

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE
30 Realty Drive, Cheshire, CT 06410

41st ANNUAL 2014 GIRLS BASKETBALL TOURNAMENT REGULATIONS
Sponsored by Spalding, IGA, CT Department of Transportation, and MaxPrep



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THE BASKETBALL TOURNAMENT INFORMATION IS ARRANGED IN TWELVE (12) SECTIONS.

- 1.0 Divisions
- 2.0 Sites / Dates / Times
- 3.0 Entry Procedures
- 4.0 Expenses / Tickets
- 5.0 Forfeits
- 6.0 Officials
- 7.0 Protests
- 8.0 Qualifying
- 9.0 Ranking / Seeding
- 10.0 Supervision / Sportsmanship
- 11.0 Tournament Rules / Procedures

Appendix A – List of Schools by Division

Appendix B – Schedule Form

Appendix C – Home Site Form

Appendix D – Site Form

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Appendix H – Sportsmanship Statement

Appendix I – Concussion Management and Return to Play Requirements

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE
2013-14 CIAC GIRLS BASKETBALL TOURNAMENT
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ALERT PAGE

Site for Girls and Boys Basketball Finals

- The finals will be held at the Mohegan Sun Arena on Saturday, March 22 and Sunday, March 23, 2014. The schedule of games will be announced.
- **NOTE:** The CIAC Boys and Girls Basketball Committees voted to adopt video replay for the FINAL GAMES OF THE TOURNAMENT ONLY and only in facilities that have official video equipment and replay capabilities. Video replay will only be used on the final shot of the quarter, half or end of the game when the official needs to confirm if the point was scored before time elapsed and/or if the point was a two or three point shot.
- **“Success in Tournament”** – To be used for placement in 2013-14 tournament

Recently the CIAC Board of Control approved a recommendation from a Board sub-committee to change how the basketball committee was placing schools of choice (charters, magnets, parochial) in divisions. The procedure that was in place, which involved a multiplier of base enrollment was found to be inequitable because all schools of choice were not subject to the multiplier. The sub-committee’s work resulted in a recommendation to the Board to discontinue the practice of artificially increasing enrollment for placement purposes and use “success in tournament” as the only means to move schools of choice to a higher division. Further, the Board authorized any team sport to adopt “success in tournament” for tournament placement if the sport committee so desired. Also, the definition of schools of choice was expanded to include all schools that can draw students from numerous communities or from outside of their district’s boundaries. The new definition includes charter, inter-district magnet, vocational technical, vocational agriculture, project choice schools (vocational agriculture and project choice schools when more than 25-gender specific-students attend from out-of-district) and parochial high schools.

The boys’ and girls’ basketball committees will be using “success in tournament” for placement during the 2013-14 school year. Following are the basics of how the system will work:

1. All schools will be placed in divisions based on their enrollment as of October 1 of the previous school year as reported to CIAC and/or the State Department of Education. All enrollment figures are verified with the SDE.
2. Committees will have pre-determined the number of schools in each division.
3. The “success in tournament” factor will then be applied to all schools of choice – “success in tournament” is defined as having reached the quarter-finals in at least two of the last three years. Any school that was in the quarter-finals two of the last three years would move up one division. Any school that was in the quarter-finals three of the last three years would move up two divisions. No team would move more than two divisions.
4. After all moves are made the committee will re-balance the divisions to conform to the pre-determined number of schools in each division.
5. Every year the sport committee will follow the same process as outlined, reviewing data for the past three years and moving schools as appropriate.
6. Use of “success in tournament” only applies to schools of choice that draw from numerous communities or outside their school district boundaries. All other schools will remain in the division as determined by their base enrollment.

- **Officials** – Officials are allowed to be assigned to an individual team only once from the qualifying through semi-final rounds. In the finals, an official who has officiated a qualifying, first or second round game for a team **may be assigned** to officiate a finals that involves that team.

Semi-final victors will be allowed **one additional scratch** of an official from the tournament list of officials.

- **Tournament Site Selection** – **THE CIAC BASKETBALL COMMITTEE AND TOURNAMENT DIRECTOR RESERVE THE RIGHT TO MOVE ANY GAME TO A NEUTRAL LARGER SITE FOR SAFETY REASONS AND TO ACCOMMODATE ALL SPECTATORS AND MEDIA WHO WISH TO ATTEND THE GAME.**

- **Scrimmages** – Teams must have a minimum of three (3) days of practice prior to scheduling a full team scrimmage.

All sports **teams will have a minimum of fourteen (14) practice days** before the date of the first scheduled competition. Sundays do not count as a day of practice. Saturdays and holidays may be used as practice days unless prohibited by local board policy or the CIAC committee on seasons limitations. **An individual athlete must participate in a minimum of ten (10) practices** prior to competition unless the athlete has been participating in a sport – for example a football player in the CIAC championship series that overlaps with a winter sport would not be required to complete ten (10) practices prior to competition.

- **Reporting Regular Season Scores** – In order to ensure that standings and rankings on both the CIAC’s websites and other sites which draw their data from us are timely and accurate, all regular season scores must be entered online no more than 24 hours following the game’s completion. It is highly recommended that scores are entered from the site as soon as the game ends.

Scores may be entered via the Online Eligibility Center, the “Submit Scores/Forms” option of the “CIAC for Coaches” menu at CIACsports.com, or the “Submit Scores” button in our CIACmobile.com mobile site. Entering scores at CIACsports.com or CIACmobile.com requires either a coach’s or scorekeeper’s access code, those codes are managed via the Online Eligibility Center and can be retrieved from a school’s athletic director.

- **Special Needs Students** – Coaches are reminded to inform contest officials prior to each competition of any special needs student who could be competing in the contest when his/her disability could impact the individual’s performance or the conduct of the competition.
- **CIAC Tournament Site Media Policy** – The CIAC places tremendous value on the role the media plays in promoting and highlighting high school sports. To that purpose CIAC tournament venues and hosts should make every effort to provide a working environment conducive to all media (print, broadcast and internet based) covering our events. The following are **minimum standards**, developed in consultation with the CIAC Media Advisory Committee, which should be provided for working media at all CIAC tournament sites:

1. A minimum of one hour following the conclusion of post-game interviews to write in the press box, press area or a suitable facility in close proximity to the site of the event (i.e. office, classroom, etc.)
2. Access to electric power (shared power strip, etc.)
3. Access to wireless internet service

Site directors should communicate these requirements to any staff person who may be responsible for the administration of the event. If for some reason a site will not be able to provide these items for a contest, a site representative should inform the CIAC in advance and work with the media on-site before the game and work to provide a reasonable solution to the issue. Members of the media who will be covering events are directed to contact the appropriate site as far in advance as possible to inform them they will be at the event and discuss what arrangements will be made for working media at the site.

2013-14 NATIONAL FEDERATION BASKETBALL RULE CHANGES

- 1-19 (New) The use of electronic devices is permitted during the game.
- 3-4-2a A single visible manufacturer's logo/trademark/reference is permitted on the team jersey, not to exceed 2¼ square inches with no dimension more than 2¼ inches. The manufacturer's logo may be located no more than 5 inches below the shoulder seam on the front of the jersey, or 2 inches from the neckline on the back of the jersey; or in either side insert.
- 3-5-3 Leg compression sleeve was added to this rule to make its use consistent with the rule for wearing arm compression sleeve. As with the arm compression sleeve, the leg compression sleeve must be white, beige, black or a single solid school color, be the same color for each team member and bare only a single manufacturer's logo. Leg compression sleeves must be worn for medical reasons.
- 10-1-3 A team shall not:
- Use a megaphone or any electronic communication device at courtside, or electronic equipment for voice communication with players on the court.
 - Use electronic audio and/or video devices to review a decision of the contest officials.
- 10-4-5 Note The head coach may enter the court in the situation where a fight may break out – or has broken out – to prevent the situation from escalating.
- Signal Chart Added a defensive tip to indicate that the official has ruled that the ball entered the backcourt as a result of contact with a defensive player.

2013-14 Major Editorial Changes

- 1-13-2 The coaching boxes shall be outlined outside the side of the court on which the scorer's and timer's table and team benches are located. The area shall be bounded by a line drawn 14 feet from the end line towards the mid-court. At this point a line drawn from the sideline toward the team bench becomes the end of the coaching box going towards the end line. From this line go another 14 feet toward the mid-court, then a line drawn towards the bench becomes the end of the coaching box closest to mid-court. The coaching box is 14 feet long placed in the middle of the regulation 42 feet long half court. These lines shall be located off the court and be 2 inches wide. These directions should be followed on the opposite side of the scorer's table as well.
- 3-5-1 Note Each state association may, in keeping with applicable laws, authorize exceptions to NFHS playing rules to provide reasonable accommodations to individual participants with disabilities and/or special needs as well as those individuals with unique and extenuating circumstances. The accommodations should not fundamentally alter the sport, heighten risk to the athlete/others or place opponents at a disadvantage.

