

2024-2025

Boys Volleyball

**IHSA Manual for
Schools & Managers**





2024-2025 Boys Volleyball Manual Table of Contents

School Information 2-13

Terms & Conditions.....	3-6
Cover Letter	7
Season Calendar	8
Submitting State Final Program Information Instructions	9-10
Seed Meeting.....	11
Volleyball Interrupter	12
School Replacement Award or Duplicate Order Form.....	13-14
School Miniature Replica Trophies Order Form.....	15-16

Manager Information 17-29

Mangers Cover Letter	18
Managers Checklist	19-20
Public Address Announcements.....	21
State Final Time Schedule.....	22-24
Athletic Trainer Letter	25
Policy for Press.....	26
Official Ball Distribution	27
Award Delivery Information.....	28
Regional/Sectional Tournament Tie Award Order Form.....	29

General Information 30-38

Emergency Action Plan	31-32
Sports Medicine Policies & Resources.....	33-34
Do What’s Right Sportsmanship.....	35-36
State Final Student Media/Video Taping	37
Internet Video Broadcasting Information	38

Revision History:



School Information

IHSA Manual for
Schools & Managers



2024-2025 IHSA Boys Volleyball Series Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the Board of Directors has approved the Terms and Conditions governing the 2024-25 IHSA Boys Volleyball Tournament Series.

I. School Classification

- Competition in the IHSA Boys State Volleyball Tournament Series will be held for all member schools without classification.

II. Dates and Sites

- A) Regional matches shall begin on Monday, May 26, 2025, with the championship taking place on Thursday, May 29, 2025 with the host school determining the nights to be played on with IHSA determining the pairings. In years when the regional preliminary matches fall on Memorial Day Monday, hosts have the option to play their preliminary matches on Saturday prior to Memorial Day Monday and continue with matches on Tuesday as scheduled.**
- B)** The sectional semifinal matches shall be held on Saturday May 31, 2025. The Sectional Final match shall be held on Tuesday, June 3, 2025.
- C)** The State Final Tournament shall be held on Friday June 6, 2025, and Saturday, June 7, 2024, at Hoffman Estates High School, 1100 W. Higgins Road, Hoffman Estates. Mr. Steve Lacni, Athletic Director, will serve as the State Final Manager.

III. On-Line Entries, Withdrawal Procedures, Eligibility, Affirmative Actions, and On-Line List of Participants

A) On-Line Entries: All member schools must enter their school into the state series competition through the IHSA Schools Center on the IHSA Website at (www.ihsa.org). The deadline for entry is February 1, 2025. The 2024-25 Entry Policies and Procedures outlining the online entry procedures for all IHSA-sponsored tournaments can be found in the Schools Center on the IHSA website.

B) Late Entries: Any attempt to enter a sport or activity on-line after the established deadlines will be denied. Schools that wish to enter after the deadline will be considered late. To be considered for late entry, the Principal/Official Representative must contact the IHSA administrative officer in charge of the sport or activity. The penalty for late entry shall be a payment of \$100.00 for that sport/activity by the school.

C) Breach of Contract By-law 6.041 (Withdrawal Procedure): To withdraw without penalty, the principal must notify the IHSA Office, in writing, of the school's withdrawal from the respective sport prior to the seeding meeting date and/or the date the List of Participants is due for that sport. If a school withdraws after the seeding meeting due date but before the first competition, the school will be charged a \$100 penalty and, if applicable, the cost of game officials and the host school guarantee provided for in the Terms & Conditions.

and, if applicable, the cost of game officials and the host school guarantee provided for in the Terms & Conditions.

If a school does not officially withdraw prior to the first competition and/or does not show up for competition, the school will be charged a \$500 penalty, the cost of game officials and the host school guarantee according to the Terms & Conditions for the respective sport.

D) Eligibility: All member schools in good standing may enter one team under the provisions of IHSA By-law 3.054.

E) Affirmative Action: Only boys shall be permitted to participate in the state series except as provided in the IHSA Affirmative Action Policy.

F) On-Line List of Participants: On-line List of Participants does not apply to team sports.

IV. Host Financial Arrangements

A) Regional Host: Each host school shall receive \$300.00 per night for hosting the regional and shall be reimbursed the cost of line judges no more than \$35.00 per line judge per match. R1 and R2 officials will be paid by the IHSA via Arbiter Pay. The host shall retain 20% of net income and submit the remainder to the IHSA. In the event of a negative balance, the host shall receive some reimbursement. If admission is not charged, the host shall forfeit the guarantee.

B) Sectional Host: Each host school shall receive a flat guarantee of \$700.00 for hosting the sectional and shall be reimbursed the cost of line judges no more than \$50.00 per line judge per match. R1 and R2 officials will be paid by the IHSA via Arbiter Pay. The host shall receive 20% of net income. If admission is not charged, the host shall forfeit the guarantee.

C) Digital Tickets: Per IHSA Board Policy 22, GoFan Digital Tickets will be the exclusive ticket option available for this sport at the Sectional and State Final rounds of the State Series. Any exceptions must be approved by the IHSA office.

D) Admission Prices: The following State Series ticket prices have been set by the IHSA Board of Directors. A baby in arms is free at all rounds of the State Series. Pricing for all other individuals is as follow

REGIONAL	SECTIONAL	STATE FINAL
Ticket: \$7	Digital Ticket: \$8	Digital Ticket: \$10
*If GoFan is used: Digital Ticket: \$6 Cash Ticket: \$7	Cash Ticket: \$9	Cash Ticket: \$11

E) Rights Fees for TV and Radio: See the IHSA web site (www.ihsa.org) for the fees to be charged by Local Managers and/or the IHSA for television and cable broadcasts and radio originations.

V. Tournament Assignments and Seeding Meetings

A) Sectional Complex Assignments for Schools: All state tournament series will begin with a sectional complex except where excessive travel is a factor. This is determined by the IHSA administration. Where this occurs, the tournament series will begin with sub-sectionals. Each sub-sectional will contain 2 regional sites. Seeding for the tournament series will be done by sub-sectionals. Each sub-sectional will be seeded with #1 and #4 assigned to one regional; and #2 and #3 assigned to the other regional. The remaining teams will be assigned by geography.

V. Tournament Assignments and Seeding Meetings

A) Regional Assignment for Schools: The sectional(s) with teams assigned from outside the suburban area will have all the teams assigned directly to one of four regionals.

B) Tournament Series: The successive tournament series shall be designated respectively as regional, sectional, and state final. The IHSA Office will select all regional and sectional host sites. All schools, including the Chicago Public Schools, entered in the state series will be assigned to either a regional or sectional complex based on geography.

C) Seed Meetings: All seeding meetings shall be conducted on-line through the IHSA School Center. Schools competing in the state series whose teams are assigned to a sectional complex shall seed the teams in their sectional. All schools assigned to a regional shall seed all schools assigned to their regional. Information regarding the on-line seeding process will be made available to participating schools in the *IHSA Boys Volleyball Manual for Schools*.

D) Season Summary Sheet: Schools entered the state series will be required to submit a *Season Summary Sheet* on-line in the IHSA School Center. Failure to do so by the required date and time will result in a school forfeiting its opportunity to participate in the seeding process. The *Season Summary Sheet* can be found in the IHSA School Center.

E) Pairings: Schools assigned to the regional tournaments will utilize true seeds within their regional for determining the regional bracket. The sectional pairings for this group shall have the two regional winners from the south playing each other and the two regional winners from the suburban area playing each other. Teams assigned to a sectional complex will utilize true seeds for determining the regional and sectional brackets unless conflicts arise from the seeds of the pre-determined host.

VI. Tournament Structure and Time Schedules

A) Playing Order: No local manager is authorized to change the order matches are to be played as determined by the system adopted and announced by the IHSA Office. Matches must be played as listed from top to bottom on the official schedule unless otherwise specifically approved by the IHSA office. Any request for changes must be based on mutual agreement of the participating schools and officials. All such requests must be made through the Sectional Manager to the IHSA.

B) Time Schedule:

1. Regional matches shall start no earlier than 5:30 pm with the regional championship starting no earlier than 6:00pm.
2. Sectionals with 2 matches in one night shall start no earlier than 5:30 pm; sectionals with 1 match shall start no earlier than 6:00 pm.
3. **State Final Time:**

Friday, June 6

Session 1 (Quarterfinals)

Match 1 10:30 a.m.
Match 2 11:30 a.m.

Session 2 (Quarterfinals)

Match 3 1:00 p.m.
Match 4 2:00 p.m.

Saturday, June 7

Session 3 (Semifinals)

Match 5 10:00 a.m.
Match 6 11:00 a.m.

Session 4 (Consolation and
Championship Matches)

Match 7 4:00 p.m.
Match 8 5:30 p.m.

VII. Advancement of Winners

The winners of 32 regional tournaments shall advance to 8 sectional tournaments consisting of 4 teams each. The winners of the 8 sectionals shall advance to the state final tournament.

VIII. Tournament Rules

A) Rules of Play: The current NFHS Volleyball Rules published by the National Federation of State High School Associations are the official rule all tournament matches except as state in these Terms and Condition or in printed instructions from the IHSA Office.

B) Rally Scoring: By state association adoption, matches will consist of the best 2 out of 3 games (no cap). Each game including the deciding game will be played to 25 points (no cap).

C) Players in Team Uniform: In each of the tournament matches, a participating school shall not have more than twenty-two (22) eligible personnel on the bench. This includes players in team uniform, coaches, and/or support personnel. There is no limit to the number of players in uniform, provided that the number of individuals does not exceed the 22-person limit.

D) Warm-up Time: When taking the floor for a contest, teams should take the shortest path to their own side of the court and not run through the area occupied by the opposing team, where their opponents are warming up, or split into two lines and circle their opponents. Where possible, teams should only enter, jog, or warm-up on their own half of the court.

If a team arrives early, ball handling is permitted on the court prior to the timed warmups. If both teams are present, each team shall be restricted to their side of the playing court. The warm-up time for each match will be 2-6-6 with both teams sharing the first 2 minutes, the first 6 minutes will be the home team on the entire court, the second 6 minutes will be the visiting team on the entire court. When teams are off the court ball handling is allowed if space allows. If space is limited teams shall be restricted to ball handling behind the end line.

All warm-up apparel (Jackets, pants, shirts, shorts, etc.) must be removed by both teams by the conclusion of the 2-minute warm-up period. Warm-up apparel is not required to be worn by a team or to have a number on it.

