

SOFTBALL
SEASON OF SPORT
2008-2010

FIRST CONTEST: February 16, 2009
February 22, 2010
February 21, 2011

LAST CONTEST: May 8, 2009
May 14, 2010
May 13, 2011

	<u>2009</u>	<u>2010</u>	<u>2011</u>
NSCIF CHAMPIONSHIP: 1st Round (Tues.)	May 12	May 18	May 17
2nd Round (Thurs.)	May 14	May 20	May 19
Championship (Sat.)	May 16	May 22	May 21

NOTE: In Division V, the top 4 seeds will host 3 other teams in the first round with winners playing winners in third game. The host school shall play in the first of the three games.

- (#1 vs. #16 and #8 vs. #9 @ #1)
- (#2 vs. #15 and #7 vs. #10 @ #2)
- (#3 vs. #14 and #6 vs. #11 @ #3)
- (#4 vs. #13 and #5 vs. #12 @ #4)

Note: See Section IV: Game Sites and Times for more details.

MAXIMUM NUMBER OF CONTESTS: 24 (A tournament counts as 2 contacts)

MAXIMUM NUMBER OF SCRIMMAGES: 3
(See General Information # 10)

Note: All dates and sites are subject to change

NSCIF SOFTBALL PLAYOFF QUALIFYING GUIDELINES

I. DIVISIONS

A. The NSCIF Softball Tournament will be conducted in five classifications: Divisions II, III, IV, V, and VI. The five-division format shall be based upon the previous year, grades 9-12, CBEDS school enrollment figures. CIF sections shall be responsible for advancing schools in their proper enrollment division as described below:

Division I	2800 +
Division II	1600-2799
Division III	1000-1599
Division IV	400-999
Division V	399 and under (See I. B)

B. In addition, a Division VI will be added to the Northern Section tournament for schools with an enrollment of 175 or less in grades 9-12 using their previous year CBEDS school enrollment figures. **Division VI schools must complete a Declaration Form (Appendix D) by March 1st of the current season. Schools not completing the Declaration Form will remain in Division V.**

NOTE: These figures are based on enrollments established by the State CIF for the Basketball and Volleyball Playoffs. These figures may change if Regional and State Softball Playoffs are adopted.

II. ADVISORY COMMITTEE

The Softball Advisory Committee consists of one representative from each league.

III. SEEDING COMMITTEE

A. The Softball Advisory Committee shall serve as the Seeding Committee. The Chairman of the Softball Advisory Committee (or designee) shall chair the Seeding Meeting. The NSCIF Commissioner (or designee) will act as the Sergeant-at-Arms at the seeding meeting. All interactions by spectators at the meeting must go through the Section Commissioner/Designee. A league may select a different league representative for seeding purposes.

B. The tournament pairings must receive the Commissioner approval before publication and are final upon that approval.

C. If a school decides that they do not wish to participate in the NSCIF Championships, the school administrator must notify the Commissioner's office by Thursday, 12:00 Noon, prior to the seeding of the Playoffs. That team will be eliminated and the Commissioner will then notify the next ranked team of their qualification as established by the Playoff Points. In the event that there are no teams that qualify, a BYE will be awarded to the appropriate seed(s).

IV. GAME SITES AND TIMES

A. The highest seed will host throughout the tournament. The site location may be changed by mutual consent of the participating teams with approval of the NSCIF Commissioner's office.

B. All game times prior to the Section finals shall be at 4:00 p.m. except for the First round of Division V. (See Section C below). Note: Game times may be changed by mutual agreement of participating schools.

