

# PIAA DISTRICT III



# POLICY MANUAL

Revised July 1, 2017

## INTRODUCTION

District III is one of twelve Districts that comprise the Pennsylvania Interscholastic Athletic Association. As such they are governed by the rules, regulations and operating procedures of the parent organization known as the PIAA. At the same time, each individual District in their daily operations has some features, which are different from others. This is an attempt to list those features that are unique to District III.

District III is composed of ten (10) counties. These counties are Adams, Berks, Cumberland, Dauphin, Franklin, Juniata, Lancaster, Lebanon, Perry and York.

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# **SECTION ONE**

## **COMMITTEE SELECTION**

On an annual basis, a Nominating Committee shall meet to nominate people to the ballot, which is cast at the Annual Meeting by all schools in attendance. Additional nominations may be made from the floor at the Annual Meeting.

The Nominating Committee shall consist of the Executive Directors from all recognized leagues: Berks County Interscholastic Athletic Association (BCIAA), Commonwealth Christian League, Lancaster-Lebanon League, Mid-Penn Conference, Tri-Valley League and York Adams Interscholastic Athletic Association (YAIAA). Each shall also be responsible to secure an individual to serve as a teller at the Annual Meeting.

Each league/conference is guaranteed a minimum of one (1) and a maximum of three (3) representatives on the Committee. If, after the initial vote, a league does not have representation, the Committee will appoint a voting member for one (1) year from the league to serve on the District Committee. In the event a Committee member moves within the District from one league to another creating unbalanced representation (based on election rules), that member will remain until the next election. The initial vote shall be final and binding until the next Annual Meeting.

The junior high representative, the athletic directors' representative and a female representative shall be elected from the members who have been elected to serve as representatives of their leagues.

In the event those elected as a league representative cannot fill these positions, the Committee will appoint representatives as voting members of the Committee for a period of one (1) year to fill said positions.

The person who received the highest number of ballots but was unelected to the Committee shall be appointed to the vacant representative position(s). Appointments shall go to the person on the ballot with the highest number of votes who was not elected to the Committee. If no one was on the ballot, the Committee will make the choice.

The junior high representative and the athletic directors' representative are elected in alternate years for a two (2) year term. Representatives from the School Board, Women's Officials' and Men's Officials' shall be chosen in compliance with The PIAA Constitution and serve a two (2) year term. A female parent and a male parent are selected by the Committee to serve a one (1) year term. All other terms are one (1) year terms.

When the Annual Ballot contains only the names of those who will be either selected or appointed to the District Committee it can be approved as presented by a single majority vote of the schools and will not require voting by the schools for individuals.

### **Non Voting Members Serving As Chairpersons**

The Committee may approve individuals to positions to serve as sports chairpersons or other related duties deemed necessary by the committee. These are non-voting positions.

## **COMMITTEE STAFF**

The Committee employs, on a part-time basis, an individual to serve as District Executive Director / Secretary, another individual to serve as District Treasurer and an individual to work as a Webmaster and Director of Corporate Sponsorships. These people are paid either through the PIAA State Office with reimbursement from District III or directly by the District III Treasurer.

### **Executive Director / Secretary**

#### **POSITION QUALIFICATIONS**

- Education Degree with certification in teaching or school administration
- Experience in athletics, coaching and / or officiating
- Experience in administration, education, and public relations.
- Employment Contract: one-year term with the terms of the agreement reviewed annually by the PIAA District III Committee.

#### **POSITION FUNCTION**

- Maintain and manage an office for the purpose of carrying out the functions of PIAA District III.
- To research those questions concerning eligibility, athletic management and control, athletic relations, contractual obligations, and other matters requiring study by the P.I.A.A. District III Committee.
- To assist in the planning and organizing of interscholastic athletic championship programs.
- Perform secretarial responsibilities to include preparing minutes and reports for distribution to the PIAA District III Committee and member schools.

#### **DUTIES**

Aid sports chairpersons with:

- Playoff sites; both District III and Inter-district
- Bracketing and pairings
- Medals
- Tickets
- Publicity
- Equipment
- Meeting Facilities

- Such other duties as required by Sports Steering Chairpersons.
- Research eligibility questions and provide written interpretations for the information and use of the PIAA District III Committee.
- Make physical arrangements for all hearings and workshops involving PIAA District III.
- Attend league, district, and state meetings as assigned.
- Prepare reports as requested.
- Prepare and maintain records and reports of all PIAA District III correspondence.
- Arrange for the Annual Meeting, including calling the meeting of the Nominating Committee.
- Help organize and advise the Committee to investigate In-Season and Out-of-Season violations. Prepare reports for this group.
- Perform such other duties as requested by the PIAA District III Committee.

### **SALARY CONSIDERATION**

- Annual salary.
- Office space.
- Sufficient secretarial help.
- A phone to be installed with number listed for PIAA District III, equipped with an answering service and FAX.
- Transportation expenses.
- Paid Health Insurance if not provided by another source.
- Other expenses, which may be incurred in the performance of duties related to this position.

### **SALARY EVALUATION**

- An annual evaluation by the PIAA District III Committee will be provided by July 1 of each year.

## **COMMITTEE STAFF**

### **Treasurer**

#### **POSITION QUALIFICATIONS**

- Experience in accounting and financial management
- Must have a working knowledge of computers
- Employment Contract: One-year term with the terms of the agreement reviewed annually by the PIAA District III Committee
  
- *Note: Education Degree and related athletic experience helpful but not required.*

#### **POSITION FUNCTION**

- Maintain and manage an office for the purpose of carrying out the financial functions of PIAA District III.
- To assist in the financial planning and organization of all PIAA District III functions.
- To research those questions concerning finances, and other matters requiring study by the PIAA District Committee.
- To assist in the planning and preparation of the Annual PIAA District III Budget.
- Prepare financial and attendance reports for all PIAA District III Sports Committees.

#### **DUTIES**

- Keep accurate accounts of all PIAA District III receipts and expenditures
- Provide for the prompt payment of all bills related to PIAA District III business
- Make necessary daily bank deposits of all PIAA District III revenue
- Manage and recommend to the PIAA District III Committee on matters of investment of PIAA District III assets
- Be responsible for all IRS generated forms and reports
- Publish attendance and financial reports for each sport.
- Be responsible for arranging and receiving a successful Audit Report of the Annual PIAA District III Budget

## **TREASURER DUTIES (continued)**

- Prepare quarterly financial reports for all PIAA District III Committee members
- Balance the monthly bank statement
- Attend as many meetings as possible upon request of the individual sports chairpersons
- Prepare and present an Annual Financial Report at the Annual PIAA District III Meeting in the spring of the year.
- Prepare and issue reimbursement checks to member schools in a timely manner
- Attend league, district and state meetings as assigned. Prepare reports as requested
- Perform such other duties as requested by the PIAA District III Committee

## **SALARY CONSIDERATIONS**

- Annual salary
- Office space
- Sufficient secretarial help
- A phone to be installed with number listed for PIAA District III, equipped with an answering service and FAX
- Transportation expenses
- Paid Health Insurance if not provided by another source
- Other expenses, which may be incurred in the performance of duties related to this position



## **COMMITTEE STAFF**

### **PIAA District III Webmaster and Director of Corporate Sponsorships**

### **PIAA District III Power Ranking Facilitator and Director of Communications**

#### **Position Summary**

The Webmaster and Director of Corporate Sponsorships will be responsible for the following duties:

- Administration of and daily content provision for the PIAA District III website
- Administration of the District III Corporate Sponsorship Program
- Coordination and facilitation of the District III Power Ranking System
- Organization and distribution of District III news and information as Director of Communications
- Assist the Executive Director and the District III Committee as requested
- Distribution of District III Banners to Championship sites, and care of banners.

