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**INAUGURAL
FHSAA
STATE FLAG FOOTBALL SERIES
TERMS AND CONDITIONS**



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Inaugural FHSAA State Flag Football Series Terms & Conditions

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In accordance with Article 9.8.0 of the FHSAA Bylaws, the following Terms and Conditions governing the Inaugural FHSAA State Flag Football Series have been approved by the FHSAA Board of Directors:

[The FHSAA utilizes a standardized calendar in which the weeks of the year are numbered. This ensures consistent dates from year to year. Week 1 begins with the first Sunday in July. Thanksgiving always falls in Week 21.]

[The forms referenced in these terms & conditions are provided in the 2002-03 FHSAA Forms Book, a copy of which has been provided to all member schools, as well as on the FHSAA web site (www.fhsaa.org) as downloadable PDF and/or Word documents.]

A. Important Dates

Monday, March 17 (Week 37) – First practice date.

Monday, April 7 (Week 40) – First regular season competition date.

Saturday, May 10 (Week 44) – Last date for district game; last date on which a student may transfer and represent a school in the 2003 FHSAA State Flag Football Series.

Monday, May 12 (Week 45) – Final district win-loss records must be reported to the FHSAA Office not later than 10 a.m. EDT.

Tuesday, May 13 (Week 45) – District Tournament pairings announced on FHSAA.org; District Tournament semifinalists must submit electronically to FHSAA Office the “Inaugural FHSAA Flag Football Finals Team Data Form for Official Souvenir Program and Press Booklet” (Form FF2) and a team photo.

Friday, May 16 (Week 45) – Last date for regular season game.

Saturday, May 17 (Week 45) – District Tournaments.

Tuesday, May 20 (Week 46) – FHSAA Flag Football Finals first-round play-in games

Wednesday, May 21 (Week 46) – FHSAA Finals quarterfinalists must submit to FHSAA Office the “Inaugural FHSAA Flag Football Finals Up-to-Date Statistics Form.” (Form FF3).

Friday and Saturday, May 23-24 (Week 46) – FHSAA Flag Football Finals state championship tournament.

B. Eligibility of Student-Athletes, Teams

1. **Student-Athletes.** Only student-athletes eligible under Bylaw 11 and applicable administrative guidelines, regulations, policies and procedures may compete in interscholastic competition. In accordance with Bylaws 11.12.1 and 11.13.1, schools are required to certify the eligibility of their student-athletes prior to the beginning of competition and to withhold ineligible student-athletes from all interscholastic competition (see *Appendix A*).

A student-athlete shall participate in a minimum of four (4) flag football games on the varsity or junior varsity levels during the regular season to be eligible to participate in the state series.

Only those student-athletes who are enrolled in and in regular

attendance at a school prior to Saturday, May 10, 2003 shall be eligible to represent that school in the state series. Student-athletes who transfer to and enroll in a school after that date shall not be eligible to represent that school in the state series.

Only girls shall be permitted to participate in this state series.

2. **Teams.** Participation in the FHSAA State Series is open to any full member senior high school varsity team provided:

[a] The school successfully sponsored a varsity interscholastic program in the previous school year;

[b] The school’s varsity team competed in a minimum of six (6) regular season varsity contests during the current season; and

[c] The school notified the FHSAA Office of its entry into the state series by the specified deadline.

A school shall enter only one (1) team. No school shall enter a team unless it intends to participate in each advancing game it wins.

C. Season and Contest Limitations

1. **Practice.** Practice shall begin not earlier than Monday, March 17, 2003. Practice shall end not later than Saturday, May 24, 2003.

No practice session of any kind shall be held on a Sunday.

2. **Contests.** The first regular season contest shall be played not earlier than Monday, April 7, 2003. The last regular season contest shall be played not later than Friday, May 16, 2003.

A school shall play no more than 12 regular season games, inclusive of games played in regular season tournaments. Not more than three games or one game and one tournament shall be played in a school week, only one of which may cause a loss of time from school.

No contest of any kind shall be held on a Sunday, except in tournaments under emergency conditions that are approved by the Commissioner.

3. **Opponents.** Member schools shall compete only against schools that also are full or affiliate members of the FHSAA or out-of-state schools that are members of associations that regulate interscholastic competition within their respective states. Such out-of-state schools, however, must have eligibility guidelines comparable to those of the FHSAA and must have an established season of competition in the sport that is concurrent with that of the FHSAA. Competition with out-of-state schools, in some cases, may require the approval of the NFHS.

4. **Contracts.** The “Contract for Interscholastic Athletic Contest” (Form AT1) is required for all regular season contests.

Practice games, exhibition games, non-contract games and scrimmage games with other schools, groups, alumni or league teams are strictly prohibited. All such games shall be on an intra-squad basis. Non-squad members shall not participate in any team practice, game or contest.

5. **Student-Athletes.** A school shall play no more than 12 regular season games, inclusive of games played in regular season tournaments.

A student shall not participate on the varsity, junior varsity or

other sub-varsity team in competition on the same day.

D. Rules of Competition

1. **Playing Rules.** National Intramural-Recreational Sports Association (NIRSA) Flag Football Rules, as modified by the FHSAA, are the official rules for all regular season games involving teams participating in the state series as well as FHSAA State Flag Football Series games. The following modifications to those rules have been adopted by the Board of Directors.

[a] **Rule 1-1-3, Supervision:** The game shall be played under the supervision of 2 to 4 officials. It is recommended strongly that 3 officials be used during regular season competition. Four officials shall be used during FHSAA State Flag Football Series contests.

[b] **Rule 1-4-1, Jersey:** Players of opposing teams must wear contrasting colored jerseys, without pockets, numbered on the front and back. The number on the front of the jersey must be a minimum of 6 inches in height and centered. The number on the back of the jersey must be a minimum of 8 inches in height and centered. Numbers must be of solid color contrasting with the color of the shirt. The number may have a contrasting color border, which shall not exceed 1/4 inch. No players on the same team shall wear identical numbers.

[c] **Rule 1-5-5, Mouth and Tooth Protector:** A mouth piece shall be worn by all players.

