

# 2022 REGIONAL ORGANIZERS INFORMATION (Girls and Boys Basketball) ( 11-22-21)

## ORGANIZERS (BEFORE THE MEETING)

- A. The Fax-Email Seeding Process may be used no mater what the size of the regional. The Organizer may choose to use the Fax-Email Process, if a majority of the teams in the regional approve. Fax-Email forms will be emailed to regional organizers. If the Fax-Email Seeding process is not used – a traditional seeding meeting will be held.
- B. Being the organizer does not mean you host the tournament. It only 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/Fax-Email process (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. (Any ties in seeding – flip a coin to break the tie)
- G. The Regional Trophy should arrive at your school prior to the meeting date. If the trophy fails to arrive – contact my office.
- H. Rawlings is the “Official Ball” of the SIJHSAA: A Rawlings Game Ball will be delivered or mailed to regional organizers.  
(Rawlings CONTOUR-B (Boys) and Rawling CONTOURW-B (Girls).  
The change in ball this year is due to the inability of Rawlings to obtain product and will not have the SIJHSAA logo on it.  
\*Rawlings PA Announcement should be made once per game.  
\*If programs are produced, the Rawlings Advertisement should be included.  
(The PA Announcement and advertisement are on the website)

## 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)
- B. If a school is not represented at the meeting, include their team in the regional but, they have no vote or say in any decisions made during the meeting. Report this school to me for failure to participate or appear at your regional organizational meeting.
- C. Decide where your regional will be held. Some consideration should be taken into account concerning adequate site facilities. (regulation court, ceiling height, seating, concessions, restrooms, etc..) If a school is scheduled to host and their gym is too small – look at the option of that school hosting at their local high school. For a great many years the SIJHSAA has given regional's the option of a Regional Rotation or the Highest Seeded Team hosts your regional. If a rotation is used, make sure the rotation lasts in duration so all schools can have a chance to host. In many cases, regonals have changed and yearly rotation may be obsolete. Make sure a host is chosen in an equitable manner

\*Note schools that are hosting must adhere to IDPH Masking Guidelines at the time of the regional.

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- D. **15 Player Roster:** A 15 player roster must be turned into the regional host before the first game that each school participates. Once rosters are turned in to the regional host, they may be altered up to the start of that team's first game of the regional. After a team starts its first game of the regional, the roster turned in is official and can't be altered. If an eligibility issue occurs, the school involved must produce an official eligibility sheet.  
\*Coaches are urged to hand carry an eligibility sheet to all games.
- E. Schedule your regional within the window of dates given for it. Don't schedule your regional final on the last day of the window. Leave the last date for inclement weather situations.
- F. Let each school representative talk about their respective team at the Seed Meeting. (Criteria for seeding - Head to Head Competition, Strength of Schedule, and Record)  
\*\*\*\*\*I highly recommend that each school representative bring a copy of the schedule of the results of their team to share with other schools. (Date, Team, Site, & Score)
- G. Vote on your seeding. Brackets may be found on the SIJHSAA Website under Forms and Documents to use for your meeting. (You can't vote for your own team - only the other teams entered in the regional)  
\*\*SIJHSAA By Laws: Article XVIII: Regional Tourney Organizers: h: 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 representative 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.
- H. Distribute Trophy to the regional host.
- I. Regional Admissions: Student (8<sup>th</sup> grade & lower) \$2 / Adult (9<sup>th</sup> grade & up) \$3 (Give the regional host the SIJHSAA Financial Form)
- J. Remind the regional host of the Officials Pay Schedule. 2 Official Crews will be used at the regional level. They must be IHSA Licensed for that sport. (Officials pay is listed on the Regional Financial Report Form)(\$65 per game)  
\*Ask schools if there are any officials that they don't want and agree on the officials for the regional.
- K. Official Scorer: NFHS Rule (2-11-11 note): It is mandatory during the SIJHSAA Basketball State Series that the Official Scorer wear a black and white striped vest or shirt. It is the responsibility of the host school to provide this garment for the Official Scorer of each game. (Official Scorer is the person keeping the scorebook)
- L. Mercy Rule: The Mercy Rule will be in effect for all SIJHSAA Basketball State Series Games.

### AFTER THE MEETING OR FAX/EMAIL PROCESS

- A. **Posting Seeds and Brackets on SIJHSAA Website:** The regional organizer will be responsible for the posting of the regional seeds and brackets (sites, dates, times) on the SIJHSA Website. Each regional organizers school has a user id and password that will give them access to areas of the SIJHSAA Website where this can be completed. Instructions on how to list your regional seeds and brackets is on the SIJHSAA Website. ([www.sijhsaa.com/administrative/forms and documents](http://www.sijhsaa.com/administrative/forms_and_documents))  
\*This should be completed by noon the day following your regional organization deadline.  
\*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. Distribute information about your regional to the local media.

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

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

- Basketball Regional Organizers Information Sheet 2022
- Regional Meeting Team Season Summary
- Regional Meeting Seed Voting Results Form
- SIJHSAA By Laws
- Rawlings Advertisements (for programs)
- Rawlings PA Announcement (PA announcement (1) time per game)
- Regional Financial Report Form 2021-2022
- Brackets
- Eligibility Sheets
- Mercy Rule
- Regional Groupings/State Tournament Pairings (Latest News Section)
- SIJHSAA Basketball Regulations 2021-2022
- NFHS Apparel Specifications 2021-2022
- NFHS Basketball Rule Changes 2021-2022
- Unsportsmanlike Conduct Form
- SIJHSAA By Law Article IV-Sec. 7-Noisemakers, shakers, etc...
- 2022 RLC State Tournament Information Sheet
- Instructions for Online Regional Seed/Bracket Reporting
- Basketball Regional Host Information Sheet
- SIJHSAA Sportsmanship Manual