#### **Job Functions**

##### **District III website administration**

- Provide relevant information as required by the District III Committee
- Provide fixed features and information, updated as needed
- Provide content as needed on a daily basis
- Provide for the daily operation and maintenance of the website
- Any other duties associated with the District III website as directed by the District III Committee

##### **Corporate Sponsorship Program**

- Responsible for the initial contact of sponsors and negotiation of contracts as approved by the District III Committee and Executive Director
- Implementation and service of successful corporate sponsorship contracts
- Liaison between District III and corporate sponsors
- Work with program chairman to incorporate sponsors into program ads
- Any other duties associated with the Corporate Sponsorship Program as directed by the District III Committee

### **District III Power Ranking System**

- Responsible for facilitating at least one sport per season and working with other facilitators and athletic directors to ensure the accuracy and integrity of the system
- Collection and dissemination of any incomplete data
- Frequent and transparent posting of District III power ratings on the District III website
- Any other duties associated with the District III Power Ranking System as directed by the District III Committee

### **Director of Communications**

- Responsible for the distribution of District III news and championship information, primarily through the District III website
- Serve as primary contact for media and public requests for information
- Disseminate information and results at District III championship events
- Compile and maintain a database of District III championship records and history
- Any other duties associated with the Director of Communications position as directed by the District III Committee

### **General**

At the discretion of the board, a salary evaluation will be reviewed for each position employed by District III

## **COMMUNICATIONS**

All member schools receive complete minutes via email after each meeting. Minutes are also posted to the District III website. At the Annual Meeting, each school in attendance has a vote on Committee membership and changing of the Constitution. There is also ample time for comments and concerns.

Meetings are arranged each year with Athletic Directors either as a single meeting or in individual league meetings where mutual concerns are discussed and addressed. Each school is supplied with a listing of all meeting dates and locations. They also receive a listing of Committee Members and phone numbers.

The press, in major areas of the District, is advised of meeting dates and locations so they may attend if so desired. They are provided with names and school phone numbers of all sports' chairpersons so that contact can be made when needed or desired. Information is provided in detail on all championship events.

All District meetings are open to the press, the public and school representatives.

## **DISTRICT EQUIPMENT**

District III owns equipment that is used and stored with various Committee Members and Staff.

### **Executive Director/Secretary**

- 1 beige Cole four-drawer filing cabinet
- 1 Toshiba 162D Copier
- 1\* Toshiba Fax Phone model DP85F
- 1\* Dell computer
- 1 laser printer (HP1320)
- 1 desk chair
- 1 computer stand

### **District III Treasurer**

- 1\* Dell Desktop Computer
- 2 Cole five-drawer file cabinets
- 3\* Dell laptop computers
- 2 HP laser printers
- 1 Fax machine/Printer

### **Storage (Track Chairman)**

- 21 silver relay batons
- 4\* AAE WISP anemometer (wind gauge)
- 5 boys' rubber discus
- 7 boys' steel rim discus
- 10 girls' steel rim discus
- 5 girls' rubber discus
- 4 girls' iron shot put
- 2 girls' brass shot put
- 5 boys' iron shot put
- 2 boys' brass shot put
- 15 white/yellow umpire flags
- 2 50' measuring tapes
- 2 100' measuring tapes
- 2 300' measuring tapes

### **Storage (Wrestling Chairman)**

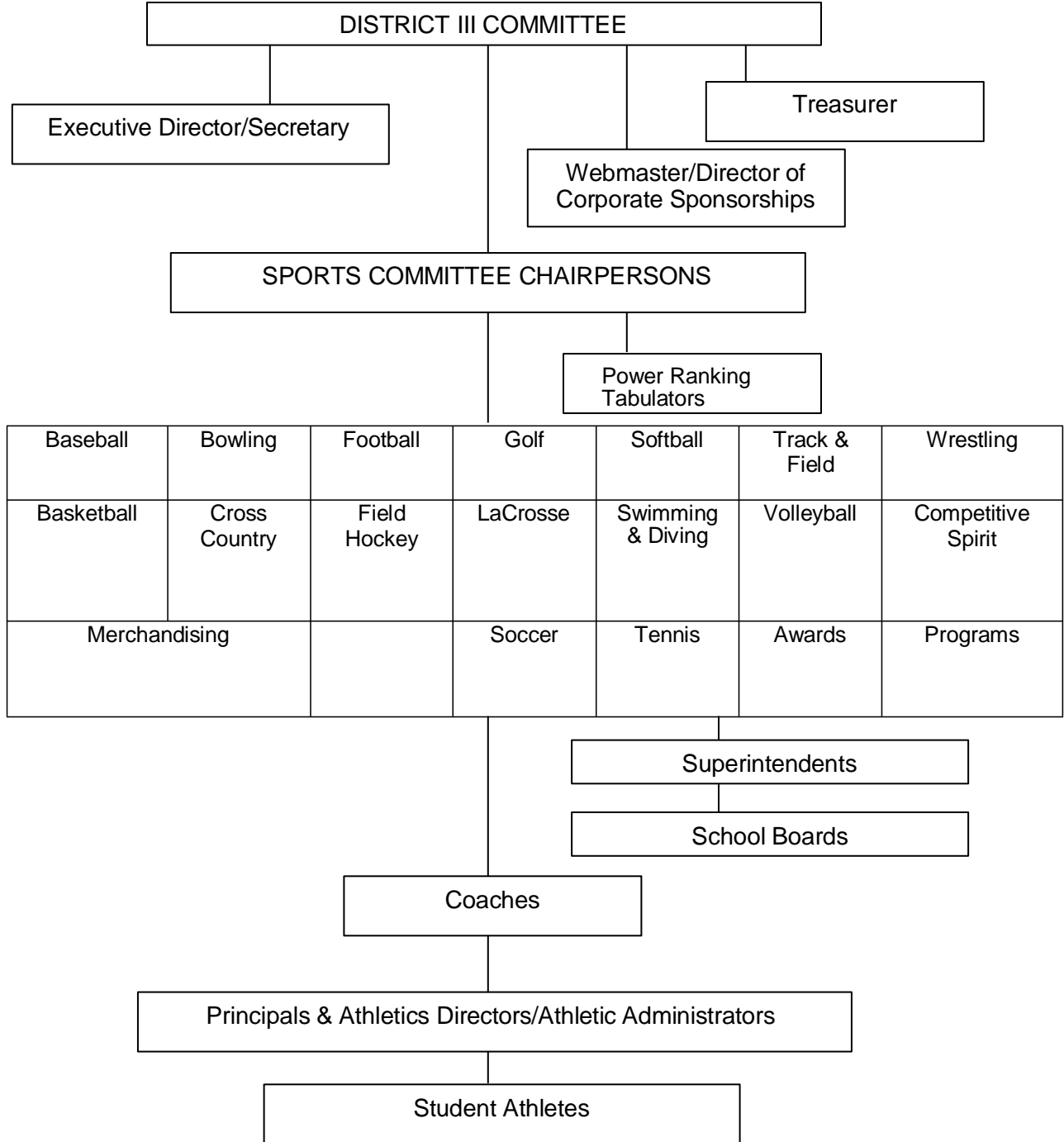
- 4\* wrestling clocks/timers

\* Indicates covered by insurance with Hulse (\$250 deductible)

# ORGANIZATIONAL STRUCTURE OF DISTRICT III

PIAA – Member Junior High/Middle Schools & Senior High Schools

(Counties of Adams, Berks, Cumberland, Dauphin, Franklin, Juniata, Lancaster, Lebanon, Perry, York)



## **FORMS**

District III forms are accessible on the Forms page of the District III website at: [FORMS](#)

PDFs to certain forms are linked below for your convenience:

[FINANCIAL SUMMARY REPORT](#)

[CHECK DISTRIBUTION REPORT](#)

[GAME MANAGER DISTRIBUTION REPORT](#)

[GATE RECEIPT REPORT](#)

[ADDITIONAL MEDALS ORDER FORM](#)



## **SECTION II**

### **SPORTS**

The District III Committee provides championship tournaments in 16 sports. These sports are:

Baseball (B)	Lacrosse (B,G)
Basketball (B,G)	Soccer (B,G)
Bowling (B,G)	Softball (G)
Competitive Spirit (G*)	Swimming & Diving (B,G)
Cross-Country (B,G)	Tennis (B,G)
Field Hockey (G)	Track & Field (B,G)
Football (B)	Volleyball (B,G)
Golf (B,G)	Wrestling (B)

(B) indicates a boys' championship is conducted

(G) indicates a girls' championship is conducted

\*-Competitive Spirit is a four-division girls' championship; one of the divisions is Co-Ed

From those 16 sports, District III sponsors a total of 26 post-season Championships for its student athletes within District III. There are 13 Championships each for boys and girls athletes. These championships also serve as qualifiers to the PIAA Championships.