[d] **Rule 1-5-6, Sunglasses:** Players shall not be permitted to wear sunglasses.

[e] **Rule 7-3-4, Direct Snap:** A direct snap is permissible.

[f] **Rule 9-1-3E, Taunting:** The FHSAA disapproves of any form of taunting that is intended or designed to embarrass, ridicule or demean others under any circumstances, including comments or remarks regarding race, religion, gender or national origin.

2. **Athletic Uniforms.** The home team shall wear the darker-colored jersey. The visiting team shall wear the lighter-colored jersey. It is recommended that each participating team bring to the competition site two sets of jerseys (one dark, one light) with identical numbers.

Commercial advertising, with the exception of the manufacturer's logo, is prohibited on all athletic uniforms.

3. **Suspended Contest.** A suspended contest shall be resumed from the point of interruption.

4. **Protests.** Protests of interscholastic contests shall not be allowed. The decision of the officials shall be final. The outcome (i.e. winners and losers) of all interscholastic contests are final, and cannot be reversed, except where the rules of the sport permit or in the case where a winner must forfeit its victory or points.

E. Cheerleader Guidelines

Cheerleaders are prohibited from building pyramids higher than two tiers during any routine in practice or during a performance in conjunction with an interscholastic contest. Host school management is responsible for the enforcement of this regulation during regular season contests. Local tournament managers are responsible for the enforcement of this regulation during state series contests.

F. Sportsmanship and Unsportsmanlike Conduct

1. **Sportsmanship.** Student-athletes, coaches, administrators, spectators and all other persons connected directly or indirectly with a member school, as well as contest officials, shall adhere to the principles of good sportsmanship and the ethics of competition before, during and after all contests in which they participate and/or attend.

Each participating school shall be held strictly accountable for unsportsmanlike conduct on the part of its competitors, coaches and spectators at the tournament site, hotels and elsewhere.

If contestants or people from any school are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school or host organization, such school will be held responsible for costs incurred in replacing or repairing such property or equipment.

2. **Disqualification (ejection) for general unsportsmanlike conduct or flagrant foul.**

[a] **Student-Athlete** – suspended from competition for remainder of contest and all contests held in the following seven days, but not less than the next two regularly scheduled contests (one contest in boys football); if last contest of season, suspension is served in the next sport in which the student-athlete participates; beginning with fourth such ejection in a sport, program is placed on administrative probation and school is assessed a \$100 fine per occurrence in that sport.

[b] **Coach** – suspended from competition for remainder of contest and all contests held in the following seven days, but not less than the next two regularly scheduled contests (one contest in boys football); if last contest of season, suspension is served in the next sport in which the individual coaches; school is assessed a minimum fine of \$100 per occurrence.

3. **Disqualification (ejection) for gross unsportsmanlike conduct (Bylaw 11.11.2), or second or subsequent act of general unsportsmanlike conduct or flagrant foul.**

[a] **Student-Athlete** – suspended from competition for remainder of contest and all contests held for up to a period of six weeks; if last contest of season, suspension is served in the next sport in which the student-athlete participates; beginning with second such ejection in any sport, school is assessed a \$250 fine per occurrence in any sport.

[b] **Coach** – suspended from competition for remainder of contest and all contests held for up to a period of six weeks; if last contest of season, suspension is served in the next sport in which the individual coaches; school is assessed a minimum fine of \$100 per occurrence.

4. **Restrictions on Disqualified Coach.**

[a] Must immediately leave the competition area to a place where he/she is not visible to student-athletes, officials, spectators or other coaches and where he/she cannot see the competition itself.

[b] Must not have any further contact with or give instruction to student-athletes or other members of his/her staff for the remainder of the contest; including halftime intermission; breaks between quarters, periods or innings; and post-contest activities.

[c] Shall not attend any subsequent contest from which he/she has been suspended in any capacity; shall not be present at the site; and shall not accompany his/her team to the site of the contest.

5. **Enforcement.** It is the responsibility of local school

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authorities to ensure this policy is enforced. When an ineligible student-athlete is allowed to participate, forfeiture of the contest is mandatory. When a coach is allowed to coach in a contest from which he/she has been suspended, the school shall face additional penalties. When a coach is disqualified (ejected) from a contest and no other authorized school personnel are present to take charge of the student-athletes, the contest shall be forfeited.

6. **Additional Penalties.** In addition to the standard monetary penalty of \$100 for the disqualification (ejection) of a coach, a school may be assessed additional minimum fines for unsportsmanlike conduct by the coach or other school personnel as follows:

- Use of profanity or gutter language – \$150.00
- Continuing to give instruction to student-athletes or other members of the coaching staff after having been disqualified from a contest – \$150.00
- Pursuit of officials following a contest – \$150.00
- Refusal to leave the court, playing field or team area following disqualification – \$100.00
- Physical contact with an official – \$250.00
- Removal of a team or individual from an athletic contest prior to its normal conclusion – \$250.00

7. **Public Criticism of Officials.** No coach or other school employee may publicly criticize or berate an official prior to, during or following a contest. Professional ethics require that coaches and other school employees use proper channels to report their complaints about officials rather than airing them publicly. A minimum fine of \$50 shall be assessed a school whose coach or other employees are in violation of this provision.

8. **Crowd Control.** The home school administration is responsible for the control of spectators during a contest. The officials assigned to work a contest are responsible for the conduct of the contest itself. In the event, however, a spectator or group of spectators interferes with the conduct of a contest or causes an official to become distracted through continual, unrelenting verbal abuse, the official should immediately stop the action and report the spectator or group of spectators to the home school administration or the nearest uniformed security officer and ask that they be restrained or removed from the facility. If the home school administration or uniformed security officer is unwilling or unable to comply and the official does not believe the contest can be safely continued, the official must declare the contest ended at that point. Under no circumstance should an official ever confront, challenge, rebuke or threaten a spectator, or make gestures of any kind toward a spectator before, during or after a contest.

