

200. State 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 2009 FHSAA State Softball Series have been approved by the FHSAA Board of Directors. Jamie Rohrer, administrator for softball, shall be the state series director.

201. Team Entries

201.01 Eligibility.

(1) Participation in the state series is voluntary and open to any full member senior high school varsity team provided:

(a) The school successfully sponsors a varsity softball program in the previous school year (i.e., schedules and completes a minimum of four varsity-level games);

(b) The school's varsity team competes in a minimum of four (4) regular season varsity contests or the necessary district contests, whichever is greater, during the current season;

(c) The school files a commitment to participate in the state series with the FHSAA Office by the specified deadline;

(d) A school must play not less than 60 percent of its regular season contests in the sport against FHSAA member schools; and

(e) A school must not take more than one trip per school year in the sport beyond the neighboring states of Alabama, Georgia and Mississippi.

(2) A school shall enter only one (1) team.

(3) A first-time member senior high school shall not be eligible to enter a team into the FHSAA State Series in any sport in its two years of provisional membership, unless the school is created from the consolidation or division of existing member high schools and remains under the control of the same governing board. A continuing member school that is starting a new program or resuming a previously discontinued program shall not be eligible to enter a team into the state series until the school successfully sponsors a varsity program for a minimum of one school year.

(4) Boys may not participate on a girls team or in the girls division in the FHSAA State Series in any sport. In a team sport, a girl may participate on a boys team in the FHSAA State Series only if the schools does not sponsor a girls team in that sport.

201.02 Commitment to Participate.

(1) A member school that elects to participate in the state series in a team sport must have filed with the FHSAA Office a Commitment to Participate form by the specified deadline. This commitment to participate is a binding agreement between the member school and the Association, and obligates the school to participate in accordance with and abide by all guidelines, regulations, policies and procedures for the state series.

(2) A school that does not commit to participate in the state series in a team sport by the specified deadline may be permitted to participate without penalty if its writ-

ten request for entry (Form AT12) is received before the state series assignments are released. Once the state series assignments are released, the following provisions will apply:

(a) No existing or future member school will be assigned to a district after the district scheduling meeting has been held.

(b) Existing member schools which, at the time of commitment, were eligible for state series assignment and declined to commit, but then request assignment using Form AT12 effective with a subsequent year of the four-year term will be assessed a \$100 administrative fee.

(3) A school that commits to participate in the state series may be released from its commitment without penalty if written notice of its withdrawal (Form AT13) is received in the FHSAA Office before the state series assignments are released. Once the state series assignments are released, a school may withdraw from a commitment in a team sport only between years 2 and 3 of the four-year term. Withdrawal will result in the assessment of a \$250 fine and disqualification of the school from participation in the state series in that sport for the duration of the term. Withdrawal from a commitment will not relieve a school of any contractual obligations it may have with other member schools.

202. Student-Athlete Entries

202.01 Eligibility. To represent a member school in the state series, a student-athlete:

(1) Must be eligible under Bylaw 11 and applicable administrative guidelines, regulations, policies and procedures.

(2) Must participate in a minimum of four (4) interscholastic contests in the sport during the regular season. A student-athlete who is academically ineligible at the beginning of a sports season and who regains his/her eligibility during that sports season, but is unable to participate in the minimum of four (4) varsity interscholastic contests in that sport shall be exempted from this provision.

(3) Must be submitted to the district tournament manager on the school's official entry list.

202.02 Official Entry List.

(1) Each participating school must generate in iFHSAA and submit by fax to its district tournament manager a "2009 FHSAA State Softball Series Official Entry List" on which is listed the name of each student-athlete who will represent the school in the state series. The official entry list:

(a) Must be filed by 5 p.m. Monday, Apr. 13, 2009 (late filing fee is \$50, increases to \$100 if not received by district tournament manager by 5 p.m. Friday, Apr. 17, 2009).

(b) May contain the names of up to 20 student-athletes, all of whom may participate. All student-athletes listed must have been previously reported to the FHSAA Office on an "Annual Eligibility Report" through iFHSAA.

(c) Must be signed by the principal, FHSAA representative and head coach.

(d) Cannot be e-mailed.

(2) A school whose official entry list is not received by the time of its team's first game in the district tournament may be 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 a student-athlete(s) representing the school was ineligible to do so.

(3) Additions or changes to an official entry list must be submitted in writing to the district, regional or state tournament manager using Form AT8. A coach making a change to his/her official entry list must declare that the student affected in the addition/change is otherwise eligible by all FHSAA policies and bylaws; appears on his/her school's annual eligibility list in the iFHSAA database, and meets all minimum contest requirements as established by the Association. The following provisions will apply:

(a) Additions/changes are permissible at any time during the state series provided the change is made between tournament games. Once a team begins a tournament game it cannot make an addition/change to its official entry list for that game.

