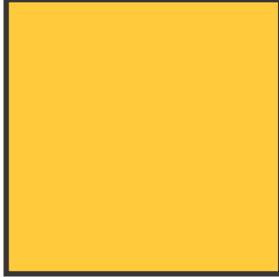
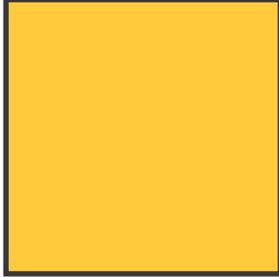
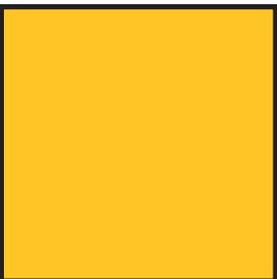
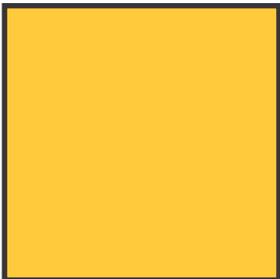
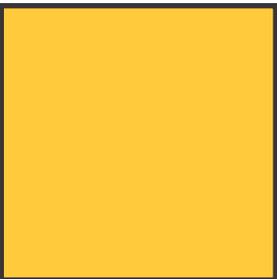




2018-19



Tennis
Manual



MSHSAA

Missouri State High School Activities Association

**MISSOURI STATE HIGH SCHOOL
ACTIVITIES ASSOCIATION**

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This manual shall be used for the Girls and Boys Tennis seasons.

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PURPOSE AND PHILOSOPHY

- 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 its 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 players, 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:** The By-Laws of the MSHSAA hold a school responsible, both home and away, for the conduct of its competitors, students, coaches and fans. Coaches are required to supervise their players. A coach’s respect for others and school property is necessary in order to instill in players a respect for others and school property. 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 for the entire school. A school also should inform its players, students, coaches and fans of the value that game 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. Booming of officials leads to booming of coaches and players. 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: REGULAR SEASON

- A. **FIRST PRACTICE:** Girls: Monday, August 6, 2018; Boys: Monday, February 25, 2019
- B. **FIRST CONTEST:** Girls: Monday, August 24, 2018; Boys: Friday, March 15, 2019
- C. **CONTESTS:** The number of contests allowed during the tennis season is 14 duals and 3 tournaments, or 12 duals and 4 tournaments. All contests, both duals and tournaments, must be posted on the MSHSAA website under the “schedules” link on each schools home page.
By-Law 3.28.1(New): Definition of a Tennis Tournament: A tennis tournament is defined as any event in which awards are given and/or a champion is determined by any means or any format on a given date. All other contests at one site, on any given date will count as a dual match or multiple dual matches.
- D. **POSTING RANK ORDERS:** It is mandatory to have a singles rank order posted to the MSHSAA website prior to your first contest. Furthermore, any change or revision to a singles rank order must be posted to the MSHSAA website prior to using a changed or revised singles line-up. Rank orders are posted and managed from each schools tennis “schedule” page on the MSHSAA website.
- E. **POSTING MATCH LINE-UPS:** It is mandatory to post BOTH your singles and doubles line-up AFTER the completion of each dual match and/or dual matches in a team tournament on your schedule, **within 72 hours after the match: Any tennis line-ups not posted within the 72 hour period after the conclusion of a match results in a fine to the school of \$25 per incomplete line up.**
- F. **POSTING MATCH SCORES:** It is mandatory to post the team score for all matches on your tennis schedule on the MSHSAA website. Go to your schedule page on the MSHSAA website and use the “Add” link under the Score column to post the team score of each match.
- G. **FAILURE TO POST RANK ORDERS AND LINE-UPS:** Failure to post a rank order prior to your first contest will result in a disqualification/forfeit of any/all matches played without a posted rank order. Furthermore, any line-ups played that do not coincide with a current posted rank order may be disqualified if officially protested by the opposing school. Failure to post your singles and doubles line-ups after each match can result in not qualifying a line-up for postseason play. **Failure to post your singles and doubles line-ups will result in a \$25 fine to the school for each line-up not posted.**
- H. **SANCTIONING:** Anytime a MSHSAA member school competes in a tournament, by definition, with an out-of-state school(s) or in any event co-sponsored by any party other than an MSHSAA member school (e.g. a university, theme park, shoe company, etc.), a sanction form must be on file in the MSHSAA office at least thirty (30) calendar days prior to the event. It is the event host’s responsibility to obtain sanction; however, each participating MSHSAA member school shall take responsibility to verify that the sponsor/host has sanctioned the event prior to participation. (See *MSHSAA By-Law 3.1.8*)
- I. **TENNIS RULES:** USTA rules shall be the official rules except where modified by the MSHSAA. The 2018 USTA Friend At Court will be used as the official rule book for the girls and boys season during the 2019-2019 school year. The USTA Friend At Court can be located on the Tennis page of the MSHSAA website.
- J. **CO-ED TEAMS:** MSHSAA By-Law 3.20 permits member schools to sponsor co-ed teams in the sport of tennis. However, under MSHSAA By-Law 3.20, if a school only sponsors one team and permits both boys and girls to compete on that team, then they shall be eligible to participate only during the boys season and the boys state tournament series.
- K. **UNIFORMS:** Players must wear appropriate tennis attire in all interscholastic matches, preferably in the school’s colors. **Any lettering or artwork on uniform tops must pertain to the school name or emblem.** Exception: A single partial/whole manufacturer’s logo/trademark (with no dimension exceeding 2 ¼ inches) and/or one American flag (no more than 2x3 inches in size) is permitted on each piece of the uniform. **Doubles team players shall wear like color tops. The dress code is to be enforced by all coaches and/or tournament directors.** Failure to comply will result in a player forfeiting the opportunity to participate.
- L. **COACHING:** Players may receive coaching from an approved school coach only. School coaches are expected to communicate this requirement to all players, parents and private coaches. Refer to the MSHSAA Handbook for the definition of a school coach.
Coaching and Instruction by School Coaches at Contests: Coaching and instruction **CANNOT** be given “during play” of the match. Coaching and instruction is permitted inside the fence and/or around the court, in between points (as long as it does not disrupt the flow of play), during changeovers and between sets. When coaching from the court, coaches must be seated at the

facility provided bench. **ONLY OFFICIALS** can stand at the net post. Note: players can only meet with their coach during a changeover (NOT between points).

M. **RECOVERY RULE: (New 2012)** The Recovery Rule was a new part of USTA Regulation III.H. The purpose of the new rule is to ensure that a minimum rest period of two hours is offered by a tournament to a player who has just completed a singles match in which a match format of 2 out of 3 standard tiebreak sets (or 3 out of 5 standard tiebreak sets) is used. The new Recovery Rule applies only between two singles matches. Further, the new Recovery Rule does NOT apply to short set matches, matches that play a tiebreak in lieu of a final third set, or to any match indoors that lasts less than 120 minutes. A player is allowed to waive the 2-hour rest period. A certified official covering the match may rule on the necessary amount of rest/recovery in relation to the heat/length of previous match.

This rule will be most commonly used at Individual Singles Tournaments during the regular season that do not have certified tennis officials. Singles tournaments using 2 out of 3 or (3 out of 5) standard tiebreak sets scoring may need to modify the scoring format to eliminate the need to use the Recovery Rule.

N. **EXCHANGING LINE-UPS/COMPREHENSIVE RESULTS:** Coaches shall exchange their entire singles/ doubles line-up and comprehensive results PRIOR to each dual contest. Varsity line-ups and scorebooks/ score sheets shall show all team/tournament results throughout the year up to that day. If a coach does not have his/her scorebook/score sheets, the opposing coach shall submit a Special Report to the MSHSAA office. Changes in line-ups cannot be made until the outcome of the match has been decided. Failure to exchange line-ups could result in forfeiture of the contest. The Tennis Advisory Committee and MSHSAA Board of Directors have determined that players must be placed into the line-up in the order of their ability.

TEAM FORMAT POSITION STATEMENT: The MSHSAA recognizes the 6-3 format as the recommended format for team play(dual matches) that allows for six (6) singles matches and three (3) doubles matches while allowing the “double back” of players to play both singles and doubles during the contest. Although the majority of schools in Missouri use the 6-3 format, there are still schools that hold an interest in playing the 4-3 format with no “double back” for team play(dual matches). The use of the 4-3 format for team duals during the regular season is permitted; however, it is important that member tennis schools understand that in order to use the 4-3 team format, both schools participating must be in agreement. If at any time both schools do not agree to use the 4-3 format, the contest must be played using the 6-3 format as recognized by MSHSAA and used during the post season. The decision on which format to use for team play does not fall in the discretion of the host school. A conference is permitted to set the 4-3 format as its recommended format to be used for conference duals and/or conference team tournaments. The MSHSAA stresses the importance of using the 6-3 format during the regular season in order to comply with the doubles line-ups rule and requirements for a doubles line-up(s) to be eligible for using during postseason competition.

O. **STACKING/RANK ORDERS/LINE-UPS:** The Tennis Advisory Committee and the MSHSAA Board of Directors are fundamentally opposed to “stacking.” Stacking is the practice of placing tennis players in the line-up in a manner not consistent with rank ability, but rather for the purpose of gaining an advantage due to the match-ups created. This is a practice that is unacceptable due to the detrimental way that certain players (usually the lower level players) are placed and forced to compete. Coaches must be able to justify their line-ups to opposing coaches.

1. Line-ups and Comprehensive Results shall be exchanged prior to the start of the match. Varsity line-ups and scorebooks/score sheets shall show all team/tournament results throughout the year up to that day. If a coach does not have his/her scorebook, the opposing coach shall submit a Special Report to the MSHSAA Office. The Tennis Advisory Committee and the MSHSAA Board of Directors have determined that players must be placed into the line-up in the order of their ability.

2. A - Singles line-ups **MUST** be played as follows:

Single players must play in rank order line-up. The line-up shall always be based on the order of ability (rank order). “Matching up” is prohibited. In singles, players must compete in order of rank ability with the best player, based on challenges and match results, being played at number one, etc. In case of injury or sickness, all players must move up in the line-up, not in the rank order.

B - Doubles line-ups **MUST** be played as follows:

I. Doubles line-ups will be determined by the sum total of the singles rank order value. Example: If the #1 and #2 singles play together their sum total is 3 points. If the #3 and #4 singles play together their sum total is 7 points. Therefore, # 1 and #2 must play at the #1 doubles spot; #3 and #4 must play at the #2 doubles; etc.