9. **Banned Substances.**

[a] The use of alcohol, tobacco or tobacco-like products by student-athletes, coaches and officials is prohibited during any interscholastic athletic contest and in the vicinity of the playing field or court. A student-athlete in violation of this policy is guilty of gross unsportsmanlike conduct, will be disqualified from the contest and shall be suspended from subsequent contests in accordance with the provisions of the Policy on Unsportsmanlike Conduct (see Section E). The official must report any violation of this policy by either a student-athlete or coach to the FHSAA Office. Violation of this policy by a student-athlete or coach shall subject the school to a monetary penalty. Violation of this policy by an official shall subject the official to a monetary penalty or suspension or both. For violations of this policy, a minimum fine of \$100.00 shall be assessed.

[b] The use of anabolic steroids or other performance-enhancing drugs by a student-athlete is not permissible and is considered

to be an act of gross unsportsmanlike conduct. A student-athlete discovered to be using such substances shall be ineligible to compete in any interscholastic contest until such time as medical evidence can be presented that the student's system is free of those substances.

G. Entries and Entry Fees

1. **Entry Procedure.** All schools that had indicated to the FHSAA Office that they would sponsor a flag football program were mailed an invitation to participate form in August. The deadline for completing and returning the form to the FHSAA Office without penalty was Friday, Aug. 30, 2003. The final deadline for entering the state series with penalty was Friday, Sept. 13. Only those schools that accepted the invitation to participate by completing and returning the form have been entered into the state series.

2. **Withdrawal.** To withdraw from the state series without penalty, a school must submit written notice to the FHSAA Office prior to the withdrawal deadline of Friday, April 11, 2003. Withdrawal after this date will result in the assessment of a \$100 penalty.

3. **Entry fee.** Each school accepting the invitation to participate in the state series by the Aug. 30 deadline has been assessed a non-refundable \$50 entry fee. Schools returning the invitation to participate form to the FHSAA Office after the Aug. 30 deadline have been assessed a non-refundable \$100 entry fee.

4. **Official Entry List.** Each school qualifying to participate in the district tournament shall fax to the District Tournament Manager not later than 5 p.m. Monday, May 12, 2003 the "Inaugural FHSAA State Flag Football Series Official Entry List" (Form FF1 or iFHSAA) containing the names of those student-athletes who will represent the school in the state series. The following provisions shall apply:

[a] Only student-athletes who have been reported to the FHSAA Office on an "Annual Eligibility List" (Form EL1 or iFHSAA) shall be listed.

[b] There is no limit to the number of names that may be submitted on the list.

[c] Additions or changes to the entry list must be faxed to the FHSAA Office (352.373.1528) using Form AT7. The form must be accompanied by a copy of the original entry list that was faxed to the District Tournament Manager. A \$50 administrative fee will be assessed for each name added or changed. Additions or changes may be submitted up to the starting time of the school's first game in the District Tournament. Thereafter, additions or changes may be made between the District Tournament final and the Florida Finals first-round play-in game, and the Florida Finals first-round play-in game and the Florida Finals state tournament, but not during the District Tournament or during the Florida Finals state tournament. A student-athlete whose name does not appear on the Official Entry List shall not be permitted to participate in the District Tournament until the addition of her name is approved by the FHSAA Office.

[d] The entry list must be signed by the principal, FHSAA representative or athletic director, and head flag football coach to be valid.

[e] The entry list cannot be e-mailed.

[f] A \$50 penalty will be assessed if the entry list is not received by the District Tournament Manager by the deadline. The penalty will increase to \$100 if the entry list is not received by 5 p.m. Friday, May 16. A school that has not submitted its Official Entry List by the time of its first game in the District Tournament may be

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permitted to participate **only** with the approval of the FHSAA Office; however, that school shall be assessed a minimum financial penalty of \$250. This penalty will increase if it is later determined that any student-athlete(s) representing the school in uniform were ineligible to do so.

[g] The District Tournament Manager shall forward to the FHSAA Office the Official Entry Lists for all schools participating in the District Tournament within 10 business days of the conclusion of the District Tournament.

H. State Series Structure and Time Schedule

1. **School Classification.** Competition in flag football will be held for all member schools without classification by enrollment. The state series provides for a field of 64 teams. Competition will be single-elimination games (*see Appendix C for tournament bracket*).

2. **State Series Levels.** The successive state series shall be designated respectively as district and FHSAA Finals. The FHSAA Office will select all district and FHSAA Finals host sites. FHSAA Associate Director of Athletics Gary Pigott, the administrator for flag football, shall be the State Series Director.

3. **District Complex.** All participating schools shall be assigned to one of 16 district complexes based on geography (*see Appendix B*). Each school assigned to a district complex shall schedule and play one game against every other school in that district complex during the regular season. The four teams with the most wins in district competition shall qualify to participate in the district tournament held in that complex. The following provisions will apply:

[a] If teams in a district complex play each other more than once, then only the results of the first game against each other shall count.

[b] All district games must be completed by Saturday, May 10, 2003.

[c] Each school must report its final overall and district win-loss record to the FHSAA Office not later than 10 a.m. EDT Monday, May 12, 2003.

[d] The four teams qualifying to participate in the district tournament will be seeded 1 through 4 on the basis of district wins.

[e] When two teams are tied for the final berth in the district tournament or for a seed position in the district tournament, the team that won the regular season district game between the two teams shall receive the berth or the higher seed.

[f] When three or more teams are tied for the final berth in the district tournament or for a seed position in the district tournament, the final tie-breaker procedure shall be followed:

(1) Total win-loss record of games played among the tied schools;

(2) Win-loss record of the tied schools versus the highest-seeded school (and proceeding through the lowest seeded school, if necessary);

(3) Number of victories on the road in district games;

(4) Number of victories at home in district games;

(5) Overall winning percentage (all regular season games, including tournaments); and

(6) Blind draw by the Commissioner.

Once the three-or-more-way tie has been reduced to two schools, the two-school tie-breaker shall be used.

