

2014 FOOTBALL POSTSEASON MANUAL

POSTSEASON PAIRINGS AND SITE SELECTIONS FOR ALL GAMES

PLAYOFFS-

First-Round Games (All Classes)

Wednesday, October 29, 2014 @ 7:00 PM

Second-Round Games (All Classes)

Monday, November 3, 2014 @ 7:00 PM

Quarterfinal Round Games (All Classes)

Friday, November 7, 2014 @ 7:00 PM

SEMIFINAL ROUND: All semi-final round games will be played in the UNI-Dome.

Thursday, November 13, 2014	8 Player--	Game 1 @ 9:06 AM Game 2 @ 12:06 PM
	Class 3-A--	Game 1 @ 5:36 PM Game 2 @ 8:21 PM
Friday, November 14, 2014	Class A--	Game 1 @ 10:06 AM Game 2 @ 1:06 PM
	Class 4-A--	Game 1 @ 4:06 PM Game 2 @ 7:06 PM
Saturday, November 15, 2014	Class 1A--	Game 1 @ 10:06 AM Game 2 @ 1:06 PM
	Class 2-A--	Game 1 @ 4:06 PM Game 2 @ 7:06 PM

CHAMPIONSHIP ROUND: Thursday and Friday, November 20th and 21st at Cedar Falls, UNI-Dome.

Game times:	Thursday, November 20th	Friday, November 21st
	8-player @ 10:06 AM	Class 1-A @ 11:06 AM
	Class A @ 1:36 PM	Class 2-A @ 2:06 PM
	Class 3-A @ 7:06 PM	Class 4-A @ 7:06 PM

EIGHT PLAYER, CLASS A, 1A, 2A, 3A, AND 4A DISTRICT POST-SEASON QUALIFIERS

13-POINT TIEBREAKER

The 13-point tiebreaker system is the difference in score between Team A and Team B. EXAMPLE: (Team A--20, Team B - 10. Team A gets plus 10 points and Team B gets minus 10 points.) Thirteen points is the maximum number of positive or negative points that a team may receive.

When a tie exists and head-to-head competition cannot determine the qualifier, the 13-point system will *be* used by adding the plus and minus points of district games of each of the teams in the tie and then divide by the total number of district games. This will indicate a per-game point average. The team with the highest per-game point *average* will be the qualifier. If the tie still exists, we then use the alphabetical system.

OVERTIME GAMES

When a regulation game ends in a tie score, the overtime procedure is used. For purposes of the 13-point tie-breaker rule, the winner of an overtime game will receive a (+1) and the loser of the overtime game will receive a (-1). NOTE: The score differential in an overtime game is not a factor. It is simply the winner receives a (+1) and the loser a (-1) in all overtime district games. (In overtime, no try will be attempted if the winner of the game has been determined.)

CANCELLATION/FORFEITURE POLICY

- 1) The season starts with the first game. If a team does not play a game, it does not have a season and this is considered a cancellation, not a forfeiture. Per Board of Control Policy, January, 2014 the continuation of the season for a team that forfeits a regular season game shall be determined by the IHSAA administrative staff and the school's administration.
- 2) If it is mutually agreed to cancel a game, no points will be figured; however, if a forfeiture takes place, it will be treated as a win/loss and the opponent receives 13 points on tiebreaker.
- 3) A cancellation is when two school administrators mutually agree not to play the game. A season starts with the first game.
- 4) If a game is canceled or forfeited and it is the last game on the team's schedule, the Board of Control will have sole authority to determine whether or not this action will disqualify the team(s) from the football play-offs. There are those situations where it would be possible, mathematically, for a team to qualify for the play-offs if they were to not play their last game. This would not be in the best interest of football and would defeat the purpose of our interscholastic program. This situation will not be tolerated by the Board of Control and the member schools.
- 5) If a regular season game that has been suspended cannot be completed by the ninth Friday of the football season, that game will be considered final at the point of suspension. All necessary points will be awarded at that time.

A team is permitted to play a maximum of nine regular season games, unless approval is given by the Board of Control for an additional game to help a school with a scheduling conflict. All regular season football games must be played by the ninth Friday of the football season (calendar week #16).

In the event of inclement weather, a postponed 9th game must be played. Suspended game provisions apply to games in progress & postponed. For teams that qualify for the playoffs, their season ends when they are defeated in playoffs.

DISTRICT POST SEASON QUALIFYING PROCEDURES

Qualifiers for the football post-season tournament will be the district champion, district runner-up, district third place team, and the district fourth place team.

- I. Determining the **district champion**:
 1. The team with the fewest district losses will be the district champion.
 2. If a tie exists between **two** teams with the fewest district losses, the tie will be broken by:
 - a. Head to Head competition, winner is district champion.
 - b. Loser is district runner-up.
- II. Determining **district champion, district runner-up, and district third place team when three or more schools tie with the fewest district losses**:
 1. Head to Head Competition will be used, loser(s) out.
 - a. If a district champion is determined by head to head competition over the remaining teams, and only two teams remain, head to head competition will determine the district runner up.
 - b. If all teams defeated each other:
 - (1) The 13 point tie breaker (using plus and minus points of district games divided by the total number of games played within the district) will decide the district champion. The team with highest tiebreaker average will be the district champion and the second highest will be the district runner up, and the third highest will be the district third place team.

- c. If a 2-way tie exists among the highest tiebreaker average:
 - (1) Head to Head competition will be used, team with lowest tiebreaker will be district third place team.
- d. If a 3-way tie exists among the highest tiebreaker average:
 - (1) Alphabetical system-**FIRST** alphabetical will be the qualifier(s) in 2014.
 - (2) Alphabetical system- **LAST** alphabetical will be the qualifier(s) in 2015.

