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***Revised June 2020***

DISTRICT ASSIGNMENTS & STATE TOURNAMENT BRACKETS
ARE POSTED ON THE MSHSAA WEBSITE (www.mshsaa.org)
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A. MISSION STATEMENT: The MSHSAA promotes the value of participation, sportsmanship, team play and personal excellence to develop citizens who make positive contributions to their community and support the democratic principles of our state and nation.

B. PURPOSE OF MANUAL: This manual has been prepared to provide a better understanding of the administration of MSHSAA sponsored events. It will serve as a guide to the participating schools and will provide for greater consistency. All information will be included in this manual except such supplementary or incidental information as may be included in the MSHSAA Journal. The regulations in this manual shall be considered official unless the schools are notified in a Special Bulletin of any changes.

C. PHILOSOPHY OF INTERSCHOLASTIC ACTIVITIES: Interscholastic activities are intended to supplement the secondary curricular program. These activities can provide the student with educational experiences and learning outcomes that contribute toward the development of good citizenship. This can be accomplished only when the emphasis is placed upon teaching "through school activities." Interscholastic activities can be justified only when this is their primary philosophy and purpose.

D. PURPOSE OF DISTRICT AND STATE CONTESTS: There are two primary purposes that justify and cause district and state events to be desirable. Those purposes are to provide opportunities to demonstrate before the public the best knowledge, skills, and emotional patterns taught through a particular sport; and to evaluate and compare the best of this teaching of knowledge, skills and emotional patterns among schools. Unless these purposes are primary, district and state athletic contests cannot be completely justified.

It is the desire of the MSHSAA Board of Directors that these events be both fun and educational. It is extremely important that competitors, coaches, and the school community make every effort to enhance, and keep in proper perspective, the educational values of these events. Competition merely for "competition's sake" cannot be justified. Only when competition contributes toward worthwhile educational goals can it be considered sufficiently important to be included in the school program.

E. SUPERVISION OF COMPETITORS AND FANS: MSHSAA By-Laws hold a school responsible, both at home and away, for the conduct of its competitors, students, coaches, and fans. Coaches are required to supervise their competitors. A coaches' respect for others and school property is necessary in order to instill this respect in competitors. Students staying overnight in hotels or motels in conjunction with any interscholastic athletic contest should be well chaperoned. The good conduct of students will leave a good impression of the entire school.

A school also should inform its competitors, students, coaches and fans of the value contest officials play in education through athletics. When informing these people of this, the difference in the purpose of high school and professional sports should be emphasized. Lack of respect for officials should not be tolerated. Booing of officials leads to booing of coaches and competitors. This has no place in high school athletics. Athletic administrators are urged to develop a program through any and all communication techniques available to insure that spectators understand that high school athletics are an educational endeavor as opposed to the games being an end in themselves.
SECTION 1: ESSENTIAL RESOURCES

The information listed/linked in this section relates to MSHSAA By-Laws, Board Policies and information from the Sports Medicine Page (SMP). The information is not sport or activity specific but is necessary for the safe and proper conduct of your sport/activity.

Source Locations:
MSHSAA Handbook (HB)
Sports Medicine Page (SMP)

A. ALCOHOL/TOBACCO USAGE AROUND INTERSCHOLASTIC ACTIVITIES (HB-Board Policy)
B. CHARITY/AWARENESS EVENTS (HB-Board Policy)
C. CONCUSSIONS EDUCATION AND MANAGEMENT PROTOCOL (SMP)
D. CONDUCT – REMOVAL OF TEAMS & EJECTIONS (HB-By-Law 5.5)
E. GUIDELINES FOR FAN SUPPORT ITEMS (HB-Board Policy)
F. HAZARDOUS WEATHER CONDITIONS/LIGHTNING GUIDELINES (SMP)
G. HEAT ACCLIMATIZATION (HB-By-Law 1.7 & SMP)
H. ON-SITE PROTEST PROCEDURES (HB-Board Policy)
I. OXYGEN USE POSITION STATEMENT (SMP)
J. SANCTIONING (HB-By-Law 3.18)
SECTION 2: REGULAR SEASON

A. REGULAR SEASON GAMES: Teams will schedule Weeks 1 through 9. Weeks 1 through 9 will be used to calculate the points earned for district seeding purposes only. (This manual outlines the district seeding point system in Section 4 – Postseason Entry Procedures).

B. QUARTER LIMITS – INDIVIDUAL PLAYER LIMITATIONS
Per MSHSAA By-law 3.23.1, the following Individual Player Limits apply:
   a. **Daily**: No player may play in more than four quarters on one calendar date.
   b. **Weekly**: No player may play in more than six quarters in a football week. Note: For the purposes of tracking player quarters, a football week is defined as beginning on a Thursday and ending on the following Wednesday.
   c. **Season**: No player may play in a total number of quarters for the season that exceeds six times the number of games played by the higher team on which the student plays.
   d. **Kicking Downs**: Participation in kicking downs only (downs in which one team initially lines up in either a scrimmage kick or a free kick formation as per NFHS Rules) during a game would count as a maximum of one quarter of participation.
   e. **Other Downs**: Participation in downs other than kicking downs would count as one quarter of participation for each quarter the player participates up to a maximum of four quarters per game and six quarters in a football week.
   f. **Tracking**: Each school shall be responsible for keeping a record of the participation of players of both teams utilizing the MSHSAA standardized “Football Player Participation Form.”

C. GAME MANAGEMENT PERSONNEL AND STAFF:
1. Arrange for competent sideline officials (announcer, timer, line-to-gain crew, ball handlers, statistician, etc.) and other administrative help.
2. Adequate security shall be provided for game officials.
3. Make necessary arrangements for marking field in accord with the diagram in the NFHS Rules Book and provide yardage chain and down marker. All football contests shall be played with NFHS hash marks.
4. Inform visiting schools of Emergency Plans and Procedures. Provide medical assistance when possible. Make arrangements to have an ambulance available for emergencies (plan in place or on site).

D. GAME MANAGEMENT: For Security reasons and fan support, teams and their fans should be located on the same side of the field. (This is required for postseason games, district semi-finals through semifinals).
1. **Warm-up**: Warm-up prior to game time shall be limited to a maximum of 75 minutes.
2. **Time Schedule**: A sample time schedule would be as follows for pregame activities:
   - 6:39 p.m.  Poms/Cheerleaders/Dance Routines (both schools should have equal time)
   - 6:49 p.m.  Star Spangled Banner
   - 6:51 p.m.  Player Introductions
   - 6:57 p.m.  Coin Toss - All games. The head coach and captain(s) shall attend the actual or simulated coin toss at the three-minute mark. This does not preclude having an early toss.
3. **Half-time**: Half-time intermission shall be limited to a maximum of 15 minutes plus the 3 minute warm-up prior to the start of the second half.
4. **Bands**: The participation of bands at a school football contest is an exciting aspect of the event. The band contributes to the event by increasing the level of excitement and adding a ‘touch of class’ to the contest. In order to maintain a proper perspective and to insure equity in competition for the participating teams, a few guidelines must be followed. It is suggested that the band director work closely with the cheer coach and administration to create a schedule so everyone can support the team.
   - During the contest, bands are to play **ONLY** during pregame, halftime, postgame, the time between quarters, timeouts (except injury time-outs) and between plays (stopping prior to the referee’s whistle for the ‘ready for play’ signal when using a 25 second play clock and prior to the start of the play clock when using the 40 second play clock). The use of the 25 second or 40 second play clock is dependent on the conclusion of the previous play; therefore, any bands attempting to play “between plays” must simply refrain from playing at any time during which the play clock is running. Note: If the facility does not have a play clock, bands shall refrain from attempting to play between plays. Bands that are seated near the end zone should not play if the line of scrimmage is inside the 10-yard line on the end close to the band.
   - After a touchdown, field goal, extra point, or safety, the band may play the school fight song, etc.; **however**, the director must be sure the band stops playing when the official blows the ‘ready for play’ whistle to start the next play. Any band that plays or continues to produce sound on instruments would
be considered an 'unfair act' under NFHS Football Rules 9-9-1 and could result in a 15-yard penalty being assessed to the head football coach of the offending school for unsportsmanlike conduct.