(b) An administrative fee of \$50 per addition or change will be assessed if the AT8 form is filed after the district entry list deadline. The fee(s) will appear on the school's next monthly statement.

(4) The manager for the district tournament, regional tournament game or state tournament shall forward to the FHSAA Office all entry list change forms (AT8) and entry list receipt logs filed by schools participating in the event within 10 business days of the conclusion of the event.

203. School Classification

The classification of each school participating in the state series is determined on the basis of student population in the ninth through 12th grades as reported to the FHSAA Office in October 2004. Student populations for schools that do not have all four grades are adjusted in accordance with policy. Student populations for schools that enroll boys only are doubled for classification purposes. There are six classifications as follows:

- Class 6A – schools with populations of 2,345 or more students;
- Class 5A – schools with populations of 1,783 to 2,344 students;
- Class 4A – schools with populations of 1,039 to 1,782 students;
- Class 3A – schools with populations of 454 to 1,038 students;
- Class 2A – schools with populations of 194 to 453 students; and
- Class 1A – schools with populations of 193 or fewer students.

Classification assignments are available on FHSAA.org.

204. Districts

204.01 Assignment. Participating schools are geographically assigned to one of 16 district complexes in their respective classifications (see FHSAA.org). A tournament shall be conducted in each district complex at the conclusion of the regular season to determine the two teams that shall represent the district complex in the remainder of the state series.

204.02 District Coordinator. One school in each district complex has been designated as the district coordinator (see state series assignments on FHSAA.org). The FHSAA representative or his/her designee at the district coordinator school shall be responsible for hosting, conducting and reporting to the FHSAA Office results of the district scheduling/tournament planning meeting. The tournament manager is responsible for all aspects of the district tournament upon conclusion of the district planning meeting and receipt of the meeting's minutes.

204.03 District Meeting. Each district coordinator was required to conduct a district meeting between Sept. 9-16, 2008 to schedule mandatory district games and plan the district tournament for the 2008-09 school year. During this meeting, district members were to:

(1) Determine whether district members would schedule and play one or two games against each other for district tournament seeding purposes.

(2) Schedule the necessary district games against each other; and

(3) Determine a site and make arrangements for the district tournament, including the selection of officials.

(4) A similar meeting will be held between Sept. 8-15, 2009 to schedule mandatory district games and plan the district tournament for the 2009-10 school year. Each school in the district shall be required to send a representative to attend the meeting and vote on behalf of the school on all matters pertaining to plans for the district tournament. A school that is not represented at the meeting shall be assessed a \$100 penalty. If a school wishes to submit an invitation to host the district tournament at the meeting and its representative present is not the principal, FHSAA representative or athletic director, the representative must have in his/her possession a letter of invitation signed by one or more of the principal, FHSAA representative or athletic director. [Note: A District Coordinator may request of the Associate Executive Director for Athletic Administration permission to conduct a district scheduling/tournament meeting by teleconference if his/her district is spread over a large geographic area.]

If the FHSAA representative, athletic director, or softball coach at a given school has requested and was granted placement in a district and has not received written notification from the district coordinator relative to the site and time of the district meeting, it is his/her responsibility to contact the district coordinator for the arrangements. The following agenda must be followed:

(a) Review FHSAA rules, policies, terms and conditions governing the state series, including the FHSAA Licensing and Merchandising Policy.

(b) Schedule all mandatory games between district opponents within the permissible dates. All district games must be scheduled during this meeting. If a school does not have the appropriate representative present at the meeting, the district coordinator shall schedule the district games for that school.

(c) Select host school, site and determine schedule or tournament games and number of sessions for the district tournament. (Note: An actual host school must be selected at this meeting and may be subsequently changed only with the permission of the FHSAA Office. Designating the No. 1 seed, etc., when determined, as the host school is not permitted.)

(d) Review the seeding and bracketing provisions.

(e) Determine team awards to be ordered.

(f) Select and make arrangements for purchase of softballs.

(g) Determine number of passes to be allowed participating teams.

(h) Select officials and submit recommended list to FHSAA Office by deadline.

(i) Select official timer and scorer and set their compensation.

(j) Determine financial arrangements and complete the Financial Terms Form included in the district meeting packet. See Section 206. Determine how expenses/profits will be shared among participating schools.

(k) Determine allocation of tickets to participating schools on an equitable basis if seating is limited.

(l) Determine the amount of compensation, not to exceed \$100 total for the event, to be paid to the tournament manager.

(m) Use of multiple sites for district tournaments requires the approval of the FHSAA

Office.

(n) Other business (i.e., AED availability, etc.).

(5) The FHSAA Office will mail each district coordinator a form on which to record the decisions made during the district meeting. Immediately after the meeting is concluded, a copy of the report form and minutes of the meeting should be submitted to the FHSAA Office, as well as mailed to each school in the district.