- C. In Division V, first round doubleheaders, the recommended times are Noon, 2:00, 4:00.
 - 1. The host school will play in the first game at Noon. The other two seeded teams will play the second game at 2:00 with the winners playing in the 4:00 game.
 - 2. If there are 3 teams in the first round bracket, the highest seed (host school) shall receive a bye and play the winner of the first game.
- D. The highest seed in each Division will host the NSCIF Championship Game. Recommended facility specifications should be met to host the Championship Game. (See Appendix A for Facility Specifications).
- E. The playoff dates may be changed by mutual agreement between participating schools to accommodate a conflict with other school or Northern Section events. The Section Commissioner must approve all changes.
- F. It is the responsibility of the Principal of each participating school to make a sincere effort to play all athletic events on the scheduled time at the assigned site. Dates, times and sites can only be changed by mutual agreement and with the approval from the Section Office. If it becomes necessary to change any dates, times, and/or sites for whatever reason, the NSCIF President, Playoff Committee Chairman and the Commissioner will work in cooperation with the school administrators to make those decisions

V. **QUALIFICATION AND SEEDING CRITERIA**

A. Qualification

- 1. Due to the different ratio of schools in each division, a general statement of qualification cannot be formulated. See Appendix B for the NSCIF Softball seeding formula.
- 2. Make up/Additional Games
 - a. Non-League games are not required to be made up.
 - b. Previously scheduled Non-League games must be completed by May 1.
 - c. Additional games may be scheduled following May 1 (providing a school does not exceed their maximum number of contests), but will not be used in the Section seeding formula/record.
 - d. Each individual league will determine if and when they will make up cancelled league games.
- 3. The NSCIF will, whenever possible, send representatives from each division when a NorCal Regional Tournament is implemented.
- 4. The Section Seeding Committee will seed all Playoff teams who qualify for the playoffs until tournament brackets are complete. League champions automatically qualify for the playoffs. A league must consist of at least 4 schools participating in softball to automatically qualify as a league champion. In the case of a tie for a League Championship, the League shall designate the Champion for qualification purposes. In some divisions, the tournament bracket may not have enough qualifying teams and will not be filled.
 - a. Schools/Teams accepting entry into the Section Playoff Tournament are committed to complete the tournament as scheduled.
 - b. Schools/Teams accepting entry into the Section Playoff Tournament must also fulfill State and Regional tournament commitments where applicable.

- c. The School's team failing to fulfill those commitments shall be forfeit any profit share of playoffs for that year and the following year (if applicable), including transportation reimbursement.
 5. In order to qualify for section playoffs, teams must meet one of the following three criteria:
 - a. Win at least half of their overall contests (excluding league matches against higher division opponents).
 - b. Win at least half of their league contests.
 - c. Win at least half of their division contests.
 6. A contest is considered a completed game when according to tournament rules or the host school's league guidelines state it is a completed game.
- B. Seeding Criteria for Qualifying Teams
 1. The basic premise for all divisions is that the League finish is the most important part of the regular season for any team. Therefore, teams **will not** be seeded out of their league finish (e.g., a third place team will not be seeded ahead of a second place team from the same league, however, a 2nd place team from one league may be seeded below a 4th place team from another league).
 2. Any one-league division will be seeded by league finish. The criteria will be:
 - a. League Record
 - b. Head to head competition (to break ties).
 - c. If still tied-coin flip. When 3 teams are tied, all 3 flip a coin. The odd school gets the lowest seed. The two remaining flip one coin for the high seed.
 3. Split teams in Tournament Competition must be approved by the Section Commissioner. Please refer to Volleyball or Basketball guidelines (Section V. B.3) for procedures.
 4. The Seeding Committee shall consist of the existing Softball Committee. The Advisory Committee Chair will act as the chairman. The seeding will take place as follows:
 - a. The teams will be placed in order based on league finish, then compared based on the NSCIF Softball seeding formula. (See Appendix B).
 - b. Once this initial seeding is complete teams may be adjusted based on head-to-head competition if they are in consecutive sports. A team may not be moved more than one place (higher or lower) after being compared by head-to-head competition in their original spot/rank.
 - c. The Seeding Committee may use its discretion to adjust the seeding.
 - d. If teams are tied the following prioritized tie-breakers will be used:
 - 1) Head to head competition.
 - 2) Division Rank (NSCIF seeding formula)
 - 3) Upper Division wins.
 - 4) Size of School rating (NSCIF seeding formula)
 - 5) Overall record vs. common opponents.
 - 6) Coin toss.
 5. Consideration should be given to placing top teams from the same league in opposite brackets or at least avoid playing in the first round. Geography needs to be considered (only in drastic situations). Neither of these factors should be used as criteria for initial seeding.
 6. The Commissioner has the right to adjust seeding prior to adjournment of the seeding meeting, if he/she determines an inappropriate situation exists.

