



2012 NCS/LES SCHWAB TIRES DIVISIONS 1-6 BASEBALL CHAMPIONSHIP SERIES BULLETIN

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TO: BASEBALL COACHES, PRINCIPALS, ATHLETIC DIRECTORS, SITE DIRECTORS, LEAGUE COMMISSIONERS AND NCS STAFF
FROM: Karen Smith, Associate Commissioner
DATE: January, 2012

*** IMPORTANT DIVISION 1-6 BASEBALL DATES ***

FRIDAY, APRIL 13, 2012 - Deadline for each **officials' association** to electronically submit Form A, their association's alphabetized list of recommended officials, using the interactive form on the NCS website (www.cifncs.org/officials/). NCS will post the list of recommended officials on the baseball home page so that coaches may complete Form B to submit to the NCS Office.

MONDAY, APRIL 30, 2012 - DEADLINE for the following items:

- TEAM ROSTER submitted via website
- EVALUATION OF OFFICIALS' FORM (Form B) (download form from www.cifncs.org/sports/baseball)

NOTE: Two (2) bonus complimentary tickets will be provided to those coaches that comply with the deadline of returning their team roster and officials' evaluation form in the proper format and according to the instructions.

STEPS TO SUBMIT ROSTER:

- Go to the baseball homepage at www.cifncs.org/sports/baseball
- Click on ROSTER INPUT
- Input ALL information and submit
- Check to ensure that the NCS has received your roster by going to the baseball home page (www.cifncs.org/sports/baseball) and clicking on "Championship Forms Verification"

SATURDAY, MAY 19, 2012 - Final date for league competition. Deadline for determining league champions.

Final date for submission of automatic/at-large applications to the NCS/Les Schwab Tires Championships (**ALL APPLICATIONS NEED TO BE SUBMITTED VIA THE WEB BY 10:00 PM FOR CONSIDERATION**).

STEPS TO SUBMIT AUTOMATIC/AT-LARGE APPLICATION:

- Go to the baseball homepage at www.cifncs.org/sports/baseball/
- Click on AUTOMATIC/AT-LARGE APPLICATION
- Input ALL information and submit
- Email (ksmith10@cifncs.org) or fax (925-263-2120) application to host (download form from www.cifncs.org/baseball)
- Check to ensure that the NCS has received your forms by going to the baseball home page (www.cifncs.org/baseball) and clicking on "Championship Forms Verification"



FARMERS

SUNDAY, MAY 20, 2012 - At-Large & Seeding Meeting –Coaches do not attend meeting but hosting schools must pick-up materials for hosting.

At-Large & Seeding Meeting – COACHES DO NOT ATTEND THE MEETING The selection and seeding meeting will be conducted as a closed meeting. NCS member schools have authorized the use of one committee comprised of representatives from NCS Conferences. Each committee will be responsible for the selection of the at-large teams and seeding of each tournament. The committees have been selected and committee members are currently monitoring the baseball competition of NCS member schools. Tournament brackets will be posted on the NCS website as they are developed.

MATERIALS FOR HOSTING

When brackets are posted Sunday, May 20, 2012, a hosting school representative must pick-up game materials at the NCS office between the hours of 1:00 p.m. and 5:00 p.m. Game materials include the gate bag for the game you are hosting, team packets, baseballs and team certificates for you and your opponent.

DIVISIONS AND FORMAT

Championships shall be conducted in SIX divisions using previous year's TOTAL school enrollment numbers, grades 9-12.

<u>Division</u>	<u>Bracket Size</u>
Division 1 = 2000 & above	up to 16 teams
Division 2 = 1450-1999	up to 16 teams
Division 3 = 900-1449	up to 16 teams
Division 4 = 420-899	up to 16 teams
Division 5 = 200-419	up to 16 teams
Division 6 = 199 & below	8 teams

If a team of larger classification participates in a league with schools of a smaller classification, that school must compete in its actual classification during post-season competition in team sports. Each championship will be conducted over a two-week period. School listings by classification can be found at the NCS website, www.cifncs.org, Baseball Home Page.

MINIMUM QUALIFYING RECORD

To be accepted as a participant in the NCS/Les Schwab Tires Baseball Championships, a team shall have compiled a winning record, or a winning record against teams in its own Division **or a winning record in league**. Exception: league champions gain automatic entry.

- A winning record is defined as a team having won more games than it has lost.
- A Team in its own division is defined as **any** team whose grades 9-12 enrollment fall within the school's NCS Baseball Divisions (See NCS Division ranges above).
- Games against teams outside of the United States will not be counted in determining the winning record within a Division.
- When a team's petition is approved to play in a Division of greater enrollment, that Division for which the team is approved shall be its Division for the respective year.