204.04 District Schedule. Each participating school shall schedule and play one or two regular season games (as determined in the district meeting) with every other district member to be eligible to participate in the district tournament. The results of the district games shall be used to determine seeding for the district tournament.

(1) The decision to play a one-game district schedule, rather than two, must be by majority vote of representatives present at the district meeting. If a majority cannot agree to play a one-game schedule, then a two-game schedule shall be played.

(a) If a district votes to play a one-game district schedule and two district opponents elect to play each other more than once, then the result of the first regular season game played will count toward district seeding.

(2) All district games must be scheduled and played not later than Saturday, Apr. 11, 2009. If a scheduled district game is postponed due to inclement weather or other unforeseen and unavoidable situations and can only be played after the Apr. 11, 2009 deadline, the FHSAA Office may grant permission for the game to be played after the deadline and counted. This exception, however, will be granted only if the game was originally scheduled to be played prior to the deadline.

205. Tournament Structure and Time Schedules

205.01 Tournament Series. The successive tournament series shall be designated respectively as district, regional and FHSAA Finals (see FHSAA.org for sample bracket).

205.02 District Tournaments.

(1) **Dates, Time Schedule and Site.**

(a) Dates. Week 42 (Apr. 20-24, 2009).

(b) Time Schedule. The championship game shall be played on Thursday, Apr. 23, 2009 or Friday, Apr. 24, 2009. Otherwise, each district will determine its own dates of competition and time schedule for its tournament at the district meeting.

(c) Site. Each district will determine a site for its tournament at the district meeting.

(2) **Seeding.** The following guidelines shall be used to seed a district tournament:

(a) The team with the most district victories shall be seeded No. 1; the second most district victories seeded No. 2, etc. In the event two or more teams are unable to play the required district games due to reasons acceptable to the FHSAA Office, all teams in that district shall be seeded according to the percentage of district games won.

(b) Two Teams Tied. When two teams are tied for a seed, the following procedure shall be used (in the following order until the tie is broken):

1. Won-loss results of head-to-head competition between the two teams;

2. Won-loss record of the two teams versus the highest-seeded team (and pro-

ceeding through the lowest seeded team, if necessary);

3. Number of victories on the road in district games;
4. Number of victories at home in district games; and
5. Coin toss by the tournament manager.

(c) Three (or more) Teams Tied. When three or more teams are tied for a seed, the following procedure shall be used (in the following order until the tie is broken):

1. Total won-loss record of games played among the tied teams;
2. Won-loss record of the tied teams versus the highest-seeded team (and proceeding through the lowest seeded team, if necessary);
3. Number of victories on the road in district games;
4. Number of victories at home in district games; and
5. Draw by the tournament manager.

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

(3) **Bracketing.** A single-elimination, standard progression bracket shall be used. The Nos. 1, 4, 5, 8, 9, 12, 13 and 16 seeds shall be placed in the upper half of the bracket and the Nos. 2, 3, 6, 7, 10, 11, 14 and 15 seeds shall be placed in the lower half of the bracket. Byes, if any, shall be awarded to the higher seeded teams. The team on the top line of the bracket in each game shall be designated the home team for that game.

(4) **Seeding Reports.** Each school in the district shall report by phone to the district tournament manager its final district win-loss record not later than 10 a.m. Monday, Apr. 13, 2009. Only games played prior to this date may be reported. The district tournament manager shall seed the schools, place the schools on the bracket according to their seed, and assign game dates and times in accordance with the provisions herein and the arrangements agreed upon at the district meeting. A copy of the finalized bracket shall then be faxed by the district tournament manager to all schools in the district.

205.03 Regional Tournaments.

(1) **Complexes.** Competition will be conducted in four regional complexes in each classification. Districts 1-4 will comprise the Region 1 complex, Districts 5-8 the Region 2 complex, Districts 9-12 the Region 3 complex, and Districts 13-16 the Region 4 complex. One tournament will be conducted in each regional complex.

(2) **Dates and Time Schedule.** Regional tournaments shall be played during Weeks 43 and 44 on the following dates:

- Quarterfinals – Tuesday, Apr. 28, 2009;
- Semifinals – Friday, May 1, 2009; and
- Finals – Tuesday, May 5, 2009.

Times for all regional tournament games must be 4 p.m. or 7 p.m. local time. If, however, a school is serving as host for both a baseball and softball Regional Tournament game, the game times may be staggered. Exceptions must be presented in writing and approved by the Executive Director or his/her designee.

(3) **Bracketing and Sites.** One of the competing schools shall serve as the host school for Regional Tournament quarterfinal, semifinal and championship games. The host school shall be designated by the FHSAA as follows:

(a) In the regional quarterfinals, the champion of odd-numbered districts will host the runners-up from their neighboring even-numbered districts, and vice versa.

(b) In the regional semifinals, the school on the **bottom line** of the bracket in each game shall be designated the host school, except that when a district champion plays a district runner-up, the district champion always shall be designated the host school.