The team listed on the top of the bracket shall be the home team. Teams listed on the bottom of the bracket shall be the visiting team. Teams shall occupy the bench adjacent to their playing court.

E) Official Wilson Volleyballs: In the state series a Red/ White/Blue Wilson I-Cor WTH7700/XRWB volleyball with the NFHS logo. The host school will choose the ball for regular season match (white is still an option).

F) Team Roster: At least one-half hour before the match a roster of the eligible boys must be submitted to the official scorer. After having designated these players, a school will be limited in that tournament match to the use of the boys thus named. Rosters may change at each level of state series and each day.

G) Practice: In the Sectional and State Final Tournament matches, the host school shall not make its gymnasium available to the visiting teams for practice sessions prior to day of competition.

H) Host Schools: For regionals and sectionals, only, the gym (and the net system) needs to be available and ready 60 minutes prior to the start of the match. Teams can take the court no sooner than 45 minutes prior to the scheduled start time of said match.

I) AED: Host schools must have an AED available and on site at all IHSA post season contests.

IX. Tournament Policies

A) State Final Passes: In each of the tournaments, a participating school shall not have more than twenty-two (22) eligible personnel on the bench. This includes players in team uniform, coaches, and/or support personnel. There is no limit to the number of players in uniform, provided that the number of individuals does not exceed the 22-person limit. Passes shall be used by a school approved, certified assistant coaches or students from the member high school acting in a team manager role. In addition, a school shall be provided 1 athletic training pass for a school that brings a certified athletic trainer. The team bench area shall be restricted to the players and team personnel who have been issued a pass.

B) Bands: A host school may provide a school pep band. Members of the band will be admitted free of charge. Instruments should not be used for cheering purposes. No other band other than the one from the host school shall be admitted as an organization except by special permission of the Executive Director who will act only on a local manager's request.

C) Artificial Noisemakers: All artificial noisemaking devices shall be prohibited. The local manager has the authority to exclude noise making devices that distract from the competition including megaphones and drums. The playing of music/sound effects shall only be permitted prior to start of sets, during warmups, time outs, between sets, and following competition.

D) Signs and Banners: The display of signs, banners, placards or similar items at IHSA state series events is permitted, provided they are in good taste, reflect good sportsmanship in their message, they reflect identification and encouragement to participants and their school/community, they are not displayed on the field of play or in a manner which interferes with play, they do not obstruct the view of participants or spectators, and they are safe.

E) Cheerleaders and Mascots: Participating schools may use their school's cheerleaders. A maximum of twelve cheerleaders in school uniforms may be on the floor.

F) Damage to Property or Equipment: If contestants or people from any school entered in a state series are found guilty of carelessness or maliciously breaking, damaging, or destroying property or equipment belonging to the host school, such school shall be held responsible for costs incurred in replacing or repairing such property or equipment.

G) Media Requirements:

1. **Provide Space:** Space shall be set aside to provide for news media representatives covering the state series whether they are for newspapers, radio stations, commercial television stations and/or cable television stations.
2. **Radio and TV Originators:** It is the responsibility of the Local Manager to accept applications, approve requests to originate, collect proper rights fees payments (where required) and make cancellation refunds for television and/or radio play-by-play originations, according to IHSA Television and/or IHSA Radio Broadcast Policy.
 - a) **Television Rights Fees** for all levels of competition below the State Final level shall be paid to the host school and shall become part of the revenue to be shared by the member school(s) and the Association according to the financial terms stipulated in these Terms and Conditions.
 - b) **Radio Broadcast Rights Fees** are not required for any level of competition in this series (except State Final). Local Managers shall permit radio play-by-play originations of the competition.
 - c) **Television and/or Radio Stations** which do not apply in advance, or which do not pay required rights fees prior to the start of competition in each respective level in this state series shall not be given credentials nor allowed access to the facility to originate. Sponsors of the originations for television and radio shall be only those so stipulated in the respective IHSA Television and Broadcast policies.

3. All media requirements for the State Final tournament shall be handled through the IHSA Office.

4. Local tournament managers shall be responsible for reporting tournament information and results to the IHSA Office and the news media as stipulated in printed instructions received from the IHSA Office.

H) Videotaping by Schools or Spectators: Videotaping will be allowed provided the local manager has a comparable area for both competing schools to videotape. When one school requests the video space, then the local manager shall provide similar space to both competing schools. Non-competing schools and spectators will be allowed to videotape matches in the stands, provided they do not obstruct the view of participants and spectators.

I) Flash Photography: The use of flash cameras is prohibited by fans during the match. News media is allowed the use of strobe lighting or electronic flashes provided the local manager agrees that the flashes are not causing interference with the conduct of the contest. The local manager can require at any time, the photographer to cease use of the flash. The manager's decision is final.

J) Tobacco/Liquid Nicotine Products: The use of tobacco or liquid nicotine products in any competition area, either during a practice or while a contest is in progress, or affiliated property of any IHSA state series contest by any coach, player, any other person connected with a team, or fan shall be prohibited. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, tobacco/liquid nicotine free zones on the date or dates of any IHSA event being held at the site.

K) Use of Inhalers: A student with asthma may possess and use his/her medication during an IHSA competition while under the supervision of school personnel, provided the school meets the outlined procedures of self-administration in the Illinois school code.

L) Alcoholic Beverages and IHSA State Series Events: The possession, distribution, sale and/or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any IHSA state series contest. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any IHSA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation of IHSA By-law 2.020. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments. Violation of this policy by a non-hosting member school will subject the school to penalty for violation of IHSA By-law 2.020. Patrons of any IHSA state series contest determined to be in violation of this policy will be removed from the premise, and law enforcement officials will be called as warranted. No ticket refunds will be granted in such cases.

M) Prayer at IHSA State Series Contest: Prayer at an IHSA state series contest that takes place over the public address system is **prohibited**.

N) State Final Team Reimbursements: In the State Final tournament, the participating teams shall be allowed transportation expenses at the rate of \$2.00 per mile per team for one round-trip to and from the center where the State Final tournament is played. In addition, each team that participates in the State Final tournament shall receive a flat team expense allowance. Teams traveling 0-150 miles round trip to the state final site shall receive a \$500.00 reimbursement. Teams traveling 151-300 miles round trip to the state final site shall receive a \$1,000.00 reimbursement. Teams traveling over 300 miles round trip to the state final site shall receive a \$1,500.00 reimbursement.

Neither the State Association nor the local tournament manager will assume responsibility for any other team expenses of any kind except those expenses specified above. Individual schools entering the tournament series must be ready to assume responsibility for unusual expenses due to accident, inclement weather, fire, theft or any other extraordinary cause.

O) Regional and Sectional Pass Gate: Five (5) school administrators, head and assistant coaches will be admitted free to the regional and sectional tournament. In addition, they will also be allowed one guest each. Additionally, the manager, scorekeeper, video/camera operator, bus driver, athletic trainer and all rostered players will be admitted free to the contest on the days their team is playing. They will not be allowed a guest. Rostered players will only be admitted into the regional and sectional tournament if accompanied by the coach. All other representatives from a school must pay to attend a state series tournament. Participating schools must complete the IHSA Pass Gate Form and return it to the Tournament Manager prior to the start of the regional and/or sectional event.

B) Scorers and Timers: The local manager will hire scorers and timers. Experienced adults are recommended as scorers and times. The host school shall pay all local workers including the scorers and times from the host school allowance.

C) Line Judges: Regional managers will provide (2) two-line judges, a scorer, a libero tracker, and a timer. It is recommended that the regional manager hire a licensed official for the line judge positions. Local officials' associations or assignors can be used to help find officials to fill these roles. If a licensed official is not available, line judges must be at least 18 years of age and may not be a member of a competing boys' volleyball team. It is recommended that the line judges be adults and wear a white, short-sleeve polo shirt, dark slacks and black or white shoes and socks. Line judges **may** use flags. The IHSA will assign line judges for the sectional contests.

D) Mileage Fee: In the state series, to assist officials for out-of-pocket expenses, a voucher system will be used to compensate officials when they drive more than 70 miles round trip per contest. Payment will be made through the IHSA Office, after completion of the tournament series, at a rate of Forty-Five cents (\$.45) per mile for all mileage more than 70 miles round trip. No compensation will be permitted for trips of less than 70 miles round trip per contest.

X. Awards

A) Regional and Sectional: The Illinois High School Association will furnish a team plaque for the winners of the regional and sectional tournaments.

B) State Finals:

1. **Team:** Trophies will be presented to the first, second, third and fourth place teams at the state finals.

2. **Individual:** A total of 26 medallions will be presented to the schools of that first four placing teams at the State Final Tournament. This includes the superintendent, principal, athletic director, and athletic trainer (if working at state final) will be presented with a medallion

C) No other trophies or awards of any kind may be presented in the tournament series. Only players, coaches, managers, trainer plus if present a Superintendent, Principal and/or the Athletic Director may participate in the awards presentation. These awards will be furnished the State Association and are not an expense charged upon the individual tournament.

XI. Officials

A) Appointment and Fees

1. **Tournament Officials:** The R1 and R2 for all tournament series matches including the preliminary match will be assigned by the IHSA Office. In all tournaments, the decision of the officials shall be final. The Board of Directors will not review decisions of officials, whether alleged error is due to faulty judgment or misinterpretation of the rules.

Detailed information regarding assignment of officials will be posted on the IHSA Schools Center to all schools that are hosting a tournament one week prior to the start of the level hosted.

a. **Regional Fee:** In the preliminary, quarterfinal, semifinal and final regional tournaments, each Referee and Umpire shall receive a fee of \$76.50 per match. Officials will be paid by IHSA via Arbiter Pay. Line judges shall receive a minimum of \$35.00 per match worked, to be paid by the host school.

b. **Sectional Fee:** In the sectional tournaments, each R1 and R2 appointed by the IHSA shall receive a fee of \$95.00 per match. Officials will be paid by IHSA via Arbiter Pay. Line judges shall receive a minimum of \$50.00 per match worked, to be paid by the host school.

c. **State Final Fee:** In the state final tournament each appointed Referee and Umpire should receive a flat fee of \$680.00. Each Line Judge shall receive \$130.00 per day. In addition, each Official and Line Judge who incurs an overnight lodging expense, shall receive a \$60.00 lodging allowance for each of the three (3) nights lodging upon receipt and approval from the IHSA Administrator. Officials will be paid by the IHSA via Arbiter Pay.

d. **State Final Officials Coordinator:** The Coordinator shall receive \$175.00 a day. In addition, the coordinator shall receive an overnight lodging expense of \$60.00 per night for a maximum of three (3) nights upon receipt and approval from the IHSA Administrator.