- When bands want to warm-up prior to half-time, directors should arrange this so that it is done in an area that is not a distraction to the contest. **NOTE:** No whistles may be used while the game is in progress.

- Because the band acts as a spirit group, members should always act in a positive manner and must not do anything to distract or negatively affect the opposing team. It is the band director's responsibility to prevent his/her band from playing at inappropriate times, playing inappropriate music or taunting the opposing team and/or contest officials.

- The band must display courtesy and respect toward the players, cheerleaders, and fans. To do anything else is not only a distraction from the contest but also reflects negatively on the band, the director and the school. Support your school and team in a positive manner.

5. **Team Box:** Only coaches, players, managers, statisticians, and team physicians will be permitted on the field. Team introduction run-throughs or break-away banners (team personnel and sideline cheerleaders) are allowed in regular season play.

6. **Vandalism:** Schools will be held responsible for seeing that NO DAMAGE to property, tearing down of goal posts, etc., is done by their students or fans. Students engaging in vandalism will be considered ineligible. School administrators are to be present, both home and away, and responsible for supervising and controlling coaches, players, cheerleaders, band members, other student groups, and all of their fans. Administrators are to take steps to prevent vandalism, violence, and other acts of unsportsmanlike conduct.

7. **Noisemakers:** During the contest noisemakers are to be used only during the pre-game, half-time, post-game, the time between quarters, time-outs (except injury time-outs), and between plays (stopping prior to the referee's whistle for "ready for play").

8. **Locker rooms:** Schools are reminded that all precautions should be taken to provide secure locker rooms. All participating schools should caution players about bringing items that are not needed, and coaches should have someone collect and be responsible for any personal items. Cell phones shall not be used in the locker rooms.

9. **Pre-game Actions:** Pre-game taunting and desecration of team logos on the field is prohibited, and officials shall penalize the team demonstrating such behavior as unsportsmanlike conduct assessed to the head coach.

10. **Sideline Personnel:** It is required that ball persons and all other sideline personnel (statisticians, water persons, etc.) be at least in 7th grade (for safety reasons) during district and state tournament games. This is recommended for all other games as well.

11. **Tie Games:** ALL varsity high school games (regular season and playoff contests) that end in a tie at the end of regulation play shall follow a "25-yard Overtime Procedure" to determine a winner. The procedure, as outlined in the National Federation Football Rules Book, will be followed with the following exceptions:

   a. The ball will be placed on the 25-yard line instead of the 10-yard line.
   b. First and tens may be obtained to maintain possession. Once the line-to-gain has not been achieved, the ball will be turned over to the defense.

   **Note:** Games contested below the senior high school varsity level (Junior Varsity and Freshman) that end in a tie at the end of regulation play may utilize one (1) overtime period to break the tie. If a tie remains at the end of the overtime period, the contest will remain a tie. Combined 8th and 9th grade contests that end in a tie will remain a tie.

12. **Forfeited Games:** Forfeited games which are not played or which are started and not completed will count as wins or losses (with a point differential of +13 or -13).

13. **40/25-Second Clock:** When available, 40/25-second clocks may be used in all football contests using the following guidelines:

   a. Clocks are to be installed at both ends of the field. They are to be in full view from all angles of play and be located a safe distance from the playing area. They must be outside of the 2-yard restricted area, and it is recommended that they be padded if they are inside of 5 yards.
   b. A competent adult operator is to be trained to operate the 40/25-second clocks only. Experience in football officiating (possibly a past or current football official) would be desirable.
   c. Visiting teams should be notified in advance of their arrival at the site, of your intentions to use the on field 40/25-second clocks.

14. **Point Differential – “Running Clock”:** The point differential applies to all football contests. The National Federation's Football Rules permit state associations to adopt a "running clock" when a point differential is attained. The Football Advisory Committee, with approval of the Board of Directors has approved the following plan for all football playing schools for all levels: After the first half, any time the score differential
reaches 35 points or more, for 11-man and 45 points or more, for 8-man, the following changes, and only these changes, will be made regarding rules determining when the clock will be stopped:

The clock will be stopped when:
1. An official's time-out is called, except:
   a) when a first down is declared;
   b) following a change of team possession; or
   c) to dry or change the game ball.
   d) A charged time-out is called
   e) At the end of a period
   f) A score occurs

Note: The clock will continue to run in all other situations.

Note: The use of this rule does not preclude the use of Rule 3-1-3 which reads: “A period or periods may be shortened in any emergency by agreement of the opposing coaches and the referee. By mutual agreement of the opposing coaches and the referee, any remaining period may be shortened at any time or the game terminated.”

E. GAME UNIFORMS: In accord with National Federation Football Rules: “Jerseys of opposing teams must be of contrasting colors.” The home or host team shall wear jerseys dark in color and the visiting team shall wear jerseys that are white. See NFHS Football Rule 1-5-1 for greater details of legal uniforms/jerseys. The visiting team is responsible for avoidance of similarity of colors, but if there is a doubt the referee may request the host team to change. A jersey may only contain a school's nickname, school logo, school name and/or player name within the body and/or on the shoulders per NFHS rule 1-5-1(b-2)(b-3). Jerseys failing to meet the required rule will result in unsportsmanlike conduct charged to the head coach. An exemption letter from the state association shall be required for any jersey/uniform that does not comply with uniform rules.

F. GAME BALLS: Only approved composition-covered football, in accord with National Federation Rules, may be used. The Wilson F1300 GST is the official ball for the MSHSAA Championships.

G. FILM and VIDEO TAPE:
1. Participating schools shall exchange films for each game of the playoffs.
2. Each school may request from the opposing school any two (2) contest films/tapes (including regular season, district, sectional, quarterfinal, and semifinal contests).
3. If the receiving school deems the film/tape received as “poor-quality,” the providing school will contact a third school and indicate permission for release of the game requested.
4. Timely arrangements by both schools shall be made to expedite the exchange prior to the next playoff contest.
5. If a team does not film/tape its regular season contests, the coach shall make arrangements with a previous opponent to provide a game film/tape.
6. A school or a school representative may videotape/film a regular season or playoff contest in which the school team is participating.
7. A school or a school representative may videotape/film a regular season or playoff contest of other school teams without the prior consent of the host management and all schools participating in the contests. However, it is recommended that the school that is to be video-taped be notified as a courtesy.

H. OFFICIALS:
1. The home team will contract all game officials. All game officials must be registered and in good standing with the MSHSAA per bylaw 6.1. The MSHSAA Office will assign the game officials for all districts, quarterfinals, semi-finals and the State Championships.
2. Officials' decisions at the game site shall be final.

I. USE OF COMMUNICATION DEVICES: Electronic communication devices used to communicate with a player, except during an outside 9yd mark conference (7-yard marks in eight man), including electronic signage to signal plays or information from the sideline are deemed illegal equipment per NFHS Rule 1-5-3(c, 2). Electronic communication devices including but not limited to audio recorder, Local Area Network phones and/or headsets, mobile phones, still photograph(s), film, analog or digital video(s) and/or internet depictions may be used by coaches and non-players.

J. PROCEDURES FOR HANDLING CONTESTS DURING HAZARDOUS WEATHER CONDITIONS: (See Section 1 – Essential Resources – Hazardous Weather Conditions/Lightning Guidelines). NOTE: Games interrupted because of events beyond the control of the responsible administrative authority shall be continued from the point of interruption, unless the teams mutually agree to terminate the game with existing score, or as otherwise provided by state association adoption. (NFHS Rule 3-1-4)

K. PROTESTS: (See Section 1 – Essential Resources – Onsite Protest Procedures). NOTE: Game officials, like players and coaches, are subject to error. Thus, it is important that officials and coaches alike be aware of the
proper procedures to be followed should a game be protested. Any protest shall be based on an error in applying a game rule, no protest shall be heard on the judgment of an official.

