TO: Member School Administrators and Athletic Directors; Softball, Baseball, Golf, Girls’ Soccer, Outdoor Track, Boys’ Lacrosse, Girls’ Lacrosse, and Tennis Coaches and Officials; and Members of the Media

Colleagues:


A thorough review of the general information pertinent to all of the tournaments and the specific information for each sport should familiarize you with these events.

The regulations and procedures contained in this manual are applicable only to the 2018-2019 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

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The Committees sincerely hope that each of the 2019 Spring State Championships will be a tremendous success in all respects.

Please consult the DIAA website for updated information.

Thank you,
Softball Committee
Baseball Committee
Golf Committee
Girls’ Soccer Committee
Outdoor Track Committee
Boys’ Lacrosse Committee
Girls’ Lacrosse Committee
Tennis Committee

This version last edited 5/7/19
CARDINAL ATHLETIC PRINCIPLES

In order to be of maximum effectiveness, the athletic program will:

1. Be closely coordinated with the general instructional program and properly articulated with other departments of the school.

2. Be sure that the number of students accommodated and the educational aims achieved justify the use of tax funds for its support and also justify use of other sources of income, provided the time and attention which is given to the collection of such funds is not such as to interfere with the efficiency of the athletic program or of any other department of the school.

3. Be based on the spirit of non-professionalism so that participation is regarded as a privilege to be won by training and proficiency and to be valued highly enough to eliminate any need for excessive use of adulatory demonstrations or of expensive prizes or awards.

4. Confine the school athletic activity to events which are sponsored and supervised by the proper school authorities so that exploitation or improper use of prestige built up by the school teams or members of such teams may be avoided.

5. Be planned so as to result in opportunity for many individuals to explore a wide variety of sports and in reasonable season limits for each sport.

6. Be controlled so as to avoid elements of professionalism and commercialism which tend to grow up in connection with widely publicized “bowl” contests, barnstorming trips and interstate or intersectional contests which require excessive travel expense or loss of school time or which are bracketed with educational travel claims in an attempt to justify privileges for a few at the expense of decreased opportunity for many.

7. Be kept free from the type of contests which involve a gathering of so-called “all-stars” from different schools to participate in contests which may be used as a gathering place for representatives of certain colleges or professional organizations who are interested in soliciting athletic talent.

8. Include training in conduct and game ethics to reach all non-participating students and community followers of the school teams in order to insure a proper understanding and appreciation of the sports skills and of the need for adherence to principles of fair play and right prejudices.

9. Encourage a balanced program of intramural activity in grades below the ninth to make it unnecessary to sponsor contests of a championship nature in these grades.

10. Engender respect for the local, state, and national rules and policies under which the school program is conducted.

As set forth in the handbook of the National Federation of State High School Associations
General Information
Softball, Baseball, Golf, Girls' Soccer, Outdoor Track, Boys' Lacrosse, Girls' Lacrosse and Tennis

The following items are applicable to each of the 2018-19 Spring Sport State Tournaments. Items specific to the organization and administration of the Softball, Baseball, Golf, Girls’ Soccer, Outdoor Track, Boys’ Lacrosse, Girls’ Lacrosse and Tennis Championships are located in separate sections of this manual.

Item 1. Authorization
A. The Delaware Interscholastic Athletic Association authorized state tournament competition in softball (March 25, 1976), baseball (November 20, 1969), boys’ lacrosse (March 25, 1993), girls’ soccer (March 23, 1995), and girls’ lacrosse (January 22, 1998) by voting for approval on the dates indicated.

Item 2. Management
A. The tournaments will be managed by special committees appointed by the DIAA Chairperson and the Executive Director.
B. The committees are authorized to resolve any situation not covered by the regulations in the General Information or Specific Information sections of this manual.
C. Changes in the tournament format or the criteria and procedures for selecting and seeding the participating teams are subject to the approval of the DIAA Board of Directors.

Item 3. Sponsorship
A. The DIAA will organize, conduct and underwrite the costs of the tournaments and will receive all proceeds realized.
B. All expenditures must be approved by the Executive Director.
   1. No vouchers will be approved unless an itemized statement of cost accompanies the request for payment.
      a. Vouchers will not be processed until unsold tickets and programs have been returned to the DIAA Office and the required deposit of ticket and program sales proceeds has been verified.
   2. No vouchers received after the end of the fiscal year (June 30, 2019) will be paid.

Item 4. Eligibility
A. Eligibility rules as stipulated in the current version of the DIAA Official Handbook will be strictly enforced.

Item 5. Contest Rules
A. DIAA is affiliated with the National Federation of State High School Associations. The playing rules promulgated by the NFHS for girls’ lacrosse, boys’ lacrosse, baseball, softball, soccer, track, golf, and tennis, except as modified by the DIAA Board of Directors, will be in effect for all tournament contests.

Item 6. Classification (Division I and II)
A. The Girls’ Soccer and Track and Field Tournaments crowns Division I and Division II Champions. DIAA classifies all schools in Division I that have a DOE certified enrollment count of grades 9 through 12 equal to or greater than the school with the smallest enrollment in either the Blue Hen Conference Flight A or the Henlopen Conference North Division. That number for the 2017-2018 and 2018-2019 school years is 1119. This count consists of all students who, if eligible, would participate at that school, including special needs students. Single gender schools have their total enrollment doubled to determine their final enrollment number. All other schools are classified as Division II.

The Division I schools for the 2017-2018 and 2018-2019 school years are as follows:

<table>
<thead>
<tr>
<th>School</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appoquinimink</td>
<td>Cape Henlopen</td>
</tr>
<tr>
<td>Concord</td>
<td>Dover</td>
</tr>
<tr>
<td>Middletown</td>
<td>Padua (girls)</td>
</tr>
<tr>
<td>Salesianum (boys)</td>
<td>St. George’s</td>
</tr>
<tr>
<td>Sussex Tech</td>
<td>Sussex Central</td>
</tr>
</tbody>
</table>

Item 7. Sportsmanship and Spectator Conduct
A. Member schools are required to conduct all of their athletic affairs in a spirit of good sportsmanship.
B. The administrators, athletic directors, and coaches of the participating schools are expected to: actively promote good sportsmanship and appropriate crowd behavior, stress the importance of demonstrating respect for the contest officials and
the opposing team, and emphasize the need for proper conduct by spectators at all venues. School administrators are expected to be proactive in preventing unsportsmanlike behavior and to deal with it promptly and decisively if it occurs at the contest.

C. The coaches and athletes of the participating schools are expected to observe the highest standards of sportsmanship and ethical behavior.

D. Spectator Guidelines and Conduct:
1. Drones, banners, flags, and signs are prohibited at all tournament contests. Other decorations that do not block spectator, press or team sightlines may be used if approved by the Committee/Executive Director in advance.
2. Streamers, confetti, and other paper debris are prohibited.
3. Sirens, horns, bells, buzzers, whistles or any other artificial or mechanical noise-making devices are strictly forbidden at all indoor events. Balloons are also prohibited at all indoor events.
4. The use of any noise making device that simulates game controls devices (whistles, air horns etc.) is strictly forbidden at all contests.
5. All cheers should stress the spirit of good sportsmanship. Use only positive cheers that encourage your team. Profane, derogatory or obscene chants and taunting will not be tolerated
6. Behavior such as fans reading newspapers or turning their backs during player introductions, spectators yelling and waving their arms to distract an opponent, booing or heckling the contest officials, and being disrespectful to the opposing cheerleaders is unsportsmanlike behavior and is not encouraged.
7. Face paint is permitted, but body paint is not. A shirt, top, etc. must be worn at all times.
8. Spectators must remain in the assigned seating section. Spectators are not permitted on the playing surface at any time.

Item 8. Soliciting, Promotional Activities, and Merchandising

A. Soliciting and promotional activities; e.g., public address announcements, signs, banners, display or sign-up tables, and the distribution of printed materials are prohibited at all tournament playing sites without the consent of the Executive Director.

B. Only vendors authorized by the Executive Director will be permitted to sell merchandise at tournament playing sites.

Item 9. Raffles and 50/50 Drawings

A. Raffles, 50/50 drawings, and other games of chance are prohibited at all tournament playing sites without the consent of the Executive Director.

Item 10. Bench and Sideline Personnel

A. DIAA requires that all school personnel on the sidelines or in the team bench area be in the sixth grade or older and approved as members of the official team party. This includes anyone acting as a ball-runner or team manager. Certain sports require sideline personnel or volunteers to be of high school age. See specific sport sections for details.

Item 11. Media Policy for State Tournament Events

A. Media Email List: Media personnel wishing to receive press releases and information regarding DIAA events must submit their name, media outlet, phone number and email address to DIAA Executive Director Thomas Neubauer at thomas.neubauer@doe.k12.de.us

B. Tournament Media Credentials
1. Media personnel wishing to cover DIAA events must request working credentials from the DIAA Office. DIAA credentials are only valid for DIAA State Tournament Events. Individual member schools are responsible for issuing credentials for regular season events.
2. DIAA will provide credentials to representatives of an accredited media organization recognized by DIAA for the sole purpose of providing access to cover a DIAA Tournament Event. Because of demand, credentials will be issued on a priority system. Facility size is a determining factor. All requests may not be honored. To request credentials, complete the form on the DIAA website (https://www.doe.k12.de.us/Page/3401).
3. DIAA credentialing is for use solely in connection to news and editorial coverage of the event. Any non-editorial, commercial or other unauthorized use of any transmission, picture, film, videotape, audiotape, writing, drawing or other depiction of any game, game action, game information, player interview or other stadium activity, and any non-editorial or commercial use of the DIAA mark or logo is prohibited without prior specific approval of the DIAA Executive Director.
4. The DIAA may deny or revoke credentials for noncompliance with DIAA policies; and for conduct for which there are reasonable grounds to believe violate state or federal law, or constitute a breach of professional ethics.

C. Broadcasting/Photographing
1. DIAA retains exclusive rights to the permission to broadcast and photograph all tournament games and no party may do so without the consent of the DIAA Executive Director. The DIAA must be contacted, in writing or by e-mail, for
permission to cablecast, telecast, web cast (video stream) live or on a delayed basis, or photograph a State Tournament Event or any part of a State Tournament Event.

2. Broadcast agreements are available upon request and will be awarded to those companies that meet DIAA State Tournament broadcast criteria. Questions or concerns can be directed to the DIAA Executive Director Thomas Neubauer at 302-857-3365.

3. All broadcasting/photography must be in accordance with current NFHS Rules for that sport. All access to the field, course, and court area for the purposes of videotaping or photography will be conducted according to the current NFHS rules for that sport. Persons photographing or videotaping a State Tournament Event, and stations cable casting, telecasting, or web casting (video streaming) a State Tournament Event must remain in the areas that have been designated for spectators, sports photographers, schools, cable/television stations, or Internet video broadcasters. If that area is not known to them, they must seek out a DIAA Tournament Committee member to be shown the designated area.

4. Persons cable casting, telecasting, photographing, videotaping, or web casting (video streaming) a State Tournament Event shall not stand on any unsafe or potentially hazardous physical object or facility.

5. Persons cable casting, telecasting, photographing, videotaping, or web casting (video streaming) a State Tournament Event shall not interfere with the visibility and comfort of spectators, shall not present a safety hazard to spectators, and shall not disrupt, disturb, or interfere with the competition or with an individual competitor

D. Photograph Reproduction

1. Credentialed media personnel may not sell photos and/or video from state tournaments, except by bona fide newspaper offices (or the official website of the newspapers).

2. Spectators are permitted to photograph and/or video contests for personal use only. No image of any contest may be reproduced without the written consent of the student-athlete being photographed. Photographs and/or videos taken by spectators may not be sold.

3. School personnel may photograph and/or video contests for school use only in publications such as yearbooks, school websites, school newsletters, etc. provided they have received permission from the DIAA Executive Director.

4. Freelance photographers who are not affiliated with a bona fide media outlet will not be credentialed for state tournament contests.

5. All other photography of DIAA tournament games is strictly for the purpose of news and editorial coverage of the event. No other photographs or any other visual material taken at a DIAA event may be sold without express written consent of the DIAA.

E. Media Entrance: Members of the media must display current DIAA Media credentials to gain access to all State Tournament Events. Bags and equipment may be inspected for security purposes.

F. Press Area: A designated press area will be made available for members of the media to view and report on State Tournament Events when available or possible. Members of the media should contact the site coordinator prior to an event for access to phone lines, Ethernet or wireless access. The DIAA will do its best to provide this when available.

Item 12. Video by Spectators

A. Spectator are permitted to video contest for personal use only. The reproduction, distribution and sale of spectator video is prohibited without the consent of the Executive Director

B. Videos may be used in accordance with current NFHS Rules for that sport.

C. Spectators will be allowed to video a game in their seat provided they use hand held camcorders and do not block the view of other spectators or interfere with the game. Tripods are only permitted in the top row of the bleachers.

D. Neither DIAA nor the host site will be liable for theft or damage to spectator videotaping equipment or injury due to the use of such equipment.

E. The host site is not obligated to provide power for spectator videotaping equipment.

Item 13. Prohibiting the Use of Drones (Unmanned Aircraft Systems or UAS’s)

A. Unless granted special permission by the DIAA Executive Director, the use of drones (UAS), for any purpose, is not permitted at any DIAA State Tournament Event. This prohibition applies to all fields of play, courts, arena, mats, gym floor or pool, and covers a ban on the entire facility being used as part of the DIAA event, including the spectator stands and parking areas.

Item 14. Transportation Reimbursement, Parking and Spectator Buses

A. Each participating school may be reimbursed at a rate of 75¢ per mile for one bus. Reimbursements will be made only for actual mileage traveled; no reimbursement will be made for band and spectator buses or for team meals and lodging. The school must submit a voucher to DIAA to be reimbursed for transportation. DIAA will not process any vouchers DIAA receives after the end of the fiscal year (June 30, 2019).

B. Whenever practical, participating schools should transport their spectators to the tournament by bus. This practice will reduce the amount of traffic in the vicinity of the playing site and alleviate parking problems.
Item 15. Comments and Recommendations

A. The committees are genuinely interested in the comments and/or recommendations of member schools concerning all aspects of the tournaments. Please submit any comments and/or suggestions in writing to the appropriate committee chairperson.
**SOFTBALL TOURNAMENT**  
**Committee Members**

Greg Shivery, Chair ...................................................................................................................... Newark Charter  
Terre Taylor ..................................................................................................................................... Saint Elizabeths High School  
Sue Heiss ......................................................................................................................................... Ursuline Academy  
Bud Hitchens ..................................................................................................................................... Henlopen Conference  
John Marvel ....................................................................................................................................... Sussex Technical High School  
Deb Hauth ......................................................................................................................................... Delaware Umpires Association  
Dave Morrow ...................................................................................................................................... Hodgson Vo-Tech  
David Swift ....................................................................................................................................... Delaware Softball Umpires Association  
Karen Pritt .......................................................................................................................................... Smyrna Middle School  
John Wells ......................................................................................................................................... Sussex Central High School  
Eileen Voltz ........................................................................................................................................ Charter School of Wilmington  
Michelle Niblett .............................................................................................................................. Delmar Junior-Senior High School  
Jeff Ransom ......................................................................................................................................... Wilmington Friends  
Thomas E. Neubauer ....................................................................................................................... Ex-Officio, Executive Director, DIAA  
Dr. Bradley Layfield .......................................................................................................................... Ex-Officio, Chairperson, DIAA

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**Specific Information**

**Item 1. Tournament Field**

- The tournament field will consist of 16 teams:
  - 1. The Champions of Blue Hen Flight A, Blue Hen Flight B, Henlopen North, Henlopen South, Diamond State, as selected by that conference’s criteria.  
  - 2. Eleven (11) at-large teams selected by the criteria found in Item 1.C (below).

- Eligible Teams:
  - 1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.  
  - 2. A team must play a minimum of thirteen (13) varsity games. In order to be considered a varsity opponent, an opposing team must play a minimum of 13 games at the varsity level.  
    - a. Team schedules will 'lock down' on April 9, 2019. Any changes to a team’s schedule must be approved by the softball committee. Email Donna Polk at donna.polk@doc.k12.de.us with a request and reason for a change. All games must be completed by Monday, May 13, 2019. Games played after that date will not be included in the at-large selection procedure.
  - 3. A team must have a win/loss percentage of .500 or better.

- Conference/Flight/Division Champions’ automatic berths are permitted if the following criteria are met:
  - 1. A Conference/Flight/Division must consist of five participating schools to receive an automatic berth. If a Conference/Flight/Division has fewer than five participating teams, the teams are still eligible for an at-large berth.  
  - 2. The champion must possess a .500 winning percentage record or better.  
  - 3. The champion must be in the top 50% of all eligible teams in the state tournament field.

