifications for recommended and required standards for fields to be used in tournament play may be developed by Association staff and Advisory Committees and approved by the Board of Control.
- 2) The twelve (12) inch softball shall be utilized in all regular season and postseason contests.
- 3) The Association may enter into a contract to restrict the use of a ball in tournament play to a specific brand or model.

D) Time Limit

There shall be no time limit on regular or postseason varsity softball contests.

E) Speed-Up Rules

All softball contests shall utilize the optional speed-up rules allowed by the National Federation such as courtesy runners for the pitcher and catcher upon reaching base and any other speed-up rules mandated by the National Federation including a "run rule" where run differential determines the end of the contest.

F) Interrupted Games

- 1) If a game is interrupted in tournament play or in regular season play, and is subsequently to be completed, it will be reset at the same point, same inning, same out or outs, same balls and strikes, same batter or number of batter in the batting order.
- 2) If a game is interrupted and unable to be completed, it shall be counted against all applicable game limits, including total number of games and all pitching restrictions.

G) Complete Game and Run Rule

- 1) In regular season, and postseason, a complete game of 6 1/2 or 7 innings shall be played unless other National Federation rules or rules adopted by state association and permitted by National Federation playing rules (as detailed in item 4 below) apply to the situation.
- 2) All seeded district games in a seeded district shall be played to completion.
- 3) Except for seeded district games, one or both games of a double header may be shortened to five innings by mutual agreement of the two coaches prior to the game.
- 4) For all games, regular season and postseason, a fifteen (15) run differential between teams after three or more complete innings (including after the top half if the home team is ahead) shall

constitute a complete game.

- 5) For all games, regular season and postseason, a ten (10) run differential between teams after five or more complete innings (including after the top half if the home team is ahead) shall constitute a complete game.

H) International Tie-Breaker

- 1) The international tie-breaker (ITB) system shall be used in all regular season games if the game is still tied after nine complete innings. By mutual agreement of the two competing coaches, the ITB may be used in the 8th and 9th innings if the score is tied after seven complete innings.
- 2) The provisions of the ITB are:
 - a) If a game is tied after nine complete innings of play (or innings 8 and 9 by mutual agreement), the game shall continue in the 10th inning using the International Tie-Breaker (ITB) system.
 - b) At the start of each half-inning beginning in the top of the 10th (or 8th and 9th by mutual agreement), the offensive team will begin its turn at bat with the player scheduled to bat ninth in that half inning being placed on second base. If the Pitcher or Catcher is that ninth batter, then a courtesy runner may be used. A substitute may also be legally inserted for the runner.
- 3) The ITB shall not be utilized in postseason play.

I) Double First Base

- 1) The double first base provisions of the NFHS playing rules shall be utilized in all regular season games hosted by KHSAA member schools at school owned facilities.
- 2) The double first base provisions of the NFHS playing rules shall be utilized in all rounds of KHSAA championship play.

J) Heat Index

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

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

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

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

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

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

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

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

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

The KHSAA Board of Control will purchase Catastrophe Insurance, using the member dues and tournament receipts, to insure the student-athletes who compete in the sanctioned sports and sport activities of the KHSAA. In addition, students serving in a support capacity at those sponsored events (managers, trainers, etc) shall be included in the coverage as well as cheerleaders complying with the NFHS rules restrictions and Bylaw 23 limitations.

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

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

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

Ten (10) percent of the member schools located in at least three (3) different basketball regions shall agree to field a team in

order that the Association consider sponsoring a championship. The achievement of this percentage is no guarantee of the development of a championship as the Board of Control must consider fiscal and legal consequences such as the Association budget, the budget of the member schools and the impact on such things as Title IX. In addition, ten (10) percent of the member schools located in at least three (3) different basketball regions shall participate each year in order that the Association maintains championships. The Association shall survey the membership every three years to determine interest in new offerings. (Board of Control, March, 1994, amended February, 2011)