L. SPECIAL ACCOMMODATIONS: The school of a competitor with a disability or special need may request specific accommodations or to use special equipment. The following items are required before accommodation requests can be reviewed and considered:

1. A written request from the school, describing the competitor’s special needs and the specific accommodations being requested. The letter should include the rule references of applicable NFHS Swimming Rules that would be violated without the accommodation.
2. A letter from the parent(s) or guardian confirming the need for an accommodation and approving the accommodation request.
3. A letter from the student’s doctor or applicable caregiver describing the medical circumstance or special need, and confirming the need for an accommodation.
4. Photographs of 1) the special equipment, and 2) the student wearing the special equipment, if applicable.

Written approval from the MSHSAA office is required prior to any competition. During the regular season, the letter of approval from MSHSAA must be presented to meet officials before any accommodations may be used. Please allow ONE WEEK for requests to be reviewed prior to the first competition.

MSHSAA will consider requests if:
1. the sport is not fundamentally altered by the accommodation,
2. the accommodation does not create a risk to either the athlete or others, and
3. the accommodation does not place opponents at a disadvantage.

SECTION 3: POSTSEASON CRITERIA

A. COMPETITION SITES: The Board of Directors has taken the position on the locations for District and State Tournaments that competition sites for all district and state series events shall be conducted in Missouri unless a school owned facility, contiguous to the school campus is beyond the state border.

B. REGISTRATION: All schools that have indicated participation in the state football series will be assigned to a district. Schools will be assigned to districts for a two-year basis.

C. CLASSIFICATION: A school’s classification will be determined by its enrollment in grades 9-11 as of March 15th of the preceding school year. (See MSHSAA Board Policy in the MSHSAA Handbook for details on Classification Procedures as well the use of the Championship Factor for non MSIP schools.

The classification for playoffs shall be determined as follows:

a. 8-Man Football: Schools shall be in one class; only schools with enrollments of 150 or less may participate in 8-Man football.

b. 11-Man Football: Schools will be divided into six classes
   i. The largest 32 schools shall be in Class 6
   ii. 20% of football playing schools are placed in Class 1
   iii. The remaining football schools will be divided equally across Class 2-5 as outlined in MSHSAA Board Policy regarding classification procedures.

D. SCHOOL ELIGIBILITY: A team shall have scheduled at least half (five) of the number of contests permitted (nine) to be eligible for participation in the playoffs (By-Law 5.1.2).

E. INDIVIDUAL ELIGIBILITY: In part, By-Law 5.1.2 indicates: "No individual student shall be entered who has not represented his or her school in interscholastic competition in that sport during the season.” In football, this means a player must have played in at least one regular season contest (game playing Weeks 1 through 9) before the district contest.

SECTION 4: POSTSEASON ENTRY PROCEDURES

A. NUMBER OF DISTRICTS: There shall be four districts in 8-Man, four districts in Class 6, and eight districts in Classes 1-5.

B. DISTRICT ASSIGNMENT PROCEDURE: Schools are grouped in districts based on geographical location. Classes 1-6 and 8man will generally consist of eight teams per district; however, the exact number of teams in each
district will be based on the number of teams in the region and the higher-seeded teams (Ex: #1-2, etc) will get byes in the district tournament if necessary. 8-man will have district play-in games into the eight team district tournament bracket when necessary. Each team in all districts will be seeded after week nine using the point system described in this section of the manual.

C. DISTRICT SEEDING PROCEDURES:

a. Points for a Win/Loss or Tie
   i. 20 points for a win
   ii. 10 points for a loss
   iii. 15 points for an overtime loss
   iv. Add up the total points and divide by the number of games played.

b. Points for Playing Up or Down a Class
   i. 10 points CREDIT for each class you play up (i.e., a Class 1 team plays a Class 3 team: 20 points). Divided by the number of games you played.
   ii. There are no points taken away for playing down.

c. Points for Strength of Schedule
   i. Points from opponent’s schedule by taking the sum of the win/loss record from each team you have played times the points for a win and loss, 10/20 minus your contribution to the opponents record, divided by the total number of games played minus the number of games you played. Your records is 5W/4L)

<table>
<thead>
<tr>
<th>Team</th>
<th>Record</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team A: 5W/4L</td>
<td>5x20 + 4x10 = 140</td>
<td></td>
</tr>
<tr>
<td>Team B: 7W/2L</td>
<td>7x20 + 2x10 = 160</td>
<td></td>
</tr>
<tr>
<td>Team C: 3W/6L</td>
<td>3x20 + 6x10 = 120</td>
<td></td>
</tr>
<tr>
<td>Team D: 4W/5L</td>
<td>4x20 + 5x10 = 130</td>
<td></td>
</tr>
<tr>
<td>Team E: 4W/5L</td>
<td>4x20 + 5x10 = 130</td>
<td></td>
</tr>
<tr>
<td>Team F: 7W/2L</td>
<td>7x20 + 2x10 = 160</td>
<td></td>
</tr>
<tr>
<td>Team G: 3W/6L</td>
<td>3x20 + 6x10 = 120</td>
<td></td>
</tr>
<tr>
<td>Team H: 2W/7L</td>
<td>2x20 + 7x10 = 110</td>
<td></td>
</tr>
<tr>
<td>Team I: 1W/8L</td>
<td>1x20 + 8x10 = 100</td>
<td></td>
</tr>
</tbody>
</table>

Total games (8)
Total points (1170)
Minus the games you played (9)
Minus the points you contributed (5 x 10 + 4x20 = 130)
(81 - 9 = 72)
(1170 – 130 = 1040)
(1040/72 = 14.44)

d. Plus/Minus (+/-) 13 Points for the Score of the game
   i. You will calculate the point differential for each game played not to exceed +13 or -13. You will add the total points together and divide by the total number of games played. Forfeited games will be +13 or -13 points.

e. Calculating Your Points: Add all the points from the four categories above (a-d). Rank the points in order (highest to lowest) and the corresponding seed (highest to lowest, i.e., 1-8). See example below:

<table>
<thead>
<tr>
<th>Team Name</th>
<th>Record</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valle Catholic</td>
<td>8-1</td>
<td>52.17</td>
</tr>
<tr>
<td>Thayer</td>
<td>7-2</td>
<td>47.83</td>
</tr>
<tr>
<td>Hayti</td>
<td>6-3</td>
<td>40.42</td>
</tr>
<tr>
<td>Chaffee</td>
<td>4-5</td>
<td>33.69</td>
</tr>
<tr>
<td>Portageville</td>
<td>3-6</td>
<td>33.47</td>
</tr>
<tr>
<td>Cabool</td>
<td>2-7</td>
<td>30.75</td>
</tr>
<tr>
<td>Cleveland NJROTC</td>
<td>1-8</td>
<td>30.35</td>
</tr>
<tr>
<td>St. Vincent</td>
<td>2-7</td>
<td>28.50</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Team Name</th>
<th>Record</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sikeston</td>
<td>9-0</td>
<td>48.19</td>
</tr>
<tr>
<td>Central (Cape Girardeau)</td>
<td>8-1</td>
<td>46.07</td>
</tr>
</tbody>
</table>
The point system will be tracked weekly on the MSHSAA website, and schools can follow their progress as the season unfolds. Out of State schools will be tracked by the MSHSAA office and entered into the system by Monday morning at noon, Tuesday at noon following a Holiday.

f. Automatic Switch: Two Consecutive seeds (4-5, 6-7, 1-2) who have played head to head. If two teams have played head-to-head and their seeds are consecutive they will be switched if the lower seed has beaten the higher seed (for example, the #2 seed beats the #1 seed head to head; they will be switched). Once a switch has been made, that team is protected from being switched again (for example, the #1 seed cannot be switched with the #3 seed in example above). This process will start from the higher seed and work down through each seeded position.