7. Championship brackets may be altered to accommodate changes in divisions by Section schools.

NOTE: It is imperative that all schools report their scores to MaXPreps.com as the information/records posted on that website are used for seeding. Schools are responsible for reporting any errors to either MaXPreps.com or the Section office before the seeding meeting.

C. Divisional Tournament Format

1. Division II will be a 4-team tournament. Teams will be seeded according to Section guidelines. The winner of this tournament will be the NSCIF Division II Champion.
2. Division III will be a 4-team tournament. Teams will be seeded according to Section guidelines. The winner of this tournament will be the NSCIF Division III Champion.
3. Division IV will be an 8-team tournament. Teams will be seeded according to Section guidelines. The winner of this tournament will be the NSCIF Division IV Champion.
4. Division V will be a 16-team tournament. Teams will be seeded according to Section guidelines. The winner of this tournament will be the NSCIF Division V Champion.
 - a. In leagues with mixed Divisions, when there are at least four Division V schools, the top division V team will be considered the League Champion. In cases where there are not four Division V schools, but primarily Division IV schools, a team must finish 1st or 2nd to be considered as a League Champion.
 - b. A Division V team will not be considered a League Champion when the team above them in League elect to participate in the Division VI Playoffs.
 - d. For seeding in Division V, all teams in Division V and VI will be considered in Division V.
 - e. For seeding purposes in Division V and VI only, the Size of School (SOS) will be determined by **non-league** games only.
5. Division VI will be an 8-team tournament. Teams will be seeded according to Section guidelines. The winner of this tournament will be the NSCIF Division VI Champion.
 - a. For seeding purposes in Division VI, Division V and VI schools will be separated. Division VI schools will get upper division wins against Division V schools.
 - b. For seeding purposes in Division V and VI only, the Size of School (SOS) will be determined by **non-league** games only.

NOTE: Schools opting to Division VI must complete the Divisional Declaration Form (See Appendix E) by March 1st and submit to the Section Commissioner.

VI. NORCAL QUALIFICATION

Not Applicable.

VII. STATE QUALIFICATION

Not Applicable

VIII. OTHER RULES GOVERNING SPORT

A. National Federation Rules apply.

B. Continuous Play

To keep our teams sharp and playing on a regular basis, teams will be allowed to schedule an additional scrimmage on any round of the Section Playoffs that they do not have a contest due to BYES, inadequate number of teams in a Division, or a forfeit.

C. Speed Up Rules

1. All or any of suggested speed up rules may be used or not used at the discretion of each coach during the game. During the course of the game, a coach may choose to use the speedup rule one inning and then the next inning may choose not to do so.

2. Runners: The team at bat may use courtesy runners for the pitcher and/or the catcher anytime. The same runner may not be used for both positions, may not have been in the game already as a player, and may not be used twice in the same inning. Neither the pitcher nor the catcher will be required to leave the game under such circumstances. Players who have participated in the game in any other capacity are ineligible to serve as courtesy runners. A player may not run as a courtesy runner for the pitcher or the catcher and then be used as a runner or batter for another player in that inning.

D. Ten Run Rule: The ten (10) run rule will be mandatory for all Playoff games.

E. Tournament Game Day Format

1. Field groomed before each game (infield dragged, baselines raked and relined, mound packed, plate packed).

2. Visitors take infield/outfield practice first, followed by home team. Infield/outfield warm-ups should not exceed 15 minutes.

3. Umpires and coaches should meet at home plate to discuss ground rules after infield/outfield is taken.

4. Introduction of starting players, coaches, then remaining players of a team. Players and coaches are to line up on the foul lines from home to first and home to third bases. **REMINDER:** Announcers are to avoid describing action of any plays. Only announce the inning, the score, the outs, the hitter, any lineup changes, and any tournament information such as concessions, restrooms, program sales, etc. (See Appendix C).

5. Play National Anthem

6. Awards are to be presented at the conclusion of the Championship game at Home Plate. Public address system used to announce players and coaches.