AUTOMATIC AND AT-LARGE ENTRIES

Each league's championship school shall automatically qualify for its (school's) respective NCS/Les Schwab Tires Baseball playoff Division.

DESIGNATED LEAGUE CHAMPION

The team designated as the league winner receives the automatic berth in the section championships however the automatic/at-large submission must be in by the deadline to be accepted into the tournament. **The league determines prior to the season, in writing, how the league winner is determined. If a league has more than one winner, i.e., round-robin winner and playoff winner, the league will determine which winner gets the automatic berth.** For North Coast Section purposes that designee is the league champion.

PROCESS OF SELECTING AT-LARGE BERTHS

☐ **Schools must** Go to the baseball homepage at www.cifncs.org/baseball/ and Click on AUTOMATIC/AT-LARGE APPLICATION to submit the Automatic & At-Large application **to be considered for an at-large berth.**

AT-LARGE TEAMS

After each league championship school has been placed in its respective Division's bracket, any remaining berths in the classifications' bracket shall be filled with at-large teams selected from schools that are classified in the respective Division.

CRITERIA FOR AT-LARGE SELECTION

The criteria for selection of at-large teams for NCS/Les Schwab Tires Baseball Championship Series shall be a balance between:

- Record over-all
 - League/Place/Co-champion
 - League Playoff
 - Non-league (pre-season/tournament/other)
- Strength of Schedule
 - Record against top 6 opponents.
 - Record against teams in the same classification
 - List your most significant victories/defeats
 - Record against teams in a higher classification
 - List your most significant victories
 - Head-to-head against teams which have qualified or are being considered.
 - Record against common opponents

3) Coach's rating

SEEDING

The respective Seeding Committee shall be responsible for the pairing and seeding of the NCS/Les Schwab Tires Baseball Championship Series Events per the format as adopted by the Board of Managers.

SITE SELECTION

Criteria for Determining Sites for all Divisions

First, quarterfinal and semifinal rounds in Divisions 1-6 will be hosted by league champions provided they have the facilities to host the game at no expense to the North Coast Section. If two league champions are scheduled to play each other, the contest will be conducted in the geographical area of the higher seeded team. If neither team is a league champion then the contest will be conducted in the geographical area of the higher seeded team. The sites for Division 1-6 championship contests will be selected by NCS staff. The championship sites for Division 6 will be played at the home site of the highest remaining seed in the finals provided the facility meets the hosting criteria.

HOSTING 1ST, QUARTERFINAL AND SEMIFINAL ROUND GAMES

- a. League champions may host 1st, quarterfinal and semifinal round games in Division 1-6 competition provided their baseball facility meets the minimum NCS host site criteria.
 - 1. The playing field must meet all minimum standards as described in the National Federation rulebook for the respective sport.
 - 2. Minimum seating capacity of
 - 1st and quarterfinal round contests: Division 4, 5 & 6 - 50 Division 1, 2 & 3 - 125
 - Semifinal round contests: Division 5 & 6 - 50 Division 4 - 250 Division 1, 2 & 3 - 300
 - 3. Adequate, safe and lighted parking for spectators within a reasonable distance of the facility
 - 4. Adequate rest room facilities for spectators
 - 5. Public address system
 - 6. Easily assessable telephone in case of emergency
 - 7. Capable of securing the facility for the purpose of collecting admission
 - 8. Provide the required site personnel
 - 9. Pay the site personnel in accordance with the NCS fee schedule
 - 10. Display NCS sponsorship banners unless the school has an exclusive agreement with a competing sponsor.
 - 11. Make the required NCS public address announcements
 - 12. Sites must comply with the American Disabilities Act.
 - 13. Site costs must be within the costs allowed by NCS for the respective activity.
Note: Additional costs shall be the responsibility of the host school.
 - 14. Staff will be allowed to adjust "sites", when circumstances warrant, for the maximum benefit of the respective tournament.

CRITERIA FOR DETERMINING WHICH GEOGRAPHICAL AREA GAMES ARE ASSIGNED IN FIRST, QUARTERFINAL AND SEMIFINAL ROUNDS

- 1) The contest will be conducted in the geographical area of the league champion.
- 2) If two league champions are scheduled to play each other, the contest will be conducted in the geographical area of the higher seeded team.

If neither team is a league champion the following will apply:

- 1) When two seeded teams play each other, the contest will be conducted in the geographical area of the higher seeded team.