**SECTION 5: CHAMPIONSHIP SERIES**

A. **POSTSEASON SCHEDULE:**
   a. Game time is 7:00 p.m. for Friday contests.
   b. Game time is 1:00 p.m. for Saturday contests.
   c. Games 10-11-12 (district 1st round, district semi-finals, district finals) will be played on Friday unless the field is unlit; if unlit, the game will be played on Saturday.
      o If two schools in the same district share a playing field, the higher seed will play on Friday; the lower seed will play on Saturday.
      o Teams may mutually agree to play on Saturday by the time bracket information is due.
   d. Games 13-14 (quarterfinals, semi-finals) will be played on Saturday at 1:00 p.m. unless teams mutually agree to play on Friday by the time bracket information is due.

<table>
<thead>
<tr>
<th>DISTRICTS – QUARTERFINALS – SEMIFINALS SCHEDULE (Locations TBA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>Friday-Saturday: October 30-31</td>
</tr>
<tr>
<td>Friday-Saturday: October 30-31</td>
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<tr>
<td>Friday-Saturday: November 6-7</td>
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</tr>
<tr>
<td>Friday-Saturday: November 20-21</td>
</tr>
<tr>
<td>Friday-Saturday: November 27-28</td>
</tr>
</tbody>
</table>

**SHOW-ME BOWL SCHEDULE (University of Missouri)**

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>CLASS</th>
</tr>
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<tbody>
<tr>
<td>Saturday, November 28, 2020</td>
<td>3:00 p.m.</td>
<td>Class 6 - MIZZOU</td>
</tr>
<tr>
<td>Friday, December 4, 2020</td>
<td>11:00 a.m.</td>
<td>8-man - MIZZOU</td>
</tr>
<tr>
<td>Friday, December 4, 2020</td>
<td>3:00 p.m.</td>
<td>Class 2 - MIZZOU</td>
</tr>
<tr>
<td>Friday, December 4, 2020</td>
<td>7:00 p.m.</td>
<td>Class 4 - MIZZOU</td>
</tr>
<tr>
<td>Saturday, December 5, 2020</td>
<td>11:00 a.m.</td>
<td>Class 3 - MIZZOU</td>
</tr>
<tr>
<td>Saturday, December 5, 2020</td>
<td>3:00 p.m.</td>
<td>Class 1 - MIZZOU</td>
</tr>
<tr>
<td>Saturday, December 5, 2020</td>
<td>7:00 p.m.</td>
<td>Class 5 - MIZZOU</td>
</tr>
</tbody>
</table>
B. DISTRICT GAMES HOSTING CRITERIA/PROCEDURES

8man District Play-in & 8man-11man District First Round/District Semifinal/District Championship: The better seeded team will host the contest at 7:00 p.m. on Friday night in Classes 1-6 and 8-man. If a school does not have lights, the game can be played on Saturday at 1:00 p.m. If two teams share a local field and both teams qualify as a host team, the better-seeded team will have the first option of hosting the game on their field on Friday night. The second host team will then play on Saturday at 1:00 p.m.

C. QUARTERFINALS AND SEMIFINALS HOSTING CRITERIA/PROCEDURES:

8-Man/Class 6 Semifinals: The host team for the semifinal round determined as follows:

1) First, total the number of playoff games each team has hosted (including forfeits that occur after the district seeds have been finalized and finalized district brackets have been posted and including games each team was supposed to host, but did not, due to lack of adequate facilities or a lack of lights). If one team has hosted more games than the other, the host will be the team that has hosted the least. Note: A school receiving a bye “does not” count as hosting a playoff game. A bye occurs when a school has dropped football after the release of district assignments and prior to the posting of district brackets or when there is a district with less than eight teams at the release of district assignments.
2) If both teams have hosted the same number of games, the host will be the team that did not host the district championship round;
3) If both teams have hosted the same number of games and in the event that both teams hosted or did not host the quarterfinal round, the host will be the team on the top of the bracket in odd-numbered years and the team on the bottom of the bracket in even-numbered years.

11-MAN Classes 1-5 Quarterfinals: The host team for the quarterfinal round determined as follows:

1) First, total the number of playoff games each team has hosted (including forfeits that occur after the district seeds have been finalized and finalized district brackets have been posted and including games each team was supposed to host, but did not, due to lack of adequate facilities or a lack of lights). If one team has hosted more games than the other, the host will be the team that has hosted the least. Note: A school receiving a bye “does not” count as hosting a playoff game. A bye occurs when a school has dropped football after the release of district assignments and prior to the posting of district brackets or when there is a district with less than eight teams at the release of district assignments.
2) If both teams have hosted the same number of games, the host will be the team that did not host the district championships.
3) If both teams have hosted the same number of games and in the event that both teams hosted or did not host the quarterfinal round, the host will be the team on the top of the bracket in odd-numbered years and the team on the bottom of the bracket in even-numbered years.

11-MAN Classes 1-5 Semifinals: The host team for the semifinal round determined as follows:

1) First, total the number of playoff games each team has hosted (including forfeits that occur after the district seeds have been finalized and finalized district brackets have been posted and including games each team was supposed to host, but did not, due to lack of adequate facilities or a lack of lights). If one team has hosted more games than the other, the host will be the team that has hosted the least. Note: A school receiving a bye “does not” count as hosting a playoff game. A bye occurs when a school has dropped football after the release of district assignments and prior to the posting of district brackets or when there is a district with less than eight teams at the release of district assignments.
2) If both teams have hosted the same number of games, the host will be the team that did not host the quarterfinal round;
3) If both teams have hosted the same number of games and in the event that both teams hosted or did not host the quarterfinal round, the host will be the team on the top of the bracket in odd-numbered years and the team on the bottom of the bracket in even-numbered years.

D. RECOMMENDED FACILITY GUIDELINES FOR HOSTING FOOTBALL PLAYOFF GAMES (Quarterfinal and Semifinal Contests): The minimum standards listed below are to be used as guidelines in determining the adequacy of available facilities for a member school to host a quarterfinal or semifinal playoff game. These guidelines are deemed necessary in order to equitably administer the event.

1. Separate dressing rooms for each team. Each dressing room should contain showers, toilets, and wash basins. If dressing rooms are not adequate, additional classroom space shall be made available.
2. Adequate restrooms for public use. In addition, use portable facilities if necessary. The number utilized would be dictated by the size of the anticipated crowd.
3. Adequate, unobstructed space outside of and around the perimeter of the playing field (Rule book recommends 15 feet or more).
4. Bleachers with strong understructure (recommend masonry or steel) with footboards and properly maintained for both visitor and home fans.

5. Recommended Seating Capacity:
   - 8-Man – 750
   - Class 1 - 1000
   - Class 2 - 1300
   - Class 3 - 1600
   - Class 4 - 1900
   - Class 5 - 2200
   - Class 6 - 2500

6. Press box with 50 square feet of floor space. Equal press box facilities and space shall be provided to coaches of both participating teams. If this cannot be done, then coaches from neither school should use the press box facilities.

7. Public Address System.

8. Automatic field clock, visible to officials, players, and spectators.

9. Specified and supervised parking areas.

10. Adequate security and protection for players, spectators, game officials, workers, etc.

11. Field phones shall be provided for both teams or if they are not available, the "visiting" team shall be advised of this well in advance of the game.

12. If spectator bleachers are available on only one side of the field, the visitors may have the option to be placed on the side away from the spectator bleachers. Additional security may be needed to assist in keeping spectators away from the bench areas. The request for special arrangements shall be made at least 48 hours in advance.

13. Fireworks/Cannons: The use of any explosive device is prohibited within the vicinity of any contest that may pose a possible hazard to spectators or participants.

14. Souvenir Sales: The sale of Souvenirs/T-shirts is prohibited without prior approval of the MSHSAA.

15. Programs: The Board of Directors has approved a recommendation made by the Football Advisory Committee to exclude from the financial report any charge for the printing of programs or rosters. The cost of such printing should be recouped through sales (moved from Section 1-E on 9/2/2010).

