

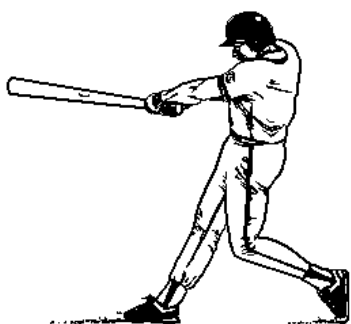


## 2009 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION

### STATE BASEBALL CHAMPIONSHIPS DISTRICT, REGION, SEMI-STATE INSTRUCTIONS AND PROCEDURES

PLEASE MAINTAIN THIS INFORMATION THROUGHOUT THE POSTSEASON

2280 Executive Drive  
Lexington, KY 40505  
(859) 299-5472 (859) 293-5999 (fax)  
[www.khsaa.org](http://www.khsaa.org)



April 29, 2009

TO: District/Region/Semi-state Tournament Manager:

FR: Assistant Commissioner Julian Tackett

Let me express our appreciation to you for agreeing to serve as the manager for a KHSAA postseason baseball tournament. It would be impossible for this Association to conduct successful programs for the boys and girls enrolled in our member schools without the cooperation and support rendered by people like yourself.

In this manual, you will find a list of instructions to follow in managing your tournament along with a copy of various reports to be filed with this office both prior to and following your tournament. It is very important that we receive this information as requested.

***SPECIAL NOTE TO SEMI-STATE MANAGERS***  
***DUE TO THE STATE TOURNAMENT FORMAT, IT IS IMPERATIVE THAT YOU REVIEW PAGES 13-16 OF THIS MANUAL***  
***IMMEDIATELY***

We ask all managers to request of your participants to comply with our request for information for the state tournament program including team photos. A form is included for this purpose in Appendix B (Form BA113). Because of the short period of time allowed for the printing of the programs, it is imperative that we receive this information when requested. Each team has been sent further communication from this office concerning this request.

Please also note a special instruction in this manual as it relates to the role of the tournament manager in scheduling contests in case of inclement weather or other unforeseen problems. Again, we appreciate your assistance and if you have any questions or if we can help you in anyway, please don't hesitate to call.

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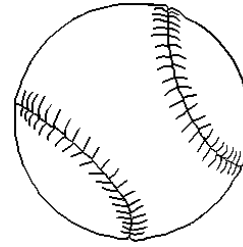
## **MANAGER INSTRUCTIONS BASEBALL DISTRICT AND REGIONAL TOURNAMENT**

### **DISTRICT TOURNAMENT MANAGER CHECKLIST**

- ▲ Read Instruction Manual Thoroughly and the contents of Appendix A, Appendix B and Appendix C.
- ▲ Print pages 4-10, Appendix A, Appendix B (all round forms and information) and Appendix C (District Manager Forms) from this manual, or directly from web site.
- ▲ Make any copies that need to be given to all schools at the meeting.
- ▲ Announce Draw Meeting to all schools and media and Conduct Meeting in accordance with policies.
- ▲ Confirm Seeding / Non Seeding Decision (if changing) at meeting and immediately submit form.
- ▲ Complete Bracket Form and fax to KHSAA (859) 293-5999 or email to jtackett@khsaa.org
- ▲ Contact Assigning Secretary for host school immediately.
- ▲ Prepare checks for Game Umpires. Pay rate for district tournament is listed elsewhere in this manual. In addition, the KHSAA will inform you by letter or through the Assigning Secretary of the amount of money to be paid to the umpires for mileage.
- ▲ Contact Scoreboard with results after each game at (800) 453-6882.
- ▲ Contact Other Media with Results
- ▲ Complete NFHS Baseball Stats Form (BA119) (send to KHSAA by June 1)
- ▲ Complete Financial Report (BA106) (send to KHSAA by June 6)

### **MODEL AGENDA FOR DISTRICT TOURNAMENT MEETING**

- ▲ Call To Order
- ▲ Ensure that all seeded games have been played. If not, declare that the remaining games will be one-half win, one-half loss per tournament rules.
- ▲ If meeting is held before the published date on the Memorandum Calendar (May 10, 2009), ensure that no specific game discussion involving real or prospective opponents is concluded.
- ▲ Designate Someone To Take Minutes
- ▲ Discuss Seeding and Make Any Necessary Changes, including Reviewing all Tie-Breaking procedures
- ▲ Ensure that vote has Majority to Change Seeding or Seeding Method
- ▲ Report Seeding Decisions or Changes to KHSAA on Form BA112 (*send to KHSAA immediately following meeting*)
- ▲ Discuss Future Sites
  - ▲ Review Site Selection Criteria prior to any final decisions. This is contained in Appendix B.
  - ▲ Review Site Selection Plan and Ensure Accuracy
  - ▲ Make sure all schools in rotation actually WANT to host the tournament and meet site selection criteria
  - ▲ Complete Site Selection Plan Form Enclosed (BA102) (*send to KHSAA immediately following meeting*)
- ▲ Discuss Tournament Expenses (majority approval of participating schools required)
  - ▲ PA, Official Scorer
  - ▲ Security (Must have plan in place)
  - ▲ Medical and Plan for Emergency Action
  - ▲ Other
- ▲ Discuss Equipment, Ground Rules and Other Facility Notes
- ▲ Conduct Draw/Seed Placement
- ▲ Complete Bracket Form and Discuss Rain Scenarios
- ▲ Copy Bracket for All Teams
- ▲ Fax or Email Bracket to KHSAA, 859-293-5999



## REGIONAL TOURNAMENT CHECKLIST

- ▲ Read Instruction Manual Thoroughly and the contents of Appendix A, Appendix B and Appendix D.
- ▲ Print pages 3-10, Appendix A, Appendix B (all round forms and information) and Appendix D (Region Manager Forms) from this manual, or directly from web site.
- ▲ Make any copies that need to be given to all schools at the meeting.
- ▲ Conduct Draw Meeting. All schools in alignment must be given notice of the meeting so that regional site selection plan discussions can include all schools.
- ▲ Complete Draw Form and fax to KHSAA (859) 293-5999 or email to jtackett@khsaa.org.
- ▲ Contact Umpires Immediately.
- ▲ Prepare checks for Game Umpires. Pay rate for region tournament is listed elsewhere in this manual. In addition, the KHSAA will inform you by letter or through the Assigning Secretary of the amount of money to be paid to the umpires for mileage.
- ▲ Contact Scoreboard with results (800) 453-6882 EACH GAME
- ▲ Media Contacted with Results
- ▲ Complete Financial Report (BA107) (send to KHSAA by June 15)

## MODEL AGENDA FOR REGIONAL TOURNAMENT MEETING

- ▲ Call To Order
- ▲ Designate Someone To Take Minutes
- ▲ Discuss Future Sites
  - ▲ Print and distribute site specifications from website. **Do not allow sites to be placed in rotation that do not currently meet specifications.**
  - ▲ Review Region Site Selection Plan (on website) for future years and ensure Accuracy. Double check compliance with KHSAA Tournament Rules. Be sure to check for new fields in area that need to be included in rotation.
  - ▲ **Review Desired Sites Capable of Hosting Semi-state when it is that region's turn again. Complete Form BA104 if desired.**
  - ▲ Complete Region Site Selection Form Enclosed (Form BA103) *(send to KHSAA immediately following meeting)*
- ▲ Discuss Tournament Expenses (majority approval required)
  - ▲ PA, Official Scorer
  - ▲ Security
  - ▲ Medical and Plan for Emergency Action
  - ▲ Other
- ▲ Discuss Equipment, Ground Rules and Other Facility Notes
- ▲ Conduct Draw including time schedule.
- ▲ **REGIONAL TOURNAMENT MUST START WITHIN THREE DAYS OF COMPLETION OF LAST DISTRICT OR TUESDAY AT LATEST. MUST SEEK PERMISSION TO START LATER THAN TUESDAY.**
- ▲ Complete Bracket Sheet (BR308)
- ▲ Copy Bracket for All Teams
- ▲ Fax Bracket to KHSAA, 859-293-5999 or email to jtackett@khsaa.org



April 15, 2009

## **KHSAA DISTRICT AND REGION BASEBALL TOURNAMENT REGULATIONS AND INSTRUCTIONS**

Please refer to the Kentucky High School Athletic Association Handbook that gives rules and regulations governing baseball tournaments. You should familiarize yourself with these rules, found in the KHSAA Tournament Rules (located at <http://www.khsaa.org/baseball/>) and re-printed in Appendix A of this manual.