2013-14 Points of Emphasis

1. Proper Mechanics and Signals
2. Granting Time-out
3. Guidelines to Enforce Illegal Contact
4. Intentional Foul

2013-14 NFHS Basketball Uniforms

FRONT VIEW

A. Jersey Color

1. The torso of the jersey must be a **single solid color** (white for home and dark for visitor)
2. The “torso” is the portion of the jersey from an imaginary horizontal line at the base of the neckline extending to each armhole, down to the bottom hem of the jersey and from side seam to side seam.

B. Front Number

1. The number on the front shall be at least 4 inches high, not less than $\frac{3}{4}$ inch wide (excluding the border) and centered vertically and horizontally on the portion of the jersey that is intended to be visible.
2. Numbers shall be plain Arabic numerals and must be the same style and color as the number of the back of the jersey.
3. Legal numbers are: 0, 1, 2, 3, 4, 5, 00, 10, 11, 12, 13, 14, 15, 20, 21, 22, 23, 24, 25, 30, 31, 32, 33, 34, 35, 40, 41, 42, 43, 44, 45, 50, 51, 52, 53, 54, 55. A team member list shall not have both numbers 0 and 00.
4. No more than three colors may be used in the number. The style must be clearly visible and conforms to the provisions of the NFHS Rule 3-4-3e.

C. Identifying Name

1. Team names and/or abbreviations or team member’s names may be placed on the front of the jersey.
2. Lettering must be placed horizontally and may be arched. Names may also be on multiple lines.
3. The first and last letters, either above or below the number, must be on the same horizontal plane. When above the number, the plane may not be below a plan extending through the top of the number(s). When below the number, the plan may not be above a plane extending through the bottom of the number(s).
4. Any point on any letter shall not be closer than one inch to any point on any number(s).
5. Any form of decorative accent (i.e. paw, halo, crown, star, etc.) in a name or abbreviation is only permitted above the number.
6. If a tail is used in the lettering of an identifying name or abbreviation, the name or abbreviation must be located below the number.

D. Above the Neckline

1. There are no restrictions in the area of the jersey from an imaginary horizontal line at the base of the neckline extending to each armhole, up to the shoulder seam.
2. The imaginary line shall not extend beyond $1\frac{1}{2}$ inches from the lowest point of the neckline apex/opening.
3. Different colors and/or designs may be used in this area.
4. Commemorative/memorial patches (not to exceed 4 square inches), if worn, must be in this area or in the side insert.
5. A school or conference logo/mascot may be located in the apex/opening of the neckline, in the corresponding area on the back of the jersey and/or in either side insert.
6. A single manufacturer’s logo/trademark/reference (not to exceed $2\frac{1}{4}$ square inches with no dimension more than $2\frac{1}{4}$ inches long) may be placed in this area no more than 5 inches below the shoulder seam on the front of the jersey; or 2 inches below the neckline on the back of the jersey; or in either side insert.

E. Armhole Trim

1. Trim, piping, or an accent color differing from the torso shall not exceed 1 inch around the arm openings.
2. Except in the area above the neckline – where there are no color or design restriction.

BACK VIEW

A. Jersey Color

1. The back torso of the jersey must be the same **single solid color** as the front.
2. The back “torso” is the portion of the jersey from the bottom of the back panel, if used, down to the bottom hem of the jersey and from side seam to side seam.

B. Back Number

1. The number on the back shall be at least 6 inches high, not less than $\frac{3}{4}$ inch wide (excluding the border) and centered vertically and horizontally on the portion of the jersey that is intended to be visible.
2. The back numbers shall meet all the remaining specifications of the front number as previously noted (front view, B.2-B.4)

C. Identifying Name

1. Team names and/or abbreviations or team member’s names may only be placed horizontally on the back of the jersey.
2. Lettering on the back of the jersey shall meet all the specifications of the front lettering as previously noted (front view, C.2-C.6)

D. Back Panel

1. There are no color or design restrictions in the corresponding area – base of the neckline to the shoulder seam – on the back of the team jersey.
2. A single manufacturer’s logo/trademark/reference may be located 2 inches from the neckline on the back of the jersey; or in the shoulder area of the front of the jersey; or in either side seam. (front view, D.6)

E. Armhole Trim

1. Trim, piping, or an accent color differing from the torso shall not exceed 1 inch around the arm openings.
2. Except in the area above the neckline – where there are no color or design restriction.

SIDE VIEW

A. Location

Side inserts must be centered vertically below the armpit.

B. Width

Side inserts, including trim/piping/accent color(s), must be a maximum of 4 inches (2 inches on each side of the seam).

C. Style/Design

1. Side inserts may be of any color or design.
2. Side inserts must be the same width for all team jerseys.
3. Commemorative/memorial patches (not to exceed 4 square inches), if worn, must be in this area or in the area above the neckline on the front or back of the jersey.
4. A single manufacturer’s logo/trademark/reference may be placed in this area; or on the front of the jersey in the shoulder area, or the back of the jersey in the upper back panel. (front view, D.6.)

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1.0 **CLASSES**

- 1.1 Only institutional members of the Conference may enter this tournament which will be in four (4) classes. Placement of schools has been based on the October 1, 2012 girl enrollment in grades 9-12. Classes are determined using enrollment figures and “success in tournament”.

LL – 634 and over	M – 267 - 457
L – 458 – 633	S – Up to 266

2.0 **DATES / SITES / TIME OF GAMES**

- 2.1 Member schools may start practice on, but not before, Monday, November 25, 2013.
- 2.2 Member schools may play the first game on, but not before, Wednesday, December 11, 2013.
- 2.3 The last date for games to count for the 2014 Girls Basketball Tournament will be Tuesday, February 25, 2014.

2.4 **Scheduled Playing Dates for the 2014 Girls Basketball Tournament**

Qualifying Round	February 28 – March 1, 2014
First Round	LL & M – March 3 / L & S – March 4
Second Round	LL & M – March 6 / L & S – March 7
Quarter-finals	LL & M – March 10 / L & S – March 13
Semi-finals	LL & M – March 14 / L & S – March 17
Finals	March 22 & 23 – Mohegan Sun Arena – Times TBA

- 2.5 **Game Times** -- Single games will be played at 7:00 p.m.
Double-headers will be played at 6:00 p.m. and 7:45 p.m.
- 2.6 In the event of inclement weather, the site director has the authority to postpone the game. “Back-to-back” games may be scheduled. The site director must immediately notify the tournament director who will make the final decision regarding scheduling and postponement dates. The postponed game will be played on the next day excluding Sunday, except in the case of the Championship Final Games.
- 2.7 All qualifying, first round, second round and quarter-final games will be played at the site of the higher ranked team, provided the court meets CIAC standards. ***If the site is not available, the tournament director shall select a new site.*** (See Appendix C)

The CIAC reserves the right to move any game to a neutral larger site for safety reasons and to allow all spectators to see the game.

- 2.8 All state semi-final and final games will be played at sites determined by the Tournament Director.
- 2.9 Once a site for a game is announced, neither of the competing teams may practice at that site.

3.0 ENTRY PROCEDURE

- 3.1 **Schedule / Game Results** – All games played with CIAC member schools, the American School for the Deaf, or CIAC-approved out-of-state schools must be reported on the schedule form via the password-protected online eligibility center. Games not included on the schedule form will not count for tournament qualification. NO NEW GAMES CAN BE SCHEDULED AFTER DECEMBER 11, 2013.

All regular season game results must be entered online no more than 24 hours following the game's completion. It is highly recommended that scores are entered from the site as soon as the game ends.

Scores may be entered via the Online Eligibility Center, the "Submit Scores/Forms" option of the "CIAC for Coaches" menu at CIACsports.com, or the "Submit Scores" button in our CIACmobile.com mobile site. Entering scores at CIACsports.com or CIACmobile.com requires either a coach's or scorekeeper's access code, those codes are managed via the Online Eligibility Center and can be retrieved from the school's athletic director.