(c) In the regional finals, the school on the **bottom line** of the bracket in each game shall be designated the host school. If, however, the school on the bottom line of the bracket served as a host school in the regional semifinals and the school on the top line of the bracket was a visitor in the regional semifinals, the school on the top line of the bracket will be designated the host school for the regional final. In any case, when a district champion plays a district runner-up, the district champion always shall be designated the host school.

205.04 FHSAA Finals.

(1) **Dates and Site.** The FHSAA Softball Finals shall be played on Monday through Saturday of Week 45 (May 11-16, 2009) at Plant City Stadium in Plant City. Jamie Rohrer, FHSAA administrator for softball, will be the Tournament Director. Lanness Robinson, Director of Athletics for Hillsborough County Public Schools, will be the Tournament Manager.

(2) **Schedule.** The following schedule shall be used:

Monday, May 11

Class 1A, 3A Semifinals

Session 1

Semifinal Game, noon

Semifinal Game, 2 p.m.

Session 2

Semifinal Game, 5 p.m.

Semifinal Game, 7 p.m.

Tuesday, May 12

Class 1A, 3A Championships

Championship (Class TBA), 4 p.m.

Championship (Class TBA), 7 p.m.

Wednesday, May 13

Class 2A, 5A Semifinals

Session 1

Semifinal Game, noon

Semifinal Game, 2 p.m.

Session 2

Semifinal Game, 5 p.m.

Semifinal Game, 7 p.m.

Thursday, May 14

Class 2A, 5A Championships

Championship (Class TBA), 4 p.m.

Championship (Class TBA), 7 p.m.

Friday, May 15

Class 4A, 6A Semifinals

Session 1

Semifinal Game, noon

Semifinal Game, 2 p.m.

Session 2

Semifinal Game, 5 p.m.

Semifinal Game, 7 p.m.

Saturday, May 16

Class 4A, 6A Championships

Championship (Class TBA), 1 p.m.

Championship (Class TBA), 4 p.m.

The second game in each semifinal session will begin 20 minutes following the conclusion of the previous game. Check FHSAA.org for specific game times.

(3) **Bracketing.** In establishing the competitive rotation of the bracket, Regions 2, 3 and 4 rotate clockwise against the stationary Region 1. The rotation for the next three years is as follows:

- 2008-09 -- Region 1 vs. Region 2; Region 3 vs. Region 4
- 2009-10 -- Region 1 vs. Region 3; Region 2 vs. Region 4
- 2010-11 -- Region 1 vs. Region 4; Region 2 vs. Region 3

(4) **Home Team.** The Region 2 Champion and the Region 4 Champion shall be the home team in each semifinal game in each classification. The school on the **bottom line** of the bracket shall be the home team for the state championship game in each classification.

(5) **Coaches' Meeting.** A pre-tournament meeting of head coaches will be held at 10 a.m. on Monday, May 11 for Classes 1A and 3A; on Wednesday, May 13 for Classes 2A and 5A; and on Friday, May 15 for Classes 4A and 6A. The meeting will be held at Plant City Stadium in the media room. The head coach of each participating team is required to attend the meeting. Packets containing field passes and other tournament information will be distributed at this meeting.

205.05 Advancement of Winners.

(1) **District to Regional.** The champion and runner-up from each of the 16 district tournaments shall advance to one of the four regional tournaments in each classification to which they are assigned.

(2) **Regional to FHSAA Finals.** The champion from each of the four regional tournaments in each classification shall advance to the FHSAA Finals.

205.06 Local Management. The FHSAA representative of the host school will be the local manager for the state series event 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.

The local manager of a state series event is required to report to the FHSAA the arrangements for the event(s) his/her school will host immediately following the completion of events in the previous round, and not later than 9 a.m. EST the day following the completion of events in the previous round; as well as the score(s) of the contest(s) in the event that his/her school hosted upon its conclusion and the updated win-loss records of participating teams.

Reports may be made online via iFHSAA or by e-mail to "softball@fhsaa.org". All required information must be provided regardless of the manner in which the report is filed.

206. Financial Terms

206.01 District Tournaments.

(1) **Admission.** \$5.00 per session.

(2) **Division of Receipts.** The host school shall retain 55 percent of the gross gate receipts from which it shall pay all expenses related to the event; 30 percent shall be divided evenly among the visiting school(s); and 15 percent shall be paid to the FHSAA.

By unanimous vote of those representatives present at the district meeting the terms of s.206.01(2) may be set aside and the net profit, less the 15 percent share due the FHSAA, or net loss greater than \$350 incurred by a district tournament, pro-rated among participating schools. If the vote is not unanimous, the terms of s.206.01(2) must be followed.

(3) **Event Manager Fee.** A maximum fee of \$100 may be paid to the event manager.