III. Determining the **district runner-up:**

- 1. The team with the 2nd fewest district losses will be the district runner-up
- 2. If a tie exists between 2 schools for the district runner-up, head to head competition will be used, loser will be the district third place team.
- 3. If a tie exists between 3 or more schools for the district runner-up, and one school defeated the others head to head, they will be the district runner-up.
- 4. If a tie exists between 3 or more schools for the district runner-up, and all teams have defeated each other:
 - a. The 13 point tie breaker (using plus and minus points of district games divided by the total number of games played within the district) will decide the district runner-up. The team with the highest tiebreaker average will be the district runner-up, the team with the second highest tiebreaker average will be the district third place team, and the team with the third highest tiebreaker average will be the district fourth place team.
 - b. If a 2-way tie exists among the highest tiebreaker average:
 - (1) Head to Head competition will be used, team with lowest tiebreaker will be divisional third place team.
 - c. If a 3-way tie exists among the highest tiebreaker average:
 - (1) Alphabetical system-**FIRST** alphabetical will be the qualifier(s) in 2014.

IV. Determining the **district third place team:**

- 1. The team with the 3rd fewest district losses will be the district third place team.
- 2. If a tie exists between 2 schools for the district third place team, head to head competition will be used, loser will be the district fourth place team.
- 3. If a tie exists between 3 or more schools for the district third place team, and one school defeated the others head to head, they will be the district third place team.
- 4. If a tie exists between 3 or more schools for the district third place team, and all teams have defeated Each other:
 - a. The 13 point tie breaker (using plus and minus points of district games divided by the total number of games played within the district) will decide the district third place team. The team with the highest tiebreaker average will be the district third place team. The team with the second highest tiebreaker average will be the district fourth place team.
 - b. If a 2-way tie exists among the highest tiebreaker average:
 - (1) Head to Head competition will be used, team with highest tiebreaker will be district third place team.
 - c. If a 3-way tie exists among the highest tiebreaker average:
 - (1) Alphabetical system-**FIRST** alphabetical will be the qualifier(s) in 2014.

V. Determining the **district fourth place team:**

- 1. The team with the 4th fewest district losses will be the district fourth place team.
- 2. If a tie exists between 2 schools for the district fourth place team, head to head competition will be used, loser will be out.
- 3. If a tie exists between 3 or more schools for the district fourth place team, and one school defeated the others head to head, they will be the district fourth place team.
- 4. If a tie exists between 3 or more schools for the district fourth place team, and all teams have defeated Each other:
 - a. The 13 point tie breaker (using plus and minus points of district games divided by the total number of games played within the district) will decide the district fourth place team. The team with the highest tiebreaker average will be the district fourth place team.
 - b. If a 2-way tie exists among the highest tiebreaker average:
 - (1) Head to Head competition will be used, team with highest tiebreaker will be district fourth place team.
 - c. If a 3-way tie exists among the highest tiebreaker average:
 - (1) Alphabetical system-**FIRST** alphabetical will be the qualifier(s) in 2014.

VI. Determining **district champion, district runner-up, district third place, and district fourth place when four or more schools tie with the fewest district losses:**

- 1. Head to Head Competition will be used, loser(s) out.

- a. If a district champion is determined by head to head competition over the remaining teams, and only two teams remain, head to head competition will determine the district runner up.
 - b. If all teams defeated each other:
 - (1) The 13 point tie breaker (using plus and minus points of district games divided by the total number of games played within the district) will decide the district champion. The team with highest tiebreaker average will be the district champion and the second highest will be the district runner up.
 - (2) If at anytime, two teams have identical tie breaker averages, head to head competition will be used to determine the high seed.
 - c. If a 2-way tie exists among the highest tiebreaker average:
 - (1) Head to Head competition will be used
 - d. If a 3-way tie exists among the highest tiebreaker average:

Alphabetical system-**FIRST** alphabetical will be the qualifier(s) in 2014.
 - e. If a 4-way tie exists among the highest tiebreaker average:

Alphabetical system-**FIRST** alphabetical will be the qualifier(s) in 2014.
- NOTE: For the **2015** play-off season, the **LAST** alphabetical school will be the qualifier.

SITE ASSIGNMENTS
CLASS 3-A, 2-A, 1-A, A, 8-PLAYER

For the **first round** games:

When a district champion plays a district fourth place team, the district champion will be the home team.
When a district runner-up plays a district third place team, the district runner-up will be the home team.

For the **second round** games:

The team with the higher finish in their respective district according to district qualification procedure will be the home team. A district champion cannot play another district champion.

For the **quarterfinal-round** games:

The team with the higher finish in their respective district according to the district playoff qualification procedure will be the home team.

If the two teams paired have the same district finish, the team with the best district record will be the home team.

If the two teams have the same district finish and district record, head-to-head competition between the two tied teams will determine the home school with the winner of the head-to-head competition being the home team.

If there was no head-to-head competition, the home school will be determined by the alphabetical system and the school listed **LAST** alphabetically will be the home team.

Note: 6-0 in district play and 5-0 in district play are treated equally. 5-1 in district play is considered a higher winning percentage than 4-1 in district play.

For **semifinal round** games:

All teams will play in the UNI-Dome, Cedar Falls. The school listed **LAST** alphabetically will be considered the home team.

Note): For the 2015 play-off season, the **FIRST** alphabetical school will be considered the home team.

CLASS 4-A, 3-A, 2-A, 1-A, A & 8-Player PLAY-OFF ASSIGNMENTS/PAIRINGS

CLASS 4-A 3-A, 2-A, 1-A, A & 8-Player:

1st Round-

A 125-mile limitation for 1st round games is in place for classes 3A, 2A, 1A, A, and 8 player.

District Champions and District Runner-Ups have the opportunity to host

No preset brackets will be made for the playoffs.

Pairings will be determined after each round of the playoffs.

Reasonable attempts will be made to find non-district playoff opponents for 1st round games, but district match ups could reoccur if an opponent cannot be found within the 125 mile distance.

The Board of Control will determine the pairings. The Board based on geographic location of all qualifying schools will pair the district champion of one district with the fourth place team from another district, the runner-up of one district playing the third place team of another district in the first round contest.