Cover Letter

Boys Volleyball Cover Letter

- A) Attention Teams Assigned to the South Sectional:** Due to the growth of boys' volleyball outside the Chicago suburban area, IHSA policy 19 'Grouping and Seeding State Tournament Series' applies. Specifically, the policy provides "that all bracketed team state series tournaments outside of the Chicago suburban area will begin with geographic sub-sectionals." This policy is no different than what your girls' volleyball, boys' and girls' basketball, softball, baseball, and boys' and girls' soccer programs have been following although it is relatively new to boys' volleyball. What that means to boys' volleyball teams assigned to one of those sectionals is that they will be assigned directly into a sub-sectional based on geography. The other sectionals will remain sectional complexes. Refer to the assignment sheet posted on the boys' volleyball website to see if your school is assigned to a sectional complex or directly to a regional. Also refer to the Terms and Conditions for the actual language and details on pairings. Assignments are located at www.ihsa.org click on boys' volleyball page.
- B) Terms and Conditions:** The IHSA Boys Volleyball Terms and Conditions control the state series. All coaches and officials are responsible to follow the rules and policies provided within them. This includes entry and withdrawal from the state series, IHSA rules, policies, financial arrangements, tournament structure, awards, and official fees.
- C) Boys Volleyball Manual and Forms for Schools:** All the necessary instructions for the state series are included in this manual. This includes the terms and conditions, seeding process, playing rules, up-to-date statistics information, instruction for uploading photos for the state final program, state final information, Score Zone reporting, tournament information and miscellaneous downloadable forms. This manual will be located at www.ihsa.org click on the boys' volleyball page.
- D) IHSA Boys' Volleyball Website:** (www.ihsa.org click on the boys' volleyball page.) This site is where coaches can find the Terms and Conditions, the Boys Volleyball Manual for Schools, the Boys Volleyball Manual for Managers, assignment sheets, final seeds, and pairings and more. This site is open to the public and is continually updated throughout the season.
- E) IHSA School Center – Password Protected:** Coaches and Managers will use the IHSA School Center for the seeding process and reporting of information. Athletic Directors and Coaches will find the activity tracker indicating when and if a task has been completed, the Volleyball Season Summary Sheet, the seeding process, and the results of seeds. Managers will find officials assignment for their regional or sectional, along with online financial reports. Since the IHSA School Center is a password protected center, coaches will need to talk to their athletic director about access. The IHSA School Center is located on the IHSA Home page at www.ihsa.org click on School Center located at the top left side of the page.
- F) State Final Information:** Should your team qualify for the state finals, the state final information will be posted on the boys' volleyball web page (www.ihsa.org click on the boys' volleyball page). No material will be sent or distributed to participating schools.
- G) Online Rules Meetings:** This meeting meets the by-law requirements for coaches to attend. It is mandatory for a school to participate in the state series.

2024-25 Boys Volleyball Season Calendar

Boys Volleyball Season Calendar

Boys Volleyball

	2024-25
Season Starts (Mon.)	March 10
1st Contest May be Held (Mon.)	March 24
Online Season Summary Form Due (Wed. @ 10:00 a.m.)	May 7
Online Team Seeding Mtg. Deadline (Thur.@ Noon))	May 8
Regional Preliminaries /Semifinals (Mon-Wed.)	May 26-28
Regional Finals (Thurs.)	May 29
Sectional Semifinals (Sat.)	May 31
Sectional Finals (Tues.)	June 3
State Finals (Fri & Sat)	June 6-June 7

Online Seeding Timetable

	2024-25
Season Summary Sheet Open to Coaches (Mon.)	March 24
Season Summary Sheet Closed (Wed.)	10:00 am, May 7
All Season Summary Sheets available to coaches to view in from their regional/sectional complex (Wed.-Thurs.)	11:00 am, May 7 to 12:01 pm, May 8
Coaches Seed Teams (Wed.-Thurs.)	11:00 am, May 7 to 12:01 pm, May 8
Administrative Review of Seeds (Thurs.)	12:02 – 4:00 pm, May 8
All Seeds posted Online (Thurs.)	4:00 pm, May 8
Final Pairings Posted (Fri.)	1:00 pm, May 9
Official Assignments Released to Managers (Mon.)	1 week prior to start of level hosted
Team Data and Pictures due to IHSA (Sat.)	June 1

Schools are Required to Submit State Final Program Information Online

Dear Coach or Athletic Director:

As your team gets close to qualifying for the state final tournament, you will be required to complete the State Final Program Information form online. This form provides the IHSA with most of the information (everything except statistics) printed in the state final souvenir program. You are required to provide this information once you have qualified for the Sectional tournament.

The link to the State Final Program Information form is located in the IHSA Schools Center, a password-protected area of the IHSA Web site.

To log in the Schools Center, go to the main IHSA Web page (www.ihsa.org) and click on the Schools Center link. Then use your ID and password to log in. On the main menu of the Schools Center, look for the "Sport & Activity Tracker" area. Find Boys Volleyball (you may have to click on "spring sports" on the yellow bar) and follow the row across until you find a link labeled "State Qualifier Data" in the column labeled "Online Forms". Click on the link and follow the instructions to fill out the required pages.

The information you will provide online includes administration, coaching staff, coaching history, season record, and roster.

(If you experience any problems, please call the IHSA Office, and ask for Brock Hopp)

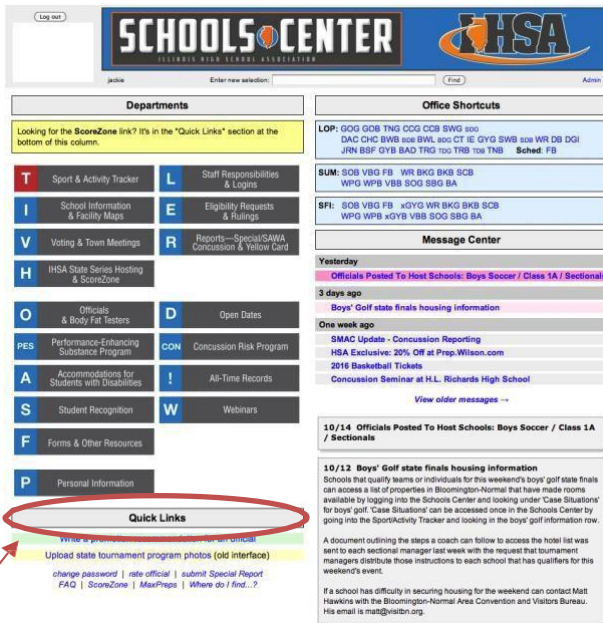
IMPORTANT REMINDER

Your team picture, administration pictures (superintendent, principal, athletic director, head coach), and cutlines need to be uploaded to [the School Center](#) **no later than Sunday, June 1**. Your State Final Information Form needs to be entered online **no later than Sunday, June 1**.

If your school qualifies for the State Final Boys Volleyball Tournament, **you are required to complete the IHSA Up-to-Date Statistics form in your School Center immediately following your sectional.**

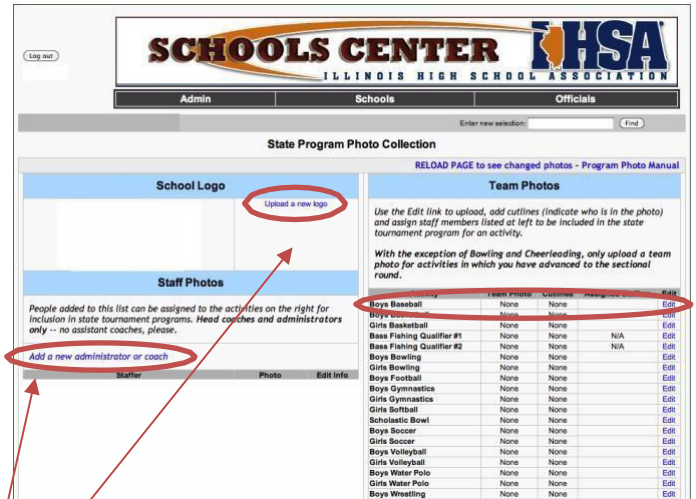
Thank you for your cooperation.

INSTRUCTIONS FOR SUBMITTING PHOTOS



1. Sign into the Schools Center. Choose: Upload state tournament program photos here.
NOTE: Only your administrative staff has access to this link.

Submit your photos by uploading them in the Schools Center.



2. Upload the School logo in .jpg format.
3. Add administrators and coaches. Choose: **Add a new administrator or coach**. You will want to do this before adding team photos. (If your sport/activity does not include administrators or coaches in the program, you can skip this step and start uploading your team photo.) Follow the step-by-step instructions, making sure that you **save the photos and information**. Do not use all capital letters.
4. Upload your team photo. Choose The **Edit** button that corresponds with your sport/activity.
 - a. Following the instructions upload your team photo. **Save changes**.
 - b. Assign staff members. Use the pull-down menus to assign staff members to be included in this program. **Save changes to staff assignments**. (If no administrators or coaches are included in the program, you can skip this step.)
 - c. Add your cutlines. List individuals (first and last name) in each row. Do not use all capital letters. Do not include numbers, year in school, etc. Please use the following to designate supervisors in the photo: Head Coach John Smith, Asst. Coach Billy Bob, Mgr. Jane Doe. **Save changes to cutlines**.
5. Go to School Photos Menu. Check to make sure you have included all photos and cutlines for this sport/activity. If everything is correct, you can exit the Schools Center. Make sure that you have completed all other state final information for the program.

If you have any questions, please call **Brock Hopp**: 309- 663-6377 or email bhopp@ihsa.org

Seeding Meeting Information

I. Seeding Instructions

The following is intended to provide an explanation of the process that coaches will follow in seeding the first level tournament assignment for their school.