II. When the sum total of the teams are the same, (example #3 and #4 play together and #2 and #5 play together-both teams point value is 7), the team with the highest ranked player must play at the higher doubles position. Therefore, #2 and #5 would play at the #1 doubles spot; #3 and #4 would play at the #2 doubles spot; etc.

Exception: When sum totals of teams are of equal value and a team line-up can be justified based on doubles results (challenge matches or match results), the lower ranked player combination may be played at the higher doubles position. It is legal to use that line-up in post-season if the line-up has been used

three times during the regular season in a 6 and 3 format or in a doubles tournament(s) where 3 or more doubles teams were entered.

- a. A player shall not be moved down in the line-up because of:
 - i. an injury that has forced a player out of the line-up; or
 - ii. Disciplinary measures.
- b. All schools final Rank Order shall be set on the MSHSAA website by Saturday as follows: **(Girls-Week #11: September 15, 2018) (Boys-Week #43: April 27, 2019)**. Rank order is based on a player's ability, match results, and challenges. All members of the eligibility roster shall be included in the rank order.
 - i. Rank order shall be submitted via the website and accessible to the district manager prior to the start of the district tournament. The district manager shall submit copies of the rank orders to all participating coaches.
 - ii. Rank order shall be submitted on the MSHSAA website from the schedule page and again verified through the online district entry process.
 - iii. Rank orders shall be submitted to all coaches at the sectional meet.
 - iv. Rank orders shall be submitted to all coaches at the state competition.

SUBSTITUTION DURING TEAM PLAY: See Appendix B, for Additional Substitution Guidelines.

3. Line-up changes in back-to-back dual matches: In back-to-back dual meet matches (two consecutive dual meet matches played regardless of time between matches), the team line-up (as played) may be changed. A player may move up or down in the rank order only one position in this situation. The line-up must still stay in order of ability. Prior to the start of the match and during the line-up exchange, it is the responsibility of the opposing coach to appeal any player being moved two or more positions in the line-up.
 4. Appeals challenging unfair line-ups: If a coach feels that the opponent's lineup as presented is unfair, he/she **MUST verbally notify the opposing coach of the challenge prior to the start of the dual match. If a coach does not verbally notify the opposing coach of their challenge of an unfair line-up prior to the start of the match, there can be no appeal.** In addition to the coach verbally informing the opponent of their challenge, any coach who wishes to submit an official written match appeal (after the completion of the match) must first inform the opposing coach in writing (by e-mail), with a copy sent at the same time to the MSHSAA Office. The written appeal must be made within 48 hours after the match was played. **The MSHSAA office will require clear proof of an unfair line-up/stacking prior to taking action.**
 5. Cases in which stacking is determined, the offending school shall be disqualified from the match or the tournament.
- P. LATENESS/POINT PENALTY SYSTEM:** The MSHSAA follows the USTA's rule regarding Lateness for Match or for Resumption of Suspended Match as follows:
1. Both players equally late up to 15 minutes – No penalty;
 2. Both players late but arrive at different times – The penalty accrues on the arrival of the first player (A) and his/her opponent (B) loses the toss and one, two or three games depending on the time elapsed between A's arrival and B's arrival;
 3. Both players are more than 15 minutes late – Both players may be defaulted, or the match may be reinstated using the principle in effect when both players are late but arrive at different times.
- A player is deemed to have arrived when he/she checks in at the place designated by the site manager for checking in and is properly clothed, equipped and ready to play. The lateness penalty clock starts when the match is scheduled and called, a court is available, and a player has not arrived. The meet manager is not required to keep a court open while awaiting a player.
- Penalties: 5:00 minutes or less: Loss of toss plus 1 game
5:01-10:00 minutes: Loss of toss plus 2 games
10:01-15:00 minutes: Loss of toss plus 3 games
15:01 minutes or more: Default
- Q. WARM-UP:** Players are allowed a maximum of 10 minutes warm-up (including serves) after the match is called and a court assigned. Players shall be ready to play at the announced time. (see *Lateness/Point Penalty System* above)
- R. LINE CALLS/FOOT FAULTS:** If foot faults or incorrect line calls are occurring, the following protocol shall be followed:
1. The player or the player's coach should notify their opponent or opponent's coach, respectively, of the concern.
 2. The opposing coach is then required to talk with his/her player no later than the next changeover about the concern.

3. If the concern continues, the player may request for a coach to oversee the match to act upon appeals for an overrule; however, a non-biased line judge may be used. A line judge is an individual that both coaches agree upon to be used.

Note: A coach or line judge called to a match for these occurrences may overrule either player on appeal.

- S. **REST PERIODS DURING A MATCH:** Players will adhere to the USTA rules regarding rest periods. USTA Rule 29:
- 20 seconds between points
 - 90 seconds on changeovers (see below regarding rest after game 1)
 - 2 minutes between the first and second sets
- MSHSAA policy allows for:**
- 90 seconds after the first game of each set
 - 5 minutes between the second and third sets
- REST PERIODS BETWEEN MATCHES: (Individual Tournaments) (See Table 11, USTA Friend at Court)**
- After a Singles match, one hour rest period taken unless heat/humidity and length of match(3 full sets) warrants the implementation of the 2 hr. recovery period)
 - After a Doubles match, 30 minute rest period taken unless heat/humidity and length of match (3 full sets) warrants more rest.
- REST PERIODS BETWEEN MATCHES: (Team Play/Dual Matches) (See Table 12, USTA Friend at Court)**
- After a Doubles match and prior to a Singles match, each player shall be ready to play singles within 10 minutes after the completion of their doubles match, unless both coaches agree otherwise.
- T. **MEDICAL TIME-OUT:** A medical time-out (MSHSAA/USTA) consists of two minutes of evaluation time plus a maximum of three minutes treatment time. If at the end of the three minute treatment time the player is not ready to resume play (or re-warm-up, if any), then the player shall be subject to the Point Penalty System. See also USTA Regulations regarding *Medical Time-Out*.
- U. **LEAVING COURT:** No player shall leave the court or its designated boundary except for the 5-minute break between second and third sets or for a bona-fide allowable restroom break.
- V. **TIE BREAK GAME:** During a tie-break game, points are scored “Zero”, “1”, “2”, “3”, etc. The first player/team to win seven points wins the “Game” and “Set”, provided there is a margin of two points over the opponent(s). If necessary, the tie-break game shall continue until this margin is achieved. The player whose turn it is to serve shall serve the first point of the tiebreak game. The following two points shall be served by the opponent(s) (in doubles, the player of the opposing team due to serve next). After this, each player/team shall serve alternately for two consecutive points until the end of the tie-break game (in doubles, the rotation of service within each team shall continue in the same order as during that set). The player/team whose turn it was to serve first in the tie-break game shall be the receiver in the first game of the following set.
- W. **REPORTING SCORES:** Upon completion of a match both players will report the match score promptly.
- X. **DUAL MATCH COMPLETION:** After 5 match wins the two coaches must agree to stop play for the remainder of the team dual match. If one coach wishes to continue the dual match, both teams must complete the remaining matches.
ORDER OF PLAY: During the regular season coaches can determine whether to begin dual matches with doubles or singles; however, ALL postseason dual matches will begin with doubles followed by singles.
- Y. **RULINGS:** In unforeseen circumstances, a tournament manager shall make any necessary decisions after privately consulting with the coaches present.
- Z. **UNSPORTSMANLIKE CONDUCT:** Instances of unsportsmanlike conduct and/or suspected stacking should be reported in writing to the MSHSAA Office within 48 hours, using the Special Report form. Player or players shall be penalized immediately for violation of the following:
1. Audible or visible obscenity or profanity;
 2. Abuse of racket, balls or equipment;
 3. Verbal or physical abuse of a player;
 4. Unsportsmanlike conduct, including taunting.
- Violations will be penalized as follows without warning:
- First offense..... Point
 - Second offense..... Game
 - Third offense..... Default

The coach should assume responsibility for disqualifying his/her player in such cases. Flagrant misconduct shall be penalized by removal from match in progress in all instances. Coaches shall inform their players of this provision. Coaches and/or tournament managers are to file a MSHSAA Special Report for unsportsmanlike conduct. These regulations shall apply to all meets throughout the year.

REPORTING OF UNSPORTSMANLIKE CONDUCT – CODE VIOLATIONS – PLAYER EJECTION

Head tennis coaches, after informing the opposing coach, shall issue a School to School report on a player from another school for code violations or a Special Report on an opposing coach for not enforcing code violations during a match. The School to School report shall be filed using the MSHSAA website and would be received by the opposing school Athletic Director and Principal.

Any player ejected or removed from a match for unsportsmanlike/flagrant behavior will result in the player sitting out the next contest (dual/tournament) at the same level of which the ejection/removal occurred. MSHSAA By-law 5.5.1

ITA Carry-Over Rule: In addition to the Unsportsmanlike Conduct rule as listed above, all regular season and post season matches shall also use and implement the ITA carry-over rules in regard to player conduct at the conclusion of a match, as put in place by the Tennis Advisory Committee.

ITA Carry-Over Rules. The following ITA carry over rules shall be used during regular season and post season play.

a. *Penalties assessed during a match do not carry over to next match.* The ITA Point Penalty System is cumulative throughout any individual singles or doubles match, but is also self-contained. All penalties assessed during a match will be erased at the end of the match. The next match (whether singles or doubles) will start with a “clean slate.”

b. *Carry-over of code violations occurring after a match is over to player's next match.* If a player commits a code violation after his singles match is over, the penalty shall be assessed:

— at the start of his next singles match (consolation or main draw); but

— if he has been eliminated from all singles competitions, then the penalty will be assessed at the start of his next doubles match.

If a player commits a code violation after his doubles match is over, the penalty shall be assessed:

— at the start of his next doubles match; but

— if the player has been eliminated from the doubles competition, the penalty will be assessed at the start of his next singles match. (Note that in this case the penalty will be assessed against only the player who committed the violation and not against both team members.)