- At-Large teams will be selected according to their team index as determined by the procedure in 2.B

**Item 2. Tournament Seeding**

- Team Reports: All schools must accurately complete and post the team report on the school’s website4sports site by 8 PM on May 13, 2019.
  - 1. If the team report is not complete by 8:00 PM on Monday, May 13, 2019, the offending school may not be considered for the tournament.

- Index Calculation: Team index is determined by the following procedure:
  - 1. Calculate the total number of wins and losses for the team’s opponents.
  - 3. Add the team's win/lose percentage
  - 4. Divide by three.

- If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied to the teams that are still tied
  - 1. head-to-head competition during the regular season  
  - 2. record against common opponents  
  - 3. carry out index (past thousands) until tie is broken.

- All 16 teams will be seeded according to the win/loss index system used to select the at-large representatives. The team with the highest win/loss index will be seeded #1, next highest #2, etc.
  - 1. If a school chooses not to participate in the tournament, the committee will take the following action:
    - a. If a school announces its intentions before the committee meets to select the tournament field, its team will be
replaced by the next best team as determined by the win/loss index system used to select the at-large teams.

b. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first-round pairings have been established.

**Item 3. Tournament Dates**
A. The 2019 DIAA Softball Tournament will be held on the following dates:

<table>
<thead>
<tr>
<th>Round</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round One</td>
<td>Wednesday, May 15</td>
</tr>
<tr>
<td>Quarter Finals</td>
<td>Saturday, May 18</td>
</tr>
<tr>
<td>Semi Finals</td>
<td>Wednesday, May 22</td>
</tr>
<tr>
<td>Finals</td>
<td>Saturday, May 25</td>
</tr>
</tbody>
</table>

Dates and times of the tournament are subject to availability of facilities.

**Item 4. Tournament Sites**
A. All tournament sites will be selected by the softball committee based upon availability, field conditions, geographic location, and the seeding of the participating teams.
B. Round 1 and Round 2 (quarterfinals) will be played on the home field of the higher seeded team in each pairing (see criteria for site selection). If that field is deemed unsuitable for tournament play, the committee will select an alternate site with input from the home team.
   1. If a field is in poor condition, it may be deemed unsuitable for tournament play even though it was used during the regular season.
C. The semifinal round will be played at sites to be determined by the tournament committee. The semi-final round may be played at the higher seeded team.
D. The 2019 finals will be played at Lower Sussex Little League in Roxana, Delaware.

**Item 5. Starting Times**
A. Starting times for all games will be determined by the committee and announced at a later date.
   1. The committee will not accept requests for referred or alternate starting times unless there is a conflict with a participating school’s senior prom, Baccalaureate, or graduation ceremony.

**Item 6. Tournament Program**
A. The committee will prepare an official tournament program which will contain team pictures, team rosters, tournament pairings and other related information and will be sold at all tournament playing sites. Schools will not receive complimentary programs at the conclusion of the tournament.
B. Team Photograph, Roster and Program Information. Team information for the tournament program must be on the school’s website4sports site by May 3, 2019.
   1. Schools should assume that their team is going to make the tournament and submit a roster and team photo.
   2. Program information MUST be submitted for Coaches to receive a complimentary tournament Pass. (See Item 7 A. 3)

**Item 7. Admission Policies**
A. Student (grades K-12) and adult admission will be $5 for the first two rounds of the tournament, $6 for semi-finals, and $7 for the championship game. Preschoolers will be admitted without charge to all games.
B. Complimentary Admission
   1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster found in the 2019 DIAA State Tournament Program. The official school party is defined as players, coaches, managers, scorers/statisticians, trainer, and administrators. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
      a. A maximum of 20 players are permitted as part of the official school party.
      b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
      c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team’s driver.
   2. The varsity head coach of each high school girls' softball team will receive three complimentary passes by contacting the DIAA office - donna.polk@doe.k12.de.us by Friday, May 10, 2019. The request must include the school name, coach name and title of coaches receiving the passes. Coaches’ passes are not transferable. Coaches who do not submit the team photo and information requested in Item 6 (above) by the deadline will not receive passes.
   C. Media representatives who are covering the tournament will be admitted upon presentation of proper credentials. See General Item #13. Please request credentials by April 26, 2019.
Item 8. Game Manager

A. A member of the committee will be appointed to serve as the Game Manager. He/she will serve as a liaison between the committee, the host school, and the participating schools. He/she will be responsible for ensuring compliance with the policies and procedures established by the DIAA Softball Committee. The Game Manager will have the specific responsibilities listed below.
1. Provide the following items:
   b. Game balls.
2. Collect the score book and balls after the game has been completed.
3. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party’s athletic director and the Executive Director as soon as possible.
4. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

Item 9. Responsibilities of Host School

A. Member schools agree to host events for the tournament.
B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA’s Executive Director prior to the start of the event.
1. Support personnel may include:
   a. Ticket seller(s);
   b. Program seller(s);
   c. Ticket taker(s);
   d. Security (an individual who monitors the crowd but is not a law enforcement officer);
   e. Scoreboard Operator/Announcer; and
   f. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
C. The Site Director’s responsibilities include:
   1. Set up the field and bench areas according to current NFHS specifications.
      a. The field should be lined according to current NFHS specifications.
   2. Provide parking facilities for buses and spectators.
   3. Provide seating arrangements for spectators.
   4. Contact the Game Manager three hours prior to game time if the field is not in playable condition.
   5. Be in attendance and work closely with the Game Manager.
   6. Clear with the Game Manager matters of policy or procedure.
   7. Provide an official scorer unless assigned a person is assigned by the Softball Committee.
   8. Ensure that the complimentary admission policy for all schools is followed (Item 7).
   9. Charge admission until the end of the fifth inning.
   10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
   11. Review the emergency action plan with the appropriate personnel.
   12. Any additional responsibilities as determined by the host school.
D. The host school must consult with the DIAA office concerning security and police personnel.
   1. Any expenses concerning security and police personnel must be pre-approved by DIAA’s Executive Director.
   2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
E. The host school is responsible for returning any unsold tickets and reporting program sales to the DIAA Office.
F. Public Address System
   1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with softball.
   2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
      a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
      b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
      c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.

Item 10. Umpires

A. Three umpires will be assigned to games in all rounds. No alternates will be provided.
B. Officials assigned to the 2019 Softball Tournament will be paid according to the Officials Association-DIAA Agreement for the 2018-2019 school year.
C. The Delaware Softball Umpires Association and the Delaware Umpires’ Association will provide umpires for all tournament games. The Delaware Softball Umpires’ Association will work the championship game in odd years and the Delaware Umpires’ Association will work the championship game in even years.
   1. Each association must supply the chairperson with a list of umpires eligible to work the tournament by April 30,
2. The umpires assigned to the semifinal-round games and finals will be selected from the umpires ranked #1 - #6 on the composite list. The plate umpire in the finals must be in the top three on the composite list. A composite list is a list of qualified and ranked umpires from coaches and the umpiring associations.

3. The Softball Committee will review and approve all umpire assignments. Any changes in the aforementioned assignments must be approved by the chairperson of the softball committee.

D. An official scorer will be designated by the Site Director and/or tournament committee. He/she will sit at the official scorer’s table, which will be located behind the backstop or in another suitable area as determined by the umpires and tournament committee. Only the official scorer and designated committee members may sit at scorer’s table. The official scorer may occupy the dugout if approved by the Softball Committee.

**Item 11. Dressing Rooms and Facilities**

A. Teams and umpires should arrive dressed in their game uniforms as dressing rooms will not be available.

**Item 12. Contest Procedures, Equipment and Facilities**

A. Game Balls and Scorebooks

1. The committee will furnish game balls and the official score book for all tournament games.
   a. Participating schools must provide scorebooks for their own scorers.
   b. The Dudley SB12L Softball will be the official ball for all tournament games. Three new balls will be provided for each game with the winning team being awarded a game ball.

B. Field Usage

1. No team will be permitted to practice on a field that will be used as a neutral site during the tournament, unless it is that school home school field.

C. Special Events

1. The Softball Committee believes that the program of special events should not overshadow the game and consequently, will keep any special events to a minimum. The following regulations will be strictly observed:
   a. No school will be permitted to conduct its own program of special events.
   b. No school will be permitted to bring its band or other musical group. School bands will not be allowed to perform even if the members of the band provide their own transportation and purchase tickets for the game.

2. Special events will be confined to the official pregame activities and the awards presentation after the championship game. The pregame ceremonies may include:
   a. National Anthem
   b. Introduction of team members, coaches, and umpires.
   c. Other VIPs in attendance will be recognized by asking them to stand momentarily at their seats.

3. The Committee is authorized to modify the pregame or postgame activities however it deems appropriate.

**Item 13. Awards**

A. The following awards will be presented:
   1. Team: Trophies will be presented to the Champion and Runner-Up Teams.
   2. Individual: Gold medallions (20) will be presented to the champions and silver medallions (20) will be presented to the runners-up.
   3. No awards other than those authorized by the committee will be presented at any time during the tournament.

**Item 14. Player Bench Occupants and Bench Assignments**

A. In all first and second round games, the higher seeded team will occupy the same dugout or player bench that it (or the home team at that site) occupied during the regular season.

B. In the semi-final and final round games, the higher seeded team will occupy the third base dugout or player bench.

C. During the 15-minute pre-game warm-up and throughout the game, a maximum of 23 members of the official school party will be permitted on the field or in the player bench area. However, those individuals will be restricted to board approved coaches, players, managers, statisticians, trainers, and administrators.

**Item 15. Home Team**

A. The home team in all rounds of the tournament will be the higher seeded team.

**Item 16. Warm-up**

A. Each team is limited to a 15-minute warm-up on the field prior to the scheduled start of the game. The home team will be assigned the first 15-minute warm-up period, which will begin 45 minutes before the scheduled starting time. The final 15 minutes will be used to groom the field, team introductions and the National Anthem.

**Item 17. Safety**

A. If the softball field is not enclosed by a fence, restraining ropes should be placed parallel to and a minimum of five yards from the foul lines for the semifinal and championship games.
Item 18. Suspended Game Rule
A. The DIAA suspended game rule will be in effect for both regular season and state tournament play. The rule states that a game called for any reason when a winner cannot be determined or a game called at any time for mechanical failure (e.g. artificial lights, water systems, etc.) will be treated as a suspended game. Such a game will be continued from the point of interruption, with the lineups and batting orders for both teams exactly the same as at the time of suspension subject to the rules of the game. A brief explanation of the rule is as follows:
1. If a game is stopped prior to the completion of 4 1/2 innings, it is a suspended game and will be resumed from the point of interruption.
2. If a game is stopped after 4 1/2 innings or in the bottom of the 5th inning and the home team is ahead, it is a completed game and the home team is declared the winner. If the score is tied or the visiting team is ahead, it is a suspended game and will be resumed from the point of interruption.
3. If a game is stopped after 5 or 6 complete innings and either team is ahead, it is a completed game and that team is declared the winner. If the score is tied, it is a suspended game and will be resumed from the point of interruption.
4. If a game is stopped in the top of the 6th inning, after 5 1/2 innings, in the top of the 7th inning, or after 6 1/2 innings, the score reverts back to the last completed inning. If either team was ahead, it is a completed game and that team is declared the winner. If the score was tied, it is a suspended game and will be resumed from the point of interruption.
5. If a game is stopped in the bottom of the 6th or 7th inning, the score reverts back to the last completed inning unless the home team scored to tie or take the lead in the bottom of the incomplete inning. If so, the score remains as it was when the game was discontinued. In either case, it is a suspended game if the score was tied and will be resumed from the point of interruption.

Item 19. “Mercy Rule”
A. A ten-run “mercy rule” after five innings is in effect for ALL rounds of play including the Championship game.

Item 20. Tie - Breaking Procedure
A. The tie-breaking procedure, which was approved by the DIAA Board of Directors for regular season play, will be in effect for the first three rounds of the state tournament. This is the use of the International Tie-Breaker procedure beginning in the top of the tenth inning. There will be no tie-breaking procedure used in the finals.

Item 21. Site Selection Procedures
A. The field should be regulation as per the 2019 NFHS Softball Rules Book, except regularly used home fields that meet the tournament committees’ approval.
B. NFHS guidelines will be followed with an emphasis on safety. The committee will evaluate fields according to a set of criteria, which will include but not be limited to, the following considerations:
1. The foul lines should not be burned into the field resulting in excessive ruts and/or large burned-in areas.
2. The height of the outfield grass should be short without excessive clumps and/or bare areas. The field should be free of holes which would create unsafe playing conditions.
3. The field must be marked as per the 2019 NFHS Softball Rules Book, page 8, Figure 1-1, Rule 1-1.
4. The infield should be skinned.
5. The outfield should be contained by a fence reaching from foul pole to foul pole. The outfield distances to the fence shall meet the criteria established by the NFHS Rule Book page 8, Rule 1-1.
C. The back stop must be in good condition without sharp edges or holes.
D. The dead ball areas should be well marked and/or roped off.
E. Parking facilities and spectator areas will be taken into consideration. Bleachers should be available.
F. Ticket sales are required during all rounds of the tournament.
   1. Entrance to the spectator areas should be controlled so as to facilitate ticket sales.
G. The entire site should lend itself to good crowd control.
2019 DIAA SOFTBALL STATE TOURNAMENT

Wednesday, May 15  Saturday, May 18  Wednesday, May 22  Saturday, May 25

#1
#16

#8
#9

#4
#13

#5
#12

#2
#15

#7
#10

#3
#14

#6
#11
BASEBALL TOURNAMENT

Committee Members

Michael Hart, Chairperson ................................................................. Salesianum School
Mel Gardner ..................................................................................... William Penn High School (retired)
Jim Long .......................................................................................... Dover Central Middle School (retired)
Tom Beddow.................................................................................... St. Elizabeth High School
Jim Mc Farland ............................................................................... Interstate Baseball Umpires’ Association
Matt Donovan ................................................................................ Middletown High School
Chris Eddy ....................................................................................... Charter School of Wilmington
Jim Hudson ....................................................................................... Indian River School District (retired)
Bob Cilento ..................................................................................... Cape Henlopen High School
George Eilers.................................................................................. Polytech High School
Sam Williams................................................................................ Delaware Umpires’ Association
Thomas E. Neubauer ...................................................................... Ex-Officio, Executive Director, DIAA
Dr. Bradley Layfield ........................................................................ Ex-Officio, Chairperson, DIAA

Specific Information

Item 1. Tournament Field
A. The 2019 tournament field will consist of twenty-four (24) teams:
   1. The Champions of following Conference/Flight/Divisions - Blue Hen Flight A, Blue Hen Flight B, Henlopen North, Henlopen South, Diamond State Conference, the Independent Conference, as selected by that Conference’s criteria.
   2. Eighteen (18) at-large teams, selected by the criteria found in Item 1.D (below).
B. Eligible Teams:
   1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
   2. A team must have a winning percentage of .500 or higher at the varsity level.
   3. A team must play a minimum of sixteen (16) varsity games. All opponents must have 14 games at the varsity level.
   4. Team schedules will ‘lock down’ on Wednesday, March 20, 2019. No games can be added after this date. Team index will be determined by the number of games scheduled for the season at that date. If the schedule has eighteen games, the index is based on eighteen games. If the schedule has seventeen games, the index is based on seventeen game. If a game is cancelled on May 20 due to unplayable conditions that are beyond reasonable control, the tournament committee chairperson has to be contacted (Mike Hart-H-998-7390, C-743-5236, W-654-7736). If the game is approved as dropped the team index is based on one less game.
C. Conference/Flight/Division Champions’ automatic berths will be determined by the following qualifying criteria:
   1. A Conference/Flight/Division must consist of five participating schools to receive an automatic berth. If a Conference/Flight/Division has fewer than five participating teams, the teams are still eligible for an at-large berth.
   2. The champion must possess a .500 winning percentage record or better.
   3. The champion must be in the top 50% of all eligible teams in the state tournament field.
D. At-Large teams will be selected according to their team index as determined by the procedure in 2.B

Item 2. Tournament Seeding
A. Team Reports
   1. All schools MUST accurately complete and post the team report on the school’s website4sports site by 6 PM on May 20, 2019.
   2. Schools that play out-of-state opponents MUST report that school’s contact information on their websites4sports site by May 1, 2019.
   3. No team will be considered for the state tournament if these deadlines are not met.
B. Index Calculation: Team indexes are calculated according to the following procedure:
   1. Award three points for each win.
   2. Award one bonus point for each game played against an opponent whose winning percentage during their regular season is .500 or higher, regardless of which team won.
   3. Award one additional bonus point for each game played against an opponent whose winning percentage during their regular season is .700 or higher, regardless of which team won.
   4. Divide the total points accumulated by the number of games scheduled.
C. Tie-breaking criteria: If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied to the teams that are still tied
   1. Head-to-head competition. If three or more teams are tied, they must all have played each other.
   2. Records against common opponents.
   3. Number of opponents with .700 or better records.
   4. Number of opponents with .500 or better records.
5. If teams are still tied, the Baseball Committee will decide based on criteria that they establish before starting the tie breaking procedure for these tied teams.

