

# ***SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION***

## ***2009 TOURNAMENT PLANS AND POLICIES***

### ***29<sup>th</sup> ANNUAL STATE CLASS "B" AND "A" VOLLEYBALL TOURNAMENT***

1. **DATES:** Thursday, Friday & Saturday, Nov. 19-20-21

2. **SITE:** Watertown Civic Arena

3. **WEDNESDAY PRACTICE SCHEDULE/COMPETITION SCHEDULE:**

Each team will receive 1 hour on their competition court on Wednesday, Nov. 18<sup>th</sup>, with the first practice session starting at 10:00 a.m. Teams will be assigned a court time according to their distance from Watertown with the teams closest to Watertown assigned to the earlier time slots and those furthest away practicing at the later court times.

Team practice times and a bracket showing the tournament pairings will be available on the SDHSAA website ([www.sdhsaa.com](http://www.sdhsaa.com)) by Saturday, November 14<sup>th</sup>. See the blank practice schedule on the SDHSAA website for time slots.

4. **COACHES MEETING:** Watertown Events Center-Ramkota (Prairie Room)

Wednesday evening, Nov. 18

7:30 p.m. - Expense Statement Preparation/Tournament Procedures

All teams must be represented at this meeting. All tournament procedures will be covered as well as issuing passes for players and student managers (max. of 20), coaches (max. of 6)

5. **PLAYER ENTRANCE:** Players may enter only through the main entrance of the Civic Arena. (Use for player practice on Wednesday also.) Must have a player pass to enter during the tournament. Use east entrance if arriving more than one hour prior to main door opening.

6. **PAIRINGS:** Seeding procedure for State Tournament

Class "B" & "A" - The 8 qualifiers in each class will be seeded 1-8. The upper bracket pairings will be Seed 1 vs Seed 8 and Seed 4 vs Seed 5. The lower bracket will have Seed 3 vs Seed 6 and Seed 2 vs Seed 7.

7. **MATCH SCHEDULE:**

Session 1 - Thursday	12:00 noon	1:45 p.m. (approx.)	
Session 2 - Thursday	6:00 p.m.	7:45 p.m. (approx.)	
Session 3 - Friday	12:00 noon	1:45 p.m. (approx.)	
Session 4 - Friday	6:00 p.m.	7:45 p.m. (approx.)	
Session 5 - Saturday	9:00 a.m.	10:45a.m. (approx.)	12:30 p.m. (approx.)
Session 6 - Saturday	6:00 p.m.	8:00 p.m. (approx.)	

- All first round matches at the state tournament are to start at the scheduled times.
- For the consolation tournament rounds if a court opens up early, warm-ups may start and that match may start at the scheduled time even if another match is still in progress and is running long.
- Matches may not start if an awards presentation is scheduled.
- No match will start before its scheduled time, unless it is the last match of the session.

**All teams (all players) will be introduced the first time they play and at the championship match, not every match. All remaining matches, only the starters, libero player, and coaches will be introduced.**

Teams may take the court 25 minutes prior to the first match of each session. **Volleyballs are allowed at 20 minutes.** The usual warm-up is then followed.