Member schools must make every effort to complete their season as scheduled, including make-up games. Any effort to gain an advantage in tournament play by not playing a game is unacceptable and is subject to action by the CIAC Board of Control. Cancellation of any regular season contest / make-up to play in a league tournament will not be allowed.

- 3.2 **Site Availability Form** – Due Tuesday, January 21, 2014 – Must be submitted via the password-protected online eligibility center.
- 3.3 **Tournament Roster Form** – Due Tuesday, February 25, 2014 – Can be submitted on the Eligibility Center or the "Submit Scores/Forms" option under the CIAC for Coaches menu at CIACsports.com. **Each school will be allowed no more than 15 girls in uniform.**

A TEAM PICTURE, black and white, or color is required – this must be emailed by February 21 to: jsylvester@casciac.org or mailed to the CIAC office, 30 Realty Drive, Cheshire, CT 06410.

- 3.4 **Entry Fee** – There is a \$100 entry fee for girls basketball.

If a school needs an invoice in order to pay its tournament fee, one can be downloaded by using the "Generate Tournament Invoice" link under the girls basketball options in the password-protected online eligibility center.

- 3.5 **Final Scores** – Regardless of regular season postponed games, the date of Tuesday, February 25, 2014 MUST BE THE FINAL DAY TO COUNT FOR THE TOURNAMENT. All games played after the entry form has been submitted, must be completed, and scores submitted to the CIAC office by Wednesday, February 26, 2014 at 8:30 a.m.
- 3.6 **Any school not qualifying for the tournament should submit the DNQ form via the password-protected online eligibility center.**

4.0 EXPENSES / TICKETS

- 4.1 The CIAC will reimburse schools whose sites are used for qualifying, first round, second round and quarter-final games a fee of \$350 for M & S schools and \$400 for LL & L schools per game to help defray the cost of hosting a game. All other expenses except the payment of game officials and the site director will be paid by the host school. The lower ranked team provides the cost of transportation.

- 4.2 Schools will bear all traveling expenses.
- 4.3 The Girls Basketball Committee will pay all game expenses directly associated with the staging of the state semi-finals and state final tournament games.
- 4.4 Ticket prices for the 2014 tournament are as follows (subject to change based upon the venue)
- Free – Children Five (5) and Under
 - \$5.00 Senior Citizens (age 65 and older)
 - \$5.00 Students (grades 1-12)
 - \$8.00 Adults (All others not in the above categories)
 - \$10.00 All tickets – Finals Only

Pre-sale tickets will be available for events which require advanced sales for proper management of the event. All pre-sale tickets will be sold at the above prices. There will be no discounting of pre-sale tickets.

Passes – During the 2014 tournament the following passes will be honored at all games where an admission is charged.

- a. Principal (or designee) of participating schools with CAS membership card.
 - b. Press Card
 - c. CIAC girls basketball pass (head girls varsity basketball **coach must request in writing** from CIAC and provide a self-addressed stamped envelope – written requests ONLY)
 - d. CIAC girls basketball officials' membership card
No other complimentary admission will be permitted.
- 4.5 Tickets for pre-sale will not be distributed by the CIAC office to schools for qualifying, first and second round games. Schools wishing to pre-sell tickets for these games may do so by:
- making the request to the CIAC office
 - picking up the tickets at the CIAC office
 - using only CIAC tickets, school tickets may not be substituted
 - returning unsold tickets and money to the CIAC office
 - selling no more than 40% of the capacity of the basketball facility
- 4.6 **Pre-sale tickets for the finals will be sold online through the Mohegan Sun Arena Box Office.**
- 4.7 Complimentary tickets will be distributed as follows:

For first, second round and quarter-final games: The home team for each first, second and quarter-final round games will obtain complimentary tickets by removing the **first ten (10) tickets from the ticket roll** to be used for on-site sale. (Note: A qualifying game will be treated in the same manner as a first and second round game for the distribution of complimentary tickets.) **For the visiting teams** – The principal or designee **of the opposing team will fax a list of ten (10) people for complimentary tickets to the host school for admission.** These people must identify themselves at the door.

For semi-final games – Each school is to remove the first ten (10) tickets from the pre-sale roll of tickets as complimentary tickets. Pre-sale tickets for these games will be distributed to member schools from the CIAC office. **PRE-SALE SCHOOLS MUST CALL HOST SCHOOL BY 2:00 P.M. THE DAY OF THE GAME AND LET THEM KNOW HOW MANY TICKETS WERE SOLD. WE MUST NOT OVERSELL A GYM.**

If there are no pre-sale tickets the principal or his designee will fax a list of ten (10) people for complimentary tickets to the host school / neutral site for admission. These people must identify themselves at the door. These tickets are for school personnel supervision, administrators, coach spouses, etc. They are not for parents of players.

For final games: Each school will be reimbursed for ten (10) tickets at the finals. A written request must be sent to the CIAC office.

Pre-sale tickets for the finals will be sold online through the Mohegan Sun Arena Box Office.

5.0 **FORFEITS**

- 5.1 Member schools will be required to submit regular season schedules for all sports controlled by CIAC in which member schools participate. Determination of forfeitures will be based on this schedule.
- A forfeit game shall count as a victory for the team declared the winner and as a loss for the team declared a loser in determining tournament qualifications and ratings. For tournament qualifications only the following reasons for a forfeit shall be accepted.
- 5.2 A team shall forfeit a game or games if through a violation it is required to do so under the CIAC Rules of Eligibility.
- 5.3 A team shall forfeit a game if the game official declares the game a forfeit as a result of a National Federation rule violation, or a team refuses to play after being instructed to do so by the game official.
- 5.4 Forfeitures will be honored by CIAC sports committees when there is mutual agreement between the principals of the two schools involved in a game not played or terminated and the reasons for the forfeit have been approved by CIAC. If there is not mutual agreement and not playing the game impacts the tournament in any way, the CIAC sports committee Chair, in conjunction with CIAC staff and the tournament director will make the determination if the game should be forfeited.

When a game is being forfeited both schools involved must: (a) submit the forfeit form, which is found under the options for the sport in question in the CIAC Online Eligibility Center, within 72 hours of the scheduled time of the contest; and, (b) record the result of the game on their schedule as a win or loss (depending on if the school is giving or receiving the forfeit) with the word "Forfeit" entered in the field for the score of the game.

On the eve of a tournament when there is not sufficient time for normal administrative procedures (72 hours) if a question of team forfeiture arises the Executive Director or his/her designees, in consultation with the Chairman of the sports committee affected and the principals of the two schools will make an appropriate ad hoc decision in consideration of the best interests of the tournament as a whole.

- 5.5 All games listed on the original schedule and submitted to the CIAC which are not played and have not been forfeited in accordance with this policy will be considered by each sport committee as No Contest and shall not count for tournament qualification and ratings unless it affects the minimum number of games required to qualify for tournament participation. In this instance the sport committee shall review the evidence submitted by the teams involved and may grant an exception from the minimum game number requirement. The minimum winning percentage as determined by the individual sports committee must be met under all circumstances.

6.0 **OFFICIALS**

- 6.1 Each member school must complete appendix E and submit eight (8) varsity officials who in their opinion would be competent to officiate tournament games to the CIAC office via the password-protected online eligibility center by February 4, 2014. From this list a master list of officials will be developed.

- 6.2 **The game officials for all of the tournament games will be assigned by the CIAC. Officials will be paid directly by the CIAC office.**
- 6.3 Site directors should meet and greet officials and escort them to their private locker rooms and escort them to their cars when they are ready to leave.
- 6.4 Identity of the officials assigned games by the assistant tournament director, will not be disclosed prior to the game.
- 6.5 **Official timers and scorers** shall be adults who have been trained to perform their respective duties. **The official scorer is required to wear a black and white vertically striped garment.**

7.0 **PROTESTS**

- 7.1 On the eve of a tournament when there is not sufficient time for normal administrative procedures and Board of Control hearings, if a question of interpretation of tournament regulations or the operation of the tournament arises, the Chairman of the CIAC Board of Control, the Executive Director of CIAC, and the chairman of the tournament committee in question will make an appropriate ad hoc decision in consideration of the best interest of the tournament as a whole.
- 7.2 **Decisions by Game Officials** – Protests arising from the decisions, interpretations and misapplication of the National Federation or CIAC game rules by officials during the contest will not be considered. The decisions and interpretations of the rules by the officials are final.

The record of the official scorekeeper at the conclusion of the contest is final unless an error is discovered. Such error shall be corrected as covered by specific contest rules.

Any team leaving the contest area before the conclusion of the contest because of dissatisfaction with the officiating will render the school liable to disciplinary action by CIAC.