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

### **DISTRICT PRE-TOURNAMENT MEETING**

- ▲ Invite member schools to your tournament meeting. An alignment of schools is included in this manual. Any current year alignment adjustments have been communicated directly with the member schools involved.
- ▲ The meeting of representatives of the competing schools is to start not later than 2:00 p.m. E.T. on May 10, 2009, at the tournament site for the purpose of drawing for the district tournament. *Remember that if the meeting is held early, all schools should concur so that seeded district games are not affected.*
- ▲ Announce the time of meeting in your letter and notifications.
- ▲ Check with the next round manager prior to your meeting and make certain to inform the teams in your tournament of the date and time of the regional meeting should they advance. A complete list of managers for the postseason is in Appendix B of this manual.

### **REGIONAL PRE-TOURNAMENT MEETING**

- ▲ The meeting of representatives of the competing schools is to start at 2:00 p.m. E.T. on May 24, 2009, at the tournament site for the purpose of drawing for the regional tournament. Permission to meet earlier may be granted if ALL districts within the region have completed play.

### **DISTRICT FUTURE SITES**

- ▲ The district manager should review the site selection schedule with all schools in the district at the meeting. A copy of all current listings is on the KHSAA web site, [www.khsaa.org/baseball](http://www.khsaa.org/baseball).
- ▲ If changes or corrections are made to the district tournament site selection plan, please use KHSAA Form BA102, which is included in Appendix C (Checklist and Forms for District Managers) of this manual and available on the KHSAA web site, and return it to the KHSAA immediately following the meeting.

### **REGIONAL FUTURE SITES**

- ▲ The manager should review the site selection schedule with all schools in the district at the meeting. A copy of all current listings is on the KHSAA web site, [www.khsaa.org/baseball](http://www.khsaa.org/baseball).

- ⤴ All schools in the region must be in this discussion even if that particular school is not competing in this particular year.
- ⤴ No site is to be placed in the site selection plan until it meets all of the field specifications.
- ⤴ If changes or corrections are made to the regional tournament site selection plan, please use KHSAA Form BA103, which is enclosed in Appendix D (Checklist and Forms for Region Managers) of this manual and available on the KHSAA web site, and return it to the KHSAA immediately following the meeting.

### **DISTRICT SEEDING**

- ⤴ All decisions regarding seeding of a tournament must be made prior to the start of the regular season, including but not limited to, seeding method and criteria.
- ⤴ Seeding methods shall be file in writing with the KHSAA. Use form BA112 that is enclosed in Appendix C (Checklist and Forms for District Managers) in this manual.
- ⤴ Seeding decisions and the method used shall remain in place until a majority vote of the participating schools rescinds the seeding decisions prior to an upcoming season. If vote is made to seed, the manager is to send the KHSAA a copy of the meeting minutes. A copy of all current listings is on the KHSAA web site, [www.khsaa.org/baseball](http://www.khsaa.org/baseball).
- ⤴ District tournament managers should ensure that all schools in seeded districts are reminded that all games to be used in calculating the seeded position MUST be played prior to the second Sunday prior to the start of post-season play (May 10 for 2009, May 16 for 2010).

### **DISTRICT TOURNAMENT DRAW**

- ⤴ Each district tournament shall draw (or place if seeded) teams into the appropriate bracket in Appendix C depending upon how many teams are in the district and whether or not it is seeded. Complete brackets are also available on the KHSAA web site, <http://www.khsaa.org/baseball>.
- ⤴ The district manager is to fax the bracket to the following outlets / agencies -
- ⤴ KHSAA at (859) 293-5999 immediately following the draw.
- ⤴ The team in the upper half of the bracket in a non-seeded tournament will be the home team, and will wear light colored jerseys. If a tournament is seeded, the highest seed shall be the home team.
- ⤴ District tournament play shall **begin not later than Monday** of the week on the KHSAA Calendar for district tournaments. This year those dates are May 18 through May 23. **You must get permission from the KHSAA office to start later than May 19, and only in the event of facility conflicts. You may however, begin on the weekend prior if the schools concur and it alleviates facility conflicts.**

### **REGIONAL TOURNAMENT DRAW AND GAME SCHEDULE**

- ⤴ Please review the tournament rules concerning regional drawings. This rule makes it impossible for a winner and corresponding runner-up in a district to meet before the final regional game.
- ⤴ Each region shall draw teams into the appropriate bracket in Appendix D of this manual. All bracket forms are available on the KHSAA web, [www.khsaa.org/baseball](http://www.khsaa.org/baseball).
- ⤴ Region tournament play **shall begin not later** than Tuesday of the week on the KHSAA Calendar for region tournaments. This year those dates are May 25-May 30. **You must get permission from the KHSAA office to start later than May 26, and only in the event of facility conflicts.**
- ⤴ The region manager is to fax the bracket to the KHSAA at (859) 293-5999 immediately following the draw or email to Julian Tackett at the KHSAA offices.

### **PLAYING RULES AND REGULATIONS (ALL TOURNAMENTS)**

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

- ⤴ The KHSAA Pitching Limitations, as listed in the Tournament Rules, shall be utilized throughout postseason play. A form, KHSAA BA101 is to be distributed to the coaches at the meeting (district, region and semi-state). Use of this form and maintaining it in the scorebook can prevent any problems with the pitching rule.
- ⤴ Member schools are not permitted to practice for, travel to or participate in an interscholastic athletic contest during the six-hour school day. Therefore no Baseball Tournament may be scheduled at a time that would violate any part of the six-hour academic school day. Due to this action and regulation, tournaments should not start prior to 3:30 p.m. each school day.
- ⤴ THE TOURNAMENT RULES STATE THAT NOT MORE THAN TWENTY-ONE PLAYERS MAY BE IN UNIFORM FOR ANY ONE TOURNAMENT GAME. **NO MANAGER OR GROUP OF SCHOOLS MAY VOTE TO WAIVE THIS REQUIREMENT.**

### **SPEED-UP RULES - RUN RULES AND COURTESY RUNNERS**

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

### **GAME BALLS**

- ⤴ Rawlings brand baseballs are the only ball allowed to be used in the district, region, semi-state or state tournament.
- ⤴ Use of any other baseball is a violation of KHSAA tournament rules and will subject the tournament and its participants to possible penalties.

### **ELIGIBILITY LISTS, ROSTERS AND TEAM PICTURES**

- ⤴ A plan for getting our material to the tournament manager at each level of play in a timely fashion has been devised. Please read the following instructions carefully to each team:
- ⤴ The sole method for entering the roster of a competing team is a link on the KHSAA web site (<http://schools.khsaa.org/>). This roster may also be viewed by any school by being properly logged in to the member schools web site (<http://schools.khsaa.org/>)
- ⤴ Remind each coach to have that tournament's copy of the roster form checked by the coach of each competing team, before the team plays each game, for the twenty-one players to be used in each game.

### **DISTRICT FINANCES AND FINANCIAL REPORT**

- ⤴ The participating schools shall adopt a plan for distribution of proceeds. If there is dispute, contact the Commissioner's office.
- ⤴ In accordance with the KHSAA Constitution, all proceeds after expenses approved by the participating teams shall be divided among the participating teams.
- ⤴ The district manager shall complete KHSAA Form BA106, District tournament financial report, following the tournament and return it to the KHSAA by the published deadline in the checklist.

### **REGION FINANCES AND FINANCIAL REPORT**

- ⤴ All schools in a region (not just the participating teams in the regional tournament) shall adopt a plan for distribution of proceeds. If there is dispute, you may contact the KHSAA.
- ⤴ In accordance with the KHSAA Constitution, all proceeds after expenses approved by the participants shall be divided among the teams in a region based on a plan approved by majority vote.

- ▲ The region manager shall complete KHSAA Form BA107, Region tournament financial report, following the tournament and return it to the KHSAA by the published deadline in the checklist.

### **NFHS PLAYING STATS REPORTS (DISTRICT ONLY)**

- ▲ The National Federation has again asked the states to collect data regarding playing statistics. This is being used by the playing rules committee as they study potential changes for the future. The form is provided. Please complete the form and return it back to the KHSAA by the published deadline in the checklist so it can be included in our report to the National Federation.