F. Game Dates

Game dates may be changed with permission of the Commissioner and with mutual consent of the schools involved. **NOTE:** If the Finals are cancelled, the Championship Games in each Division will be played the following Tuesday at the highest seeds home site.

NSCIF GAME MANAGEMENT INFORMATION

I. OFFICIALS

- A. The host school is responsible to contact their officials association to notify them of the date and time of their playoff game.
- B. Three (3) officials will be assigned from the host school's assigning area for all playoff games.

II. OFFICIAL BALL

The Dudley softball will be used **exclusively** for all Northern Section CIF Playoff and Championship events. The Northern Section will provide a minimum of three (3) softballs to the host schools in each Division. The Spalding/Dudley sponsorship is a 5-year contract and is valid until June 30, 2012.

Softball: **Dudley (Yellow Optic) SB-12L RF Y FP (Red Stitch)**

III. PLAYER ELIGIBILITY

Any player whose name appears on the official Varsity, Junior Varsity, or Freshman roster for the last league game and who is currently eligible under CIF guidelines is eligible to participate.

IV. UNIFORMS

The National Federation Rulebook shall be followed. Changes regarding visiting and home jerseys may be made by mutual consent.

V. GAME SUPERVISION

- A. The host school shall provide an administrator or designee to serve in an official capacity and help with the basic operations and needs of the game.
- B. The host school shall be responsible for security personnel as needed.

VI. ENTRY FEES (All entry fees are subject to change)

The entry fee for the playoffs will be a one-time fee of \$75 per team. **Please submit entry fees directly to the Section Office. Do not include fees on financial report.** Checks made payable to NSCIF.

VII. ADMISSION FEES (All admission prices are subject to change)

Admission will be charged for all Playoff Games leading up to and including the Finals.

	<u>NSCIF Finals</u>	<u>2009-10 NSCIF Finals</u>
General	\$ 4.00	\$5.00
K-8 Student	\$ 3.00	\$4.00
Student (w/A.S.B. card)	\$ 3.00	\$4.00
Senior Citizen (60 and over)	\$ 3.00	\$4.00

(See note on next page)

NOTE: No Section CIF, League, or school passes will be honored. The host school will arrange to admit the following: Supervisory personnel, pep bands, cheerleaders, and credentialed media. Gold Lifetime Passes, State CIF Courtesy Cards, Board

Member/Superintendent Passes, and Official Playoff passes are the only passes that will be honored.

Note: Schools choosing not to admission, will pay the cost of the officials.

VIII. HALF-TIME ACTIVITIES

Not applicable.

IX. FINANCIAL REPORT

Following each game the host school will forward a financial report to the NSCIF Commissioner's office within 30 days. A 10 % penalty will be imposed on the host school for reports not received within 30 days. (See Financial Report form in the General Information Section of these Guidelines). This report shall include:

1. Gate Receipts
2. Itemized list of all permissible expenses.
3. A check for the net amount after all expenses has been paid. Make checks payable to NSCIF.
4. The host school retains program and concession revenues. (Costs for producing programs will not be reimbursed).
5. **Do not include entry fees on financial report. Submit all entry fees directly to the Section Office.**

X. PERMISSIBLE GAME EXPENSES

- A. The host school, while following season customs, is expected to hold expenses to a minimum. A \$100 maximum allowance for single game (\$150 maximum for multiple game sites) expenses is allowed excluding umpires. Umpires will be paid through the Section office.
- B. All support personnel will be assigned and paid by the host school and indicated on the Financial Report

XI. PUBLICITY/REPORTING RESPONSIBILITIES

- A. The host school should provide local newspapers with advance publicity of the teams involved in the play-offs, including tournament times and locations as well as any admission prices.
- B. The host school should provide the local newspapers with a summary and highlights of the play-off game.
- C. Play-off teams should provide their own local newspaper with summaries, details, and outcome of the games.
- D. **It is imperative that all schools report their scores to MaXPreps.com as the information/records posted on that website are used for seeding. Schools are responsible for reporting any errors to either MaXPreps.com or the Section office before the seeding meeting.**

XII. RADIO/TV

The Section Commissioner must approve all commercial radio and TV coverage of section play-off contests. The broadcast fee is \$ 100.00 payable to NSCIF prior to the contest.