16. Raffles: You are reminded of the Board of Director's policy prohibiting any type of raffle or game of chance at MSHSAA activities. Specifically, the auctioning or raffling of an MSHSAA provided football is not permitted.

**Note:** Each playing site will be judged on an individual basis in accordance with the minimum criteria. The MSHSAA reserves the right to approve playoff game sites and require a change of sites when deemed necessary.

**E. GAME MANAGEMENT STAFF:**
1. Arrange for competent sideline officials (announcer, timer, line-to-gain crew, ball handlers, statistician, etc.) and other administrative help.
2. Adequate security shall be provided for game officials.
3. Make necessary arrangements for marking the field in accord with the diagram in the NFHS Rules Book and provide yardage chain and down marker.
5. Make arrangements to have an ambulance available for emergencies (plan in place or on site).

**F. ADMINISTRATION:** Each game will be administered by a local manager. His duties shall include:
1. Providing participating schools with any information not included in this manual.
2. Making necessary arrangements for press and radio. (Note policies for radio and television at the end of this manual.)
3. Engaging statisticians and designating one as official scorer.
4. Arranging for a competent timer and scoreboard operator.
5. Making arrangements for managing of concessions (profit to go to host school).
7. Make arrangements to have an ambulance available for emergencies (plan in place or on site).
8. Provide a safe environment with adequate supervision.
9. Assigning seating and dressing rooms to teams and game officials in advance.
10. Making arrangements necessary for any half-time activities by school bands. Contact participating schools to determine whether or not their bands will perform at half-time.
11. Provide for the playing of the Star Spangled Banner prior to kickoff.
12. Assisting teams in making any necessary housing arrangements. (Each school will be responsible for its own housing arrangements, but may want the help of the manager.)
13. Arranging for game programs. Host schools may provide game programs; however, expenses for the printing and distribution is not an allowable expense. Profit, if any, will be retained by the host school.
14. Filing a financial report with the MSHSAA Office within five days. Any manager's fee shall be paid from the
host's share. It is not an allowable expense.

15. Team Benches: If spectator bleachers are available on one side of the field, the visitors may have the option to be placed on the side away from the spectator bleachers. Additional security may be needed to assist in keeping spectators away from the bench areas. The request for special arrangements shall be made at least 48 hours in advance for district through semifinal contests. For security reasons and fan support, teams and their fans should be located on the same side of the field (this is required for district semi-final games through state semifinal games).

G. AUTHORITY OF CONTEST MANAGER:

1. Guidelines: It is necessary that a school designate a contest manager for every contest it hosts. This applies to all sports and all levels of competition. It is also important it be understood that the coach will automatically serve as the contest manager if no one else is so identified. The individual that will serve as contest manager should introduce himself/herself to the contest officials prior to the contest. The following guidelines are limited to the authority of a contest manager as it relates to whether or not:

a. A contest shall begin after all participants have arrived.
b. A contest should continue after it has started.
c. In both cases, the manager will be concerned only with playing conditions; i.e., weather, facilities, equipment, and/or crowd control.
d. Unless otherwise indicated in the rule book of the sport involved, the contest manager's authority exists from the time participating teams arrive up to the actual start of the contest.
e. The contest manager's authority is limited once the contest begins. He/she may, at an appropriate time, consult with game officials to indicate concern about safety of the participants as it relates to weather, facilities, equipment, and/or crowd control.
f. The manager is not to interject concerns regarding such things as rough play, score differential, judgment calls, or quality of officiating. Only the contest officials have the authority to terminate a contest once it has begun.
g. If, because of conduct, the contest is to be rescheduled on a different day, the MSHSAA Office should be involved in that decision.

Note: If the contest is to be resumed, be certain you make note of all pertinent details. For example, in a football game, yard line, down, yards-to-go, time, unsportsmanlike penalties, etc. Documentation of these details should be made in the form of a signed agreement by the representatives of all schools involved.

2. When a Coach is Contest Manager: All the above provisions apply. The coach, prior to and following the contest, must act in a capacity of contest manager as well as coach. During the contest, he/she may, in addition to serving as coach, be called upon to take action as a contest manager as provided above.

3. Reporting System: When a contest is not allowed to start after teams have arrived or is interrupted because of poor conduct on the part of spectators, contestants, and/or coaches, a letter of explanation must be sent to the MSHSAA office by the contest manager and the contest officials providing:

a. Details regarding the incident.
b. Plans, if any, for rescheduling or resuming the contest.

Note: It is recognized that no single guideline or statement can be all inclusive. Contest managers are expected to take any action they feel necessary as they administer their duties.

H. POSTSEASON OFFICIALS: Beginning with the first round of districts (Game 10), officiating crews will be assigned by the MSHSAA Office; however, officials for Game 10 (district first round) will be paid by the host school using the MSHSAA zone payment schedule. Officials for all other postseason games will be paid by the MSHSAA. When officials sign up for the post-season (by September 1) they mark their availability for Week 10 as well as the remainder of the post-season. An assigning meeting will be held at the MSHSAA office on Sunday, October 25, 2020 at 12:00 pm.

Postseason Officials Recommendations: Coaches and Athletic Directors will have until October 14, 2020 to submit officials’ recommendations for the post-season through the school’s district entries. MSHSAA takes the officials recommendation/non-recommendation process very seriously. This process for post season officials is designed to enhance the quality of officiating through input from each school on those officials that should be considered for post season contests. MSHSAA has the right to dismiss any recommendations/non-recommendations, submitted by the head coach, if it is determined that the coach has abused and/or manipulated the process for intentions not aligned with MSHSAA’s purpose and philosophy in selecting post season officials.

I. POSTSEASON BROADCASTS: MSHSAA holds exclusive ALL-PLATFORM DISTRIBUTION rights for AUDIO,
DATA and VIDEO for all postseason contests or festivals (beginning with district level through state) in all activities. Any transmission or production of any portion of these events (actual competition or performance), without the consent of MSHSAA is prohibited. This includes, but not limited to, using programs such as Facebook Live, YouTube or Periscope.

J. FINANCIAL INFORMATION:

1. DISTRICT FIRST ROUND (ALL CLASSES) & 8-MAN PLAY IN GAMES (Week 10) GATE RECEIPTS: Because each school will only have the ability to schedule games one through nine, your schedule may be five home and four away games or four home and five away games. In Week 10 (8-man play in games and 11-man first round games of district play), the higher seed will host the game (#1 seed would host #8 seed, #2 seed would host #7 seed, etc.). To make the 8-man play in games and 8-man/11-man first round games financially equitable to all schools, the gate receipts (less expenses) will be split 60/40, with the host team receiving 60% of the gate and the visiting team receiving 40% of the gate. Admission for week 10 (first round district games) will be set by the host school.

2. FINANCIAL GUIDELINES (DISTRICT SEMIFINALS THROUGH STATE SEMIFINALS)
   - MSHSAA will pay the officials directly for the District Semifinal through State Semifinal games.
   - Football Host Managers (host school Athletic Director), will have access to an “Event Settlement” report using their Football manager link located on their school home page. This Event Settlement report will calculate the amount that the school will keep for their host share, and the amount that the school will remit to MSHSAA. Once the Event Settlement is approved by the MSHSAA office the host school will be notified via email that the report has been approved so that payment can be made to the MSHSAA office.
   - The Event Settlement report shall be completed as soon as possible by the host manager.
   - MSHSAA does not pay the host site manager. If the school wishes to do so out of their stipend and/or 20% profit share, they may do so.
   - The school will receive 20% profit share PLUS the following stipend for hosting postseason games:

<table>
<thead>
<tr>
<th></th>
<th>11man</th>
<th>8man</th>
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<tbody>
<tr>
<td>District Play-in Games</td>
<td>Not Applicable</td>
<td>Hosts/Visitors Retain Gate (60/40)</td>
</tr>
<tr>
<td>District First Round</td>
<td>Hosts/Visitors Retain Gate (60/40)</td>
<td>Hosts/Visitors Retain Gate (60/40)</td>
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<td>District Semifinal:</td>
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<td>$500</td>
</tr>
<tr>
<td>District Championship:</td>
<td>$750</td>
<td>$500</td>
</tr>
<tr>
<td>State Quarterfinal:</td>
<td>$1,000</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>State Semifinal:</td>
<td>$1,000</td>
<td>$750</td>
</tr>
</tbody>
</table>

3. ADMISSION:
   a. Admission Prices: The ticket admission price for playoff games shall be as follows (ages 6 and over):

<table>
<thead>
<tr>
<th>1st Round Districts</th>
<th>2nd Round Districts</th>
<th>District Championships</th>
<th>Quarterfinals</th>
<th>Semifinals</th>
<th>Championships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host sets Price</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$7.00</td>
<td>$7.00</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

   b. Each participating school has been instructed to notify the manager the day prior to the game of the number of tickets sold to enable him to determine the number of tickets to be sold in advance and at the gate if a sellout should occur. If a school fails to notify the manager, he is advised to contact the school.