### **UMPIRES**

- ▲ In compliance with the Federal Court Decree, the Commission composed of the Commissioner and the three assistants will assign all umpires.
- ▲ For the district tournaments, managers are to contact the Assigning Secretary who normally services the games of the host school to obtain your officials' names and game assignments as this has been coordinated by the KHSAA staff.
- ▲ For the region tournament, managers are to contact the Assigning Secretary who normally services the games of the host school to obtain your officials' names and game assignments as this has been coordinated by the KHSAA staff.

#### *DISTRICT TOURNAMENT UMPIRE FEES*

- ▲ The following regulations for 2009 have been set by the Board of Control: Each district tournament official shall receive a fee of \$46.00 per game for a crew of three or four umpires and each game. In addition, if an official is being assigned from outside of the local association area of the host school, the fee shall be increased by \$5 per game. The crew of umpires is to be paid a mileage allowance of .35 (35 cents) per mile for all necessary mileage based on the mileage submitted to the manager by the association staff member in charge of the sport through the Assigning Secretary. Additional postseason allowances for lodging, etc. shall be at the discretion of the tournament manager and must be approved by the Commissioner. Please refer all conflicts with regards to mileage or other payments to umpires to the KHSAA office.

#### *REGION TOURNAMENT FEES*

- ▲ The following regulations for 2009 have been set by the Board of Control: Each district tournament official shall receive a fee of \$51.00 per game for a crew of four umpires. In addition, if an official is being assigned from outside of the local association area of the host school, the fee shall be increased by \$5 per game. The crew of umpires is to be paid a mileage allowance of .35 (35 cents) per mile for all necessary mileage based on the mileage submitted to the manager by the association staff member in charge of the sport through the Assigning Secretary. Additional postseason allowances for lodging, etc. shall be at the discretion of the tournament manager and must be approved by the Commissioner. Please refer all conflicts with regards to mileage or other payments to umpires to the KHSAA office.
- ▲ IT IS THE RESPONSIBILITY OF THE DISTRICT AND REGIONAL TOURNAMENT MANAGER TO MAKE THE NECESSARY CONTACTS WITH THE UMPIRES!

### **TROPHIES**

- ▲ The Board of Control has contracted with Conference Medal & Trophies, Pocasset, Massachusetts, to supply the official KHSAA district, region and semi-state first place and second place trophies for the 2009 tournaments.
- ▲ The trophies will be shipped to you approximately the first week of May. You will be billed directly by the trophy company.
- ▲ For the district tournament budgeting purposes, the trophies will be \$108.00 plus applicable shipping.
- ▲ For the region tournament budgeting purposes, the trophies will be \$116.90 plus applicable shipping.

## **SECURITY**

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

## **MEDICAL COVERAGE**

- ⤴ A physician and/or ambulance and all other emergency plans should also be in place in the event of an emergency.
- ⤴ An emergency action plan shall be developed by the host school and distributed to all participating teams including the plan for transporting athletes to the hospital in the event of injury.

## **INCLEMENT WEATHER**

- ⤴ While it would be ideal if all parties could meet and agree on any re-scheduling of games necessitated by inclement weather or other natural events, this may not be practical. It is the duty of the tournament manager in consultation with the participating teams to make decisions with regards to re-scheduling in the event of postponement and ensure that all teams, media outlets and schools are properly notified. In accordance with the playing rules, after the contest has begun, the umpires shall make such determination.
- ⤴ Schools who are hosting the tournaments should be especially sensitive to the postponement of games especially given the KHSAA Pitching Limitations and make decisions in the best interest of all concerned, not simply one school, team or player.



## **MANAGER INSTRUCTIONS**

### Baseball Semi-State Tournament

## **SEMI-STATE TOURNAMENT CHECKLIST**

- ▲ Read Instruction Manual Thoroughly and the contents of Appendix A, Appendix B and Appendix E.
- ▲ Print pages 11-17, Appendix A, Appendix B (all round forms and information) and Appendix E (Semi-State Manager Forms) from this manual, or directly from web site.
- ▲ Make sure through communication with the schools, that the two participating schools have a copy of all relevant instructions and forms.
- ▲ Complete Schedule Form and fax to KHSAA (859) 293-5999 (BA120) or email to jtackett@khsaa.org
- ▲ Contact Umpires Immediately Upon Receipt of Assignments from KHSAA. KHSAA to pay umpires, but local sites much confirm start times, etc. with the umpires
- ▲ Open and Inspect Trophies Immediately
- ▲ Contact Scoreboard with results (800) 453-6882 AFTER EACH GAME
- ▲ Contact Other Media with Results
- ▲ Complete Financial Report (BA108) (send to KHSAA by June 15) as well as submission of gross gate check and unsold tickets

## **MODEL AGENDA FOR SEMI-STATE TOURNAMENT CALL OR MEETING WITH SCHOOLS**

- ▲ Discuss Tournament Logistics (majority approval and KHSAA approval required for exceptions as all schools, host and both participants, and Association are effected)
  - ▲ Collectively, set game times by mutual agreement (dates are specified by rule)
  - ▲ Discuss rain schedule, specified by rule
- ▲ Basic allowable expenses for host school
  - ▲ PA and Official Scorer within published limitations for payment.
  - ▲ Security and documentation of necessary payment.
  - ▲ Manager Fee within published limitations.
  - ▲ Medical coverage, emergency plan and documentation of necessary payment.
  - ▲ Other and documentation of necessary payment.
  - ▲ Equipment, Ground Rules and Other Facility Notes
- ▲ **SEMI-STATE TOURNAMENT MUST PLAY AT DESIGNATED SITE AND DATES. TIMES ARE ADJUSTABLE PER PARTICIPATING TEAM DECISION BUT MUST BE PLAYED AT OPTIMUM TIMES FOR ATTENDANCE OF BOTH SCHOOLS.**
- ▲ Send schedule to the KHSAA immediately after confirmation and KHSAA will distribute.

April 15, 2009

## KHSAA SEMI-STATE BASEBALL TOURNAMENT REGULATIONS AND INSTRUCTIONS

Please refer to the Kentucky High School Athletic Association Handbook that gives rules and regulations governing baseball tournaments. All managers should be familiar with these rules, found in the KHSAA Tournament Rules (located at <http://www.khsaa.org/baseball/tournamentrules.pdf>) and re-printed in Appendix A of this manual.

The forms for your various reports should be self-explanatory, and are all located via the KHSAA web site, <http://www.khsaa.org/baseball>. Send your financial report to the Commissioner by June 15, 2009. You must use the proper KHSAA Form as supplied for reporting the tournament finances. For your convenience, the following explanations are given. For good measure, all managers should also refer to the checklist for the particular round found at the first of this section.

### SEMI-STATE PRE-TOURNAMENT MEETING

- ⤴ Due to the format of the event, no pre-tournament meeting is necessary. However, the manager is to coordinate a conference call with the participants if it is mutually agreed not to meet in order to ensure that both sides have input into the items to be decided.

### SEMI-STATE TOURNAMENT GAME SCHEDULE

- ⤴ The schedule for all semi-state series is the same, and dates of play may not be altered unless weather issues force a change that particular day.
- ⤴ Each semi-state tournament will be a best of three series, between the regional champions from two pre-determined regions.
- ⤴ The first game of the semi-state tournament **shall be played on Monday, June 1 and only one game shall be played.**
- ⤴ The second game of the tournament **shall be played on Wednesday, June 3.**
- ⤴ If the winner of game one (Wednesday) and the winner of game two (Thursday) are different, the two teams **shall play a final game on Friday, June 5.**
- ⤴ If rain forces complete postponement of Monday play, the tournament shall be moved to a Tuesday-Thursday-Friday format, one game per day.
- ⤴ If rain forces complete postponement on Wednesday after having played Monday, then the games shall be played with one game on Thursday and the finals on Friday.
- ⤴ If rain forces complete postponement on both Monday (including makeup day on Tuesday), and Wednesday, then the tournament shall have the first game played on Thursday, the second game on Friday, and this third game on Saturday.
- ⤴ If rain forces complete postponement of all possible week day dates, the teams shall play all three games on Saturday.
- ⤴ If any game is interrupted after it has begun and unable to be completed by a mutually agreed reasonable hour, it shall be played the following day at a time earlier than the originally scheduled contest, and the regular game will follow. A complete admission (equivalent to ticketing for second day) shall be charged.
- ⤴ The semi-state manager is to fax the schedule of games to the KHSAA at (859) 293-5999 immediately following the agreement of the participating teams.
- ⤴ If there are issues with scheduling, contact Julian Tackett, KHSAA Assistant Commissioner, at (859) 229-3916.