D. Seeding:
1. Teams will be seeded according to their point indices as determined by Item 2.B (above).
2. The eight teams with the highest point indices will be seeded #1-8 and will receive a bye in the first round.
3. If a team is unable to participate in the tournament for any reason and announces its intentions before the committee selects the field, that team will be replaced by the next best team as determined by the at-large selection process. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play.
   a. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first-round pairings have been established.

Item 3. Tournament Dates
A. The 2019 DIAA Baseball Tournament will be held on the following dates:

<table>
<thead>
<tr>
<th>Round</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round One</td>
<td>Thursday, May 23</td>
</tr>
<tr>
<td>Round Two</td>
<td>Saturday, May 25</td>
</tr>
<tr>
<td>Quarter Finals</td>
<td>Tuesday, May 28</td>
</tr>
<tr>
<td>Semi Finals</td>
<td>Thursday, May 30</td>
</tr>
<tr>
<td>Finals</td>
<td>Saturday, June 1</td>
</tr>
</tbody>
</table>

The rain date for these rounds will be the next day.

Item 4. Tournament Sites
A. First, Second and Quarter final round games will be played at a site secured by the higher seeded team and approved by the tournament committee. The higher seeded team will be responsible for Game Management of the site.
B. Semi Final games will be played at sites determined by the tournament committee with higher seeded teams being the home team, and occupying the dugout that is designated at that site for the home team.
C. The Championship game will be played at Frawley Stadium. The higher seeded team will be designated as the home team, and occupy the dugout that is designated at that site for the home team. The team that has traveled the furthest distance will take infield practice last.

Item 5. Starting Times
A. All games will start at times as determined by the committee.

Item 6. Tournament Program
A. The committee will prepare an official tournament program which will contain team pictures, team rosters, tournament pairings and other related information and will be sold at all tournament playing sites. Schools will not receive complimentary programs at the conclusion of the tournament.
B. Team Photograph, Roster and Program Information. Team information for the tournament program must be on the school’s website4sports site by May 3, 2019.
   1. Schools should assume that their team is going to make the tournament and submit a roster and team photo.
   2. Program information MUST be submitted for Coaches to receive a complimentary tournament Pass. (See Item 7. A. 3)

Item 7. Admission Policies
A. Student (grades K-12) and adult admission will be $5 for the first two rounds of the tournament, $6 for semi-finals, and $7 for the championship game. Preschoolers will be admitted without charge to all games.
B. Complimentary Admission
   1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster found in the 2019 DIAA State Tournament Program. The official school party is defined as players, coaches, managers, scorers/statisticians, trainer, and administrators. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
      a. A maximum of 24 players in uniform are permitted as part of the official school party.
      b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
      c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team’s driver.
   2. The varsity head coach of each team will receive three complimentary passes by contacting the DIAA office - donna.polk@doe.k12.de.us by Friday, May 10, 2019. The request must include the school name, coach name and title of coaches receiving the passes. Coaches’ passes are not transferable. Coaches who do not submit the team photo and information requested in Item 6 (above) by the deadline will not receive passes.
C. Media representatives who are covering the tournament will be admitted upon presentation of proper credentials. See General Item #11. Please request credentials by April 26, 2019.

Item 8. Game Manager
A. A member of the Committee will be appointed to serve as the Game Manager. He will serve as a liaison between the Committee, the host school and the participating schools. It is the Game Manager’s responsibility to ensure compliance with the policies and procedures established by the DIAA Baseball Committee. He will have the specific responsibilities listed below:
1. Provide the following items:
   b. Game balls that are provided by DIAA.
2. Verify Trainer availability.
3. Collect the score book and balls after the game has been completed.
4. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party’s athletic director and the Executive Director as soon as possible.
5. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

Item 9. Responsibilities of Host School
A. Member schools agree to host events for the tournament.
B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA’s Executive Director prior to the start of the event.
1. Support personnel may include:
   a. Ticket seller(s);
   b. Program seller(s);
   c. Ticket taker(s);
   d. Security (an individual who monitors the crowd but is not a law enforcement officer);
   e. Scoreboard Operator/Announcer; and
   f. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
C. The Site Director’s responsibilities include:
1. Set up the field and bench areas according to current NFHS specifications.
   a. The field should be lined according to current NFHS specifications.
2. Provide parking facilities for buses and spectators.
3. Provide seating arrangements for spectators.
4. Contact the Game Manager three hours prior to game time if the field is not in playable condition.
5. Be in attendance and work closely with the Game Manager.
6. Clear with the Game Manager matters of policy or procedure.
7. Provide an official scorer unless assigned a person is assigned by the Baseball Committee.
8. Ensure that the complimentary admission policy for all schools is followed (Item 7).
9. Charge admission until the end of the fifth inning.
10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
11. Review the emergency action plan with the appropriate personnel.
12. Any additional responsibilities as determined by the host school.
D. The host school must consult with the DIAA office concerning security and police personnel.
1. Any expenses concerning security and police personnel must be pre-approved by DIAA’s Executive Director.
2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
E. The host school is responsible for returning any unsold tickets and reporting program sales to the DIAA Office.
F. Public Address System
1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with baseball.
2. The public address system, if used, will be operated by a responsible/adult representative of the host school.
   a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
   b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
   c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.
Item 10. Umpires
A. Three umpires will be assigned to all first and second round games; four umpires will work the quarterfinal, semifinal and championship round games.
B. Umpires assigned to the 2019 Baseball Tournament will be paid according to the Officials Association-DIAA Agreement for the 2018-2019 school year.
C. The Interstate Baseball Umpires’ Association and the Delaware Umpires’ Association will officiate all tournament games. The Delaware Umpires’ Association will assign all umpires for the Championship game in odd years, and the Interstate Baseball Umpires Association will assign all umpires for the Championship game in even years.

Item 11. Dressing Rooms and Facilities
A. Participating teams should arrive dressed in their uniforms for all games as locker rooms will not be available at the site. Teams are responsible for securing their own valuables.

Item 12. Awards
A. The following awards will be presented:
   1. Team: Trophies will be present to the Champion and Runner-Up Teams.
   2. Individual: Gold medallions (24) will be presented to the champions and silver medallions (24) will be presented to the runners-up.
   3. No awards other than those authorized by the committee will be presented at any time during the tournament

Item 13. Pitching Limitations
A. The Pitch Limit Policy approved by the DIAA Board of Directors for the 2019 season is in effect for the 2019 Baseball State Tournament.
   1. Pitch Limits:

<table>
<thead>
<tr>
<th>Pitches Thrown</th>
<th>Rest Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-25</td>
<td>None (no days)</td>
</tr>
<tr>
<td>26-50</td>
<td>1 day</td>
</tr>
<tr>
<td>51-80</td>
<td>2 days</td>
</tr>
<tr>
<td>81-105</td>
<td>3 days</td>
</tr>
</tbody>
</table>

   2. There is a 105 pitch limit in any one day. The pitcher may finish the batter if the 105 pitch count is reached during the at bat.
   3. A maximum of 205 pitches may be thrown in a 7 day period.
   4. A player is ineligible to pitch in the second game of a double header if during the first game he does any one of the following:
      a. Throws 25-39 pitches in two (2) consecutive innings, and/or
      b. Throws more than 40 pitches in any one inning
   5. The pitcher starting the second game of a double header will be held to the 105 pitch limit. Any pitches thrown during the first game will be counted towards this 105 pitch limit for the day.

Item 14. Warm-up Time
A. Each team will be permitted fifteen (15) minutes of on field warm-up time to be used at the discretion of the coach. Restrictions may be placed upon this time by the Leaser of the Site being used.
   1. The first field-use warm-up period will begin 40 minutes before the start of the game. The second field-use warm-up period will begin 25 minutes before the start of the game and the remaining 10 minutes will be used for the pre-game conference and to groom the field.
   2. The team that has traveled the greater distance to the game site will have the last 15 minutes of on field warm-up time.
   3. The non field-use warm-up period will begin one and a half hours before the start of the game and is limited to stretching, running, and throwing.
   4. Restrictions concerning the location or type of warm-up may be imposed by the Game Manager if field conditions or host site management require such action.
   5. If batting cages are available at the site, each team will have the opportunity to use them for 10 minutes during the other team’s on-field warm-up period on the field. Batting cages will not be available at Frawley Stadium.

Item 15. Game Regulations & Tournament Procedures
A. All tournament games will be scheduled for seven innings, and played to the full seven innings, except if the ten-run rule is enacted. (NFHS Rule 4-2)
B. Coaches must be in full uniform in order to coach the bases. (NFHS Rule 3-2-1)
C. The next player scheduled to bat will be in the on-deck circle.
D. There will be no protests as all disputes will be resolved by the umpires at the game site.
E. The DIAA suspended game rule will be in effect for all tournament games.
F. The Game Manager will decide, depending on weather and field conditions, if a game should be started. After the game has begun, the umpire in chief will be in charge.
G. The ten-run “mercy rule” will be in effect for all tournament games (NFHS Rule 4-2-2).

Item 16. Suspending Game
A. Any game suspended from play due to circumstances that prevent the full seven innings to be played, will be resumed from the point of suspension as soon as conditions permit. The game will then be played until the full seven innings are completed by rule, or until the ten-run rule comes into effect.
B. Both Head Coaches and all Umpires are to meet under cover if necessary to ensure that ALL scorebooks have the same information, and that both teams and the umpires agree as to what the current situation is at the time of suspension. The Game Manager should be present during this meeting also.

Item 17. Site Selection Procedures:
A. The Baseball Committee will use the following criteria and procedures to select game sites for the 2019 tournament:
   1. The field should be regulation as per the 2019 NFHS Baseball Rules Book.
   2. NFHS guidelines will be followed with an emphasis on SAFETY. The committee will evaluate fields according to a set of criteria, which will include but not be limited to, the following considerations:
      a. The foul lines should not be burned into the field resulting in excessive ruts and/or large burned-in areas.
      b. The height of the outfield grass should be short without excessive clumps and/or bare areas. The field should be free of holes which would create unsafe playing conditions.
      c. The field must be marked as per the 2019 NFHS Baseball Rules Book.
   3. The backstop must be in good condition without sharp edges or holes.
   4. The dead ball areas should be well marked and/or roped off.
   5. Parking facilities and spectator areas will be taken into consideration. Bleachers should be available.
   6. Entrance to the spectator areas should be controlled so as to facilitate ticket sales.
   7. The entire site should lend itself to good crowd control.
2019 DIAA BASEBALL STATE TOURNAMENT

Round 1  Round 2  Quarterfinals  Semifinals  Final
Thursday  Saturday  Tuesday  Thursday  Saturday
May 23    May 25    May 28    May 30    June 1

#16  #17

#9  #24

#13  #20

#12  #21

#15  #18

#10  #23

#14  #19

#11  #22

Champion
GOLF TOURNAMENT
Committee Members

Kathy Franklin, Chairperson .............................................................. Tower Hill School
Kevin Charles ................................................................................... Public Member
Andy Dick .......................................................................................... John Dickinson High School
Eddie Meredith .................................................................................. Public Member
Jay Mankus ......................................................................................... Public Member
John Kelly ........................................................................................... Archmere Academy
Laura Heien ....................................................................................... Delaware State Golf Association
Karen Sinton ....................................................................................... Tower Hill School
Steve Yiengst ..................................................................................... Polytech High School
Jesse Parsley ....................................................................................... Milford High School
Mark Robinson .................................................................................... St. Georges Technical High School
Thomas E. Neubauer ........................................................................ Ex-Officio, Executive Director, DIAA
Dr. Bradley Layfield ........................................................................... Ex-Officio, Chairperson, DIAA

Specific Information

Item 1. Tournament Field
A. The tournament field will consist of the four regular season conference champions, 6 at-large teams, and 36 individuals who have qualified on the basis of their performance in a conference/qualifying tournament.
   1. Teams must play a minimum of 12 and no more than 18 varsity matches to be eligible for tournament consideration. Teams must play a minimum of 8 competition dates and no more than 15 competition dates.
   2. In order for an individual to compete in the tournament, either for team or individual titles, he/she must have competed in at least five of his/her school’s regular season golf schedule.
   3. Beginning the 2019-20 school year, team schedules will be “locked” on Friday, April 10, 2020. No matches may be added after this date. Team index will be determined by the number of games scheduled for the season at that date. If a contest is cancelled on May 15th due to unplayable conditions or lack of course availability that are beyond reasonable control, the tournament committee chairperson must be contacted. If the contest is approved by the committee as a “drop,” the team index will be based on one less game.
   4. Automatic team qualifiers
      b. If two teams are tied for a guaranteed berth and one team will not qualify for an at-large berth, the winner of the regular season match between the teams will qualify for the tournament. If, after considering head to head competition, a tie still exists, the conference will determine their representative.
   5. At-large team qualifiers will be determined by Websites4Sports Tournament Points Calculation Report.
      a. The at-large teams will be selected on the basis of a point index. A team will receive three points for a win, one point for a tie, and one bonus point for a win or tie against a team with a winning percentage of .501 or higher, and another bonus point for playing a team with a winning percentage of .701 or higher. A team’s point index will be determined by dividing the total points accumulated by the number of matches played.
      b. If two teams are tied for the final at-large berth the winner of the regular season match between the teams will qualify for the tournament. If, after considering head to head competition, a tie still exists, the team with the greater number of bonus points will qualify for the tournament. If after considering bonus points the tie still exists, the committee will determine the final berth(s).
   6. Individual qualifiers
      a. The additional 36 individual qualifiers will be the players with the lowest scores in each of the four conference/qualifying tournaments who are not members of teams which have received either a guaranteed or an at-large berth.
      b. In the absence of a conference/qualifying tournament, the head coaches of the schools involved will select the individual qualifiers.
      c. If there is a tie for the last position, the conference will devise a tie breaker to determine the final qualifier.
      d. The Blue Hen and Henlopen Conference tournaments will qualify their top eleven (11) individual finishers and the Diamond State and Independent/Non-Conference tournaments will qualify their top seven (7) individual finishers.
      e. If four golfers from the same school qualify as individuals, they may compete as a team in addition to the 10 team field. The school team will consist only of the four individuals qualifying.

Item 2. Entry Forms
A. Schools are responsible for submitting (faxing) the ENTRY FORM found in this manual to Kathy Franklin (302-657-8366) by May 17, 2019. They must also have the results of all matches accurately posted on their websites4sports schedule page by the end of the day on May 17, 2019. Matches played after May 18 will not be used to determine point index.
Item 3. Scoring
A. Each contestant entered will play 18 holes on the first day of the tournament. The Day 2 tournament field will consist of the top 60 scoring contestants, including ties, both team and individual, from Day 1.
B. Day 2 Teams: Any team that has at least three players who make the field for Day 2 will qualify to continue to compete for the team championship.
   1. If a team fails to qualify by returning three (3) players the second day, the team will be eliminated. However, the remaining individuals on that team may remain in the field and compete for individual honors, provided the player would have qualified for the individual play the second day. See Item 3.A above.
   2. The team championship will be determined by totaling the 36-hole scores of the four lowest scoring contestants who played on the first day and the three lowest scoring contestants who qualified to play on the second day.
C. Day 2 Individuals: Any individual player whose 18-hole score on the Day 1 of the tournament places them within the top 60 scoring players and ties, will qualify to play on Day 2 and compete for individual honors.
D. Tie-Breakers: If, after regulation play, a tie exists for first place in either the team or individual competition, the committee will conduct a sudden-death playoff until a winner is declared.
   1. In team competition, the three golfers who scored on Day 2 will compete in the playoff for each team involved in the tie. The team with the lowest aggregate score by all three golfers will be declared the winner.
   2. In individual competition, the golfer with the lowest score on the extra hole (s) will be declared the winner. If no winner is determined after the playoff hole, all competitors tied for the low score on that hole will advance to the next hole. When possible, the results of the playoff holes will determine the order of finish of the other competitors. When the results do not determine the order of finish, a match of cards (last 9, 6, 3, 1 holes respectively, in regulation play) will determine any and all ties in second through tenth place.
   3. In the event of a team tie for second place, each team will be declared runner-up and DIAA will present awards to each.