4. **District Tournaments.** District tournaments shall be played on Saturday, May 17, 2003. The FHSAA Office will determine the host school and site of each district tournament. This information will be announced at www.fhsaa.org. The FHSAA representative at the host school shall be designated the tournament manager. The following time schedule shall be followed:

Session 1

Semifinal Game 1 (No. 1 vs. No. 4 seed), 2 p.m.

Semifinal Game 2 (No. 2 vs. No. 3 seed), 3:30 p.m.

Session 2

Championship Game (semifinal winners), 7 p.m.

No local manager is authorized to change the dates, times or order of games as determined by the FHSAA Office.

5. **FHSAA Finals State Tournament.** The Inaugural FHSAA Flag Football Finals state championship tournament shall be played on Friday and Saturday, May 23-24, 2003 at Clearwater High School. Principal Nick Grasso will be the Tournament Manager. The following provisions will apply:

[a] First-round play-in games will be played at 7 p.m. Tuesday, May 20, 2003 at eight sites to determine the eight quarterfinal teams advancing to the Florida Finals state tournament. The champion of each even-numbered district complex shall serve as host to the neighboring lower odd-numbered district complex. The FHSAA representative of the host school shall be designated the Game Manager.

[b] The following time schedule shall be followed in the Florida Finals state championship tournament:

Friday, May 23

Meeting of head coaches, 1 p.m.

Session 1

Quarterfinal Game 1, 4 p.m.

Quarterfinal Game 2, 5:30 p.m.

Quarterfinal Game 3, 7 p.m.

Quarterfinal Game 4, 8:30 p.m.

Saturday, May 24

Session 2

Semifinal Game 5 (winners of games 1 & 2), 2 p.m.

Semifinal Game 6 (winners of games 3 & 4), 3:30 p.m.

Session 3

Championship Game (semifinal winners), 7 p.m.

The FHSAA Office will determine the exact order of quarterfinal games.

5. **Advancement of Winners.** The winners of the 16 district tournaments shall advance to eight (8) FHSAA Flag Football Finals first-round play-in games. The winners of the eight FHSAA Finals first-round play-in games shall advance to the FHSAA Flag Football Finals state championship tournament.

I. Local Management

1. The FHSAA representative of the host school will be the Local Manager for the state series tournament or game that his/her school is hosting. He/she will be responsible for making the necessary preparations to host the event and for the filing of necessary reports to the FHSAA Office upon conclusion of the event.

2. The district tournament manager must report to the FHSAA Office at the conclusion of the district tournament, but not later than

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9 a.m. EDT the day following, the scores of the three tournament games and the updated win-loss record of the district champion team. This report may be made online via iFHSAA (the Association's new interactive online database), by e-mail to "flagfootball@fhsaa.org", by faxing the "FHSAA State Flag Football Series Contest Results and/or Arrangements Report Form," which will be supplied by the FHSAA Office to (352) 372-9086, or by calling (352) 372-9551 and following the instructions of the automated attendant. All required information must be provided regardless of the manner in which the report is filed.

3. The Local Manager for a Florida Finals first-round play-in game must report to the FHSAA Office not later than 9 a.m. EST on the day following the District Tournament, the site for the first-round play-in game. This report may be made online via iFHSAA (the Association's new interactive online database), by e-mail to "flagfootball@fhsaa.org", by faxing the "FHSAA State Flag Football Series Contest Results and/or Arrangements Report Form," which will be supplied by the FHSAA Office to (352) 372-9086, or by calling (352) 372-9551 and following the instructions of the automated attendant. All required information must be provided regardless of the manner in which the report is filed.

J. Financial Arrangements

1. District Tournaments.

(a) **Admission:** \$5.00.

(b) **Division of Receipts:** Officials shall be paid from the first-balance gross gate receipts. The FHSAA will receive 10 percent of the second-balance gross gate receipts. The host school shall pay all permissible expenses from the remaining 90 percent of the second-balance gross gate receipts. The net profit, if any, shall then be divided 30 percent to the host school and 10 percent to each of the three other participating schools.

2. FHSAA Finals First-Round Play-In Games.

(a) **Admission:** \$6.00.

(b) **Division of Receipts:** Officials shall be paid from the first-balance gross gate receipts. The FHSAA will receive 10 percent of the second-balance gross gate receipts. The host school shall pay all permissible expenses from the remaining 90 percent of the second-balance gross gate receipts. The net profit, if any, shall then be divided 60 percent to the host school and 40 percent to the visiting school.

3. FHSAA Finals State Tournament.

(a) **Admission:** \$7.00.

(b) **Division of Receipts:** All permissible expenses shall be paid from the gross gate receipts. The net profit, if any, then shall be divided 20 percent to the host school, 70 percent to the participating schools based on distance from the tournament site, and the balance to the FHSAA. In the event the host school qualifies its team to the tournament, it shall waive its participant share.

4. **Team Expenses.** Neither the FHSAA nor the local tournament management shall assume responsibility for any team expenses of any kind. Individual schools entering the state series must be ready to assume responsibility for all expenses related to their participation, including travel, housing and meals; and for unusual expenses due to accident, inclement weather, fire, theft or any other extraordinary cause.

5. **Financial Report and Payment of Shares.** Local tournament management shall report to the FHSAA Office as well

as to all participating schools the gross gate receipts, expenses and profit shares for the tournament or game it hosts on a form to be provided by the FHSAA Office. The completed form and payment of profit shares must be mailed so that it is received in the FHSAA Office and by all participating schools within 21 calendar days of the final date of the tournament or game. If this report and payment is not received in the FHSAA Office within 30 calendar days, a late filing fee of \$50 will be assessed.

K. State Series Policies

1. **Administration and Management.** As specified in FHSAA Bylaw 4.1.4, all FHSAA state championship series shall be conducted in accordance with the general policies established by the Board of Directors and shall be under the control, direction and supervision of the FHSAA Office.

2. **Enforcement of Rules & Policies.** The determination of the host school for any state series event shall be conditioned in part on the school's willingness to comply with and enforce all regulations and policies governing the event. This includes financial terms, as well as licensing and merchandising policies. A school that does not comply with and enforce such regulations and policies shall forfeit its opportunity to serve as host.