Entries into the District III Championships vary for each sport. Power rankings, the number of medals awarded and advancement to the PIAA Championships change with each sport. What follows is an analysis and explanation for each sport's championship.

When entries are determined by the league, the number of entries is computed on a proportional representation basis of the number of teams in that league compared to the total number of teams in the District. The league then determines the individual schools. Other Championships disregard league status and use District III power rankings.

Individual sport chairpersons are appointed on an annual basis by the District Chairman. This individual is charged with the responsibility of providing overall supervision of that sport. This shall include selecting sites, setting dates, checking availability of officials and providing detailed instructions to each member school prior to the Championship. Information to schools is provided after review and approval by the District Committee.

Each sport chairperson is encouraged to form an advisory group with which they meet annually to review their respective sport and Championship bylaws.

Fees for officials and game managers at District III events are established and reviewed periodically by the Committee. Fees for ticket takers, scorekeepers, ticket sellers, security and related game personnel are determined by contracts and practices of the local schools where these events are held. When the Committee is the manager of the site, such as track and field, some fees are set by the Committee and some by site management.

The District III Committee schedules a championship in all sports where the state has a championship. In addition, it will provide a District Championship Tournament in any PIAA sport where 30% of the District's high schools and a minimum of two (2) of the District's recognized leagues are involved.

An appendix at the end of the manual lists current fees for game manager, officials, trainers and auxiliary personnel.



## **DISTRICT III POWER RANKING SYSTEM**

For an updated version of the PIAA District III Power Ranking System, please click here:

[DISTRICT III POWER RANKING SYSTEM](#)

## **BASEBALL**

Competition is held in the spring season in the following classifications: 6A, 5A, 4A, 3A, 2A, 1A.

### **Entry**

Qualification and seeding for the District III Baseball Championships will be determined by the District III Power Ranking System. Contests against non-PIAA opponents will not be applied toward the final ranking.

The number of entries for each class is based on the number of schools in each classification and is determined by the Baseball Chairman with District III Committee approval.

### **Format**

Single elimination tournament. Consolation games will be conducted only when needed to fill state entries.

Three umpires will be used for all games except the finals and state qualifying games. Four umpires will be used in those games.

Baseballs are supplied for District III games through the PIAA State Office.

### **Awards**

6 team trophies (6A, 5A, 4A, 3A, 2A, 1A champions)

120 gold championship medals (20 for 6A, 5A, 4A, 3A, 2A, 1A)

120 aztec runner-up medals (20 for 6A, 5A, 4A, 3A, 2A, 1A)

## **BASKETBALL**

Competition is held for boys and girls during the winter season in the following classifications: 6A, 5A, 4A, 3A, 2A and 1A

### **Entry**

Qualification and seeding for the District III Basketball Championships will be determined by the District III Power Ranking System. Contests against non-PIAA opponents will not be applied toward the final ranking.

The number of entries for each class is based on the number of schools in each classification and is determined by the Basketball Chairman with District III Committee approval.

### **Format**

Single elimination tournament. Consolation games will be played only when necessary to fill state entries. Adjustments to the single-elimination format will be made where necessary for the sake of state qualifying slots.

Three officials are used for all tournament games.

Basketballs will be supplied by the PIAA State Office after round one of the district tournament.

### **Awards**

#### **Girls**

6 team trophies (6A, 5A, 4A, 3A, 2A, 1A champions)  
120 gold medals (20 for 6A, 5A, 4A, 3A, 2A, 1A champions)  
120 aztec medals (20 for 6A, 5A, 4A, 3A, 2A, 1A runners-up)

#### **Boys**

6 team trophies (6A, 5A, 4A, 3A, 2A, 1A champions)  
120 gold medals (20 for 6A, 5A, 4A, 3A, 2A, 1A champions)  
120 aztec medals (20 for 6A, 5A, 4A, 3A, 2A, 1A runners-up)

## **BOWLING**

Individual competition is held for boys and girls during the winter season. There is only one classification.

### **Entry**

The tournament shall have a total of 36 participants. Proportional representation shall be based on the number of teams in each league along with a maximum of 6 independents. The number of independents may vary based on the number of independent entries.

Each league shall be responsible for selecting their entries. A preliminary tournament will be held for all non-league school bowlers who choose to enter the tournament; a maximum of 6 qualifying.

### **Format**

The tournament will consist of each bowler rolling 6 games. The top 6 bowlers (highest scratch score) will advance to a single elimination tournament with the top two players receiving first round byes.

*First Round (6 games)*  
*Single Elimination First Round*  
*Single Elimination Semifinals*  
*Championship Match*

The District III Bowling Committee will dictate the oil pattern and publicize it for all schools.

### **Awards**

Upon elimination places 3 through 6 will be determined by the higher original seed.

#### **Girls**

1 gold (champion)  
1 aztec (runner-up)  
4 bronze (places 3 through 6)

#### **Boys**

1 gold (champion)  
1 aztec (runner-up)  
4 bronze (places 3 through 6)

## **COMPETITIVE SPIRIT**

Competition is held the winter season, preferably within the first two weekends of December, in four divisions: Co-Ed, Small, Medium and Large. Divisions are determined by squad size, not school enrollment. The parameters determining division placement are listed below.

### **Entry**

This is an open tournament. Schools may enter only one level of competition.

Small Division (up to 15 squad members), Medium Division (16-20 squad members), Large Division (21 or more squad members), Coed Division (at least one male participant)

Small Division:	15 Medals and Championship Trophy
Medium Division:	20 Medals and Championship Trophy
Large Division:	30 Medals and Championship Trophy
Co-ed Division:	30 Medals and Championship Trophy

### **Awards**

4 championship team trophies (1 for each competition)

95 championship gold medals (15 Small, 20 Medium, 20 Co-Ed, 30 Large)

95 runner-up aztec medals (15 Small, 20 Medium, 20 Co-Ed, 30 Large)

## CROSS COUNTRY

Competition is held for boys and girls during the fall season in three classifications: 3A, 2A, 1A. District III sponsors team and individual championships in cross-country, conducted concurrently in the same meet.

### Entry

Each school may submit the names of eight runners. However, only seven runners may participate in the competition. Teams and individuals must meet qualifying standards to compete in the District III Cross-Country Championship.

### Qualifying Times

Students may not participate unless they have run the following time(s) on a 3.1 mile (5,000 meters) course:

Girls' 1A	25:00.0	Boys' 1A	21:00.0
Girls' 2A	25:00.0	Boys' 2A	21:00.0
Girls' 3A	23:00.0	Boys' 3A	19:00.0

Exception: Every team that has a .500 team record may enter runners who have not met the qualifying time in order to qualify five runners capable of scoring in the meet.

### Format

Athletes may qualify for state competition as individuals or as members of qualifying teams. The number qualifying athletes depends on state entry guidelines. Individuals finishing will be listed by their times.

Team scores shall be determined by totaling the points scored by the first five finishers of each team. The team with the lowest number of points is the winner.

Team scores are "re-ranked." If fewer than five competitors of a team finish, the places of all members of that team are discarded for the purpose of determining team scores.

### Awards

#### Girls

3 team trophies (3A, 2A)  
30 gold team medals (10 to 3A, 2A, 1A)  
3 individual gold medals (3A, 2A, 1A)  
3 aztec runner-up medals (3A, 2A, 1A)  
64 bronze medals (28 to 3A, 18 to 2A, 18 to 1A)  
(3A places 3 thru 30, 2A and 1A places 3 thru 20)

#### Boys

3 team trophies (3A, 2A)  
30 gold team medals (10 to 3A, 2A, 1A)  
3 individual gold medals (3A, 2A, 1A)  
3 aztec runner-up medals (3A, 2A, 1A)  
64 bronze medals (28 to 3A, 18 to 2A, 18 to 1A)  
(3A places 3 thru 30, 2A and 1A places 3 thru 20)

## **FIELD HOCKEY**

Competition is held in the fall season in three classifications: 3A, 2A and 1A.

### **Entry**

Qualification and seeding for the District III Field Hockey Championships will be determined by the District Power Ranking System.