8.0 **QUALIFYING**

- 8.1 To be eligible for consideration in the tournament, a team must play a minimum of twelve (12) games **AGAINST VARSITY OPPONENTS** and have won 40% of its approved scheduled games played. Only the first two games played with any single opponent will be included in the twelve (12) games.
- 8.2 Only games played with Conference member schools, American School for the Deaf, or out-of-state schools who are members of their state athletic association shall be considered.
- 8.3 Games played with non-member Connecticut secondary schools shall not be considered in the rating of teams.

9.0 **RANKING / SEEDING**

- 9.1 Teams will be ranked within classes by winning percentage (number of games won divided by the number of games played). When two or more teams have the same winning percentage, the following steps will be used to break the ties:
- a. When **only two teams are tied** at a percentage:
 1. Most wins (i.e. 10-10 is a higher rank than 9-9)
 2. If a tie remains, head-to-head competition will be used.

3. **If a tie remains power rating will be used. Each school is assigned a power rating based on the divisions, qualifying status and records of the school(s) that they beat. Win vs LL tournament qualifying schools = 10 points; vs L tournament qualifying schools = 8 points; vs M tournament qualifying schools = 6 points; vs S tournament qualifying schools = 4 points; vs non-qualifying team in any division with six or seven wins = 3 points; vs non-qualifying school with less than six wins = 1 point. Total points will be added and divided by number of games played to determine the school's rating.**
 4. If a tie remains, the team with most wins in highest classification will be the higher ranked team.
 5. If a tie remains, the higher ranked team will be determined electronically by lot using computer assigned random tiebreaker numbers to be set at the start of the season (the team with the higher tiebreaker number will be the higher ranked team).
- b. When **three or more teams are tied** at a percentage:

Note: The steps below will be applied only once for each percentage which has three or more teams. The steps will not be reapplied to attempt to change the rankings of teams which played head-to-head that end up in positions next to each other after the tie has been broken.

1. Most wins (i.e. 10-10 is a higher rank than 9-9)
2. If a tie remains power rating will be used, calculated using the method listed in 9.1 (a) (3) above.
3. If two teams have the same number of wins and power rating and one of those teams holds an advantage over the other in head-to-head competition the team holding that advantage will be the higher ranked team. Note: If three or more teams are tied in power rating, head-to-head will not be used at any point in breaking that tie.
4. If a tie remains, the team with most wins in highest classification will be the higher ranked team.
5. If a tie remains, the higher ranked team will be determined electronically by lot using computer assigned random tiebreaker numbers to be set at the start of the season (the team with the higher tiebreaker number will be the higher ranked team).

9.2 **Pairings** – The pairings will be made as follows:

<u>First Round</u>	<u>Second Round</u>	<u>Quarter-finals</u>	<u>Semi-finals</u>	<u>Finals</u>
1 vs 32				
16 vs 17	1 vs 16			
8 vs 25		1 vs 8		
9 vs 24	8 vs 9		1 vs 4	
4 vs 29				
13 vs 20	4 vs 13			
5 vs 28		4 vs 5		
12 vs 21	5 vs 12			1 vs 2
2 vs 31				
15 vs 18	2 vs 15			
7 vs 26		2 vs 7		
10 vs 23	7 vs 10		2 vs 3	
3 vs 30				
14 vs 19	3 vs 14			
6 vs 27		3 vs 6		
11 vs 22	6 vs 11			

9.3 If fewer than 32 teams qualify, the higher ranked team will draw byes for the first round.

9.4 If more than 32 teams qualify, the qualifying pairings shall be as follows:

If 33 teams	If 34 teams	If 35 teams	If 36 teams
32 vs 33	32 vs 33	32 vs 33	32 vs 33
	31 vs 34	31 vs 34	31 vs 34
		30 vs 35	30 vs 35
			29 vs 36

9.5 A TEAM MAINTAINS ITS INITIAL PERCENTAGE RANKING THROUGHOUT THE TOURNAMENT.

9.6 **Ranking and Pairing Information** – Will be released on Wednesday, February 26, 2014 via the CIAC web site – www.ciacsports.com -- no later than 3:00 p.m.

9.7 **League Playoffs** – League playoff games shall not be counted for tournament qualification or rating.

9.8 Member schools must make every effort to complete their season as scheduled, including make-up games. Any effort to gain an advantage in tournament play by not playing a game is unacceptable and is subject to action by the CIAC Board of Control. Cancellation of any regular season contest/make-up to play in a league tournament will not be allowed.

10.0 **SUPERVISION / SPORTSMANSHIP**

10.1 Players and coaches disqualified in a game will be required to serve the additional penalty as outlined in the CIAC regulation on “disqualification.”

10.2 In the interest of crowd control and proper supervision the CIAC Board of Control has approved the tournament regulation requiring the principal of the participating schools or his/her designee to attend all tournament games. The school administrator should identify him/herself to the site director.

10.3 When a member school’s coach is ejected from a game for an infraction as prescribed by the rules, the game may not continue until the member school replaces the ejected coach with a certified coach. If this cannot be accomplished within 15 minutes after the ejection, the official in charge will declare a forfeit win for the opposing team.

10.4 Use of tobacco products or possession of alcoholic beverages of any kind, including champagne, are not permitted in the gymnasium. The principal or his/her designee at the game shall see that this rule is enforced and adhered to by the teams.

10.5 **Bench and Field Conduct**

Personnel – A maximum of 20 personnel, including up to 15 players, coaches, managers, statisticians, medical personnel, etc. will be permitted free onto the site. Only players, coaches, managers, trainers, and statisticians will be permitted on the bench area. Twenty (20) special tickets will be provided to each team in the final games.

Conduct – The above identified personnel shall not be outside the vicinity of the designated bench area. The coaches box must be marked as required by the rules.

- 10.6 **Conduct and Good Sportsmanship** – For the most part, we have been exceedingly proud of our high school students and their following of adult fans. We especially request that all school personnel – administrators, faculty, and coaches – give definite emphasis to the subject of good sportsmanship so that your students will conduct themselves in a manner that will reflect nothing but credit upon your school and its fine team. Any unseemly or unsportsmanlike conduct on the part of students or adults is a direct reflection on the school. Please remember that you are the guests of the site school, and as guests you may want to be invited back next year.

The administrators representing the competing schools will be introduced with their teams and shake hands PRIOR to the start of the game.

- 10.7 **Signs, Noisemakers Forbidden** – Please stress to pupils over your public address system the regulation that the use of confetti, signs, banners, placards, and streamers is DEFINITELY NOT ALLOWED at tournament games. Balloons, bugles, horns, drums, whistle, or other noisemakers contribute nothing to the game and are a genuine source of annoyance to spectators. THEY WILL NOT BE PERMITTED, AND ANYONE RESPONSIBLE FOR SUCH ANNOYANCE WILL BE ASKED TO LEAVE THE GAME.

11.0 **TOURNAMENT RULES / PROCEDURES**

- 11.1 **Rules** – All contests shall be governed by CIAC and National Federation Rules.

- 11.2 **Uniforms** – All teams will be required to have two (2) sets of NUMBERED JERSYS (alternate colors). The numbers 6, 7, 8, 9 may not be used, singly or in combination.

The higher ranked team will wear the white jerseys and have the choice of team bench and for this purpose the original rating assigned to a team will be maintained throughout the tournament.

- 11.3 **Ball** – Each school will bring a Spalding TF1000 Legacy size 28.5 game ball in good condition. No other ball other than a Spalding TF1000 Legacy 28.5 may be used.

- 11.4 **Bands** – Bands, drill teams, baton twirlers and similar organizations may perform at tournament games if given prior approval by the tournament director.

- 11.5 **Cheerleaders** – Cheerleaders of participating schools, if supervised, will be admitted free to tournament games in which their school team participates. Each school will NOT BE ALLOWED OVER 20 cheerleaders in uniform.

- 11.6 **Crowd Control** – The CIAC Regulations for Insuring Maximum Crowd Control apply to the Girls Basketball Tournament.

- 11.7 **Late Entry / Inaccurate Information Policy**

- **No tournament entries will be accepted after the established deadline except those approved by the CIAC Board of Control**
- Corrections requested by a school to an entry form that was submitted by the established deadline but prior to seeding/pairing data being published on the web site, will be assessed a fee of \$50 per correction to a maximum of \$250.
- All requests for corrections must be submitted on a support ticket via the online eligibility center. **No phone requests will be considered.**

Tournament Regulations Violations – If a school fails to comply with tournament regulations and such requires the CIAC tournament sports committee, central office staff, or the CIAC Board of Control to redo any portion of the tournament pairings or such non-compliance adversely impacts the management of the tournament, an administrative violation fee of \$500 will be imposed upon the school before entry into the tournament will be allowed.