Coaches are expected to take part in the seeding process with the highest standard of integrity and to ensure fairness and equity for all participants. One coach or an official representative from each school who has completed the *IHSA Season Summary Sheet* online will be allowed to vote. *Schools who have not submitted the Season Summary Sheet will not vote or participate in the seeding process. The Season Summary Sheet can be found in the Activity Tracker section of the IHSA Schools Center under the 'Required Data Forms' column for volleyball.*

Coaches will not be allowed to vote for their own team. Coaches will determine their seeds based on these factors:

- Head-to-head victories against teams assigned to the first level tournament
- Record against common opponents
- The total win/loss record of schools in the tournament, and
- Team evaluation based on narrative provided by coaches
- These factors have not been prioritized. The IHSA reserves the right to review all submitted seeds and throw out ballots and adjust the seeds accordingly should the seeds be significantly out of the average range. In which case, the entire seeds of the out-of-range school will not be used.

Coaches will be allowed to indicate what range of seeds they think their team belongs: 1-4, 5-8, 9-12, 13-16, or 17-22 or in case of regional teams 1-2, 3-4, 5-6.

In the event that schools tie for a seed, the IHSA will use the following criteria to break the tie:

- Head-to-head competition between the tied schools
- Random draw (if more than 2 schools are tied for a seed)
- Coin flip (if 2 schools are tied for a seed and head-to-head competition can't break the tie)

Schools will be able to access all the seeds made by other schools assigned to their seeding meeting prior to the seeds being posted on-line through the IHSA website.

Tournament assignments will then be posted by the end of the week during which seeding occurs.

Therefore, the online seeding process is:

- Coaches complete the Season Summary Sheet
- Coaches review all the Season Summary Sheets from teams assigned to their sectional complex/or regional level
- Coaches seed teams
- Coaches review all seeds submitted
- IHSA reviews seeds
- Seeds posted online
- Final pairings posted online

II. Boys' Volleyball Online Seeding

Coaches, part of this seeding process is conducted through the IHSA School Center. Please see your athletic director for your school's password. The other part is conducted through the boys volleyball webpage which is open to the general public. (www.ihsa.org click on boys volleyball)

Coaches, here is the basic process for completing the online seeding:

1. Coaches go online (to their school center) and complete their season summary sheet.
2. Coaches go online (to their school center) and view everyone's season summary sheet
3. Coaches seed the teams in their tournament
4. IHSA posts all seeds on the boys' volleyball web page
5. Final pairings are posted on the boys' volleyball web page.

(Coaches and fans should double check these pairings later before their contest as times have a tendency to change while our managers work through graduation conflicts)

III. Actual Deadlines for Online Seeding

Now – Wednesday, Morning, May 7 (STEP ONE)

During this time the Season Summary Sheets are available to coaches through the IHSA School Center. They must be completed no later than 10:00 am on Wednesday, May 7.

11:00 am – Wednesday, May 7 to 12:01 pm –

Thursday, May 8 (STEPS TWO AND THREE)

Beginning at 11:00 am on Wednesday, May 7 coaches will have a day and a half to review the Season Summary and seed teams. Therefore, coaches should study the Season Summary Sheets of the teams assigned to their tournament and prepare their seeds. Once the coach is confident in the seeds, s/he can then go to the school center and place the seeds online. Coaches will have up to 12:01pm on Thursday, May 8 to review the season summary sheets and seed the teams.

12:02 – 4:00 pm – Thursday, May 8

For the remaining part of Thursday, the IHSA will review all seeds

4:00 pm – May 8 (STEP FOUR)

At the end of the day on Thursday, the IHSA will post all the seeds on the boys' volleyball website.

4:00 pm – May 9 (STEP FIVE)

On Friday afternoon, IHSA will post the boys' volleyball pairings.

Volleyball Interpreters

Barb Maue, Shiloh (Clinician)

Karen McNaught, Chatham

Nancy Nester, Gurnee

Julie Terstriep, Industry

Mark Trapp, Villa Park

Ed Vesely, Aurora

Pam Young, Chicago





ADDITIONAL AWARDS ORDER FORM

- 1.) Please print and complete this form with Official Representative Signature.
2.) Please email completed form to Cheryl Lowery @ (clowery@ihsa.org).
3.) From this form, an invoice will be generated and emailed back to the school email address supplied.
4.) From the Invoice, mail invoice to the awards company with payment for awards

This form is to be used only if the school is purchasing awards for one of the following reasons (Check one)

Checkboxes for Team Roster Exceeds, Dual Campus, Broken-Replacement

Team Roster Exceeds the number allowed in the T&C's
Dual Campus
Broken-Replacement

Checkboxes for Coop School, Lost-Replacement, State Awards: Music

Coop School
Lost-Replacement
State Awards: Music

Sweepstakes Sport or Activity: Year: Qty.: Place:

Gender: Girls Boys Co-

Ed Classification:

1A 2A 3A 4A 5A 6A 7A 8A No

Classification A AA MUSIC SWEEPSTAKES ONLY (Indicate Classification: AA, A, B, C, D)

Level of Competition: Regional Sectional Super-Sectional State

1-5 (\$6.00) 6-12 (\$9.00) 13-24 (\$12.00) 25-above (\$14.00)

Type of Award:

Checkboxes for Team Plaque, Team Trophy, Medal/Medallion, Sweepstakes Medallion

Team Plaque
Team Trophy
Medal/Medallion
Sweepstakes Medallion

Checkboxes for Badminton Gold Shuttlecock and/or Riser, Laser Trophy Plate, Replacement Trophy Plate w/o lasering, Bat, Tennis, Golf Club Replacement

Badminton Gold Shuttlecock and/or Riser
Laser Trophy Plate
Replacement Trophy Plate w/o lasering
Bat, Tennis, Golf Club Replacement

Ind. Event Medals (indicate Event name): (ie: Pole Vault, Long Jump, Diving, 100-yd. Butterfly, Single, Doubles, 102lb., Speech: IE, etc.)

Ordered By (Print):

Job Title: Principal A.D. Off. Rep. Coach

School Name:

School Address:

City, Zip:

Phone Number:

Email Address:

Official Representative Name (Printed):



ADDITIONAL AWARDS ORDER FORM

- Once this form is completed and returned to the IHSA, an invoice attached will be provided to the email provided.
Invoice must accompany payment! The awards company refers to the invoice to process IHSA approved orders.
Duplicate/Replacement Awards will only be shipped to the school.
Duplicate Awards Orders must be approved by the School's Official Representative
Trophy Letters & Figurine Replacement: Schools who need replacement letters or figurine(s) for older model trophies, please contact A & M Products direct at 815-875-2667.

Contact A&M direct for pricing and availability: 2008-2017 Figure and Plate Replacement Pricing:

- Gold State Champion-top figure (#1)
Gold State Champion-side figure (#1)
Gold State Runner-up-top figure (#1)
Gold State Runner-up-side figure (#1)
Gold State 3rd/4th Place-top figure (#1)
State 3rd/4th Place Gold-side figure (#2)
Gold Girls Soccer-side figure 3rd/4th (#3)
Gold Music Lyre-side figure 3rd (#3)

Pricing for Schools (INCLUDING MUSIC SWEEPSTAKES) Shipping not included:

Table with 3 columns: Finish, State Medallion, Reg./Sect Medal. Rows include Goldtone (1st), Nickel Silver (2nd), and Copper (3rd & 4th).

State Medallions and Reg./Sect. Medal Shipping Costs:

- 1-5 = \$6.00
6-12 = \$9.00
13-24 = \$12.00
25-above = \$14.00

Plaque/Trophy Pricing for Schools (Shipping included):

Table with 2 columns: Description, Price. Rows include Regional Champion Plaque (AM-260), Sectional and Super-Sectional Champion Plaque (AM-261), Third/Fourth place trophy (AM-558), and Champion/Runner-Up (AM-557/AM-557-1).

Plate Replacement Pricing:

Table with 2 columns: Description, Price. Rows include Lasering charge for State Final Trophy Plate, Replacement Black Plate for SF Trophy w/o lasering, and Bat, Tennis, Golf Club Replacement for All Figurines.

Acrylic artwork enhanced to show artwork

IHSA State Final Miniature Replica Trophy Order Form

Remit Payment payable to A&M Products with this completed order Form.

Price includes UPS shipping the total order to one address.

Trophy Dimensions: 11" High x 8" wide. White Lasered Acrylic sport inset, Lasered IHSA Seal & Sport Plate



Sport _____

School _____

Off. Rep./A.D. _____

Phone _____ **Email** _____

Address _____ **City/Zip** _____

Method of Payment: **Check Number:** _____ **Purchase Order No. (if necessary):** _____

Description	Gender (check one)			Place: Champion; Runner-up; Third; Fourth Place	Year Trophy Was Won	Class	Qty	Price per Item	Amount
	<i>Girls</i>	<i>Boys</i>	<i>Coed</i>						
11"x8" Walnut Trophy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					\$75.00 ea.	
Number of Name Personalization's	Use Spaces Below for each name personalization							\$ 5.00 ea.	
	Order Total								

A&M Products
Contact: Andy Austin
Address: 575 Elm Place, P.O. Box 266
 Princeton, IL 61356
Phone: (815) 875-2667
Fax: (815) 879-0400

Please make copies of the second page for additional personalization's.

Acrylic artwork enhanced to show artwork

IHSA State Final Miniature Replica Trophy Order Form

Remit Payment payable to A&M Products with this completed order Form.

Price includes UPS shipping the total order to one address.

Trophy Dimensions: 11" High x 8" wide. White Lasered Acrylic sport inset, Lasered IHSA Seal & Sport Plate



Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		
Name to Appear on Base Plate		

A&M Products

Contact: Andy Austin

Address: 575 Elm Place, P.O. Box 266

Princeton, IL 61356

Phone: (815) 875-2667

Fax: (815) 879-0400

Please make copies of the second page for additional personalization's.

Manager Information

IHSA Manual for
Schools & Managers



IHSA Managers Cover Letter

It is the goal of the IHSA staff and the Board of Directors to conduct an outstanding state series in boys' volleyball. We thank you for your contribution this year in making this an exciting state series.

I. Communication to Schools

The local manager should make up a tournament schedule beginning from the time the competing teams will enter his/her tournament up to and including the next level contacts for advancing teams. When providing instructions to the teams competing in the tournament, please make sure to include when the gymnasium will be available for warm-ups, dressing room arrangements, IHSA pass gate policies, parking areas and team entrance as well as the pairings. Be sure to give team's tournament adequate notice of when they play, directions to your school, what time doors open to fans and teams, ticket prices and other local information.

II. Unexpected Situations

There is always the possibility that situations may arise outside anyone's control. An official may become sick, a team bus may be stuck in a traffic jam, line judge fails to appear, the electricity is shut off.... For that reason, be sure to give and get from coaches contact cell number in case of unexpected delays while getting to the match. This will eliminate managers and officials doing any second guessing of whether a team is delayed or just not showing up. The local manager is given the full authority to make decision and act.