2nd Round-

Highest seeded teams will have the opportunity to host

A district champion cannot play another district champion

No preset brackets will be made for the playoffs.

Pairings will be determined after all 1st round games are completed.
Reasonable attempts will be made to find non-district playoff opponents for 2nd round games, but district match ups could reoccur if an opponent cannot be found within a reasonable distance.
The Board of Control will determine the pairings based on geographic location of all remaining schools.

Quarterfinal Round-

Pairings will be determined after all 2nd round games are completed.
No preset pairings will be made for the playoffs.
The Board of Control will determine the pairings based on geographic location of the remaining qualifying schools and district finish.

Semifinal Round-

Pairings will be determined after all quarterfinal round games are completed.
No preset pairings will be made for the playoffs.
The Board of Control will determine the pairings based on geographic location of the remaining qualifying schools and district finish.

Final Round-

Pairings will be determined from remaining schools.

Please Note: The Football Advisory Committee recommended and the IHSAA Board of Control agreed that all attempts be made to avoid district rematches as infrequently as possible. With that concept in mind, please remember that your school may travel a further distance, within the 125 limitation, in order for district rematches not to occur. For example, you may have a district crossover contest that is 65 miles away, but two other schools will be playing a district rematch. In order to eliminate the district rematch, your school may travel 110 miles, 45 more miles, but within the 125 limitation, in order to avoid as many district rematches as possible.

GAME PROCEDURES (ALL QUALIFIERS)

Policy to be used when schools sharing facilities qualify for the post -season and both will host on the same night:

- a. The school that owns the facility will have first priority regarding hosting the contest.
- b. The school not owning the facility will have the opportunity to find another site to host the contest, or the contest will be held at the opponent's facility. All efforts should be made to find a facility that is no further than the opponent would have had to travel to the host school for the contest.
- c. If neither school owns the facility, the team with the higher finish in their respective district will host the contest.
- d. If both teams have the same district finish, head to head competition will be used to determine the host.
- e. If the two teams did not play each other, the team with the better overall record will host the contest.
- f. Finally, the alphabet will be used to determine the host. FIRST alphabetical will host the even years, while LAST alphabetical will host the odd years.
- g. The IHSAA does not recommend that doubleheaders be held on natural grass facilities.

ACCESS TO LOCKER ROOMS: 90 minutes prior to kickoff.

ACCESS TO FIELD: 30 minutes prior to kickoff/No earlier than one hour before kickoff time.

1. Game time on Wednesday night is 7:00 PM. Second round games will be played on Monday night at 7:00 PM. Quarterfinal games will be played on Friday night at 7:00 PM. All semifinal games will be played at the UNI-Dome. It is recommended that home management have the **flag presented** and the **Star-Spangled Banner played**.

2. If the home team's marching band is to perform on the field, teams are to leave the playing field 15 minutes before game time and return five minutes before the kickoff. Make sure that teams are guaranteed 30 minutes of warm-up prior to leaving the field. Upon returning, the captains will participate in the coin toss. Through a recommendation of the coaches, a coin toss could take place earlier in the dressing room and a mock flip will take place three minutes prior to the game time. If no marching band is to perform prior to kick-off, the teams may stay on the field until 5 minutes prior to kick-off.

3. Only the official squads, including the players, will be permitted on the field of play.

4. Only members of the media will be permitted on the sidelines. They must be issued tickets. Two representatives from each school will be permitted on the sidelines insofar as yearbook photographers and writers are concerned. The home newspaper of each team is permitted to have two writers and one photographer. All other sports coverage must be by certified members of the media only.

5. A 4 inch wide broken restraining line shall be placed around the outside of the field, at least 2 yards from the sidelines and end lines, as an extension of the line limiting the team box area. These lines should be 12 inches in length and separated by 24 inches.

6. The half-time will be 15 minutes long with a three-minute warm-up period, if there is no marching band participating at half-time. If the marching band performs at half-time, the half-time will be 20 minutes long with a three-minute warm-up period. Pre-game and half-time routines should be arranged with the play-off manager. No half-time routine will be longer than 12 minutes.

MARCHING BANDS

The home team in the football play-offs has the option to perform on their home field. This simply means the home team will have the option of having their band perform pre-game and half-time routines if the school desires. Visiting teams will not have the option of having a marching band. If the game is played on a neutral field, there will be no marching band performance. Pre-game and half-time routines should be arranged with the play-off manager. No half-time routine will be longer than 12 minutes. Except for the aforementioned home team marching band, there are to be no other performances or activities that occur on the football field during pre-game. Marching band members of the home team will be admitted free if they are marching for the game.

OTHER PRE-GAME & HALF-TIME PERFORMANCES

Except for the aforementioned home team marching band, there are to be no other performances or activities that occur on the football field during pre-game and half-time. The home team dance or drill team, along with cheerleaders may perform a routine as long as it is in conjunction with the marching band. If there is no marching band, there is not to be any other performance.

PEP BANDS

Both schools are permitted student pep bands if they desire. There will be no limit as to the number of pep band members. ***Pep band members must pay admission.*** Only marching band members of the home team will be admitted free, if they are marching for the game. No other musical entertainment shall be performed.

7. Prior to the start of the game the fans are not to make a human tunnel nor are the cheerleaders to have a **hoop** which the players can run through prior to the start of the game. The fans are to remain off the field. In addition, no media personnel or equipment are allowed on the field of play prior to the game.