- 11.8 **Towels** – Shall be furnished by the participating teams.
- 11.9 **Solicitation of Funds / Selling T-Shirts, Etc.** – Solicitation of funds or selling merchandise for any purpose at any of the tournament games is prohibited unless permission to do so is given by CIAC. Food, candy and beverages may be sold by the site schools.
- 11.10 **Movies, Video Tape** – Prior permission of the site director must be obtained if video tape and/or movie equipment is to be used during tournament games. The use of this equipment is limited to participating schools and is only for post-game use of the teams involved. No commercial use of these tapes or films is permitted.
- All non-commercial videotaping at tournament sites must not create a safety hazard, or obstruct a view.
- 11.11 **Half-time** – For the FINAL GAME ONLY, the half-time will be decided according to the schedule. We hope to provide a 12-15 minute half-time.
- 11.12 Visiting teams may request an earlier start time if they are required to travel more than 75 miles one way. Such requests must be made as soon as possible to the tournament director. The Connecticut State Police mileage chart shall be used to determine the distance between competing schools.
- 11.13 The Tournament Director is **Dave Maloney**, Assistant Executive Director, CAS-CIAC – office telephone (203) 250-1111 / home telephone (203) 640-7137 / fax (203) 250-1345 / E-mail: dmaloney@casciac.org

2013-14 CIAC Girls Basketball Committee

Sheila Riffle, Old Saybrook High School – CH
Dan Sullivan, South Windsor High School
Richard Cavallaro, Bullard-Havens Tech. High School, Bridgeport
Margaret Williamson, N.W. Catholic High School, West Hartford

Coaches:

Tim Kohs, Mercy High School, Middletown – Ch
Bob McMahon, Thomaston High School
Chris Webster, North Branford High School
Russ Crist, Farmington High School

Consultants:

Robert “Jiggs” Cecchini, East Granby
Tom Murray, Branford, Asst. Tournament Director
Norm DeMartino, East Haven
Bob Paskiewicz, East Granby High School – CAAD
Joe Canzanella, New Haven Public Schools – CAAD
Bob Bernier, Dayville – Officials
Dave Maloney, CAS-CIAC – Tournament Director

APPENDIX A

FOUR CLASS ORGANIZATION OF THE 2013-14 GIRLS BASKETBALL TOURNAMENT
(Classes after the October 2012 girl enrollment figures and “success in tournament”)

NOTE: This listing of divisions is accurate based on information as of September 2013. The listing in the packet will not be updated throughout the year as schools add or delete teams. The current listing reflecting changes made after the packet was published can be found on the girls basketball page of the CIAC web site.

<u>LL Division</u> (634 and Over – 44)		<u>L Division</u> (458 – 633 – 44)	
Bridgeport Central	1022	Avon	555
Bridgeport – Harding	648	Berlin	469
Bristol Central	634	Bethel	462
Cheshire	755	Branford	561
Danbury	1397	Bridgeport – Bassick	521
Darien	671	Bristol Eastern	608
East Hartford	820	Brookfield	477
Fairfield Ludlowe	814	Colchester – Bacon Academy	496
Fairfield Warde	690	East Haven	458
Glastonbury	1154	East Lyme	580
Greenwich	1300	Enfield – Enrico Fermi	489
Hamden	886	Farmington	614
Hartford Public	725	Groton – Fitch	601
Madison – Daniel Hand	645	Guilford	523
Manchester	805	Hamden – Sacred Heart Academy	499
Middletown – Mercy	638	Hartford – Capital Prep. *	122
Milford – Lauralton Hall *	465	Hartford – Weaver *	226
New Britain	1218	Hebron – RHAM	526
New Canaan	647	Ledyard	496
New Haven – Career *	414	Meriden – Maloney	602
New Milford	755	Meriden – Platt	546
Newington	706	Middletown	633
Newtown	854	Milford – Foran	477
Norwalk	769	Milford – Jonathan Law	472
Norwalk – Brien McMahon	864	Monroe – Masuk	618
Norwich Free Academy	1189	Naugatuck	622
Ridgefield	865	New Fairfield	497
Shelton	801	New Haven – Wilbur Cross	597
Simsbury	745	New Haven – Hillhouse	484
South Windsor	688	North Haven	633
Southington	1011	Redding – Joel Barlow	525
Stamford	907	Southbury – Pomperaug	614
Stamford – Westhill	1052	Stratford	497
Storrs – E.O. Smith *	627	Stratford – Bunnell	599
Trumbull	1142	Torrington	511
Waterbury – Crosby	718	Vernon – Rockville	478
Waterbury – Kennedy	639	Wallingford – Lyman Hall	625
Waterbury – Wilby	634	Wallingford – Sheehan	471
West Hartford – Conard	769	Watertown	470
West Hartford – Wm. Hall	718	West Hartford – N.W. Catholic *	303
West Haven	795	Wethersfield	554
Westport – Staples	930	Wilton	621
Woodbridge – Amity	778	Windsor	561
Woodbury – Nonnewaug *	452	Woodstock Academy	545

*Success in Tournament

M Division (267 – 457 – 44)

Ansonia	309
Beacon Falls – Woodland	365
Bridgeport – Bullard Havens	436
Bridgeport – Kolbe Cathedral *	179
Burlington – Lewis Mills	389
Clinton – Morgan	280
Cromwell	267
Deep River – Valley Reg.	326
Durham – Coginchaug	298
East Hampton	283
Ellington	417
Enfield	347
Granby Memorial	371
Griswold	314
Hartford – Bulkeley	433
Hartford – A.I. Prince	417
Higganum – Haddam-Killingworth	324
Killingly	452
Manchester – Cheney Tech. *	150
Manchester – East Catholic	354
Meriden – Wilcox Tech.	325
Milford – Platt Tech.	300
Montville	349
New Haven – Hyde *	48
New London	396
North Branford	328
Old Saybrook	275
Oxford	305
Plainfield	370
Plainville	379
Rocky Hill	390
Seymour	308
Stonington	375
Suffield	452
Tolland	449
Trumbull – St. Joseph	388
Waterbury – Holy Cross	301
Waterbury – Kaynor	346
Waterford	405
Weston	388
Windham	301
Windsor Locks	275
Winsted – N.W. Reg.	381
Wolcott	439

S Division (Up to 266 – 47)

Ansonia – O’Brien	167
Bloomfield	264
Bolton	179
Bristol – St. Paul Catholic	193
Canton	245
Chaplin – Parish Hill	74
Coventry	263
Danbury – Abbott Tech.	218
Danbury – Immaculate	199
Derby	174
East Granby	122
East Haddam – Hale Ray	195
East Windsor	170
Fairfield – Notre Dame Catholic	178
Falls Village – Housatonic Valley	228
Groton – Grasso Tech.	231
Hamden – Eli Whitney	223
Hartford – Achievement	34
Hartford – Classical	202
Hartford – SMSA	229
Hartford – University	129
Killingly – Ellis Tech.	114
Lebanon – Lyman Memorial	252
Litchfield	158
Litchfield – Wamogo	213
Middletown – Vinal Tech.	189
New Britain – Goodwin Tech.	257
New Haven – Amistad	168
No. Stonington – Wheeler	103
Norwich Tech.	252
Old Lyme	191
Portland	187
Putnam	136
Somers	256
Sprague – Ac. Holy Family	42
Stafford	260
Stamford – Trinity Catholic	187
Terryville	229
Thomaston	132
Thompson – Tourtellotte	141
Torrington – Wolcott Tech.	237
Uncasville – St. Bernard	135
Washington – Shepaug Valley	142
Waterbury – Sacred Heart	168
Westbrook	138
Windham Tech.	196
Winsted – Gilbert School	146

*Success in Tournament

APPENDIX B
2013-14 GIRLS BASKETBALL SCHEDULE

Girls basketball schedule due at CIAC office via the password-protected online eligibility center.