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

- 1) The intellectual property, corporate, broadcasting and media rights to the State championship rounds of the KHSAA postseason championships belong exclusively to the KHSAA, including titling agreements and sponsorships. No member school may approve or sign an agreement that includes rights to state contests (delayed or live).
- 2) The intellectual property, corporate, broadcasting and media rights to the postseason rounds prior to the state finals belong exclusively to the KHSAA, including titling agreements and sponsorships. No member school can sign an exclusive agreement for a postseason round (District, Region, semi-state) without agreement between the schools and approval of the KHSAA Office.
- 3) The intellectual property, corporate, broadcasting and media rights to the postseason rounds prior to the state finals belong exclusively to the KHSAA, but are assigned to the Principal of each institution for management and control. No member school shall sign an exclusive regular season agreement that would "Shut out" its opponent from any audio, video streaming or having the opportunity to do so.
- 4) At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA. In general, the management of those rights may be assigned to the manager at the host KHSAA member school for the district, region and sectional (semi-state) competition.
- 5) At all levels of competition, including district, region, sectional, and state competition in KHSAA sponsored tournaments and meets, managers are to make allowances for members of the television media to tape portions of the contests at no charge to the media outlet, as long as the taping is for the sole purpose of newscast highlights.
- 6) Outlets desiring to tape the contest for broadcast or telecast shall seek the permission of the event manager, and the manager has the right to set and collect any fee which may be deemed appropriate as an offset to any perceived lost ticket revenue.
- 7) At the state level, all negotiations for rights to broadcast or telecast shall be initiated with the Sports Information Director and the Commissioner, and shall be approved by the Commissioner.

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

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

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

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

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

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

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

For 2013-2014, those ball numbers are:

Boys Basketball - KYPROMB

Girls Basketballs - KYPROWB

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

Soccerball - KYSB850B

Baseball - R100KY and R200KY

Softball - Worth PX2RYL-KY

Football - ST5KYB and ST5PROSKYB.

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

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

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

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

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

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

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

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

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

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

- 1) The schools shall meet and decide what facilities can hold the attendance of the last five years of the tournament based on the fan followings of the schools, and satisfy other logistical needs such as accessibility, parking, etc. (agreed sites). If there is a disagreement, the Board of Control can serve as the final resolution and KHSAA staff shall assist in that determination.
- 2) The discussion on site applicability is separate from the ability to "host", that is being the tournament manager, operating concessions, etc. as all schools shall be given that opportunity to host, just not necessarily at a site that cannot accommodate the event.

3) From that list of agreed sites, the rotation of sites is to be considered, factoring in of course, that all schools shall be given a chance (if they want) to host, even if it isn't played at the host school's home playing facility.

4) In a year when the designated host's home facility does not meet the specifications for holding the tournament, the final selection as to the playing site rests with the designated host school. That school has sole discretion to make that decision, but is compelled to choose only from the list of agreed facilities as mentioned in (1) above.

5) In a year when the designated host school's home facility does not meet the specifications for holding the tournament, the designation shall be made by September 20 in volleyball and soccer; January 1 in basketball; and April 15 for baseball and softball.

Case CR-12- May a name be added to the roster or entry form after the first day of postseason competition?

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

Case CR-13- How is it determined that a meet counts against the four meet minimum in Track and Field or Cross Country?

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

Case CR-14- If a Cross Country Meet is interrupted by weather, can other races be run that day?

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

Case CR-15 - Are there policies on participation by boys on girls' teams and vice-versa?

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

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

B) Baseball and Softball

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

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

C) Basketball

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

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

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

D) Football / Wrestling

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

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

E) Soccer

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

F) Volleyball

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

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

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

H) Archery

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

I) Bass Fishing

There is no gender specific competition in this sport activity.

J) Bowling

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

K) Competitive Cheer

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



KHSAA District Site Selection Plan
(return to KHSAA immediately upon receipt and completion)

KHSAA Form GE57
Rev 08/13

Event (check one) Baseball ☐ Basketball ☐ Soccer ☐ Softball ☐ Volleyball ☐

District # ☐ Boys ☐ Girls ☐ Combined ☐

As per KHSAA Tournament Rules and Regulations, this district has unanimously agreed to the following site selection plan for the future years listed below--

Year	Boys' Site	Boys' Host
2013-2014		
2014-2015		
2015-2016		
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021		

Signed and agreed UNANIMOUSLY by the principals of the district schools --

Principal Signature		High School
	representing	
	representing	
	representing	
	representing	
	representing	
	representing	
	representing	
	representing	