Item 4. Site, Dates, and Starting Times
A. The 2019 Golf State Tournament will be hosted by Cripple Creek Golf and Country Club located at 29494 Cripple Creek Road Dagsboro, De. 19939. 302-539-1446
   1. If weather conditions preclude play on both aforementioned days, the state tournament will be cancelled for the 2018-2019 school year unless alternative arrangements can be made with the host course.
   2. If only one round can be completed, the 2019 State Tournament will be an 18-hole championship event.
   3. If round 1 is suspended, it will be completed on the second day. Following completion of round 1 on Day 2, the committee will determine if round 2 will be an 18-hole event, a 9-hole event, or eliminated altogether.
B. The pairings and starting times for Day 1 of the tournament will be determined by the committee and will be distributed to each coach at the Conference Qualifying Tournament, or delivered to the school.
C. Each participant must report to the starter’s table upon arrival to confirm his/her tee off time.
   1. If a player arrives at his starting point, ready to play, within five minutes after his starting time, the penalty for failure to start on time is two strokes. Lateness beyond five minutes will result in disqualification. (USGA Rule 5.3a).
   2. The clock at the starter’s table will be the official time.
D. Coaches and players may go to Website4sports page and click on tournaments at top of page to receive Day 2 starting times.

Item 5. Playing Regulations
A. The state tournament will be conducted in accordance with the playing rules and regulations of the United States Golf Association.
B. Sportsmanship: During the round, defined as from the time the player hits the first shot until the score card is submitted, a player will be assessed a warning for unsportsmanlike conduct (i.e. willful acts of defacing the golf course, club throwing or breaking, abusive language, or any acts contrary to the spirit of the rules of golf). Serious misconduct by any competitor must be called to the attention of the committee and the rules officials. If it is decided that a warning should be given to the player, a committee member or rules official will give the warning. If two unsportsmanlike conduct warnings occur, the player will be disqualified. Appeals will be heard immediately after the completion of the round.
C. Participants will play in foursomes on Day 1 and threesomes on Day 2 of the tournament, unless otherwise determined by the committee.
D. Players will start from the first and tenth tees on the first day and from the first tee on the second day of the tournament unless otherwise determined by the committee.
E. Unless granted an exemption by the DIAA Board of Directors, the use of a caddie or golf cart by any player is prohibited and will result in disqualification. The use of pull carts is permitted as long as they are not motorized and the host course allows their usage.
F. Players are required to wear golf shoes or sneakers, trousers, Bermuda-type shorts or golf skirts and short or long sleeve shirts with collars while participating in the state tournament. Tank tops and cut-off shorts are prohibited.
G. The use of tobacco (e-cigarettes, vape, juul), /alcohol/illegal drugs by any player is strictly prohibited and will result in disqualification.
Item 6. Coaching
   A. Coaching will be permitted from the time the last player in the group holes out and your player is off the green until the time the first player in the group addresses the ball on the next tee. Coaches are not permitted on the tee or on the green. When a player begins taking his/her stance to begin a stroke, the coach of that player must not stand in a location on or close to an extension of his/her player’s line of play behind the ball. There must not be coaching, by anyone, from tee to green. If a coach or anyone is found to be in violation of any of these rules, a warning will be given (by a committee member or DSGA staff) for the first offense and removal from the course thereafter.

Item 7. Spectators
   A. Spectators should remain on cart paths or in the rough and approximately 15 yards from the players. There may be no communication between players and spectators that could be deemed advice of any nature for the duration of the 18 holes.
   B. Spectators must not follow a group by walking behind them in the fairway.
   C. Spectators are encouraged to help search for competitors’ golf balls.
   D. Spectators must comply with the host course dress code.
   E. If a spectator is found to be in violation of any of these rules, a warning may be given (by committee member, DSGA or host club staff) for the first offense and removal from the course and/or property thereafter.
   F. If permitted by the host course, spectators may rent golf carts but carts must remain on cart paths at all times. Carts are not permitted to be operated by anyone other than the person renting the cart. The host course may elect to hold a driver’s license in exchange for keys to the cart.

Item 8. Practice
   A. No contestant will be allowed to practice on the tournament course on either day of the tournament.
   B. The driving range at the tournament course will be available for use on both days of competition. Practice balls will be available in the pro shop or at the driving range.
   C. Range balls will be made available to contestants without charge for practice prior to competition on each day of the tournament. If permitted by the host course, golfers may use the driving range at their own expense at the end of the day’s competitive round.

Item 9. Awards
   A. The committee will present the following awards:
      1. Trophies to the first and second-place teams.
      2. Six gold medallions to members of the first-place team and six silver medallions to members of the second-place team.
      3. Medallions to the top 10 individual finishers.
   B. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 10. Tournament Workers
   A. Each participating school must designate on the Team Report at least one representative (coach, athletic director, or administrator) who will be available to assist with the conduct of the tournament on both days. The work schedule will be determined on a “first come, first served” basis. Failure to comply with this requirement may result in disqualification of the offending school’s team.

Item 11. Challenge Form
   A. Any charges of scoring violations must be submitted in writing on the OFFICIAL CHALLENGE FORM within one hour of the completion of play on that day. The form must be signed by the head coach and submitted to the committee.
SCHOOL: 

COACH: 

<table>
<thead>
<tr>
<th>PLAYER NAME</th>
<th>M/F</th>
<th>GRADE</th>
<th>CELL PHONE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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<tr>
<td>2.</td>
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<td>3.</td>
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<td>4.</td>
<td></td>
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<tr>
<td>5.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Alternate: ____________________________________________

Alternate: ____________________________________________

Coaches, athletic directors, or administrators must be available to assist with the conduct of the tournament. Each participating school must provide at least one worker each day.

**Worker for May 28**

Name: ____________________________

Work Phone: ______________________

Home Phone: ______________________

Cell Phone: ______________________

**Worker for May 29**

Name: ____________________________

Work Phone: ______________________

Home Phone: ______________________

Cell Phone: ______________________
OFFICIAL CHALLENGE FORM

Any charges of a scoring violation must be submitted in writing on the Official Challenge Form within one hour after the final group completes play for the day. This form must be completed in detail and signed by the person filing the complaint. Any charges of a scoring violation submitted after the one-hour waiting period will not be considered.

____________________________
____________________________
____________________________
____________________________
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____________________________
____________________________

__________________________________________
Signature                                    Time                                    Date
GIRLS’ SOCCER TOURNAMENT
Committee Members

Paul Booton, Chairperson .......................................................... Dover High School
Chris Myers .................................................................................. Mariner Middle School
Lindsay Brown ............................................................................. Padua Academy
Ryan Bradford .............................................................................. DSSOA Official
John Myers .................................................................................... Cape Henlopen High School
Artie Uhlich .................................................................................. Sussex Central High School
Katy Sturdivant .............................................................................. Archmere Academy
Mike Ryan ...................................................................................... Delaware Military Academy
Lew Atkinson ................................................................................ DE DOE (retired)
Joe Manlove .................................................................................. AI DuPont High School
Heather Taylor .............................................................................. Sanford School
Bob Beron ...................................................................................... Caesar Rodney High School
Shannon Sturdivant ...................................................................... Public Member
Michael James ............................................................................... Newark High School
Greg Luna ...................................................................................... DSOA Official
Thomas E. Neubauer ...................................................................... Ex-Officio, Executive Director, DIAA
Dr. Bradley Layfield ....................................................................... Ex-Officio, Chairperson, DIAA

Specific Information

Item 1. Tournament Field
A. The 2019 DIAA Girls’ Soccer State Championships will consist of a Division I tournament and a Division II tournament.
   1. The Division I tournament field will be comprised of the qualifying Blue Hen Flight A Champion, the Henlopen North Champion, and six (6) at-large teams or more if needed to fill out the 8 team bracket.
   2. The Division II tournament field will be comprised of the qualifying Blue Hen Flight B Champion, Henlopen South Champion, Independent Champion, Diamond State Champion and eight (8) at-large teams or more if needed to fill out the 12 team bracket.
   3. The school classifications can be found in General Item #6.
B. Eligible Teams:
   1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
   2. A team must play a minimum of twelve (12) games at the varsity level in order to be considered for the tournament.
C. Each conference will determine their champion. The Diamond State Conference will forfeit their automatic berth if The Charter School of Wilmington wins the conference.
D. At-Large teams will be selected according to their team index as determined by the procedure in 2.B.

Item 2. Tournament Seeding
A. Team Report
   1. It is the school’s responsibility to verify that all results listed on their team’s website or sports page is correct. This must be done by 6 PM on Wednesday, May 15, 2019. Games played after 6 PM on Wednesday, May 15, 2019 will not be used to determine tournament selection unless approved by the committee chair.
   2. It is each school’s responsibility to send all Out-of-State opponent’s contact information to the committee or DIAA by May 1, 2019.
B. Index Calculation
   1. The team’s win-loss percentage will be determined by adding 3 points for each win, 1 point for each tie, and 0 points for each loss divided by the total number of possible points (number of games played multiplied by 3).
   2. An opponents’ win-loss percentage will be calculated using the same formula. The team’s opponent’s average win-loss percentage will be calculated by adding the calculated win-loss percentage of each opponent together and dividing by the number of opponents. Opponents played twice are counted twice.
   3. The team’s index will be determined by adding the team’s win-loss percentage and the opponents’ average win-loss percentage and dividing the total by 2.
C. Tie Breakers: If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied to the teams that are still tied
   1. Head to head competition
   2. Each teams’ win-loss percentage
   3. The opponents’ win-loss percentage average
   4. Most wins
   5. Win-loss percentage against common opponents
   6. Draw by the committee

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D. Seeding:
   1. After all the team reports have been verified and all team indexes confirmed, the teams in each division will be ranked by index. The top eight (8) teams in Division I and the top twelve (12) teams in Division II will be identified using the procedures above.
   2. If a team withdraws after the field has been selected, that team will not be replaced and its scheduled opponent will receive a forfeit win into the next round of play. Such a withdrawal/forfeit may subject the school to disciplinary action by the DIAA Board of Directors.

Item 3. Tournament Dates
   A. The 2019 DIAA Girls’ Soccer State Tournament will be held for each Division on the following dates.

<table>
<thead>
<tr>
<th>Round</th>
<th>Division I</th>
<th>Division II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round One</td>
<td>N/A</td>
<td>Saturday, May 18</td>
</tr>
<tr>
<td>Quarter Finals</td>
<td>Wednesday, May 22 &amp; Thursday, May 23</td>
<td>Wednesday, May 22 &amp; Thursday, May 23</td>
</tr>
<tr>
<td>Semi Finals</td>
<td>Wednesday, May 29</td>
<td>Wednesday, May 29</td>
</tr>
<tr>
<td>Finals*</td>
<td>Friday, May 31</td>
<td>Friday, May 31</td>
</tr>
</tbody>
</table>

*dependent upon graduation dates

Item 4. Tournament Sites
   A. The game sites will be determined by the committee.
   B. The committee will not accept requests for referred or alternate starting times unless there is a conflict with a participating school’s senior prom, Baccalaureate, or graduation ceremony.

Item 5. Starting Times
   A. The starting times will be determined by the committee.
   B. The committee will not accept requests for referred or alternate starting times unless there is a conflict with a participating school’s senior prom, Baccalaureate, or graduation ceremony.

Item 6. Tournament Program
   A. The committee will prepare an official tournament program which will contain team pictures, team rosters, tournament pairings and other related information and will be sold at all tournament playing sites. Schools will not receive complimentary programs at the conclusion of the tournament.
   B. Team Photograph, Roster and Program Information. Team information for the tournament program must be on the school’s website4sports site by May 3, 2019.
      1. Schools should assume that their team is going to make the tournament and submit a roster and team photo.
      2. Program information MUST be submitted for Coaches to receive a complimentary tournament Pass. (See Item 7. A. 3)

Item 7. Admission Policies
   A. Student (grades K-12) and adult admission will be $5 for the first two rounds of the tournament, $6 for semi-finals, and $7 for the championship game. Preschoolers will be admitted without charge to all games.
   B. Complimentary Admission
      1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster found in the 2019 DIAA State Tournament Program. The official school party is defined as players (maximum of 22), coaches, managers, scorers/statisticians, trainer, and administrators. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
         a. A maximum of 22 players are permitted as part of the official school party.
         b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
         c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team’s driver.
      2. The varsity head coach of each team will receive three complimentary passes by contacting the DIAA office by Friday, May 10, 2019. The request must include the names of the coaches who will receive the passes. Coaches’ passes are not transferable. Coaches who do not submit the team photo and information requested in Item 6 (above) by the deadline will not receive passes.
      3. The pep bands (maximum of 15 students) of the two schools competing in the championship game will be allowed to play and will be admitted without charge provided they are accompanied by an adult band director. Pep bands will be granted free admission and will be allowed to play only at the championship game.
   C. Media representatives who are covering the tournament will be admitted upon presentation of proper credentials. See General Item #11.
Item 8. Game Manager
A. A member of the committee will be appointed to serve as the Game Manager. He/she will serve as liaison between the committee, the host school and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Girls’ Soccer Committee.
B. The Game Manager will contact the Site Director prior to the game to ensure that all preparations are taking place on schedule.
C. The Game Manager or his/her designee will meet each of the participating teams and escort them to their locker room and/or bench area. He/she will answer any questions the participating teams may have concerning pregame or postgame activities.
D. The Game Manager will provide the following items:
  1. Official DIAA Game Report Sheet [Score Sheet]
  2. Official Game Balls
E. The Game Manager will collect the game balls and unsold programs at the conclusion of the game and will present the losing team a game ball (Quarterfinal round on).
F. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, the Game Manager should notify the injured party’s athletic director and the Executive Director as soon as possible.
G. In the event of a serious sportsmanship related incident, the Game Manager should contact the Executive Director as soon as possible.

Item 9. Responsibilities of Host School
A. Member schools agree to host events for the tournament.
B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA’s Executive Director prior to the start of the event.
  1. Support personnel may include:
     a. Ticket seller(s);
     b. Program seller(s);
     c. Ticket taker(s);
     d. Security (an individual who monitors the crowd but is not a law enforcement officer);
     e. Scoreboard Operator/Announcer; and
     f. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
C. The Site Director’s responsibilities include:
  1. Set up the field and bench areas according to current NFHS specifications.
     a. The field should be lined according to current NFHS specifications.
     b. Seating should be arranged for the players, coaches, managers, statisticians, and trainers.
     c. Seating should be arranged for the official timer and scorers (a table and at least four chairs should be placed at the 50-yard line for the official score table)
  2. Provide parking facilities for buses and spectators.
  3. Provide seating arrangements for spectators.
  4. Contact the Game Manager three hours prior to game time if the field is not in playable condition.
  5. Be in attendance and work closely with the Game Manager.
  6. Clear with the Game Manager matters of policy or procedure.
  7. Provide an official scorer and timer unless assigned a person is assigned by the Soccer Committee and supplied by the officials’ association. Provide a clock and air horn.
  8. Ensure that the complimentary admission policy for all schools is followed (Item 7).
  9. Charge admission until there are 20 minutes remaining in the last game of the day.
 10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
 11. Review the emergency action plan with the appropriate personnel.
 12. Any additional responsibilities as determined by the host school.
D. The host school must consult with the DIAA office concerning security and police personnel.
  1. Any expenses concerning security and police personnel must be pre-approved by DIAA’s Executive Director.
  2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
E. The host school is responsible for returning any unsold tickets and reporting program sales to the DIAA Office.
F. Public Address System
  1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with softball.
  2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
     a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
     b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
     c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.
Item 10. Responsibilities of Participating Schools

A. Teams must arrive at the game site at least 45 minutes prior to game time.
B. Provide the Site Director with four (4) neatly printed copies of the game roster which must include:
   1. the name, position and grade of each player,
   2. the names of coaches, managers, trainers and other official team personnel, and
   3. the current team won-loss record and the team’s finish in their conference if applicable.
   This information is necessary for pre-game introductions and the official DIAA score sheet. Copies are needed for the referee, opposing coach, PA announcer and official scorekeeper.
C. Provide one individual to assist the official scorekeeper in identifying players who score goals, assists on goals and/or receive cautions or ejections.
D. Provide two or three ball holders for each soccer contest during the tournament.
   1. Ball holders are under the direct supervision of the officials whom they assist by carrying an extra game ball and retrieving balls which cross boundary touchlines.
   2. Ball holders must be in the 6th grade or older, they shall wear ‘pinnies’ provided by the schools in a color that contrasts with those of the opposing teams. ‘Pinnies’ are to be worn at all times during the match.
   3. Ball Holders must meet with the referee fifteen (15) minutes prior to the start of the game.

Item 11. Officials

A. The Delaware Soccer Officials’ Association (DSOA) and the Diamond State Soccer Officials’ Association (DSSOA) will provide officials for the 2019 state tournament.
B. The committee will assign all officials for all rounds of the tournament.
C. A four-person officiating crew will be used for all tournament games. Three officials will be on-field and the fourth official will assist the referee and act as the official DIAA scorekeeper with duties as assigned by the committee per NFHS Rule 5.3.3.
D. DSOA will provide the officiating crew for Division 1 in even numbered years and for Division 2 in odd numbered years. DSSOA will provide the officiating crew for Division 1 in odd numbered years and for Division 2 in even numbered years.
F. Officials’ Fees: Officials assigned to the 2019 Soccer Tournament will be paid according to the Officials Association-DIAA Agreement for the 2018-2019 school year.