4. PRORATING RECEIPTS AND EXPENSES (To be calculated and paid by the MSHSAA Office)
   Officials’ Fees: Official’s fees’ will be handled through the MSHSAA Office with the exception of Week 10 (First Round of District) by which the host school will pay the officials using the MSHSAA Zone Pay Chart.

K. PASSES:
   1. In the districts, quarterfinal, and semifinal games, pass lists shall be provided to the manager by the participating schools. (Do not include players, coaches, or managers that arrive with the team. School Administration or team personnel not arriving with the team shall be listed on the pass list. Cheerleaders in uniform shall not be listed; however, the cheerleader sponsor shall be listed). Scouts from potential opponents must have a letter from their school administrator for admittance; otherwise, they will be required to purchase an admission. It is recommended that the host manager be contacted in advance if a scout is scheduled to attend. It is permissible for a scout to videotape.
   2. Missouri Sportswriters and Sportscasters Membership Cards will be honored through semifinal contests. Other press passes shall be honored only if the bearer has proper identification from the newspaper, radio station, or television station and the bearer of the pass is actually covering the event.
   3. Band members and band directors in uniform from the participating schools who are going to march are to
be admitted free.
3. Managers shall not issue any passes except to their school administrators and the workers at the game. If additional passes are desired by the host school, they may be purchased from their share of the net receipts.
4. No passes are to be provided for high school or college coaches. (The Board of Directors has become concerned about the abuse of passes at events. Hence, your full cooperation will be appreciated.)

L. DISTRICT CHAMPIONSHIP GAME BALLS: **DO NOT PURCHASE GAME BALLS.** The local game manager will be shipped two official top-grade leather footballs for the contest. Each team is to be given one of the game balls following the game. Managers should instruct the officials concerning this matter. If a participating team desires to use an approved composition-covered football in accord with National Federation Rules, it may do so; but the school must provide two balls of their own for the game. The Wilson F1300 GST is the official ball.

M. POSTSEASON BANDS/PERFORMANCES: Half-time intermission shall be limited to a maximum of 15 minutes (12 minutes max for one band) plus the 3 minute warm-up prior to the start of the second half (20 minutes if both bands are performing; 7 minutes each band).

**Option 1 - One Band Performing:** The band performance shall be limited to a **maximum of 12 minutes** at half-time **including marching onto the field, performing, and marching off the field.** The band director shall consult the game manager concerning arrangement for half-time and pre-game activities. **A school's dance team may perform during the 12 minutes allotted the school.**

**Option 2 - Two Bands Performing:** Each band performance shall be limited to a **maximum of 7 minutes** at half-time **including marching onto the field, performing, and marching off the field.** The band director shall consult the game manager concerning arrangements for half-time and pre-game activities. **A school's dance team may perform during the 7 minutes allotted each school.**

Schools will be expected to follow the information in **'Guidelines for Band during Regular Season Contest'** regarding when to play during the contest.

**NOTE:** Contact should be made with the host school if a pep band is coming to perform at any MSHSAA playoff game. This will avoid confusion and performance issues at the site.

N. POSTSEASON AWARDS:
1. Team awards will be sent to each district championship manager to be awarded at the game.
2. Each district champion and district runner-up winner will receive a plaque.
3. Teams defeated in the semifinal game will receive a semi-finalist trophy.
4. Trophies will be awarded to the state champion and state runner-up teams in each class at the Show-Me Bowl. Individual players and two coaches’ medals will also be awarded to the state champion and state runner-up teams in each class.
APPENDIX A (TOC)

PROGRAM INFORMATION AND STATISTICS

The MSHSAA staff strives to publish the most accurate materials for all Championship events. Since a majority of the information contained in Championship publications is submitted by qualifying schools, it is imperative that the MSHSAA office receive correctly-spelled names, accurate classifications (year in school), season results, statistics of participants and coaching information. The MSHSAA Board of Directors has approved a fine process for all late, incomplete or illegible submissions for MSHSAA Championship publications. Schools that do not submit their information to MSHSAA in a timely, legible, complete and accurate manner will be fined $25 per offense (Board Policy). Electronic reports must be submitted by the appropriate deadline in the format and style included with the report instructions. It is the responsibility of the school to verify that MSHSAA has received its program information, team photo and any other required information by the appropriate deadline.

In addition to the appropriate roster and schedule information, the following statistical information will be requested for football teams advancing to the Show-Me Bowl:

A. Rushing: Include up to four players, team totals and opponent totals
   a. Attempts: Rushing Attempts for the season to date
   b. Yards: Rushing yards for the season to date
   c. Avg. per Carry: Total yards divided by attempts
   d. Rushing TD: Touchdowns scored by run only
   e. Yards per Game: Rushing yards divided by games played for that player

B. Passing: Include up to two players, team totals and opponent totals
   a. Att: Passing attempts to date
   b. Comp: Pass completions to date
   c. Yards: Passing yards to date
   d. TD Passes: Touchdowns thrown
   e. Interceptions: Interceptions thrown

C. Receiving: Include up to four players, team totals and opponent totals
   a. Rec: Passes caught to date
   b. Yards: Total reception yards to date
   c. Avg. Per Rec: Total yardage divided by receptions
   d. Receiving TD: Pass receptions for touchdowns
   e. Yards per Game: Total yardage divided by games played for that player
   f. Note: Team receptions must equal the team total for pass completions; team TD receptions must equal team TD passes thrown

D. Defense: Include up to six players
   a. Total Tackles: Includes solo tackles and assisted tackles
   b. Sacks: Only tackles for loss on passing plays
   c. Tackles for Loss
   d. Interceptions
   e. Fumbles Forced
   f. Fumbles Recovered

E. Punting: Include up to two players
   a. Punts
   b. Yards: Yardage from line of scrimmage to point where punt was caught or downed
   c. Punt average: Yards divided by punts

F. Kicking: Include up to four players
   a. PAT: Point after kicks converted
   b. PAT Att: Attempts at PAT kicks
   c. FG: Field goals converted
   d. FG Att: Field goals attempted
   e. Long FG: Yardage of longest successful FG kick

G. Scoring: Include up to four players
   a. TD: Touchdowns scored
   b. PAT Kick: Points after kicked successfully
   c. PAT 2 pt: Two-point conversions scored
   d. FG: Field goals converted
**H. Punting: Include up to two players**
   a. Punts
   b. Yards: Yardage from line of scrimmage to point where punt was caught or downed
   c. Punt average: Yards divided by punts

**I. Kicking: Include up to four players**
   a. PAT: Point after kicks converted
   b. PAT Att: Attempts at PAT kicks
   c. FG: Field goals converted
   d. FG Att: Field goals attempted
   e. Long FG: Yardage of longest successful FG kick

**J. Scoring: Include up to four players**
   a. TD: Touchdowns scored
   b. PAT Kick: Points after kicked successfully
   c. PAT 2 pt: Two-point conversions scored
   d. FG: Field goals converted
   e. Total Pts: Total number of points scored by individual (TD=6, PAT= 1, etc.)
APPENDIX B (TOC)

COPYRIGHT COMPLIANCE

MSHSAA Position Statement Regarding U.S. Copyright Compliance

Educators, coaches, and administrators who wish to use copyrighted material need to understand the privileges and rights of the copyright owner and must abide by defined limitations as expressed in U.S. Copyright Law. It is the responsibility of the school administration to ensure their school community is in compliance with U.S. Copyright Laws at all times when playing music at your events, reproducing consumable materials, and all other events taking place at school facilities where copyright laws are to be followed. When hosting a MSHSAA postseason event, the host site is responsible for confirming any music being played over a public sound system, used in video clips, etc., has the gained written permission and/or secured the necessary license(s) to play the music, video clips, etc. from the appropriate Performing Rights Organization (i.e. ASCAP, BMI, SESAC, other).

