

**REGIONAL ORGANIZERS INFORMATION**  
**(BASEBALL/SOFTBALL)**  
**(Updated 8-15-21)**

1. **ORGANIZERS DUTIES (BEFORE THE MEETING)**

- A. The Fax/Email Seeding Process may be used in regional's. Fax/Email templates may be found on the SIJHSAA Website. ([www.sijhsaa.com](http://www.sijhsaa.com) / Administrative / Forms and Documents / Regional Organization) If a Fax/Email Seeding Process is not used – a traditional seeding meeting will be held.
- B. Being the organizer means your school is responsible for scheduling and hosting the meeting / or using the Fax/Email Seeding Process.
- C. Regional meeting attendance or participation is mandatory and is for the purpose of allowing the schools involved to have a voice/vote in setting up the regional tournament. Report absentees to our office. The penalty for failure to be represented at the regional organizational meetings (in any/all sports) is probation for 1 year. By Law Article XV-Sec. 2-a & b.
- D. Notify all schools in your regional well in advance of the Seeding Meeting or use of the Fax/Email Seeding Process. Be sure they are clear on the time and location of the meeting and or the Fax/Email Seeding Process deadlines.
- E. If a Seeding Meeting is held each school should have a representative present, but does not have to be their coach. If the Fax/Email Seeding Process is used- all schools must participate in the process.
- F. Vote on every decision made in setting up the tournament.
- G. The regional championship trophy will be mailed or delivered to regional organizers. Rawlings balls will be distributed to regional organizers by an SIJHSAA Board of Control Member or designated person from your BOC region. Model numbers of the Rawlings Balls may be found on the SIJHSAA Website under the Forms and Documents Section.
- H. Regional Groupings are posted on the homepage of the SIJHSAA Website under the Latest News Section. ([www.sijhsaa.com](http://www.sijhsaa.com))

2. **AT THE MEETING OR DURING THE FAX/E-MAIL PROCESS**

- A. Decisions are made by vote during the regional meeting and are final, providing they are in accordance with the SIJHSAA By Laws and any additional SIJHSAA regulations supplied by our office. (sites, ratings, officials, dates, & times) (Ties in seeding will be broken by a flip of a coin)  
**\*Unethical Seeding Practices:** The actual seeds given by a school for the regional will be seen by all the schools assigned to the regional. Each regional organizer should remind the school representatives that the SIJHSAA has the right to review the seeding. If it becomes apparent that some representatives have purposefully rated teams in a position that cannot be justified, appropriate actions may be taken by the SIJHSAA to correct the problem. (SIJHSAA By Law Article XVIII: Regional Tourney Organizers / h. Unethical Seeding Practices)
- B. If a school is not represented at the meeting, include their team in the regional but, they have no vote or say-so in any decisions made during the meeting.

- C. **Decide where your regional will be held:** The SIJHSAA gives regional's options on establishing a host for the regional. This can be done by letting the highest seeded team host the regional, or by a rotation system to establish a host. Or your regional can work as we did last year as the highest seeded team in each regional contest be the host of that game.
- D. **Eligibility Sheets:** Each team should "hand carry" a copy of your eligibility sheet to each game. You may only dress 20 or less for regional games.
- E. **Schedule** Keep your regional within the window of dates given for it. (Sept. 21 - 28) \*Class S Baseball Sept. 17-28
- F. **Seeding Discussion:** Each school representative should talk about their respective team. (Criteria for seeding is Head to Head Competition, Strength of Schedule and Record)
- G. **Vote on your Seedings. Any ties will be broken by a flip of a coin.** Brackets may be found on the SIJHSAA Website. ([www.sijhsaa.com](http://www.sijhsaa.com)) Go to Administrative and then Forms and Documents.
- J. **Officials Pay Schedule:** 2 Official Crews will be used at regional level games. They **must be IHSA licensed** for that sport. Officials Pay: Baseball/Softball: \$55 per game  
**\*The host school of each game is responsible for hiring licensed officials.**
- K. **Home Team:** The highest seeded team will be the home team in regional play.
- L. **Game Balls:** Rawlings game balls will be provided for participation in regional play. (Baseball-3 to 4 balls per game /Softball-3 game balls per game) Distribute these to participating schools.
- N. **Mercy Rule:** 20 runs after 3 inn. / 15 runs after 4 inn. / 10 runs after 5 inn.
- O. **Baseball Pitch Count Rules:** The same pitch count rules will be used in the state series that were used in the regular season. Coaches must make sure at the end of your game that the Pitch Count Summary Sheet is signed by by both coaches. The winning coach will present the summary sheet at their next regional game to the opposing coach. Violations of this rule could result in a forfeit. (Pitch Count Rules may be found on the SIJHSAA Website - [www.sijhsaa.com](http://www.sijhsaa.com) / administrative / forms and document.

3. **AFTER THE MEETING OR FAX/E-MAIL PROCESS**

- A. **POSTING OF REGIONAL SEEDS & BRACKETS ON THE SIJHSAA WEBSITE:**  
**The regional organizer will be responsible for the posting of the regional seeds and brackets (sites, dates, times) on the SIJHSAA Website. Each regional organizers school has a user id and password that will give them access to areas of the website where this can be completed.**  
([www.sijhsaa.com](http://www.sijhsaa.com))  
\*This should be completed by noon the day following your regional meeting.  
\*Instructions are located on the SIJHSAA Website. ([www.sijhsaa.com](http://www.sijhsaa.com) / administrative / forms and documents / regional organization)  
  
\*\*If you have problems posting the seeds and brackets, contact:  
  
Geff Pursell (SIJHSAA Computer Tech)  
[geff@americana.com](mailto:geff@americana.com) (e-mail)  
618-267-9009
- B. **POSTING OF SCORES FROM YOUR REIGONAL GAMES:** The regional organizer or host is responsible for posting scores on the SIJHSAA Website at the conclusion of each game of your regional.

**\*THE FOLLOWING FORMS CAN BE FOUND ON THE SIJHSAA WEBSITE**

**([www.sijhsaa.com](http://www.sijhsaa.com) / administrative / forms and documents)**

- SIJHSAA By Laws
- Rawlings Advertisements (for program)
- Rawlings PA Announcement (announce one(1) time per game)
- Rawlings Ball Model Numbers
- Regional Financial Report Forms
- Brackets (Blank)
- Eligibility Sheets
- Unsportsmanlike Conduct Form
- SIJHSAA By Law Article IV – Sec. 7 – Noisemakers, shakers, etc...
- Baseball Bat Standards
- Baseball Bat Examples
- Pitch Count Rules
- Pitch Count Tally Chart
- Arm Sleeve Clarification
- Softball Bat Rules
- Baseball/Softball Exceptions to IHSA-NFHS Rules
- Fax/E-Mail Process Templates
- Regional Groupings (Under the Latest News Section on the SIJHSAA website)
- SIJHSAA Regional Organizers and Host Instructions for posting on the association website.