Item 12. Uniforms

A. Players from each team will wear the legal uniform designated by NFHS Soccer Rule 4-1-1 [2018-2019 NFHS Soccer Rule Book].
   1. The higher seeded team (lower seed number) will be designated as the home team and wear solid white jerseys and solid white socks. For example in #1 vs. #8, number 1 is lower and will be the home team.
   2. When an illegally uniformed team is unable to correct the situation the coach will be issued a yellow card to start the game. The school will be required to appear before the DIAA Sportsmanship Committee.

Item 13. Dressing Rooms and Facilities

A. Dressing facilities will be provided if available. Teams playing in the second game of a doubleheader will be permitted to use the locker rooms after halftime of the first game.
   1. The coaching staff is responsible for supervising the locker room and offending schools will be held accountable for any theft or damage

Item 14. Contest Procedures, Equipment and Facilities

A. Game Balls
   1. The committee will provide a minimum of three game balls with the required NFHS authenticating mark for each contest. The NIKE T90 ‘Catalyst’ will be the official game ball.
   2. The eight teams that advance to the quarterfinals will each receive a game ball.
B. Special Events
   1. The National Anthem will be played prior to all games.
   2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game.
   3. The opening ceremonies may include the following:
      b. Introduction of DIAA Executive Director, Soccer Committee Chairperson and Soccer Committee Members.
      d. Introduction of other special guests.
      e. Introduction of players, coaches, administrators, and game officials.
   4. The committee is authorized to modify the pre game and post game activities however it deems appropriate.
Item 15. Awards
A. The following awards will be presented:
1. Team: Trophies and a game ball will be present to the Champion and Runner-Up Teams.
2. Individual: Gold medallions (22) will be presented to the champions and silver medallions (22) will be presented to the runners-up.
3. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 16. Player Bench Occupants and Bench Assignment/Warm-Up
A. The higher seeded team (lower seed number) will be designated as the home team and sit to the right of the scorer’s table as the teams face the playing field. (For example #1 vs. #8, number 1 is lower and will be the home team.)
B. During a game, only administrators, board approved coaches, eligible substitutes, and bona fide team managers, statisticians, and medical personnel may occupy the player bench area. All team personnel must be listed on the game roster to be eligible to be in the team bench area. All personnel are under the authority of the game referee, subject to his/her rulings and must comply with his/her directions and decisions.
C. The teams will warm up on the half of the field that corresponds to their player bench assignment. Only players in uniform, bona fide coaches and team managers are allowed on the field for warm-ups.
D. The on-field warm-up with the use of balls will be a maximum of 30 minutes prior to the start of the contest, unless approved by the Game Manager and the participating teams.

Item 17. Practice Sessions
A. No team will be permitted to practice at a tournament-playing site unless that site is its home field.

Item 18. Tie-Breaking Procedure
A. If a regulation game ends in a tie, the teams will play a maximum of (2) sudden victory 10-minute overtime periods.
B. If the score is still tied at the end of the second sudden victory overtime period, the game will be decided by alternating penalty shots.
   1. Each team will select five players as shooters. No substitutions will be permitted at this time.
   2. The penalty shots will be taken alternately at the same goal as chosen by the officials. The officials will conduct a coin toss to determine which team will take the first penalty shot. The visiting team will call the coin toss and the winner will choose to either shoot or defend the goal first.
   3. The penalty shots will end as soon as one team has a goal advantage that cannot be overcome by the opposing team.
   4. If the score remains tied after the first set of penalty shots, a second set will be taken. The team not starting the first set of penalty shots will start the second set. The same five players who shot in the first set must shoot in the second set and in the same order.
   5. If the tie is not broken after the second set of penalty shots, the third set will be sudden death. The first team to score more goals than its opponent, after an equal number of shots, will be declared the winner. The team starting the first set of penalty shots will begin the third set. The same five shooters who shot in the second set must shoot again and in the same order.
   6. If the goalkeeper is injured and is unable to play or she receives a red card, she may be replaced by any eligible player in uniform. The injured or disqualified goalkeeper may not return to the game.
   7. If the goalkeeper receives a yellow card, she must be replaced for at least the next shot. They may be replaced by any eligible player in uniform and may reenter the game at any time after the next shot.
   8. If a shooter is injured and is unable to play or she receives a red card, she must be replaced by a player who was on the field at the end of the last overtime period. The injured or disqualified shooter may not return to the game.
   9. If a shooter receives a yellow card, she must be replaced for at least his next shot in the rotation. He must be replaced by a player who was on the field at the end of the last overtime period. She may reenter the game at any time after her next shot in the rotation.

Item 19. Interrupted Game
A. Any tournament game interrupted due to circumstances beyond the control of the committee and the responsible administrative authorities will be completed or replayed according to the following guidelines:
   1. After waiting a reasonable period of time and after consulting with the game officials and the other committee members in attendance, the Game Manager will order that play either be resumed or terminated.
   2. If the decision is made to terminate play and the game was interrupted during the first half, the entire game will be replayed.
   3. If the decision is made to terminate play and the game was interrupted after the completion of the first half, the game will resume from the point of interruption, unless by mutual agreement of the competing schools and the Game Manager, it is to be considered a completed game.
   4. All records, goals, penalties, warnings, suspensions, etc. will be carried over from the interrupted game if it is to be completed.
   5. The committee will determine the date, starting time, and site at which the interrupted game will be completed or replayed in its entirety.

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Item 20: Site Selection Procedures

A. The Girls' Soccer Committee will give preference to all weather turf fields for site selection when selecting sites for the 2019 tournament using the following criteria:
   1. The field must meet all NFHS specifics per the 2018-2019 NFHS Soccer Rule Book.
   2. Goals must meet or exceed NFHS guidelines and must be in good condition without sharp edges.
   3. The stadium should be enclosed by a fence and have proper lighting for night games.
   4. Parking facilities and spectator seating areas are conducive to the anticipated attendance.
   5. The stadium should also have a concession stand and a public address system available for use.
   6. Locker rooms should be available for use during doubleheaders and in case of inclement weather.

B. All game sites will be chosen by the committee based upon availability, field conditions, geographic location, and the seeding of the participating teams.
2019 DIAA GIRLS’ SOCCER STATE TOURNAMENT – DIVISION 1

Wednesday, May 22/
Thursday, May 23      Wednesday,      Friday, May 31 or
                       May 29        May 29        Saturday, June 1

#1

#8

#4

#5

#2

#7

#3

#6
2019 DIAA GIRLS’ SOCCER TOURNAMENT – DIVISION 2

Saturday, May 18

Wednesday, May 22/
Thursday, May 23

Wednesday, May 29

Friday, May 31 or
Saturday, June 1

#1

BYE

#1

#8

#9

#4

BYE

#4

#5

#12

#2

BYE

#2

#7

#10

#3

BYE

#3

#6

#11

Champion
Specific Information

**Item 1. Governing Rules**
A. The rules as stipulated in the current edition of the NFHS Track and Field Rules Book and the DIAA Official Handbook will be in effect.

**Item 2. Location, Date and Starting Times**
A. The 2019 Track & Field State Championship Meet will be held on Friday, May 17, 2019 at 3:00 PM and on Saturday, May 18, 2019 at 10:30 AM at Dover High School. This site may change due to availability.
B. Teams should arrive between 1:30 PM and 2:00 PM on Friday. Teams should not arrive before 8 AM on Saturday. (Gates will not open until 8:00 AM). Team buses must park in areas designated by the Site Manager.
C. Inclement Weather/Postponement
   1. In the event of inclement weather on Friday, the trials and finals will be conducted on Saturday beginning at 9:00 AM. If the finals on Saturday must be postponed, they will be rescheduled for Monday beginning at 3:00 PM.
   2. Information concerning the postponement and rescheduling of events can be obtained through the DIAA website, a school’s athletic website and school personnel through the school athletic director.

**Item 3. Entry Fees and Procedures**
A. Entry fees for the 2019 DIAA Track and Field State Championship Meet are $50.00 per boys’ team and $50.00 per girls’ team. Entry fees should be paid by the school with their 2018-2019 Member Dues.
B. All entries must be completed online at MileSplit.com (http://de.milesplit.com/). Entry deadline is Monday, May 13 at 7:00 PM. There will be no additional entries on meet day.
C. Only Performances from the 2019 Outdoor Season will be accepted.
D. Per NFHS Rule 4-2, a competitor shall not compete in more than four events, including relays. A school may enter a maximum of three contestants per individual event and one team per relay race. All team entries in the 4 x 100 meter relay, the 4 x 200 meter relay, the 4 x 400 meter relay and the 4 x 800 meter relay will be accepted.
E. Events and performances should be listed exactly as recorded at the meet with the seeding committee making the conversions.
   1. Auto times are listed to the hundredth.
   2. Hand times must be submitted in their raw format without conversion. Coaches are not to convert the hand times. The Seeding committee will make all conversions. Hand times are only listed to the next higher tenth and are never listed in hundredths. Hand times listed to the hundredth will not be accepted and may be considered a Sportsmanship issue.
F. Coaches must enter any hand time performance that meets the minimum standard for verification on this google.doc link https://docs.google.com/forms/d/e/1FAIpQLSfARNzhg6oSIC9zJtokoJr_p_cW0aaEhlo5i1Qa3SS676rTBg/viewform

Charlie Pollard, Chairperson ................................................................. Lake Forest High School
Jim Fischer .................................................................................. Ursuline Academy
George Pepper ........................................................................ Cape Henlopen High School (retired)
Rick Schuder ............................................................................... The Charter School of Wilmington
David Jones .................................................................................. Christiana High School
Dr. Evelyn Edney ....................................................................... Early College High School
Ralph Heiss .................................................................................. State Rules Interpreter
Patrick Castagno ................................................................. Tatnall School
Megan McClelland .................................................................. Hodgson Vo-Tech School
Gordon Thomson ........................................................................ Newark High School
Peg McCoy .................................................................................. Public Member
Lou Olivere .................................................................................. Coach/Official (retired)
Rick Shea .................................................................................... Brandywine High School
Rob Perciful ................................................................................ Cape Henlopen High School
Mark Armstrong ........................................................................ DE Sports Club
Marnie Giunta ............................................................................. Padua Academy
Mike Monagle ................................................................................ DE Sports Club
Kai Maull ....................................................................................... William Penn High School
Duane Henry .............................................................................. Seaford High School
John Amery .................................................................................. Technical Delegate
Thomas E. Neubauer ................................................................ Ex-Officio, Executive Director, DIAA
Dr. Bradley Layfield ................................................................ Ex-Officio, Chairperson, DIAA
within seven (7) days of the performance. The link for this form will also be emailed to coaches and athletic directors and can be accessed through the DIAA website on the Track & Field page. If the hand timed performance does not appear in the verification database it will not be considered for the state championship even if entered into the state meet.

G. Any performances considered as qualifying performances must be listed on the official results for the meet.

H. Times from the 3000m and the mile will be accepted as qualifying times for the 3200m and 1600m respectively provided unconverted times are reported according to meet guidelines.

I. Relay times should be entered listing all relay personnel and possible alternates. Coaches should enter up to eight athletes per relay. The actual participants will be listed on the card handed in at the time of the event. An athlete must be on the team’s submitted roster to participate in a relay. If an athlete is not on the team’s roster submitted online, the relay team will be disqualified.

J. If athletes are submitted to the State Meet in multiple events without the knowledge of whether they would be accepted in any of those events AND with the possibility that they could be accepted in all of the events, the coach must submit an email to Charlie Pollard (deweywing@aol.com) and John Amery (jamerusp@aol.com) stating which events they would accept in the event that they are accepted in some or all the events. e.g. An athlete is entered in the 800m, 1600m, and 3200m, hoping to get into one of the events. If the athlete is accepted in two or all three of the events and doesn’t wish to be in all three, the coach needs to send the email stating what their wishes are for that athlete.

Item 4: Entry Procedures Timeline

A. Monday, May 13 at 7:00 PM: Entries due at MileSplit.com (http://de.milesplit.com/) including an email to Charlie Pollard (deweywing@aol.com) and John Amery (jamerusp@aol.com) about event cancellation if athlete is accepted in multiple events.

B. Monday, May 13 by 10:00 PM: Email entries separately to each team (including athletes who may not make the meet). A Preliminary Schedule of Events will be included with the emailed entries to give coaches a basic idea of the time schedule.

C. Tuesday, May 14 at Noon: Corrections to entry list due to Charlie Pollard (deweywing@aol.com) and John Amery (jamerusp@aol.com). Corrections on Tuesday between 8:00 AM and Noon are subject to a $20.00 fine per correction.

D. Tuesday, May 14 at 4:00 PM: Top 12 (Field) & 16 (Track) Lists posted with performances. Coaches have until 6:00 PM on Tuesday to scratch entered athletes from the meet.

E. Tuesday, May 14 at 7:00 PM: Seeding Meeting

F. Wednesday, May 15 at 8:00 AM: Complete list of Top 12 & 16 accepted entries in both divisions with performances posted and distributed.

G. Wednesday, May 15 at 12:00 NOON: Deadline for Entry Challenges

H. Wednesday, May 15 at 5:00 PM: Final entry list posted and distributed.

Item 5: Entry Limitations and Requirements

A. All athletes meeting the automatic qualifying standard will be eligible for entry in that event.

B. An athlete may be eligible for an event if he/she meets the minimum performance standard and the entry limit for that event has not been met.
   1. Some events may not reach the entry level if the minimum performance standard is not met.
   2. Some events may exceed the entry level due to automatic qualifying standards and ties.

C. See the chart below for automatic qualifying standards and minimum performance standards.

D. The outdoor track and field qualifying season will begin on March 22 and conclude for all member schools with the completion of the New Castle County and Henlopen Conference Championships. Performances in any DIAA sanctioned outdoor meet held during this time may be used to meet the qualifying standards and minimum performance provided the official meet results are submitted as indicated in Items 3 & 4 above.
   1. These performances must be documented and will be checked by the outdoor seeding committee.
<table>
<thead>
<tr>
<th>Event</th>
<th>Girls' Standards</th>
<th>Boys' Standards</th>
<th>Entry Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Automatic</td>
<td>Minimum</td>
<td>Automatic</td>
</tr>
<tr>
<td>100 m</td>
<td>12.79</td>
<td>13.80</td>
<td>11.24</td>
</tr>
<tr>
<td>200 m</td>
<td>26.06</td>
<td>28.00</td>
<td>22.47</td>
</tr>
<tr>
<td>400 m</td>
<td>59.44</td>
<td>1:04.50</td>
<td>50.60</td>
</tr>
<tr>
<td>800 m</td>
<td>2:23.00</td>
<td>2:31.99</td>
<td>1:59.00</td>
</tr>
<tr>
<td>1600 m</td>
<td>5:21.00</td>
<td>5:49.99</td>
<td>4:27.00</td>
</tr>
<tr>
<td>Mile*</td>
<td>5:22.86</td>
<td>5:52.02</td>
<td>4:28.55</td>
</tr>
<tr>
<td>3000 m*</td>
<td>10:56.71</td>
<td>12:25.19</td>
<td>9:05.85</td>
</tr>
<tr>
<td>3200 m</td>
<td>11:45.00</td>
<td>13:19.99</td>
<td>9:45.99</td>
</tr>
<tr>
<td>110 hurdle</td>
<td>N/A</td>
<td>N/A</td>
<td>15.67</td>
</tr>
<tr>
<td>100 hurdle</td>
<td>16.50</td>
<td>19.99</td>
<td>N/A</td>
</tr>
<tr>
<td>300 hurdle</td>
<td>48.38</td>
<td>54.00</td>
<td>40.82</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event</th>
<th>Girls' Standards</th>
<th>Boys' Standards</th>
<th>Entry Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Automatic</td>
<td>Minimum</td>
<td>Automatic</td>
</tr>
<tr>
<td>Shot Put</td>
<td>33'0&quot;</td>
<td>30'0&quot;</td>
<td>45'4&quot;</td>
</tr>
<tr>
<td>Disc</td>
<td>96'10&quot;</td>
<td>80'0&quot;</td>
<td>128'9&quot;</td>
</tr>
<tr>
<td>High Jump</td>
<td>4'11&quot;</td>
<td>4'6&quot;</td>
<td>6'1&quot;</td>
</tr>
<tr>
<td>Pole Vault</td>
<td>8'0&quot;</td>
<td>7'0&quot;</td>
<td>11'2&quot;</td>
</tr>
<tr>
<td>Long Jump</td>
<td>16'9&quot;</td>
<td>15'0&quot;</td>
<td>20'9&quot;</td>
</tr>
<tr>
<td>Triple Jump</td>
<td>34'9&quot;</td>
<td>30'0&quot;</td>
<td>42'10&quot;</td>
</tr>
<tr>
<td>Unified 100 m</td>
<td>22.0</td>
<td>N/A</td>
<td>17.0</td>
</tr>
<tr>
<td>Unified 400 m</td>
<td>1:30</td>
<td>N/A</td>
<td>1:30</td>
</tr>
<tr>
<td>Shot Put</td>
<td>18'</td>
<td>N/A</td>
<td>10'</td>
</tr>
<tr>
<td>Running Long Jump</td>
<td>10'</td>
<td>N/A</td>
<td>10'</td>
</tr>
</tbody>
</table>

*for conversion purposes only

Item 6. Order of Events and Time Schedule (Tentative & Subject to Change)
A. Unless otherwise indicated, event will be conducted in the following order: Girls Division II, Girls Division I, Boys Division II, Boys Division I
Item 7. Admission Policies
A. Student (grades K-12) and adult admission will be $6 for the Friday/Preliminary Session and $7 for the Saturday Championship Session. Preschoolers will be admitted without charge.
B. Each participating school will be issued complimentary admission for the following individuals:
   1. All coaches listed on the school’s websites4sports,
   2. Maximum of two managers,
   3. One student helper per boys’ team and one student helper per girls’ team,
   4. One bus driver, and
   5. One admission for each individual event qualifier and each member of a relay team.
C. Committee members will have an identification badge visibly clipped to their clothing. DIAA Board members, media representatives, meet officials, and concession stand personnel will be admitted upon presentation of proper credentials.
D. Other school personnel and team members will be required to pay the regular admission fee per Item 6.A.