Time Period

- During Singles Match
- Between Singles and
Doubles Matches
- During Doubles Match
- After Doubles Match

When Penalty Is Assessed

- During Singles Match
- If there is another singles match, assess at start of that match;
otherwise assess at start of next doubles match
- During Doubles Match
- If there is another doubles match, assess at start of next
Doubles match; otherwise assess at start of next singles
Match

c. *Carry-over penalties are not part of progressive schedule of penalties for next match.* When a penalty is assessed under the carry-over provision, that penalty does not count as part of the progressive schedule of penalties for that match. For example, Player A, who has just lost, commits a code violation after his singles match. Player A is entitled to play in the singles consolation so the penalty will be assessed at the start of his consolation match. He then commits a code violation during the consolation match. He is assessed a point penalty for that violation.

d. *Multiple Offenses.* The Point Penalty System is in effect for carry over purposes. If more than one violation occurs following a player's participation, that player may be subject to a game penalty or disqualification to be applied under the carry over provisions.

e. *Singles player who is defaulted may normally play doubles.* A player who is defaulted in singles may play doubles, except when the Referee/Coach determine that extraordinary and extreme circumstances exist which require that he be barred from playing singles.

f. *Doubles player who is defaulted may normally play singles.* A member of a doubles team that is defaulted may play singles, except when the Referee/Coach determine that extraordinary and extreme circumstances exist which require that he be barred from playing singles.

g. *In doubles, code violations are assessed against the team and not individually.* In doubles, the players are penalized as a team and not as individual players.

AA. **PROTEST PROCEDURE (MSHSAA Board Policy):** (See page 6 of Officials Manual, section 1.O.4 for Tennis protest/appeals procedure). The Board of Directors has adopted the following Policy to address protests. The Board acknowledges that mistakes are made by game officials in judgment and even sometimes in misapplication of game rules.

However, the decisions rendered by game officials at the game site are to be final and any further process other than the one outlined below would not truly serve a useful purpose in the overall scope of high school athletics.

1. Within the guidelines of each individual sport rule code, the head coach must request a review of an official's application of a rule through appropriate channels.
2. If after the review is complete and the coach still believes there has been a misapplication of a rule by a contest official(s), he/she shall then file a formal verbal protest with the game officials who will then notify the opposing coach immediately. A coach may not protest a decision of judgment.
3. After this notification, the head coach will then be allowed approximately ten minutes to use his/her National Federation Rule Book, National Federation Case Book, MSHSAA Rules Meeting Announcement and/or MSHSAA Sport Manual to locate and show the game official(s) the appropriate rule reference and misapplication of the game rule. If the head coach does not have his/her personal copies of the above mentioned materials at the game site or the specific rule reference(s) or case book play(s) cannot be located within the maximum allowable ten minutes, the protest shall automatically be disallowed and the game shall continue from the point of interruption. If a rule reference(s) or case book play(s) is found that indicates a misapplication of a rule has occurred, the official's decision shall be corrected at that time before any further action occurs, and the game shall be resumed from the point of interruption after the correction. When appropriate, the game officials may assist the head coach in locating appropriate rule and case book references.
4. All protests shall be resolved at the contest site before any further game action occurs.
5. Protests that are not filed in a timely manner by that sport rule code shall be automatically disallowed.
TENNIS: In order for a protest to be official it must be made prior to the completion of the next round of play.
6. The MSHSAA Board of Directors and/or staff shall not review contest protests.

BB. HAZARDOUS WEATHER CONDITIONS: Develop criteria for suspension and resumption of play: Refer to the MSHSAA Sports Medicine tab of the MSHSAA website for Heat and Lightning Recommendations.

Lightning Precautions

1. When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Suspend play and take shelter immediately.
2. Thirty minute rule: Once play has been suspended, wait at least 30 minutes after the last thunder is heard or flash or lightning is witnessed prior to resuming play.
3. Any subsequent thunder or lightning after the beginning of the 30-minute count, reset the clock and another 30-minute count should begin.

Heat Precautions

1. A heat index chart should be followed to determine if practices/contests should be held. The National Weather Service chart is located with the Heat and Lightning link found on the Sports Medicine page of the MSHSAA website at www.mshsaa.org. Note: When heat index is between 95 and 105 degrees, practices and game conditions should be altered.

If there are extenuating circumstances such as extreme travel distances, rescheduling problems, etc. which make it desirable to try to complete the game and the administration of both schools or their designated representatives choose to ask for an additional 30 minutes of waiting time, the head official may grant that request. If the administration of both schools or their designated representatives and the head official cannot mutually agree that the weather conditions are safe, the game shall be postponed. The game may either be considered a completed game at that point or rescheduled at a later time according to game rules. The purpose of this procedure is to ensure the safety of the players and spectators but also to relieve the pressure from the officials before declaring a game suspended. The host administrator should, when severe weather is pending, keep a constant check with nearby radio stations which would have information concerning the path of the storm. This constant check, available to the administration, is not available to the game officials.

CC. PROCEDURES FOR HANDLING CONTESTS DURING HAZARDOUS WEATHER CONDITIONS: Games interrupted because of events beyond the control of the responsible administrative authority shall be continued from the point of interruption; unless the teams agree otherwise or where conference, league or state association rules which apply. The MSHSAA Board of Directors has approved the following policy:

The host school principal or his/her designated representative and the head official have mutual authority to delay the start of a game anytime weather conditions are considered hazardous to life or limb. Likewise, the head official, once a game has started, has the authority, by rule, to suspend a game anytime weather conditions are considered to be hazardous to life or limb. If severe weather develops while a game is in progress where the administration feels safety is questionable and the game officials have not acted, the host principal or his designated representative will intervene by informing the head official who shall cause the contest to be suspended. The first step in the suspension is to remove the participants to a location providing shelter and safety until the weather conditions improve to a point where it is safe to resume play. The spectators will be informed of the procedures to be followed and will be instructed to move to protected areas. Fans should not be permitted to remain in the bleachers. The length of the delay shall be determined by the weather conditions and the game may be resumed at any time the principals of both schools or their designated representatives and the head official agree it is safe to do so.

- DD. **VIDEOTAPE/FILMING RESTRICTIONS:** A school or a school representative may videotape/film a regular season contest in which the school team is participating. Such videotape/film may not be used for coaching purposes until after the contest is completed.
- EE. **CELLULAR TELEPHONES:** The MSHSAA Board of Directors has adopted a policy to prohibit the use of cell phones in locker rooms at MSHSAA events as a preventative measure and concern for an individual's privacy. Modern technology now permits a "picture phone" to distribute a picture to the internet with uncontrolled distribution. To be proactive and prevent perhaps an indiscriminate use of the cell phone and be possible to monitor by the coaching staff a "no use" policy is now in place for the locker room area only at all MSHSAA events. During all district, sectional, quarterfinal games (and semifinal games in football), the local tournament manager shall be responsible to post signs outside and inside of each locker room indicating "Cell Phone Use is Prohibited in the Locker Room at all MSHSAA Events." The MSHSAA staff shall be responsible to post signs in the same locations at all final site locker rooms. It is the responsibility of the school administration to ensure that all students and coaches have been informed of this policy prior to the event and to monitor the policy within the school's assigned locker room at MSHSAA events. **The use of cell phones or other electronic devices is prohibited from the time the court is assigned to the conclusion of the match.**
- FF. **NON-SCHOOL COMPETITION:** During the school tennis season, a student may, after fulfilling all requirements, practices and competitions of the school team, compete as an individual participant in two (2) organized non-school tennis competitions. **(See MSHSAA Handbook for reference to what constitutes a competition)**
1. Priority shall be given to all school team practices and competition. Should a non-school competition be in direct conflict with the school scheduled practice/competition the school practice/competition shall take priority. Prior approval by the school administrator may grant an exception to a student to participate in the non-school competition if in direct conflict with the school program.
 2. No school time shall be missed to compete, practice or travel to the site of such non-school competition unless the absence is approved in advance by the school administrator.
 3. The student shall not miss any MSHSAA sponsored postseason tennis event that involves either the student or his/her school team to participate in such non-school competition.
- GG. **CLINICS/CAMPS DURING SCHOOL YEAR:** By-Laws 3.13 and 3.14 permits students some flexibility in attending clinics/camps throughout the year except during sport season dead periods. Coaches should review this by-law with their Athletic Directors and contact the MSHSAA office for any clarification needed.
- HH. **PRIVATE LESSONS:** Private one-on-one instruction provided by a person not affiliated with the school a student attends or will attend the following year may be received at any time. Such instruction shall not interfere with the practice schedule of the school team nor serve as a substitute for the school team's practice sessions.
- II. **AMATEUR AWARDS – "LOAN LISTS":** At no time may a student athlete participate in a "free-loan" program. Items such as racquets, shoes, clothing, tennis balls, restringing, etc. should not be accepted even with the understanding that they will be returned. Accepting such items would be a violation of By-Law 3.6, Amateur and Awards Standards. This By-Law is in effect all year round. A student may receive symbolic awards such as unattached school letters or emblems, medals, ribbons, plaques, trophies, certificates, etc. without violating By-Law 3.6. A student may also accept a merchandise award that shall not exceed \$250 in manufactured suggested retail price. Accepting any cash awards would constitute a violation. An athlete may not "assign" his/her winnings to another person(s) or organization (i.e. Booster Club). An individual may compete in a tournament where cash and/or merchandise is awarded, but the participant may not accept a prize of this nature. Student athletes should make clear to the administrators of the non-school tournaments that they cannot and will not accept a prize that would cause them to become ineligible. **Please review By-Law 3.6.1 and 3.6.2 with your athletes.**
- JJ. **HAZING:** Willful conduct directed at a student that is intended to physically or emotionally intimidate, punish, embarrass, humiliate, ridicule, or place any student in a disconcerting position for the purpose of initiation, affiliation, inclusion or membership in any team or organization.
- KK. **HARASSMENT:** Unwelcome conduct by a person that is sufficiently serious, persistent or pervasive, so that it affects another person's ability to participate in or benefit from the school program or activity by creating an intimidating, threatening or abusive environment. It is the policy of the MSHSAA Board of Directors that hazing and harassment has no place in school-sponsored activity programs and pose a significant risk to the physical and mental welfare of students. Coaches, directors, sponsors and administrators must take an active role in the prevention of all forms of hazing and harassment. Students directly or indirectly involved in hazing incidents, on or off school grounds, could be considered ineligible by the school administration under the MSHSAA Citizenship Standard, By-Law 2.2.
- LL. **TOBACCO/ALCOHOL/DRUG POLICY:** Use of any tobacco, or controlled substance (other than prescription) by any participant while at a MSHSAA event at any building/grounds is prohibited. Violation shall result in disqualification from the

event. Coaches, directors, sponsors and contest officials are prohibited from using tobacco products or alcoholic beverages while directly involved in interscholastic activities. Involvement is defined in this policy as being in public view and when students are actually participating under the jurisdiction of the coach, director and official. Proper enforcement is expected. Violations shall be reported to the school's administration and the MSHSAA.

