

2012 NORTH COAST SECTION/LES SCHWAB TIRES SOFTBALL CHAMPIONSHIPS PRESENTED BY FARMERS

5 Crow Canyon Court, Suite 209, San Ramon, CA 94583

t 925.263.2110 x15

f 925.263.2120

w www.cifncs.org

e bniemi@cifncs.org

TO: SOFTBALL COACHES, PRINCIPALS, ATHLETIC DIRECTORS, LEAGUE
COMMISSIONERS, and NCS STAFF
FROM: BRI NIEMI, ASSISTANT COMMISSIONER
DATE: JANUARY 2012



* * * IMPORTANT SOFTBALL INFORMATION * * *

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 softball 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 (www.cifncs.org/sports/softball/)

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



FARMERS

SUNDAY, MAY 20, 2012

At-Large & Seeding Meeting – COACHES DO NOT ATTEND. 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 softball 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 (12925 Alcosta Blvd., Suite 8, San Ramon) 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, softballs and team certificates for you and your opponent. Team packets are online only. Other arrangements will be made for CMC and HDNL schools; check the progress letter sent mid-season.

DIVISIONS AND FORMAT

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

Division I - V up to a **16 team bracket**

Division VI **8 team bracket**

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

MINIMUM QUALIFYING RECORD

To be accepted as a participant in the NCS/Les Schwab Tires Softball 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. A winning record is defined as a team having won more games than it has lost.
- b. A Team in its own division is defined as any team whose grades 9-12 enrollment fall within the school's NCS Softball Divisions (See NCS Division ranges on website).
- c. Games against teams outside of the United States will not be counted in determining the winning record within a Division.
- d. 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 Softball playoff Division.

DESIGNATED LEAGUE CHAMPION

The team designated as the league winner receives the automatic berth in the section championships. **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.

AT-LARGE TEAMS

After each league championship school has been placed in its respective divisional bracket, any remaining berths in the 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 Softball Championship Series shall be a balance between:

- 1) Record overall
 - a. League/Place/Co-champion
 - b. League Playoff
 - c. Non-league (pre-season/tournament/other)
- 2) Strength of Schedule
 - a. Record against top 6 opponents
 - b. Record against teams in the same division (list your most significant victories/defeats)
 - c. Record against teams in a higher division (list your most significant victories/defeats)
 - d. Head-to-head against teams which have qualified or are being considered
 - e. 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 Softball 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 I-VI 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 I-V championship contests will be selected by NCS staff. The championship sites for Division VI 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

1. League champions may host 1st, quarterfinal and semifinal round games in Division I - VI competition provided their softball facility meets the minimum NCS host site criteria.
2. The playing field must meet all minimum standards as described in the National Federation rulebook for the respective sport.
3. Minimum seating capacity of
1st and quarterfinal round contests: Division I, II, III – 125; Division IV, V, VI -50
Semifinal round contests: Division I, II, III – 300; Division IV – 250; Division V, VI – 50
4. Adequate, safe and lighted parking for spectators within a reasonable distance of the facility
5. Adequate rest room facilities for spectators
6. Public address system
7. Easily assessable telephone in case of emergency
8. Capable of securing the facility for the purpose of collecting admission
9. Provide the required site personnel
10. Pay the site personnel in accordance with the NCS fee schedule
11. Display NCS sponsorship banners unless the school has an exclusive agreement with a competing sponsor.
12. Make the required NCS public address announcements
13. Sites must comply with the American Disabilities Act.
14. 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.
15. 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

The contest will be conducted in the geographical area of the league champion.

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:

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

The contest will be conducted in the geographical area of the higher seeded team. NCS 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

Division I-VI, First Round, Tuesday/Wednesday, May 22/23, 2012

Division I-V Quarterfinals, Division VI Semifinals, Friday/Saturday, May 25/26, 2012

Division I-V Semifinals, Tuesday/Wednesday, May 29/30, 2012

Division I-VI Championships, Friday/Saturday, June 1/2, 2012

ADMISSION FEES

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 per the gate list.

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

Schools may purchase NCS softball apparel at the NCS office or online at www.cifnco.org. Coaches may use check, cash, credit card, school purchase order, requisition form and school billing to purchase souvenirs. See the souvenir order form in the back of this packet for more information.

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.

ENTRY FEES

The NCS office will bill the respective league/conference Commissioner an \$85.00 entry fee for each team from his/her league/conference that participates in NCS/Les Schwab Tires Softball Championships.