## **PLAYING RULES AND REGULATIONS (ALL TOURNAMENTS)**

- ⤴ National Federation Playing Rules will be utilized without exception.
- ⤴ The KHSAA Pitching Limitations, as listed in the Tournament Rules, shall be utilized throughout postseason play. A form, KHSAA BA101 is enclosed in the general section of Appendix B that is to be distributed to the coaches at the semi-state meeting or faxed between schools if no meeting is held. Use of this form and maintaining it in the scorebook can prevent any problems with the pitching rule.
- ⤴ Member schools are not permitted to practice for, travel to or participate in an interscholastic athletic contest during the six-hour school day. Therefore no Baseball Tournament may be scheduled at a time that would violate any part of the six-hour academic school day. Due to this action and regulation, tournaments should not start prior to 3:30 p.m. each school day.
- ⤴ THE TOURNAMENT RULES STATE THAT NOT MORE THAN TWENTY-ONE PLAYERS MAY BE IN UNIFORM FOR ANY ONE TOURNAMENT GAME. **NO MANAGER OR GROUP OF SCHOOLS MAY VOTE TO WAIVE THIS REQUIREMENT.**

## **SPEED-UP RULES - RUN RULES AND COURTESY RUNNERS**

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

## **GAME BALLS**

- ⤴ The Rawlings brand baseball is the only ball allowed to be used in the district, region, semi-state or state tournament. Use of any other baseball is a violation of KHSAA tournament rules and will subject the tournament and its participants to possible penalties.
- ⤴ Each semi-state manager will be provided with three dozen baseballs approximately four weeks before play begins.

## **HOME / VISITING TEAM DESIGNATION**

- ⤴ The team that is in the region hosting the semi-state tournament will be the home team for the opening game of the semi-state series, and shall also be the home team for the third (if necessary) game. The other team shall be the home team for the second game of the series.

## **SEMI-STATE FINANCES**

- ⤴ The semi-state manager shall complete KHSAA Form BA108, Semi-state tournament financial report, following the tournament and return it to the KHSAA by the published deadline.
- ⤴ The proceeds of the tournament, following minimal allowed expenses, are being divided in four parts. One part is for the host, one for each team, and one for the Association to help defray the cost of the four additional state tournament teams from the new format.
- ⤴ Upon submission of the form BA108, the school shall send a first line gross revenue check equal to the gross ticket receipts, less the allowable expenses detailed in this manual.
- ⤴ Following the receipt of this report, the Association shall pay all bills, divide the proceeds, and remit the amounts back to the three effected schools (two if one is both a participant and host).

## **TICKET SALES**

- ⤴ Advance tickets for sale by the semi-state hosts will be mailed to each site.
- ⤴ Additional tickets, if necessary, are available by contacting Julian Tackett at the KHSAA.
- ⤴ Ticket prices at the gate will be \$7 for all persons (age 6 and over).
- ⤴ A traveling party of forty (40) persons may be admitted at no charge from each of the participating schools to each game. This includes players, parents, coaches, statisticians, trainers, managers, etc.
- ⤴ There are to be no other comp tickets for the semi-state series, and only those involved in managing the games may be admitted without charge.
- ⤴ Pre-school children (age 6 or below) will be admitted free.
- ⤴ Unsold tickets shall be returned to Julian Tackett at the KHSAA with the financial report by June 15, 2009.
- ⤴ A form to reconcile your advance sales was in the packet with the tickets when they were mailed, and is to be submitted.

## **OTHER REVENUE**

- ⤴ Radio stations are to be charged a fee of \$50 to broadcast the games in a semi-state tournament.
- ⤴ Any other revenue shall be included on the financial report and remitted with the gross ticket sales check.

## **UMPIRES**

- ⤴ The KHSAA will handle all payments of umpire fees, and these will be paid upon receipt of the semi-state financial report. PLEASE INCLUDE UMPIRE MILEAGE AMOUNTS ON THE FINANCIAL REPORT.
- ⤴ IT IS THE RESPONSIBILITY OF THE TOURNAMENT MANAGER TO MAKE THE NECESSARY FINAL CONTACTS WITH THE UMPIRES!
- ⤴ In compliance with the Federal Court Decree, the Commission composed of the Commissioner and the three assistants will assign all umpires.
- ⤴ For the semi-state tournament, the KHSAA will notify the manager as to the assignments.
- ⤴ For the semi-state series, the manager is to record the mileage for each umpire for each day on the financial settlement form.
- ⤴ The following regulations for 2009 have been set by the Board of Control: Each semi-state tournament official shall receive a fee of \$61.00 per game and four umpires shall be assigned to each game.
- ⤴ The crew of umpires is to be paid a mileage allowance of .35 (35 cents) per mile for all necessary mileage based on the mileage submitted to the manager by the association staff member in charge of the sport through the Assigning Secretary.
- ⤴ Additional postseason allowances for lodging, etc. shall be at the discretion of the tournament manager and must be approved by the Commissioner in advance and must only be if the umpire is more than 100 miles from home. It would be helpful if the manager helped secure the lodging for umpire(s) if approved to help get the best possible rate, but this payment is to be made by the umpire, and then reimbursed by the Association when they are paid. Please refer all conflicts with regards to mileage or other payments to umpires to the KHSAA office.

## **TROPHIES**

- ⤴ The Board of Control has contracted with Conference Medal & Trophies, Pocasset, Massachusetts, to supply the official KHSAA district, region and semi-state first place and second place trophies for the 2009 tournaments.
- ⤴ There is no All-Tournament Team due to the small number of schools involved.
- ⤴ There is an MVP Award to be given. This award should be selected from the winning team. Past practice has been to allow 1) the official scorer or 2) the coach of the winning team to select this individual.
- ⤴ Trophies will be shipped around May 1.
- ⤴ The KHSAA will pay all bills related to the trophies.
- ⤴ No Other Trophies (all Tournament, etc) may be purchased for the semi-state series. Any additional trophy cost will be borne by the host school.

## **PAYMENTS**

### ⤴ GENERAL

- ⤴ Several standard items are permissible to be paid from gate receipts by the host school.
  - ⤴ Manager Fee – Maximum \$75 per day, less if agreeable to all parties.
  - ⤴ Maintenance Fee – If a different individual than the manager works outside of their normal scope of duties to prepare the field, Maximum \$75 per day, less if agreeable to all parties.
  - ⤴ Electronic Scoreboard Operator – Maximum \$30 per day, less if agreeable to all parties.
  - ⤴ Electronic or Manual Official Scorer – Maximum \$30 per day, less if agreeable to all parties.
  - ⤴ Public Address Announcer – Maximum \$30 per day, less if agreeable to all parties.
  - ⤴ Gate Workers - – Maximum \$25 per day per gate worker, less if agreeable to all parties.
- ⤴ Other non-standard items must be considered by the participants and agreed by all parties.

### ⤴ FACILITY RENTAL

- ⤴ Only if documented by invoice billing and not on school owned property.
- ⤴ Documentation as to the cost of this coverage shall be included with the financial report if reimbursement is necessary, and taken out of the gate receipts.

### ⤴ SECURITY

- ⤴ It is the responsibility of the tournament manager to secure adequate police protection, and other security precautions as necessary.
- ⤴ Documentation as to the cost of this coverage shall be included with the financial report if reimbursement is necessary, and taken out of the gate receipts.

### ⤴ MEDICAL COVERAGE

- ⤴ A physician and/or ambulance should also be in place or on call in the event of an emergency.
- ⤴ If payment to a Certified Trainer or Medical Staff is necessary, such shall be documented and the documentation included with the financial report, and shall be taken from gate receipts.
- ⤴ No other expense item may be taken from the gate. The cost of such items as chalk, diamond-dry, etc. as considered as coming from the home site portion of the receipts and may not be broken out as a separate expense.

## **REPORTS**

- ⤴ After each game, the results shall be reported to KHSAA/Riherds Scoreboard (800) 453-6882.