The number of entries for each class is determined by the Field Hockey Chairman based on the number of schools in each classification and with the approval by the District III Committee.

### **Format**

Single elimination tournament. Consolation games will be played as necessary to determine state entries.

### **Awards**

3 team trophies (3A, 2A, 1A)

75 championship gold medals (25 to 3A, 2A, 1A)

75 runner-up aztec medals (25 to 3A, 2A, 1A)

## **FOOTBALL**

Competition is held in the fall season in the following classes: 6A, 5A, 4A, 3A, 2A, 1A.

### **Entry**

Qualification and seeding for the District III Football Championships will be determined by the District III Power Ranking System. Contests against non-PIAA opponents will not be applied toward the final ranking.

The number of entries for each class is based on the number of schools in each classification and is determined by the Football Chairman with District III Committee approval.

### **Format**

The higher ranked team in all games will be designated the home team. Home sites of the higher seeded team may be used for first round through semifinal games.

Each school must provide to their first game competitor films/videos of their last three regular season games.

Footballs are supplied for district games through the PIAA state office.

### **Game Site Criteria**

- There will be no rental fee charged for the use of the facility.
- There must be suitable means and area to accommodate media.
- The site must have lights and be available the next day in case of postponement or be equipped with an artificial surface.
- Normal game expenses will be paid. Reasonable local rates for personnel may be used.
- The visiting team must have similar/equal accommodations as the home team, which shall include team parking, locker room, training facilities, seating for team, seating for spectators, scouting/video taping areas and communication to sidelines.
- Approval for the use of a home site for games is the responsibility of the District III Football Chairperson and the District III Committee.

### **Awards**

6 team championship trophies (6A, 5A, 4A, 3A, 2A, 1A)

270 championship gold medals (50 to 6A and 5A; 45 to 4A and 3A; 40 to 2A and 1A)

270 runner-up aztec medals (50 to 6A and 5A; 45 to 4A and 3A; 40 to 2A and 1A)



## **GOLF**

Competition is held for boys and girls during the fall season and in the following classifications: 3A, 2A. District III sponsors team and individual championships in golf.

### **Team Golf Entries**

Each District III League sponsoring golf may enter one 2A and one 3A school in the District III Team Golf Championship as the representative of its respective league. Each league has the discretion to determine the procedure by which its representative will be selected. A team's aggregate score may not exceed 400 in order to be eligible for the District III Team Golf Championship.

### **Format**

The District III Team Golf Championship will be 18 holes of medal play on the Tuesday preceding the District III Individual Golf Championship. Caddies are not permitted. Each team will consist of five players; the lowest four scores will count toward the total team score. Players participating in the Team Championship will be assigned tee times beginning at 12:00 noon the day of the tournament.

### **Individual Boys Tournament Entries**

All entries in the District III Golf Championship from schools that participate in a league must qualify either in a tournament conducted by your league or be selected by the league in a method of its choosing. Each league will be allowed to qualify the equivalent of 1.1 boys per school. The league is entitled to one more player for any portion of a fraction over the whole number.

### **Format**

The District III Golf Championship will be 36 holes of medal play. After the first round of 18 holes, the Class 2A competitors with the lowest 16 scores and ties will advance to the final round. After the first round of 18 holes, the Class 3A competitors with the lowest 32 scores and ties will advance to the final round. The length of the tournament may be adjusted by the Golf Chairman due to inclement weather. Caddies are not permitted.

### **Individual Girls Tournament Entries**

All girls who can score 104 or better qualify to participate in the District III Girls Golf Championship. The qualifying course must be set up at a minimum length of 5,000 yards.

### **Format**

The District III Golf Championship will be 36 holes of medal play. After the first round of 18 holes, the Class 2A competitors with the lowest eight scores and ties will advance to the final round. After the first round of 18 holes, the Class 3A competitors with the lowest 16 scores and ties will advance to the final round. The length of the tournament may be adjusted by the Golf Chairman due to inclement weather. Caddies are not permitted.

The cut line for both the boys' and the girls' championships is determined by the number of qualifiers that advance to the state tournament.

### **Team Awards**

#### **Girls (if conducted)**

1 championship trophy  
6 gold championship medals

#### **Boys**

2 championships trophies (3A, 2A)  
6 gold championship medals

### **Individual Awards**

#### **Girls**

2 gold championship medals  
2 aztec runner-up medals  
8 bronze medals (places 3-6 in both classes)

#### **Boys**

2 gold championship medals  
2 aztec runner-up medals  
8 bronze medals (places 3-6 in both classes)

## **LACROSSE**

Competition is held in the spring for both girls and boys lacrosse in the following classifications:  
3A, 2A

### **Entry**

Qualification and seeding for the District III Lacrosse Championships will be determined by the District III Power Ranking System. Contests against non-PIAA opponents will not be applied toward the final ranking.

The number of entries for each class is based on the number of schools in each classification and is determined by the Lacrosse Chairman with District III Committee approval.

### **Format**

Single elimination tournament. Consolation games will be conducted only to determine state qualifying entries.

### **Playing dates**

The District III Lacrosse Championship tournament dates will be established during every 2-year cycle and will be published on the District III Website.

### **Awards**

#### **Girls**

2 team trophies (3A, 2A champions)  
100 gold medals (25 to 3A, 2A, champions)  
100 aztec medals (25 to 3A, 2A, runners-up)

#### **Boys**

2 team trophies (3A, 2A champions)  
100 gold medals (25 to 3A, 2A, champions)  
100 aztec medals (25 to 3A, 2A, runners-up)

## **SOCCER**

Competition is held in the fall for girls and boys soccer in the following classifications: 4A, 3A, 2A, 1A

### **Entry**

Qualification and seeding for the District III Soccer Championships will be determined by the District III Power Ranking System. Contests against non-PIAA opponents will not be applied toward the final ranking.

The number of entries for each class is based on the number of schools in each classification and is determined by the Soccer Chairman with District III Committee approval.

### **Format**

Single elimination tournament. Consolation matches are conducted only where necessary to determine state entries.

Balls are provided through the PIAA State Office.

### **Awards**

#### **Girls**

4 team championship trophies (4A, 3A, 2A, 1A)

100 gold medals (25 each for all classes)

100 aztec medals (25 each for all classes)

#### **Boys**

4 team championship trophies (4A, 3A, 2A, 1A)

100 gold medals (25 each for all classes)

100 aztec medals (25 each for all classes)

## **SOFTBALL**

Competition is held in the spring in six classifications: 6A, 5A, 4A, 3A, 2A, 1A.

### **Entry**

Qualification and seeding for the District III Softball Championships will be determined by the District III Power Ranking System. Contests against non-PIAA opponents will not be applied toward the final ranking.

The number of entries for each class is based on the number of schools in each classification and is determined by the Softball Chairman with District III Committee approval.

### **Format**

Single elimination tournament with consolation games conducted only when needed to fill state entries.

Three umpires will be used for all games except the finals and consolations when four will be used.

Baseballs are supplied for District games through the PIAA State Office.

### **Awards**

6 team trophies (6A, 5A, 4A, 3A, 2A, 1A)

120 gold championship medals (20 for 6A, 5A, 4A, 3A, 2A, 1A)

120 aztec runner-up medals (20 for 6A, 5A, 4A, 3A, 2A, 1A)

## **SWIMMING AND DIVING**

Competition is held in the winter for girls and boys in the following classifications: 3A, 2A.

### **Entry**

Swimming competition will be a limited open event. In order to qualify, athletes must meet a list of qualifying guidelines in each event. The top 24 individual entries are selected for Class 2A swimming events and the top 32 individual entries are selected for Class 3A swimming events. In relays, the top 16 entries are selected in both classifications. Meeting the minimum qualifying guideline in an event guarantees entry to that event. In years where a minimum entry standard proves to be too difficult, entrants will be selected by the top times entered for that event(s).

Diving competition will be a limited open event. PIAA District III Leagues will have a defined number of entrants eligible to represent their league to the District III Championship Meet. In addition, "At-Large" entrants to the Diving competition will be considered upon meeting a minimum entry standard.

PIAA District III will sponsor one qualifying meet for non-swimming schools who may have a limited number of entries.