CRITERIA FOR DETERMINING WHICH GEOGRAPHICAL AREA GAMES ARE ASSIGNED IN THE CHAMPIONSHIP ROUNDS

- 1) The contest will be conducted in the geographical area of the higher seeded team.
- 2) Staff will be allowed to adjust "sites", when circumstances warrant, for the maximum benefit of the respective tournament.

NCS/LES SCHWAB TIRES CHAMPIONSHIP SERIES SCHEDULE

SCHEDULED DATES:

Divisions 1-5

Tuesday or Wednesday, May 22 or 23, 2012 - 1st round (Home sites)
 Friday or Saturday, May 25 or 26, 2012 - Quarterfinal Round (Home sites)
 Tuesday or Wednesday, May 29 or May 30, 2012 - Semifinal Round (Home sites)
 Friday or Saturday, June 1 or 2, 2012 - Finals (NCS staff will select sites)

Division 6

Tuesday or Wednesday, May 22 or 23, 2012 - 1st round (Home sites)
 Friday or Saturday, May 25 or 26, 2012 - Semifinal Round (Home sites)
 Friday or Saturday, June 1 or 2, 2012 - Finals Round (Home sites)

Division 1-6 Contest Starting Times

1st, Quarterfinal and Semifinal Round Contests

Starting Time: ~~5:00~~ **4:00 p.m.** if no lights(during the week), Sat. games 1:00 pm or 7:00 p.m. (if at a lighted field) *(passed BOM 1/27/12)*

ADMISSION FEES - All games

Adults.....\$9.00 Students\$6.00

Child/Senior Citizens.....\$6.00

Note: Admission fees at professional, college and other non-high school facilities may vary from the above prices.

ADMISSION POLICY: Players (all in uniform) and coaches, team support personnel (maximum 4: managers, statistician, etc.), drivers or team attendants (maximum 4) and faculty supervision (maximum 2 administrators) shall be admitted as a group as per the gate list.

Two bonus complimentary tickets will be provided to those schools that comply with the deadline of returning media information, input of roster and return of the Officials Nomination Form B.

The North Coast Section Board of Managers, Superintendent, Management, Honor Coach, Media, Photo, CIF issued, and NCS and CIF Lifetime passes (metal) will be honored.

SOUVENIRS

Souvenir programs will be on sale at all contests for \$3.00. Schools may order NCS/Les Schwab Tires Championship Baseball T-Shirts (\$17.00, XX Lg. shirts are \$19.), Long sleeve T-shirts (\$20.00, XX Lg. Shirts are \$22.00), Sweatshirts (\$33.00, XXLg. Sweatshirts are \$35.00), Visors (\$13.00), Hats (\$17.00), patches (\$17.00) and Polo shirts (\$28.00, XXLg. \$30.00) Polar Tec Vests (\$48.00, XXL \$50.00), at selected sites. Schools may also order NCS/Les Schwab Tires Championship T-Shirts, sweatshirts, patches and other merchandise at the At-Large and Seeding meeting. Coaches may use check, cash, MasterCard, Visa, Discover, school purchase order, requisition form and school billing to purchase souvenirs. Call the NCS office if you have any questions. Information regarding souvenirs is also available at the NCS Internet Website - <http://www.cifncs.org>.

TEAM TRANSPORTATION POLICY

Participating schools will receive travel expenses in excess of the first 100 miles round trip per game. The rate will be \$.50 cents per mile to a maximum of four (4) cars or \$2.00 per mile for buses (Standby time is not reimbursed). There is no allowance for overnight accommodations. ALL CLAIMS FOR REIMBURSEMENT MUST BE RECEIVED BY THE NORTH COAST SECTION OFFICE WITHIN 30 CALENDAR DAYS OF THE TOURNAMENT.

REIMBURSEMENT DEADLINES

Schools will only be reimbursed after actual copies of transportation billings are received by the NCS Office. Schools that do not submit written requests for reimbursement of allowable expense incurred for NCS/Les Schwab Tires Championship Series competition participation **WITHIN 30 DAYS OF THE CONCLUSION OF THE EVENT** will not receive 100% of the approved reimbursement.

Reimbursement will be based on the following scale:

1 - 30 days = 100% of the approved request

31 - 45 days = 75% of the approved request

46 - 60 days = 50% of the approved request

past 60 days = 0% of the approved request *(Board of Managers 4/26/96)*

AWARDS

Up to 20 participants, per team, will receive souvenir certificates. A plaque will be presented to the first place team. Pennants will be awarded to the first and second place teams. Medals will be awarded to the 20 members of the first and second place teams. First or second place teams requiring more than 20 medals may order by emailing Sandy Lemmon at smc@cifncs.org.