SUBMITTED BY

SIGNATURE

DAYTIME PHONE

DATE



KHSAA District Tournament Financial Report
 (return to KHSAA by published deadlines. File separate reports if
 Girls and Boys Tournaments held separately in the specific sport)

KHSAA Form GE52
Rev 04/14

Event (check one) Baseball ☐ Basketball ☐ Soccer ☐ Softball ☐ Volleyball ☐

District # ☐ Boys ☐ Girls ☐ Combined ☐

Held at _____ Dates _____

Part A	REVENUE ITEMS	Price(s)	Receipts	Totals
	Ticket Sales			
	Broadcasting			
	Sponsorship			
	Per Team Entry Fee Charged by Host			
	TOTAL REVENUE (1)			

Part B	EXPENSE ITEMS		Expenses	
	Game Officials			
	Trophies			
	Travel for Participating Teams			
	Other Itemized Expenses approved in advance by majority vote of schools in tournament (provide separate listing or list on back of this form)			
	TOTAL EXPENSES (2)			

Part C	Net Profit (Part A (1) minus Part B (2) total)			
--------	--	--	--	--

Part D	Allowance to Host School - Maximum 15% for rental and incidental expenses unless otherwise approved by majority vote			
--------	--	--	--	--

Part E	Profit Subject to Division by Schools (Part C minus Part D)			
--------	---	--	--	--

LIST BELOW INDIVIDUAL AMOUNTS FOR DISTRICT TOURNAMENT NET PROFITS FROM PART E ABOVE, NOT INCLUDING TRAVEL EXPENSES

School	Amount		School	Amount

PAID ATTENDANCE BY SESSIONS (Tickets Sold NOT money received)

PAID ATTENDANCE

Session	Paid
Total	

**** NOTE ** IF ANY OTHER PLAN FOR THE DIVISION OF TOURNAMENT RECEIPTS IS USED, A MAJORITY VOTE OF THE PARTICIPATING SCHOOLS MUST BE OBTAINED, DOCUMENTED, AND SENT TO THE KHSAA.**

MANAGER _____

SCHOOL _____

DAYTIME PHONE _____



District Tournament Seeding Plan

Sport (check one) Baseball ☐ Basketball ☐ Soccer ☐ Softball ☐ Volleyball ☐
District # ☐ Boys ☐ Girls ☐ Combined ☐

FOR DISTRICTS WITH THREE TEAMS (effective 2013-2014)

_____ This district will play each other TWICE during the regular season
_____ This district will play each other ONCE during the regular season

FOR DISTRICTS WITH FOUR TEAMS (effective 2013-2014)

_____ If one team withdraws from district play, this district will play each other TWICE during the regular season
_____ If one team withdraws from district play, this district will play each other ONCE during the regular season

FOR DISTRICTS WITH FOUR OR MORE TEAMS

_____ Yes, this district is seeded.
As per KHSAA Tournament Rules and Regulations, this district has by majority vote agreed to seed the district tournament or is required to seed per the three team district regulations. All schools understand that all games involved in the seeding formula MUST be played prior to the district tournament game deadline. A school refusing to play required games shall be subject to game forfeiture or other penalties --

SEEDING FORMULA

_____ Winning percentage of games played within district prior to district tournament meeting.
_____ List two-way tie-breaking mechanisms -

_____ List three-way tie-breaking mechanisms -

_____ Other method (please describe)

_____ No, this district is not seeded

Signed and agreed that this was the majority vote by the principals and/or designated representatives of the district schools --

Principal Signature

representing
representing
representing
representing
representing
representing
representing
representing

High School

Submitted by _____ signature _____ Date _____



**District Tournament Bracket
Three (3) Teams**

KHSAA Form BR103
Rev. 5/03

SPORT _____
BOYS (check if applicable) _____
GIRLS (check if applicable) _____
DISTRICT NUMBER _____
TOURNAMENT DATES _____
SITE _____

Three (3) Teams (seeded by rule)

Seed 1 (Home)-	Advance to Region (Home)-	Champion
BYE		
Seed 2 (Home)	Advance to Region-	
Game 1 - Date/Time-		
Seed 3		