### **Format**

All finishes are the result of timing with the number advancing to state competition based on state guidelines. The seeding of competition will be based upon rank order of times from the on-line entry procedure from times submitted.

A team championship trophy as well as individual medals are awarded.

### **Awards**

#### **Girls**

2 championship trophies (3A, 2A)  
42 gold championship medals (21 for 3A, 2A)  
42 aztec runner-up medals (21 for 3A, 2A)  
252 bronze medals (places 3 thru 8 for 3A, 2A)

#### **Boys**

2 championship trophies (3A, 2A)  
42 gold championship medals (21 for 3A, 2A)  
42 aztec runner-up medals (21 for 3A, 2A)  
252 bronze medals (places 3 thru 8 for 3A, 2A)

## TENNIS

Girls' tennis is played in the fall in the following classifications: 3A, 2A.

Boys' tennis is played in the spring in the following classifications: 3A, 2A.

District III sponsors team and individual championships in golf.

### Singles entry

Proportional representation based on the number of teams in that league compared to the total number of teams in the district. There are 16 entries in each class.

Tournaments for Independent qualifiers will be conducted by the District.

### Doubles entry

Entries are the same as listed for singles competition. Single entries who qualify for the PIAA Championships may not enter the doubles competition.

### Format

A tennis committee composed of one 2A coach and one 3A coach from each league and one independent coach meets to determine the seeding and decide the at-large singles and doubles entries.

Singles and doubles tournaments are single elimination. A match to determine third and fourth place is also conducted.

Tennis balls are furnished through the PIAA State Office.

### Team Tennis

The District III Power Ranking System is used to determine qualifying and seeding. The number of entries for each class is determined by the Tennis Chairman based on the number of schools in each classification and approval from the District Committee.

### Awards

#### Girls

2 team championship trophies (3A, 2A)  
20 team championship gold medals (3A, 2A)  
20 team runner-up aztec medals (3A, 2A)  
2 singles championship gold medals (3A, 2A)  
2 singles runner-up aztec medals (3A, 2A)  
4 singles 3<sup>rd</sup> & 4<sup>th</sup> place bronze medals (3A, 2A)  
2 doubles championship gold medals (3A, 2A)  
2 doubles runner-up aztec medals (3A, 2A)  
4 doubles 3<sup>rd</sup> & 4<sup>th</sup> place bronze medals (3A, 2A)

#### Boys

2 team championship trophies (3A, 2A)  
20 team championship gold medals (3A, 2A)  
20 team runner-up aztec medals (3A, 2A)  
2 singles championship gold medals (3A, 2A)  
2 singles runner-up aztec medals (3A, 2A)  
4 singles 3<sup>rd</sup> & 4<sup>th</sup> place bronze medals (3A, 2A)  
2 doubles championship gold medals (3A, 2A)  
2 doubles runner-up aztec medals (3A, 2A)  
4 doubles 3<sup>rd</sup> & 4<sup>th</sup> place bronze medals (3A, 2A)

## **TRACK & FIELD**

Competition is held for girls and boys in the spring in classes 2A and 3A.

### **Entry**

This is a limited open event. Athletes will be selected for entry through suggested guidelines provided to all schools prior to the spring season.

### **Format**

Preliminary heats will be conducted in the 100 meter dash, 200 meter dash, 100 meter hurdles and 110 meter hurdles to advance 16 runners to the semifinals. Runners will advance to the semifinal round on place and time.

In field events, with the exception of the high jump and pole vault, the top nine from preliminaries will advance to the finals.

The winner of each event will qualify for state competition. Additional qualifiers will be determined by state guidelines.

### **Awards**

#### **Girls**

2 championship team trophies (3A, 2A)  
54 championship gold medals (27 for 3A, 2A)  
54 runner-up aztec medals (27 for 3A, 2A)  
324 bronze medals (places 3 thru 8 for 3A, 2A)

#### **Boys**

2 championship team trophies (3A, 2A)  
54 championship gold medals (27 for 3A, 2A)  
54 runner-up aztec medals (27 for 3A, 2A)  
324 bronze medals (places 3 thru 8 for 3A, 2A)

## **VOLLEYBALL**

Girls' Volleyball is played in the fall in the following classifications: 4A, 3A, 2A, 1A.

Boys' Volleyball is played in the spring in the following classifications: 3A, 2A.

### **Entry**

Entry into the District III Volleyball Championships is based solely on the District III Power Ranking System utilizing matches that are contested. Tournament contests that are best-of-five format are factored into the rankings, but all other tournament formats are not used for power rankings.

### **Format**

Single elimination matches will be played throughout the entire tournament. Matches are best-of-five, 25-point rally scoring games. If necessary, the fifth game will be played to 15 points.

Consolation matches will be contested only to fill state qualifying entries.

Teams are required to utilize the official state ball after the first round of district tournament play. Balls will be provided by District III. Additionally, District III tournament sites will provide official scorers and official libero trackers.

### **Awards**

#### **Girls**

4 team championship trophies (4A, 3A, 2A, 1A)

72 championship gold medals (18 for Class 4A, 3A, 2A, 1A)

72 runner-up aztec medals (18 for Class 4A, 3A, 2A, 1A)

#### **Boys**

2 team championship trophies (3A, 2A)

36 championship gold medals (18 for 3A, 2A)

36 runner-up aztec medal (18 for 3A, 2A)



## WRESTLING

Competition is held in the winter in the following classifications: 3A, 2A. District III conducts team and individual wrestling championships.

### INDIVIDUAL TOURNAMENT - Entry

All schools are allowed one entry per weight class. The District III Coach's Individual Power Ranking formula is available on the Optimal Performance Calculator (OPC managed by Trackwrestling) and is utilized to accomplish preliminary seeding under the supervision of the section site managers.

### Format – Section Tournaments

In 2A, a single elimination format with a place match between the semifinal losers is used to determine 3rd and 4th place in each of the 3 sections. Each section advances the top three places to the 12-man District III Class 2A Wrestling Championships bracket. The 4th place finisher at each weight will serve as the first substitute at that weight, if necessary.

In 3A, a single elimination format with wrestlebacks starting with the quarterfinal losers is used to determine the top 6 places. Preliminary round (round of 16) losers are eliminated from further competition. Each of the 4 sections advances places 1-4 to the 16-man District III 3A / PIAA South Central Region 3A Wrestling Championship bracket. The 5th place finisher will serve as the 1st substitute.

### Format – District III Individual Championship

In both Class 2A and Class 3A, a double-elimination format is conducted with full wrestlebacks from the first round to the place round. The number of qualifiers to the PIAA Class 2A Southeast Region Tournament and the PIAA Class 3A Wrestling Championships is determined by the PIAA.

### Awards

#### Section Tournaments

112 championship gold medals  
112 runner-up aztec medals  
224 bronze medals for 3<sup>rd</sup> and  
4<sup>th</sup> place in 2A and 3A

#### District III Class 2A

14 championship gold medals  
14 runner-up aztec medals  
84 bronze medals for places  
3<sup>rd</sup> through 8<sup>th</sup>

#### District III 3A / South Central Region

14 championship gold medals  
14 runner-up aztec medals  
56 bronze medals for places 3<sup>rd</sup>  
through 6<sup>th</sup>  
1 team championship trophy

### TEAM DUAL MEET CHAMPIONSHIP - Entry

Sixteen Class 3A teams and eight Class 2A teams are selected and seeded using the District III Power Ranking System.

### Format

In 2A, a single elimination format is used. Semifinal losers wrestle a third-place match; the third place team advances to the PIAA Class 2A Team Wrestling Championships along with the champion and runner-up.

The top two Class 2A seeds host quarterfinal and semifinal matches on the same date. Class 2A championships and third-place match are hosted at a neutral site.

In 3A, a single elimination format is used. Wrestlebacks are conducted beginning with quarterfinal losers to determine third and fourth place for PIAA Class 3A Team Wrestling Championship entries.

The top 4 seeds in Class 3A host preliminary and quarterfinal round matches on the same date. Class 3A semifinals, championships and third-place match are hosted at neutral sites.