OFFICIAL GAME BALL

The North Coast Section official baseball is the Rawlings R100. Only a Rawlings baseball may be used in a North Coast Section/Les Schwab Tires Championship contest.

ADMINISTRATOR-IN-CHARGE (See Bylaw 604H in the Sports & General Rulings Handbook)

Each school, which is participating in a NCS team championship series, must have an administrative level representative or designee, in addition to the team coach, in attendance before, during, and after the event each time that the school competes. The school's principal must indicate in writing the name of the person (certificated faculty member or certified coach under Title V for public schools, contracted faculty/approved coaching staff members for private schools) provided the person is not coaching (neither the head coach or an assistant coach) who is the Administrator-in-Charge (responsible for crowd control, student behavior, and injury care) whenever that school's team is participating in the respective NCS event. This letter shall be presented to the Site Director when the person reports to the Site Director as instructed at the orientation meeting.

Note: The Administrator-in-Charge Registration form may be signed by any school administrator (vice principal and assistant principal) and/or the school athletic director.

Exception: Any school traveling more than 150 miles, one way, is not required to send an administrator-in-charge in the sports of volleyball, baseball or softball. Under this exception the coach of the traveling school is responsible for crowd control, student behavior and injury care.

GENERAL INFORMATION-refer to General Rulings

1. All facilities must conform to the National Federation Baseball Rule Book.
2. Each team will be allowed a maximum of 10 minutes for infield practice. The visiting team will take infield first.
3. Participating teams will NOT be allowed to take batting practice at the game site within two hours of the scheduled game time. Pepper is not allowed. Use of whiffle balls for soft toss is acceptable provided it is allowed by the host facility.
4. The home team for first and quarterfinal round games will be the higher seeded team and determined by the seeding committee (see page 3). Semifinal and final game locations will be determined by NCS staff. The home team (who bats last) will be determined by the flip of the coin for the semifinals and finals.
5. The home team will use the third base dugout, or as assigned by the site director.
6. All games will be seven (7) inning games unless the score is tied at the conclusion of the seventh inning in which case extra innings will be played.
7. Each site director will provide each participating team and both umpires with a copy of the ground rules.
8. Teams will be expected to arrive in uniform. Locker rooms will not be available.
9. Umpires will be instructed to strictly enforce the limits of three defensive time outs per seven innings game and one offensive time out per inning and to limit pitchers to one minute or five pitches whichever comes first, between innings.
10. No new inning shall start after three (3) hours have elapsed from the beginning of the game of a doubleheader.
11. When a game is tied at the completion of seven or more innings and two and one-half hours have elapsed since the beginning of the game, and another game is scheduled for the field, and no other field is available, the tied game shall be interrupted and the regularly scheduled game allowed to begin. If the tied game is interrupted it shall be continued; 1) when a field becomes available within the limits set in items 11, 12, 13 and/or 14) at an alternate field on the next morning or on Monday afternoon, if the game was a Saturday game. The alternate field may be the home facility of the higher seeded team provided the facility meets the criteria to host and is available for completion of the game. Game times will be according to earlier round games.
12. Teams involved in tied games, which are called due to the time limit, will continue the game on the next day prior to any scheduled playoff game. If the next day is Sunday, the game will be scheduled to continue on Monday. See #11 for placement of a tied game.
13. No new game shall start after 10:00 p.m.
14. No new inning shall start after twelve midnight.
15. Each team will:
 - a. Provide at least one ball shagger for each game in which the team participates.
 - b. Provide their own bat boy/girl.
16. The game management is solely responsible for determining whether or not a game will be started. After the game is underway the decision as to whether or not it should be suspended rests solely with the game umpires.
17. There will be a minimum of a thirty-minute (30) break between games to allow for infield practice and field preparation.
18. Umpires will be assigned by the NCS Officials Assigner.
19. Pitching Limitation Rule (CIF Adoption): Thirty outs and/or 3 appearances in a calendar week throughout the season, Monday through Saturday.
 - a. Inning pitched in a no game, i.e. rain out, power failure, etc. shall count towards the thirty outs.
 - b. If the 30th out involves a double or triple play, the team will not be penalized.
 - c. An appearance is defined as a pitcher pitching at least one pitch.
 - d. Any violation constitutes a forfeit of the contest.

RADIO AND TELEVISION

Radio and television stations desiring to broadcast playoff games (live or delayed) will be required to receive authorization from the North Coast Section Associate Commissioner. A broadcast fee will be charged.

VISIT NCS ON THE WEB - www.cifnco.org

Results from NCS/Les Schwab Tires Baseball Championships, presented by Farmers, are posted to the NCS website after each evening games are played. Site location and times are also listed for the following round