- a. ONLY THE FIRST TWO (2) GAMES AGAINST THE SAME VARSITY OPPONENT WILL BE COUNTED TOWARD TOURNAMENT QUALIFICATION.
 - b. GAMES NOT LISTED ON THE SCHEDULE FORM WILL NOT COUNT TOWARD TOURNAMENT QUALIFICATION.
-

APPENDIX C
**CRITERIA TO BE USED FOR SELECTION OF SITES FOR
QUALIFYING, FIRST ROUND, SECOND ROUND AND QUARTER-FINAL GAMES**

2014 CIAC GIRLS BASKETBALL TOURNAMENT
Home Sites – Qualifications

The home site qualification form must be submitted via the password-protected online eligibility center by January 21, 2014. **FAILURE TO SUBMIT THIS FORM MAY COST YOU A FIRST ROUND, SECOND ROUND OR QUARTER-FINAL GAME.**

NOTE: All qualifying, first round, second round and quarter-final games will be played at the home site of the higher ranked team unless the site is not approved by the Basketball Committee when evaluated against established criteria. A flat fee of \$400 for LL and L games and \$350 for M and S games will be paid by the CIAC to those schools who conduct home site games.

CIAC will pay the officials and site directors. All other costs are paid for by the school.

Girls basketball quarter-final site must meet the following:

- Seating capacity per division
Class S – 500 Class M – 600 **Class L – 800** **Class LL – 950**
 - Tournament Director reserves the right to select a neutral site based on previous experience with schools involved throughout the tournament.
 - Schools have the opportunity to find a neutral school in their area if their site does not meet the criteria.
 - Play at their opponent’s site if their capacity meets CIAC standards.
-

APPENDIX D
2014 CIAC GIRLS BASKETBALL GAME SITES

Please submit via the password-protected online eligibility center by Tuesday, January 21, 2014.

In order to facilitate planning for the 2014 CIAC Girls Basketball Tournament, please answer as to the availability of your school as a site. We would appreciate hearing from every school.

Scorer and timer must be qualified adults. Basketball officials and site directors will be paid by the CIAC at the conclusion of the tournament.

The 2013-14 CIAC Girls Basketball Tournament Director is Dave Maloney, Assistant Executive Director, CAS-CIAC – office telephone (203) 250-1111 / home telephone (203) 481-3118 / E-mail: dmaloney@casciac.org

APPENDIX E

2013-14 CIAC GIRLS BASKETBALL TOURNAMENT

SELECTION OF CIAC GIRLS BASKETBALL TOURNAMENT OFFICIALS

1. By February 4, 2014 each CIAC school is required to submit a list of eight (8) varsity officials from its officials board (the board which assigns their home games) who are competent to officiate tournament games. Each board will communicate to the athletic directors and head coach of all of the schools it services, its list of approved, varsity officials prior to December 11, 2013. In addition, each school is asked to submit two (2) varsity officials from other boards whose abilities are of tournament caliber. Failure to comply with this requirement will result in the loss of a school's privilege to delete names from the master list of tournament officials between February 26 and March 3.
2. Ballots are tabulated and a complete list of officials is compiled, along with numbers of votes received by each official.
3. This list is presented to the CIAC advisory committee on officials for study and input. The advisory committee consists of the commissioners from officials' boards that have one or more officials who have received sufficient votes to participate in the tournament, and the Assistant Tournament Director.
4. A master list of approximately 75 of the most competent officials in Connecticut (based on the votes of coaches) is established. The list must be sufficiently large to accommodate the number of games scheduled for any one night, in addition to those officials who are not available due to prior commitments.
5. The number of officials selected from each board is based on the percentage of schools each board serves, relative to the total number of CIAC schools in CIAC basketball.
6. The list of tournament officials is prepared and presented to participating coaches on the CIAC web site at the time of the announced pairings. Coaches will be allowed to delete the names of NO MORE THAN TWO (2) OFFICIALS whose services they would prefer not to have. Coaches **MUST** use the CIAC web site to delete officials. Deadline: Monday, March 3, 2014, 7:00 p.m. This information will be considered in making assignments for second round, quarter-final, semi-final and final games.
7. "Teams" of officials will be selected from within each board. In assigning officials for all tournament games the Assistant Tournament Director will normally select from a "neutral board" when competing teams come from **different board representation**. If both competing teams are from the **same board**, officials from that board **may be assigned**. The Assistant Tournament Director retains the authority to assign from any board in the event of extenuating circumstances.
8. All assignments will be made by the Assistant Tournament Director. Identity of officials assigned to games will not be disclosed prior to games.
9. In accordance with action taken by the girls basketball committee, three (3) officials will be assigned to the quarter-finals, semi-finals and finals of all girls basketball games. There will be no alternate officials. All other games will have the two official crews.
10. Officials are allowed to be assigned to an individual team only once from the qualifying through semi-final rounds. In the finals, an official who has officiated a qualifying, first or second round game for a team, **may be assigned to officiate a final** that involves that team.
11. Semi-final victors will be allowed **one additional scratch of an official** from the tournament list of officials.

APPENDIX F

2014 CIAC GIRLS BASKETBALL TOURNAMENT ENTRY FORM

(Limited to members of the Conference)

1. The tournament roster must be submitted via the password-protected online eligibility center not later than 5:00 p.m., Tuesday, February 25, 2014. Entry fee of \$100 must be mailed to the CIAC office, 30 Realty Drive, Cheshire, CT 06410 – please indicate on check that it is for girls basketball. **A TEAM PICTURE IS REQUIRED (black and white or color) – This can be email in a jpg file to jsylvester@casciac.org .**
2. Report all games won or lost with member schools, out-of-state schools or American School for the Deaf no more than 24 hours following the game's completion. Date of last game to count is Tuesday, February 25, 2014. All scheduled games are to be listed on the entry form. Scores may be entered via the Online Eligibility Center, the "Submit Scores/Forms" option of the "CIAC for Coaches" menu at CIACsports.com, or the "Submit Scores" button in our CIACmobile.com mobile site. Entering scores at CIACsports.com or CIACmobile.com requires either a coach's or scorekeeper's access code, those codes are managed via the Online Eligibility Center and can be retrieved from the school's athletic director.
3. **Each school will be allowed up to fifteen (15) girls in uniform.** There cannot be any alternates or substitutes to the original list of fifteen submitted. (DISREGARD OF THIS RULE MEANS AUTOMATIC DISQUALIFICATION.) List names of your fifteen players and school grade level of each.
4. Schools must submit, PROPERLY ATTESTED BY THE PRINCIPAL, THEIR ENTIRE SEASON'S RECORD OF GAMES with CIAC member schools, the American School for the Deaf, and CIAC-approved out-of-state schools. This record shall include a list of girls (**not over fifteen in number**) properly certified as to eligibility by the Principal. The physical fitness of those eligible shall be certified by a school medical official.
5. Only varsity games played with CIAC members, American School for the Deaf or CIAC approved out-of-state schools will be considered.
6. All teams will be required to have two (2) sets of numbered jerseys (alternate colors).

The school principal certifies that the individuals listed on the Official Tournament Entry Form have satisfied the State health statutes, CIAC and local regulations regarding physical examinations.

APPENDIX G

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE 2013-14 CIAC GIRLS BASKETBALL TOURNAMENT

MEMORANDUM TO ALL SITE DIRECTORS AND COMPETING SCHOOLS

The Connecticut Interscholastic Athletic Conference appreciates the use of your facilities and the following is offered with the idea of assisting those who have been designated as Site Directors. The close observance of these suggestions will make for a smooth-running tournament and will bring satisfaction and enjoyment to all.

The Site Director – In order to operate one of its most important programs the CIAC has selected competent school personnel to take complete charge of the games in the basketball tournament. The site director is entirely responsible for the particular game assigned to his/her school; he/she is the direct representative of the organization and, more specifically, of the Basketball Committee and the Tournament Director. While the site director obviously cannot do all the work him/herself, it is his/her responsibility to engage such competent personnel as may be needed to see that the program is conducted successfully. However, site directors are requested to be realistic regarding the hiring of personnel. In most cases it will not be necessary to employ as many people as for a boys game. Site directors will have to use their best judgment depending on anticipated attendance. Only adults should be assigned to the position of timer and scorer, and the scorer must be reminded to get from each team the name and number of each squad member as well as the five starting players. It is most advisable to have a hand operated clock(s) on hand and expert scorers in the event that the electrical clock and/or scoreboard become inoperative. Serious violations of CIAC policy or worthwhile recommendations on the part of participating schools should be reported in writing to the Tournament Director immediately after the game. ALL EXPENSES WILL BE PAID DIRECTLY FROM CIAC OFFICE. RETURN ALL PROCEEDS OF TICKET SALES AND ALL EXPENSES INCURRED TO CIAC OFFICE. Remind officials that they have complete charge of the actual playing of the game. RETURN UNSOLD TICKETS, INCOME, EXPENSES AND FINANCIAL REPORT TO CIAC OFFICE AS SOON AS POSSIBLE AFTER GAME IS PLAYED.