3. **Neutrality.** It is the responsibility of the host school to ensure that an atmosphere of neutrality is maintained in all state series events. Such events are not "home contests" for the host schools. Special festivities held as part of, or in conjunction with, regular season home contests (i.e., activities designed to rally support for the home team, such as light shows, or give special recognition to members of the home team) are not permitted during the state series.

4. **Forfeitures and Vacation of Brackets, Standings.** Individuals or teams that are eliminated from state series competition by defeat by individuals or teams that later are ordered to forfeit their victory, place and/or points are not reinstated and do not advance in the state series competition from they were eliminated by defeat.

If championships or other placements in state series competitions are ordered vacated by individuals or teams, other individuals or teams neither advance to those placements nor receive awards for those placements.

5. **Passes.** FHSAA State Series Passes, FHSAA Lifetime Passes, FHSAA Student SID Identification Cards and legitimate news media credentials ONLY will be honored at state series events. All individuals who gain admittance to a state series event using a pass must record their name, signature and type of pass used on the "FHSAA State Series Contest Pass Gate Sign-In Log" (Form AT9). This pass log must be submitted to the FHSAA Office with the financial report.

6. **Squad Size.** There is no limit on the number of players in uniform that a school participating in the FHSAA State Flag Football Series may dress. Credentials, or complimentary admission, shall be provided to participating school personnel as follows:

- Players in uniform – unlimited
- Team support (coaches, managers, trainers, etc.) – 10
- Administration (principal, athletic director, etc.) – 3
- School media (student newspaper, yearbook, etc.) – 3

7. **Designation of Home Team.** Throughout the state series, the home team for each game shall be the team on the lower

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line of the bracket. The visiting team shall be the team on the upper line of the bracket. Consequently, the host school for a state series event may not necessarily be the “home team” during competition in that event.

8. **Pregame Warmup and Procedures.** The following pregame time schedule shall be followed in all state series games:

First Game of Session

35:00 before kickoff – Set game clock at 25:00 and begin countdown; competing teams given access to field for 25-minute pregame warmup
10:00 – Introduction of visiting team in order of non-starters, starters and head coach
7:30 – Introduction of home team in order of non-starters, starters and head coach
5:00 – National Anthem
3:00 – Coin toss
1:00 – Teams take field
0:00 – Reset clock to 12:00; kickoff

Second and Subsequent Game(s) of Session

33:00 before kickoff – Set game clock at 25:00 and begin countdown; competing teams given access to field for 25-minute pregame warmup
8:00 – Introduction of visiting team in order of non-starters, starters and head coach
5:30 – Introduction of home team in order of non-starters, starters and head coach
3:00 – Coin toss
1:00 – Teams take field
0:00 – Reset clock to 12:00; kickoff

9. **Official Ball.** The Spalding J5Y youth football shall be the official game ball for the Inaugural FHSAA Flag Football Finals state championship tournament. The host school of each district tournament and FHSAA Finals first-round play-in game shall provide a Spalding J5Y or comparable model game ball. Spalding and the FHSAA shall provide the game balls and warm up balls to be used at the FHSAA Finals state championship tournament site.

10. **Bands.** Pep bands not to exceed 20 members including the adult director and chaperons, may be given complimentary admission to state series events in which their respective schools’ teams are competing. Under no circumstances may the band instruments be played at any time when the ball is live.

11. **Cheerleaders.** Cheerleaders in uniform, along with their adult sponsors, will be admitted free of charge to all state series events in which their respective schools’ teams are participating. The number of cheerleaders permitted will be the same as the number who cheered at varsity games during the regular season.

12. **Noisemakers.** All mechanical noisemaking devices of any kind, as well as any noisemaker that mimics the sound of an official’s whistle, are prohibited at state series events.

13. **Signs and/or Banners.** The display of signs, banners, placards or similar items at state series events is permitted, provided:

- [a] They are in good taste and reflect good sportsmanship in their message and use;
- [b] They reflect identification and encouragement to participants and their school or community, and make no reference to the opposing team, its school, players or community;
- [c] They are not displayed on the field, or in a manner which

interferes with play;

[d] They do not obstruct the view of participants or spectators; and

[e] They are not safety hazards.

14. **Failure to Appear.** In the event a team fails to appear at the contest site to compete at the scheduled time, the contest shall be declared forfeited to the team’s opponent, and that team will advance to the next round. In this event, the FHSAA Office must be notified immediately. If a team’s arrival is delayed due to mechanical problems or inclement weather, every reasonable effort must be made by the Local Manager in consultation with the FHSAA Office to make adjustments, if possible, in the starting time of the contest to accommodate the absent team.

15. **Filming and Videotaping.** A visiting school may film or videotape its team’s or contestants’ performance in a contest when permission is secured from and arrangements are made with the host school principal. Videographers and their equipment must be positioned so that they do not block the view of any spectator. No representative of a school that is not participating in a contest may film or videotape all or any part of the contest unless permission to do so is granted by the principal of each school that is participating in the contest. Any school violating these guidelines is guilty of unsportsmanlike conduct and shall be subject to reprimand and the assessment of a financial penalty by the FHSAA. It is recommended that opposing teams cooperate in a timely exchange of game films.

16. **Public-Address Announcer.** The public-address announcer shall be considered a bench official for all state series events. He/she shall maintain complete neutrality at all times and, as such, shall not be a “cheerleader” for any team. The announcer will follow the FHSAA script for promotional announcements, player introductions and awards ceremonies. Other announcements are limited to:

[a] Those of an emergency nature (e.g., paging a doctor);

[b] Those of a “practical” nature (e.g., announcing that a driver has left his/her vehicle lights on); and

[c] Announcements that FHSAA souvenir merchandise, souvenir programs and concessions are on sale in the facility.

During the contest, the announcer:

[d] Should recognize players involved in a play (e.g., “Smith pass complete to Jones; Williams on the stop” or “Smith pass intended for Jones, incomplete, broken up by Williams” or “Jones on the run, stopped by Williams” or “Smith back to punt; deep to receive is Jones”); and the results of the play (e.g., “first down,” “third down,” “touchdown”); and

[e] Should report a penalty as signaled by the referee (if the referee is not miked).