206.02 Regional Tournaments.

(1) **Admission.** \$6.00 per day.

(2) **Division of Receipts.** The host school shall retain 55 percent of the gross gate receipts from which it shall pay all expenses related to the event; 30 percent shall be paid to the visiting school; and 15 percent shall be paid to the FHSAA.

(3) **Event Manager Fee.** A maximum fee of \$50 may be paid to the event manager.

206.03 FHSAA Finals.

(1) **Admission.** \$8.00 per session.

(2) **Division of Receipts.** When net profits after expenses allow, the FHSAA will pay each school an amount based upon its mileage from the tournament center as follows:

- 0-300 miles round trip – \$1,500.00 flat rate, plus \$1.00 per mile;
- 301-600 miles round trip – \$2,000.00 flat rate, plus \$1.00 per mile; and
- 601 or more miles round trip – \$2,500.00 flat rate, plus \$1.00 per mile.

When net profits after expenses do not allow for the payment of the above schedule, participating teams will divide 50 percent of the net profit in mileage and 50 percent of the net profit on a share-per-games-played basis. In such cases, the FHSAA will not retain any share of the net profit. At no time will participating schools be paid reimbursement for expenses when the FHSAA Finals does not show a net profit after expenses.

206.04 Financial Policies.

(1) Admission prices as stated shall be charged by the host school for the state series events for which it serves as host **unless waived in writing by the FHSAA Office in advance of the event.**

(2) Numbered tickets shall be sold, must be torn in half by ticket takers so that they cannot be resold, and must be accounted for in the ticket manifest section of the financial report form that is to be completed and submitted to the FHSAA Office. The local manager must furnish the tickets to be sold for admission to the state series event which his/her school serves as host.

(3) If a state series event on the district or regional level shows a net profit of \$250 or less, the host school shall retain the net profit and no percentage shall be paid to the visiting school(s) or the FHSAA.

(4) The net profit is determined by subtracting total expenditures from the gross gate receipts on the financial report form.

(5) If a state series event on the district or regional level shows a net loss on the financial report form, the FHSAA shall compensate the host school up to \$350 for the

loss, subject to the following provisions:

- (a) The host school must charge the full admission price established;
- (b) The host school must sell numbered tickets and account for all tickets sold in the ticket manifest section of the financial report form, as stipulated;
- (c) The host school must file a financial report form for the meet within 21 calendar days of the completion of the meet as stipulated;
- (d) The host school must provide supporting documentation for all expenses claimed.
- (e) The host school must submit with the financial report form the “FHSAA State Series Contest Pass Gate Sign-In Form(s)” (Form AT10) as stipulated; and
- (f) The host school must be in compliance with all policies for the event.
- (6) Compensation for expenses of schools competing in a state series is not guaranteed. Each participating school will be responsible to pay any and all expenses related to its team. Neither the FHSAA nor the host school/organization will assume responsibility for any participating school expenses of any kind.
- (7) The appropriate “FHSAA State Series Financial Report Form” (Forms FN3 & FN4) must be submitted by the host school so that it is received in the FHSAA Office, as well as by all participating schools, within 21 calendar days of the completion of the event. Payment of profit shares due participating schools and the FHSAA must be included with the report. Failure to file a financial report within the 21-day period, will result in the forfeiture of any reimbursement to which the host school is entitled. If this report is not received in the FHSAA Office within 30 calendar days, a late filing fee of \$50 will be assessed; within 60 days, \$75; and within 90 days, \$100. See FHSAA.org for “Guidelines on Filing of Financial Reports and Payment of Revenue Shares.”

206.05 Delayed or Cancelled Contests. If severe weather occurs in the area prior to the start of, or during any, scheduled outdoor game, tournament or meet and the event is delayed, postponed, suspended or cancelled, special financial rules apply. If for other unforeseen reasons, a game, tournament or meet is delayed, postponed, suspended or cancelled, special financial rules apply.

(1) If tickets have been sold for the event and any revenue related to the event is retained by the school, then the regular financial reporting process must be completed with payments to the FHSAA and to the participating school(s). If free entry is given for a future event, the revenue received and retained should be reported for the event. If money is refunded and not retained then it should not be included as revenue reported for the event. If tickets were presold for the event and the event was cancelled before it was to begin, then the revenue received and retained (not refunded) from the presold tickets should be reported on the financial report.

(2) If a financial hardship results from the inclement weather and the related loss of playing time, the host school should submit a written request for waiver of financial share payments. Requests should be submitted to the Associate Executive Director for Athletic Administration. Requests will be considered on a case-by-case basis.

207. Tournament Regulations

207.01 Squads.

(1) **Player Limit.** Each participating school shall be allowed a maximum of 20 players in uniform for each tournament game. Uniformed players, coaches and team

managers will be admitted to tournament games free of charge.