The NFHS (National Federation of State High Schools) has established an agreement with ASCAP to allow schools and non-school sites hosting a MSHSAA postseason event, to perform/play music in which they own the rights (at least 50%) of the work at no charge. It is your responsibility to ensure the music performed onsite is owned by ASCAP. To determine if the music is owned by ASCAP to go www.ASCAP.com and select the link ‘Repertory’ to search their catalog. If the work is not owned by ASCAP (at least 50%), you will need to work directly with the organization that does own the rights (BMI, SESAC, etc.) to secure the necessary license or not use that work. This agreement only extends to the playing of music recordings downloaded to personal electronic devices, CD’s, etc. but does not extend to mash-up recordings or music altered from its original recording without the site obtaining a license to do so.
SITE SELECTION PROCESS

A. General Process: District Site Selection Process
   NOTE – See Section 5 of this manual for Hosting Criteria/Hosting Procedures of which determines the sites at which postseason football games will be played.

B. Specific Criteria for District Sites
   1. Facilities must be located within the borders of the State of Missouri.
   2. The site facility(s) must be in compliance with the Title III of the Americans with Disabilities Act as a place of public accommodation
   3. Secure location for contest officials to be sequestered from teams and spectators.
   4. Ability to take admission for all contests.
   5. Seating capacity shall be adequate to accommodate anticipated attendance.
   6. Adequate off-street parking available for the seating capacity of the facility – required.
   7. Adequate concessions available for spectators – required.
APPENDIX D:

MEDIA INFORMATION

A. **Playoff Press Passes**: Members of the media who need working passes for district or quarterfinal contests should contact the site manager of the playoff site at least 24 hours before the game he/she wishes to cover. All members of the working media should be prepared to show a general media credential and/or photo identification upon arrival. No admission will be charged to media representatives who have made prior arrangements with the site manager or who are prepared to present valid credentials upon arrival. No one under 18 years of age (except student media representatives), spouses, friends, coaches or fans will be admitted to media areas.

B. **Media Services**: Every effort should be made by each site manager to accommodate and provide working space for media representatives. These basic services should include (but not limited to) providing: rosters and brackets, official results or scoring, a writing surface (such as a press box or press table), access to the field or floor level and access to a telephone after the event is over. Photographers should remain a safe distance from the playing field or surface at all times and should not be permitted on the playing surface or team bench areas during competition. Flash photography is permitted in all sports, provided the photographer does not (in the opinion of officials, players or coaches) disrupt play by using a flash or strobe. Site managers are encouraged to direct any media questions or report any problems to the media department at the MSHSAA.

C. **Results**: Each site manager has the responsibility to insure that all final results are reported immediately after the conclusion of each district championship, or playoff game to: (in order of priority)

1. The MSHSAA website.
2. Local television stations.
3. All other interested media (newspapers and radio stations). It is vital that all site managers make reporting final results to the MSHSAA website a high priority after the game has concluded.

D. **Playoff Radio Broadcasts**: Permission to conduct a live or delayed radio broadcast from a district or quarterfinal site should be arranged through the site manager no less than 48 hours before the intended contest. Radio stations are solely responsible for installing or arranging the use of phone lines from the site. Site managers may wish to install lines at their own expense and distribute these costs among broadcasting stations. The following regulations also apply to all playoff game radio broadcasts:

1. Each broadcasting station is required to give advance publicity of the event for the three preceding days, including participants, date, time, site and ticket information.
2. Each station must provide a completed MSHSAA radio broadcast agreement (site managers are provided with a minimum supply) and list of sponsors before the broadcast may begin.
3. No individual or organization shall be permitted to sponsor a broadcast for the purpose of advertising any product contrary to the principles of good athletic training, citizenship or sportsmanship (i.e.- alcohol, tobacco, lottery/gaming advertisements).
4. Stations are required to run or read two MSHSAA public service announcements per game. These PSA’s are available to download on the MSHSAA website.
5. Stations are required to run or read two sport-specific promotions during each game. These promotional spots are also sent to each site manager (when used) and provided to all stations each fall.

6. Stations shall provide competent and professional-like broadcasting and shall not present or otherwise dramatize any unsportsmanlike act, conduct or display on the part of participants or fans.
7. The MSHSAA reserves the right to discontinue the broadcasting right of a station at any time in the event previous broadcasting by the station is considered to have been in poor taste or incompatible with the educational values of the MSHSAA.
8. If more stations request permission to broadcast that can be accommodated, they shall be given permission in order of the dates of the requests. Equal accommodations should be provided for stations representing both participating schools.
9. No rights fee shall be charged for broadcasts at MSHSAA district contest. See Radio Broadcast agreement for fee structure.
10. Beginning with the Quarterfinal round of the MSHSAA playoff series, radio rights fees will be the following:

   - **Class 1**: $25
   - **Class 2**: $30
   - **Class 3**: $35
   - **Class 4**: $40
   - **Class 5**: $45
   - **Class 6**: $50

E. **Playoff Internet Broadcasts**: Permission to conduct a live or delayed internet broadcast from a district or quarterfinal site should be arranged through the site manager no less than 48 hours before the intended contest. Broadcasting entities are solely responsible for installing or arranging the use of phone lines or internet lines from the site. Site managers may wish to install lines at their own expense and distribute these costs among broadcasting entities. The following regulations also apply to all playoff game internet broadcasts:

1. Each broadcasting entity is required to give advance publicity of the event for the three preceding days, including participants, date, time, site and ticket information.
2. Each station must provide a completed MSHSAA internet broadcast agreement (site managers are provided with a minimum supply) and list of sponsors before the broadcast may begin.
3. No individual or organization shall be permitted to sponsor a broadcast for the purpose of advertising any product contrary to the principles of good athletic training, citizenship or sportsmanship (i.e.- alcohol, tobacco, lottery/gaming advertisements).
3. Stations are required to provide the MSHSAA with a DVD copy of the final broadcast no later than 15 days after the conclusion of the game(s). These promotional spots are also sent to each site manager (when used) and provided to all registered companies each fall. These promotional spots are also sent to each site manager (when used) and provided to all registered companies each fall.

4. Entities are required to run or read two MSHSAA public service announcements during each game. These promotional spots are also sent to each site manager (when used) and provided to all registered companies each fall.

5. Entities shall provide competent and professional-like broadcasting and shall not present or otherwise dramatize any unsportsmanlike act, conduct or display on the part of participants or fans.

6. Entities shall provide competent and professional-like broadcasting and shall not present or otherwise dramatize any unsportsmanlike act, conduct or display on the part of participants or fans.

7. The MSHSAA reserves the right to discontinue the broadcasting right of an entity at any time in the event the previous broadcasting by the entity is considered to have been in poor taste or incompatible with the educational values of the Association.

8. Entities are required to run or read two sport-specific promotions during each game. These promotional spots are also sent to each site manager (when used) and provided to all registered companies each fall. These promotional spots are also sent to each site manager (when used) and provided to all registered companies each fall.