III. Officials

The IHSA will post the assigned officials in the manager's school center on or before the deadline. Regional Managers are responsible to hire the two-line judges along with bench personnel for a match. Official fees can be found in the Terms and Conditions. Make sure that if you are assigned both a male and female official that there are dressing rooms for both of them.

IV. Bench Officials and Line Judges

Be extremely careful in your selection of the bench officials and line judges. One of the most important responsibilities of the local manager is to select experienced efficient adult workers. Avoid putting inexperienced people in these spots. A mistake may lead to a controversy and an unpleasant situation which in the eyes of the coach, teams and spectators will determine whether your tournament was well managed.

V. Press

Local or neighboring radio and television may want to broadcast events. Be prepared to have space available for them. The complete IHSA Policies regarding News and Media Credentials and Working Assignments for IHSA State Series can be found in the IHSA Handbook. A working press box can consist of tables and chairs at courtside or any other type of arrangements in which the facility can accommodate.

VI. Videotaping by Competing School

Videotaping will be allowed provided the local manager has a comparable area for both competing schools to video tape. When one school requests the video space, then the local manager shall provide a comparable space to both schools. Non-competing schools and spectators will be allowed to video tape from the bleachers provided they do not obstruct the view of participants.

VII. Awards and Volleyballs

Awards and volleyballs will be shipped directly to your school. Please inspect them immediately. If the shipment has not arrived 2 days before your tournament or the shipment has arrived damaged, contact the IHSA.

IX. Promptness throughout the Tournament

Make the starting time definite and that if a match ends early you stick with the posted time.

X. Score Zone

Immediately and even during the contest managers should/can post the results of the tournament. It is always exciting to see game results in closely contested matches. Managers also have the ability to make comments. This is the place where managers should post any forfeits.

Managers Checklist

I. Illinois High School Association Seeding Meeting Preparation

- Check IHSA web site (www.ihsa.org) for school assignments _____
- Check receipt of team plaques and Wilson volleyballs _____
- Remind schools to submit Season Summary Sheet online _____
- Remind schools to view seeds/pairings _____
- Remind schools of IHSA's Pass Gate Form _____

II. Managers

- Check web site for seeds _____
- Check web site for pairings _____
- Contact schools with final information _____
- Check school site for officials assigned to your contest (2 weeks prior to meet) _____
- Hire line judges for Monday, May 26-29 (Regional only) _____
- Report results on Score Zone (Schools Center) _____
- Complete online Financial Report _____

III. Safety

- Enough seats to accommodate fans _____
- All entrances and exits controlled _____
- Plan for teams going in and out of gym and school _____
- Plan for fans going in and out of gym and school _____
- Parking adequate for fans _____
- All handicap and safety areas reserved and not blocked off _____
- Adequate lighting in parking lot _____
- Parking lot patrolled _____
- Check nets and standards _____
- If fans must be seated behind players' benches, monitor carefully. IHSA recommends that the first couple rows be reserved for press, administrators, handicap and/or senior citizens _____
- Talk to officials Re: Sportsmanship _____
- AED on site _____

IV. Supervisory Staff

- Hire enough people to cover the event _____
- Train workers and assign specific sections of the gymnasium to workers _____
- Workers are easily identifiable _____
- Key people with walkie-talkies, mobile phones _____
- Athletic trainer available _____

V. Participant Information

- Determine if there are any long-standing rivalries of teams playing in your contest _____
- Determine if there are any past incidents between teams _____
- Identify supervisors from the visitors who will be present _____
- Determine if a school mascot or cheerleaders will be brought _____
- Note level of importance of match _____
- Note reputation of the crowd -- yours and theirs _____
- Note reputation of the student body -- your and theirs _____

VI. Sports Information

- Set up area for reporting, making copies and interviews _____
- Photographer Areas identified _____

VII. Game Day

- Court and Gymnasium _____
- Wilson Volleyballs _____
- Net _____
- Antennae _____
- Standards _____
- Team bench (Starting with Regional, No more than 16 chairs on each bench) _____
- Scorers' Bench _____
- Home court rules (playable and non-playable areas) _____
- Score books _____
- Libero Tracking Sheets _____
- Stop Watch _____
- PA materials _____
- Remind PA Announcers to remain neutral on announcements (ie: team introductions/results of play) _____
- Make sure both teams enter to same music type/atmosphere (ie: lights on for both) _____
- Scoreboard operating _____
- Bleachers and handicap seating identified _____
- Coin for coin toss _____
- Water for teams and officials _____
- Set up for ticket takers and sellers _____
- *Officials:* Determine if officials will be announced _____
- *Officials:* One person assigned to officials to get on and off the court _____
- *Officials:* Let the officials know who is the administrator in charge of the match _____

Boys Volleyball Required Public Address Announcements[®]

The following announcements are required to be made over your public address system during the volleyball state series competition hosted by your school.

ATTENTION: PA and Bench personnel shall be responsible to remain unbiased and non-partial towards participating teams.

- 1) **Sportsmanship:** Your school is constantly in the “Public Eye”. The school, its athletes and its fans are always being judged by the opposition’s fans, players and by all who come to see your team perform. Make certain your school and its programs are the type that brings praise and admiration. Sports are a vital part of your school’s image. makes it a good one.
- 2) **IHSA Web Page:** www (dot) IHSA (dot) org is the address for the IHSA Web Page on the Internet. Check it out anytime you want to find out immediately what’s happening with high school activities throughout Illinois. In fact, all the results of the boys’ volleyball state series, including tonight’s match(es), will be there when you get home.
- 3) **Captains’:** Captains are a key component to a healthy successful season and IHSA wants to applaud the captains of the boys’ volleyball teams for their positive leadership.
- 4) **IHSA Sports and Activities:** IHSA offers more state championships for boys and girls than any state in the nation. Long a leader in high school athletics and activities, the IHSA invites your attendance; not only at the boys volleyball state tournament, but at boys’ and girls’ events throughout the school year... you’ll enjoy the excitement, the fan support and the quality of play...boys volleyball... another IHSA marquee program.
- 5) **IHSA Boys’ State Volleyball Tournament:** The 33rd Annual IHSA Boys’ Volleyball State Finals will be held at Hoffman Estates High School on Friday June 6th to Saturday June 7th, 2025. High school boys’ volleyball is fun, exciting, unpredictable, and affordable. The state final offers top-flight competition, excitement, and enthusiasm. Return to your roots and discover why a lot of folks select high school Boys volleyball as their favorite. IHSA Boys Volleyball.is where the action is.
- 6) **All-State Academic Team:** All 26 members of the 33rd annual Illinois High School Association All-State Academic Team were honored in April during a recognition banquet at the Double Tree Hotel in Bloomington. The evening was a wonderful recognition of America’s future leaders. Ask your school Principal for more information about the program.
- 7) **Official Recruitment:** If you are a former athlete...male or female...why not get back in the game? Get in shape, stay in shape, become an IHSA Official. Chances are the game gave you a lot. Now you can give something back to it. Applications are online through the IHSA website.
- 8) **AED: Please read once prior to the start of the contest and once at another break**
At this time _____ High School would like all fans to know that the AED is located
(insert host school name)
_____. Please make a mental note of this location in the event of a cardiac emergency.
(insert location)

2024-25 Time Schedule IHSA Boys Volleyball State Finals

I. FRIDAY-SATURDAY, JUNE 6-JUNE 7, 2025

Tournament Inquiries— Competing schools that have questions may contact Steve Lacni, State Final Manager at Hoffman Estates High School – slacni@d211.org, ph:(847) 755-5770.

II. FRIDAY, JUNE 6, 2025 – SESSION ONE

Match 1 — 10:30 a.m.

- 7:30 a.m. Officials and line judges meet with IHSA and Official Coordinator. 8:45 a.m. Bench Officials report to court
- 8:45 a.m. Pass Gate opens - earliest time for participating schools to enter 9:30 a.m. Doors open to general public for Session 1
- 9:50 a.m. Captains and head coaches for Match 1 meet for coin toss
- 10:04 a.m. Team hosts escort Match 1 teams from practice gym to playing court Team rosters and line-ups for Match 1 due to official scorer
- 10:05 a.m. Match 1 warm-ups begin (2-6-6) 10:20 a.m. Welcome by Announcer
National Anthem
Introduction of **complete tournament squads** with starting line-ups given last Introduction of Match 1 officials and line judges
- 10:30 a.m. Match 1 begins (quarterfinals)
- After set 1 Captains and head coaches for Match 2 meet for coin toss
- After Match 1 Team hosts for Match 1 escorts the winning team to the press conference. Losing team escorted to press conference after the winning team is done

Match 2 – Approx. 11:30 am

- 11:00 a.m. Team hosts escorts Match 2 teams from practice gym to playing court Match 1 referees and line judge's report to court
Team rosters and line-ups for Match 1 due to official scorer 11:05 a.m.
Match 2 warm-ups begin (2-6-6)
- 11:19 a.m. Welcome by Announcer
Introduction of **complete tournament squads** with starting line-ups given last Introduction of Match 1 officials and line judges
- 11:30 a.m. Match 2 begins (quarterfinals)
- After Match 2 Team hosts for Match 1 escorts the winning team to the press conference. Losing team escorted to press conference after the winning team is done

There will be at least a 30-minute break between match 2 and 3.

III. FRIDAY, JUNE 6, 2025 – SESSION TWO

Match 3 — 1:00 p.m.

- 12:20 p.m. Captains and head coaches for Match 3 meet for coin toss
- 12:34 p.m. Team hosts escort Match 3 teams from practice gym to playing court
Match 3 referees, and line judge's report to court
Team rosters and line-ups for Match 3 due to official scorer 12:35 p.m.
Match 3 warm-ups begin (2-6-6)
- 12:50 p.m. Welcome by Announcer
National Anthem
Introduction of **complete tournament squads** with starting line-ups given last Introduction of Match 3 officials and line judges
- 1:00 p.m. Match 3 begins (quarterfinals)
- After set 1 Captains and head coaches for Match 4 meet for coin toss
- After Match 3 Team hosts for Match 3 escorts the winning team to the press conference. Losing team escorted to press conference after the winning team is done

Match 4 – Approx. 2:00 p.m.