(2) **FHSAA Finals.** The number of field passes for participating teams shall not exceed the number of uniformed players plus eight to be used by coaches, managers, statisticians, trainers, medical personnel, administrators, etc.

207.02 Pregame Warmup and Procedures. A pregame warm-up period of 15 minutes will be permitted prior to each game in the FHSAA Softball Play-offs for infield practice. Infield practice may be reduced or eliminated due to existing field conditions. No batting practice will be permitted on the playing field.

207.03 Official Ball. The Dudley Thunder Heat WT12FP yellow softball shall be the official ball of the FHSAA Softball Finals. **The use of this ball shall be mandatory in each district tournament, regional tournament and FHSAA Finals game. The host school for each district tournament and regional tournament game shall ensure the use of the official Spalding balls. The purchase of Spalding balls, if necessary, will be considered an expense of the tournament and reported as such on the financial report form.** Spalding and the FHSAA will provide the actual balls to be used both in competition and pregame warmups at the FHSAA Finals. Failure to comply shall subject the host school to penalties including, but not limited to, financial penalties and revocation of state series event hosting privileges in the respective sport.

207.04 Noisemakers. All artificial noisemaking devices, including those that simulate a game whistle, are prohibited in the state series.

207.05 Failure to Appear. In the event a team fails to appear at the state series event site to play at the scheduled time for its contest, the contest shall be declared forfeited to the team's opponent, and that team shall 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.

207.06 Team Data Form and Photo. The FHSAA Office will produce the official souvenir program for the FHSAA Finals and will retain all proceeds from its sale. Schools that advance beyond the regional tournament quarterfinals must submit to the FHSAA Office by e-mail not later than 9 a.m. EST Wednesday, Apr. 29, 2009 a completed "2008 FHSAA Softball Finals Team Data Form for Official Souvenir Program & Press Booklet", along with a photograph of the team for publication in the official souvenir program. The team data 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". The digital team photo also must 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 9 a.m. EST Wednesday, Apr. 29, 2009 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, the school shall be assessed additional fines up to \$300.

207.07 Up-to-Date Statistics. The 24 schools whose teams advance to the FHSAA Finals must report up-to-date cumulative statistics through the regional

tournament championship game by submitting to the FHSAA Office the “2009 FHSAA Softball Finals Up-to-Date Team Statistics” form not later than noon EST Wednesday, May 6, 2009. 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”. Each qualifying school that does not meet the noon EST Wednesday, May 6, 2009 deadline shall be assessed a \$100 fine.

208. State Series Policies

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

208.02 Enforcement of Rules & Policies. Participating schools shall adhere to all regulations and policies governing the state series.

The determination of the host school for each event shall be conditioned in part on the school’s willingness to comply with and enforce 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.

208.03 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., pregame 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.

208.04 Forfeitures and Vacations 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 which 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.

208.05 Passes.

(1) FHSAA State Series Passes, FHSAA Lifetime Passes and legitimate news media credentials ONLY will be honored for complimentary admission to state series events.

(2) FHSAA State Series Passes issued to member schools may only be issued to and used by those individuals who are directly connected to the schools’ athletic departments (i.e. coaches, athletic director, athletic secretary, etc.). A state series pass issued to an individual may only be used by the individual in whose name it is issued. Member schools must not issue state series passes to students or other individuals under the age of 18. Use of state series passes by students or other individuals under the age of 18 is prohibited. Users of state series passes must present a valid government-issued photo ID (i.e., drivers license) with the pass to gain admittance. A state series pass admits only the bearer. Individuals accompanying the bearer of a state series pass who themselves do not possess a pass must purchase a ticket of admission

to the event. State series event managers are instructed to confiscate and return to the FHSAA Office any state series pass that is misused.

(3) Visiting school administrators (i.e., principal, FHSAA representative, assistant principals and athletic director) who are required by their principal to attend the event for supervisory purposes shall be admitted upon presentation of a photo I.D., provided the visiting school submits their names to the event manager by fax in writing on school stationery not less than 24 hours prior to the scheduled starting time of the event.

(4) All individuals who gain admittance to a state series event using any one of the accepted passes must record their name, position with school or organization, type of pass used, and pass number (if applicable) on the “FHSAA State Series Event Pass Gate Log” (Form AT10). This pass gate log must be submitted to the FHSAA Office with the financial report.

208.06 Signs and/or Banners. The display of signs, banners, placards or similar items at games in the state series is permitted, provided:

(1) They are in good taste and reflect good sportsmanship in their message and use;

(2) 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;

(3) They are not displayed on the court/field, or in a manner which interferes with play;

(4) They do not obstruct the view of participants or spectators; and

(5) They are not safety hazards.

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

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.

The official FHSAA event souvenir merchandiser is Team IP Sportswear, Inc., of Port St. Lucie. Team IP may be reached by phone at (877) 821-8643. Team IP has been awarded exclusive souvenir merchandising rights to all state series events on the district, regional and FHSAA Finals levels 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.