Play game to determine winner/runner-up
Game 2 - Date/Time-

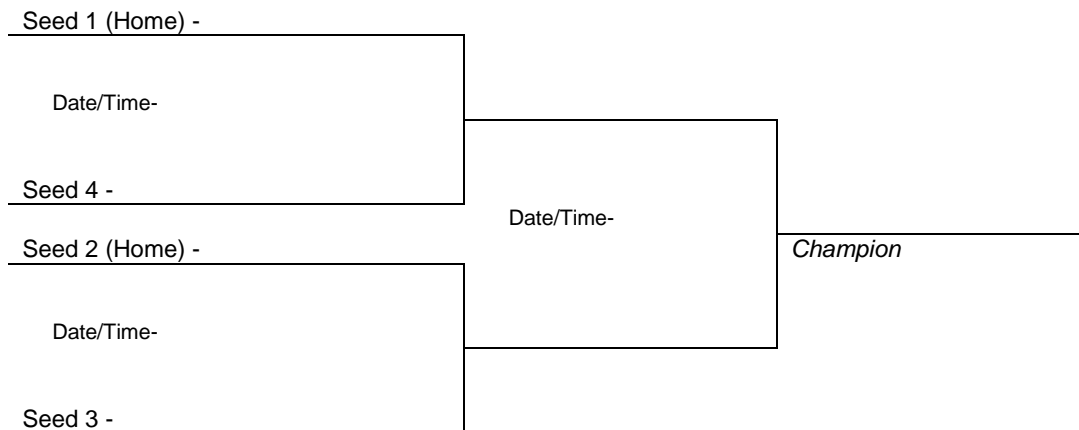


**District Tournament Bracket
Four (4) Teams**

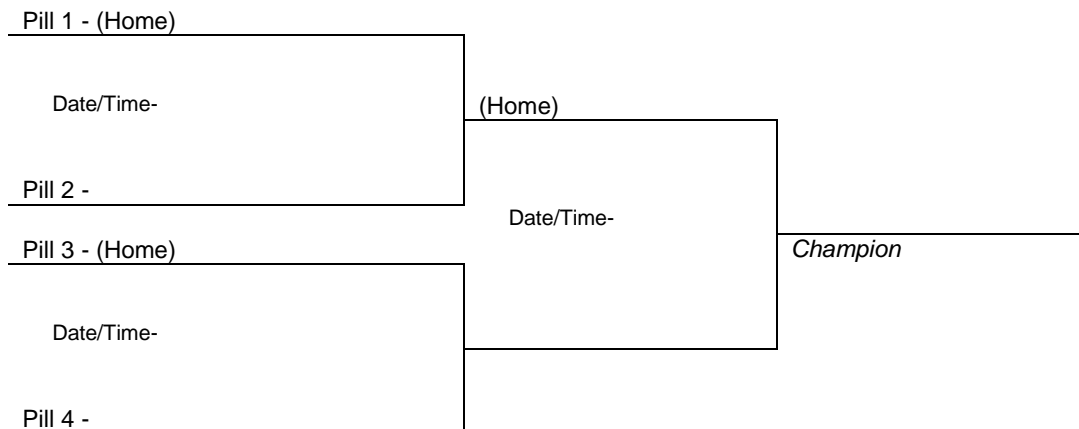
KHSAA Form BR104
Rev. 5/03

SPORT _____
BOYS (check if applicable) _____
GIRLS (check if applicable) _____
DISTRICT NUMBER _____
TOURNAMENT DATES _____
SITE _____

Four (4) Teams (Seeded)



Four (4) Teams (Not Seeded)