- 1:30 p.m. Team hosts escorts Match 4 teams from practice gym to playing court Match 4 referees and line judge's report to court
Team rosters and line-ups for Match 4 due to official scorer 1:35 p.m.
Match 4 warm-ups begin (2-6-6)
- 1:49 p.m. Welcome by Announcer
Introduction of **complete tournament squads** with starting line-ups given last Introduction of Match 4 officials and line judges
- 2:00 p.m. Match 4 begins (quarterfinals)
- After Match 4 Team hosts for Match 4 escorts the winning team to the press conference. Losing team escorted to press conference after the winning team is done

IV. SATURDAY, JUNE 7, 2025 – SESSION THREE**Match 5 — 10:00 a.m.**

- 8:45 a.m. Pass gate open to teams
- 9:00 a.m. Doors open and tickets go on sale for Session 3 to the general public 9:20 a.m.
Captains and head coaches for Match 5 meet for coin toss
- 9:34 a.m. Team hosts escort Match 5 teams from practice gym to playing court Match 5 referees and line judges report to the court
Team rosters and line-ups for Match 5 submitted to Official Scorer by coaches 9:35 a.m.
Match 5 warm-ups begin (2-6-6)
- 9:50 a.m. Welcome by Announcer
National Anthem
Introduction of **head coach**, starting line-ups, and libero given last Introduction of Match 5 officials and line judges
- 10:00 a.m. Match 5 begins (semi-finals)
- After set 1 Captains and head coaches for Match 6 will meet with officials for pre-match conference and coin toss.
- After Match 5 Team hosts for Match 5 escort the winning team to the press conference. Losing team escorted to the press conference after the winning team is done.

Match 6 – Approx. 11:00 a.m.

- 10:34 a.m. Team hosts escorts Match 6 teams from practice gym to playing court Match 6 referees and line judge's report to court
Team rosters and line-ups for Match 6 due to official scorer 10:35 a.m.
Match 6 warm-ups begin (2-6-6)
- 10:50 a.m. Welcome by Announcer
Introduction of **head coach**, starting line-ups, libero given last Introduction of Match 6 officials and line judges
- 11:00 a.m. Match 6 begins (semi-finals)
- After Match 6 Team hosts for Match 6 escorts the winning team to the press conference. Losing team escorted to press conference after the winning team is done

V. SATURDAY, JUNE 7, 2025 – SESSION FOUR CONSOLATION AND CHAMPIONSHIP

Match 7 — 4:00 p.m.

- 2:45 pm. Pass gate open to teams
- 3:00 pm. Doors open and tickets go on sale for Session 4 to the general public 3:20 pm.
Captains and head coaches for Match 7 meet for coin toss
- 3:34 pm. Team hosts escort Match 7 teams from warm up gym to playing court Match 7
referees and line judges report to the court
Team rosters and line-ups for Match 7 due to official scorer 3:35 pm.
Match 7 warm-ups (2-6-6)
- 3:50 pm. Welcome by Announcer
National Anthem
Introduction of **head coach**, starting line-ups, and libero given last for Match 7 Introduction of Match 7
officials and line judges
- 4:00 pm. Match 7 begins (consolation)
- After set 1 Captains and head coaches for Match 8 will meet for coin toss

After Match 7 Awards Ceremony

Awards Ceremony

- Awards ceremony for the Consolation Match will take place **immediately** following the match. Team hosts help line up teams immediately following match
- Senior Power Point
- Team hosts for Consolation Match 7 teams escort teams to warm up gym for photos.
- Announce starting time for Championship Match 8 at scheduled time (25 minutes following recognition)

After Ceremony Team hosts for Match 7 escorts the winning team to the press conference. Losing team escorted to press conference after the winning team is done

Match 8 – Approx. 5:30 p.m.

- 5:05 pm. Team hosts escort Match 8 teams from practice gym to playing court Match 8
Referees and Umpire and Line Judges report for duty
Team rosters and line-ups for Match 8 submitted to Official Scorer by coaches.
- 5:06 pm. Match 8 pre-match warm-ups begin (2-6-6)
- 5:20pm. Introduction of **head coach**, starting line-ups, and libero given last Introduction
of Match 8 officials and line judges
- 5:30 pm. Starting time for Championship Match 8 After
Match 8 Awards Ceremony

- Awards ceremony for the Championship Match will take place immediately following the match. Team hosts help line up teams immediately following match.
- Teams may remain on main floor for pictures

After Ceremony Team hosts for Match 8 escorts the winning team to the press conference. Losing team escorted to press conference after the winning team is done

Athletic Trainer

Dear Athletic Trainer:

On behalf of Hoffman Estates High School, we welcome you to the IHSA State Boys' Volleyball Tournament. Congratulations on your team's success.

The Athletic Training Staff (Certified and Illinois Licensed) at Hoffman Estates High School will be present at all matches of the state tournament. Two staff members will be available on the floor during warm-up and competition sessions as well as one staff member will be present in the Athletic Training Room. The Athletic Training Room is located off the North West corner of the main gym floor.

The Athletic Training Room will be open for pre-game, and post-game treatments, taping, and other first-aid services for any of your athletes. Should your athlete require ultrasound or electric muscle stimulation, a physician-signed prescription is needed. In the event your athlete needs to be transported to a hospital, the Hoffman Estates Fire Department Paramedics primary hospital is St. Alexius Medical Center approximately 2.5 miles West on Higgins Road (1555 Barrington Road; Hoffman Estates, IL 60169).

Hoffman Estates High School will provide water, Gatorade, and cups for every match along with ice bags for your team's use on the bench. Feel free to bring along any of your supplies. We will do everything we can to accommodate your needs during this IHSA State event.

If any member of your staff has questions or concerns regarding an athlete's health care, please contact us at (847) 755-5790.

Sincerely,

Greg Garofalo, ATC

Greg Garofalo, ATC
Athletic Trainer

Policies for the Press

I. Policies for the Press Illinois High School Boys Volleyball State Finals

These special instructions have been recommended by the IHSA News Media Advisory Committee and approved by the IHSA Board of Directors.

II. Reporter/Photographer Season Passes

No working press will be admitted at the pass entrance without proper credentials. The pass gate personnel have been instructed that should a person come to the pass gate without proper credentials, they should be directed to the box office. Holders of the Media Passes must have proper company identification and a valid driver's license and must be ready to present them when they enter the facility.

III. Credentials

Working personnel can gain admittance with the following: A General Media Seasons Pass – These have been issued to members of the media for all current IHSA state series events. They must be visibly displayed. An Individual Event Media Pass – These passes are issued for the boys' volleyball only. Matt Troha at the IHSA Office through Wednesday issues them to the media. Note that passes after the state final will issue Wednesday pass gate manager. The IHSA Media Guide will be used to confirm the validity of late requests. Proper press credentials and a driver's license must be shown if the request is to receive consideration.

IV. Tournament Administration

State final programs are printed by the IHSA with team stats and information. Media will be provided at no charge, one program. Quantities of programs are limited.

V. Press Room

Persons with proper media passes may use the pressroom located across from the gymnasium. Tom Petersen are the press supervisors whom will help the press with fax and phone access. Following a match, copies of the statistics will be placed in the pressroom.

VII. Press Interview Procedures

The press interview room is located at the south end of the gymnasium. Following a match teams will be escorted to the pressroom by their hosts. The winning team's head coach and players will be interviewed first and the other team will be escorted to a waiting area for a 10 minute cooling off period. The non-winning team's head coach and players will be interviewed after the winning team has been escorted back to their locker room. Coaches will be advised that following the formal press conference, the news media may want a one-on-one interview with one or more members of their team.

VIII. Press at Courtside

In order for competing teams to have a larger area to play on, working press have been moved to tables located in the bleachers behind the team benches. Please restrict your activities to the working press areas. This specifically prohibits going to team benches or the playing floor.

IX. Photographers at Courtside

The upper concourse provides a space for photographers in addition to the bleachers behind the team bench. No photographers will be permitted access to the area in front of the team benches except to briefly shoot coach action and jubilation shots during time outs. They are required to remain seated during "live ball" situations. Electronic flash equipment is permitted on the floor while shooting the pregame warm-ups, post-match as the teams leave the floor, during the awards ceremonies and in the press interview room.

X. Awards Area

During the award ceremonies, photographers may shoot from outside the awards ceremony staging court. The lights will be turned off. Photos after the consolation award ceremony can be taken in the warm up gym. Photos for the championship match can be taken on the main floor following the award ceremony.



Official Ball Distribution

I. Required Use of the Wilson Volleyball

The Wilson ball is required to be used in all girls and boys state series volleyball games. There can be no substitution of a ball manufactured by another company, nor can a different brand of a Wilson ball be substituted.

Sectional Managers: You will receive two Wilson volleyballs. The winning school of the sectional will receive the game ball following the tournament.

Regional Managers: You will receive two Wilson volleyballs. The winning school of the regional will receive the game ball following the tournament.





State Series Awards Delivery Information For Tournament Managers

1. Tournament Plaques/Trophies/Medallions will be shipped to the school sites directly from A & M Products via United Parcel Service. Please inform whoever receives your UPS deliveries to expect awards to arrive up to two weeks prior to the tournament and ask them to deliver the awards to you upon receipt. This is key in case we need to replace any damaged awards prior to your tournament.

STATE SERIES AWARDS WILL BE MARKED WITH A LIME GREEN LABEL SAYING "OPEN IMMEDIATELY"



UPON ARRIVAL – Please OPEN and INSPECT the awards upon arrival. Contact Andy Austin **IMMEDIATELY** (aaustinaandmproducts.com) for awards damage. Most awards can be replaced prior to the level of competition, if inspected upon arrival. A&M will submit a “damages claim” against the shipping company and cannot do so if the school waits months to make a claim after the tournament for a replacement. Any claims due to damages after the tournament will result in the school being billed for the replacement.

2. Be advised that **IHSA Tournament**, medals and plaques may be shipped separately and may not arrive at your tournament site on the same day. Please open boxes immediately to check contents, as medals **CAN** be in plaque boxes. **NOTE:** There are no medals given at Regional and/or Sectional Levels in the team sports of baseball, basketball, competitive cheerleading, football, soccer, softball and volleyball, and in the activities of Drama/Group Interpretation and scholastic bowl.