No individual(s), including those affiliated with a participating member school, shall bring onto the property of a facility at which an FHSAA State Series event is being conducted any items (including but not limited to T-shirts, caps, posters, bumper stickers, etc.) to be sold or otherwise distributed on the property to student-athletes, coaches or spectators without the written approval of the FHSAA. An individual(s)

found in violation of this provision shall surrender the items for confiscation, shall be expelled from the property and may be subject to legal action. A member school found in violation of this provision shall be assessed a minimum fine of \$250 and, in addition, shall pay monetary damages to be mutually determined by the FHSAA and its exclusive vendor(s).

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.

208.08 Souvenir Programs. All host schools of district tournaments/meets and regional tournaments/meets that produce an official program must display on the program cover both the appropriate FHSAA sport logo and sportsmanship logo, which may be downloaded from FHSAA.org. If the program cover is preprinted, the logos must be displayed prominently inside or on the team roster inserts.

208.09 Public-Address Protocol. 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 award ceremonies. Other announcements are limited to:

- Those of an emergency nature (e.g., paging a doctor, lost child or parent, etc.);
- Those of a "practical" nature (e.g., announcing that a driver has left his/her vehicle lights on);
- Announcements that FHSAA souvenir merchandise, souvenir programs and concessions are on sale in the facility.

During the contest, the announcer:

- Should recognize players about to attempt a play (e.g., coming up to bat in baseball, punting, kicking or receiving a punt or kick in football, serving in volleyball, etc.);
- Should recognize player(s) making a play (e.g., "Basket by Jones" in basketball, "Smith on the kill" in volleyball, etc.);
- Should report a penalty as signaled by the referee;
- Should report substitutions and timeouts;
- Must not call the "play-by-play" or provide "color commentary" as if he/she were announcing for a radio or television broadcast;
- Must not make any comment that would offer either competing team an unfair advantage in the contest; and
- 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.

208.10 Public-Address Announcements. Announcements promoting the FHSAA and its interscholastic programs must be read over the public-address system, if available, prior to and during all contests in the state series. See the "Promotions and Programs" page on FHSAA.org for the appropriate script.

208.11 Photography and Videotaping.

(1) The FHSAA, subject to the policies of the host facility, allows still cameras and video cameras to be used at state series events so that participants and spectators may record the excitement and festivities for their own personal entertainment – not for the purposes of commercial re-sale or public re-distribution in any form. Only those duly authorized organizations or individuals who have been granted appropriate rights by contract or by issued credential shall be permitted to sell or publicly display or otherwise redistribute images and sounds of state series contests and then only in accordance with the terms and conditions established by the FHSAA.

(2) Each participating school shall be permitted to photograph, film or videotape, for archival, coaching or instructional purposes, only those state series contests in which its team or contestants perform when arrangements are made with the contest management. Photographers, videographers and their equipment must be positioned so that they do not block the view of any spectator.

(3) Spectators may be allowed to bring handheld video cameras that operate on battery power into the facility. Spectators shall be prohibited from using tripods.

(4) There may be additional guidelines or restrictions for FHSAA Finals state championship events.

(5) A school that violates these guidelines shall be guilty of unsportsmanlike conduct and will be subject to reprimand and the assessment of a financial penalty by the FHSAA. An organization or individual who violates these guidelines, and in so doing infringes upon the rights of the FHSAA, shall be subject to one or more of the following actions: remedies under breach of contract; revocation of credentials; expulsion from the site of competition; and legal action under applicable state and federal laws.

208.12 All-Tournament/Meet Teams. No employee of the 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.”

208.13 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.

208.14 Automated External Defibrillators (AEDs). The presence and availability of an automated external defibrillator (AED) is mandatory at the site of every FHSAA state championship series contest on the district, regional, sectional and state levels.

209. Media Policies

209.01 Admission and Seating.

(1) **District and Regional Tournaments.** 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.** 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. EST

Wednesday, May 6, 2009. Only those representatives requesting credentials by the deadline will be guaranteed seating and informational materials at the tournament.

(3) **Student Media.** Each school participating in an FHSAA Finals event may request up to three (3) credentials – for use by student media (i.e., student newspaper, yearbook, TV/video yearbook) who will be covering the school’s participation in the event. These credentials may be issued only to and used only by students.

209.02 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.

(1) The “Application for Media Rights to FHSAA State Series Event” (Form AT11) must be submitted 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.

(2) 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.

(3) The FHSAA Radio Network owns exclusive rights to the radio broadcast of all FHSAA Finals state championship events. Sun Sports Network owns exclusive rights to the telecast and cablecast of all FHSAA Finals state championship events. EZStream.com 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.

209.03 Post-Competition Procedures.

(1) **District and Regional Tournaments.** 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 required to cooperate with the news media by participating in interviews as quickly as possible following the conclusion of the contest and providing contest statistics/results if available. Participation by athletes in interviews is voluntary and at the discretion of the head coach.