8. **PRE-MATCH STRETCHING/BALL HANDLING AREA:** Teams may use the auxiliary gym for stretching and preliminary ball handling (no nets). It will be used as the "on deck" area for teams that are to play next. Only teams that are "on deck" will be allowed in the designated area. Pre-match conference/coin flip will take place here. Specific instructions will be given to the teams at the coaches meeting. Please Note: No volleyballs may be taken out of this area. **Absolutely no ball handling in other areas of the arena.**
9. **WARM-UP PERIODS - 20 MINUTES:** The home team will take the court first.  
 6 minutes ..... both teams ..... ball handling  
 6 minutes ..... home team ..... entire court  
 6 minutes ..... visiting team ..... entire court  
 2 minutes ..... both teams ..... serving
- A whistle will be blown at 14 minutes, 15 seconds, 8 minutes, 15 seconds and 2 minutes, 15 seconds (15 seconds prior to the designated time to change courts or warm-up procedure). A horn and/or whistle will sound at the end of each warm-up segment.
- Note that the first matches of a session teams make take the court at 25 minutes with balls at 20 minutes.
10. **PLAYING COURT:** The court will be 60 feet long and 30 feet wide (National Federation regulation high school playing court). Wood Floor. Class B will play on the North Court and Class A on the South Court.
11. **VOLLEYBALLS:**  
Practice Volleyballs: Volleyballs will be provided for each team for practice. After warm-ups, please return the balls to their designated area.  
Match Volleyballs: All competition volleyballs will be provided. The Baden #15-0, leather volleyball will be used for all matches.
12. **OFFICIAL SQUAD:**
- Your roster is the **on-line form** on the SDHSAA website.
  - A team's state roster is the same as the region roster.
  - The roster may include as many names on it as a school wishes, but a school may only dress 16 for a contest.
- Only 16 players can sit on the team bench dressed in a school issued uniform for any one match during the tournament. These 16 can change each match if necessary. Other non-playing team members sitting on the bench must be in street attire or non playing outfits.**
13. **SUBSTITUTIONS:** The original entry list into the region tournament allows a team to include as many players' names on its officials roster as it wishes. The same roster applies to the state tournament. If a school needs to draw upon a substitute during the tournament whose name was not on the original roster, it may do so as long as the substitute's name appears on a Master Eligibility List filed in the SDHSAA office and is eligible under the Constitution and By-Laws of the SDHSAA.
14. **LIBERO PLAYER TRACKER:** The tournament host site will supply match trackers.
15. **PLAYER BENCH:** The player bench may be occupied only by eligible students, coaches, assistant coaches, student managers, bona-fide statisticians and bona-fide trainer. Team bench designation shall be determined by the home team. (At state, home team is listed on top of the bracket.)
16. **UNIFORMS:** All uniforms must conform to the National Federation Volleyball Rule Book. Uniforms will not be measured unless the numbers appear noticeably too low. (Either an upper

shoulder number or a center front number.) **Reminder:** Uniforms are to be worn as the manufacturer designed them.

It is the responsibility of each coach to be certain that players are in proper uniforms. This means uniforms must meet all uniform specifications. Coaches must specifically check their libero uniform. The libero must wear a uniform top that is immediately recognized from all angles as being in clear contrast to and distinct from the other members of the team. The primary color of the libero's uniform top must be different from any color that appears on more than 25 percent of the body of teammates' uniform top. THE EXTENSIVE SIDE PANEL IN MATCHING TEAM COLOR WOULD NOT BE A UNIFORM TOP IMMEDIATELY IN CONTRAST FROM ALL ANGLES TO THE TEAMMATES. Thus, it would not be a legal libero uniform top.

17. **LOCKERS ROOMS:** Locker rooms will be provided for each team. However, teams may have to share from time to time. Assignments will be posted.
18. **TOWELS:** Towels will be available Thursday - Saturday only, not Wednesday. A team student manager must check them out from a designated individual (Procedure reviewed during coaches meeting.)
19. **SEATING:** All seating for spectators and non-participating players will be in the upper level. Each team playing will be assigned to two adjacent sections. A school administrator may wish to seat student in one section and adult fans in the other section. This will allow students to stand without blocking the view of the adult fans.
20. **HOME TEAM:** The upper team in each bracket will be designated as the home team. The home team selects the home court.
21. **TRAINER:** A trainer will be available courtside.
22. **SUPERVISION OF TEAMS:** Each participating school is responsible for the conduct of its team in the motels and at the tournament site.
23. **EQUIPMENT STORAGE:** Teams may store first aid kits, water bottles and other team items in a designated area between scheduled matches. Procedure will be reviewed at the coaches meeting.
24. **VIDEO TAPING POLICY:** All video taping must be done from the upper balcony. If electricity is needed, schools must furnish their own extension cords. Camera person can not block the view of spectators while video taping. There are some outlets in row 12 of the upper balcony area. The following 3 points were taken from the SDHSAA video taping policy as printed in the General Section of the Handbook (page 13). For the complete policy, refer to the SDHSAA Handbook.  
Video Taping Policy - At State Events
  1. Participating schools may videotape the game or event that involves their team or athletes.
  2. Upon advising the SDHSAA and the team(s) and/or individuals involved in a specific state event, schools may videotape other teams and/or individuals for scouting purposes at said state event.
  3. Parents or guardians may videotape the game or event that involves their son or daughter.
25. **OFFICIALS FOR STATE TOURNAMENT:**
  - A. Line Judges - competent line judges have been selected from volunteer officials.
  - B. Referees and Umpires - 6 competent officials have been chosen for each class based upon the selections made by the coaches.
26. **TOURNAMENT TEAM EXPENSES/HOUSING**
  - A. **EXPENSES**