XIII. VENDORS

A fee of \$100 at 10% will be charged per vendor payable to prior to any Section Playoff contests where vendors will be present. The Fee will include all Divisional and Section Championships. The fee **DOES NOT** include Regional and State CIF Contests. Any and all display materials are to be provided by the vendor.

XIV. AWARDS (Softball)

The following awards have been approved by the Northern Section. Any additional awards must be approved by the Section office. Additional awards may not have any financial impact on member schools.

1 Championship Shadow Boxes-Divisions II, III, IV, V, and VI (5 total)

1 Runner-up Shadow Boxes-Divisions II, III, IV, V, and VI (5 total)

18 Individual Championship Patches* (90 total)

18 Individual Pins* (90 total)

Note: Maximum of 18 individual awards per team. Additional patches and pins may be purchased from the Section Office.

APPENDIX A FACILITY STANDARDS

It is the intent of the NSCIF, the NSCIF Softball Advisory Committee, and the NSCIF Board of Managers that the best possible site be used for all NSCIF section Playoff Softball Games. The following criteria standards for the NSCIF Championship Softball Game. Please submit facility standards to the Section Office upon notification of entry into Section Tournament.

1. *All dirt infields are most desirable. All grass infields with well-defined infield/outfield and base areas considered suitable.
2. *Adequate backstop.
3. Outfield fence. (185-220)
4. Foul poles (foul pole “wings” preferable).
5. *Dugouts with water
6. Designated bullpen areas.
7. Ballpark completely fenced. (If not, well-defined “out of play” lines).
8. Adequate spectator seating.
9. *Flag pole for National Anthem. (Color Guard will be sufficient, temporary or permanent.)
10. Spectator parking close to the field.
11. *Restrooms conveniently located near the field. (Portable toilets if necessary).
12. Concessions stand.
13. *Public address system.
14. *Scoreboard (electric or manual).

* Required to host the playoff games.

With this in mind I have reviewed the above criteria and:

_____ Have found our field and facility to be up to the NSCIF standards and will be able to host a NSCIF Section Softball Championship Game.

_____ Have found our field and facility not up to the minimum NSCIF standards and will not be able to host a NSCIF Section Softball Championship Game. We would recommend (with Commissioner approval) the following alternate site:

(Site Administrator Signature)

(School)

(Date)

Appendix B

NSCIF SOFTBALL SEEDING FORMULA

The NSCIF softball seeding formula used to rank teams for the Northern Section softball playoffs. The formula utilizes three criteria to compare all schools:

- A. Overall Record: Teams are ranked in each division by their overall record based as a percentage.

Example:	%	Rank for A
Team A is 20-2	91%	1
Team B is 18-4	82%	2
Team C is 21-7	75%	3
Team D is 7-15	32%	5
Team E is 8-14	36%	4

- B. Record Within Division (This criteria has two parts)

1. Ranked by total number of actual wins within their division
2. Ranked by winning percentage within their division.

These two ranks are added together. The lowest sum receives the highest rank, the second lowest sum receives the second rank, etc.

Example:	Div. Win	Rank	Div. % and Rank	Sum	Rank for B
Team A	14-2	1	88%	2	3
Team B	2-0	5	100%	1	6
Team C	7-7	2	50%	4	6
Team D	3-7	4	30%	5	9
Team E	5-4	3	56%	3	6

- C. School Enrollment Ranking (This criteria has two parts)

1. Size of School (SOS) is determined by adding up all of the enrollment divisions of all opponents and then dividing that total by the number of opponents. The lower the number is, the tougher the schedule. The higher the number, the weaker the schedule. (Wins and losses do not matter).

Example: Team A has a non-league schedule that includes 2 Division III teams, 2 Division IV teams, 5 Division V teams, and 1 Division VI team. That gives Team A, a total of 39 points (6+8+25+6) divided by 10 games which equals 3.9. The Size of School percentage shall be rounded to the nearest tenth.

2. Upper Division Wins (UDW) is calculated by adding the total number of wins with opponents in a higher division and ranking them accordingly. **NOTE:** If two teams are tied at rank 2, the next team is ranked 3 in Part C only.