- MM. **SUPPLEMENTAL OXYGEN STATEMENT:** Oxygen is a prescription drug that has very specific indications and uses. Like all drugs, it can have side effects and possible toxicity. There is no evidence that it enhances athletic performance or speeds recovery from athletic activities (except possibly at altitude). Oxygen, which is available by prescription only, plays a vital role in the treatment of specific conditions such as exertional sickling and should be available on the sideline only with the prescription of a physician and only for use in medical emergencies where indicated. Also, it can be very dangerous if used around a flame, as it promotes combustion and is therefore a safety hazard. Also please reference the Invasive Medical Procedures position statement- NFHS found on the MSHSAA Sports Medicine tab.

SECTION 2: CRITERIA FOR POST SEASON

- A. **CLASSIFICATION:** Schools will be assigned to districts for a two-year basis beginning with the fall of 2014 and every two years thereafter. These assignments will remain constant unless it becomes necessary to modify assignments as determined by the MSHSAA staff. As determined by the Tennis Advisory Committee, tennis will use the equal enrollment breaks process to determine classifications.
- B. **DISTRICT ASSIGNMENT PROCEDURE:** Schools are grouped in districts based on geographical location and numeric balance. The number of districts per class will be 16 (sixteen) while the total number of classes is 2.
- C. **MINIMUM GAMES:** A team shall have scheduled at least half of the number of contests permitted to be eligible for participation in the postseason. (By-Law 5.1.2)
- D. **INDIVIDUAL MINIMUM:** In part, By-Law 5.1.2 indicates "No individual student shall be entered in the postseason who has not represented his or her school in interscholastic competition in that sport during the season."
- E. **SEEDING MEETINGS:** **Team District:** The district manager and tournament committee shall schedule a meeting to draw the team district tournament bracket. The meeting shall be scheduled during the evening of **(Girls: Wednesday, September 19- September 26, 2018) and (Boys: Wednesday, April 24 - May 1, 2019)**. All schools assigned to the tournament should be notified of the time and place for the meeting at least seven days in advance, and all schools are requested to send a representative. Faxed, emailed information or a conference call may be used in place of an actual meeting. This seeding meeting should be held at least five days prior to the start of the tournament. Plans for the tournament should also be reviewed at the seeding meeting. **Individual District:** The district manager and tournament committee shall conduct a seeding meeting to draw the individual singles and doubles brackets. **This meeting shall take place just prior to the start of the individual tournament** after all coaches have "hand delivered" their singles and doubles entries to the district manager. The district manager must ensure all individual district entries also appear on the schools rank order located on the MSHSAA website.
1. **Seeding Procedures:** The participating coaches present shall rank teams for seeding purposes. The teams shall be ranked fairly regardless of how it may affect each coach's team. This process shall be for each coach to rank each team in the district excluding his/her own team, from top to bottom on a secret ballot that will then be published in open forum and tallied to determine the overall seeding. When ranking the teams, the committee shall take into account each team's won-lost record (varsity games only), head to head competition, caliber of competition, and common opponents they have played over the season. If a tie should occur in this seeding process, the tournament committee shall look at the tied teams only and their individual seeds from the other schools in the district to break the tie. Based upon each ballot, the tied teams would be assigned one or two points based upon their relative seeds. The team with the fewest points shall be awarded the higher seed. Should a tie still exist, the tournament committee shall determine the seeds of the tied teams. A tournament committee member whose team is involved in the tie shall abstain. The tournament committee shall have the authority to throw out a ballot that is obviously cast to negatively influence the seeding process. The committee shall reserve the right to accept or reject the coaches' recommendations. This specific procedure shall be followed by district manager.
 2. All teams shall be seeded. In districts of eight teams or less, the teams shall be placed on the bracket according to seeding as illustrated by the Sample 8-Team Bracket in the back of this manual; byes are to be given first to the first-seeded team, then the second-seeded team, etc.
- F. **QUALIFIERS FOR STATE MEET:** The top two singles and doubles winners of the individual district qualifies for the individual sectional. Two singles and doubles winners of individual sectionals will qualify to the state tournament. A total of 16 singles

and 16 doubles will qualify to the individual state tournament. The team district champion will advance to team sectionals. The winner of the team sectional finals will advance to the state tournament. A total of 4 teams in each class will qualify to the team state tournament.

- G. **RANK ORDER:** Shall be set by **Saturday (Girls – Week #11: September 22, 2018) (Boys – Week #43: April 27, 2019)**. Rank order is based on a player's ability, match results, and challenges. All members of the eligibility roster shall be included in the rank order.
- H. **POST SEASON PARTICIPANTS:** Only students properly certified through the online entry or eligibility list shall be eligible to compete in the district, sectional or state meets. Any number may be certified eligible. Coaches may change entries or substitute an eligible player for one previously entered if such is done before the start of the seeding meeting without knowledge of changes made by other coaches. (see *Substitution Guidelines*) NOTE: Each individual and team district shall conduct a brief pre-tournament meeting to confirm entries just prior to the start of play.
- I. **MEET ADMINISTRATION:** Coaches of the participating schools shall assist the manager in the administration of the postseason contest when called upon to do so.
- J. **CONTEST SITES FOR ALL POST SEASON EVENTS:** Contest sites for all district, sectional and state series events shall be conducted within the state boundaries. However, an event may be hosted beyond the state border in cases where the school's facility is contiguous to the school campus but physically located beyond the border.
- K. **SUPERVISION:** All players participating in the district, sectional and state tournaments must be accompanied by a school coach or other school faculty member/administrator in accord with By-Law 1.3.1.
- L. **POSTPONEMENT:** When it becomes necessary to postpone an event, the local manager should communicate with the MSHSAA office immediately. Rescheduling on Sunday is allowable only after getting approval of all participating school's administration.
- M. **COURT SURFACES-POSTSEASON TENNIS:** All postseason matches are required to be played on asphalt, concrete or solid/permanent overlay surfaces. Grass, clay, carpet and temporary overlay surfaces (example: sport court) are not permitted for postseason contests.

SECTION 3: DISTRICT/SECTIONAL/STATE ENTRY PROCEDURE & QUALIFICATIONS

- A. **INDIVIDUAL AND TEAM DISTRICT HOST:** *District Site Selection Process determines the host schools.* See Appendix D in the back of this manual for details.
- B. **INDIVIDUAL SECTIONAL HOST:** The host school of the odd numbered districts in odd years and the host school of the even numbered districts in even years will host individual sectionals. If both districts are odd or both districts are even, then in odd years the first (top) district listed will be the host and in even years the second (bottom) district listed will be the host.
2018 Girls: District hosts that will host Individual Sectionals: 2, 4, 6, 8, 10, 12, 14, 16
2019 Boys: District hosts that will host Individual Sectionals: 1, 3, 5, 7, 9, 11, 13, 15
- C. **TEAM SECTIONAL HOST:** The district winner on the top of the bracket for each four team sectional will host the sectional semifinals and final. **2018-2019 Girls/Boys Team Sectional Hosts: District Champions of Districts 1, 5, 9 and 13 will serve as Team Sectional Host.** (See *Appendix E: Team Tennis Brackets*)
- D. **DISTRICT TOURNAMENTS**
 - 1. **ENTRY FORMS:** Schools shall submit the district entries (available on the MSHSAA website) prior to the district entry deadline to avoid penalty. District entries must be completed for both Team and Individual district entries to avoid a late fee penalty.
 - 2. **LATE ENTRIES:** The MSHSAA shall advise the school(s) that submit late district entries or fail to submit the necessary information for district seeding. The MSHSAA shall invoice any school(s) owing a late entry penalty fee. Penalty fee for a late district entry(s) is in the amount of \$50.
- E. **INDIVIDUAL DISTRICTS**
 - 1. **INDIVIDUAL DISTRICTS:** Each tournament will be under the direction of a tournament manager, who will be assisted by a tournament committee.
 - a. **ENTRY PROVISIONS:** Schools shall complete properly and entirely, as described below.
 - b. **ENTRY FORMS:** The Team District Entry Form and Individual District Entry Form can be found on the MSHSAA website under district entries. The Team District Entry Form must simply be verified and "marked as complete" while

the Individual District Entry Form must be completed on the website, printed, and hand-delivered to the Individual District seeding meeting and presented to the district manager prior to the beginning of the draw for the Individual District Tournament brackets. **The district manager will not be able to view the singles/doubles entries on the website until (Girls: Saturday, October 6, 2018) and (Boys: Saturday, May 11, 2019).** Failure on the part of the school and/or head coach to complete and submit the proper forms could result in the elimination of the school from the MSHSAA district and/or state championship series.

- c. **LATE ENTRIES:** No entries will be accepted after the seeding meeting begins to draw the Individual district tournament bracket. The District Manager shall notify the MSHSAA regarding any late entries for the tournament.

SINGLES/DOUBLES: Each school may enter two singles players and two doubles teams in the Individual District Tournament. However, singles players cannot play on a doubles team. A player entered in singles play may not be changed after the seeding meeting to doubles and vice versa, nor can a player entered on a doubles team be changed to the other doubles team. A player can be listed as an alternate in both singles and doubles provided the player is not entered in either event. **ABILITY:** Singles players and doubles teams shall be listed in the order of their ability and designated No. 1 and No. 2 on the online individual district entry.