(2) **FHSAA Finals.** The host site must designate a room or area secluded from the general public for a post-contest press conference involving the head coach and up to five (5) players from each team participating in the just-concluded contest. Participation by the head coach in the 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, fol-

lowing their press conference. News media representatives must remain off the field/court and no interviews may take place during the awards ceremony following the championship contest.

209.04 Restrictions.

(1) **Access to Locker/Dressing Rooms.** The FHSAA operates under a closed lockerroom policy at all FHSAA Finals state championship events. At no time will news media representatives be granted access to lockerrooms or dressing rooms at any state championship event. Team boxes, team benches, team huddles and dugouts are considered extensions of locker/dressing rooms.

(2) **Access to Competition Area.** Media representatives are not permitted in the competition area (i.e., within the field of play, on the playing court, etc.) at any time during a state series contest until the competition has concluded and a winner has been determined. Photographers shall honor photographer lines and designated areas when marked.

210. Awards

210.01 Team Awards.

(1) **District Tournaments.** Trophies are available for awarding to the champion and runner-up teams, and may be purchased from the FHSAA's authorized vendor by the host school or district as an expense of the tournament as determined by those school representatives present at the district meeting, or individually by the champion and runner-up schools. There shall be no other team awards presented by outside organizations or individuals.

(2) **Regional Tournaments.** Trophies are available for purchase by the champion and runner-up schools from the FHSAA's authorized vendor. There shall be no other team awards presented by outside organizations or individuals.

(3) **FHSAA Finals.** Trophies will be awarded to the champion and runner-up in each class in the FHSAA Finals. There shall be no other team awards presented by outside organizations or individuals.

(4) **FHSAA Authorized Vendor.** Trophies must be ordered from The Trophy Shop in Gainesville by calling (352) 372-8551. The vendor should also be contacted if problems are experienced in receiving trophies on time and in good condition.

210.02 Individual Awards.

(1) **District and Regional Tournaments.** No individual awards will be given at District or Regional Tournaments.

(2) **FHSAA Finals.** Medallions will be presented to members of the champion and runner-up teams at the FHSAA Finals. A total of 28 medallions will be ordered for presentation to teams in the championship game. Schools may purchase additional medallions by contacting the FHSAA Office. There shall be no other awards presented to any individual by any organization or individual at the FHSAA Finals.

211. Officials

211.01 Assignment.

(1) **District Tournaments.** Official crews for each district tournament shall be selected at the district meeting. A crew of three officials shall be assigned to each game. The district coordinator shall contract with the appropriate local officials association for those officials selected by the district. The decisions of the officials shall

be final. No protests shall be allowed.

(2) **Regional Tournaments.** Official crews for regional tournament games shall be assigned by the FHSAA Office. A crew of three officials shall be assigned to each game. The decisions of the officials shall be final. No protests shall be allowed.

(3) **FHSAA Finals.** Officials for the FHSAA Finals shall be assigned by the FHSAA Office. A crew of three officials shall be assigned to each game. The decisions of the officials shall be final. No protests shall be allowed.

211.02 Payment.

(1) **District Tournaments.** The host school for each district tournament shall be responsible for paying game officials from the total revenue of the tournament according to the financial terms stipulated in s.206.01(2). Checks in payment of officials' fees and expenses must be issued to the local officials association to which the officials belong.

(2) **Regional Tournaments.** The host school for each regional tournament or game shall be responsible for paying game officials from the total revenue of the tournament or game according to the financial terms stipulated in s.206.02(2). Checks in payment of officials' fees and expenses must be issued to the local officials association to which the officials belong. The FHSAA Office shall notify each host school in advance of the total amount of fees due and the name of the local officials association to which the check is to be issued.

(3) **FHSAA Finals.** The FHSAA Office shall be responsible for paying game officials assigned to work the FHSAA Finals.

211.03 Fees.

(1) The fees to be paid officials for games in the state series are as follows:

- District Tournament Games – \$48 per official
- Regional Tournament Games – \$50 per official
- FHSAA Finals – \$55 per official

(2) Sixty (60) cents per mile one way, one vehicle, is the maximum mileage rate.

211.04 Dressing Facilities. The host school for each regional tournament game shall provide contest officials with a secure and adequate dressing room (one each for mixed gender crews) with properly operating bathroom facilities including showers with warm water at the site of the contest. If the site does not have such facilities, the host school shall obtain and provide at its expense an appropriate hotel/motel room(s) reasonably close to the site. It is the responsibility of the head referee or umpire-in-chief to contact the school administration at least 24 hours prior to the scheduled starting time of the contest to verify the arrangements for the contest. The host school is required to complete dressing room arrangements and have the information available to the head referee at least 24 hours prior to the scheduled starting time of the contest.