8. The Unified Activities Conduct Counts initiative is in effect for all post- season contests.

POSTSEASON ADMINISTRATION INFORMATION

The Board of Control will appoint a tournament manager for each tournament site. The tournament manager will administer the game according to the regulations established by the Board of Control. The duties shall include:

1. Communicate that the home team will wear dark uniforms and the visitors will wear light uniforms.
2. Provide participating schools with any necessary information not included in this manual.
3. Engage statisticians and designate one as the official scorer.
4. Arrange for a competent timer, scoreboard operator, announcer, four ball boys, and the chain crew.
5. Make arrangements for managing of concessions (profits to go to host school).
6. Arrange to have a physician present at the game site, if possible. Arrangements should be made to have an ambulance available for an emergency.
7. Secure ticket sellers and ticket takers. Tickets are to be sold until the third quarter is completed.
8. Assign dressing rooms to the teams and game officials.
9. Designate seating sections for each team.
10. Assist teams in making any necessary housing arrangements. (Each school will be responsible for its own housing arrangements but may need assistance from the tournament manager.)
11. Notification by the IHSAA of the names of the game officials at least two (2) business days prior to the game.
12. Make necessary arrangements for marking the field in accordance with the official rulebook.
13. Host schools shall furnish the equipment for the chain crew and also select the individuals to run the chain equipment.
14. For the first round, the IHSAA will provide the host school three (3) Spalding J5V Horween (Item #62-8998) leather rubberized lace footballs. The balls will become the property of the host school following the game. The IHSAA will deduct \$40 per football from the host allowance for the purchase of the balls. For the second round, the IHSAA will provide the host two (2) footballs, if the school was a first round host. If the school did not host the first round, it will receive three footballs. A school hosting the quarterfinals will receive two (2) footballs unless it did not host a first round or second round contest, in which it will then receive three (3) footballs.

15. The game officials are to report to the home management no later than 1 hour, 30 minutes before game time.
16. The Association will not provide programs for first round, second round, and quarterfinal games. We ask that the home school furnish a program for the contest. The Association will not reimburse the home school for the program. However, if the school desires to have a program and sell advertising or just sell the program, this is permissible with the condition that no advertisement in programs represent alcoholic beverages, tobacco, or any other item that is not appropriate for the occasion. It is permissible for the home team to sell the programs they make available for first round, second round or quarterfinal games. A program for the semifinal games and final games will be produced by the IHSAA. It will have pictures of the teams and information concerning their players as well as the school.
17. Please inform the teams where their buses should be parked, the location of the dressing rooms, the seating arrangements for their fans, and any other information you feel would be beneficial to the teams. In doing this we will have a better feeling of cooperation insofar as the teams are concerned.
18. The home school will select four ball boys. The IHSAA recommends junior high or high school students or adults only. Two will work for the home school and two for the visitors.
19. The host school is required to report the results of the game to the IHSAA either by phone, text, twitter, or e-mail.
20. No banners or noisemakers (cowbells, air horns, thunder sticks, etc.) will be permitted at any postseason football contest, including the UNI-Dome at any time, whether it is a first round, second round, quarterfinal, semifinal, or championship game. This prohibition of noisemakers includes any sirens, cannon explosions, fireworks, or bells that are sounded after a home team score.
21. The Board of Control of the IHSAA adopted a policy that shirts and shoes will be the required attire for all in attendance at any indoor IHSAA-sponsored athletic events. In the sport of football, this rule would apply to the UNI-Dome in Cedar Falls.
22. No items deemed a safety hazard (helmets, etc) will be permitted to be worn at any postseason football contest, including the UNI-Dome at any time, whether first round, second round, quarterfinal, semifinal, or championship game.
23. Each school that qualifies for the post season will receive a state qualifying banner. Host schools will receive their banner along with their host tickets and other supplies. Traveling schools deciding to sell advanced tickets will receive their banner along with their tickets. Traveling schools deciding not to sell advanced tickets will have their banner sent to the host site of their contest. Medals will be given to the losers in the first round and second round. Trophy and medals will be given to the losers in the quarterfinal round, and semifinal round games. The winners of the semifinal round games will advance to the championship games and receive their trophies and medals at the conclusion of the championship games. The IHSAA will make an effort to have the trophies and medals sent to the host schools for presentation following the game. The trophies and medals will be shipped directly to the host school manager. If they are not available, they will be mailed to the school that is to receive the trophies and medals. There will be no additional name plate sent to schools. The name plate on the trophy you receive is the only name plate the IHSAA will send to you.
24. Each participating school may have *EIGHT cheerleaders* admitted free of charge for the first round, second round, quarterfinal, and semifinal games. These cheerleaders will be asked to sign in at the pass gate. For the final games at the UNI-Dome, each participating school will be issued eight passes for their cheerleaders. Any other cheerleaders the school desires to have must purchase a ticket. **ALL YOUR CHEERLEADERS MAY CHEER BUT ONLY EIGHT CHEERLEADERS WILL BE ADMITTED FREE OF CHARGE.**
25. Each school will be permitted *FIVE* chaperones for supervision with no admission charge. The chaperones admitted free are not to have access to the playing field.
26. **TICKET PRICES FOR: FIRST ROUND, SECOND ROUND AND QUARTERFINAL GAMES WILL BE \$6. SEMIFINAL ROUND TICKETS WILL BE \$10. CHAMPIONSHIP ROUND TICKETS WILL BE \$10.**
ALL PATRONS SCHOOL-AGED AND ABOVE ARE REQUIRED TO PURCHASE A TICKET.
27. The Association will provide a supply of tickets for first round, second round, quarterfinal, semifinal and final games. In addition, the host school for first round, second round, and quarterfinal rounds contests will receive tickets for the next round to provide to the winning team. The winning school will then have tickets available to sell immediately so there will be no reasons to worry about not having the tickets arrive on time.
28. The UNI-Dome staff requires that only molded plastic cleats or tennis shoes be worn in the UNI-Dome. Football shoes with removeable cleats, whether completely plastic or with a metal tip are prohibited in the UNI-Dome.
29. The Board of Control will set up the pairings for the first round ONLY on Friday, October 24, 2014.
30. The host school must meet the following minimum standards:
8-Player must provide seating for 500 people;
Class 1-A and A schools must provide seating for 800 people;
Class 2-A schools must provide seating for 1200 people;
Class 3-A schools must provide seating for 2000 people;
Class 4-A schools must provide seating for 3200 people.
- The host school must also provide adequate restroom facilities. If the member school cannot meet these minimum standards, they will select a site which meets these standards and which is no greater distance for the visitors than if the game had been

played at the home school's own field. If the home school does not want to ask a member school to host a tournament, the IHSAA Office will select the site.