### Awards

2 championship team trophies (3A, 2A)  
50 championship gold medals (25 for 3A and 2A)  
50 runner-up aztec medals (25 for 3A and 2A)

## **SECTION III**

### **OPERATING PROCEDURES**

Following the Annual Meeting held each April, the newly elected District Committee meets to organize and elect a Chairman, Vice Chairman, and their alternates for State Board Meetings.

The position of Treasurer and Executive Director/Secretary and Webmaster/Director of Corporate Sponsorships are continuing positions unless replaced by the Committee. These employees begin their official positions and duties on July 1 and run through June 30.

#### **Executive Committee**

This Committee is composed of the Chairman, Vice Chairman, an additional elected member of the District Committee, Treasurer and Executive Director/Secretary. This Committee only functions in an emergency or at the direction of the Chairman.

#### **Audit Committee**

At the conclusion of each fiscal year, the Audit Committee will secure audit services from an independent accounting firm. The firm shall audit the past year's records and provide recommendations and guidance if and where needed. It is the responsibility of the Audit Committee to secure the service, to receive the report and to make recommendations to the District Committee.

#### **Budget Committee**

Each year the Budget Committee in conjunction with the District Treasurer will prepare a budget for the coming year. The budget shall be approved by the District Committee at its August workshop.

#### **Corporate Sponsorship Committee**

The Corporate Sponsorship Committee shall solicit, evaluate and recommend sponsorship for District III Championships.

All committees are appointed by the Chairman for a one-year period (July 1 - June 30).

Full District Committee meetings are held six to eight times a year with dates determined at the organizational meeting. Special meetings may be called by the Chairman if the need arises. Agendas are provided for each meeting and all members have the right to place items on the agenda. Minutes are kept from each meeting and approved by the Committee at subsequent meetings. At all meetings, the Committee operates as a single entity with a majority vote used to determine decisions.

Schools have the right to attend meetings and have agenda consideration. This occurs most often regarding eligibility questions. Schools may request consideration via a written letter or in the form of a hearing with the Committee. Schools are free to bring anyone they wish to present information. They may be represented by legal counsel if they so wish. All decisions of the District Committee on eligibility may be appealed to the State Board. The Executive Director/Secretary and District Chairman have the authority to rule on simple requests prior to the meeting, which are then confirmed by the Committee (Such requests often include, but are not limited to, foreign exchange students, transfer students, and handicapped students).

**REVENUE / EXPENSE**

District revenue comes from ticket sales, programs sales, advertising, media fees, clothing sales and corporate sponsorships.

The fiscal year runs from July 1 through June 30, which conforms with school districts.

**Awards**

The District purchases all trophies and medals, on an annual basis, that are provided to contestants. Periodically, quotes are solicited from various companies to provide this service.

**Clothing Sales**

The District Committee makes available clothing (primarily t-shirts) for sale at various championships. They also solicit sales by the schools in the form of advance orders.

**Committee Fees**

There are three paid staff members: the District Treasurer, Executive Director/Secretary, and the Webmaster/Director of Corporate Sponsorships. Whenever secretarial help is needed it is reimbursed at an hourly rate. A mileage reimbursement is provided for meetings and required District work. Committee member payments will be made at the September, December, February, and April Committee meetings. (Fees will be evaluated periodically)

A complete listing of fees follows:

**Officers**

Chairman	\$2200.00 per quarter
Vice-Chairman	\$1500.00 per quarter
Committee Members	\$600.00 per quarter
Treasurer	\$1700.00 monthly
Executive Director/Secretary	\$2000.00 monthly
Secretarial Help	\$17.00 per hour
Ranking Tabulators	\$3000.00 per sports season
Web Master / Corporate Sponsorship	(See Addendum)

**REVENUE / EXPENSE**

**Sports Chairmen**

Chairmanship fees are categorized based on the amount of time and work invested in the chairmanship. The lower the category number, the higher the fee.

<b><u>Chairman / sport</u></b>	<b><u>Current Fee</u></b>	<b><u>Category</u></b>	<b><u>New Fee</u></b>
Wrestling (team & ind)	\$2,300.00	1	\$2,650.00
Basketball	\$1,600.00	2	\$2,000.00
Soccer	\$1,400.00	3	\$1,850.00
Cross-Country	\$1,200.00	4	\$1,600.00
Track & Field	\$1,250.00	4	\$1,600.00
Swimming & Diving	\$1,300.00	4	\$1,600.00
Baseball	\$1,300.00	5	\$1,500.00
Football	\$1,300.00	5	\$1,500.00
Softball	\$1,300.00	5	\$1,500.00
Field Hockey	\$1,050.00	6	\$1,300.00
Volleyball, Boys	\$1,050.00	6	\$1,300.00
Volleyball, Girls	\$1,150.00	6	\$1,300.00
Clothing	\$1,050.00	6	\$1,300.00
Tennis, Boys	\$ 950.00	7	\$1,100.00
Tennis, Girls	\$ 950.00	7	\$1,100.00
Competitive Spirit	\$ 650.00	7	\$1,100.00
Lacrosse	\$ 900.00	7	\$1,100.00
Golf	\$ 950.00	7	\$1,100.00
Bowling	\$ 750.00	8	\$ 875.00
Football Programs		8	\$ 875.00
Basketball Programs		8	\$ 875.00
Sportsmanship / Awards	\$ 650.00	8	\$ 875.00

**Officials Assignors**

Officials assignors fees are categorized based on the amount of time and work invested in the chairmanship. The higher the category number, the higher the fee.

<b><u>Assignor / sport</u></b>	<b><u>Current Fee</u></b>	<b><u>Category</u></b>	<b><u>New Fee</u></b>
Girls Basketball	\$650.00	5	\$750.00
Boys Basketball	\$650.00	5	\$750.00
Softball		4	\$500.00
Baseball		4	\$500.00
Soccer (per gender)		4	\$500.00
Football	\$450.00	4	\$650.00
Field Hockey	\$350.00	4	\$500.00
Girls Volleyball	\$250.00	3	\$500.00
Boys Volleyball	\$250.00	2	\$300.00
Boys Lacrosse	\$175.00	2	\$300.00
Girls Lacrosse	\$175.00	2	\$300.00
Wrestling	\$250.00	1	\$500.00

## **REVENUE / EXPENSE**

### **Committee passes**

Each District III committee member and sports chairperson receives fifteen District III passes every two-year PIAA cycle. Members also receive at District expense four tickets to PIAA finals in basketball and wrestling.

Committee members who depart the Committee after serving 1 to 4 years receive a gold-tone lifetime pass to District III events. Those who serve five years or longer receive a clock as well as the lifetime pass.

### **Insurance**

To protect against any possible financial losses the District carries property insurance coverage on certain office equipment, wrestling clocks and track computer equipment. Items for coverage and amounts are determined by the District Committee.

The District Treasurer is bonded on an annual basis for coverage as determined by the District Committee.

**Media Fees**

Fees are collected from stations or individuals that broadcast or televise District III Athletic Events.

**PIAA DISTRICT III MEDIA RIGHTS FEES**

Media organizations that wish to broadcast, telecast or live stream District III athletic events are subject to a rights fee as per District III policy.

**PIAA DISTRICT III BROADCAST RIGHTS FEES FOR FOOTBALL, BASKETBALL AND WRESTLING**

CLASS 3A, 2A and 1A	LIVE TV			RADIO / AUDIO	
	BKB	WR*	FB	BKB / WR	FB
First round / preliminary	\$500	\$275	\$500	\$75	\$75
Quarterfinals	\$750	\$475	\$750	\$100	\$100
Semifinals	\$1000	\$675	\$1000	\$125	\$125
Championship	\$1250	\$875	\$1500	\$150	\$150

CLASS 6A, 5A and 4A	LIVE TV			RADIO / AUDIO	
	BKB	WR*	FB	BKB / WR	FB
First round / preliminary	\$1000	\$650	\$1500	\$125	\$150
Quarterfinals	\$1250	\$850	\$2000	\$150	\$200
Semifinals	\$1500	\$1050	\$2500	\$175	\$250
Championship	\$1750	\$1250	\$3000	\$200	\$300

\*Note: For 3A wrestling, the 6A price will be in effect. For 2A wrestling, the 2A price will be in effect.