3. **PAIRINGS:** Seeding of singles players and doubles teams for individual district play shall be done at a seeding meeting of all district coaches, district manager and tournament committee. The participating coaches shall seed players as outlined below, in a manner that is fair regardless of how it may affect each coach's player(s). The committee shall have the authority to throw out a ballot that is obviously cast to negatively influence the seeding process. (See 4. *Considerations for Seeding below*)
 - a. **Three** singles players and **three** doubles teams shall be seeded at each individual district tournament. By majority vote, the seeding committee may **seed** additional players on the bracket, beyond **three**, when deemed necessary **without the seeding affecting the seeded positions 1, 2 and 3. If seeds two and three are from the same school/team then seed number three will be moved to the seed number four position.**
 - b. The #1 seed shall be placed on the first line of the top bracket. The #2 seed shall be placed on the last line of the bottom bracket.
 - c. Placement of any byes should follow the USTA procedure which is outlined in Appendix C of this manual.
 - d. The #1 and #2 singles players and doubles teams from the same school shall be drawn in opposite halves of the bracket.
 - e. The #1 singles players and doubles teams shall be paired with #2 singles players and doubles teams in the first round whenever possible.
 - f. Districts are allowed the option of playing a consolation bracket if voted by a majority of the coaches prior to the seeding meeting and if weather permits.
 - g. Medal matches will be played for first and second, third and fourth places for both singles/doubles.
4. **CONSIDERATIONS FOR SEEDING:** When seeding players, coaches may take into consideration a variety of seeding criteria. The following criteria are suggested by the Tennis Advisory Committee: wins/losses in head-to-head competition, wins/losses to common opponents, win/loss record against quality competition, number of matches played together (doubles only), objective evaluations by coaches that have viewed both players, etc. This list is meant only to assist the tournament committee in the seeding process. Only one spokesperson is allowed per school at the meeting.
5. **SCHEDULING OF TOURNAMENT:** Individual Districts shall be played on Saturday, unless all of the teams participating in the district have **administrative approval** from each school in the district to play no earlier than Thursday, with final approval from the MSHSAA office. Managers must take into consideration the travel concerns in those districts that cover a large geographic area. Starting later in the morning and therefore playing later in the afternoon is a possible solution to setting an early start time that may necessitate school(s) having to come the night before, or leaving excessively early.
6. **AWARDS:** Individual district medals will be presented to the first, second, third and fourth place winners in both singles and doubles competition and plaques to the first and second place teams. No medals or plaques will be presented at individual or team sectional events.
7. **SCORING: Best 2 of 3, No-Ad scoring for the 1st Round and Quarter-finals followed by Ad scoring for semi-finals and finals is recommended for Individual district.** By a majority vote a district may opt to use no-ad scoring for all rounds. Matches on the championship side of the bracket shall be the best 2 of 3, no matter the scoring format used. No-Ad scoring shall be used on the consolation side. **Note: scoring format alterations have been made in order to eliminate the USTA Recovery Rule for the first two rounds of the championship side of the bracket. Scoring format as noted above are for both Singles and Doubles for consistency purposes. A two hour rest period between semi-finals and finals must be offered to singles players. Both players may choose to wave the two hour rest period but it must be waived by both the player and coach. Note: The scoring information in bold print above was approved by the MSHSAA Board of Directors on September 12, 2012.**

F. TEAM DISTRICTS

1. **QUALIFICATIONS:**
 - a. All teams qualify to participate in the team district tournament. **It is an interpretation by MSHSAA staff that a team is required to have a minimum of 4 players in their "team" line-up in order to play a district match with the ability to secure the necessary (5) match wins.**
 - b. Districts will be played between Monday and Friday:
(Girls – Week #13: October 1 - 5, 2018) (Boys – Week #45: May 6-10, 2019)
 - c. The district host shall form a district tournament committee as outlined in the tennis manager's manual. The tournament committee shall determine the days and time in which the tournament will be played. It is recommended that the higher seeded team of each round host the match. A neutral site may only be used at no cost to MSHSAA.
 - d. A seed meeting will be conducted with all of the participating coaches to place all teams on the single elimination bracket. The Seeding meeting for Team District shall be held on or between **(Girls: Wednesday, September 19 - 26, 2018) and (Boys: Wednesday, April 24 – May 1, 2019).**
 - e. Each dual will be played in a 6 (singles) and 3 (doubles) format. **The doubles matches will be played first followed by the singles.**
 - f. Only the district champion will advance to the team sectionals.

2. **SCHEDULING OF TOURNAMENT:** The MSHSA staff and Board of Directors recognize that with a one week window of time to start and complete the team district tournament, it is not necessary to play team districts during the school day which in return causes a loss of instructional time. It is recommended that the higher seed of each team district match serve as the host. In the case the district committee is considering playing at one site during the school day the MSHSAA office must grant prior approval. It is under the discretion of the tournament committee as a whole on which days with-in the calendar window to play the team district matches. The tournament committee is also authorized to determine the number of rounds played in day for those team districts occurring at one site.

3. **SEEDING MEETING:** The committee shall schedule a meeting to draw the team tournament bracket. The meeting should be scheduled during the evening **Girls: Wednesday, September 19 - 26, 2018) and (Boys: Wednesday, April 24 – May 1, 2019)** to avoid conflicts with school time. All schools assigned to the tournament should be notified of the time and place for the meeting at least seven days in advance, and all schools are requested to send a representative. Faxed, emailed information or a conference call may be used in place of an actual meeting. **This seeding meeting should be held at least five days prior to the start of the tournament.**

4. **SEEDING CRITERIA:**
 - a. The participating coaches present shall rank teams for seeding purposes. The teams shall be ranked fairly regardless of how it may affect each coach's team. This process shall be for each coach to rank each team in the district excluding his/her own team, from top to bottom on a secret ballot that will then be published in open forum and tallied to determine the overall seeding. When ranking the teams, the committee shall take into account each team's won-loss record (varsity games only), head-to-head competition, caliber of competition, and common opponents they have played over the season. If a tie should occur in this seeding process, the tournament committee shall look at the tied teams only and their individual seeds from the other schools in the district to break the tie. Based upon each ballot, the tied teams would be assigned one or two points based upon their relative seeds. The team with the fewest points shall be awarded the higher seed. Should a tie still exist, the tournament committee shall determine the seeds of the tied teams. A tournament committee member whose team is involved in the tie shall abstain. The tournament committee shall have the authority to throw out a ballot that is obviously cast to negatively influence the seeding process. The committee shall reserve the right to accept or reject the coaches' recommendations. This specific procedure shall be followed by the district manager.

 - b. All teams shall be seeded. In districts of eight teams or less, the teams shall be placed on the bracket according to seeding as illustrated by the Sample 8 Team Bracket in *Appendix C* in the back of this manual; and byes are to be given first to the first-seeded team, then the second-seeded team, etc.

5. **ORGANIZATION OF DISTRICT:** Plans for the tournament should also be reviewed at the seeding meeting. The tournament committee should be called upon to assist in the planning, preparation, and management of the tournament.

7. **ORDER OF PLAY: Doubles competition precedes singles competition. Singles matches should commence 10 minutes after all players are available following completion of their doubles. (Some singles matches, therefore, may start prior to the completion of all doubles matches.)**

8. **DUAL MATCH COMPLETION:** Team matches during the postseason are complete and final upon a school reaching 5 match wins. This provision is for post season play only.

9. **SCORING: Doubles-8 game pro set Ad-scoring with regular tiebreaker used in an 8-8 tie. Singles-Best 2 out of 3 sets with "No-Ad" scoring. The doubles matches will be played first followed by singles using a 6-3 format.**

G. **INDIVIDUAL SECTIONALS:** Verification of Singles/Doubles qualifying to Individual Sectionals is required on the MSHSAA website using the [Sectional Qualifier link](#). The top two singles and top two doubles from each district will advance to the Individual Sectionals. The singles and doubles matches must occur at one site under the direction of the sectional manager. The first place district singles and doubles teams will play the second place finishing singles and doubles teams from the opposing district. This format will result in a total of four Individual Sectional matches. The winners of the singles and doubles matches will advance to the Individual State Tournament.

1. **Individual Sectional Match-ups**

Sectional 1: District 1 vs. District 2

Sectional 3: District 5 vs. District 6

Sectional 5: District 9 vs. District 10

Sectional 7: District 13 vs. District 14

Sectional 2: District 3 vs. District 4

Sectional 4: District 7 vs. District 8

Sectional 6: District 11 vs. District 12

Sectional 8: District 15 vs. District 16

2. **SCORING:** Best 2 of 3, Ad scoring is required for Individual sectional play.

H. **TEAM SECTIONALS:** Verification of Team Sectional qualifiers is required on the MSHSAA website using the [State Qualifier link](#). Coaches shall submit a line-up sheet, including rank order, to the sectional manager and the opposing teams prior to play.

1. **QUALIFICATIONS FOR TEAM SECTIONALS:**

- a. Sectional play to be as follows on Saturday, preceding the state tournament unless prior approval has been granted by MSHSAA.
- b. Teams that finish first in their district will advance to the sectional tournament. Each sectional will contain 4 district champions.
- c. The sectional host will be the district on top of the bracket of the four teams competing for the sectional championship. (See Appendix E in the back of this manual)
- d. The winners of the sectional semifinals will advance to play each other in the sectional finals with the winner advancing to the state championship.
- e. Each dual will be played in a 6 (singles) and 3 (doubles) format and scoring shall be 2 out of 3 sets with "No-Ad" scoring. The doubles matches will be played first followed by the singles.
- f. Line-ups: The team line-up cannot be altered at sectionals between the semi-final and final round.

2. The four sectional team champions advance to state team competition to be held one day prior to state singles and doubles competition. The same dual meet format is to be used to determine the state team champion and third place. Teams shall be paired by a predetermined rotational plan each year. **2018-2019 Girls & Boys Team Sectional Hosts: District Champions of Districts 1, 5, 9 and 13 will serve as Team Sectional Host.** (See Appendix E in the back of this manual.)

3. **ORDER OF PLAY: Doubles competition precedes singles competition. Singles matches should commence 10 minutes after all players are available following completion of their doubles. (Some singles matches, therefore, may start prior to the completion of all doubles matches.)**

4. **DUAL MATCH COMPLETION:** Team matches during the postseason are complete and final upon a school reaching 5 match wins. This provision is for post season play only.

5. **SCORING: Doubles-8 game pro set Ad-scoring with regular tiebreaker used in an 8-8 tie. Singles-Best 2 out of 3 sets with "No-Ad" scoring. The doubles matches will be played first followed by singles using a 6-3 format.**

I. **INDIVIDUAL STATE:** Each school that qualifies players for the Individual State meet shall confirm those entries via the [State Qualifiers link](#) on the MSHSAA website. Individual qualifiers will not be drawn into the brackets unless the online state qualifier links are "marked as complete" by the participating school.

1. **AWARDS:** Medals will be presented to the first **eight** place winners in both singles and doubles competition.

2. **PAIRINGS** (Individual Championships):

- a. Competitors will not be seeded for the state tournament.
- b. The state bracket will be drawn by lot in such manner that district winners or runner ups from the same individual district or sectional will be drawn in the bracket opposite of each other.
- c. If two or more of the first **eight** place winners at the state tournament the previous year return, they will be placed as follows provided they win their respective individual district tournaments during the current year. This procedure, as below, will be followed unless two returning state place winners come from the same district. Should this occur, priority will be given to keeping the common-district players in opposite halves of the draw.