Each team entered in the State Tournament shall be prepared to pay all its own expenses.

A completed itemized expense statement will be given to you at the briefing meeting. Each coach or school representative is asked to discuss this completed statement with an SDHSAA representative for verification of expenses. Only items included thereon are to be considered as necessary expenses. **Reimbursement to each school will be made at the close of the fiscal year** and shall be made as described:

- 1) Transportation. 60 cents per mile by shortest highway route.
- 2) Meals. Schools will be reimbursed for all necessary meals while traveling to and from and during the State Tournament at a rate of \$4.00 per meal, per person for a party of 16.
- 3) Lodging. The SDHSAA has reserved at least eight rooms for each team that qualifies for the state tournament. The SDHSAA will reimburse each team for the cost of **five** double rooms which are intended to accommodate the players, managers and coaches. The remaining rooms are intended for school administration, additional players, etc. The cost of these extra rooms shall be the sole responsibility of the member school that utilizes the rooms.  
Teams who choose to commute instead of staying at a motel or hotel will be reimbursed for each trip at sixty cents per round trip mile by shortest highway route.
- 4) Miscellaneous Expense. A sum of \$200.00 will be allotted to each competing team whose high school is located in the tournament city.

**7:30 p.m. - Coaches Meeting**  
**Expense Statement Preparation/Tournament Procedures**  
**Wednesday, November 18, 2009**  
**Watertown Events Center (Ramkota) – Prairie Room**

B. HOUSING TEAMS AT THE TOURNAMENT

(For motel information, see “Housing Information” sheet posted on the SDHSAA website - be sure to ask for the designated individual listed for each motel when making your reservations.)

YOU ARE RESPONSIBLE FOR NOTIFYING THE MOTEL INDICATING YOUR ARRIVAL AND DEPARTURE TIMES. The SDHSAA has reserved at least 8 rooms for each team. These rooms have been reserved starting Wednesday, November 18<sup>th</sup>. Again, **please notify the motel indicating when you plan to arrive**. Many teams do not use their rooms on Wednesday night and still fail to notify the motel of their plans. If you do not plan to stay in Watertown for the tournament or if you plan to leave early, each school must notify the motel. **Qualifying schools must fax the “State Tournament Hotel/Motel Rooming Information” form (found under Qualifying School Information on the SDHSAA website) to the hotel/motel management verifying check-in and departure time/date, plus player and coach room assignments.**

Please indicate that your room reservations are "IN THE BLOCK OF SDHSAA ROOMS".

Room reimbursement is based on 5 rooms. The remaining rooms are the responsibility of the participating school.

27. **AWARDS PRESENTATION:**

- A. Medals - 20 to each participating team in the state tournament.
- B. Trophies - to 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 5<sup>th</sup>
- C. Plaques - to 4<sup>th</sup>, 6, 7<sup>th</sup>, 8<sup>th</sup>

**Team members must be in their volleyball uniforms to receive their awards.**

Four awards presentations will be scheduled.