\*Note: Consolation basketball games are 50% of the listed championship game fee

**PIAA DISTRICT III LIVE WEBSTREAMING RIGHTS FEES FOR FOOTBALL, BASKETBALL AND WRESTLING**

CLASS 6A, 5A and 4A	LIVE WEBSTREAMING			CLASS 3A, 2A and A	LIVE WEBSTREAMING		
	BKB	WR	FB		BKB	WR	FB
First round / preliminary	\$500	\$175	\$ 500	First round / preliminary	\$250	\$150	\$250
Quarterfinals	\$625	\$425	\$1000	Quarterfinals	\$375	\$250	\$375
Semifinals	\$750	\$525	\$1250	Semifinals	\$500	\$350	\$500
Championship	\$875	\$625	\$1500	Championship	\$625	\$450	\$750

**PIAA DISTRICT 3 MEDIA RIGHTS FEES FOR:**

<b>BASEBALL</b>	<b>BOWLING</b>	<b>COMPETITIVE SPIRIT</b>
<b>CROSS-COUNTRY</b>	<b>FIELD HOCKEY</b>	<b>GOLF</b>
<b>LACROSSE</b>	<b>SOCCER</b>	<b>SOFTBALL</b>
<b>SWIMMING &amp; DIVING</b>	<b>TENNIS</b>	<b>TRACK &amp; FIELD</b>
<b>VOLLEYBALL</b>		

CLASS 3A, 2A and 1A	LIVE TV	RADIO / AUDIO
First round / preliminary	\$250	\$40
Quarterfinals	\$375	\$50
Semifinals	\$500	\$65
Championship	\$625	\$75

CLASS 6A, 5A and 4A	LIVE TV	RADIO / AUDIO
First round / preliminary	\$500	\$65
Quarterfinals	\$625	\$75
Semifinals	\$750	\$85
Championship	\$875	\$100

CLASS 4A and 3A	LIVE WEBSTREAMING	CLASS 2A and 1A	LIVE WEBSTREAMING
First round / preliminary	\$250	First round / preliminary	\$125
Quarterfinals	\$325	Quarterfinals	\$200
Semifinals	\$375	Semifinals	\$250
Championship	\$450	Championship	\$325

**For additional information, please see the following page**

## **ADDITIONAL INFORMATION RELATED TO MEDIA RIGHTS FEES**

The full fee is charged for each commercial station or outlet that provides viewing or audio services.

All secondary vendors that use the live broadcast feed will be subject to a rights fee. Secondary vendors are any other outlets of any kind that broadcast the event live (this includes a brief delay of the live event).

The secondary vendor rights fee will be 100% of the live television rights fee for that event if the vendor is a commercial television station, cable company or satellite network. The list above is not exclusive.

If the secondary vendor is a website livestreaming service, the secondary vendor rights fee will be 100% of the live webstreaming fee for that contest.

Secondary vendor rights fees are payable to PIAA District III. Vendors must make arrangements with and issue payment to PIAA District III before broadcast permission is approved.

***DISTRICT III POLICY:*** Vendors who wish to broadcast District III championship contests at a District III member school must contact the school before permission is granted. Member schools have the right to decline the broadcast if that school believes it cannot properly accommodate the broadcast.

If the school agrees to the broadcast, the vendor must then contact District III Treasurer Bob Baker.

All broadcasts, whether live or tape delayed, must be branded with a PIAA District III and M&T Bank logo; District III will provide logos for both. M&T Bank is the official corporate sponsor of District III Championships.

The official name of the District III playoffs is: *PIAA District III M&T Bank \_\_\_\_\_ Championships*

*(The blank indicates the name of the sport.)*

Other fee structures: Any broadcast delayed more 24 hours or more: 50% discount

Any School-based webcast / radio, either live or taped: 50% discount to original station and all stations to which they supply the broadcast

School-based media will be considered only if they can be accommodated by the host school. Schools of teams playing in the contests will be given first consideration.

School-based TV or video production

A District III school producing for its own school with a 7-day delay: No charge

A District III school producing for other with a 7-day delay or more: \$150 per contest

A discount of 10% will be applied for a company or outlet that will provide live telecasting of all classifications of boys' and girls' basketball championship contests.

Contact: Bob Baker, District III Treasurer [d3.bbaker@gmail.com](mailto:d3.bbaker@gmail.com)

### **Partnerships**

Until recently, the District has not aggressively sought partnerships with outside sources. The District currently contracts with M&T Bank as the sponsor of all PIAA District III championship events and is actively seeking other partnerships with appropriate entities.

Contact: Rod Frisco, District III Director of Corporate Sponsorships [d3piaa@piaa.org](mailto:d3piaa@piaa.org)

### **Playoff Fees**

Fees for officials, site managers, evaluators, etc. are set by the District Committee. Site help such as police, ticket sellers, ticket takers, medical personnel, etc., is left to the individual site in order to meet local contract obligations and host school fees. Where and when possible, all expenses, with the exception of officials, site rental, game managers and anyone who receives in excess of \$100.00 are paid out of gate receipts and noted on the financial report with a signature and social security number of the payee. Those not paid from gate receipts are paid by check from the District Treasurer.

If a contest is postponed or cancelled after officials and game personnel arrive, they will be paid 1/2 fee. If the contest has started they will be paid full fee for that day and full fee when the contest is resumed.

### **Programs**

The District provides a program for tournaments in football, basketball, wrestling and track and field, which are produced by an outside firm after the screening of proposals (RFP). The District receives the income from these programs.

### **Purchases**

All new purchases not tournament related over \$500.00 are approved by the District Committee with payment from an invoice by the District Treasurer. Sports Chairmen have a credit card with \$1500.00 permissible use. The Executive Director and the Treasurer are permitted up to \$2500.00.

### **School Refunds**

It is the policy of the District Committee to refund a percentage of ticket sales to schools after all expenses are paid. The percentage is determined at the end of the fiscal year with disbursement checks going to schools in August. Refunds to schools are limited to checks of \$100.00 or more.

### **Selection of Officials**

Football, basketball, volleyball and lacrosse officials are assigned by the officials' representative on the District committee. In other sports, the sports chairperson is responsible for securing officials. The District works with various officials' chapters within the District in an effort to secure the best officials.

Selection of all officials is based on their ability and availability. The procedure shall conform to standards adopted by the State Office and will be non-discriminatory.



### **Selection of Sites**

Sites for the various District competitions are primarily held at District III schools that volunteer their school facilities. Geography, quality of the playing surface, size of area, type of competition and total costs are evaluated.

Non-school sites are used for various factors: attendance, quality of venue, availability, location, and other non-exhaustive factors. Selection of sites varies with each sport and no single factor dictates that selection. Sport chairpersons are responsible for securing game sites, with Committee approval. Chairpersons are also responsible for securing a game manager for contests in their respective sports. Generally, the host athletic director at a member school serves as game manager.

### **Site Managers**

Site managers receive the advance sale of tickets from host sites and validate the report. Site managers are responsible for completing all financial reports, depositing the money at a District-approved bank and forwarding the reports along with a copy of the deposit slip to the District Treasurer.

### **Student Awards**

I. Students are recognized with medals for athletic placement as listed under each individual sport in District III tournaments.

II. The District Committee sponsors the E. Jerry Brooks Academic Excellence Award and presents a medal to each senior student athlete who has met the following criteria:

A. The student-athlete must have a cumulative GPA of 3.8 or higher based on a 4.0 scale OR 95% or higher based on a 100% scale at the conclusion of the first semester of their senior year. The GPA cannot be rounded up to equal a 3.8 or 95% (Weighted courses can be computed on a high scale as recognized by member school).

B. The student-athlete must be a senior, have participated in at least two PIAA varsity sports their senior year, and earned a minimum of three varsity letters during his/her high school career (grades 9 to 12). Varsity letters can be won in more than one sport while the winning of the third letter can be anticipated for spring of the senior year.

C. The student-athlete must display good citizenship and sportsmanship, as defined by The Fundamentals of Sportsmanship in the PIAA Handbook:

1. Gain an understanding and appreciation for the rules of the contest
2. Exercise representative behavior at all times and has not received an unsportsmanlike conduct disqualification in any contest
3. Recognize and appreciate skilled performances regardless of their affiliation
4. Exhibit respect for contest officials
5. Display openly a respect for the opponent at all times
6. Display pride in his/her actions at every opportunity

III. The District III Committee sponsors the Fackler-Hower Sportsmanship Award and presents a medal to one female and one male senior athlete. Sportsmanship is determined by the nominating school's student code of ethics and The Fundamentals of Sportsmanship in the PIAA Handbook (letter C above).