Telephone Scores of Games Immediately – Every site director knows full well that in order to operate a successful tournament, things should move smoothly and rapidly. This is particularly true when it comes to making pairings and selecting sites for the next game, and as a consequence we must know as soon as possible the results of all games -- which team won, and the score. We are, therefore, asking each site director to TELEPHONE (COLLECT) the results of each game immediately at the conclusion of the contest. This is a very important responsibility and we ask your full cooperation. Tournament Director Dave Maloney's office telephone (203) 250-1111 / home telephone (203) 481-3118.

Opening Ceremony

1. Arrange for playing the National Anthem before the start of each game.
2. Draft a short memo to be read to the spectators before each game which will include: important crowd control regulations such as prohibition of horns, whistles, etc., as well as the encouragement of good sportsmanship.
3. Sportsmanship statement to be read by the Captain of both the home team and visiting team.

Supervision of Locker Rooms – Provide for supervision in each team's locker room before, during and after the game in order to prevent vandalism of facilities or theft of personal property.

Officials – The game officials will be assigned by the CIAC, and they will take complete charge of the actual playing of the game itself. Officials should be met at the door, escorted to their locker rooms before and at the conclusion of the game, and escorted to their cars when they are ready to leave. Officials will be paid directly by CIAC. All other operational details are the responsibility of the site directors. Please provide parking for officials close to the entrance of the gym.

Time of Games – Single games – 7:00 p.m. / Double-headers – 6:00 p.m. and 7:45 p.m.

Bands / Cheerleaders – Not more than twenty (20) cheerleaders of participating schools, properly supervised, will be admitted free to tournament games in which their schools participate. Bands, drill teams, baton twirlers and similar organizations are NOT TO BE ADMITTED or allowed to perform at any CIAC basketball tournament game.

Signs, Noisemakers Forbidden – Confetti, signs, banners, balloons, placards and streamers are NOT ALLOWED at tournament games. Bugles, horns, drums, whistles, or other noisemakers ARE NOT PERMITTED. ANYONE RESPONSIBLE FOR SUCH ANNOYANCE SHOULD BE ASKED TO LEAVE THE GAME.

Conduct and Good Sportsmanship – For the most part, we have been exceedingly proud of our high school students and their following of adult fans. We especially request that all school personnel – administrators, faculty, and coaches – give definite emphasis to the subject of good sportsmanship so that your students will conduct themselves in a manner that will reflect nothing but credit upon your school and its fine team. Any unseemly or unsportsmanlike conduct on the part of students or adults is a direct reflection on the school. Please remember that you are the guests of the site school, and as guests you may want to be invited back next year.

Crowd Control – The Regulations for Insuring Maximum Crowd Control distributed by the boys basketball committee will also apply to the girls basketball tournament.

Official Basketball – Spalding TF1000 Legacy size 28.5 -- Each school will bring a game ball in good condition which complies with National Federation Rules to the tournament site. The ball to be used will be decided by the officials. Teams will furnish their own practice balls.

Choice of Basket and Bench – The higher rated team shall have choice of basket and bench and wear the light colored jerseys. The original rating assigned to a team will be maintained throughout the tournament. **At the finals, team benches will be assigned.**

Towels – Will be furnished by the participating teams.

Concession Stands / Solicitation of Funds – Food, candy, beverages may be sold by the site schools. Approval from CIAC to sell merchandise is required. This regulation provides CIAC control of all sales, raffles and solicitations during CIAC tournament games.

Movies, Video Tape – Prior permission of the site director must be obtained if video tape and/or movie equipment is to be used during tournament games. The use of this equipment is limited to participating schools and is only for post-game use of the teams involved. No commercial use of these tapes or films is permitted.

Press – Adequate publicity and favorable public relations are necessary in the operation of any tournament, and in this connection the CIAC appreciates the work and contribution of a fine group of people who bring accounts of our individual games to the public. Consequently, we are asking our site directors to see that newspaper writers and radio sportscasters are treated courteously and supplied with as good accommodations as are possible consistent with the facilities available. Members of the press will, upon proper identification, be admitted to any game. Newspaper reporters who are actually covering the game should be provided a seat at a table in the press box or “on the floor”, or at least where spectators will not be jumping up and down, blocking their view. **Please allow sports writers to remain up to one hour after the game to file their story.**

Stringers – Some large newspapers which cover many regional games in one evening send out part-time reporters (stringers) who do not carry press passes. The newspaper, through the head of the sports department, should notify the site director the afternoon of the game that one of these “stringers” will be at the game that evening. When he/she has properly identified him/herself, admit him/her and provide a place at the press table. If he/she brings a guest, assign this person to a seat in the stands. Do not accept for admission white tickets which merely indicate that the holder is a member of the Sports Writers Alliance.

Telephone – If at all possible, at the conclusion of the game, try to make telephones available so that a reporter can call his/her game into his/her newspaper if he/she has to make an important deadline.

Tickets – Subject to change depending on the venue

1. Ticket prices: Free – Children five (5) and under
 \$5.00 – Senior Citizens (age 65 and older) / Students (grades 1-12)
 \$8.00 – Adults (all others not in the above categories)
 \$10.00 – All tickets for Finals Only
2. Tickets for pre-sale will not be distributed by the CIAC office to schools for qualifying, first and second round games. School wishing to pre-sell tickets for these games may do so by:
 - a. Making the request to the CIAC office
 - b. Picking up the tickets at the CIAC office
 - c. Using only CIAC tickets, school tickets may not be substituted
 - d. Returning unsold tickets and money to the CIAC office
 - e. Selling no more than 40% of the capacity of the basketball facility
3. Pre-sale tickets for the finals will be sold **online through the Mohegan Sun Arena Box Office.**
4. On-site tickets for qualifying, first round and second round games will be distributed.
5. On-site tickets for quarter-final and semi-final games will be mailed or delivered to site directors prior to each game.
6. Admission price for state final games is for one session only.
7. The sale of tickets at the participating school should be entrusted to a responsible adult on the staff who should be assigned by the principal. All tickets are numbered which will be of assistance in reporting accurately. The two numbers required for the report that is to be made to the site director the night of the game are the “starting number” and the “next unsold number”. Proper subtraction will indicate the number sold.
8. One admission will be charged for doubleheaders. **DO NOT CLEAR THE GYM AFTER GAME #1.** Admit teams playing the second game as soon as they arrive.
9. If it appears that you may run short of tickets get in touch with the CIAC office (203) 250-1111.

Completion of Final Report – Important – A very important responsibility of the site director is the completion of the final financial report for each game. Kindly make a separate report for each contest; use one copy of the form enclosed with tickets as a work sheet and send one copy to the tournament director, CIAC, 30 Realty Drive, Cheshire, CT 06410, as soon as possible after the game. If the report can be typewritten, it will be appreciated. Honoraria will be mailed to site directors by the CIAC as soon as all tournament financial reports are in the hands of CIAC.

All tickets will be numbered and the site director should carefully indicate on his/her report the “starting number” and the “next unused number”. The difference between these two figures should indicate the actual number of tickets sold. (There is a tendency to forget that the printed numbers of tickets are inclusive.)

Complimentary Tickets

1. Participating schools in each division shall be allowed ten (10) admissions at no charge to each game in which the team participates. The ten (10) admissions are to be designated by the principal, they are not for pupils or parents.
2. **Only CIAC complimentary passes or CIAC basketball official’s passes (NOTE – BASKETBALL ONLY) will be honored. No other passes will be honored at tournament games. (Head varsity girls basketball coaches may request a pass – in writing ONLY.)**

First, second and quarter-final round games – The home team for each first, second and quarter-final round game will obtain complimentary tickets by removing the **first ten (10) tickets from the ticket roll** to be used for on-site sale. (Note: A qualifying game will be treated in the same manner as a first and second round game for the distribution of complimentary tickets.) The principal or designee of opposing team will fax a list of ten (10) people for complimentary tickets to the host school for admission. These people must identify themselves at the door.

