

REGIONAL ORGANIZERS INFORMATION
(BASEBALL/SOFTBALL)
(Updated 8-11-19)

1. **ORGANIZERS DUTIES (BEFORE THE MEETING)**
 - A. The Fax/E-mail Seeding Process may be used in regional's. Fax/E-Mail templates may be found on the SIJHSAA Website. (www.sijhsaa.com / Administrative / Forms and Documents / Regional Organization. If a Fax/E-mail Seeding Process is **not** used – a traditional seeding meeting will be held.
 - B. Being the organizer does not mean you host the tournament. It only means your school is responsible for scheduling and hosting the meeting / or using the Fax/E-mail Seeding Process.
 - C. Regional meeting attendance or participation is mandatory and is for the purpose of allowing the schools involved to have a voice/vote in setting up the regional tournament. Report absentees to our office. The penalty for failure to be represented at the regional organizational meetings (in any/all sports) is probation for 1 year. By Law Article XV-Sec. 2-a & b.
 - D. Notify all schools in your regional well in advance of the Seeding Meeting or use of the Fax/E-mail Seeding Process. Be sure they are clear on the time and location of the meeting and or the Fax/E-mail Seeding Process deadlines.
 - E. If a Seeding Meeting is held each school should have a representative present, but does not have to be their coach. If the Fax/E-mail Seeding Process is used-all schools must participate in the process.
 - F. Vote on every decision made in setting up the tournament. Tie vote, vote again. Still tied-coin flip.
 - G. The regional trophy should arrive at the organizers school prior to the meeting date. Rawlings balls will be distributed to regional organizers by a SIJHSAA Board of Control Member from your BOC Region. Model numbers of the Rawlings Balls may be found on the SIJHSAA Website under the Forms and Documents Section.
 - H. Regional Groupings & State Pairings will be posted on the SIJHSAA Website (www.sijhsaa.com).

2. **AT THE MEETING OR DURING THE FAX/E-MAIL PROCESS**
 - A. Decisions are made by vote during the regional meeting and are final, providing they are in accordance with the SIJHSAA By Laws and any additional SIJHSAA regulations supplied by our office. (sites, ratings, officials, dates, & times)
***Unethical Seeding Practices:** The actual seeds given by a school for the regional will be seen by all the schools assigned to the regional. Each regional organizer should remind the school representatives that the SIJHSAA has the right to review the seeding. If it becomes apparent that some representatives have purposefully rated teams in a position that cannot be justified, appropriate actions may be taken by the SIJHSAA to correct the problem. (SIJHSAA By Law Article XVIII: Regional Tourney Organizers / h. Unethical Seeding Practices)
 - B. If a school is not represented at the meeting, include their team in the regional but, they have no vote or say-so in any decisions made during the meeting.
 - C. **Decide where your regional will be held.** The SIJHSAA gives regional's two options in establishing a host for the regional. Rotation System or Highest Seeded Team would be the host. Some consideration should be taken into account concerning adequate site facilities. (regulation field, bleachers, concessions, etc.) With the addition of many new schools, regional's are changing. Some rotations will be altered. Make sure that all in your regional agree on arrangements on who will host your regional.
 - D. **Eligibility Sheets:** Eligibility sheets must be turned in to your regional host before the first game of your regional. They may be altered up to the first game that your teams participation in the regional. If your team should win the regional and advance to the State Finals – A new eligibility sheet must be

turned in to the state tournament host. It can be altered from the regional eligibility. You may only dress 20 for regional and state series games. Your state tournament eligibility sheet may be altered up to your first game of participation.

- E. **Schedule** Keep your regional within the window of dates given for it. **Don't schedule your regional final on the last day of the window.** Leave that date for inclement weather situations.
- F. **Seeding Discussion:** Each school representative should talk about their respective team. (Criteria for seeding is Head to Head Competition, Strength of Schedule and Record)
- G. **Vote on your Seedings.** Brackets may be found on the SIJHSAA Website. (www.sijhsaa.com) Go to Administrative and then Forms.
- H. **Distribute Trophy** to the regional host.
- I. **Regional Admissions:** \$2 Students (8th grade and below)
\$3 Adults (9th grade and above)
*Babe in Arms (Free)
*Give your regional host the SIJHSAA Financial Form.
*Most baseball and softball regional's **don't** charge admission. If your regional charges admission – the host school **may not** require participating schools to pay for a portion of the umpires fees per game.
- J. **Officials Pay Schedule:** 2 Official Crews will be used at regional level games. They **must be IHSA licensed** for that sport.
Officials Pay: Baseball/Softball: \$55 per game
**If no admission fees are charged in your regional – the most common practice is that each school pays for one (1) umpire per game.
***Make sure all schools agree on the officials for the regional.**
- K. **Home Team:** The highest seeded team will be the home team in regional play.
- L. **Game Balls:** Rawlings game balls will be provided for participation in regional play. (Baseball-3 balls per game /Softball-3 game balls per game)
Distribute these to participating schools.
- N. **Mercy Rule:** 20 runs after 3 inn. / 15 runs after 4 inn. / 10 runs after 5 inn.
- O. **Baseball Pitch Count Rules:** The same pitch count rules will be used in the state series that were used in the regular season. Coaches must make sure at the end of your game that the Pitch Count Summary Sheet is signed by by both coaches. The winning coach will present the summary sheet at their next regional game to the opposing coach. Violations of this rule could result in a forfeit. (Pitch Count Rules may be found on the SIJHSAA Website – www.sijhsaa.com / administrative / forms and document.

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

- A. Fax or e-mail a copy of the tournament drawing to Greg Hale-Director/ SIJHSAA at 618-357-2987 (fax) or sijhsaa@gmail.com (e-mail). Make sure the dates and sites are accurate with a designation on what school will be the host.
- B. **POSTING OF REGIONAL SEEDS & BRACKETS ON THE SIJHSAA WEBSITE:**
The regional organizer will be responsible for the posting of the regional seeds and brackets (sites, dates, times) on the SIJHSAA Website. Each regional organizers school has a user id and password that will give them access to areas of the website where this can be completed.
(www.sijhsaa.com)
*This should be completed by noon the day following your regional meeting.
*(Instructions will be e-mailed to regional organizers previous to the meeting date)

**If you have problems posting the seeds and brackets, contact:

Geff Pursell (SIJHSAA Computer Tech)
geff@americana.com (e-mail)
618-267-9009

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

(www.sijhsaa.com / administrative / forms and documents)

- Regional Organizers Information Sheet
- SIJHSAA By Laws
- Rawlings Advertisements (for program)
- Rawlings PA Announcement (announce one(1) time per game)
- Rawlings Ball Model Numbers
- Regional Financial Report Forms
- Brackets (Blank)
- Eligibility Sheets
- Unsportsmanlike Conduct Form
- SIJHSAA By Law Article IV – Sec. 7 – Noisemakers, shakers, etc...
- Baseball Bat Standards
- Baseball Bat Examples
- Pitch Count Rules
- Pitch Count Tally Chart
- Arm Sleeve Clarification
- Softball Bat Rules
- Baseball/Softball Exceptions to IHSA-NFHS Rules
- Fax/E-Mail Process Templates
- Online T-Shirt Sales Announcement
- Regional Groupings / State Tournament Pairings