31. For the semi-final round and the championship round the team listed **LAST** alphabetically will wear the home uniform (dark) and the team listed **FIRST** alphabetically will wear the visitor uniform (light).

32. If the IHSAA feels that a facility is not adequate, even though it meets the specifications, the IHSAA has the right to change the site after reviewing the facility. This decision will be final.

33. For all post season games played in the UNI-Dome, end zone cameras are not permitted. Schools should communicate with host sites regarding the availability and use of end zone cameras.

GENERAL INFORMATION FOR PARTICIPATING SCHOOLS

1. Schools that qualify for the play-offs will be posted on the IHSAA Web site following Friday night. Any school that disagrees with the qualifiers, the points earned, etc., **MUST notify the IHSAA Office no later than 10 AM Saturday morning**, otherwise, all qualifiers will be final. This procedure is being used for the convenience of the teams that make it to the play-offs.

2. **At no time will a team be able to practice or scrimmage in the UNI-Dome.** If a team travels to the play-off site the day prior to the game, they may not practice on the official playing field; however, another facility could be used for the team to loosen up and exercise.

Penalty for violation of football rule pertaining to practices: Any team that violates the abovementioned rule is automatically eliminated from play-off consideration. If they are participating in the play-offs, the team they last defeated in the play-offs will advance. If the championship games have been played prior to the knowledge of the violation, all trophies, medals and certificates will be collected and returned to the IHSAA. If it is the championship team that violates the rule, the runner-up becomes champion. If it is the runner-up team that commits a violation, then there will be no runner-up team for that year.

3. By recommendation of the Football Coaches Association and the Football Play-off Committee, teams will be permitted to dress all **varsity** players for any play-off game (*home or away*). Players and sideline/pressbox personnel on the varsity squad will be left to the discretion of the local school district's Athletic Director and Football Coach with the understanding the IHSAA will provide awards for 33 players in 8-player and class A, 44 players in classes 1-A and 2-A, and for 55 players in classes 3-A and 4-A.

The Football Playoff Committee recommended, and the Board of Control approved, that school administrators will verify playoff rosters and sideline/pressbox personnel for first round playoff games and subsequent rounds. If the number of sideline/pressbox personnel is more than the allotted number by the State Association, the schools will purchase tickets for those individuals in addition to the allotted number and they will be allowed to be on the sideline.

The IHSAA allotted numbers for sideline/pressbox personnel are as follows:

(1st Round, 2nd Round, Quarterfinal, Semi-Final)

Classes A & 8-Player Schools -- 8 sideline/pressbox personnel

Classes 1-A & 2-A -- 10 sideline/pressbox personnel

Classes 3-A & 4-A -- 14 sideline/pressbox personnel

Any additional sideline/pressbox personnel more than the numbers listed above must purchase a ticket. NOTE: Varsity players are defined as those players who suit up and participate or who are considered backup players for varsity positions due to loss of a varsity player in varsity games during the regular season. Varsity players do not include players who only played Freshman, Sophomore, or Junior Varsity teams during the regular season. Varsity squad sizes will be left to the discretion of the local schools Athletic Director and Football Coach.

4. Football play-off expense allowances for 8-player schools and A schools will be based on a 33-player squad, plus expenses for 8 additional people. Football play-off expense allowances for 2-A and 1-A schools will be based on a 44-player squad, plus expenses for 10 additional people. For classes 4-A and 3-A, expense allowance will be based on a 55-player squad, plus expenses for 14 additional people. This policy was agreed upon by the Iowa Football Coaches Association and the Football Play-Off committee when squad sizes were eliminated by the Board of Control.

5. All members of the varsity squad of a school which is participating may attend and dress for the football play-off finals at the UNI-Dome in Cedar Falls as determined by the school's Athletic Director and Football Coach.

6. Videotaping or filming is permissible in scouting your opponent.

7. Managers and participating schools shall send all gross ticket sales to the IHSAA and return all unsold tickets. All tickets will be supplied by the IHSAA.

8. **A prerequisite for receiving any expense allowance from the IHSAA is that your school must travel to another town for the tournament participation.** The following shall determine the expense allowance for participating schools as defined in Item #4:

First Round through Quarterfinals: Travel for 8-player, Class A, 1-A, and 2-A schools will be reimbursed at \$4.20 per mile, one way. The Class 3-A and 4-A schools will receive \$7.35 per mile, one way. Schools will receive additional allowances of \$8.50 per participant if travel is a distance greater than 149 miles one way.

Semifinals: Travel for the 8-player, Class A, 1-A, and 2-A schools will be reimbursed at \$4.20 per mile, one way. The Class 3-A and 4-A schools will receive \$7.35 per mile, one way. Each school will receive an additional allowance of \$10.00 per individual, provided the school travels a distance greater than 149 miles and did not use lodging. Schools traveling greater than 149 miles electing to use lodging will be paid \$30.00 per individual.

Finals: Travel for the 8-player, Class A, 1-A, and 2-A schools will be reimbursed at \$4.20 per mile, one way. The Class 3-A and 4-A schools will receive \$7.35 per mile, one way. Each school will receive an additional allowance of \$20.00 per individual, provided the school travels a distance greater than 149 miles and did not use lodging. Schools traveling greater than 149 miles electing to use lodging will be paid \$40.00 per individual, if less than 150 miles, then each school will receive \$9.00 per individual.

9. The host schools shall receive a fee of \$700 guaranteed for hosting football play-offs. The following schedule will be used for determining whether the host school is to receive more than \$700:

11% of gross gate receipts up to \$15,000 gross receipts, plus 5% of gross receipts beyond \$15,000, with a minimum host allowance of \$700.