## **INCLEMENT WEATHER**

- ⤴ While it would be ideal if all parties could meet and agree on any re-scheduling of games necessitated by inclement weather or other natural events, this may not be practical. It is the duty of the tournament manager in consultation with the participating teams to make decisions with regards to re-scheduling in the event of postponement and ensure that all teams, media outlets and schools are properly notified. In accordance with the playing rules, after the contest has begun, the umpires shall make such determination. Schools with scheduling issues should contact Julian Tackett at the KHSAA, (859) 299-5472 (w) or (859) 229-3916 (c) for assistance with resolution.
- ⤴ Schools who are hosting the tournaments should be especially sensitive to the postponement of games especially given the KHSAA Pitching Limitations and make decisions in the best interest of all concerned, not simply one school, team or player.

## **STATE TOURNAMENT INFORMATION FOR SEMI-STATE CHAMPION**

- ⤴ Please advise the teams participating in your tournament series that all information needed for the teams participating in the state tournament will be posted on the KHSAA web site prior to the start of the semi-state series (<http://www.khsaa.org/baseball>).



## **Appendix A**

### **RULES AND REGULATIONS**

Governing the Baseball Championships of the KHSAA  
(Adopted by Board of Control, Reprinted from 2008-2009 Handbook)

## KHSAA RULES AND REGULATIONS Governing Baseball Tournaments

*(As Adopted by the Board of Control)*

*(Case situations refer to rulings and interpretations used to interpret and administer these provisions which can be found in the Case Situation section of the Handbook. (When possible, additional cross-referencing information has been included).*

### I) Assignment of Schools to Districts and Regions

The Kentucky High School Athletic Association shall sponsor postseason competition in baseball for boys, provided that fifteen (15) percent of the member schools declare intentions to participate in said competition. Member schools desiring to participate in KHSAA sponsored postseason competition shall notify the Association office prior to March 1. The Commissioner shall divide the state into geographic sections with the approval of the Board of Control. The alignment shall begin with the 2005-2006 school year, and shall be reviewed upon the request of a member school with a request concerning that particular school on a biennial basis (every two years). The entire alignment shall be reviewed with changes to be in effect for the 2009-2010 school year and every four years thereafter. In the interim, newly added or deleted programs will be handled on a case by case basis by the Commissioner's office

As of August 1, 2008, the alignment in baseball is as follows —

#### REGION 1

- District 1 - Carlisle County, Fulton City, Fulton County, Hickman County
- District 2 - Heath, Lone Oak, Paducah Tilghman, Reidland
- District 3 - Ballard Memorial, Graves County, Mayfield, St. Mary
- District 4 - Calloway County, Christian Fellowship, Community Christian (Paducah), Marshall County, Murray

#### REGION 2

- District 5 - Crittenden County, Livingston Central, Lyon County, Trigg County
- District 6 - Henderson County, Union County, Webster County
- District 7 - Caldwell County, Dawson Springs, Hopkins County Central, Madisonville-North Hopkins
- District 8 - Christian County, Fort Campbell, Hopkinsville, University Heights

#### REGION 3

- District 9 - Apollo, Daviess County, Owensboro, Owensboro Catholic
- District 10 - McLean County, Muhlenberg North, Muhlenberg South, Ohio County
- District 11 - Breckinridge County, Frederick Fraize, Hancock County, Meade County
- District 12 - Butler County, Edmonson County, Grayson County, Trinity (Whitesville)

#### REGION 4

- District 13 - Franklin-Simpson, Logan County, Russellville, Todd County Central
- District 14 - Bowling Green, Greenwood, Warren Central, Warren East
- District 15 - Allen County-Scottsville, Barren County, Glasgow, Monroe County
- District 16 - Clinton County, Cumberland County, Metcalfe County, Russell County

#### REGION 5

- District 17 - Central Hardin, Elizabethtown, Fort Knox, John Hardin, North Hardin
- District 18 - Caverna, Green County, Hart County, Larue County
- District 19 - Bardstown, Bethlehem, Nelson County, Washington County
- District 20 - Adair County, Campbellsville, Marion County, Taylor County

#### REGION 6

- District 21 - Beth Haven, Holy Cross (Louisville), Pleasure Ridge Park, Valley, Western
- District 22 - DeSales (B), Doss, Evangel Christian (\*), Iroquois
- District 23 - Butler, Central, Portland Christian
- District 24 - Bullitt Central, Bullitt East, Fairdale, North Bullitt, Southern

#### REGION 7

- District 25 - DuPont Manual, Louisville Collegiate, Male, St. Xavier
- District 26 - Atherton, Fern Creek, Moore, Whitefield Academy

- District 27 - Ballard, Seneca, Trinity (Louisville) (B), Waggener
- District 28 - Christian Academy-Louisville, Eastern, Jeffersonton, Kentucky Country Day

#### REGION 8

- District 29 - North Oldham, Oldham County, South Oldham, Trimble County
- District 30 - Anderson County, Eminence, Shelby County, Spencer County
- District 31 - Carroll County, Gallatin County, Henry County, Owen County
- District 32 - Grant County, Simon Kenton, Walton-Verona, Williamstown

#### REGION 9

- District 33 - Boone County, Conner, Heritage, Cooper, Ryle, St. Henry District
- District 34 - Dixie Heights, Lloyd Memorial, Ludlow, Villa Madonna
- District 35 - Beechwood, Covington Catholic, Covington Latin, Holmes, Holy Cross (Covington)
- District 36 - Bellevue, Dayton, Highlands, Newport, Newport Central Catholic

#### REGION 10

- District 37 - Bishop Brossart, Calvary Christian, Campbell County, Scott, Silver Grove
- District 38 - Harrison County, Nicholas County, Pendleton County
- District 39 - Augusta, Bracken County, Mason County, St. Patrick
- District 40 - Bourbon County, George Rogers Clark, Montgomery County, Paris

#### REGION 11

- District 41 - Frankfort, Franklin County, Western Hills, Woodford County
- District 42 - Bryan Station, Henry Clay, Sayre, Scott County
- District 43 - Lafayette, Lexington Catholic, Lexington Christian, Paul Dunbar, Tates Creek
- District 44 - Berea, Madison Central, Madison Southern, Model

#### REGION 12

- District 45 - Boyle County, Danville, Garrard County, Lincoln County
- District 46 - Burgin, East Jessamine, Mercer County, West Jessamine
- District 47 - Casey County, Pulaski County, Rockcastle County, Somerset
- District 48 - McCreary Central, Monticello, Southwestern, Wayne County

#### REGION 13

- District 49 - Clay County, Jackson County, North Laurel, Oneida Baptist, Red Bird
- District 50 - Corbin, South Laurel, Whitley County, Williamsburg
- District 51 - Barbourville, Knox Central, Lynn Camp, Pineville
- District 52 - Bell County, Harlan, Harlan County, Middlesboro

#### REGION 14

- District 53 - Cordia, Jenkins, June Buchanan, Knott County Central, Letcher County Central
- District 54 - Buckhorn, Hazard, Leslie County, Perry County Central
- District 55 - Breathitt County, Jackson City, Riverside Christian, Wolfe County
- District 56 - Estill County, Lee County, Owsley County, Powell County

#### REGION 15

- District 57 - Johnson Central, Lawrence County, Magoffin County, Paintsville, Sheldon Clark
- District 58 - Allen Central, Betsy Layne, Prestonsburg, South Floyd
- District 59 - East Ridge, Pikeville, Shelby Valley
- District 60 - Belfry, Phelps, Pike County Central

#### REGION 16

- District 61 - Bath County, Fleming County, Menifee County, Rowan County
- District 62 - East Carter, Elliott County, Morgan County, West Carter
- District 63 - Greenup County, Lewis County, Raceland, Russell
- District 64 - Ashland Blazer, Boyd County, Fairview, Rose Hill

### II) Dates and Sites for Tournaments

District tournament sites shall be selected by a site selection plan approved by a unanimous vote of the schools eligible to compete

in each district tournament. If a district is unable to resolve conflict over the plan, the Board of Control shall establish a plan.