Item 8. Host School and Site Director
A. A member school agrees to host the meet.
B. The host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA’s Executive Director prior to the start of the event.
   1. Support personnel may include:
      a. Ticket seller(s),
      b. Program seller(s),
      c. Ticket taker(s),
d. Security (an individual who monitors the crowd but is not a law enforcement officer), and
e. Scoreboard Operator/Announcer

C. The Site Director’s responsibilities include:
1. Arrange for the services of a certified athletic trainer.
2. Ensure that an Announcer is assigned for both days of the Meet
3. Set up the track and field areas according to current NFHS specifications.
4. Provide parking facilities for buses and spectators.
5. Provide seating arrangements for spectators.
6. Contact the Meet Director three hours prior to event to confirm playable conditions.
7. Be in attendance and work closely with the Meet Director.
8. Clear with the Meet Director matters of policy or procedure.
9. Ensure that the complimentary admission policy for all schools is followed (Item 6).
10. Charge admission per DIAA Office instructions
11. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
12. Review the emergency action plan with the appropriate personnel.
13. Any additional responsibilities as determined by the host school.

D. The host school must consult with the DIAA office concerning security and police personnel.
1. Any expenses concerning security and police personnel must be pre-approved by DIAA’s Executive Director.
2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.

E. The host school is responsible for returning any unsold tickets and reporting program sales to the DIAA Office.

F. The Meet Director’s general responsibilities will include the following:
1. Supervise the conduct of the meet and perform such duties as are necessary to ensure that the meet runs smoothly.
2. Confer with the Outdoor Track Committee regarding the personnel and resources necessary to organize and conduct a successful meet.
3. Participate in a preseason meeting with the officials and head coaches to preview the meet procedures.
4. Assign all officials so as to ensure the orderly conduct of all events.
5. In the event of a serious accident or injury to a coach, athlete, official, spectator, or meet worker, notify the injured party’s athletic director and the Executive Director as soon as possible.
6. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

G. Student Helpers
1. Coaches will be asked to submit preferences in work assignments for student helpers during the Track and Field Championship Meet (2 days) with their entries. The Games Committee will assign one student from each participating boys’ team and one student from each participating girls’ team to assist the meet officials and judges in conducting the events.
2. Coaches are responsible for ensuring that the student helpers are in place when their assigned events are called.

H. Public Address System
1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
   a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Meet Director or the Executive Director.

Item 9. Officials
A. The Games Committee will be comprised of members of the Outdoor Track Committee and will be responsible for the general supervision of the meet. They will be authorized to conduct the activities and carry out the duties stipulated in the 2019 NFHS Track and Field Officials Manual.
B. A referee will be appointed and he/she will have sole responsibility for the proper conduct of all phases of the competition.
   1. The referee will have authority over all meet officials.
   2. All protests must be submitted to the referee first. No other meet official should be approached.
C. The Head Field Judge will have authority over all field event officials.
D. The Jury of Appeals will be comprised of three individuals appointed by the Games Committee. Active coaches will be excluded.
   1. Appeals lodged with the Jury must be submitted in writing by the head coach within 30 minutes of the completion of the disputed event and must be accompanied by a $20.00 fee.
      a. If the appeal is denied by the Jury, the $20.00 fee will be placed in the meet receipts.
      b. If the appeal is upheld by the Jury, the $20.00 fee will be returned to the head coach.

Item 10. Uniforms and Dressing Rooms
A. Competitors must wear school uniforms provided by their high school and compliant with 2019 NFHS rules for Track & Field Competitions.
B. Teams are to come prepared to compete; no dressing or changing rooms will be available.
Item 11. Contest Procedures, Equipment and Facilities
A. The head coach of each team will receive an information packet put together by the Track Committee.
B. Coaches and non-participants are prohibited from being in the event areas when competition begins. Failure to comply with this regulation will be considered unsportsmanlike conduct and will result in removal from the stadium for the remainder of the meet. Regarding pole vault, a designated area will be set aside for coaches.
   1. Concerns or protests should be addressed to the Referee away from the competition areas.
C. No one is permitted to carry a shot put or discus into the bleachers.
D. No one is permitted to bring large radios or portable stereos into the stadium as they could interfere with the public address announcements to the participants, coaches, and spectators. A small, personal music player with a headset or earphones is permissible; however, these devices are not permitted in the competition area.
E. Teams are to supply their own batons, shot put and discus which have been weighed and approved by the officials.
F. Athletes and coaches are not permitted to use cell phones, cameras or electronic communication devices in the competition areas (within the confines of the track or near the jumping or throwing areas.)
H. Starting blocks will be provided by the host school or the participating schools may bring their own blocks.
I. Pending permission of host school, team tents are permitted in the upper rows of the visitor bleachers and must be tied down.

Item 12. Scoring and Awards
A. Eight (8) places will be scored in each individual and relay event and the following points will be awarded: 10-8-6-5-4-3-2-1.
B. Event sheets will be posted in an appropriate place for coaches and competitors to review. The public address official will announce the results of each event and results be will posted on milesplit.com.
C. The following awards will be presented:
   1. Team: Trophies will be awarded to the first and second-place teams in each boys’ and girls’ division.
   2. Individual: Medals will be awarded by the Custodian of Awards to the first, second and third-place finishers in each track and field event.

Item 13. Practice at Meet Site
A. Dover High School track and field facilities will not be available for practice prior to the meet.
BOYS’ LACROSSE TOURNAMENT

Committee Members

Dave Oswinkle, Chairperson ................................................................. Archmere Academy
Tom Rosa ...................................................................................... St. Mark’s High School (retired)
Joe Lahutsky ................................................................. Middletown High School
Bud Hitchens ......................................................................... Henlopen Conference
Brad Dupont ................................................................. Tower Hill School
Eric Torbert ........................................................................ Capital School District
Bill Madison ......................................................................... Red Clay School District
JP Bennett ........................................................................ DLOA/State Rules Interpreter
Marvin Dooley .................................................................. Saint Elizabeth’s High School
Jim Reynolds ..................................................................... Caesar Rodney High School
Bob Gilmore ........................................................................ Polytech High School
Thomas E. Neubauer ...................................................... Ex-Officio, Executive Director, DIAA
Dr. Bradley Layfield .............................................................. Ex-Officio, Chairperson, DIAA

Specific Information

Item 1. Tournament Field

A. The tournament field will be comprised of the following 16 teams:
   1. The qualifying champions of the Blue Hen, Henlopen, Diamond State and Independent Conferences and sufficient at-large teams to have a 16 team field.

B. Eligible Teams:
   1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
   2. A team must play a minimum of 12 games at the varsity level in order to be considered for the tournament. A game will count as a varsity contest only if the opposing team has played at least 10 games against varsity opponents. These games must be played during that opponent’s regular season games; post-season games will not be considered. All regular season games of a team’s opponent will count for seed purposes. The regular season ends on May 18, 2019.
   3. All schedules are locked in on April 9, 2019 at 8 AM. No games can be added or cancelled after this date. Team index will be determined by the number of games scheduled for the season at that date. IE: If fifteen games are scheduled, the index is based on fifteen games. If fourteen games are scheduled, the index is based on fourteen games. If a game is cancelled on May 18 due to conditions beyond control (weather, unusual events), the tournament chairperson has to be contacted to approve the cancellation. If approved, the team index will be based on one less game. (Dave Oswinkle: (cell) 401-932-9916 or (work) 798-6632 ext. 798)

C. Conference Champions: Conferences will determine their champion using their established criteria. The Conference Champions must be determined by May 18, 2019. For a Conference Champion to earn an automatic berth the following criteria must be met:
   1. The Conference must consist of five participating schools to receive an automatic berth.
   2. The champion must possess a .500 winning percentage record or better.
   3. The champion must be in the top 50% of all eligible teams in the state tournament field final index.

D. At-Large teams will be selected according to their team index as determined by the procedure in 2B

Item 2. Tournament Seeding

A. Team Reports:
   1. The last date and time that teams can play contests eligible for tournament consideration is Saturday, May 18 by 3 PM. All schools must accurately complete and post the team report on the school’s website4sports site by 3 PM on Saturday, May 18, 2019.
   2. If the team report is not complete by 3:00 PM on Saturday, May 18, the offending school may not be considered for the tournament.
   3. Schools that play out-of-state opponents MUST report that school’s contact information to the Committee Chair, Dave Oswinkle, by May 1, 2019.

B. Index Calculation: The tournament index will be calculated according to the following procedures:
   1. Teams will receive two (2) points for each win and 0 points for each loss played during the regular season.
   2. In addition, one (1) bonus point will be awarded for each opponent with a regular season win/loss record of .501 or better.
   3. An additional bonus point will be awarded for each opponent with a regular season win/loss record of .701 or better.
   4. Each team’s point index will be determined by dividing the total points earned by the number of varsity games played.

C. Tie Breakers: If two or more teams are tied with the same point index, the committee will use the following tie breaking criteria:
   a. Head-to-head competition. If three or more teams are tied, the teams must have all played each other.
   b. Win/loss percentage against common opponents during the regular season.
c. Win/loss percentage of opponents during the regular season.
d. If a tie still exist the committee will choose by vote.

D. Seeding: After the tournament field has been selected, all sixteen (16) teams will be seeded according to the point index system described in Item B. above. The team with the highest point index will be seeded #1, next highest #2, etc. until the entire 16 team field has been determined.

   1. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play.
      a. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first-round pairings have been established.

Item 3. Tournament Dates
   A. The 2019 DIAA Boys’ Lacrosse State Tournament will be held on the following dates:

<table>
<thead>
<tr>
<th>Round</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round One</td>
<td>Tuesday, May 21</td>
</tr>
<tr>
<td>Round Two</td>
<td>Wednesday, May 22</td>
</tr>
<tr>
<td>Quarter Finals</td>
<td>Saturday, May 25</td>
</tr>
<tr>
<td>Semi Finals</td>
<td>Wednesday, May 29</td>
</tr>
<tr>
<td>Finals</td>
<td>Friday, May 31 or</td>
</tr>
<tr>
<td></td>
<td>Saturday, June 1</td>
</tr>
</tbody>
</table>

Item 4. Tournament Sites
   A. Game sites will be chosen by the committee based on availability, field conditions, geographic location, and the seeding of the teams.
      1. First-round and quarterfinal-round games will be hosted by the higher seeded team. If their field is unacceptable to the committee or weather conditions have made their field unplayable, the committee will work with the higher seeded team to secure an alternate site.
         a. The higher seeded team’s field could be judged unsuitable for tournament play even though they played all of their regular season home games on that field.
   B. In the event of a postponement due to inclement weather, the game will be rescheduled for the following day at the same time and, depending on availability and field conditions, at the same site.

Item 5. Starting Times
   A. The starting times for all games will be determined by the committee.
      1. The committee will not accept requests for referred or alternate starting times unless there is a conflict with a participating school’s senior prom, Baccalaureate, or graduation ceremony.

Item 6. Tournament Program
   A. The committee will prepare an official tournament program which will contain team pictures, team rosters, tournament pairings and other related information and will be sold at all tournament playing sites. Schools will not receive complimentary programs at the conclusion of the tournament.
   B. Team Photograph, Roster and Program Information. Team information for the tournament program must be on the school’s website4sports site by May 3, 2019.
      1. Schools should assume that their team is going to make the tournament and submit a roster and team photo.
      2. Program information MUST be submitted for Coaches to receive a complimentary tournament Pass. (See Item 7. A. 3)

Item 7. Admission Policies
   A. Student (grades K-12) and adult admission will be $ will be $5 for a first-round or quarterfinal-round game; $6 for a semifinal-round single game or doubleheader; and $7 for the championship game. If any level of play occurs at the University of Delaware, ticket prices are increased by $1.00. Preschoolers will be admitted without charge to all games.
   B. Complimentary Admission
      1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster found in the 2019 DIAA State Tournament Program. The official school party is defined as players, coaches, managers, scorers/statisticians, trainer, and administrators. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
         a. A maximum of 35 players and coaches are permitted as part of the official school party.
         b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
         c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team’s driver.
      2. The varsity head coach of each high school team will receive three complimentary passes by contacting the DIAA office by Friday, May 10, 2019. The request must include the names of the coaches who will receive the passes. Coaches’
passes are not transferable. Coaches who do not submit the team photo and information requested in Item 6 (above) by the deadline will not receive passes.

C. Media representatives who are covering the tournament will be admitted upon presentation of proper credentials. See General Item #11.

**Item 8. Game Manager**

A. A member of the committee will be appointed to serve as the Game Manager. He will serve as liaison between the committee, the host school, and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Boys’ Lacrosse Committee.

B. The Game Manager, or his designee, will meet each of the participating teams and escort them to their locker room and/or bench area. He will answer any questions the participating teams may have concerning pregame or postgame activities.

C. The Game Manager will contact the Site Director prior to the game to ensure that all preparations are taking place on schedule and that the field is properly lined, especially center lines.

D. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, the Game Manager should notify the injured party’s athletic director and the Executive Director as soon as possible.

E. In the event of a serious sportsmanship related incident, the Game Manager should contact the Executive Director as soon as possible.

**Item 9. Responsibilities of Host School**

A. Member schools agree to host events for the tournament.

B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA’s Executive Director prior to the start of the event.

1. Support personnel may include:
   a. Ticket seller(s);
   b. Program seller(s);
   c. Ticket taker(s);
   d. Security (an individual who monitors the crowd but is not a law enforcement officer);
   e. Scoreboard Operator/Announcer; and
   f. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.

C. The Site Director’s responsibilities include:

1. Set up the field and bench areas according to current US Lacrosse specifications.
   a. The field should be lined according to current US Lacrosse specifications.
2. Provide parking facilities for buses and spectators.
3. Provide seating arrangements for spectators.
4. Contact the Game Manager three hours prior to game time if the field is not in playable condition.
5. Be in attendance and work closely with the Game Manager.
6. Clear with the Game Manager matters of policy or procedure.
7. Provide an official scorer and timer unless assigned a person is assigned by the Lacrosse committee and designated by the officials’ association.
8. Ensure that the complimentary admission policy for all schools is followed (Item 7).
9. Charge admission until the end third quarter of the final game of the day.
10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
11. Review the emergency action plan with the appropriate personnel.
12. Any additional responsibilities as determined by the host school.

D. The host school must consult with the DIAA office concerning security and police personnel.

1. Any expenses concerning security and police personnel must be pre-approved by DIAA’s Executive Director.
2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.

E. The host school is responsible for returning any unsold tickets and reporting program sales to the DIAA Office.

F. Public Address System

1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.

2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
   a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
   b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
   c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.
Item 10. Officials
A. The Delaware Lacrosse Officials’ Association (DLOA) will provide all officials for the 2019 tournament.
B. A three-person on-field crew will be assigned to all tournament contests. A timer and a chief box official will be assigned for the semifinal and final rounds.
C. Officials assigned to the 2019 Lacrosse Tournament will be paid according to the Officials Association-DIAA Agreement for the 2018-2019 school year.

Item 11. Uniforms
A. The higher seeded team will wear white jerseys; the lower seeded team will wear dark jerseys.