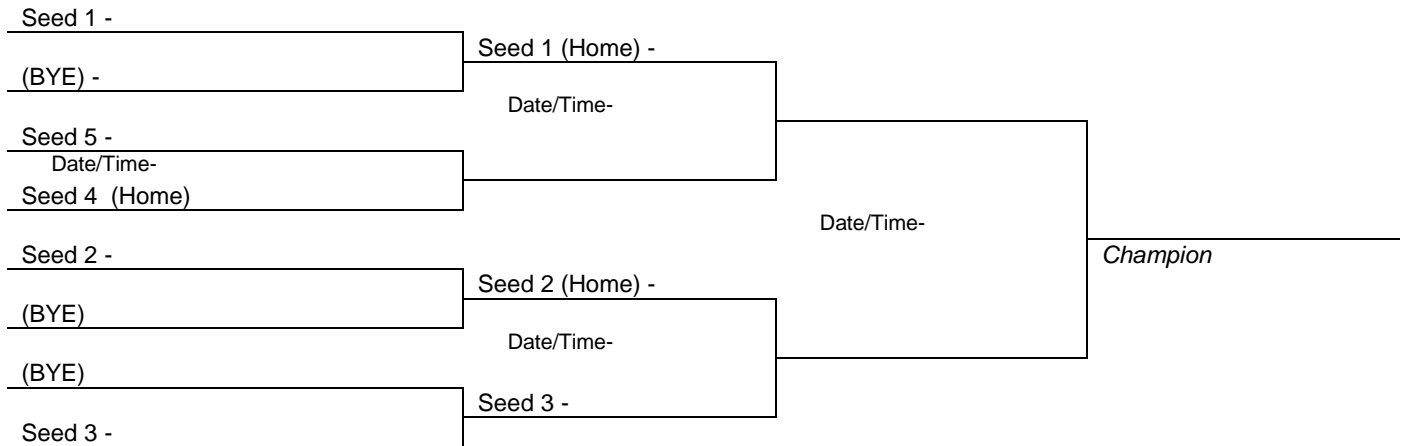


District Tournament Bracket Five (5) Teams

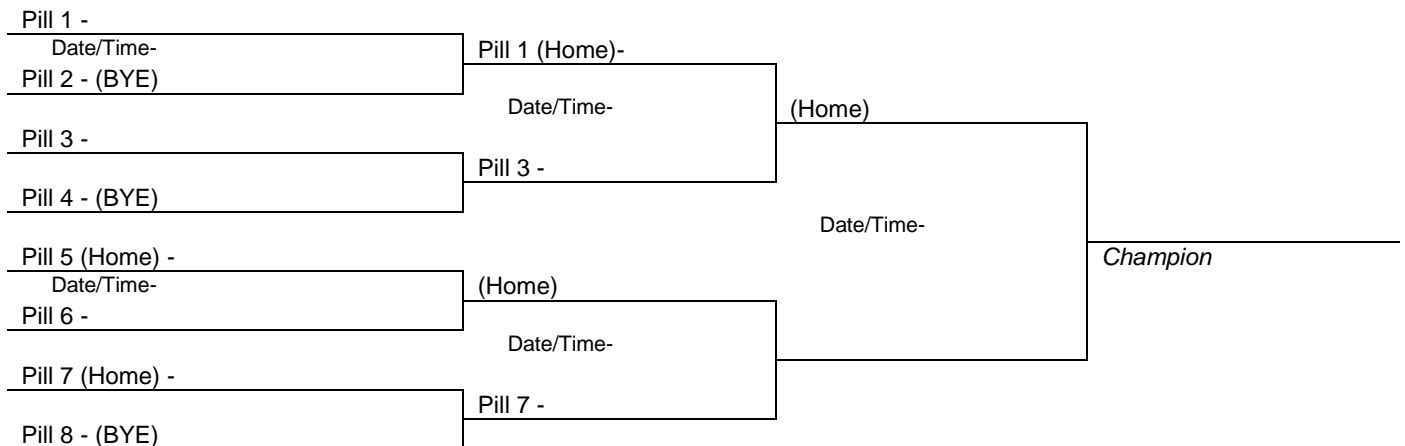
KHSAA Form BR105
Rev. 5/03

SPORT _____
BOYS (check if applicable) _____
GIRLS (check if applicable) _____
DISTRICT NUMBER _____
TOURNAMENT DATES _____
SITE _____

Five (5) Teams (Seeded)



Five (5) Teams (Not Seeded)