Only schools which are members of the Association prior to January 1 of the year in which the tournament is held, and having a schedule of ten (10) or more baseball games shall be allowed to vote for the district tournament location or participate in the tournament

Criteria to be considered by the schools for the district tournament include but are not limited to- satisfactory capacity within the facility to safely accommodate past (five years) and expected attendance numbers; an officials dressing room; and adequate parking for projected attendance. In addition, all sites must meet the published site selection criteria baseball as posted on the KHSAA web site.

District tournament play shall begin not later than Monday of the week on the KHSAA Calendar for district tournaments. Permission may be obtained from the KHSAA office to start later than that date only in the event of facility conflicts. Tournaments may begin on the weekend prior if the schools concur and it alleviates facility conflicts.

The Commissioner shall determine the regional and semi-state tournament sites. Schools interested in hosting a regional or semi-state tournament shall submit their request through the defined site selection process at prior year tournaments. The applicant shall supply information relating to seating and parking facilities and such other information as may be requested by the Commissioner. The Commissioner's office may use this site selection plan as a guide, but is not bound by this plan in determining the sites.

A two-thirds vote is necessary to adopt any plan for recommending the tournament sites and voting shall include all schools within a region, not simply the schools playing in a particular year's event. Criteria to be considered by the schools include but are not limited to- satisfactory capacity within the facility to safely accommodate past (five years) and expected attendance numbers; an officials dressing room; and adequate parking for projected attendance. In addition, all sites must meet the published site selection criteria baseball as posted on the KHSAA web site.

The schools in the region must agree on the amount of proceeds (if any) that is to be kept by the host school as well as limitations on expenses by the host school; determining the fixed amount or percentages to be given to each school that participates; the fixed amount or percentages to be given to each team in the region not competing in the tournament; and the disbursement of any proceeds from commissions, parking, advertising and any other revenue related to the tournament but not directly related to ticket, program or novelty sales. Resolution as to disputes on any of these issues may be facilitated by the Commissioner's office and if agreement cannot be reached, may be considered by the Board of Control.

Regional tournament play shall begin not later than Tuesday of the week on the KHSAA Calendar for region tournaments. Permission may be obtained from the KHSAA office to start later than that date only in the event of facility conflicts.

The semi-state tournaments shall be conducted, one game per night, on the Wednesday, Thursday and Friday of the week on the KHSAA Calendar for semi-state tournaments. A complete rain/postponement schedule is published for the managers of the events as part of the postseason instructions.

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

All tournaments shall be held on or as near the dates indicated on the Memorandum Calendar as local conditions permit. Any exceptions shall be approved by the Commissioner.

### III) Tournament Managers

The principal of the host school shall designate an official of the school to serve as the manager for each district tournament. The Commissioner will appoint a manager for each of the regional and semi-state tournaments, and shall serve as the manager for the state tournament. The Commissioner may appoint as many assistant managers as deemed necessary to manage the event. It is the duty of each district and regional tournament manager to invite representatives of the participating teams in the tournament to a meeting held for the purpose of making tournament plans. The semi-state series manager shall coordinate communication between the host school the two participating teams to assure the smooth

conduct of the event.

It is an explicit duty of each tournament manager to inform the association IMMEDIATELY as to the bracket / pairings / entries / results when requested by KHSAA staff and according to the time deadlines provided including the actual site of the tournament if it is not held at the school. In addition, it shall be the duty of the manager of each contest in soccer, volleyball, football, basketball, baseball and softball to contact the KHSAA Scoreboard with the final results following each contest. This is in addition to fulfilling local media requests. The Board of Control has approved the policy that the receipts of a tournament can be assessed (a fine levied against the manager) for failure to comply with these provisions.

The representatives of the schools participating in each tournament, by majority vote, shall set the dates and times of the games, and make all other arrangements necessary to conduct the tournament. The Commissioner will direct a drawing and all of the business necessary to conduct the state tournament.

### IV) District Tournament Seeding Regulations

A) For district tournaments with three teams, the district tournament shall be seeded in accordance with the following three-team seeding regulations:

- 1) Each team in a three-team district is required to play the other two teams in the district in two contests each year, at mutually agreed sites. These games will produce a uniform means of ranking the teams by seed within these districts.
- 2) The team with the highest seed (one seed) receives a bye in the district tournament, and advances to the championship game.
- 3) The remaining two teams would play in the first round of the district tournament with the loser of that game being eliminated.
- 4) In the case of a two-way tie for the district winning position, the winner in the second game played between the tied district opponents would have the higher finishing position.
- 5) In the case of a three-way tie for the district winning position, the tie would be resolved in the following manner. If any of the tie-breakers results in one of the teams being ahead of the other two, the tie is broken. If any of the tie-breakers result in two teams remaining ahead of the third, then the two-way tie breaker shall be used to determine the winner between those two.
  - a) The tie-breaking mechanisms (in order) shall be:
    - i) If the tie remains between all three teams, the record in the second game played against all district opponents involved in the tie.
    - ii) If the tie remains between all three teams, the record in the first game played against all district opponents involved in the tie.
    - iii) If the tie remains between all three teams, then the total points allowed in all seeded games shall be the next tie-breaker.
    - iv) If the tie remains between all three teams, then the total points allowed in the second of each of the seeded games shall be the next tie-breaker.
    - v) If the tie is still unbreakable, then a blind draw among the three teams shall break the tie.
  - b) Additional tie-breaking mechanisms could be added, and would be uniform for all three-team districts.

B) For district tournaments with four or more teams, the district tournament brackets may be drawn by random lot or placed into the bracket using a seeding system. A majority vote (recorded in writing) of the Principals, Athletic Directors or Designated Representatives of the schools in the district is required in order to make or change seeding decisions. In the absence of any documentation, minutes or other verification, the districts shall not be seeded. The regulations concerning the seeding of a district with four or more teams are as follows:

- 1) The decision to seed and the method used in seeding (including all tie-breakers) shall be determined by majority vote of the participating teams in the district and the manager shall record this vote in writing and submit it to the Association. The representatives making the written declaration shall decide all issues related to seeding,
- 2) Seeding methods shall be determined prior to the start of the regular season, recorded in writing with a copy provided to the

KHSAA, and shall remain in place until a majority vote of the participating schools rescinds or changes the seeding decisions. Such changes to the district seeding plan may not be made for the current year once play has begun in the regular season.

- 3) In the event of dispute, the current copy on file with the KHSAA shall prevail in determining resolution.
- 4) Seeding plans may, at the discretion of the majority vote of the schools, stipulate a particular team to a particular seeded position.
- 5) It shall be the district tournament manager's responsibility to update the Association with respect to any changes to the seeding decision or method being used and any relevant tiebreakers. In the absence of this documentation, consultation with, and written verification and documentation from, prior year tournament managers, will be utilized by staff to assist with interpretation and clarification.
- 6) There is no statewide regulation on a seeding method once the determination has been made to seed. Some of the more common and recommended means of seeding is the record of games played within a district provided all teams have played all other teams. In that case, each district shall adopt tie-breaking procedures in the event that the primary method of seeding results in a tie or other situations arise which cause an alteration in the scheduled seeding method. Among the more common tie-breaking methods are 1) seeding by overall win-loss record; seeding by win-loss record in specific contests, 3) seeding by a rating/ranking from a statewide poll, 3) seeding by a majority vote, 4) seeding by a committee, and 5) seeding by a rating turned in by each school.
- 7) If win-loss records are used for seeding, the records used shall be the records as of the date of the pre-tournament meeting as published on the KHSAA memorandum calendar. Teams and school representatives may meet during the regular season to discuss tournament operations (i.e. dates, times, sites, tournament personnel needs, etc.). However if an organizational meeting is held prior to the published date on the calendar, no discussions may be held regarding the bracketing or pairings of specific teams unless all mandated seeded games have been played prior to the meeting. Games played after the published meeting date SHALL NOT factor into the seeded position.
- 8) Seeded games unable to be played for any reason (with the exception of verified forfeited contests) prior to the published date for the district tournament meetings will be recorded as a win and a loss for both teams in computing seeded position.
- 9) If a change in the alignment of teams moves a single new team into a previously seeded district, the previous decision as to seeding shall prevail. If the new team enters the alignment following the completion of all game contracts and the new team is unable to schedule all required opponents, the new team shall be seeded in the last position for the current season, and shall be included in seeded game scheduling for the subsequent seasons.
- 10) If a change in the alignment of teams moves more than one team into a seeded district, the district teams shall conduct a new vote as to seeding. A tie vote will result in the seeding decision remaining the same.
- 11) If the Board of Control approves a total realignment of teams within a district, the teams in the district shall conduct a new vote as to seeding. A tie vote in this situation shall result in the district being not seeded.