Saturday: Presentation I - 7<sup>th</sup> and 8<sup>th</sup> place

Both Classes, follows match 9

Saturday: Presentation II - 5<sup>th</sup> and 6<sup>th</sup> place

Both Classes, follows match 10

Saturday: Presentation III - 3<sup>rd</sup> and 4<sup>th</sup> place

Both Classes, follows match 11

Saturday: Presentation IV - Championship and runner-up awards will be presented immediately following each championship match.

“B” match starts at 6:00 p.m. with awards to follow

“A” match starts at 8:00 p.m. with awards to follow

**Award protocol – athletes:** In all state volleyball tournaments, the first and second place medals will be draped by a member of the SDHSAA Board of Directors, SDHSAA staff member, or a corporate partner representative.

**Award protocol – fans:** All fans will be expected to remain off the playing floor until after the awarding of medals and trophies. Failure to keep fans/spectators off the floor until after the awards have been presented will result in the offending team not receiving public recognition at the tournament site. Individual and team awards will be given to a member of the offending team and the team will not be announced by the public address announcer at the tournament venue. Fans will be allowed on the playing floor following the presentation of all awards.

## 28. **TOURNAMENT TICKETS/PASSES:**

**Players/Student Managers:** A maximum of 20 passes will be issued as listed on the Team Roster and School Information Form on the SDHSAA website. (given at tournament in team packet)

**Coaches:** A maximum of 6 passes will be issued as listed on the Team Roster and School Information Form on the SDHSAA website. (given at tournament in team packet)

**Bus Driver/Trainer:** One bus driver pass (labeled) (given at tournament in team packet)  
One trainer pass, if listed on roster. (given at tournament in team packet)

**School:** Eight (8) season complimentary passes to each school. (sent to qualifying schools)

### **NO ADDITIONAL PASSES WILL BE GIVEN OUT AT THE TOURNAMENT SITE.**

NOTE: If the number of passes is not adequate, additional tickets must be purchased by the school at the tournament venue.

### **High School Student Press Pass Request**

The High School Press Pass Request form is located in the General Section of the Athletic Handbook and in the Journalism Section of the Fine Arts Handbook. Students' names must be listed on the school's journalism roster on the SDSHAA website. If school journalism roster has not been submitted on the SDHSAA website, press passes will NOT be issued to that school.

### **Adult Floor Pass Request**

The Adult Floor Pass Request form is located in the General Section of the Athletic Handbook.

### **Ticket Prices:**

General Admission - (Sold in Watertown)

Adult Season Ticket:	\$32.00	Adult Single Session:	\$8.00
Student Season Ticket:	\$20.00	Student Single Session:	\$5.00

29. **DOOR OPENINGS:** Ticket Sales & Pass Gate

Thursday, Nov. 19	Session 1	10:30 a.m.
Thursday, Nov. 19	Session 2	5:00 p.m.
Friday, Nov. 20	Session 3	11:00 a.m.
Friday, Nov. 20	Session 4	5:00 p.m.
Saturday, Nov. 21	Session 5	8:00 a.m.
Saturday, Nov. 21	Session 6	5:00 p.m.

30. **BANNERS, SIGNS, BALLOONS, ETC.** (also see attached SDHSAA State Tournament Rules & Regulations)

31. **CONDUCT DURING THE NATIONAL ANTHEM** - During the playing of the National Anthem, teams should stand at attention facing the flag **with their right hand over their heart.** The flag is the symbol of liberty and showing proper respect toward the flag at state events is important.

32. **HOSPITALITY ROOM** - A Hospitality Room for the coaches will be provided. Concession stands will be available providing a variety of foods.

33. **COACHES CODE OF CONDUCT AND DRESS**

The Volleyball Coaches Association and the South Dakota High School Activities Association reminds all coaches of their professional responsibility to conduct themselves in accordance with the rules and regulations of the sport and maintain proper appearance befitting the importance of the game. It is a matter of cooperation of people as a unit showing common courtesy, patience, pride and respect.