GAME BALL

The North Coast Section will provide the game balls that have been provided by the Dudley Corporation. The Dudley CFP 12Y, a yellow optic red stitch ball will be used.

ADMINISTRATOR-IN-CHARGE

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.

GAME ADMINISTRATION

1. Teams will be expected to arrive in uniform. Locker rooms will NOT be available.
2. The home team for the first and second round games will be determined by the seeding committee (see page 2) Semifinal and final game locations will be determined by NCS staff. The home team (who bats last) will be determined by a

flip of the coin for the semifinals and finals. The home team will use the third base dug-out unless directed otherwise by the Site Director.

3. Each team will be allowed a maximum of ten minutes for infield practice (this will be strictly enforced). The visiting team will take infield first.

4. 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.

5. The Site Director will provide each participating team and both umpires with a written copy of the ground rules.

6. 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.

7. All games will be terminated in accordance with the National Federation Softball Rules Book. Tie breaker rule will begin in the 10th inning.

8. No new inning shall start after two and one-half hours have elapsed from the beginning of the first game of a doubleheader unless the score is tied at the completion of the inning.

9. 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 games. If the next day is Sunday, the game will be continued on Monday after school hours.

10. 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 and 12; or 2) at an alternate field on the next morning or on Monday afternoon, if the game was a Saturday game.

11. A game shall end when after five innings of a seven inning game, if a team is behind by ten runs and has completed its turn at bat.

12. No new game shall start after 10:00 p.m.

13. No new inning shall start after twelve midnight.

14. Each team shall, 1) provide at least one ball shagger for each game in which it is a participant, 2) provide its own bat boys/girls.

15. There will be a minimum of a thirty (30) minute break between games to allow for infield practice and field preparation.

16. The game management is solely responsible for determining whether or not a game will be started. After it is underway the decision as to whether or not it should be suspended rests solely with the game umpires.

17. Umpires will be assigned by the NCS Softball Assigner.

~~18. Protests will be heard and decided by the Site Director and the umpires. Decisions based on an umpire's judgment may not be protested.~~ **Protests are not permitted.**

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 Commissioner of Athletics. A broadcast fee will be charged. Stations will be required to send a letter requesting permission to broadcast to the North Coast Section office. The letter will include the amount of the broadcast fee, the geographical area which will receive the broadcast, the announcer's name, the press box space needed for the broadcast and other pertinent information.

NCS Order Form SOFTBALL

(Payment must accompany all orders)

DEADLINE TO ORDER:

JUNE 1, 2012

THERE IS NO DEADLINE FOR ORDERING PATCHES

Description	Sizes					Unit Price	Unit Total	Shipping	Shipping Total	TOTAL
	S	M	L	XL	XXL(add \$2.00)					
T-Shirt						\$17.00		\$3.50each		
Sweatshirt (Hooded)						\$33.00		\$4.80 each		
Long Sleeve T-Shirt						\$20.00		\$3.50each		
Patch, Sport (sport/year: _____)						\$17.00		\$1.50each		
Patch, Scholar (sport/year: _____)						\$17.00		\$1.50each		
Patch, Scholastic (sport/year: _____)						\$17.00		\$1.50each		
NCS Hat (circle color: Black, Navy, Tan, Grey, Red)						\$17.00		\$1.50each		
NCS Visor (circle color: Black, Navy, Grey, Red)						\$13.00		\$1.50each		
Program (sport: _____) (not available in Tennis, Golf, Badminton)						\$3.00		\$1.50each		
Cinch Sacks						\$10.00		\$1.50 each		
Polar Tec Vest (circle color: Black, Grey)						\$28.00		\$3.50each		
Polo Shirts (circle color: Tan, Navy, Black, Green)						\$48.00		\$3.50each		
Windshirts (circle color: Tan, Navy, Black, Green)						\$28.00		\$3.50each		
						\$48.00		\$3.50each		
									Tax (INCLUDED)	
									TOTAL	

Merchandise subject to availability. All prices subject to change without notice.

***Shipping and Handling charges on TEAM orders shall not exceed actual shipping charges plus 1.5%.**

When filling out credit card orders please complete all of the following. Credit Cards will be processed the day the merchandise is shipped.

Method of Payment (circle one) Cash, Check, VISA, MASTERCARD, DISCOVER	Name on card	Expiration Date	Card Number	Zip Code

Home phone	Date	Authorized Signature if using P.O. or school requisition

Receipt:
Name:
Payment method:
Sport/location:
Sales person:
Date:



Address label (Please Print)
NAME:
ADDRESS:
CITY, ZIP:

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