#### **V) Tournament Meetings and Pairings**

A) District (non-seeded). The district meetings shall be held in the school designated as the tournament host not later than the second Sunday prior to the week of the tournament as specified on the KHSAA Memorandum Calendar. These meetings may be held earlier by mutual agreement of all teams. The principal or his/her representative shall conduct the drawing for each school. The pairings for the district tournament shall be made in accordance with the following procedure, with all byes being arranged to be in the first round:

- 1) The number of places to be considered shall be four, eight, sixteen, thirty-two, etc. Of the above numbers, the one that is next greater than the number of teams in the drawing shall be considered in the drawing. The teams shall be placed in the

proper position of the appropriate single elimination bracket.

- 2) If the number of teams in the drawing is less than the number of places to be considered, the even number 2 shall be designed as the first bye; the largest even number as the second bye; number 4 as the third bye; the next largest even number as the fourth bye; and so on until the number of places not so designated equals the number of teams in the drawing. The places shall be determined by drawing by lot, the numbers assigned to the "byes" having been first taken from the numbers to be drawn.
  - 3) The teams which pair with "byes" shall have a rest period during the first round of the playing of games in the tournament.
  - 4) The winner of the No. 1 and No. 2 games shall play the winner of the No. 3 and No. 4 game. The winner of the No. 5 game and No. 6 game shall play the winner of No. 7 and No. 8 game. The two winners shall play for the championship. The same general procedure shall be used in the case of more than eight places or teams.
  - 5) The district champion and the runner-up of each tournament shall advance to the regional tournament.
- B) District (seeded). The district meetings shall be held in the school designated as the tournament host not later than the second Sunday prior to the week of the tournament as specified on the KHSAA Memorandum Calendar. These meetings may be held earlier by mutual agreement of all teams, but not prior to the completion of all seeded district games.
- 1) After seeding positions have been determined, the seeded bracket pairings shall be observed. The teams shall be placed in the proper position of the appropriate single elimination bracket. The brackets (from top down) are as follows:
    - a) 3 Teams – Seed 2 plays 3, Seed 1 plays winner of Seed 2 vs. Seed 3 for championship.
    - b) 4 Teams - Seed 1 plays 4, 2 plays 3, winners meet for championship.
    - c) 5 Teams - Seed 5 plays 4, 1 plays winner of 5 vs. 4, 2 plays 3, remaining winners meet for championship.
    - d) 6 Teams - Seed 4 plays 5, 3 plays 6, 1 plays winner of 4 vs. 5, 2 plays winner of 3 vs. 6, remaining winners meet for championship.
    - e) 7 Teams - Seed 4 plays 5, 2 plays 7, 3 plays 6, 1 plays winner of 4 vs. 5, 2 vs. 7 winner plays 3 vs. 6 winner, remaining winners meet for championship.
    - f) 8 Teams - Seed 1 plays 8, 4 plays 5, 2 plays 7, 3 plays 6, 1 vs. 8 winner plays 4 vs. 5 winner, 2 vs. 7 winner plays 3 vs. 6 winner, remaining winners meet for championship.
  - 2) The district champion and the runner-up of each single elimination tournament shall advance to the regional tournament.
- C) Region
- 1) The Regional meeting shall be held on Sunday afternoon immediately following the district tournaments not prior to 2:00 local time in the school designated as the host. These meetings may be held earlier by mutual agreement of all teams, but not prior to the completion of all district tournament games.
  - 2) The pairings for the regional tournament shall be made in accordance to the following procedure.
    - a) In a regional tournament with participants from four districts, the district winners will draw for positions 1, 3, 5 and 7 in a standard eight-team bracket. Each corresponding runner-up team will draw for a position in the opposite bracket.
    - b) In a regional tournament with participants from three districts, the draw shall be conducted as follows. The format will follow a standard eight-team bracket with two byes, those falling into positions 2 and 7. The district winners shall draw for positions 1 and 8 in the bracket. The district winner not drawing a bye shall draw for a position in slots 3 through 6. The district runner-up to the district champion drawing for position in slots 3 through 6 will draw into one of the two remaining slots in the bracket opposite the district winner, and the remaining two runner-up teams will be placed opposite their corresponding district winners in the remaining two slots in the bracket.
    - c) In a regional tournament with participants from two districts, the draw shall be conducted as follows. The district winners will draw for positions 1 and 3 in a standard four-team bracket. Each corresponding runner-up team will be placed in

the position in the opposite bracket from the district winner.

- 3) The winner of each regional tournament shall advance to the semi-state tournament.

D) Semi-state.

1) The state shall be divided into four semi state areas. The winners of Regions 1-4 will be in semi-state area 1, 5-8 in semi-state area 2, 9-12 in semi-state area 3, and 13-16 in semi-state area 4. The draw creates 8 distinct semi-state series, from which the winner would advance to the state tournament. The draw for play within the section would be pre-determined on six-year rotating plan based on the district, region and semi-state alignment.

2) Each Semi-state event would be best of three format, in accordance with the playing schedule distributed by the Commissioner's office.

3) Each Semi-state tournament shall be held at a field that meets the site specifications for holding a semi-state tournament, irrespective of the host's participation in the tournament.

4) The winner of best of three series in each Semi-state game advances to state tournament.

5) The Semi-state manager shall communicate with the representatives of the participating Semi-state teams on the Sunday following the regional tournaments

6) The Semi-state pairings for 2007-2008 through 2012-2013 are:

SS	2008	2009	2010	2011	2012	2013
1	1@3	2@1	1@4	3@1	1@2	4@1
2	4@2	4@3	3@2	2@4	3@4	2@3
3	5@7	6@5	5@8	7@5	5@6	8@5
4	8@6	8@7	7@6	6@8	7@8	6@7
5	9@11	10@9	9@12	11@9	9@10	12@9
6	12@10	12@11	11@10	10@12	11@12	10@11
7	13@15	14@13	13@16	15@13	13@14	16@13
8	16@14	16@15	15@14	14@16	15@16	14@15

E) State. The Commissioner shall conduct a blind draw to determine the pairings for the state tournament. The winner of the each of the eight (8) semi-state tournaments shall advance to the state tournament.

#### VI) Eligibility to Enter Tournament Play

To be eligible to compete in the district, region or state tournament, a member school team shall have competed in at least ten games during the regular season.

#### VII) Contestants

Each school shall submit a properly identified team photograph in compliance with published deadlines and directives. A school shall enter an unlimited number of contestants on an electronic roster via the KHSAA web site and online participation tracking system. This roster may be revised throughout the regular season and shall serve as the preliminary list as referred in these regulations. On the first day of postseason play, these rosters shall be locked so that no additional players may be added, deleted or revised following this date, thereby creating the final eligibility list for tournament play. After this time, the only revision allowed will be to correct a documented clerical error as referred to in Bylaw 14.

A school may enter a team composed of twenty-one (21) players in each post-season tournament game that shall be players who appeared on the eligibility list (roster) submitted online. The twenty one (21) players shall be designated each game, and no other players may be in uniform and tournament management may limit the total number of individuals in the dugouts.

The competing teams in the state tournament will be afforded passes to accommodate a traveling party forty (40), to include the school principal(s) and other administrators, the coaching staff, the team members in uniform (maximum 21) and the support staff for the team. No additional passes will be issued.

#### VIII) Umpires (Regular and Post-season)

For regular season play, baseball umpires are to be paid \$46.00 per game per official for a two person crew, \$41.00 each additional contest. If additional umpires are assigned, the fee may be reduced by \$5. The local regional policy board may approve a supplement for incidental expenses such as travel and mileage. The total amount

paid to baseball umpires in a given local regional policy board area shall be no greater than \$5.00 more than the amount paid to fast-pitch softball umpires.

Umpires for all KHSAA sponsored championship competition shall be assigned by the Commission. Only KHSAA Level 2 or Level 3 officials shall be used in the regional, semi-state or state tournaments. Exceptions shall be approved by the Commissioner. Local associations may submit recommendations for postseason assignments to district, region, semi-state and state tournament games. The final selection shall be made by the Commission.