- If two return from the top eight the preceding year, they will be placed in opposite halves of the draw.
 - If three return from the top eight the preceding year, the best of the year before will be placed in the half opposite to the other two, and they will be placed in different quarters of their half.
 - If four return from the top eight the preceding year, the first and fourth finishers of the year before will be placed in different quarters of the same half of the draw, and the second and third finishers of the year before will be placed in different quarters of the other half of the draw.
 - If five return from the top eight the preceding year, the fifth place finisher will be placed in the same quarter of the draw as the fourth place finisher.
 - If six return from the top eight the preceding year, the sixth place finisher will be placed in the same quarter of the draw as the third place finisher.
 - If seven return from the top eight the preceding year, the seventh place finisher will be placed in the same quarter of the draw as the second place finisher.
 - If eight return from the top eight the preceding year, the eighth place finisher will be placed in the same quarter of the draw as the first place finisher.
- d. A consolation bracket will be played at the state tournament, weather permitting. Second round losers will be cross-bracketed to eliminate the likelihood of two competitors playing each other a second time. Semifinal losers will play each other for third place. Consolation semifinal winners will constitute the fifth place match while the consolation semifinal losers will play the seventh place match. The tournament will, however, revert back to single elimination if weather dictates.
3. **OFFICIALS:** Roving officials will be utilized at the state tournament for individual competition. The roving officials make no calls without an appeal, with the exception of foot faults and code violations.
 4. **ADMISSION:** The daily admission for the state tournament is **\$8.00** for all individuals age six and above.
 5. **REST PERIOD/BREAK:** Every effort will be made to allow players 60 minutes between matches. See MSHSAA Tennis Manual, page 7, for Rest Periods as determined by USTA Friend at Court.
 6. **TENNIS BALLS:** Balls for the state tournament will be furnished by the MSHSAA.
 7. **REGULATIONS:** The same regulations that apply to the individual district tournament and sectionals will apply to the state tournament except where differences are noted.
 8. **SCORING:** Best 2 of 3, Ad scoring is used for Individual State play in the main draw. **CONSOLATION ROUNDS:** All Consolation/back draw matches will be “no-ad” scoring.
 9. **COURT AREA:** Only contestants who are warming up or competing, or school coaches, shall be permitted inside the fence around the courts. No spectators may enter the court area. News media personnel may be allowed inside the court area at the discretion of the tournament director. (see *Coaching*, page 4)
 10. **LODGING:** Teams will be responsible for their own hotel reservations. **The 2018-2019 host hotel for the state tennis championships is the Oasis Hotel and Convention Center in Springfield, Missouri. Please identify yourself as being in attendance at the state tennis championships to receive the event rate.**
 11. **TIE BREAKER:** The Tie Breaker Procedure approved by the USTA will be used in the state tournament matches. (see *Tie Breaker Procedure*, page 7)
- J. **TEAM STATE:** Each school that qualifies as a team for the Team State Championships shall complete all online entries found under on the MSHSAA website under the [State Qualifiers link](#). All information links under state qualifiers must be completed in full and “marked as complete” before the schools team is recognized as entered and confirmed for the state tournament.
1. **AWARDS:** A trophy and 13 medals will be presented to the first, second, third and fourth place teams involved in the team championship. A form will be provided to all teams that will allow a school to order extra medals if more are needed.
 2. **OFFICIALS:** Roving officials will be utilized at the state tournament for team competition. The roving officials make no calls without an appeal, with the exception of foot faults and code violations.

3. **ADMISSION:** The daily admission for the state tournament is **\$8.00** for all individuals age six and above.
 4. **BREAK: 90 minutes will be provided between semi-final and final matches unless weather and extenuating circumstances determine otherwise.**
 5. **TENNIS BALLS:** Balls for the state tournament will be furnished by the MSHSAA.
 6. **REGULATIONS:** The same regulations that apply to the team district tournament will apply to the state tournament except where differences are noted.
 7. **COURT AREA:** Only contestants who are warming up or competing, or school coaches, shall be permitted inside the fence around the courts. No spectators may enter the court area. News media personnel may be allowed inside the court area at the discretion of the tournament director. (see *Coaching*, page 4)
 8. **LODGING:** Teams will be responsible for their own hotel reservations. **The 2018-2019 host hotel for the state tennis championships is the Oasis Hotel and Convention Center in Springfield, Missouri. Please identify yourself as being in attendance at the state tennis championships to receive the event rate.**
 9. **ORDER OF PLAY: Doubles competition precedes singles competition. Singles matches should commence 10 minutes after all players are available following completion of their doubles. (Some singles matches, therefore, may start prior to the completion of all doubles matches.)**
 10. **DUAL MATCH COMPLETION:** Team matches during the postseason are complete and final upon a school reaching 5 match wins. This provision is for post season play only.
 11. **SCORING: Doubles-8 game pro set Ad-scoring with regular tiebreaker used in an 8-8 tie. Singles-Best 2 out of 3 sets with "No-Ad" scoring. The doubles matches will be played first followed by singles using a 6-3 format.**
- K. **POST SEASON SCORING ALTERATIONS:** The following progression for alterations to the scoring system for the district, sectional and state tournament series will be used when weather, timeframe, unusual circumstances, etc. dictates. The tournament manager and/or the tournament director shall make such determination on which alternative scoring method to use.
- Consolation Bracket: (No-ad scoring already in use)
1. Match tiebreaker for the third set
 2. Short sets (score starts at 2-2)
 3. 8-game pro-sets
 4. Elimination of the consolation bracket may be necessary
- Winner's Bracket: (Ad-scoring already in use)
1. No-ad scoring
 2. Match tiebreaker for the third set (in addition to #1)
 3. Short sets (score starts at 2-2)
 4. 8-game pro-sets
- L. **SCHEDULING:** For meets held on two or more days, semifinal matches and final matches shall be scheduled so they occur on the same day, unless all coaches and players involved in the semifinals agree to another schedule.

SECTION 4: POST SEASON SCHEDULE

A. CHAMPIONSHIP DATES

	<u>Girls</u>	<u>Boys</u>
Team District Seeding Meeting	Sept. 19 – Sept. 26, 2018	April 24 - May 1, 2019
Team Districts	October 1 - 5, 2018	May 6-10, 2019
Individual District Seeding Meeting	Held just prior to start of tournament, entries hand delivered to District manager at seeding meeting.	
Individual Districts	October 6, 2018	May 11, 2019
	May begin no earlier than Thursday with Administrative approval of all schools and MSHSAA approval.	
Individual Sectionals	October 8-10, 2018	May 13-15, 2019

Team Sectionals
State Championships

October 13, 2018
October 18-20, 2018

May 18, 2019
May 23-25, 2019

B. STATE SCHEDULE

1. TEAM COMPETITION Thursday – Girls – Week #15: October 18, 2018) (Boys – Week #47: May 23, 2019)

8:00 a.m. – Coaches Meeting at Cooper Tennis Complex
9:00 a.m. – Class 1 and Class 2 Team Semifinals at Cooper Tennis Complex
TBA (not before 1:00 p.m.) – Class 1 and Class 2 Team Finals at Cooper Tennis Complex

2. INDIVIDUAL COMPETITION

Friday (Girls – Week #15: October 19, 2018) (Boys – Week #47: May 24, 2019)

8:00 a.m. – Coaches Meeting at Cooper Tennis Complex
9:00 a.m. – Class 1 Singles and Doubles 1st Rounds immediately followed by Class 2 Singles and Doubles 1st Rounds.
Play will proceed as courts are available. Starting Class Rotates Each Year.
Play continues through match #20 in each bracket.

Saturday (Girls – Week #15: October 20, 2018) (Boys – Week #47: May 25, 2019)

9:00 a.m. – Championship and Consolation Semifinals at Cooper Tennis Complex
3rd, 5th and 7th place matches to be played 60 minutes after completion of player's consolation/championship semifinals.
1:00 p.m. – Championship (1st Place) Matches at Cooper Tennis Complex.

APPENDIX A: CONCUSSION EDUCATION AND MANAGEMENT PROTOCOL

Education

Concussions are common in sports. The Missouri State High School Activities Association (MSHSAA) believes that education of coaches, officials, athletes, and their parents or guardians is the key to safely returning a student athlete to play. Appropriate immediate care after a suspected concussion, and follow up incorporating a multi-disciplinary team that includes the coach, parent or guardian, athlete's physician, team physician and athletic trainer (if available), and school representatives, also are important for the proper management of a sport-related concussion.

Each school district will receive educational materials for coaches, athletes, parents, and school officials, required forms for student athlete participation and parent/guardian consent, and recommended medical clearance forms for return to play.

Annually, MSHSAA member school districts will ensure that every coach, student athlete, and parents or guardians of a student athlete completes a concussion and head injury information sheet and returns it to the school district prior to the student athlete's participation in practice or competition. Officials will receive training from their parent organization. Each official's organization will require annual concussion training and maintain a signed head injury information sheet for each official.

Recognition and Evaluation of the Athlete with a Concussion

1. Recognition of the signs and symptoms of a concussion is important. Every member of the team-athlete, teammates, coaches, parents or guardians, officials, athletic trainers, and team physicians have a duty to report a suspected concussion. Not all school districts have medical personnel available to cover every practice and competition; therefore, the coach is the person in the best position to protect the player and must be aware that not all student athletes will be forthcoming about their injury.
2. An official shall not be responsible for making the diagnosis of a concussion. The official can assist coaches and medical staff by recognizing signs and symptoms of a concussion and informing the coach and medical staff of their concerns.
3. The coach, (Certified Athletic Trainer) ATC, or physician on site should evaluate the athlete in a systemic fashion:
 - a. Assess for airway, breathing, and circulation (basic CPR assessment)
 - b. Assess for concussion
 - i. Any unconscious athlete should be assumed to have a severe head and/or neck injury and should have their cervical spine immobilized until a determination can be made that the cervical spine has not been injured. If no medical professional can make the assessment, the athlete should be transported to an appropriate emergency care facility.
 - ii. A conscious athlete with no neck pain can be further evaluated on the sideline.
4. An athlete experiencing ANY of the signs/symptoms of a concussion should be immediately removed from play. Signs/Symptoms of a concussion include:

PHYSICAL	COGNITIVE	EMOTIONAL
Headache	Feeling mentally "foggy"	Irritability
Nausea/Vomiting	Feeling slowed down	Sadness
Dazed/Stunned	Difficulty concentrating	More emotional
Balance problems	Difficulty remembering	Nervousness
Visual problems	Forgetful of recent information	
Fatigue	Confused about recent events	
Sensitivity to light	Answers questions slowly	
Sensitivity to noise	Repeats questions	

5. Evaluation:
 - a. Following any first aid management, the medical team, or coach in the absence of medical personnel, should assess the athlete to determine the presence or absence of a concussion. The SCAT (Sideline Concussion Assessment Tool) and SCAT3 are effective assessment tools that are readily available and can assist with the assessment.
 - b. The athlete should be monitored for worsening or change in signs and symptoms over the next 24 hours. Instructions should be given to the parent or guardian as to signs and symptoms that may require further or more emergent evaluation.