Coaches are asked to dress appropriately (comfortable but not sloppy, NO blue jeans, etc.) You are in the spotlight courtside, not a fan in the stands.

34: **SCORE UPDATES ON THE INTERNET**

Updates of scores as they happen, plus pictures of the tournament, as well as other information, will be provided on the SDHSAA website (sdhsaa.com) by a link to South Dakota Public Broadcasting (sdpb.org).

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***THE FELLOWSHIP OF CHRISTIAN ATHLETES BREAKFAST***

*The FCA will be sponsoring a breakfast for all teams along with their coaches, administrators or any team support personnel. The FCA breakfast will be held at the Codington County Extension Building, 1910 Kemp Ave West, at 8:30 a.m. Thursday morning, Nov. 19. This function is not sponsored by the South Dakota High School Activities Association.*

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## *Court Protocol*

### **1. Pre-match Ceremonies**

Pre-match ceremonies include introductions and the national anthem.

- a. Following timed warm ups, introductions shall be conducted with the players standing on their respective end lines. The officials take their position on the court. First referee (R1), second referee (R2) and the line judges are standing by the referee platform with R1 and one line judge to the right of the platform and the R2 and other line judge standing to the left. The R1 and R2 are closest to the platform.
- b. Schools have the option of introducing their entire squad starting with the reserves followed by the starters or announcing starters only. Introduce the libero player. As the name is called, the player takes a step forward then back to the line. Visitors are introduced first followed by the home team.
- c. Coaches are introduced.
- d. Match officials are introduced.
- e. Set administrator is announced.
- f. National Anthem is sung or played.
- g. R1 then blows the whistle and motions teams to proceed down their right sideline to shake hands with the opponent at the net.
- h. Teams go to their respective team benches, while officials take their respective places.

Note: Introductions after the first match are NOT made. Only the starting six go to the end line prior to the start of their match. Introductions are made again before championship match.

### **2. Start of the first set of the match**

- a. Starting players take their position on the end line, with the libero waiting on sideline. (if libero is used)
- b. When officials are ready, the R1 blows a whistle and directs players onto the playing court.
- c. The R2, with the set ball in hand, shall move onto the serving team's side of the court to check team line-ups and beckon the libero (if one is used) onto the court. The R2 then rolls the ball to the server.
- d. Match begins.

### **3. End of set – non-deciding**

- a. The R1 blows the whistle & signals “end of set” directing players to their end lines.
- b. The R2 checks the scoresheet for accuracy and confirms the score by initialing the scoresheet then giving the “end of set” signal to the referee.
- c. The R1 blows the whistle and gives the signal to change courts.
- d. Players proceed past the standards then directly to their appropriate team benches.
- e. The timer begins timing the three-minute interval between sets beginning with the R1's whistle and change of court signal.
- f. At the end of the three minute interval, the R1 blows the whistle and signals the players directly onto the playing court.
- g. The R2 shall check line up positions of each team. Again holding the ball until the line ups have been checked.

### **4. Set 5 Procedure - Prior to deciding set**

- a. The R1 calls the captains to the center of the court for the coin toss with the home team calling the toss. (The R1 may request that the R2 conduct the coin toss. It is then done close to the R1's stand.)
- b. After calling the captains, the R1 blows the whistle and releases the teams from the endlines to go to their team benches.
- c. Upon completion of the coin toss, the R2 sends the captains to their respective benches and communicates the results of the coin toss to the R1.
- d. The R1 then blows the whistle and gives the appropriate signal, using same protocol as the other end-of-set procedure.
- e. R1 directs the timer to start the clock for the 3 minute interval between sets.

### **5. End of the match**

- a. R1 blows the whistle and signals “end of set” directing players to their end lines.
- b. The R2 checks the scoresheet and visually confirms the score by giving the “end of set” signal to the R1.
- c. The R1 blows the whistle and directs players to their respective team benches.