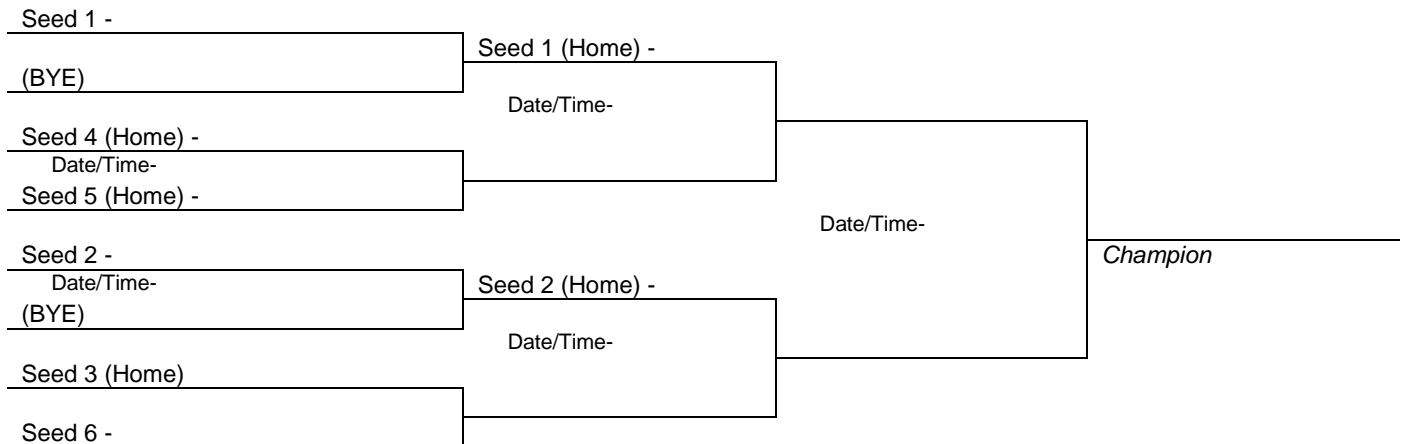


District Tournament Bracket Six (6) Teams

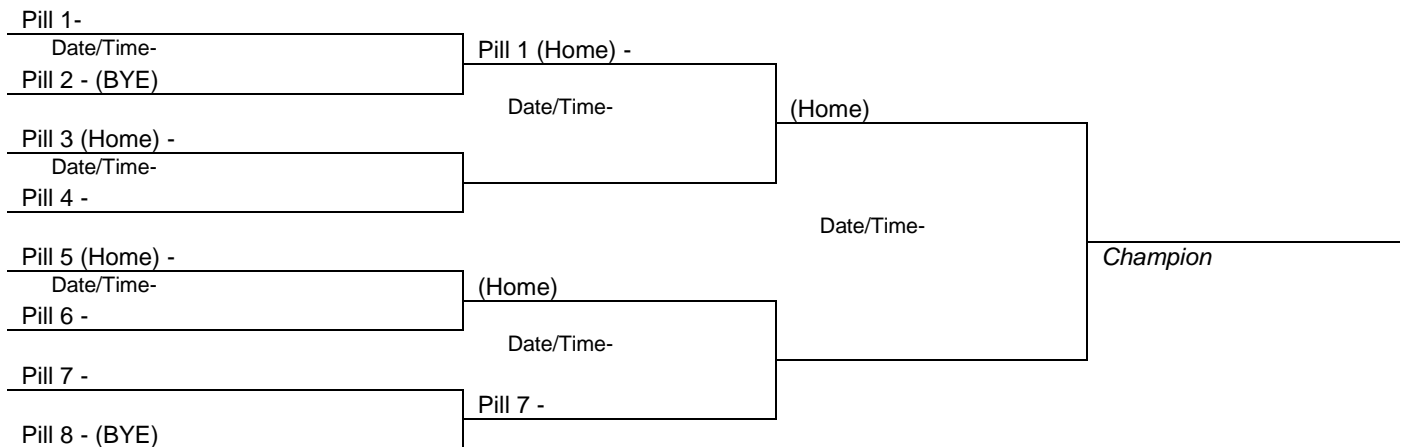
KHSAA Form BR106
Rev. 5/03

SPORT _____
BOYS (check if applicable) _____
GIRLS (check if applicable) _____
DISTRICT NUMBER _____
TOURNAMENT DATES _____
SITE _____

Six (6) Teams (Seeded)



Six (6) Teams (Not Seeded)



