



**2009**  
**KHSAA VOLLEYBALL**  
**REGIONAL TOURNAMENT**  
**INFORMATION**



## **MEMORANDUM**

TO: Regional Volleyball Tournament Managers

FROM: Butch Cope, KHSAA Assistant Commissioner

DATE: September 8, 2009

SUBJECT: Regional Volleyball Tournament Information

Thank you for serving as Regional Volleyball Tournament Manager. Following you will find information with regard to your duties that should help assist you and to answer any questions.

Please make note of the Regional Tournament Manager's Checklist. All Regional Tournament Managers should review this "checklist". In addition, feel free to print off the KHSAA Webpage any information or forms you might need for post season play.

Please remind the schools in your regional tournament of their responsibility to submit team pictures and team rosters online through the KHSAA website (use the "Member Schools Link") no later than **Sept. 11, 2009**. Schools not submitting appropriate pictures and rosters by the deadline are subject to a fine.

Please feel free to give me a call if you have any questions.

## **CHECKLIST OF DUTIES FOR THE REGIONAL MANAGER**

### **BEFORE THE TOURNAMENT**

- Thoroughly read the Regional Tournament Instructions
- Thoroughly read the Volleyball Tournament Instructions in the KHSAA Handbook (included)
- Hold a Regional Tournament Meeting no later than October 18
- Contact Local Officials' Association regarding officials for the tournament
- Fax Brackets/Pairings to the KHSAA
- Ensure all schools in the Regional Tournament have a copy of the tournament bracket/pairings
- Inspect Regional Tournament Trophies (which will be sent to your school by the KHSAA trophy vender)
- Prepare Facility to KHSAA Post Season standards
- Acquire Auxiliary Workers for the tournament

### **DURING THE TOURNAMENT**

- Report scores to the KHSAA Scoreboard (1-800-453-6882)

## **REGIONAL MANAGER DUTIES BEFORE THE TOURNAMENT**

### **REGIONAL TOURNAMENT MEETING**

The Regional Tournament Meeting shall be held not later than Sunday, October 18. To allow everyone ample time to travel to the meeting, a Sunday meeting should be held not earlier than 2:00 p.m. local time. The Regional Manager shall invite all Regional participating coaches by notifying them of the date, time and site of the Regional Tournament Meeting. At the published meeting time, the Regional Tournament Manager shall conduct an open meeting of all attending coaches (and attending media) for the purpose of discussing:

- 1) Tournament playing schedule
- 2) Officiating needs (line judges, referee, umpire, scorekeeper, tracker, etc.)
- 3) Program Sales and Information
- 4) Financial arrangements
- 5) **Future host sites for Regional Tournament (Please complete three years out and send information sites to KHSAA; Attn: Butch Cope)**
- 6) Appropriate tournament forms
- 7) Advancement to the KHSAA State Tournament
- 8) Regional Tournament playing facilities
- 9) Winner and Runner-up trophies.
- 10) Possible Regional Tournament options on other awards (MVP, etc.)
- 11) Miscellaneous

### **TOURNAMENT OFFICIALS AND PAYMENT**

The officials will be assigned by the regional/local volleyball officials' association that services the Regional Tournament host school. Regional Tournament Managers shall work with the regional/local Volleyball Assigning Secretary to schedule officials for the tournament (R1, R2, 1 scorer, 1 tracker, 1 timer [for time-outs only] and a minimum of 2 line judges per court). A listing of those Assigning Secretaries who will make these assignments can be found on the KHSAA Webpage.

<http://officials.khsaa.org/vbassigningsecretaries.pdf>

Please contact them immediately with tournament information, schedules and needs. Regional officials (R1 & R2) shall be paid \$50 each per match. Only one official shall be paid mileage and should be calculated at \$0.35 (thirty-five cents) per round trip mile. Ask the Assigning Secretary which official is to receive the mileage and how much the amount is. Any compensation for Line Judges and Scorers and Trackers and Timers shall be determined by the Regional Tournament Committee. Line Judges are mandatory and each school shall provide one Line Judge to call lines during the Regional Tournament.

### **TOURNAMENT BRACKETS/PAIRINGS**

#### **BRACKET FORMS**

The KHSAA Website has information on blank bracket forms for up to sixteen participating teams. Refer to the KHSAA Website for this information as follows.