Our awards supplier, A and M Products of Princeton, IL, often ships Regional and/or Sectional medals in the box with the plaque. **PLEASE CHECK THE PLAQUE BOXES CAREFULLY AND DO NOT DISCARD THEM UNTIL YOU HAVE DETERMINED THE MEDALS ARE NOT THERE!!**

3. It is very likely that some awards (particularly trophies) will arrive in two or more boxes. **They may not arrive on the same day but should be opened as they arrive.**

4. Please check all trophies, plaques, etc.,

- (1) Good condition and not damaged in any way.
- (2) Awards are engraved with the proper sport, tournament level, year, etc.
- (3) No missing medals/places

State Final Tournaments, medallions and trophies may be shipped separately and may not arrive at your tournament site on the same day. Please open boxes immediately to check contents, as medallions **can** be in trophy boxes.

Kraig Garber
Asst. Executive Director

Contact **IMMEDIATELY** for damaged or errors on awards
Andy Austin (aaustinaandmproducts.com)
(309) 875-2667

Awards Order Form for Regional/Sectional Tournament Ties



TOURNAMENT MANAGERS: This form must be completed to order the ties awarded earned during your Regional/Sectional Tournament.

Please complete and fax this document at the conclusion of your tournament so medalists don't have to wait long for their award(s).

Please return UNUSED TOURNAMENT medals to A & M Products, 575 Elm Place, Princeton, IL 61356.

Tournament Location: _____ Competition Level: _____ Reg _____ Sect _____
Sport/Activity: _____ Gender (check one) Girls Boys Co-ed

Tournament Manager's Name: _____

Tournament Manager's Phone Number: _____

Tournament Manager's Email Address: _____

Classification (check one): 1A 2A 3A 4A 5A 6A 7A 8A Unclassified

A&M Products will mail orders for "Ties" directly to the School(s) indicated below.

TEAM PLAQUE

Place: _____ Recipient Town: _____

School (Must supply both): _____

Individual Event Medal Tie Requests

(*Pole Vault, Discus, Diving, 100 yd. Butterfly, Singles, Doubles, 102 lb.; Speech: IE, etc.)

◆ Recipient Town & School: _____

Name of Recipient: _____ Place: _____

Event Name* _____

◆ Recipient Town & School: _____

Name of Recipient: _____ Place: _____

Event Name* _____

◆ Recipient Town & School: _____

Name of Recipient: _____ Place: _____

Event Name* _____

◆ Recipient Town & School: _____

Name of Recipient: _____ Place: _____

Event Name* _____

Fax (815) 879-0400 or email (OfficeAssistant@aandmproducts.com) this completed form

General Information

IHSA Manual for
Schools & Managers



Emergency Action Plan (EAP)

In accordance with By-law 2.150, a school shall have on file for each student that participates (including practice) in interscholastic athletics a certificate of physical fitness issued by a licensed physician, physician's assistant or nurse practitioner as set forth in the Illinois State Statutes not more than 395 days preceding any date of participation in any such practice, contest or activity. As this By-law addresses pre-participation certification only, there is not a guideline or By-law in place to address release to interscholastic activity following an injury, with the exception of head injury/concussion. With the understanding that schools throughout the state have different needs and services available to them, this document was produced to provide guidelines on an athlete's return to activity following an injury.

Each school should have a written Emergency Action Plan (EAP) in place to address medical emergencies among athletes, staff, officials, and spectators, regardless of severity, occurring during a practice or competition. The plan should also address severe weather, fire, electrical failure, bomb threat, criminal behavior, or other possible emergencies. This plan should be developed to address the unique needs of the individual sport and venue.

EAP's should consist of the following components:

- Personnel
- Communication
- Equipment
- Emergency Medical Care
- Player Medical Information
- Game-day Responsibilities (includes appropriate sideline preparedness)
- Catastrophic Incident Plan

While each school's sports medicine/medical service needs and availability are different, guidelines should also be developed to assist the coaching staff on what injuries should be allowed to return to competition without a medical release. It is not practical to identify every situation or injury; however the following guidelines should assist the school/coaching staff on determining if the athlete should be allowed to return to activity without a release.

1. No swelling or deformity.
2. No headache, nausea, blurred vision, tingling, numbness or sensory changes.
3. Symmetrical (equal to the other side) joint range on motion and strength.
4. Ability to bear weight, without a limp, if injury occurs to the lower body.
5. Ability to complete full functional sporting activities without compensation.

Please remember that the majority of high school athletes are a minor. If there is a question as to their injury and ability to participate, the parents/guardian should be consulted.

Athletes that are unable to meet the above criteria should be encouraged to seek medical treatment prior to return to inter-scholastic activity. Those athletes that seek medical treatment should be required to provide a written medical release indicating their ability to participate. Without obtaining this release, the school may assume legal liability if the athlete is allowed to participate in activities not permitted by their medical provider.

A proper plan establishes accountability, should be comprehensive, yet flexible, practical, and easily understood. The written EAP must be revised, approved, distributed, and should be rehearsed regularly prior to every athletic season. The athletic department, administration, and sports medicine team share the responsibility to establish, practice, and execute the EAP.

A sample venue-specific is included as a part of this document, which was developed from portions of the third and fourth editions of National Federation of State High School Associations Sports Medicine Handbook. Persons interested in purchasing this handbook can do so at the following location: <http://www.nfhs.org/resources/publications/>



Venue-Specific Action Plan

Illinois High School Association
2715 McGraw Dr., Bloomington, IL 61704
Phone: 309-663-6377
Fax: 309-663-7479

Venue

Sport:
Location:

Emergency Personnel

Present:
On-Call:

Emergency Equipment Location On-Site

Nearest AED:
First Aid Kit:
Items for proper care of blood-borne pathogens:
Ice or chemical ice packs, water and towels:
Player Medical Information:
Other equipment as deemed necessary by local circumstances and qualifications of available personnel:

Communication

Access to 911:
Access to on-call emergency medical personnel:

Role of First on the Scene:

1. Control scene (gain access to athlete)
2. Initial assessment (to determine breathing, consciousness, pulse status)
3. Detailed assessment (to determine extent of injury/illness)
4. Send designated coach to summon help if needed:
 - a. EMS: Call 911
 - b. Athletic Trainer: Call Athletic Training Room or Cell:
5. Initiate immediate care to the sick or injured athlete

EMS Access:

If EMS is called provide directions/access to scene

Directions to site/location:

Open access gates

IHSA Protocol for Implementation of NFHS Sports Playing Rule for Concussions

“Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.”

The above language, which first appeared in all National Federation sports rule books for the 2010-11 school term, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion, but not a revision in primary responsibilities in these areas. Previous rules required officials to remove any athlete from play who was “unconscious or apparently unconscious.” This revised language reflects an increasing focus on safety, given that the vast majority of concussions do not involve a loss of consciousness. However, the revised language does not create a duty that officials are expected to perform a medical diagnosis. The change in rule simply calls for officials to be cognizant of athletes who display signs, symptoms, or behaviors of a concussion from the lists below and remove them from play.

NOTE: The persons who should be alert for such signs, symptoms, or behaviors consistent with a concussion in an athlete include appropriate health-care professionals, coaches, officials, parents, teammates, and, if conscious, the athlete him/herself.

Definition of a Concussion

A concussion is a traumatic brain injury that interferes with normal brain function. An athlete does not have to lose consciousness (be “knocked out”) to have suffered a concussion.

Behavior or signs observed indicative of a possible concussion

- Loss of consciousness
- Appears dazed or stunned
- Appears confused
- Forgets plays
- Unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Shows behavior or personality changes
- Can't recall events prior to or after the injury

Symptoms reported by a player indicative of a possible concussion

- Headache
- Nausea
- Balance problems or dizziness
- Double or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish
- Feeling foggy or groggy
- Concentration or memory problems
- Confusion

This protocol is intended to provide the mechanics to follow during the course of contests/matches/events when an athlete sustains an apparent concussion. For the purposes of this policy, appropriate health care professionals are defined as: physicians licensed to practice medicine in all its branches in Illinois and certified athletic trainers.

1. During the pre-game conference of coaches and officials, the official shall remind the head coaches that a school-approved appropriate health care professional (who meets the description above) will need to clear for return to play any athlete removed from a contest for an apparent head injury.
2. The officials will have no role in determining concussion other than the obvious situation where a player is unconscious or apparently unconscious as is provided for under the previous rule. Officials will merely point out to a coach that a player is apparently injured and advise the coach that the player should be examined by the school-approved health care provider.
3. If it is confirmed by the school's approved health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may re-enter competition pursuant to the contest rules.
4. Otherwise, if an athlete cannot be cleared to return to play by a school-approved health care professional as defined in this protocol, that athlete may not be returned to competition that day and is then subject to his or her school's Return to Play (RTP) protocols before the student-athlete can return to practice or competition.
5. Following the contest, a Special Report shall be filed by the contest official(s) with the IHSA Office through the Officials Center.
6. In cases where an assigned IHSA state finals event medical professional is present, his/her decision to not allow an athlete to return to competition may not be over-ruled.

Additional information regarding concussion has been made available to IHSA member schools and licensed officials and can be accessed on the IHSA Sports Medicine website at <http://www.ihsa.org/Resources/SportsMedicine.aspx>.

Sports Medicine



ILLINOIS HIGH SCHOOL ASSOCIATION. 2715 McGraw Drive • Bloomington, IL 61704
• www.ihsa.org • Phone: 309-663-6377 • Fax: 309-663-7479 •

Concussion Information

Return to Play (RTP) and Return to Learn (RTL)

Background: With the start of the 2010-11 school term, the National Federation of State High School Associations (NFHS) implemented a new national playing rule regarding potential head injuries. The rule requires “any player who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the game and shall not return to play until cleared by an appropriate health care professional.” In applying that rule in Illinois, it has been determined that only certified athletic trainers, advanced practice nurses (APN), physician’s assistants (PA) and physicians licensed to practice medicine in all its branches in Illinois can clear an athlete to return to play the day of a contest in which the athlete has been removed from the contest for a possible head injury.

In 2015, the Illinois General Assembly passed the Youth Sports Concussion Safety Act, and this legislation, among other items, required schools to develop Concussion Oversight Teams and create Return to Play (RTP) and Return to Learn (RTL) protocols that student-athletes must meet prior to their full return to athletic or classroom activity

Mandatory Concussion Education

Required concussion education for all athletic coaches and marching band directors is another component of the Youth Sports Concussion Safety Act passed by the Illinois General Assembly in the fall of 2015.