6. Management of a Concussion and Return to Play:
 - a. An athlete determined to have a concussion or have concussion-like symptoms will be removed from practice or competition and is not allowed to return to practice or competition that same day.
 - b. If an athlete displays concussion-like signs or symptoms, the athlete should be assumed to have a concussion until further medical evaluation can occur. "WHEN IN DOUBT, SIT THEM OUT!"
 - c. Written clearance from a physician (MD or DO), Advanced Nurse Practitioner in written collaborative practice with a physician, Certified Physician Assistant in written collaborative practice with a physician, or Certified Athletic Trainer in written supervision of a physician, must be provided prior to return to play.
 - d. Following a concussion, the athlete should have both physical and cognitive rest until symptoms have resolved.
 - e. An athlete must be asymptomatic at rest and with exertion prior to return to play
 - f. A graduated return to play protocol has been outlined by the Third International Concussion in Sport Group Statement (2008, Zurich), is recommended by the NFHS (nfhs.org), and may be used to guide return to play following medical clearance.

APPENDIX B: SUBSTITUTION GUIDELINES

A. INDIVIDUAL

1. Prior to Individual District Seeding Meeting: Coaches may change entries or substitute an eligible player if such is done before the start of the seeding meeting without the knowledge of changes made by other coaches.
2. Once individual seeding has started for singles, no substitutions can be made to singles entries. This same regulation applies to doubles. This substitution restriction applies even if a singles player or doubles team player(s) are injured during the warm-up prior to competition and after the start of seeding.
3. Between individual districts and state, no substitutions are allowed in singles competition. For doubles competition, consideration will be given only for a substitution due to unforeseen or unavoidable circumstances, not to include injury/illness. A written request must be received by the MSHSAA Office no later than 4:30 p.m. on the Tuesday prior to the state meet. Players not entered previously in individual competition are the only eligible substitutes.

B. TEAM

1. Between individual district matches and team sectionals, and between team sectionals and state, any eligible player may be used in the team line-up. Players must be entered in rank order. A player not present for sectional semifinals may not default the semifinals and compete in finals. **(Note: Team line-ups may not change between the first (semi's) and second (finals) round of team sectionals or between the first (semi's) and second (finals) round of team state.)**

NOTE 1: For team play, competition is defined as when line-ups are exchanged.

NOTE 2: If changes are made (B.1.), the order of the remaining players in the line-up for the next date must be the same as was used on the last date, unless the change can be justified.

2. Once team competition starts (team districts, sectionals or state), no substitutions may be made except for injury, illness, or disciplinary actions. A player who cannot continue must default the match in progress and then has two options:
 - a. Return to competition (e.g.: return for singles competition in semifinals or return for finals). OR
 - b. Call for a substitute, with the understanding that he/she (the injured, ill, or disciplined player) will not be able to return to play until the next team match. (If a substitution is made, the substitute will complete the team match in progress – team district, sectionals or state.)
(A player substituted for, using a direct substitution, in the Sectional or State semi-final may return to the line-up to play in the finals).
Example: If a team's number 1 player is injured/becomes ill during doubles and cannot continue for singles play, the substitute will "directly" fill the number 1 singles position. All other players remain in the same position they were in at the time team line-ups were exchanged.

NOTE 1: Substitution in B.2. above must be a direct replacement of the ill or injured player.

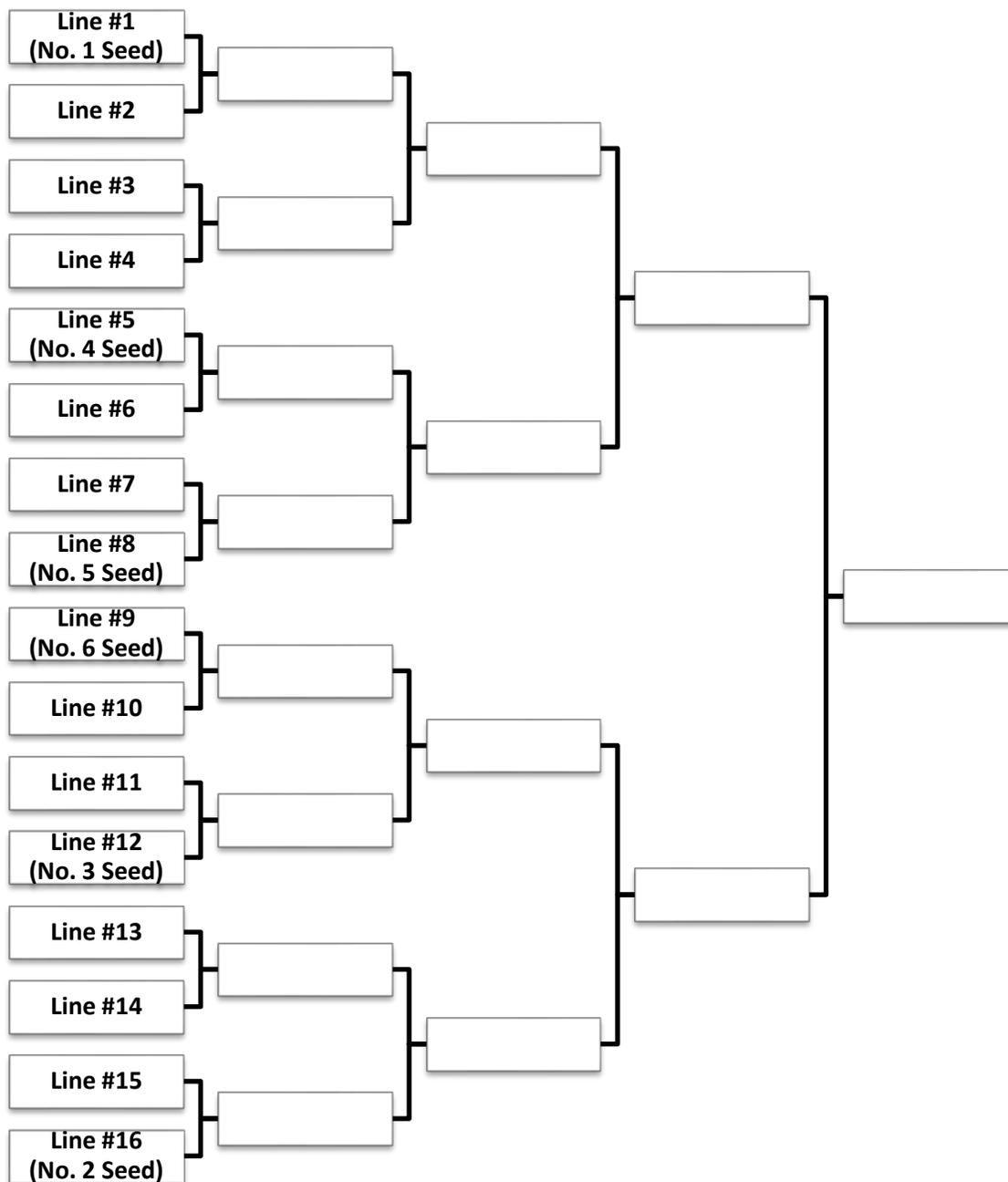
APPENDIX C: PLACEMENT OF BYES

Byes Used to Fill Out Draws: When there are not enough players to put one player on each line in the draw, byes are added. This serves to bring to the second round a player on each line so that there can be an orderly progression down to two finalists. For example, with 13 players, three of the lines on a 16 draw sheet would be marked "bye," and the three players drawn opposite those lines would move into the second round without playing a match, to be joined there by the 5 winners of first round matches to make up an even 8.

PLACEMENT OF THE BYES

- A. To seeded players in descending order: The byes shall go to seeded players in descending order. Remaining byes shall be evenly distributed among the quarters and halves of the draw using the procedures set forth in the subparagraphs below. There shall be no attempt to further balance the byes by eighths and sixteenths. Byes drawn to the top half of the draw shall be positioned on even-numbered lines; byes drawn to the bottom half of the draw shall be positioned on odd-numbered lines.
- B. If the number of byes exceeds the number of seeded players, then the byes shall be positioned on the lines opposite the lines where additional seeds would have been positioned had the draw been full and had the tournament seeded one in four players.
- C. Remaining byes: If the number of byes remaining to be distributed is not divisible by four, then the quarter or quarters that received one more bye than the other quarter or quarters shall be determined by lot. The referee should note the order in which the remaining byes are placed in the draw in the event that this information is needed later for placing an omitted player in the draw.
- D. Byes not moved when player withdraws: Once the byes are inserted in the draw, their positions shall not be changed even if a player withdraws.

APPENDIX C: PLACEMENT OF BYES & SAMPLE INDIVIDUAL DISTRICT PLAY



NOTE: Placement of a No. 5 or No. 6 seed as indicated in the bracket above is only if necessary.

Modifications:

- 8 Team(16 entries) Bracket – No Byes
- 7 Team (14 entries)Bracket – Byes on lines 2 and 15
- 6 Team(12 entries) Bracket – Byes on lines 2, 15, 6 and 11
- 5 Team(10 entries) Bracket – Byes on line 2, 15, 6, 11, 7 and 10
- 4 Team (8 entries) Bracket – Proceed to next round of bracket.
- 3 Team or 6 entries and less- Proceed to the next round of bracket as necessary.