<http://www.khsaa.org/forms/brackets.html>

Regional Tournament Managers are required to immediately email KHSAA Sports Information Director Elden May your bracket. [emay@khsaa.org](mailto:emay@khsaa.org)

**NOTE: Tournament Managers may be fined \$100.00 for not reporting bracket placement and results.**

## **TOURNAMENT SCHEDULE INFORMATION**

Managers shall ensure that all schools in the district shall have a copy of the tournament playing schedule. Media representatives may attend your meetings and/or tournaments and you should provide tournament information to them as well.

## **TROPHIES**

Trophies will be shipped directly to the Regional Manager. Trophy boxes should be opened immediately to inspect for damage. Any problems should be reported immediately to Kevin Healy (or Karen) at Conference Medal and Trophy (Telephone 508-563-3600).

## **FACILITY PREPARATION**

Prepare the facility for tournament play, making sure that the court, net standards, and net meet the proper specifications according to the National Federation Volleyball Rule Book. (A 2" centerline is required.)

## **AUXILIARY WORKERS**

Ensure that the necessary auxiliary workers have been secured, such as ticket sellers, ticket takers, program sellers, concession workers, appropriate security, parking attendants, etc.

## **RAWLINGS VOLLEYBALL**

Rawlings is the official volleyball of the KHSAA. The volleyball which shall be used for District, Regional and State Tournament play is the Rawlings KYVBI 1001B. Schools may bring their own balls or the site provide balls for warm-up (may be a brand other than Rawlings). Once play begins, game balls must be Rawlings brand with the NFHS authenticating mark.

## **REGIONAL MANAGER DUTIES DURING THE TOURNAMENT**

### **TOURNAMENT RESULTS**

Regional Tournament Managers are responsible to ensure that contest results are called to the KHSAA SCOREBOARD (1-800-453-6882) immediately after each match....no matter how late the contest may finish! Results from all tournament contests will be posted on the KHSAA Volleyball SCOREBOARD. Please remember to accommodate the local media desires with a call to them as well.

**NOTE: Tournament Managers may be fined \$100.00 for not reporting bracket placement and results.**

## **REGIONAL MANAGER DUTIES AFTER THE TOURNAMENT**

### **FORWARDING STATE TOURNAMENT INFORMATION TO WINNING REGION TEAM**

Prior to the completion of the Regional Tournament the KHSAA will forward to the Regional Tournament Manager an envelope that must be passed on to the Regional Tournament winning team. This envelope contains important State Tournament information (lodging, travel, playing times, etc.) for the State Tournament participating teams.

### **FORWARDING INFORMATION TO THE KHSAA**

Immediately following the completion of the Regional Tournament, notify the KHSAA as to the winning team from your Regional Tournament. This will enable sufficient time for the exchange of appropriate communications and information between the participating State Tournament teams and the KHSAA Tournament staff.

## **REGIONAL FINANCIAL REPORT FORM (KHSAA Form VB106)**

Upon completion of the Regional Tournament, prepare KHSAA Form VB106 and mail or FAX (859-293-5999) it, along with the complete bracket results of the tournament, to the Kentucky High School Athletic Association office. In addition, two copies of KHSAA Form VB106 shall be sent to each participating school (principal and athletic director).

<http://www.khsaa.org/forms/vb106.doc>

## **TOURNAMENT ADMISSION/EXPENSES/REIMBURSEMENTS**

It is recommended that you charge a gate admission sufficient to cover the cost of the Regional Volleyball Tournament. Expenses for the Regional Volleyball Tournament shall be taken out of the Regional Tournament gate receipts. Typical expenses will include: officials, auxiliary workers, game management, game balls, security, trophies, etc. For the Regional Tournament, the participating teams shall share in the net profit or loss. Any other policy for distribution of profit or loss, must be agreed upon by participating schools.

## **GENERAL TOURNAMENT INFORMATION**

### **STATE TOURNAMENT DATES**

The KHSAA Sweet 16® State Volleyball Tournament will be played Friday and Saturday, October 30-31 at Regents Hall on the campus of Northern Kentucky University.

State Tournament Participating Team Information can be found on the KHSAA Website.

<http://www.khsaa.org/volleyball/stateinformation.pdf>

The State Tournament Bracket with region vs. region match-ups and schedule is posted on the website once finalized.