Example 1) \$18,000 Gross Gate Receipts:
 11% of \$15,000 = \$1,650
 5% of \$3,000 = 150
 Total Payment \$1,800

Example 2) \$6,000 Gross Gate Receipts:
 11% of \$6,000 = \$660
 Payment \$700 Minimum

Expenses for security/police protection will be as follows: \$35 per police officer with the following maximums:

Class 8-Player & Class A: 2

Class 1A & Class 2A: 3

Class 3A: 5

Class 4A: 7

It is recommended that the class A and 8-Player play-off hosts furnish two policemen in uniform. The IHSAA will reimburse a maximum of \$35 per policemen. For Class 1-A and 2-A, it is recommended play-off hosts furnish three policemen in uniform. The IHSAA will reimburse a maximum of \$35 per policemen. For the class 3-A, it is recommended the host school provide five policemen in uniform and the IHSAA will reimburse the host school a maximum of \$35 per policemen. For the class 4-A, it is recommended the host school provide seven policemen in uniform. The IHSAA will reimburse the host school a maximum of \$35 per policemen.

The host school shall furnish police protection as outlined previously, as well as ticket sellers, ticket takers, groundskeepers, timers, statisticians, and PA announcer.

11. The IHSAA will not reimburse any amount of money for the filming of the post season games, whether it be first round, second round, quarterfinal, or semifinal games.

12. The team designated as the home team will wear dark jerseys and the visiting team will wear light jerseys.

13. Even though the IHSAA has requested that the host school play-off manager secure the services of medical personnel to be in attendance at the play-off game, we are asking that each team provide their own medical personnel to be in attendance, whether they are the home team or the visiting team, for the purpose of providing medical attention to any player who is in need of it.

14. Each school will be responsible for their own valuables. Have a 'valuable bag' for each game and have someone responsible for picking up items of value. *Do not leave them in the locker room.* Keep them under your team's supervision. The IHSAA nor the host school will be responsible for your personal belongings.

15. The team bus driver will be permitted to sign in at the pass gate and identify him/herself as the team bus driver, signing his/her name and the school.

16. Each school is permitted up to five (5) chaperones for supervision with no admission charge.

17. All tickets are \$6 for first round, second round and quarterfinal games. Semi-final round tickets are \$10. (School Age and Up)

Each member football school will be allotted two complimentary tickets of admission per game. **Superintendent, Principal, and Athletic Director administrator identification cards entitle the school administrator and spouse complimentary admission into first round, second round, quarterfinal round, and semi final round games. These cards do not include any state championship games.**

STATE PLAY-OFFS PROGRAM INFORMATION

If your team qualifies for the post season, we need your team photo prepared to be SENT AFTER YOU WIN YOUR FIRST ROUND GAME. If your team advances, the photo will be used for program purposes.

E-mail photos to: celsberry@iahsaa.org

a. Once the qualifying teams have been decided, the IHSAA office will send you a program questionnaire. Do not use any other form as you may inadvertently omit information. This may be faxed to (515) 432-2961.

b. **A GOOD QUALITY, SHARP 5x7 or 8x10 PICTURE OF YOUR OFFICIAL FOOTBALL SQUAD INCLUDING COACHES AND MANAGERS IS IDEAL.** Individual identification is not necessary; however please write your school's name in the subject line of the e-mail. Don't send photos via mail. Your efforts are appreciated in sending an e-mail photo in this area. The program can only be as good as the pictures and information we receive from you!

FILM EXCHANGE

The Football Play-Off Committee, through a recommendation from the Football Coaches Association, has recommended that any violations which occur in film exchange during the play-offs, will be reported to the Football Coaches Association Board of Directors. This board will publicly reprimand any coach in violation of football play-off film exchange policy after due process procedures have been exhausted. The Board of Control at the June 1990, meeting approved the following policy for football play-off teams film exchange as submitted by the Board of Directors of the Iowa Football Coaches Association. The policy is as follows: *Each school playing must furnish its opponent films or videotapes of three current-season games. If an agreement cannot be reached on the films to be exchanged, then number the films and exchange as follows:*

First-round (Games 6-7-8);

Second-round (Games 7-8-9);

Quarterfinals (Games 8-9-10);

Semifinals (Games 9-10-11);

Finals (Games 10-11-12);

(NOTE: Teams playing an 8-game schedule would exchange games (5-6-7) for first round games; (6-7-8) for second round games; (7-8-9) for quarterfinal games; (8-9-10) for semifinal games; (9-10-11) for the championship game.

The Football Coaches Association and the Football Play-Off Committee feel that the film exchange is a vital part of our football play-off program.

Videotaping or filming is permissible in scouting your opponent. Space for taping or filming for scouting is not required of host school.

VIDEO GUIDELINES FOR POST SEASON EXCHANGE

The Iowa Football Coaches Association feels that the exchange of game tapes is a vital part of our football program. Each year both the Iowa Football Coaches Association and the Iowa High School Athletic Association receive concerns regarding the quality and integrity of game tapes. The Iowa Football Coaches Association based, on a recommendation from the Football Playoff Advisory Committee has created the following guidelines to help with the consistency of how games are recorded and exchanged. Any issues or concerns regarding post season film exchange need to be addressed with the Iowa Football Coaches Association. The Iowa Football Coaches Association understands and appreciates that often times volunteers and students are those that have the responsibility to videotape. Hopefully, these general guidelines will allow practice and improve consistency in the game exchange process.

General Points:

1. Close up shots are not often necessary. Zoom in on the players as the play ends to see how both teams are moving, blocking, and tackling.
2. Do not zoom out too much. The idea is to see the players, not empty grass. There is no need to see things off the football field.
3. Focus on the action. When the play starts, try to have all of the players on the screen. You should have the entire offensive backfield on one side and the entire defensive backfield on the other side.
4. Hold the camera as steady as possible and mute the sound if at all possible. Be sure that you are on "Record" or "Pause". Check this before each play.
5. Remember, more is better. It is better to stop later than too soon. The coaches can edit time, but cannot regain a play.