Item 12. Contest Procedures, Equipment and Facilities
A. Special Events
   1. If possible, the national anthem will be played prior to all games.
   2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game.
   3. The opening ceremonies may include the following:
      a. Introduction of players, coaches, administrators, and game officials.
      10 minutes before the start of the game and conclude 5 minutes before the start of the game at which time the pre-game conference and coin toss will take place.
      b. Introduction of DIAA Chairperson.
      c. Introduction of Executive Director and DIAA Boys’ Lacrosse Committee members.
      d. Introduction of other special guests.
      e. National anthem.
      1. The national anthem will follow the pre-game conference and coin toss.
   4. The committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

Item 13. Awards
A. The following awards will be presented:
   1. Team: Trophies will be present to the Champion and Runner-Up Teams.
   2. Individual: Gold medallions (22) will be presented to the champions and silver medallions (22) will be presented to the runners-up.
   3. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 14. Player Bench Occupants and Bench Assignments
A. The higher seeded team will be designated as the home team and occupy the bench area traditionally used by the home team at that playing site.
B. During a game, only administrators, board approved coaches, eligible substitutes, and bona fide team managers, statisticians, and medical personnel may occupy the player bench area. There is a maximum of 35 players in game jerseys allowed on the bench.

Item 15. Assignment of Goals for Warm up
A. The teams will warm up on the half of the field that corresponds to their player bench assignment; e.g., the team to the right of the scorer’s table will use the right half of the field for warm up.
B. The on-field warm up period using balls will be a maximum of 30 minutes prior to the start of the opening ceremony procedure. Stretching, calisthenics and running may be conducted on field prior to the 30 minute period if time allows. No balls may be used on the game field until 30 minutes before the opening ceremonies are set to begin.

Item 16. Tie-Breaking Procedure
A. All ties during tournament play will be resolved according to the 2019 NFHS Boy’s Lacrosse Rules Rule 3-4.

Item 17. Interrupted Game
A. If a game is interrupted due to circumstances beyond the control of the responsible authorities, it will be continued from the point of interruption unless, by mutual agreement of the opposing head coaches and the referee, it is to be considered a completed game.
B. The committee will determine the date, starting time, and site at which the interrupted game will be completed.
   1. Both teams will be permitted to make roster changes when the game is resumed.

Item 18. Site Selection Procedures
A. The Boys’ Lacrosse Committee will use the following criteria and procedures to select game sites for the 2017 tournament:
   1. The field must be 110 x 60 yards.
   2. Fields must be lined as diagrammed in the 2019 NFHS Boys’ Lacrosse Rules Book. The field markings should be IN a
color which clearly distinguishes them from the markings of other sports, AND CLEARLY VISIBLE.
3. The lines should not be burned into the field resulting in excessive ruts and/or large burned in areas.
4. The level/height of the grass should be short without excessive grass clumps.
5. The size and angle of the crown will be taken into consideration when evaluating fields.
6. Goals must meet NFHS guidelines, must be in good condition, and must be fastened to the ground.
7. Goal nets must be free of holes and securely fastened to the goals.
8. Field conditions which, in the opinion of the committee, may jeopardize the safety of the players, will preclude the selection of a site.

B. Fields will be evaluated throughout the season by the Boys’ Lacrosse Committee. All tournament game sites will be determined by the committee based on availability, field conditions, geographic location, and the seeding of the participating teams.
2019 DIAA BOYS’ LACROSSE STATE TOURNAMENT

Tuesday, May 21/
Wednesday, May 22

Saturday, May 25

Wednesday, May 29

Friday, May 31 OR
Saturday, June 1

#1

#16

#8

#9

#4

#13

#5

#12

#2

#15

#7

#10

#3

#14

#6

#11
GIRLS’ LACROSSE TOURNAMENT
Committee Members

Debbie Windett, Chairperson........................................................................................................Cape Henlopen High School
Holly Groff ..........................................................................................................................................DSWLOA Official
Jay McCormick ..............................................................................................................................Caesar Rodney High School
Willy Miranda ...............................................................................................................................Brandywine High School
Wiz Applegate ....................................................................................................................................Tower Hill School
Roger Cooper ........................................................................................................................................DSWLOA Official
Dave Frederick ...............................................................................................................................Beacon Middle School
Feffie Bamhill ......................................................................................................................................Ursuline Academy
Jill Fitzcharles ......................................................................................................................................DSWLOA Official
Mia Paltrineri .......................................................................................................................................Sussex Tech High School
Molly Phillips ..........................................................................................................................................Dover High School
Thomas E. Neubauer .........................................................................................................................Ex-Officio, Executive Director, DIAA
Dr. Bradley Layfield .........................................................................................................................Ex-Officio, Chairperson, DIAA

Item 1. Tournament Field
A. The tournament field will be comprised of the following twelve (12) teams:
   1. The Blue Hen, Henlopen, Diamond State and Independent Conference Champions, as determined by their Conference.
   2. Eight at-large teams, or more if needed to fill out the bracket.
B. Eligible Teams:
   1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
   2. A team must play a minimum of ten (10) games at the varsity level in order to be considered for the tournament. A game will count as a varsity contest only if the opposing team has played at least 10 games against varsity opponents.
   3. A team’s schedule as of the first allowable date of competition (March 22, 2019) will be locked in and used to determine the team percentage. Note: the number of games on the schedule on this date will be used to determine the team percentage even if a game is not made up after a postponement or if a game is added to the schedule after the first allowable date of competition. If a game is scheduled for the last day of competition (May 13, 2019) and is cancelled due to weather related unplayable conditions, natural causes, or legitimate circumstances beyond the control of the teams playing, the team's percentage will be based on one less game. If this situation arises, the committee chairperson must be contacted before the cancellation is approved. (Deb Windett-302-359-5952)
C. Conference/Flight/Division Champions must meet the following criteria to earn the automatic berth:
   1. The conference/flight/division must consist of a minimum of five participating schools.
   2. The champion must possess an overall winning record of .500 winning or better.
   3. The champion must be in the top 50% of all eligible teams in the state tournament field.
   4. The conference/flight/division must determine their champion by the last date of competition (May 13, 2019).
D. At - Large Teams will be selected according to their team index as determined by the procedure in 2.B.

Item 2. Tournament Seeding
A. Team Report: It is the responsibility of the school to report all game results to the WEBSITE4SPORTS site.
   1. The results of games played on May 13, 2019 must be entered into website4sports immediately after the varsity game (NO LATER THAN 6PM). In addition, please contact Deb Windett at 302-359-5952 or wwindett155@gmail.com to confirm scores of games played on May 13.
   2. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first round pairings have been established.
B. Index Calculation: The team index will be calculated according to the following procedures:
   1. Teams will receive 2 points for each win, 1 point for each tie and 0 points for each loss during the regular season.
   2. One (1) bonus point will be awarded for each opponent with a regular season win/loss record of .501 or better.
   3. An additional bonus point (1) will be awarded for each opponent with a regular season win/loss record of .701 or better.
   4. Each team’s point index will be determined by dividing the total points earned by the number of varsity games played.
C. Tie Breaker: If two or more teams are tied with the same point index, the committee will use the following tie breaking criteria:
   1. Head-to-head competition. If three or more teams are tied, the teams must have all played each other.
   2. Win/loss percentage against common opponents during the regular season.
   3. Win/loss percentage of all opponents during the regular season.
   4. If a tie still exists, the committee will choose by vote.
D. Seeding: Teams will be seeded according to the point index system described in Item B above. The team with the highest point index will be seeded #1, next highest #2, etc. until the entire 12 team field has been determined.
   1. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play.

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Item 3. Tournament Dates
A. The 2019 DIAA Girls’ Lacrosse State Tournament will be held on the following dates:

<table>
<thead>
<tr>
<th>Round</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round One</td>
<td>Thursday, May 16</td>
</tr>
<tr>
<td>Quarter Finals</td>
<td>Saturday, May 18</td>
</tr>
<tr>
<td>Semi Finals</td>
<td>Tuesday, May 21</td>
</tr>
<tr>
<td>Finals</td>
<td>Thursday, May 23</td>
</tr>
</tbody>
</table>

Item 4. Tournament Sites
A. Game sites will be chosen by the committee based on availability, field conditions, geographic location, and the seeding of the teams.
   1. First and Second round games will be hosted by the higher seeded team. If their field is unacceptable to the committee or weather conditions have made their field unplayable, the committee will work with the host team to choose an alternate site.
      a. The higher seeded team’s field could be judged unsuitable for tournament play even though they played all of their regular season home games on that field.
   2. The semifinal and final rounds will be held at neutral sites determined by the committee. The semi final round may be a double header.
B. In the event of a postponement due to inclement weather, the game will be rescheduled for the following day at the same time and, based on availability and field conditions, at the same site.

Item 5. Starting Times
A. The starting times for all games will be determined by the committee.
   1. The committee will not accept requests for preferred or alternate starting times unless there is a conflict with a participating school’s senior prom, Baccalaureate, or graduation ceremony. These conflicts should be reported to the Executive Director and committee chair by April 1, 2019.

Item 6. Tournament Program
A. The committee will prepare an official tournament program which will contain team pictures, team rosters, tournament pairings and other related information and will be sold at all tournament playing sites. Schools will not receive complimentary programs at the conclusion of the tournament.
B. Team Photograph, Roster and Program Information. Team information for the tournament program must be on the school’s website by May 3, 2019.
   1. Schools should assume that their team is going to make the tournament and submit a roster and team photo.
   2. Program information MUST be submitted for Coaches to receive a complimentary tournament Pass. (See Item 7. B2)

Item 7. Admission Policies
A. Student (grades K-12) and adult admission will be $5 for a first-round or quarterfinal-round game; $6 for a semifinal-round single game or doubleheader; and $7 for the championship game. If any level of play occurs at the University of Delaware, ticket prices are increased by $1.00. Preschoolers will be admitted without charge to all games.
B. Complimentary Admission
   1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster found in the 2019 DIAA State Tournament Program. The official school party is defined as players, coaches, managers, scorers/statisticians, trainer, and administrators. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
      a. A maximum of 24 players in uniform are permitted as part of the official school party.
      b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
      c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team’s driver.
   2. The varsity head coach of each high school team will receive three complimentary passes by contacting the DIAA office by Friday, May 10, 2019. The request must include the names of the coaches who will receive the passes. Coaches’ passes are not transferable. Coaches who do not submit the team photo and information requested in Item 6 (above) by the deadline will not receive passes.
C. Media representatives who are covering the tournament will be admitted upon presentation of proper credentials. See General Item #11.

Item 8. Game Manager
A. A member of the committee will be appointed to serve as the Game Manager. They will serve as a liaison between the committee, the host school, and the participating schools. It is the Game Manager’s responsibility to ensure compliance with
the policies and procedures established by the DIAA Lacrosse Committee. The Game Manager will have the specific responsibilities listed below.

1. Provide the following items:
   b. Game balls.
2. Collect the score book, balls and unsold programs after the game has been completed.
3. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party’s athletic director and the Executive Director as soon as possible.

B. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

Item 9. Responsibilities of Host School

A. Member schools agree to host events for the tournament.
B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA’s Executive Director prior to the start of the event.

1. Support personnel may include:
   a. Ticket seller(s);
   b. Program seller(s);
   c. Ticket taker(s);
   d. Security (an individual who monitors the crowd but is not a law enforcement officer);
   e. Scoreboard Operator/Announcer
   f. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.

C. The Site Director’s responsibilities include:

1. Set up the field and bench areas according to current US Lacrosse specifications.
   a. The field should be lined according to current US Lacrosse specifications.
   b. Seating should be arranged for the players, coaches, managers, statisticians, and trainers.
   c. Seating should be arranged for the official timer and scorers (a table and six chairs should be placed at mid field).
2. Provide parking facilities for buses and spectators.
3. Provide seating arrangements for spectators.
4. Contact the Game Manager three hours prior to game time if the field is not in playable condition.
5. Be in attendance and work closely with the Game Manager.
6. Clear with the Game Manager matters of policy or procedure.
7. Provide an official scorer and timer unless a person is assigned by the Lacrosse committee and designated by the officials’ association.
8. Ensure that the complimentary admission policy for all schools is followed (Item 7).
9. Charge admission until there is 15 minutes remaining in the second half.
10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
11. Review the emergency action plan with the appropriate personnel.
12. Any additional responsibilities as determined by the host school.

D. The host school must consult with the DIAA office concerning security and police personnel.

1. Any expenses concerning security and police personnel must be pre-approved by DIAA’s Executive Director.
2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.

E. The host school is responsible for returning any unsold tickets and reporting program sales to the DIAA Office.

F. Public Address System

1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
2. The public address system, if used, will be operated by a responsible/adult representative of the host school.
   a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
   b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
   c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.
   d. The committee will allow recorded music to be played prior to the start of the game, pending approval of the Site Director and Game Manager. No music is allowed during time-outs, halftime, or during the game.

Item 10. Responsibilities of Participating Schools

A. Provide the Site Director with a list of players and their positions, coaches, managers, statisticians, and trainers. Include the team’s win-loss record and place in the conference standings. The Site Director will use this information for the pre-game introductions.

B. Provide the following personnel:

1. One individual to assist with scorekeeping.
C. Provide two timing devices (clock and stop watch) and an air horn.
D. Arrive on time at the game site. If a late arrival is anticipated, the host school should be contacted immediately.

Item 11. Officials
A. The Diamond State Women’s Lacrosse Officials’ Association [DSWLOA] will provide all officials for the 2019 tournament.
B. A three-person crew, an alternate/timer and an official scorer will be assigned to all rounds and games.
C. The selection and assignment of officials will be left to the discretion of the Lacrosse Committee.
D. Officials’ Fees: Officials assigned to the 2019 Girls’ Lacrosse Tournament will be paid according to the Officials Association-DIAA Agreement for the 2017-2019 school year.

Item 12. Uniforms
A. The host or higher seeded team will be the home team and will wear light uniforms. The lower seeded team will be the visitors and wear dark uniforms.

Item 13. Contest Procedures, Equipment and Facilities
A. Special Events
1. If possible, the national anthem will be played prior to all games.
2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game.
3. Opening ceremonies may include the following:
   b. Introduction of DIAA Chairperson.
   c. Introduction of Executive Director and DIAA Girls’ Lacrosse Committee members.
   d. Introduction of other special guests.
   e. Introduction of players, coaches, administrators, and game officials.
4. The committee is authorized to modify the pregame and postgame activities in any manner it deems appropriate.

Item 14. Awards
A. The following awards will be presented:
   1. Team: Trophies will be presented to the Champion and Runner-Up Teams.
   2. Individual: Gold medallions (24) will be presented to the champions and silver medallions (24) will be presented to the runners-up.
   3. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 15. Player Bench Occupants and Bench Assignments
A. The higher seeded team will be designated as the home team and will sit to the right of the scorer’s table as the teams face the playing field.
B. During a game, only administrators, board approved coaches, eligible substitutes, and bona fide team managers, statisticians, and medical personnel may occupy the player bench area.

Item 16. Pre-game Warm-up
A. Except for the pre-game warm-up, practice is prohibited at any tournament playing site unless the site is the home field of a team participating in the tournament. Violation of this rule will result in disqualification from the tournament.
B. The teams will warm up on the half of the field that corresponds to their player bench assignment; e.g., the team to the right of the scorer’s table will use the right half of the field for warm-up.
C. Each team is limited to a 45-minute warm-up on the field prior to the scheduled start of the game which will begin 55 minutes before the scheduled starting time. Warm-up must terminate 10 minutes prior to game time.

Item 17. Duration of Play
A. In all games, the clock is to be stopped on the umpire’s whistle and arm signal after each goal during the entire game, and on every whistle (to stop play) in the last 2 minutes of each half.
   1. If a team is leading by ten (10) or more goals, the clock will continue to run after goals and within the last two (2) minutes of play in each half (no stop clock).

Item 18. Tie-Breaking Procedure
A. If tournament game ends in a tie, the regular season overtime procedure from the USL rulebook will be used.
   1. When the score is tied at the end of regular playing time and overtime is to be played, both teams will have a 5-minute rest and toss a coin (visiting captain calls) for choice of ends. The alternate possession shall continue from regulation. The game will be restarted by a center draw. The winner will be decided by “sudden victory”. The team scoring the first
goal wins the game. Each overtime period will be no more than six minutes in length of stop clock time (clock stops on every whistle.) The clock will be stopped after 3 minutes of play in order for teams to change ends with no delay for coaching. No substitutions may occur at this time. The game will be restarted by a center draw.

2. If the teams are still tied after six minutes have elapsed, the teams will have a 3-minute rest and change ends. Substitutions may occur at this time.

3. Play will continue with “sudden victory” stop-clock overtime periods of six minutes in length (two 3-minute halves) with 3 minutes in between and change of ends until a winning goal is scored.

Item 19. Practice Sessions
A. No team will be permitted to practice at a tournament playing site unless that field is its home field.

Item 20. Interrupted Game
A. If a game is interrupted due to circumstances beyond the control of the responsible authorities, it will be continued from the point of interruption unless, by mutual agreement of the participating teams, it is to be considered a completed game.
B. The committee will determine the date, starting time, and site at which the interrupted game will be completed.