Example:	SOS pts.	Rank	UDW	Rank	Sum	Rank for C
Team A	3.9	2	6	2	4	1 (tie)
Team B	4.1	3	8	1	4	1 (tie)
Team C	3.8	1	2	4	5	2
Team D	4.3	4	1	5	9	4
Team E	3.9	2	3	3	5	3

NOTE: If teams are tied at a rank, the next team follows in order in categories A-C. For example, teams tied at rank 2, the next team is ranked 3.

- D. Final Ranking

Total the rankings in the three areas (A, B, and C). The lowest total receives the higher rank. See Playoff guidelines for ties in final total points.

Team	Rank in A	Rank in B	Rank in C	Total	Rank
Team A	1	1	1	3	1
Team B	2	2	2	6	2
Team C	3	2	2	7	3
Team D	5	5	5	15	5
Team E	4	4	4	12	4

APPENDIX C ANNOUNCER SCRIPT

The following are guidelines for the Announcer:

1. Welcome

“Good afternoon (evening) ladies and gentlemen, and welcome to _____ (Field, Park, High School, etc.) the site for the Division ____ Baseball Section Championship Game. Today’s game features the visiting _____ (mascot) of _____ (High School) versus the home team _____ (mascot) of _____ (High School).

2. Introductions (check w/coaches prior to introductions format).

A. Introduce non-starting players, then starting players, then coaches. Have them line up on the foul lines from home to first and home to third.

B. “And now for the starting lineups: First, for the visiting _____ (school and mascot).

Leading off and playing _____ (position), # _____, _____ (name)

Batting 2nd and playing _____ (position), # _____, _____ (name)

Batting 3rd and playing _____ (position), # _____, _____ (name)

Batting 4th and playing _____ (position), # _____, _____ (name)

Batting 5th and playing _____ (position), # _____, _____ (name)

Batting 6th and playing _____ (position), # _____, _____ (name)

Batting 7th and playing _____ (position), # _____, _____ (name)

Batting 8th and playing _____ (position), # _____, _____ (name)

Batting 9th and playing _____ (position), # _____, _____ (name)

NOTE: Players don’t play pitcher or catcher. Announce “pitching today, and/or catching today is _____ (name). OR, the pitcher is _____ (name) and/or the catcher is _____ (name).

3. Umpires

“The umpires for today’s game: Behind the Plate is _____ (name).

On the bases are _____ (name),

And _____ (name).

4. National Anthem-Please ask for all to stand and **remove their hats**.

5. Introductions of Batters

A. Introduce each hitter as they come to the plate. “Now batting, ____ (name). May also include either /both position and number.

B. In order to minimize repetition for “now batting” the following may be used:

- 1) At the Plate
- 2) Coming to Bat
- 3) The Batter
- 4) Now Hitting/Batting



CALIFORNIA INTERSCHOLASTIC FEDERATION
NORTHERN SECTION

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NSCIF DIVISIONAL VI DECLARATION FORM

(Duplicate as needed)

For NSCIF competition in Volleyball, Basketball, and Softball, a Division VI has been utilized for schools with an enrollment of under 175 students in their previous year 9-12 CBED report. Schools opting for Division VI are not eligible to advance to Regional or State competition. Petitioning Up: Northern Section schools are required to participate in the division that has been established using the previous years', grades 9-12, CBEDS enrollment. (Adopted May 2003 Federated Council).

Schools opting to Division VI must complete the following and submit to the NSCIF office by the time frame listed for each sport. (See below).

_____/_____/_____
(Date submitted-See following pages for deadlines)

_____ High School declares to compete in Division VI in the following sports:
(School)

- _____ Girls Volleyball (October 1st of the current season)
_____ Boys Basketball (December 1st of the current season)
_____ Girls Basketball (December 1st of the current season)
_____ Girls Softball (March 1st of the current season)

(Principal Signature)

(Print Principal name)

BASKETBALL, SOFTBALL, and VOLLEYBALL: Division is determined by previous year 9-12 CBED enrollment as follows:

- Division I 2800 +
Division II 1600-2799
Division III 1000-1599
Division IV 400-999
Division V 399 and under
Division VI 175 or less (Section only)