Special Teams: Kickoff, Punt, Field Goal & Point after Touchdown

1. Take a wide angle shot of the teams as they line up. Keep all the players in the picture before the kick.
2. After the kick, focus on the return team. Do not track the ball in the air. Simply pan back to the returner and capture the blockers and coverage as they come to him.
3. Keep the returner on one side of the screen and slowly zoom in as the players converge on the returner.

Scrimmage Plays:

1. Start to record as the offensive team breaks the huddle. Show the defensive front seven and the offensive line. Then zoom back to show the formation and any motion.
2. Running Plays- Follow the runner to include the blockers and defenders in the area as you close in on the action.

3. Passing Plays- Zoom out to include all players on the screen. The quarterback should be on one side of the screen with defenders and pass patterns on the other side of the screen. Once the ball is thrown, treat like a kick. Do not film the ball in the air, but instead follow the action on the field.
4. After the play ends, zoom in so the runner/receiver, blockers and tacklers can be seen as they pile.
5. Film referee's preliminary signal after each penalty.
6. Film the scoreboard after each score and at the start of each quarter.

IHSAA BOARD OF CONTROL POLICY FOR BROADCASTING FOOTBALL OR TELEVISION PLAY-OFF GAMES

1. The Board of Control policy for television coverage of IHSAA-sponsored tournament events is:
 - a. The delayed broadcast must not originate until 24 hours after the completion of the live event.
 - b. Replay of the broadcast is for a four week period only, beginning 24 hours after the completion of the live event.
 - c. IHSAA policies prohibit tripods of any type in tournament seating areas.
 - d. Requests that are granted a location for filming purposes will be charged a \$185.00 access fee per camera and will be responsible for coordinating a location with the event manager at the host site. No other fees are required. The host school will receive \$50.00 of each access fee.
 - e. Payment should be made directly to the IHSAA no later than seven (7) business days after the completion of the live event.
 - f. Live video streaming of the event is prohibited.
 - g. Duplication for purposes of video on demand or DVD's is prohibited.
 - h. Advertising of alcoholic beverages, performance enhancing drugs or tobacco is prohibited.
 - i. A form to be submitted to the IHSAA for each event and prior to each event is online at www.iahhsaa.org. The form is found in the "General Information" section as [IHSAA Policy Regarding Rebroadcasting of IHSAA Events](#).
2. Any radio station desiring to broadcast the games, live or delayed, must contact the manager to secure permission to broadcast. There will be no charge for first round, second round, and quarterfinal contests. The radio stations must make their own arrangements for necessary telephone services.
3. When broadcasting facilities are limited at the site of the game, the two stations representing the two participating schools shall be assigned to the two best facilities, and each school will designate what radio station is to be given this preference. There may be more than one radio station in a given community, and the radio station that has been covering the games all year should have first preference. This is left to the discretion of each individual school that participates in the play-offs. After the first two selections are made, the third best facility should be occupied by the station representing the host school. Thereafter, choice of facilities shall be filled in order of request.
4. No individual organization shall be permitted to sponsor broadcasts for the purpose of advertising any product that is contrary to the principles of good athletic training.

AWARDS PRESENTATIONS

The losing team in the first round and second round of the playoffs will be awarded medals, only. The losing team in the quarterfinals, and semifinals will be awarded a trophy and medals. **COACHES, MAKE SURE YOUR TEAM STAYS ON THE FIELD FOR THIS PRESENTATION.** This will serve as an opportunity for both teams to show respect and good sportsmanship toward their opponent. In championship games, both teams will be awarded trophies and medals. It is important that teams pay respect to the victors as well as the losers. **Coaches, have your players line up in front of their benches facing their opponents while the trophies are awarded.** Additional medals may be ordered by contacting the IHSAA. The school is responsible for the cost of additional medals.

IHSAA AWARDS PRESENTATION POLICY

It is the goal of the IHSAA is to protect the safety and well being of all participants, spectators, coaches, officials, and tournament staff as well as demonstrate the sportsmanship philosophy of the IHSAA and its member schools with regard to respect for the opponent during all IHSAA award presentations. In furtherance of this goal and the requirement that member schools should insure that their contestants, coaches & spectators practice the highest principles of sportsmanship and ethics of competition, the following policy has been adopted by the Board of Control:

No team(s) student body/spectators are allowed on the playing surface at the conclusion of an IHSAA post-season event without the express permission of the tournament manager.

Penalty: Team or individual awards will not be presented to the participant(s) immediately following the competition and said award(s) will be delivered to the school administration of the respective teams at a time to be determined by the Executive Director or designee of the IHSAA.

This penalty is in addition to any other penalty or sanction which may be imposed by the Board of Control, its Executive Director, or designee as a result of a violation of any other policy, rule, bylaw, or regulation of the IHSAA.

The policy shall be enforced at all IHSAA sponsored tournaments that have an awards presentation following the completion of the event. The enforcement of this policy will be at the discretion and judgment of the specific tournament manager.

The Board of Control also requests school administrators be present and visible when their respective teams are playing and assist in making sure spectators do not come onto the playing surface at the conclusion of the event until such time it is permissible following awards and recognition presentations.

IHSAA POLICY ON PRAYER

The IHSAA Board of Control's action February 24, 2001, states: "Prayer shall not be permitted prior to IHSAA sponsored events in accordance with the Supreme Court ruling June 19, 2000: 'The Supreme Court of the United States, Santa Fe Independence School District versus Jane Doe, #99-62.'"