[f] Must not call the “play-by-play” or provide “color commentary” as if he/she were announcing for a radio or television broadcast;

[g] Must not make any comment that would offer either competing team an unfair advantage in the contest; and

[h] Must not make any comment critical of any school, team, player, coach or official; or any other comment that has the potential to incite unsportsmanlike conduct on the part of any individual.

The announcer should be certain of the accuracy of his/her statements before making them. When in doubt, the announcer should remain silent.

17. **All-Tournament/Meet Teams.** No employee of the

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FHSAA nor the Local Manager may influence in any way the selection of any all-tournament/meet team, including the selection of a most valuable player or other “player of the game.”

18. **Uniformed Security.** The Local Manager for a state series event is responsible for providing appropriate uniformed security at the event that his/her school is hosting.

L. Media Policies

1. **Admission and Seating.** Media representatives covering a state series event must be admitted free of charge upon presentation of proper news media identification. Space must be set aside to provide for news media representatives whether they be from newspapers, radio stations, commercial television stations and/or cable television stations.

2. **FHSAA Finals Credentials.** News media representatives planning to cover the FHSAA Finals state championship tournament must secure credentials as instructed by the FHSAA Office, according to the FHSAA Policy on Media Credentials. Requests for credentials should be submitted to the FHSAA Office not later than 5 p.m. EDT Wednesday, May 21, 2003. Only those representatives requesting credentials by the deadline will be guaranteed seating and informational materials at the tournament.

3. **Media Rights.** The FHSAA owns all media rights to its state series events, including rights to radio broadcasts, telecasts, cablecasts, webcasts, audio and film/video rights, and commercial photography. Radio broadcasts, telecasts, cablecasts and webcasts of state series events are governed by the FHSAA Broadcast Policy. Such broadcasts, telecasts, cablecasts and webcasts must be approved by the FHSAA Office. The following provisions shall apply:

[a] The “Application for Media Rights to FHSAA State Series Event” (Form AT10) to the FHSAA Office by 3 p.m. EST on the business day preceding the event to be broadcast, telecast, or cablecast to avoid a \$25.00 late filing fee.

[b] Radio broadcast rights fees are \$50.00 per event. Tape-delay telecast and cablecast rights fees are \$250.00 per event. Rights fees for live telecasts and cablecasts shall be negotiated at the discretion of the FHSAA. The FHSAA Office shall invoice the outlet to which rights are granted. Rights fees must be paid by company check made payable to “FHSAA” and mailed directly to the FHSAA Office within 30 days of receipt of the invoice. Outlets that fail to make payment of rights fees by the deadline shall be assessed a \$25.00 late fee and may be denied rights to broadcast, telecast or cablecast future contests.

[c] The FHSAA Radio Network owns exclusive rights to the radio broadcast of all FHSAA Finals state championship events. Sunshine Network owns exclusive rights to the telecast and cablecast of all FHSAA Finals state championship events. iHigh Inc. owns exclusive rights to the webcast of all state series events.

[4] Approval of radio broadcasts, telecasts and cablecasts of state series contests by the FHSAA Office are final. The FHSAA Office shall fax to the host school a copy of the approved media rights agreement. A host school shall not permit the radio broadcast, telecast or cablecast of a state series contest that has not been approved by the FHSAA Office.

4. Postgame Procedures.

[a] **State Series prelims:** The host school should cooperate with news media representatives in providing them access to a work area and telephone following a state series contest so that they can

file their reports on the contest. The head coach of each competing team is encouraged to cooperate with the news media by participating in interviews as quickly as possible following the conclusion of the contest and providing game statistics if available.

[b] **FHSAA Finals:** The host site must designate a room or area secluded from the general public for a postgame press conference involving the head coach and up to five players from each team participating in the just-concluded game. Participation by the head coach in the postgame press conference is mandatory. Participation by athletes is voluntary and at the discretion of the head coach. Both the head coach and athletes may agree to supplemental one-on-one interviews, at their discretion, following their press conference. News media representatives must remain off the field and no interviews may take place during the awards ceremony following the championship game.

(c) **Lockerrooms closed:** The FHSAA operates under a closed lockerroom policy at all Florida Finals state championship events. At no time will news media representatives be granted access to lockerrooms or dressing rooms at any state championship event.

M. Merchandising

1. General Provisions.

[a] The FHSAA owns or controls all rights and interests in its name, logos, trademarks and service marks, whether registered or unregistered, including the “FHSAA Flag Football” logo and the official event logo for the “Inaugural FHSAA Flag Football Finals.” The sale of items bearing any of these marks by a member school or organization without the written consent of the FHSAA is prohibited.

[b] The FHSAA retains the exclusive right to produce and sell souvenir products (apparel and otherwise) at all games, tournaments and meets held as part of the state series. Host schools/organizations are required to sell items provided by the official FHSAA event souvenir merchandiser.

[c] The official FHSAA event souvenir merchandiser is *Team IP Sportswear, Inc.*, of Port St. Lucie. They may be reached at (877) 821-8643. *Team IP* has been awarded exclusive souvenir merchandising rights to all state series events in all sports. A host school/organization that desires to sell souvenir merchandise at a state series event must purchase such merchandise from *Team IP*. No other vendor shall be permitted to produce such merchandise. *Team IP* shall have the right to go on-property and sell souvenir merchandise at the site of any state series event. The host school/organization of a state series event shall grant *Team IP* access to its property for the event.

[d] The host school/organization of a state series event may be permitted to sell generic merchandise unrelated to the event (i.e., apparel and other merchandise bearing the host school/organization’s mark), provided such merchandise has been made available for sale on a consistent basis throughout the year and has not been produced specifically for sale at the state series event.

2. Souvenir Programs.

[a] **State Series prelims:** All host schools of district tournaments and Florida Finals first-round play-in games that produce an official program must display on the program cover both the “FHSAA Flag Football” logo and “Sport the ‘Tude!” sportsmanship logo, which may be downloaded from the FHSAA web site (www.fhsaa.org). If the program cover is preprinted, the logo must be displayed prominently inside or on the team roster inserts.