<http://www.khsaa.org/volleyball/2009/statebracket2009.pdf>

### **TOURNAMENT RULES**

Please refer to the KHSAA Volleyball Tournament Rules and Regulations (of the 2009-10 KHSAA Handbook) for rules and regulations governing post season tournaments. These Tournament Rules and Regulations can also be found on within this document as well as on the KHSAA Website.

### **TEAM PICTURE AND ROSTER**

Per KHSAA Regulations, all teams were required to submit their Team Picture and Volleyball Team Roster (online through the KHSAA website use "Member Schools Link") to the KHSAA no later than Sept. 11. This information is vital to the preparation of the appropriate postseason and State Tournament Program documents. Failure to submit this information will result in a \$100.00 fine.

## **MISCELLANEOUS TOURNAMENT INFORMATION**

### **BRACKET FORMS**

The KHSAA Website has information on blank bracket forms for up to sixteen participating teams. Refer to the KHSAA Website for this information as follows.

<http://www.khsaa.org/forms/brackets.html>

## **KHSAA RULES AND REGULATIONS** **Governing Volleyball Tournaments**

*(Adopted by the Board of Control)*

*(Case situations refer to rulings and interpretations used to administer these provisions which can be found in the next section of the Handbook)*

### **I) Assignment of Schools to Regions**

The Kentucky High School Athletic Association shall sponsor postseason competition in volleyball for girls, 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 September 1. The Commissioner shall divide the state into geographic sections with the approval of the Board of Control. Newly added or deleted programs will be handled on a case by case basis by the Commissioner's office.

As of August 1, 2009, the alignment for volleyball 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, Community Christian (Paducah), Graves County, Mayfield

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

#### **REGION 2**

District 5 - Henderson County, Madisonville-North Hopkins, Hopkins County Central, Union County

District 6 - Christian County, Fort Campbell, Hopkinsville, University Heights

District 7 - Caldwell County, Crittenden County, Livingston Central, Trigg County

#### **REGION 3**

District 8 - Apollo, Daviess County, Owensboro, Owensboro Catholic

District 9 – Breckinridge County, Grayson County, Hancock County, Meade County,

District 10 – Butler County, McLean County, Muhlenburg County, Ohio County, Trinity (Whitesville)

#### **REGION 4**

District 11 – Franklin-Simpson, Logan County, Russellville, Todd County Central

District 12 - Bowling Green, Greenwood, South Warren (beginning 2010-2011), Warren Central, Warren East

District 13 – Allen County-Scottsville, Barren County, Edmonson County, Glasgow

District 14 – Clinton County, Metcalfe County, Monroe County

#### **REGION 5**

District 15 - Central Hardin, Elizabethtown, Fort Knox, John Hardin, North Hardin

District 16 - Caverna, Green County, Hart County, LaRue County

District 17 – Bardstown, Bethlehem, Nelson County, Washington County

District 18 – Adair County, Campbellsville, Marion County, Taylor County

#### **REGION 6**

District 19 - Central, Portland Christian, Mercy, Presentation, Shawnee

District 20 – Butler, Holy Cross (Louisville), Pleasure Ridge Park, Western

District 21 - Beth Haven, Doss, Fairdale, Valley

District 22 – Evangel Christian, Iroquois, Male, Southern

#### **REGION 7**

District 23 – Atherton, Brown, DuPont Manual, Louisville Collegiate, St. Francis

District 24 – Assumption, Sacred Heart, Seneca, Waggener, Walden

District 25 - Fern Creek, Jeffersontown, Moore, Whitefield Academy

District 26 - Ballard, Christian Academy-Louisville, Eastern, Kentucky Country Day

#### **REGION 8**

District 27 - Bullitt Central, Bullitt East, North Bullitt, Spencer County

District 28 - Anderson County, Collins (2010-2011), Eminence, Henry County, Shelby County  
District 29 - Carroll County, North Oldham, Oldham County, South Oldham, Trimble County  
District 30 –Gallatin County, Grant County, Owen County, Walton-Verona, Williamstown