PUBLIC CONDUCT ON SCHOOL PREMISES

CONDUCT COUNTS

In this EDUCATIONAL INSTITUTION these behaviors are NOT acceptable:

- **Disrespectful conduct, including profanity, obscene gestures or comments, offensive remarks of a sexual nature, or other actions that demean individuals or the event.**
Penalty - EJECTION
- **Throwing articles onto the contest area.**
Penalty - EJECTION
- **Entering the contest area in protest or celebration.**
Penalty - EJECTION
- **Physical confrontation involving contest officials, coaches/directors, contestants or spectators.**
Penalty - EJECTION
- **Spectator interference with the event.**
Penalty - EJECTION
- **Jumping up and down on the bleachers.**
Penalty - Warning/EJECTION
- **Use of artificial noisemakers, signs or banners.**
Penalty - Warning / EJECTION
- **Chants or cheers directed at opponents.**
Penalty - Warning/EJECTION



SITE OF FINAL GAMES

The UNI-Dome in Cedar Falls will be the site of the finals. The times of the games will be as follows:

Thursday, November 20th, 2014: The 8-player game will be played at 10:06 AM. At the conclusion of the 8-player game, and after presentation of awards, Class A will have a 30-minute warm-up period and game time will not be before 1:36 PM. At the conclusion of the Class A game and the presentation of awards, the UNI-Dome will be cleared. The Class 3-A game will be at 7:06 PM.

Friday, November 21st, 2014: The Class 1A game will be played at 11:06 AM. At the conclusion of the Class 1A game, and after presentation of awards, Class 2A will have a 30-minute warm-up period and game time will not be before 2:06 PM. At the conclusion of the Class 2A game and the presentation of awards, the UNI-Dome will be cleared. The Class 4A game will be at 7:06 PM.

All schools participating in the championship games at the UNI-Dome in Cedar Falls will be notified by 11 AM Tuesday, November 18th by a member of the UNI athletic department. You will receive instructions with regard to ticket information, where to enter the building, what side your fans will sit on, etc.

Each school must make its own arrangements for housing and food at the site of the championship game, as well as furnishing their own towels and being responsible for their valuables. Outside food is not allowed in the UNI-Dome. Please contact the UNI-Dome staff in regards to bringing in outside food into the locker room area.

All schools participating in the championship games will be invited to attend a teleconference provided by the IHSAA. Pertinent information will be provided during this teleconference. The teleconference will take place at 7:30 AM on Monday, November 17th. All other information will be e-mailed directly from the IHSAA Office to each school qualifying for the finals.

INFORMATION TO TEAMS IN THE CHAMPIONSHIP GAME

1. The team **LAST** alphabetical will be the home team and will wear the dark uniform.
2. Home team will be on east sideline and their fans will be seated on the east side of the Dome.
3. Visiting teams, the team wearing light-colored jerseys, will be on the west sideline and fans will sit on the west side of Dome.
4. When your team arrives at the UNI-Dome, you may unload your bus north of the Dome in the Physical Education Complex parking lot. This is where your locker rooms will be located and an attendant will meet your team to direct you to your locker room. IHSAA personnel will also be available to answer any questions you may have.
5. Bus drivers, after you have unloaded your team and equipment, you will park your bus in the north parking lots, north of the Physical Education Complex. A UNI parking lot attendant will give you directions as to where your bus should be parked.
6. Participating team bus drivers will be permitted to sign-in at the pass gate (Annex between McLeod Center and UNI-Dome) by identifying him/herself and signing his/her name and school.
7. Teams are assured of at least a 30 minute warm-up period before their game, however, there may be more than 30 minutes depending upon when the previous game is concluded, the awards presented, and the field cleared.
8. The IHSAA allotted numbers for sideline/pressbox personnel are as follows:
Classes A & Eight-Player teams will have 12 sideline/pressbox passes.
Class 1-A, 2-A, & 3-A teams will have 15 sideline/pressbox passes.
Class 4-A teams will be issued 18 sideline/pressbox passes.

The coaches in the press box team booth are required to have a sideline/pressbox pass.

Schools may purchase additional sideline personnel passes at the Annex between the McLeod Center and the UNI-Dome.

9. Team expenses for championship game-

Travel for the 8-player, Class A, 1-A, and 2-A schools will be reimbursed at \$4.20 per mile, one way. The Class 3-A and 4-A schools will receive \$7.35 per mile, one way. Each school will receive an additional allowance of \$20.00 per individual, provided the school travels a distance greater than 149 miles and did not use lodging. Schools traveling greater than 149 miles electing to use lodging will be paid \$40.00 per individual, if less than 150 miles, then each school will receive \$9.00 per individual.

10. Following the game, there will be an awards presentation for both teams. Please respect your opponent and return to the vicinity of your sideline and respect your opponent receiving their awards and trophies.

11. Do not leave valuables in your locker room. Have a 'valuables bag' and assign someone on your staff to be responsible for your players' and coaches' valuables. Do not leave them in the locker room area.

12. The IHSAA will provide game footballs.

13. Coaches, all post-game interviews will take place in the designated interview room located near the locker rooms. **NO interviews will be conducted on the field, in the tunnels, garage areas, or any area leading to the interview rooms. Interviews are to take place approximately 15 minutes after the completion of the game.**

14. Athletic training services will be available to your team by the UNI Athletic Training Staff, if you desire.

15. Participating teams will be allowed to use the field phone system they have used throughout the season, however, upon request, the UNI-Dome will provide two field phones on each sideline if you do not desire to bring your own. If any damage is done to the field phones or the cords, the team using the field phones when the damage was done will be responsible for the expense to repair them.

16. Autograph footballs will be provided to each team in the Championship Game the week prior to the Championship Game.
Autograph Ball Allocation:

Eight-Player & Class A- number on roster up to 33 players plus coach and school (35 footballs)

Classes 1A, 2A-number on roster up to 44 players plus coach and school (46 footballs)

Classes 3A, 4A-number on roster up to 55 players plus coach and school (57 footballs)

Please Note: Additional autograph footballs may be purchased through the IHSAA.

17. All tickets for championship games are \$10. (School Age and Up)

Each member football school will be allotted two complimentary tickets of admission per game. **Superintendent, Principal, and Athletic Director administrator identification cards entitle the school administrator and spouse complimentary admission into first-round, quarterfinal-round, and semi-final round games. These cards do not include any state championship games.**

18. Team pictures will be taken 1 hour and 30 minutes before your scheduled final game time. An IHSAA staff member will escort your team to the picture area.