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[b] **FHSAA Finals:** The FHSAA Office will produce the official souvenir program for the FHSAA Flag Football Finals and will retain all proceeds from its sale. The following provisions shall apply:

(1) The four schools that advance to the district tournament must send to the FHSAA Office a completed "Inaugural FHSAA Flag Football Finals Team Data Form for Official Souvenir Program & Press Booklet (Form FF2), along with a black and white photograph of the team for publication in the official souvenir program. The deadline for receipt of these materials in the FHSAA Office is 5 p.m. EDT Wednesday, May 14, 2003. The team data form must be downloaded from the FHSAA web site (www.fhsaa.org), completed in a computer and may be transmitted electronically via e-mail to "program@fhsaa.org". A digital team photo also must also be transmitted as an e-mail attachment to the same e-mail address. The team photo should be saved in a TIFF format. Photos sent in a JPEG format, however, will be accepted provided they have a resolution of at least 150 dpi (300 dpi preferred). Each school that does not meet the 5 p.m. EDT Wednesday, May 14, 2003 deadline shall be assessed a \$50 late fee. If the school advances to the FHSAA Finals and the materials are not received by the FHSAA Office's publication deadline and, therefore, do not appear in the souvenir program, the school shall be assessed fines of up to \$300.

(2) The eight schools whose teams win their respective FHSAA Finals first-round play-in games and advance to the FHSAA Finals state championship tournament must report to the FHSAA Office up-to-date cumulative statistics through the Florida Finals first-round play-in game by completing the "Inaugural FHSAA Flag Football Finals Up-to-Date Team Statistics" form (Form FF3) not later than noon EDT Wednesday, May 21, 2003. The up-to-date statistics form must be downloaded from the FHSAA web site (www.fhsaa.org), completed in a computer and transmitted electronically via e-mail to "program@fhsaa.org" or faxed to 352.373.1528. Each qualifying school that does not meet the noon EDT Thursday, May 21, 2003 deadline shall be assessed a \$100 fine.

N. Awards

1. **Team.** The FHSAA will furnish a championship trophy to the site of each district tournament for presentation to the winning team. The school whose team finishes as district runner-up may purchase at its expense the appropriate trophy from *The Trophy Shop* in Gainesville (phone, 352-372-8551), the FHSAA's authorized awards vendor. The FHSAA will furnish trophies for presentation to the champion and runner-up teams at the FHSAA Finals state championship tournament.

2. **Individual.** Forty (40) medallions will be presented to players, coaches and other team members of the champion and runner-up teams at the FHSAA Flag Football Finals state championship tournament. Schools may purchase additional medallions by contacting the FHSAA Office.

3. **Additional Awards.** No other trophies or awards of any kind may be presented at a state series event unless approved by the FHSAA Office.

O. Officials

1. Regular Season.

[a] **Assignment:** The host school shall contract with a local officials association for officials for regular season games. Only

those individuals who are registered as an official with the FHSAA in any sport may officiate flag football games. A crew of three (3) officials must be used. It, however, is recommended that a crew of four (4) officials be used. The decisions of the officials will be final. No protests will be allowed.

[b] **Maximum Fees:** \$30 per official for varsity contests; \$25 per official for junior varsity contests. Fifty (50) cents per mile one way, one vehicle, is the maximum mileage rate.

2. State Series.

[a] **Assignment:** The FHSAA Office will assign the officials for all state series events. A crew of four (4) officials shall be assigned. The host school shall provide the electronic clock operator. The decisions of the officials will be final. No protests will be allowed.

[b] **Maximum Fees:** \$33 per official for district tournament games; \$35 per official for FHSAA Finals first-round play-in games; \$40 per official for FHSAA Flag Football Finals state championship tournament games. Fifty (50) cents per mile one way, one vehicle, is the maximum mileage rate.

3. **Schools' Responsibilities to Officials.** The Board of Directors has charged member schools with the following responsibilities relative to FHSAA officials when serving as host for an athletic contest to which officials are assigned:

[a] An authorized representative of the host school should greet the officials upon their arrival.

[b] The host school should provide a private, secure place for the officials to park.

[c] The host school should provide a secure dressing facility which affords privacy.

[d] The host school should provide the officials access to private shower facilities with hot water whenever possible.

[e] The host school should provide the officials with refreshments during the halftime intermission, following the conclusion of the contest and other appropriate times.

[f] The host school must provide pregame, halftime and post-game security for the officials. A school official or principal's designee must escort the officials to and from the playing field or court to prevent harassment.

[g] The host school principal or game administrator must indicate to the referee or umpire-in-chief his/her seat location should a situation develop where assistance is needed during the contest.

[h] Coaches must not enter the officials dressing facility while the officials are in attendance except when requested by the officials.

Appendix A

FHSAA Eligibility Rules-in-Brief

Coaches must understand that these rules-in-brief are general statements only. Complete eligibility rules are contained in Article 11 of the FHSAA Bylaws. See your principal or athletic director if you have questions or need further explanation of details and exceptions.