The IHSA program includes two video presentations and other supplementary materials that ALL high school athletic coaches, marching band directors, and Concussion Oversight Team members need to review prior to taking a required exam over the curriculum. Individuals will be required to demonstrate proficiency on the exam by scoring at least 80% in order to serve as an athletic coach or marching band director at an IHSA member school.

The program offers training in the subject matter of concussions, including evaluation, prevention, symptoms, risks, and long-term effects. Coaches will be able to access the program after logging into the IHSA Schools Center and clicking on the “CON” tab, which will be located under the ‘Departments’ heading on the Schools Center homepage.

For more information on the Youth Sports Concussion Safety Act, including specific requirements of the law and other concussion education providers besides IHSA, individuals can access Sports Medicine resources on the IHSA website at <http://www.ihsa.org/Resources/SportsMedicine.aspx>.

For those first adopters of this training, new curriculum from the IHSA/IESA is expected to be released in March of 2018 so those whose training will expire in 2018 will be able to remain in compliance with the law.



School's Responsibility: Sportsmanship



School's Responsibility to an Official Prior To The Season

1. Send a reminder card or email to the officials after you have them scheduled.
2. Reminder should include date of contest, time, level, location and sport.
Even though many schools and conferences have assignment chairpersons, sending a reminder is highly recommended. When an official does not show, people in your community won't know who the assignment chairperson is, but they do know the athletic director. Avoid embarrassment.
3. Have a standard wage scale set for your different sports and levels and a method in place to raise the pay periodically.
4. If possible, let the working officials know who their partner(s) will be.
5. Hire police and security along with medical assistant or athletic trainer coverage for events whenever possible.
6. Set a policy with your school board on fan, coach and player behavior.
7. Make sure all officials have a contract that is signed by your school—preferably by the principal or IHSAA Official Representative.

School's Responsibility to an Official Prior To The Contest

1. Prior to the contest, provide the officials with directions and inform them of any special activities that might be occurring (i.e., Homecoming, Senior Night, etc.)
2. Give the official a number they can call in case of an emergency or postponement due to weather.
3. Have competent workers assigned at all contests (scorers, announcers, chain crew, etc.). These people are of great assistance to the official during the contest.
4. Have a host assigned to meet the officials as they arrive. The host should do the following for the officials:
 - a. Provide a reserved parking space.
 - b. Meet officials and take them to the dressing room.
 - c. Have refreshments available for halftime and postgame.
 - d. Ask for any additional needs.
 - e. Introduce the officials to those game workers pertinent to the contest (i.e., scorer, announcer, chain gang, etc.).
 - f. Get the proper pronunciation of officials' names so they are correct when given by the public address announcer.
5. Athletic director should discuss with the officials any special events, conference rules, national anthem time, etc. that would affect the game.
6. Provide the officials with the name of the adult supervisor for that contest and where that person can be found in the event a challenging situation should occur.
7. Make officials aware of location of an athletic trainer or other first responders during the contest. Have a doctor on site when possible (especially at football contests).
8. Make sure all bench personnel are properly attired.
9. Do a check on game scoreboards and lighting systems prior to the game or contest.
10. Make sure the playing area is properly marked and meets National Federation guidelines for that contest.
11. Provide appropriate secured dressing area and hot water showering facilities.

School's Responsibility to an Official During The Contest

1. Insist coaches display good sportsmanship and are proper examples for your players and crowd.
2. Have your public address announcer or cheerleader read the IHSAA sportsmanship statement and remain unbiased during contest.
3. Make sure the event supervisor understands the duties and responsibilities pertinent to that contest.
4. Make sure the playing area is maintained during halftime of each contest. For wrestling, make sure the mat is properly cleaned and washed.
5. Help with adverse weather conditions; monitor accordingly.
6. Make sure proper crowd control is visible and in place. Good administrative control can prevent difficult situations.
7. Observe the crowd during the contest and prevent any disturbances that may occur.
8. Work with the official during the game regarding crowd control.
9. Retrieve the game ball at the end of the contest.
10. Escort the officials back to the dressing room at halftime and at the conclusion of the contest.






School's Responsibility to an Official After The Contest

1. Escort the officials safely back to the dressing room and parking lot.
2. Do not allow unauthorized persons in the dressing room after the game. This includes coaches.
3. Have refreshments available for the officials after the contest.
4. Be sure to thank the officials for their time and effort, regardless of the outcome of the game.
5. Make sure arrangements for paying the officials have been completed. It is preferable to pay the official the day of contest.
6. Ensure that officials are not confronted by anyone after the contest.



Do What's Right Sportsmanship

DWR Expectations

-  Represent your school and community favorably through positive interaction with opposing fans and players before, during, and after the competition.
-  Use positive yells, chants, songs or gestures.
-  Display modesty in victory and graciousness in defeat.
-  Respect and acknowledge the integrity and judgment of officials.
-  Exhibit positive behavior in both personal interaction and social media comments.

Acceptable Behavior...

- During the National Anthem, students, participants and fans should remove any hats, face the flag, not talk, place the right hand on the heart, and remain still until the end of the anthem.
- Applause during introduction of players, coaches and officials.
- Players shaking hands with opponents while both sets of fans recognize player's performance with applause.
- Accept all decisions of the game officials.
- Spirit Participants lead fans in positive support.
- Handshakes between participants and coaches at the end of contests, regardless of the outcome.
- Treat competition as a game, not a war.
- Coaches/players search out opposing participants to recognize them for outstanding performance or coaching.
- Applause at the end of the contest for performance of all participants.
- Everyone showing concern for an injured player, regardless of the team.
- Encourage surrounding people to display sportsmanlike conduct.

Unacceptable Behavior...

- Disrespectful or derogatory yells, chants, songs or gestures.
- Booing or heckling an official's decision.
- Criticizing officials in any way; displays of temper with an official's call.
- Yells that antagonize opponents.
- Refusing to shake hands or give recognition for good performances.
- Blaming the loss of the game on officials, coaches or participants.
- Laughing or name calling to distract an opponent.
- Use of profanity or displays of anger that draw attention away from the game.
- Doing own yells instead of following the lead of spirit participants.



STUDENT MEDIA CREDENTIALS FOR PARTICIPATING SCHOOLS

Congratulations on qualifying for an IHSA state final in a team sport. In order to provide the best possible coverage of this event for your school newspaper, yearbook and AV club, etc. you are entitled to have up to three students receive credentials to cover this event as official media members. In the event that you have less than three students, an adult sponsor may be included on this list. To apply for student media credentials, please have your Athletic Director or an individual involved with the aforementioned programs email Matt Troha (mtroha@ihsa.org) at the IHSA with the following information:

- 1) The names of individuals attending
- 2) Whether they are students or adults
- 3) If the attending individuals will serve as reporters, photographers, videographers, etc.

Student media who are registering for credentials are expected to maintain a level of professionalism while covering this event. That includes no cheering while in the press box or game coverage area. Proper attire is also required. Wearing school shirts and colors is acceptable, but students wearing face paint, costumes, carrying props, etc. will be required to change before receiving credential clearance.

The individual applying for student media credentials will receive specific information on credential pick-up and media regulations at the event via email in the days leading up to the state final.

Please note that student media credentials are only available for state final events in team sports. Due to the sheer volume of schools who qualify in individual sports, our press facilities would be unable to accommodate student media from all participating schools in individual sports. Student media are also welcome to cover IHSA state final activities. Credentials are not required for these events, but please have your students check-in with state final personnel upon arrival for media coverage regulations.

VIDEO TAPING STATE FINALS FOR COACH FILM BREAKDOWN

Each school will be eligible to receive a pass for an individual attending the state final event to shoot game film that is for the sole purpose of being used by the coaching staff for postgame breakdown. Passes for videographers shooting highlight videos, documentaries, etc. should be included in student media application reference above. Additional passes for videotaping purposes will need to come from the allotment of state final passes given to school/head coach at or prior to the state final event.

To apply for a credential to shoot video, please have your Athletic Director email Matt Troha (mtroha@ihsa.org) at the IHSA with the name of the individual who will be taping and whether they are an adult or a student.

Please contact Matt Troha (309-6336-377) at the IHSA or any questions related to this document.

Internet Video Broadcasting Information



IHSA Tournament Managers/Hosts,

The advent of greater broadcasting technology has brought about many new potential internet broadcasting partners who may contact you seeking to broadcast the postseason IHSA events you host.

The IHSA's official broadcast partner, the NFHS Network, has the first right to exclusively broadcast any postseason IHSA event. If your school streams on the NFHS Network, via either the School Broadcast Program or a fixed Pixellot camera system in your gym or stadium, then you are encouraged to exclusively stream any/all postseason games you host. Additionally, if an NFHS Network school competing in the postseason tournament you are hosting would like to broadcast on the NFHS Network, they should be given exclusivity to do so as well. The NFHS Network also partners with several third party media companies, who should be granted the same exclusivity to broadcast as a school.

If you as the postseason host are not an NFHS Network school, and no competing school contacts you about broadcasting on the NFHS Network, at that point, a third party can be granted the rights to broadcast the event on the internet. In this instance, a broadcast rights fee is due to the IHSA. The internet streaming fee schedule is listed below. Potential broadcasters should be directed to complete and submit the IHSA Broadcast Application form from the IHSA website (TV fee schedule also located in this application), which can be found here:

www.ihsa.org/documents/media/Video%20Ap.pdf

If at any time you ever have questions on the fees or any other matters related to broadcasting or media, please email/call Matt Troha at the IHSA office (mtroha@ihsa.org or 309-663-6377).

Internet Video Broadcast Rights Fee Schedule

BOYS BASKETBALL

Per Regional Game-\$125
Per Sectional Game-\$150
Per Super-Sectional Game-\$225

GIRLS BASKETBALL

Per Regional Game-\$125
Per Sectional Game-\$150
Per Super-Sectional Game-\$225

FOOTBALL

Per 1st Round Playoff Game-\$250
Per 2nd Round Playoff Game-\$325
Per Quarterfinal Playoff Game-\$400
Per Semifinal Playoff Game-\$475

ALL OTHER SPORTS

Per Regional Game/Meet-\$75 Per
Sectional Game/Meet-\$100
Per Super-Sectional Game/Meet-\$150

VOLLEYBALL

Per Regional Game-\$100
Per Sectional Game-\$125
Per Super-Sectional Game-\$150

SWIMMING & DIVING

Per Sectional Meet-\$250

TRACK & FIELD

Per Sectional Meet-\$250

WRESTLING

Per Regional meet-\$200
Per Sectional meet-\$325