APPENDIX D: DISTRICT SITE SELECTION PROCESS

TENNIS DISTRICT HOST SELECTION PROCESS: The following procedure was developed in response to a 1996 MSHSAA Questionnaire item to which schools responded that they strongly favored selecting their district host sites (specific deadline dates will be released by season in other MSHSAA publications and announcements):

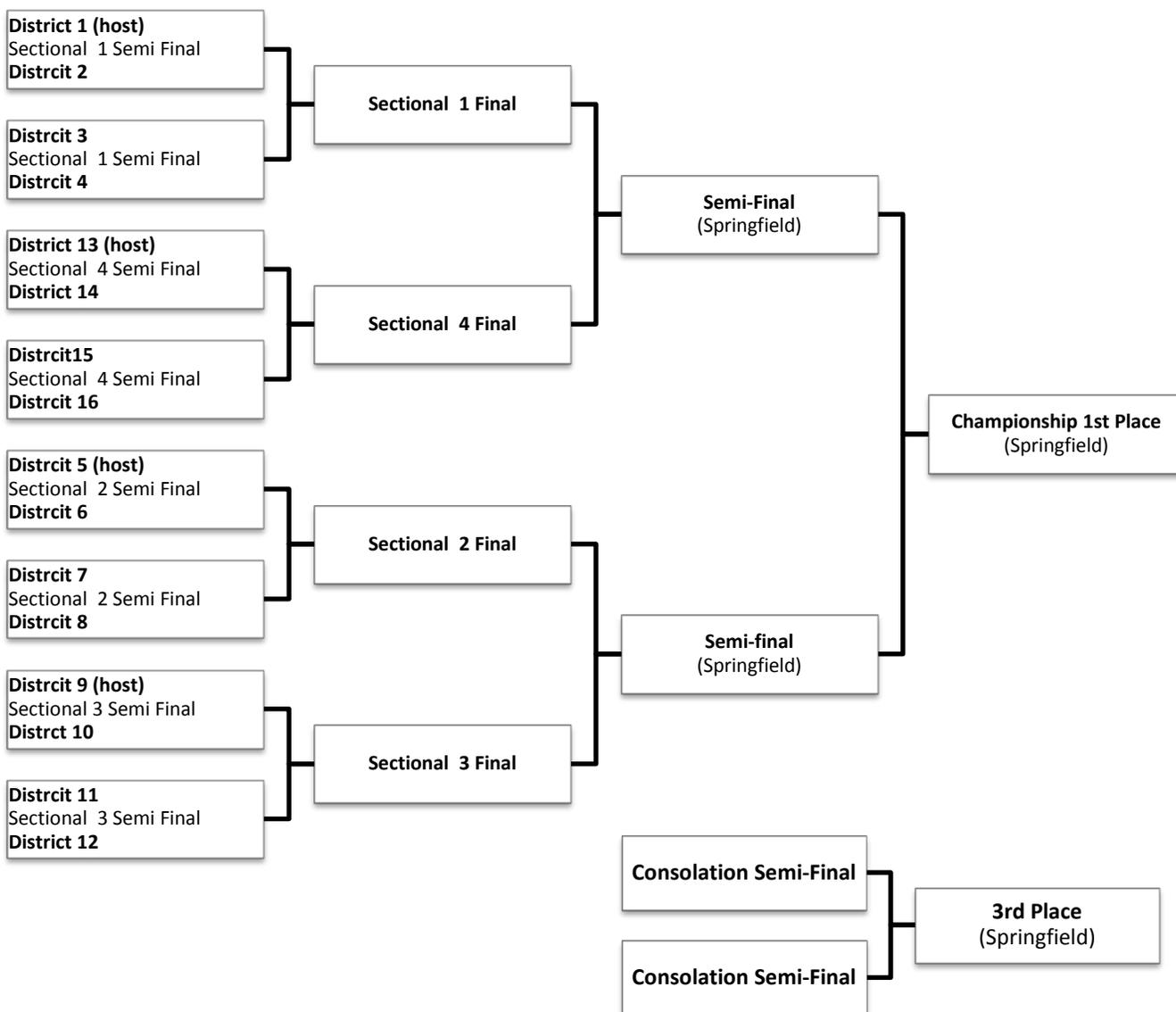
A. General Criteria: The following district site selection process shall be used for Girls and Boys Tennis.

1. Assignments of schools to specific districts shall be established by MSHSAA staff at the beginning of each two-year classification period. These assignments will remain constant unless it becomes necessary to modify assignments as determined by the MSHSAA staff.
2. The MSHSAA staff shall select one Athletic Administrator or Principal (per district) to serve as the chairperson who shall coordinate the site selection process for each activity.
3. The chairpersons will be contacted and confirmed via email by the MSHSAA staff.
4. Each chairperson shall review the list of schools assigned to his/her district on the MSHSAA website under the district assignments link.
5. Each chairperson will contact all athletic administrators of schools assigned to the specific district and arrange for a meeting (face-to-face is preferred but telephone conference call, email, fax, ballot, etc. is acceptable) to select the host site(s). MSHSAA shall incur no expense in conjunction with this meeting.
6. The request shall be to select the host site(s) for both years of the two-year classification cycle in most sports. The host site may be the same for the two year cycle, or a different school each year. Some activities have school participation levels that fluctuate too much to have the host site assignment made for two years. Those activities will be indicated in the sports specific information provided by the MSHSAA staff.
7. Specific criteria shall be established and published in each MSHSAA activity manual. The chairperson and school representatives shall follow the specific criteria to determine the appropriate course of action to be followed when selecting the district host site(s).
8. The district chairperson shall notify the MSHSAA office, via email, by the established deadline and indicate the selected host site(s) and manager's information for the two-year classification period (unless otherwise indicated in the specific activity criteria).
9. The MSHSAA staff shall review the submitted host sites for any necessary adjustments and final approval. The MSHSAA staff and/or Board of Directors shall select the host site when a district committee is unable to reach agreement or the Board determines a suggested site is unacceptable due to site constraints. A neutral site may only be used, provided there is prior approval from MSHSAA, due to confirmation of inadequate facilities at the assigned district schools or unusual circumstances. The neutral site shall be at no additional expense to MSHSAA.
10. Following final approval, host sites shall be added to the district assignments link and the district managers' packets shall be forwarded to each district manager within an appropriate time frame to allow for proper administering of the event.

B. TENNIS – SPECIFIC CRITERIA

1. Facility/site must be located within the boundaries of the State of Missouri, as per Board policy.
2. Minimum of eight (8) courts available – preferred.
3. Permanent bleacher seating – preferred.
4. Adequate off-street parking available – preferred.
5. The site facility(s) must be in compliance with Title III of the Americans with Disabilities Act as a place of public accommodation.

**APPENDIX E: TEAM TENNIS STATE PLAYOFFS BRACKETS
2018 GIRLS & 2019 BOYS TEAM CHAMPIONSHIPS: CLASS 1 AND CLASS 2**



APPENDIX G: 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 players, 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. One of the principles that has been followed throughout the history of the MSHSAA has been that our state tournaments have been recognized as an opportunity to demonstrate the best that a school has taught, not only the skills involved, but also sportsmanship that has been developed and exhibited by respect shown toward players and students from the opposing school and the officials administering the contest. A second principle has been that the tournaments are used as a means of evaluating a school's program. This has traditionally been accomplished through a district and sectional meet elimination process whereby schools from different areas of the state are brought into the final site.

Historically, state tournaments and/or meets have generally included two rounds of competition whereby teams and/or individuals advanced directly from a district competition to the state level competition. Intermediate rounds of competition at the sectional level were initially added to accommodate greater numbers of schools participating in a sport and as a means of enhancing the administration of the tournament series. It is recognized that in all sports some district tournaments will be tougher than others in that there is a greater concentration of highly skilled individuals and/or teams competing in them. Consequently, teams and/or individuals are eliminated in the qualifying rounds. This is by no means unique to any one sport as it happens in all sports and at all levels of sports competition.

It would indeed be questionable whether one could justify the state tournaments primarily for the purpose of determining a state high school "champion." State tournaments must have some values over and beyond that of the regular season competition. These values can be found only in providing a program in which member schools can again see a demonstration of the best that is taught in a different section of the state and to evaluate the best that is taught in a particular section with the best that is taught in the various other sections of the state. It is sometimes thought that tournament plans should make it possible to permit the best sixteen teams (or whatever number comprises the tournament) to compete in the state tournament. No plan will ever make this possible. Quite frequently two of the best sixteen teams in the state might be found in the same district tournament. A school should be careful not to evaluate its athletic program or team by whether it places in the state tournament or meet, but rather by how it rates in comparison with those teams that are fortunate enough to represent their areas in the state tournament. There is some indication that the championship concept has been overdone as the chief determinant in evaluating athletic teams. Tournaments based on the single elimination plan indeed have their weaknesses as a reliable means of determining the accurate rating of all schools concerned.

It is only when administrators, coaches, players, and fans understand all of the purposes of holding athletic tournaments and each group does its appropriate share in seeing that these purposes are carried out that these tournaments can be adequately justified in an educational program. Community pressures and the desire to win the championship should not blind us to all of the many worthwhile values that can be provided.

APPENDIX H
MSHSAA Guidelines for Fan/Spectator Support Items

In the chart below, **ONLY** those items marked “**Yes**” will be allowed as fan/spectator support items at all MSHSAA District and State Series Championships. **Schools are encouraged to follow these guidelines during the regular season.**

Sportsmanlike vocal cheering and support from the team bench area are encouraged. The items indicated on this page are for use by all fans/spectators.

LEGEND: BA-Baseball BK-Basketball CC Cross Country FB-Football GO-Golf SO-Soccer SB-Softball SW-Swimming & Diving TN-Tennis TR-Track & Field VB-Volleyball WR-Wrestling NA-Not Apply

SPORT	BA	BK	CC	FB	GO	SO	SB	SW	TN	TR	VB	WR
Balloons	Yes	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No
Banners on wall	Yes	Yes	Yes	No								
Confetti/shredded paper	No	No	No	No								
Hand held signs (no obstruction of view)	Yes	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No
Laser light/pointer/flashing objects	No	No	No	No								
Megaphones (Exception: Sideline Cheerleaders only)	No	No	No	No								
Artificial noisemakers, (including but not limited to horns, cow bells, bells, buzzers, shakers, clickers, thunder sticks, rattles, instruments not part of a band)	Yes	No	Yes	Yes	No	Yes	Yes	No	No	Yes	No	No
Compressed Air Horns/sirens	No	No	No	No								
Whistles	No	No	No	No								
Shirts on fans (required)	No	Yes	No	No	No	No	No	Yes	Yes	No	Yes	Yes
Team Introduction Run-Throughs or Break Away Banners (fans)	No	No	No	No								
Team Introduction Run-Throughs or Break Away Banners (team personnel & sideline cheerleaders)	Yes	Yes	Yes	Yes								
Poms, spirit/rally towels	Yes	Yes	Yes	Yes								
Cannons/muskets/guns/fireworks	No	No	No	No								
Carried school flags (Running/taunting prohibited)	Yes	Yes	Yes	Yes								
Live animals	No	Yes*	No	No	No							

*At State Championships Only With Venue Approval