The Board of Control has established fees for postseason play. In all tournament levels, one member of the crew of officials is to be paid a mileage allowance based on the mileage submitted to the manager by the association staff member in charge of the sport or his/her \$46.00 per game for a three-person or four-person system. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per game.

Regional tournament officials shall be paid a fee of \$51.00 per game for a four-person system. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per game.

Semi-state (sectional) tournament officials shall be paid \$56.00 per game for a four-person system. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per game.

State tournament officials (final eight team round) shall be paid \$66.00 per game and shall be assigned to a four-person crew.

#### IX) Champion

The champion of each district and region tournament will be the team undefeated in a single elimination tournament. The champion of each semi-state tournament will be the team that first wins two games in the series.

#### X) Trophies and Awards

##### A) District and Region

- 1) Trophies will be given to each district and regional tournament winner and runner-up.
- 2) The trophies at the district and region shall be paid from the gate receipts of that tournament.

##### B) Semi-State

- 1) Trophies shall be given to each semi-state winner and runner-up.
- 2) A Most Valuable Player Award will be given.
- 3) The Association will bear the costs of all trophies at the semi-state and state tournaments.

##### C) State

- 1) The state tournament champion, runner-up, and semi-finalists shall receive a trophy and twenty-four (24) individual medals.
- 2) An All-Tournament team will be selected at the state tournament along with a Most Valuable Player.
- 3) The Association will bear the costs of all trophies at the semi-state and state tournaments.

#### XI) Finances

##### A) District and Region

The participating schools may adopt by majority vote, any plan that they desire for the distribution of receipts. If no plan can be agreed upon, the following shall prevail:

- 1) A mileage fee of \$1.00 per team per mile for each necessary trip should be allowed for travel expense. An allowance for one meal at \$5.00 per team member per trip to the tournament should be allowed.
- 2) The host school shall be allowed fifteen (15) percent of the gross ticket receipts derived from the district or regional tournament for rental of the gymnasium and other services rendered to include setup and clean-up charges and for paying documented incidental bills related to the tournament that are approved by the participating teams.
- 3) Prior to any additional distribution, the gross receipts, less the host designated share outlined in subsection (2), shall be reduced by team travel expenses and the amounts paid for game officials and trophies.
- 4) The remainder of the profit shall be divided among the schools participating in the tournament and the non-participating schools in accordance with previously approved plans.

- 5) The host school should be allowed the profits made on programs, concessions, parking, etc.
- B) Semi-State**
- 1) The Association will finance the semi-state tournament. The following allowances will apply if the receipts from the tournament make them justifiable, otherwise, the Board of Control will determine the allowance.
  - 2) A portion of the proceeds of the semi-state series will be retained by the Association to assist with expense payment of teams to the state tournament.
  - 3) The proceeds of the series, following minimal expenses, are divided into four parts. One part is for the host, one for each team, and one for the Association.
  - 4) Upon submission of the financial report, the school shall send a first line gross revenue check equal to the gross ticket receipts, less the allowable expenses.
  - 5) Following the receipt of this report, the Association shall pay all bills, divide the proceeds, and remit the amounts back to the three effected schools (two if one is both a participant and host).
  - 6) After all expenses have been paid, the Kentucky High School Athletic Association shall retain profits from each semi-state tournament.

**C) State**

- 1) The Association will finance the state tournament. The following allowances will apply if the receipts from the tournament make them justifiable, otherwise, the Board of Control will determine the allowance.
- 2) Expenses will be paid for meals, lodging and travel for each team through breakfast on the day following elimination from the tournament for each team.
- 3) The state tournament squad for purposes of reimbursement shall be limited to twenty-four (24) persons, including the principal, coaches, team members and other personnel.
- 4) Schools failing to stay in the motel assigned by the Association shall forfeit the lodging allowance. Commuting teams shall be paid an allowance in accordance with pre-tournament instructions.
- 5) The rate to be reimbursed for state championship play is \$1 per mile (round trip), \$5 per meal per person, and a maximum of \$13 per person per night for lodging as approved.
- 6) After all expenses have been paid, the Kentucky High School Athletic Association shall retain profits from each state tournament.

**XII) Withdrawal from Tournament**

No school which enters a district, regional, semi-state or state tournament (draws for place) shall withdraw from the tournament or forfeit any of its games, but shall play its entire tournament schedule. If a school withdraws from a district, regional, semi-state or state tournament at any time following the draw for district tournament positions or after the pairings have been determined in a seeded district, that school may be suspended from the Association for a period of twelve (12) months and shall be eliminated from postseason play for two years unless the Board of Control rules that sufficient grounds for withdrawal are submitted.

**XIII) Special Tournament and Regular Season Rules**

**A) Pitching Limitations**

- 1) For purposes of this rule, delivery of a minimum of one (1) pitch constitutes having pitched in one inning.
- 2) A pitcher may pitch in a maximum of nine (9) innings in one (1) day, but not more than fifteen (15) innings in any seven (7) day period.
- 3) If a pitcher pitches in three (3) innings to five (5) innings, in one (1) day, that pitcher shall have one (1) calendar day of rest beginning with the day following the first day a pitch is thrown.
- 4) If a pitcher pitches in six (6) innings, that pitcher shall have two (2) calendar days of rest beginning with the day following the first day a pitch is thrown.
- 5) If a pitcher pitches in seven (7) or more innings in one day, that pitcher shall have three (3) calendar days of rest beginning with the day following the first day a pitch is thrown.
- 6) This limitation affects regular season and postseason play.

**B) Speed-Up Rules**

All baseball contests shall utilize the optional speed-up rules allowed by the National Federation as detailed for the courtesy runner(s) for the pitcher and catcher upon reaching base.

**C) Specifications of Fields and Game Balls**

The specifications for recommended and required standards for fields to be used in tournament play may be developed by Association staff and Advisory Committees and approved by the Board of Control. The Association may enter into a contract to restrict the use of a ball in tournament play to a specific brand or model.

**D) Additional Rules for Contests**

Additional rules, governed by State Association adoption provisions in the National Federation Playing Rules or otherwise developed by the Association may be implemented in contests played in Kentucky and will be distributed to the membership when relevant. Detailed and binding instructions, both for managers and participating teams, shall be published on the KHSAA web site.

**E) Coaching Uniform**

1) Coaches in the coaching boxes (first and third bases) shall wear baseball uniform pants, shoes, stirrups (if worn by the team), and baseball/athletic shoes (no sandals, etc.) The top may differ from the team uniform but shall, if not identically matching the team uniform, contained readily identified team references using either the school name or the school mascot. Such items as golf polo shirts, wind shirts and other tops shall be allowed provided the proper school name/nickname provisions are met. Such items shall not be allowed if containing references to other school teams (i.e. X County football), or non-school related facilities (i.e. X County Country Club).

2) Other coaches who may appear on the field for conferences, including the pre-game conference, or offensive or defensive charged conferences, shall be uniformly dressed in school identified clothing. These individuals shall either be 1) wearing baseball uniform pants, shoes, stirrups (if worn by the team), and baseball/athletic shoes (no sandals, etc.) with the top provisions as specified for the base coaches; or 2) they may wear khaki dress slacks (full length), with appropriate shoes, and the top provisions as specified for the base coaches.

**F) Team Uniform**

In KHSAA sanctioned postseason play, all players who enter the contest shall wear the same color and style uniform.

**G) Interrupted Games**

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

**H) Complete Game**

In regular season, and postseason, a complete game of 6 1/2 or 7 innings shall be played unless other National Federation rules apply to the situation. All games in a seeded district shall be played to completion.

**I) Pitcher Warm-up Area**

If the pitcher's warm-up area is in live ball territory, only those individuals specified by NFHS playing rules (pitcher - catcher - personal protector) may be in the live ball area during any warm-up period. Only members of the team and adult coaches may serve as personal protector, and all persons serving in that role shall wear a properly fitted helmet.

**J) Use of Electronic Devices**

Electronic devices, such as radar devices to measure pitching speed, may only be used by either team outside of the dugout with mutual consent of both teams. If either team objects, then the equipment shall be used in the confines of the dugout.

**XIV) School Personnel to Accompany Team**

In accordance with Bylaw 20, each school having participants in a KHSAA event shall send a school designee to accompany the team. This person should be designated in writing by the Principal and approved by the local Board of Education.

(See Case Situations on Page 101-102)