Item 21. Site Selection Procedures
A. The Girls’ Lacrosse Committee will use the following criteria and procedures to select game sites for the 2019 State Tournament:
1. The field should have a minimum length of 82m (90 yds.) from goal line to goal line and a minimum width of 55m (60 yds).
2. Fields must be lined as diagrammed in the 2019 US Lacrosse Women’s Rules Book. The field markings should be a color which clearly distinguishes them from the markings of other sports.
3. The lines should not be burned into the field resulting in excessive ruts and/or large burned in areas.
4. The level/height of the grass should be short without excessive grass clumps.
5. The size and angle of the crown will be taken into consideration when evaluating fields.
7. Goal nets must be free of holes and securely fastened to the goals.
8. Field conditions which, in the opinion of the committee, may jeopardize the safety of the players, will preclude the selection of a site.
B. Fields will be evaluated throughout the season by the Girls’ Lacrosse Committee. All tournament game sites will be determined by the committee based on availability, field conditions, geographic location, and the seeding of the participating teams. A field may be deemed unsuitable for tournament play even though it was used during the regular season.
2019 DIAA GIRLS' LACROSSE STATE TOURNAMENT

Thursday, May 16  Saturday, May 18  Tuesday, May 21  Thursday, May 23

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Champion
BOYS’ AND GIRLS’ TENNIS TOURNAMENTS

Committee Members

John Taylor, Chairperson.................................................................Newark High School
James Harvey ..................................................................................Caesar Rodney High School (retired)
Ron Alper.........................................................................................Glasgow High School (retired)
Mary Moore.....................................................................................Ursuline Academy
Zach Taylor.....................................................................................Caesar Rodney High School
Brian Mc Ardle...............................................................................McKean High School
Kahlil Fitzpatrick.............................................................................Colonial School District
Carla Lawson..................................................................................Caesar Rodney High School
Cathy Jackson................................................................................Conrad Schools of Science
Emily Grugan..................................................................................Padua Academy
Mike Weller....................................................................................Glasgow High School
Courtney Barron............................................................................Smyrna High School
Jack Rowell....................................................................................Caesar Rodney High School
Thomas E. Neubauer......................................................................Ex-Officio, Executive Director, DIAA
Dr. Bradley Layfield..........................................................................Ex-Officio, Chairperson, DIAA

Specific Information

Item 1. Location, Dates and Starting Times

A. The 2019 Boys’ and Girls’ Tennis State Tournament will be held on Saturday, May 18; Monday, May 20; Tuesday, May 21; and Wednesday, May 22.
   1. The first two rounds will be played on Saturday, May 18 at 9:00 AM the sites listed below (subject to change). Participants should arrive no later than 8:45 AM. Entrants who received a bye in the first round should report at 10:00 AM.

<table>
<thead>
<tr>
<th>POSITION</th>
<th>BOYS</th>
<th>GIRLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Singles</td>
<td>Caesar Rodney High School</td>
<td>St. Andrew’s School</td>
</tr>
<tr>
<td>Second Singles</td>
<td>Caesar Rodney High School</td>
<td>St. Andrew’s School</td>
</tr>
<tr>
<td>Third Singles</td>
<td>Dover High School</td>
<td>St. Andrew’s School</td>
</tr>
<tr>
<td>First Doubles</td>
<td>Smyrna High School</td>
<td>Appoquinimink High School</td>
</tr>
<tr>
<td>Second Doubles</td>
<td>Smyrna High School</td>
<td>Appoquinimink High School</td>
</tr>
</tbody>
</table>

2. The quarterfinal round will be played on Monday, May 20 at 3:30 PM at the sites listed below (subject to change).

<table>
<thead>
<tr>
<th>POSITION</th>
<th>BOYS</th>
<th>GIRLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Singles</td>
<td>Caesar Rodney High School</td>
<td>St. Andrew’s School</td>
</tr>
<tr>
<td>Second Singles</td>
<td>Caesar Rodney High School</td>
<td>St. Andrew’s School</td>
</tr>
<tr>
<td>Third Singles</td>
<td>Dover High School</td>
<td>St. Andrew’s School</td>
</tr>
<tr>
<td>First Doubles</td>
<td>Smyrna High School</td>
<td>Middletown High School</td>
</tr>
<tr>
<td>Second Doubles</td>
<td>Smyrna High School</td>
<td>Appoquinimink High School</td>
</tr>
</tbody>
</table>

3. The semifinals for BOYS and GIRLS will be played on Tuesday, May 21 at 2:30 PM at St. Andrew’s School.

4. The finals will begin at 1:30 PM on Wednesday, May 22 at the St. Andrew’s School.

B. The 15-minute default rule for tardiness will be in effect for all rounds of the tournament unless communication has been made with Tournament Committee through the coach.

C. Inclement Weather Procedure:
   1. The dates and/or times of the state tournament may change, including to an earlier date, depending on weather conditions. Coaches will be notified of any changes in the dates and/or times by their athletic director or by a member of the committee at the playing site.
   2. Saturday: If weather conditions are bad on Saturday morning, the start may be delayed a couple of hours. Every effort will be made to play both rounds, if possible. Any second round matches not completed on Saturday will be played on Monday, time and place TBA. Call 302-857-3365 for information on Saturday morning.
   3. During the Week of May 20, call 302-857-3365 for any weather related changes, or check the DIAA website “Announcements & Cancellations”
Item 2. Tournament Seeding
A. The tournament field will consist of a maximum of 30 entrants in a 32-bracket draw. The draws will be conducted by the tournament committee.
   1. Each entrant must have played a majority of his/her/their matches in that position or must have been playing in that position at the end of the regular season.
   2. Each player will compete only against the other players in his/her event. For example, all 1st singles players as of the end of the season will be in the same draw
B. Entrants: Participating schools may enter a boys’ team and a girls’ team with each team consisting of a maximum of seven players. There will be three singles events and two doubles events. No individual may participate in more than one event.
C. Entry Forms: The “Entry Form” and “Request for Seeding” must be received by the DIAA Office no later than 6 PM on Tuesday, May 14, 2019. Both forms are available for electronic submission on the DIAA website (https://www.doe.k12.de.us/Page/2172) on the Tennis page. For the 2019 tournament, please submit electronically and via email.
   1. The “Entry Form” must be submitted with the box “NO ENTRIES” checked if the school is not entering any players in the tournament.
   2. Entries received past the deadline may not be considered for the tournament.
D. Seeding: The committee will seed eight entrants in each event. The committee will consider the following criteria when seeding players: won/loss record, head-to-head competition, matched results against common opponents, an opponents’ strength of schedule, previous tournament performance.
   1. Coaches must complete the “Request for Seeding” form found in the manual for each player who wants to be considered for seeding. Inaccurate or incomplete information will disqualify that player(s) from being seeded.
   2. Entrants must have played a minimum of seven matches in that position in order to be considered for seeding. The AD and coach can request a waiver and discuss special circumstances to request seeding without seven matches in that position.
   3. The #1 and #2 seeded entrants will receive byes. If fewer than 30 singles players/doubles teams enter, the next highest seeded entrants will also receive byes in order to complete the draw.
   E. If a player(s) in a particular position is unable to participate in the state tournament, he/she/they may be replaced by a player(s) lower on the team ladder but such a substitution must take place prior to the draw.
   F. Substitutions after the draw but prior to the start of the tournament must be approved by the committee and will be considered for extenuating circumstances such as injury, illness, or death in the family. Substitutions after the start of the tournament will not be permitted.

Item 3. Governing Rules
A. The 2019 USTA Official Rules and the 2018-2019 DIAA Rules, Regulations, and Procedures for Regular Season Tennis Matches, including the adjusted point penalty system, will be in effect for all rounds of the tournament. However, during the two-minute break between the 1st and 2nd sets, a player(s) may receive coaching from other members of his/her/their team who are in uniform.

Item 4. Entry Fees
A. The entry fee for the 2019 Tennis Tournament is $50 for each separate girls and boys team. Entry fees should be paid by the school with their 2017-2019 Member Dues. Please contact the DIAA Office to confirm if entries fees have been paid (302-857-3365)

Item 5. Coach and Player Reminders
A. Participants must wear tennis uniforms and no lettering or logos other than the school logo or name/nickname/acronym will be permitted. Bare midriff tops are not allowed. The 15-minute default rule will be in effect if a participant must change to a legal uniform.
B. A list of board approved coaches must be submitted to the Tennis Committee. Only individuals listed may coach during the designated times of a match.
C. Coaching may take place during one changeover per set but only by an approved coach. Players must complete the changeover and be ready to play within 90 seconds or a point penalty will be assessed. Players may not leave the court during a changeover.
D. Coaching may take place during the two-minute break between the 1st and 2nd sets of a match but only by a team’s board approved coach(es) or current team members in uniform. The point penalty system will be invoked if non-authorized persons provide advice or instruction. Players may not leave the court during this break.
E. There will be a 10-minute break between the 2nd and 3rd sets of a match during which players may leave the court.
   1. In the first round a 10 point Tie Break will be played in place of a third set. There is no coaching during the Tie Break and players are not permitted to leave the court before or during the Tie Break.
   2. In the second round, there will be a 10 minute break between the 2nd and 3rd sets of a match during which players may leave the court. If the combined temperature and humidity reading reaches 155 +/- 5, for the second round, the tournament committee reserves the right to also use the 10 point tie break in the second round.
F. The server will call out the point score to his/her opponent(s) during each game and will also call out the game score at the start of each game.

G. At the conclusion of each match, the winner(s) will return the balls, report the score of the match, and obtain the scheduled starting time of his/her/their next match from the Site Director.

Item 6. Scoring
A. Teams will receive one point for each win regardless of the round. No points will be awarded for a bye unless that singles player/doubles team wins in the following round. The winners of the finals will receive two points. Points will be awarded for defaults regardless of whether that singles player/doubles team wins in the following round.

Item 7. Defaults
A. Teams will lose one point if a singles player/doubles team defaults for reasons other than illness, injury, or death in the family. No substitutions will be allowed after the tournament begins.

Item 8. Awards
A. Trophies will be presented to the first and second place boys’ and girls’ teams.
B. Individual medals will be presented to the winner and runner-up in each event.

Item 9. The 7 Point Tie-Break (Tie-Break Game)
A. Singles: A, having served the first game of the set, serves the first point from the right court. B serves points 2 and 3 (left and right), A serves points 4 and 5 (left and right), B serves point 6 (left) and after they change ends, point 7 (right). If necessary, A serves points 8 and 9 (left and right). B serves points 10 and 11 (left and right), and A serves point 12 (left).
   1. A player who reaches 7 points, provided there is a margin of 2 points over the opponent, wins the game and set. If the score has reached 6 points all, the players change ends and continue in the same pattern until 1 player establishes a margin of 2 points, which gives him/her the game and set.
   2. Note that players change ends every 6 points and that the player who serves the last point of one of these 6 point segments also serves the first point of the next one from the right court. For a following set, the players change ends and B serves the first game.
B. Doubles follows the same pattern with partners preserving the serving sequence. Assume A- B vs C-D, with A having served the first game of the set. A serves the first point (right), C serves points 2 and 3 (left and right), B serves points 4 and 5 (left and right), D serves point 6 (left) and the teams change ends. D serves point 7 (right). If necessary, A serves points 8 and 9 (left and right), C serves points 10 and 11 (left and right), B serves point 12 (left).
   1. A team that wins 7 points provided there is a margin of 2 points over the opponents, wins the game and set. If the score has reached 6 points all, the teams change ends. B then serves point 13 (right) and they continue until 1 team establishes a 2 point margin and thus wins the game and set. As in singles, they change ends for 1 game to start a following set with team C-D serving first.

Item 10. The 10 Point Tie-Break (Match Tie-Break)
A. The 10 point Tie-Break is just like the 7 point tie-break except that the winner is the first player/team to reach 10 points (ahead by at least 2 points). When it is used in lieu of a third set, there is only a 2 minute break after the second set and players do not come off the court. In doubles, the serving team may decide who is serving first for their team. A doubles team may also change receiving positions at the start of a match tie-break.
DIAA State Tennis Championships
ENTRY FORM

Please e-mail as an attachment to donna.polk@doe.k12.de.us and include “Tennis Entry Form” in the subject line, AND submit using the form on Tennis page of the DIAA website (https://www.doe.k12.de.us/Page/2172).

School: ________________________________________________________________

Boys or Girls: __________________________________________________________

Date: __________________________________________________________________

Coach Name: ___________________________________________________________

Coach Email: ___________________________________________________________

Coach Cell Phone Number: __________________________________________________________________

Check here to indicate “NO ENTRIES.”

<table>
<thead>
<tr>
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<td>Third Singles</td>
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<td>Second Doubles</td>
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Nomination for Coach of Year* (name/school): ____________________________________________________________

Nominations for Bunny Vosters’ Team Sportsmanship of the Year Award* (school): __________________________

This award is given to the school team in each gender that demonstrates the best sportsmanship whether they would win or lose. The Team (players and coaches) consistently show respect for their opponents, the game of and rules of tennis.

*The Coach of the Year and Sportsmanship Awards are NOT DIAA sponsored awards.

Submitted by ___________________________ School ___________________________
# DIAA Tennis State Championship Request for Seeding

This form must be completed for each tournament entry considered for seeding. Duplicate this form as needed for each entrant per position and e-mail as an attachment to donna.polk@doe.k12.de.us and include “Tennis Seeding Request” in the subject line, AND submit using the form on the Tennis page of the DIAA website (https://www.doe.k12.de.us/Page/2172).

School: _____________________________________________________________

Coach Name: _______________________________________________________

Cell Phone Number: _________________________________________________

Coach Email: _______________________________________________________

Player Name(s): ____________________________________________

Position: _________________________________________________________

<table>
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TOURNAMENT INSTRUCTIONS FOR COACHES AND PLAYERS

1. Players are to wear their team shirts with the school logo or plain white shirts only. They have the 15 min. default time to correct the situation.
2. A 15 minute default rule will be followed.
3. Winners are to: return the balls, report the score and obtain the time for the next match.
   (3:30 Qts, semi’s, 1:30 Doubles finals, Singles to follow).
4. A maximum of 1 hour will be allowed between matches. Players may take less time if both players agree.
5. The warning for the point penalty system will be announced before the matches begin. *Any player with cell phones that ring during their match will be given a point penalty.
6. Coaches have been assigned to assist in first and second round matches. Please be available to assist with lines judging during the first and second rounds.
7. Lines judges stand on opposite sides of the net. They do not make the calls but confirm or overrule a call when players ask.
8. Players are not to leave the courts during changeovers, after the first set, or before the 10 point tie break.
9. Only coaches may talk to the players during 1 changeover per set, within the 90 sec. Time limit. Coaches/teammates may talk to players between the first and second set. (2 min). In the best 2 of 3 sets, players may come off of the courts if they split sets. (10 min.). Cell phones may be used by the players during the time allowed, between sets only.
10. If weather conditions are bad on Sat morning, the tournament will be delayed a couple of hours. If possible, both rounds will still be played. If a second round match has not been completed, it will be played on Monday, time and place TBA. Call 302-857-3365 for information.
11. It is the responsibility of the coach to inform all players and parents of the rules.
12. Trainers will not be available on site for the entire tournament.

ADJUSTED POINT PENALTY SYSTEM

Table of Violations and Penalties

**Code Violations - Delay/ Conduct**
- Intentional delay after warm-up or between points or intentional violation of the 90 sec. rule.
- Not resuming play within 30 seconds after a medical timeout.
- Delay caused by obvious cramping (but only if the player has already received a medical timeout for cramping).
- Receipt of evaluation or treatment for one misconduct which is condition on more than 2 changeovers or Set breaks.
- Taking more than two medical timeouts during 1 stoppage of play.
- Not resuming play after a changeover or Set Break during which the player received treatment.
- Not playing within 20 seconds of having been directed to resume play.
- Passage of 20 seconds after any time violation.
- Delay caused by getting a replacement racket that is not on the court.
- Visible or audible profanity or obscenity.
- Abuse of racket, balls or equipment.
- Verbal or physical abuse of a player or official.
- Coaching
- Abusive conduct by a player or a person associated with a player (IV.C.10. refers to this situation).
- Retaliatory calls (obviously bad calls made in retaliation for opponent’s calls).
- Unsportsmanlike conduct (any other conduct that is abusive or detrimental to the sport).

**Penalties**

Warning is given during the pre-match introductions.

First Offense – Loss of Point
Second Offense- Loss of Game
Third Offense – Default

If a player defaults as a result of a verbal or physical misconduct which is sportsmanship related, he/she would also be suspended for the next match in accordance with the DIAA game ejection rule.

The point penalty system should be enforced by the coaches during the regular season and by DIAA tennis committee members or site officials during the state tournament.