For Semi-finals games – Each school is to remove the first ten (10) tickets from the pre-sale roll of tickets as complimentary tickets. Pre-sale tickets for these games will be distributed to member schools from the CIAC office. **PRE-SALE SCHOOLS MUST CALL HOST SCHOOL BY 2:00 P.M. THE DAY OF THE GAME AND LET THEM KNOW HOW MANY TICKETS WERE SOLD. WE MUST NOT OVERSELL A GYM.**

If there are no pre-sale tickets the principal or designee will fax a list of ten (10) people for complimentary tickets to the host school / neutral site for admission. These people must identify themselves at the door. These tickets are for school personnel supervision, administrators, coach spouses, etc. They are not for parents of players.

For Final games – Each school will be reimbursed for ten (10) tickets at the Finals. A written request must be sent to the CIAC office.

Pre-sale tickets for the Finals will be sold online through the Mohegan Sun Arena Box Office.

Admissions of Non-Playing Teams – Do not admit non-playing teams free to playdown, first or second round games at your site even if accompanied by a coach or some other adult. This does not apply to teams playing the second game of a doubleheader which arrive during the first game. Only the competing teams in the tournament in each division which reach the quarter-final bracket (the last eight teams) will be entitled to complimentary admissions to the remaining games in their particular division. (Teams which reach the quarter-final bracket will only be admitted in a group if accompanied by an adult supervisor. The names of the players shall be checked against the team roster by a qualified adult school representative.)

Transportation – Competing schools are responsible for providing their own transportation. Mileage reimbursement **WILL NOT BE PAID.**

Protests – Protests based upon eligibility of players will be honored by the Eligibility Committee or Board of Control, but protests based upon play situations and those which involve judgment on the part of game officials will not be accepted.

Conclusion – As has been said many times, the CIAC appreciates the cooperation of your board of education and other administrators. You, the site director, are particularly deserving of our grateful thanks for the use of the fine facilities of your school and especially for your personal efforts to make the game a complete success. We trust that you have read and digested the instructions contained in this memorandum. Above all, we commend to your further study the 2014 Girls Basketball Rules and Regulations for the tournament. By doing this, many of your potential questions will be answered.

Girls Basketball Tournament Director – Dave Maloney, Assistant Executive Director, CAS-CIAC – office telephone (203) 250-1111 / home telephone (203) 481-3118 / cell (203) 640-7137 / Email: dmaloney@casciac.org

APPENDIX H
CIAC BASKETBALL TOURNAMENT
SPORTSMANSHIP STATEMENT

To be read on the public address system by the captains at all CIAC 2014 basketball tournament games:

To be read by the Home Team Captain:

“Welcome to tonight’s game between _____ and the _____
(Opposing school and mascot nickname). We view the basketball court as an extension of the Classroom where we learn the principles of sportsmanship, fair play, and respect for others. Tonight we ask for your enthusiastic support for these important principles as you root for your Respective team.”

To be read by the Visiting Team Captain:

“We also ask that you support the student-athletes from both participating schools by honoring our Request to treat all the players, coaches and officials with courtesy and respect. Thank you and Enjoy tonight’s game.”

Recommendation:

The sportsmanship statement should be read before all regular season games.

APPENDIX I

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE

CONCUSSION MANAGEMENT AND RETURN TO PLAY REQUIREMENTS

“WHEN IN DOUBT – SIT IT OUT”

A concussion is a type of traumatic brain injury or (TBI), “that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost” (Centers for Disease Control and Prevention, 2009).

PART I -- SIGNS AND SYMPTOMS OF A CONCUSSION

– A concussion should be suspected if any one or more of the following signs or symptoms are present, or if the coach/evaluator is unsure.

1. Signs of a concussion may include (what the athlete looks like):

- Confusion / disorientation / irritability
- Trouble resting / getting comfortable
- Lack of concentration
- Slow response / drowsiness
- Incoherent / slurred speech
- Slow / clumsy movements
- Loss of consciousness
- Amnesia / memory problems
- Act silly / combative / aggressive
- Repeatedly ask same questions
- Dazed appearance
- Restless / irritable
- Constant attempts to return to play
- Constant motion
- Disproportionate / inappropriate reactions
- Balance problems

2. Symptoms of a concussion may include (what the athlete reports):

- Headache or dizziness
- Nausea or vomiting
- Blurred or double vision
- Over sensitivity to sound / light / touch
- Ringing in ears
- Feeling foggy or groggy

Note: Public Act No. 10-62 requires that a coach MUST immediately remove a student-athlete from participating in any intramural or interscholastic athletic activity who (A) is observed to exhibit signs, symptoms or behaviors consistent with a concussion following a suspected blow to the head or body, or (B) is diagnosed with a concussion, regardless of when such concussion or head injury may have occurred.

PART II – RETURN TO PARTICIPATION (RTP)

– Currently, it is impossible to accurately predict how long concussions will last. There must be full recovery before someone is allowed to return to participation. Connecticut Law now requires that no athlete may resume participation until they have received written medical clearance from a licensed health care professional (Physician, Physician Assistant, Advanced Practice Registered Nurse, Athletic Trainer) trained in the evaluation and management of concussions.

Concussion management requirements:

1. No athlete SHALL return to participation (RTP) on the same day of concussion.
2. Any loss of consciousness, vomiting or seizures the athlete MUST be immediately transported to the hospital.
3. Close observation of an athlete MUST continue following a concussion. This should be monitored for an appropriate amount of time following the injury to ensure that there is no escalation of symptoms.
4. Any athlete with signs or symptoms related to a concussion MUST be evaluated from a licensed health care professional (Physician, Physicians Assistant, Advanced Practice Registered Nurse, Athletic Trainer) trained in the evaluation and management of concussions.

5. The athlete MUST obtain written clearance from one of the licensed health care professionals mentioned above directing them into a well-defined RTP stepped protocol similar to one outlined below. If at any time signs or symptoms should return during the RTP progression the athlete should cease activity*.
6. After the RTP protocol has been successfully administered (no longer exhibits any signs or symptoms or behaviors consistent with concussions), final written medical clearance is required by one of the licensed health care professionals mentioned above for them to fully return to unrestricted participation in practices and competitions.

Medical Clearance RTP Protocol (Recommended one full day between steps)

Rehabilitation stage	Functional exercise at each stage of rehabilitation	Objective of each stage
1. No activity	Complete physical and cognitive rest until asymptomatic. School may need to be modified.	Recovery
2. Light aerobic activity	Walking, swimming or stationary cycling keeping intensity, <70% of maximal exertion; no resistance training	Increase Heart Rate
3. Sport Specific Exercise	Skating drills in ice hockey, running drills in soccer; no head impact activities	Add Movement
4. Non-contact training drills	Progression to more complex training drills, i.e., passing drills in football and ice hockey; may start progressive resistance training	Exercise, coordination and cognitive load
5. Full Contact Practice	Following medical clearance, participate in normal training activities	Restore confidence and assess functional skills by coaching staff

* If at any time symptoms should return during the RTP progression the athlete should stop activity that day. If the athlete's symptoms are gone the next day, s/he may resume the RTP progression at the last step completed in which no symptoms were present. If symptoms return and don't resolve, the athlete should be referred back to their medical provider.

References:

1. NFHS. Concussions. 2008 NFHS Sports Medicine Handbook (Third Edition). 2008: 77-82.
<http://www.nfhs.org>
2. McCrory, Paul MBBS, PhD; Meeuwisse, Willem MD, PhD; Johnston, Karen MD, PhD; Dvorak, Jiri MD; Aubry, Mark MD; Molloy, Mick MB; Cantu, Robert MA, MD. Consensus Statement on Concussion in Sport 3rd International Conference on Concussion in Sport held in Zurich, November 2008. *Clinical Journal of Sport Medicine*: May 2009 - Volume 19 - issue 3 - pp 185-200
http://journals.www.com/cjsportsmed/Fulltext/2009/05000/Consensus_Statement_on_Concussion_in_Sport_3rd.1.aspx
3. Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports*.
http://www.cdc.gov/NCIPC/tbi/Coaches_Tool_Kit.htm.
4. U.S. Department of Health and Human Services Centers for Disease Control and Prevention. *A Fact Sheet for Coaches*. (2009). Retrieved on June 16, 2010. [_Http://www.cdc.gov/concussion/pdf/coaches_Engl.pdf](http://www.cdc.gov/concussion/pdf/coaches_Engl.pdf)

Resources:

- I** Centers for Disease Control and Prevention. *Injury Prevention & Control: Traumatic Brain Injury*. Retrieved on June 16, 2010.
<http://www.cdc.gov/TraumaticBrainInjury/index.html>
- II** Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports Guide for Coaches*. Retrieved on June 16, 2010.
<http://www.cdc.gov/ncipc/headsup/>