9. A rights fee shall be charged for broadcasts at MSHSAA postseason contests. See Internet Broadcast Agreement for fee structure, also listed below:

Internet-audio only:  Internet-video broadcasts:
Class 1- $25  Delayed Broadcast: (Districts through MSHSAA Quarterfinal) - $250 per game
Class 2- $30  Delayed Broadcast: (MSHSAA Semifinal/MSHSAA Championship) - check MSHSAA office
Class 3- $35  Live Broadcast: (Districts through MSHSAA Quarterfinal) - $500 per game
Class 4- $40  Live Broadcast: (MSHSAA Semifinal/MSHSAA Championship) - check MSHSAA office
Class 5- $45
Class 6- $50

F. Delayed Television Broadcasts: Stations wishing to conduct a delayed television broadcast (at least 24 hours after the conclusion of the game), shall make arrangements no less than 48 hours before the intended contest. All television stations (live and delayed) assume all expenses and liability resulting from staging and broadcasting of the game(s). Items 1-7 above (under Playoff Radio Broadcasts) shall apply to TV broadcasts, with the following exceptions:

1. A specific MSHSAA TV broadcast agreement shall be used rather than a radio broadcast agreement.

2. Stations shall be required to read two MSHSAA public service announcements and air two MSHSAA produced 30-second television spots during each game.

3. Stations are required to provide the MSHSAA with a DVD copy of the final broadcast no later than 15 days after the game airs.

4. The following revised rights fee schedule shall apply to all broadcasts. (This fee must be paid in advance of the broadcast, if prior arrangements with MSHSAA have not been made.)

Delayed Broadcast: (Districts through MSHSAA Quarterfinal) - $750 per game
Delayed Broadcast: (MSHSAA Semifinal/MSHSAA Championship) - check with MSHSAA office

G. Live Television Broadcasts: There is a significant rights fee charged for all live broadcasts. All requests to broadcast live must receive prior approval from the MSHSAA by contacting the MSHSAA Media Department, PO Box 1328, Columbia, MO 65205-1328 (573) 875-4880. All live broadcast stations must provide feeds for additional stations desiring the feed. Stations receiving the feed must also pay a rights fee and receive prior permission from the MSHSAA.

Live Broadcast: (Districts through MSHSAA Quarterfinal) - $1500 per game
Live Broadcast: (MSHSAA Semifinal/MSHSAA Championship) - check with MSHSAA office

H. Championship Press Passes: Members of the media seeking working passes for the final site and MSHSAA championships should submit an official credential request through the MSHSAA’s on-line system no later than the designated deadline for each event. The on-line credentialing system can be accessed by registered media outlets from the Media tab on the MSHSAA website (www.mshsaa.org). No late submissions will be honored. All personnel restrictions for credentials shall apply and be strictly enforced. Do not contact the host site for the championships (state-level) credentials.

I. Championship Radio Broadcasts: The same regulations as D. above apply to all MSHSAA Semifinal, Championship and Third-Place Game broadcasts (post-district tournament). A rights fee, payable to MSHSAA, shall be provided in advance for each game broadcast. The following rate scale will apply to championship broadcasts:

Class 1- $25, Class 2- $30, Class 3- $35, Class 4- $40, Class 5- $45, Class 6- $50.

Lines will be provided at no charge, but no station may make any long-distance or toll calls from these lines.

J. Championship Internet Broadcasts (audio only): The same regulations as E. above apply to all MSHSAA Semifinal, Championship and Third-Place Game broadcasts (post-district tournament). A rights fee, payable to MSHSAA, shall be provided in advance for each game broadcast. The following rate scale will apply to championship broadcasts:

Class 1- $25, Class 2- $30, Class 3- $35, Class 4- $40, Class 5- $45, Class 6- $50.

Note: Please contact Jason West, Communications Director, by phone at (573) 875-4880 or by e-mail at jason@mshsaa.org, if you have ANY questions concerning the guidelines listed in this section or have any media questions/concerns.
APPENDIX E:

POSTSEASON BRACKET ROTATION

MSHSAA FOOTBALL POSTSEASON BRACKET ROTATION
By action of the MSHSAA Board of Directors, the following bracket rotations will be utilized to promote a rotation/cycling of matchups throughout the postseason. Information below is a projection of when each rotation will be used should the current playoff system remain the same.

### Classes 1 – 5: (8 Districts per Class)

<table>
<thead>
<tr>
<th>Season</th>
<th>Left Side of Bracket</th>
<th>Right Side of Bracket</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>D1, D2, D3, D4</td>
<td>D5, D6, D7, D8 (Rotation Start)</td>
</tr>
<tr>
<td>2015</td>
<td>D1, D2, D5, D6</td>
<td>D3, D4, D7, D8</td>
</tr>
<tr>
<td>2016</td>
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<tr>
<td>2017</td>
<td>D1, D2, D3, D4</td>
<td>D5, D6, D7, D8 (Rotation Start)</td>
</tr>
<tr>
<td>2018</td>
<td>D1, D2, D5, D6</td>
<td>D3, D4, D7, D8</td>
</tr>
<tr>
<td>2019</td>
<td>D1, D2, D7, D8</td>
<td>D3, D4, D5, D6</td>
</tr>
<tr>
<td>2020</td>
<td>D1, D2, D3, D4</td>
<td>D5, D6, D7, D8 (Rotation Start)</td>
</tr>
<tr>
<td>2021</td>
<td>D1, D2, D5, D6</td>
<td>D3, D4, D7, D8</td>
</tr>
<tr>
<td>2022</td>
<td>D1, D2, D7, D8</td>
<td>D3, D4, D5, D6</td>
</tr>
<tr>
<td>2023</td>
<td>D1, D2, D3, D4</td>
<td>D5, D6, D7, D8 (Rotation Start)</td>
</tr>
<tr>
<td>2024</td>
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<td>D3, D4, D7, D8</td>
</tr>
<tr>
<td>2025</td>
<td>D1, D2, D7, D8</td>
<td>D3, D4, D5, D6</td>
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### Class 6 – 8 man: (4 Districts per Class)

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<tr>
<th>Season</th>
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</thead>
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<td>D3, D4 (Rotation Start)</td>
</tr>
<tr>
<td>2015</td>
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<td>D2, D4</td>
</tr>
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<td>2017</td>
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<td>D3, D4 (Rotation Start)</td>
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<td>2020</td>
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<td>D3, D4 (Rotation Start)</td>
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<td>D2, D3</td>
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<td>D1, D2</td>
<td>D3, D4 (Rotation Start)</td>
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<td>2024</td>
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</tr>
<tr>
<td>2025</td>
<td>D1, D4</td>
<td>D2, D3</td>
</tr>
</tbody>
</table>
2020 FOOTBALL BRACKET MATCH-UP
(Classes 1-5)

District Championships | Quarterfinals | Semi-finals | FINALS | Semi-finals | Quarterfinals | District Championships

District 1
11/13/20
11/21/20
11/28/20
12/4-5/20

District 2
11/13/20
11/21/20
11/28/20
11/13/20

District 3
11/13/20
11/21/20
11/28/20
11/13/20

District 4
11/13/20
11/21/20
11/28/20
11/13/20

District 5
11/13/20
11/21/20
11/28/20
11/13/20

District 6
11/13/20
11/21/20
11/28/20
11/13/20

District 7
11/13/20
11/21/20
11/28/20
11/13/20

District 8
11/13/20
11/21/20
11/28/20
11/13/20
2020 FOOTBALL BRACKET MATCH-UP (Class 6)

District Championships

District 1
11/13/20

Semifinals
11/21/20

Finals
11/28/20

District 2
11/13/20

District 3
11/13/20

District 4
11/13/20

Finals
11/21/20
2020 FOOTBALL BRACKET MATCH-UP
(8-Man)

District Championships

District 1
11/20/20

District 2
11/20/20

District 3
11/20/20

District 4
11/20/20

Semi-finals

11/28/20

11/28/20

Finals

12/4-5/20