#### **REGION 9**

District 31 – Boone County, Conner, Cooper, Heritage, Ryle  
District 32 – Dixie Heights, Lloyd Memorial, St. Henry, Villa Madonna  
District 33 – Beechwood, Covington Latin, Ludlow, Notre Dame  
District 34 – Calvary Christian, Holmes, Holy Cross (Covington), Scott, Simon Kenton

#### **REGION 10**

District 35 – Bellevue, Dayton, Highlands, Newport, Newport Central Catholic  
District 36 – Bourbon County, George Rogers Clark, Montgomery County, Nicholas County  
District 37 – Bishop Brossart, Campbell County, Pendleton County, Silver Grove  
District 38 – Augusta, Bracken County, Deming, Harrison County, St. Patrick

#### **REGION 11**

District 39 – Franklin County, Scott County, Western Hills, Woodford County  
District 40 – East Jessamine, West Jessamine, Lexington Catholic, Lexington Christian  
District 41 – Henry Clay, Lafayette, Paul Laurence Dunbar, Tates Creek  
District 42 – Berea, Bryan Station, Madison Central, Madison Southern

#### **REGION 12**

District 43 – Boyle County, Casey County, Kentucky School f/t Deaf, Lincoln County  
District 44 – Burgin, Danville, Garrard County, Mercer County  
District 45 – McCreary Central, Monticello, Russell County, Wayne County  
District 46 – Pulaski County, Rockcastle County, Somerset, Southwestern

#### **REGION 13**

District 47 – Clay County, Jackson County, North Laurel, Oneida Baptist Institute, Red Bird  
District 48 – Bell County, Harlan, Harlan Co., Middlesboro  
District 49 – Corbin, Knox Central, Lynn Camp, South Laurel, Whitley County, Williamsburg

#### **REGION 14**

District 50 – Cordia, Jenkins, June Buchanan, Knott County Central, Letcher County Central  
District 51 – Breathitt County, Buckhorn, Hazard, Leslie County, Perry County Central  
District 52 – Estill County, Lee County, Owsley County, Powell County

#### **REGION 15**

District 53 – Johnson Central, Lawrence County, Magoffin County, Paintsville, Sheldon Clark  
District 54 – Allen Central, Betsy Layne, Prestonsburg, South Floyd  
District 55 – East Ridge, Pikeville, Shelby Valley  
District 56 – Belfry, Phelps, Pike County Central

#### **REGION 16**

District 57 - Bath County, Fleming County, Rowan County  
District 58 – East Carter, Morgan County, West Carter  
District 59 – Greenup County, Lewis County, Raceland, Russell  
District 60 – Ashland Blazer, Boyd County, Fairview, Rose Hill Christian

### **II) Dates and Sites for Tournaments**

The Commissioner with the approval of the Board of Control shall determine the dates and sites of the district and regional tournaments as well as the state tournament. All tournaments will be held within the dates indicated on the Memorandum Calendar unless otherwise approved in writing by the Commissioner.

Schools interested in hosting a district or regional tournament shall submit their request in writing prior to June 1 of the tournament year. The applicant shall supply information relating to seating and parking facilities and such other information as may be requested by the Commissioner.

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.

The Commissioner shall determine the regional tournament sites. Schools interested in hosting a regional 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 regional 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; adequate locker rooms; and adequate parking for projected attendance.

In addition, the schools 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.

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

### **III) Tournament Managers**

The Commissioner will appoint a manager for each of the district and regional 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 conducting the draw, and finalizing tournament plans. .

It is also the duty of the district and regional manager to supply each school with information concerning the tournament including, but not limited to the date, time, place, admission, dressing facilities, etc. 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 Commissioner will direct a drawing and handle all of the arrangements 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 during the current school year, the previous decision as to seeding shall prevail. If the new team enters the alignment following the completion of all game contracts and the new team is unable to schedule all required opponents, the new team shall be seeded in the last position for the current season, and shall be included in seeded game scheduling for the subsequent seasons. If a single change in the alignment occurs prior to the end of the previous school year, the district teams will conduct a new vote as to seeding.
- 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 being not seeded.
- 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 (one week and one day) 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 top two teams in each single elimination 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 (one week and one day) 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.
  - c) 4 Teams - Seed 1 plays 4, 2 plays 3, winners meet for championship.