To be eligible to represent your school in interscholastic athletics, a student-athlete:

1. Must be regularly enrolled and in regular attendance at your school. If the student is a home education student or attend a charter school that is not a member of the FHSAA, the student must declare in writing his/her intention to participate in athletics to the school at which he/she is permitted to participate prior to the first day of practice. (FHSAA Bylaw 11.1)
2. Must enroll in school within 10 days of the beginning of each semester to be eligible during that semester. If not, the student must make up all work missed and be in attendance a minimum of one day for each day missed due to late enrollment before your principal can declare the student eligible. (FHSAA Bylaw 11.1)
3. Must maintain a cumulative 2.0 grade point average on a 4.0 unweighted scale through the end of the previous semester as required by Florida Statutes. This GPA must include all courses taken since the student entered high school. Sixth-graders, seventh-graders and eighth-graders must have been regularly promoted from the previous grade, carry a normal class load, do satisfactory classroom work and maintain a satisfactory conduct record. (FHSAA Bylaw 11.2)
4. Must not have graduated from any high school or its equivalent. (FHSAA Bylaw 11.2)
5. Must participate at the school in which the student first enrolls, or at which the student first takes part in an athletic practice, at the beginning of the school year. (FHSAA Bylaw 11.3)
6. Must transfer from his/her previous school prior to the first day of practice and secure an "Application for Waiver of the Transfer Rule" signed by the principal of both the previous school attended and your school. If the student transfers on or after the first day of practice in a sport the student cannot participate in that sport. If the student transfers from a school at which he/she was ineligible because of disciplinary action or unsatisfactory conduct, the student will be ineligible at your school for one full semester. If the student participates on a non-school team (i.e. AAU, American Legion, club settings, etc.) that is affiliated with or coached by a coach from a school other than the one the student attends, or has attended, and then transfer to that school, it will be assumed the student has been recruited to attend that school or transferred to that school for athletic reasons and the student will be ineligible there for one year. If the student transfers to a school that his/her coach has relocated to within the past year, it will be assumed the student transferred to that school for athletic reasons and he/she will be ineligible there for one year. (FHSAA Bylaw 11.4)
7. Must not have successfully completed the eighth grade for the first time more than four school years ago. If the student is a sixth-grader, seventh-grader or eighth-grader, he/she must not have participated in an earlier school year in the grade in which he/she is currently enrolled. (FHSAA Bylaw 11.5)
8. Must be less than 19 years 9 months old to participate in high school; 16 years 9 months old to participate in junior high school; and 15 years 9 months old to participate in middle school. On the day the student reach one of these ages – regardless of when that day is – the student will become ineligible to participate on that level. (FHSAA Bylaw 11.6)
9. Must get signed permission to participate from his/her parents or guardian on a form provided by the school. (FHSAA Bylaw 11.7)
10. Must have a physician's certificate stating that he/she is physically fit for interscholastic athletic competition. The certificate must be dated any time between May 15, 2002 and one day before participation in the first practice. (FHSAA Bylaw 11.8)
11. Must be an amateur. This means the student must not accept money, gift or donation for participating in a sport, or use a name other than his/her own when participating. (FHSAA Bylaw 11.9)
12. Must not participate in an all-star contest in a sport prior to completing his/her high school eligibility in that sport. (FHSAA Bylaw 11.10)
13. Must display good sportsmanship and follow the rules of competition before, during and after every contest in which he/she participates. If not, the student may be suspended from participation for a period of time. (FHSAA Bylaw 11.11)
14. Must not provide false information to his/her school or to the FHSAA to gain eligibility. (FHSAA Bylaw 11.12)

Appendix B

District Assignments

(91 participating schools)

DISTRICT 1

(5 schools)

Chiles (Tallahassee)
Godby (Tallahassee)
Leon (Tallahassee)
Lincoln (Tallahassee)
Rickards (Tallahassee)

DISTRICT 2

(5 schools)

Ed White (Jacksonville)
First Coast (Jacksonville)
Forrest (Jacksonville)
Raines (Jacksonville)
Ribault (Jacksonville)

DISTRICT 3

(5 schools)

Fletcher (Neptune Beach)
Mandarin (Jacksonville)
Sandalwood (Jacksonville)
Terry Parker (Jacksonville)
Wolfson (Jacksonville)

DISTRICT 4

(5 schools)

Mainland (Daytona Beach)
Seabreeze (Daytona Beach)
Timber Creek (Orlando)
University (Orlando)
Winter Park

DISTRICT 5

(6 schools)

Apopka
Boone (Orlando)
Dr. Phillips (Orlando)
Evans (Orlando)
Oak Ridge (Orlando)
West Orange (Winter Garden)

DISTRICT 6

(5 schools)

Countryside (Clearwater)
Dunedin
East Lake (Tarpon Springs)
Palm Harbor University
Tarpon Springs

DISTRICT 7

(6 schools)

Clearwater
Largo
Northeast (St. Petersburg)
Osceola (Seminole)
Pinellas Park (Largo)
Seminole

DISTRICT 8

(5 schools)

Boca Ciega (Gulfport)
Dixie Hollins (St. Petersburg)
Gibbs (St. Petersburg)
Lakewood (St. Petersburg)
St. Petersburg

DISTRICT 9

(7 schools)

Dwyer (Palm Beach Gardens)
Inlet Grove (Riviera Beach)
Jupiter
Okeechobee
Palm Beach Gardens
Palm Beach Lakes (West Palm Beach)
Suncoast (Riviera Beach)

DISTRICT 10

(6 schools)

Forest Hill (West Palm Beach)
Glades Central (Belle Glade)
John I. Leonard (Greenacres)
Pahokee
Royal Palm Beach
Wellington

DISTRICT 11

(7 schools)

Atlantic (Delray Beach)
Boca Raton
Boynton Beach
Lake Worth
Olympic Heights (Boca Raton)
Santaluces (Lantana)
Spanish River (Boca Raton)

DISTRICT 12

(5 schools)

Coconut Creek
Coral Springs
Deerfield Beach
Douglas (Parkland)
North Broward Prep (Coconut Creek)

DISTRICT 13

(6 schools)

Boyd Anderson (Lauderdale Lakes)
Ely (Pompano Beach)
Northeast (Oakland Park)
Piper (Sunrise)
Pompano Beach
Taravella (Coral Springs)

DISTRICT 14

(6 schools)

Dillard (Fort Lauderdale)
Fort Lauderdale
Plantation
Posnack Hebrew (Plantation)
South Plantation
Stranahan (Fort Lauderdale)

DISTRICT 15

(6 schools)

Cooper City
Cypress Bay (Weston)
Flanagan (Pembroke Pines)
Hollywood Hills (Hollywood)
Nova (Davie)
Western (Davie)

DISTRICT 16

(6 schools)

Hallandale
McArthur (Hollywood)
Miramar
Parkway Academy (Miramar)
Pembroke Pines Charter
South Broward (Hollywood)