SPORT _____

BOYS (check if applicable) _____

GIRLS (check if applicable) _____

DISTRICT NUMBER _____

TOURNAMENT DATES _____

SITE _____

Seven (7) Teams (Seeded)

```
graph LR; S1[Seed 1 (Home) -  
Date/Time-  
(BYE) -] --- R1_1[ ]; S4[Seed 4 (Home) -  
Date/Time-] --- R1_1; S5[Seed 5 -] --- R1_2[ ]; S2[Seed 2 (Home) -  
Date/Time-] --- R1_2; S7[Seed 7 -] --- R1_3[ ]; S3[Seed 3 (Home) -] --- R1_3; R1_1 --- R2[ ]; R1_2 --- R2; R1_3 --- R2; S6[Seed 6 -] --- R2; R2 --- Final[Champion];
```

Seven (7) Teams (Not Seeded)

Pill 1 - Date/Time-	Pill 1 (Home) -	<div> <div>(Home)</div> <div>Date/Time-</div> <div><i>Champion</i></div> </div>
Pill 2 - (BYE)	Date/Time-	
Pill 3 (Home) - Date/Time-	Date/Time-	
Pill 4 -		
Pill 5 (Home) - Date/Time-	(Home)	
Pill 6 -	Date/Time-	
Pill 7 (Home) - Date/Time-	Date/Time-	
Pill 8 -		