- d) 5 Teams - Seed 5 plays 4, 1 plays winner of 5 vs. 4, 2 plays 3, remaining winners meet for championship.
  - e) 6 Teams - Seed 4 plays 5, 3 plays 6, 1 plays winner of 4 vs. 5, 2 plays winner of 3 vs. 6, remaining winners meet for championship.
  - f) 7 Teams - Seed 4 plays 5, 2 plays 7, 3 plays 6, 1 plays winner of 4 vs. 5, 2 vs. 7 winner plays 3 vs. 6 winner, remaining winners meet for championship.
  - g) 8 Teams - Seed 1 plays 8, 4 plays 5, 2 plays 7, 3 plays 6, 1 vs. 8 winner plays 4 vs. 5 winner, 2 vs. 7 winner plays 3 vs. 6 winner, remaining winners meet for championship.
  - 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 Sunday following the conclusion of 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) For the regional tournament, the pairings shall be made in the following order from the top of an eight-team single-elimination bracket and 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 single elimination regional tournament shall advance to the state tournament.
- D) State. The Commissioner shall conduct a blind draw to determine the pairings for each 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 two matches 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 fifteen (15) players in each post-season tournament game that shall be players who appeared on the eligibility list submitted online. The fifteen (15) players shall be designated each game, and no other players may be in uniform.

## **VIII) Officials (Regular and Postseason)**

For regular season play, volleyball officials are to be paid \$40.00 per match. The local regional policy board may approve a supplement for incidental expenses such as travel and mileage.

Officials for all KHSAA sponsored state championship competition shall be assigned by the Commission. Only licensed officials may be used for district, regional or state tournaments.

Local associations may submit recommendations for postseason assignments to playoff contests. The final selection shall be made by the Commission.

District tournament officials shall be paid \$45.00 per match. 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.

Region tournament officials shall be paid \$50.00 per match. 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.

The crew of officials are to be paid a mileage allowance for one car based on the mileage submitted to the manager by the association staff member in charge of the sport or his/her designee.

State tournament officials shall be paid \$55.00 per match.

Additional postseason allowances for lodging, etc. shall be at the discretion of the tournament manager and shall be approved by the Commissioner.

### **IX) Rules**

For all district and regional tournaments and the state tournament, National Federation Volleyball Rules shall be used with possible modification by the Kentucky High School Athletic Association.

For all rounds of play, the best 2 of 3 sets (winning score to 25 by two with no cap) shall be used.

### **X) Champion**

The champion in each district tournament will be the team who wins the single elimination tournament. The champion in each regional tournament will be the team who wins the single elimination tournament. The champion in the state tournament will be the team undefeated in single elimination play.

### **XI) 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) State

- 1) The state tournament champion, runner-up, and the two semi-finalist teams shall receive a trophy.
- 2) The state tournament champion, runner-up, and the two semi-finalist teams shall receive sixteen (16) individual medals.
- 3) An All-Tournament team will be selected at the state tournament along with a Most Valuable Player.
- 4) The Association will bear the costs of all trophies at the semi-state and state tournaments.

### **XII) Finances**

#### a) 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) 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 sixteen (16) 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.

### **XIII) Withdrawal from Tournament**

No school which enters a district, regional, or state tournament (draws for place) shall withdraw from the tournament or forfeit any of its matches, but shall play its entire tournament schedule. If a school withdraws from a district, regional, 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.

### **XIV) Special Tournament and Regular Season Rules**

#### **A) Specifications for Volleyball Courts**

The specifications for recommended and required standards for volleyball facilities to be used in tournament play may be developed by Association staff and Advisory Committees and approved by the Board of Control.

#### **B) Official Ball**

For all postseason play, the Rawlings VB 1001 all white volleyball with the NFHS Authenticating mark is to be used.

#### **C) 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.

#### **D) Rally Scoring Rule**

- 1) In regular season tournaments using shortened matches (such as pool play) it is recommended they use either a 15 or 20 point rally scoring format.
- 2) For varsity competition in regular and post season play, a match shall consist of the best two-out-of-three games.
- 3) The first team to win two games shall be the winner of the match.
- 4) All games shall be to 25 points (no cap).
- 5) The third game shall not be played unless it is necessary to determine the winner of the match.
- 6) In all regular and postseason play, the rally scoring format shall be used.
- 7) It is recommended that non-varsity matches use a 21 point game format (best two-out-of-three games)

### **XV) 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.