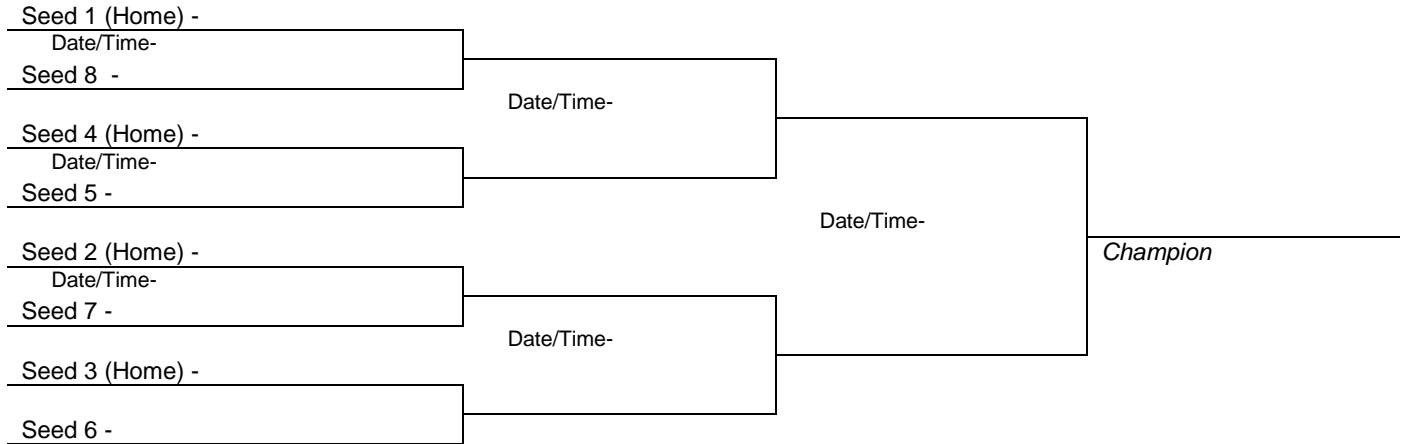


**District Tournament Bracket
Eight (8) Teams**

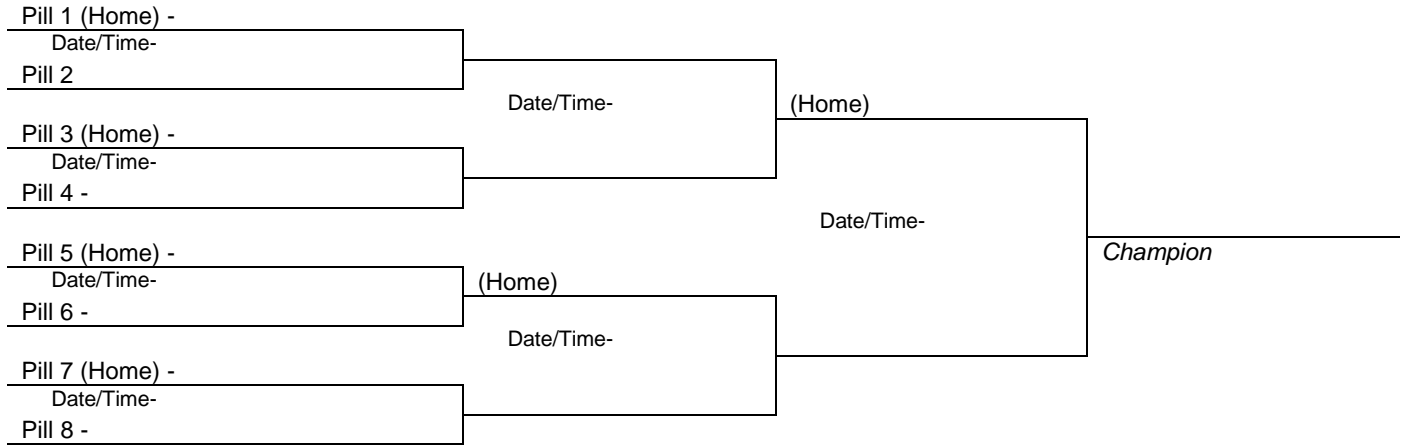
KHSAA Form BR108
Rev. 5/03

SPORT _____
BOYS (check if applicable) _____
GIRLS (check if applicable) _____
DISTRICT NUMBER _____
TOURNAMENT DATES _____
SITE _____

Eight (8) Teams (Seeded)



Eight (8) Teams (Not Seeded)



DATE _____



KHSAA Regional Tournament Financial Report
(return one copy to KHSAA by published deadlines. File separate reports for each tournament)

KHSAA Form GE53
Rev. 04/14

Sport (check one) Baseball ☐ Basketball ☐ Soccer ☐ Softball ☐ Volleyball ☐

REGION # _____ BOYS _____ or GIRLS _____

Held at _____ Dates _____

Part A	REVENUE ITEMS	Price(s)	Receipts	Totals
	Ticket Sales			
	Broadcasting			
	Sponsorship			
	Per Team Entry Fee Charged by Host			
	TOTAL REVENUE (1)			
Part B	EXPENSE ITEMS		Expenses	
	Game Officials			
	Trophies			
	Travel for Participating Teams			
	Other Itemized Expenses approved in advance by majority vote of schools in tournament (provide separate listing or list on back of this form)			
	TOTAL EXPENSES (2)			
Part C	Net Profit (Part A (1) minus Part B (2) total)			
Part D	Allowance to Host School - Maximum 15% for rental and incidental expenses unless otherwise approved by majority vote			
Part E	Profit Subject to Division by Schools (Part C minus Part D)			
Part F	Amount set aside for non participating schools by vote of ALL schools per Constitution Article VII, Section 2			
Part G	Amount to be Divided Among Participating Schools (Part E minus Part F)			

LIST BELOW INDIVIDUAL AMOUNTS DISTRIBUTED FOR REGIONAL TOURNAMENT NET PROFITS FROM PART E ABOVE, NOT INCLUDING TRAVEL EXPENSES. IF ANY OTHER PLAN FOR THE DIVISION OF TOURNAMENT RECEIPTS IS USED, A MAJORITY VOTE OF THE PARTICIPATING SCHOOLS MUST BE OBTAINED, DOCUMENTED, AND SENT TO THE KHSAA. ATTACH ADDITIONAL SHEETS IF EXPLANATION NEEDED.

School	Amount		School	Amount		School	Amount

PAID ATTENDANCE BY SESSION (Tickets Sold NOT money received)

Session	Paid
1	
2	
3	
4	
5	
6	
7	
Total	

MANAGER _____

SCHOOL _____

DAYTIME PHONE _____



**Tournament Bracket - 8
TEAM REGIONAL**

KHSAA Form BR308
Rev. 5/03

SPORT _____
BOYS (check if applicable) _____
GIRLS (check if applicable) _____
REGION NUMBER _____
TOURNAMENT DATES _____
SITE _____

District Winner (Home)

Date/Time-

(Home)

District Runner-up

Date/Time-

(Home)

District Winner (Home)

Date/Time-

District Runner-up

Date/Time-

District Winner (Home)

Date/Time-

(Home)

District Runner-up

Date/Time-

District Winner (Home)

Date/Time-

District Runner-up

Champion