### **Ticket Sales**

#### **ADMISSION PRICES**

:

Students	\$4.00
Adults	\$6.00

These prices are for baseball, basketball, football, field hockey, lacrosse, soccer, softball, swimming & diving, track & field, volleyball and both team and individual wrestling per session. Student prices are for grades 1 through 12. Cross Country will charge \$10 per car (with more than one person in the vehicle) or \$5 per single or motorcycle for parking at the District III Cross-Country Championship.

Wrestling Individual Championships: Sectionals, & District III/SC Regionals

Student (per session)	\$4.00
Adults (per session)	\$6.00

Wrestling Team Championships

Student (per session)	\$4.00
Adult (per session)	\$6.00

Complimentary admission may be provided to school entries and vary with the respective sport and the level of competition.

Tickets for sale are provided by the District. The sports chairperson has the responsibility for preparing the tickets for each site or school. In doing so he records the numbers of tickets given to that site. The site manager has the responsibility of completing the game report, depositing the receipts and forwarding all paperwork to the Treasurer. Sports chairpersons are responsible for securing all unused tickets from game sites.

When tickets are sold in advance by the competing schools only a ticket at adult price is available at the gate. At all other times both student and adult tickets will be available at the game site.

## APPENDIX

### BASEBALL/SOFTBALL

#### Game Manager

Single Game	\$100.00
Doubleheader	\$150.00
Tripleheader	\$200.00
Officials - all rounds	\$ 88.00

### BASKETBALL (Girls & Boys)

#### Game Manager

Single Game	\$100.00
Two Games	\$150.00
Three Games	\$200.00
Officials-all rounds	\$ 88.00

### CROSS COUNTRY (Girls & Boys)

Tournament Director	\$150.00
Officials	\$ 88.00

### BOWLING (Girls & Boys)

Independent Tournament Director	\$ 75.00
District III Tournament Director	\$150.00
Set Up	\$150.00
Scorekeeper	\$ 75.00

### FIELD HOCKEY

#### Game Manager

Single Game	\$100.00
Doubleheader	\$150.00
Officials – all rounds	\$ 88.00
Alternate / Timer	\$ 44.00

**APPENDIX (continued)**

**FOOTBALL**

Game Manager	\$125.00
Hershey Stadium Assistant	\$100.00
Officials – all rounds	\$ 88.00
Chain crew	\$ 44.00

**GOLF**

Tournament Director	\$250.00
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**LACROSSE (Boys and Girls)**

Game Manager	
Single Game	\$100.00
Doubleheader	\$150.00
Officials – all rounds	\$ 88.00

**LACROSSE (Boys and Girls)**

Game Manager	
Single Game	\$100.00
Doubleheader	\$150.00
Tripleheader	\$200.00
Officials – all rounds	\$ 88.00

**SWIMMING & DIVING (Boys and Girls)**

Swimming Director	\$250.00
Diving Director	\$ 88.00
Computer Support	\$400.00
Computer Operators	\$ 33.00 per session
Officials	
Swimming	\$ 37.00 per session
Diving	\$ 37.00 per session

## APPENDIX (continued)

### TENNIS (Boys and Girls)

Game Manager (Singles and Doubles)	\$100.00 per day
Game Manager (Team)	\$ 30.00 per match
Officials – Roving Referee (Singles & Doubles)	\$ 85.00 per round
Officials – Roving Referee (Team)	\$ 45.00 per match

### TRACK & FIELD (Boys and Girls)

Meet Director	\$350.00
Table help	\$ 40.00 per session
Announcer	\$ 60.00 per session
Computer Support	\$500.00
Computer Operators (2)	\$250.00 all sessions

### VOLLEYBALL (Boys and Girls)

Game Manager	
Single Game	\$100.00
Doubleheader	\$150.00
Clerical assistance	\$ 45.00
Officials – single contest	\$ 88.00
Officials – doubleheader	\$132.00
Lines – single contest	\$ 44.00 non official
Lines – doubleheader	\$ 88.00 non official

## APPENDIX (continued)

### WRESTLING

#### Team Championships

Game manager

Single Match	\$100.00
Doubleheader	\$175.00
Assistant Game Manager	\$ 50.00
Officials – all rounds	\$ 88.00

#### Section Tournaments

Tournament Manager	\$300.00
Assistant Tournament Manager	\$150.00
Officials – all rounds	\$165.00
Announcer	\$ 85.00
Scorers and Timers – all sessions, inclusive	\$ 85.00
Official serving as weighmaster (selected by District)	\$ 10.00
Head Official additional fee, per round	\$ 10.00

#### District III 3A and 2A Championships

Tournament Manager	\$450.00
Officials – all rounds, inclusive	\$230.00
Officials – preliminaries and quarterfinal rounds only	\$115.00
Announcers (2)	\$130.00 apiece
Scorers and Timers – all sessions, inclusive	\$115.00
Weighmaster	\$ 60.00

Score Clocks: The District has established a rental fee of \$200 per day for rental of the 4-sided floor clocks.

PIAA District III  
Minimum Payment Schedule for Certified Athletic Training Services  
*Effective July 1, 2017*

(This is an unsigned copy of the contract)

Securing Athletic Training Services

The Host Game Manager is responsible for securing a Certified Athletic Trainer (ATC) to provide on-site athletic training services for the duration of the District III event. The following is a suggestion for obtaining athletic training services:

1. The first option should be given to the Host ATC that provides athletic training services to site. If there is no ATC at the Host site, or the ATC is unavailable, the second option is for the Game Manager to contact the schools competing in the event, the home team first, then visitors, to determine if either team will have an athletic trainer traveling to the event and if he/she would be willing to provide medical coverage to both teams for payment.
2. Schools who employ an ATC full-time through the district: make sure your ATC knows about the District III event ahead of time (24hrs minimum) so appropriate steps can be taken to ensure all regular school responsibilities are covered in addition to the District III event. (For example, the Fall play-off season extends well into the regularly scheduled winter season, additional athletic training help may be needed to accommodate the needs of both the winter athletes and the PIAA District III play-off event.)
3. Schools with contracted athletic training services: contact the company responsible for providing athletic training services to your school and make sure the ATC servicing the contract leaves enough time to provide coverage for your play-off event. For example, if your contract states that an ATC provides 20 hours a week make sure the ATC includes the district game as part of those 20 hours. OR You can contract w/ the company to extended hours for extra compensation.
4. Schools or sites without an ATC: contract athletic training services through a local physical therapy company that hires clinical ATC's, or who provide contracted athletic training services to local area schools.

Party Responsible for Paying for Athletic Training Services

1. Regardless of whether or not the Host School's team is participating in the District III play-off event, the Game Manager will pay the Certified Athletic Trainer the same day out of the District III gate receipts. In the event that the payment amount is over \$100., a check will be issued and mailed.
2. No mileage reimbursement is provided to the Certified Athletic Trainer providing medical coverage at the PIAA District III play-off event.



Minimum Payment Schedule for Athletic Training Services

The following is payment schedule for Certified Athletic Training services determined by event

Per Contest	Basketball Volleyball	1 per court	\$60	\$100	\$140
	Field Hockey Soccer Lacrosse Baseball Softball	1 per field			
	Wrestling dual	1 per mat			
	Football	1 per field	\$85		
All Day Events/ Tournaments	Tennis Golf	1 available per site	\$80/day		
	Swim/dive	1 per pool	\$25/hour (Maximum \$250 per/day)		
	Wrestling Sectionals	1per mat +1			

Note A: This fee is paid only to Certified Athletic Trainers (ATCs)

Note B: "One Contest" is defined as one game, meet, match, session, etc.

Note C: It is the District III-appointed Game Manager's responsibility to secure a Certified Athletic Trainer.

Note D: Certified Athletic Trainers are recommended to carry their own individual medical liability insurance policy while contracting with District III to provide athletic training services. District III does not provide medical liability insurance coverage for Certified Athletic Trainers.

Note E: Certified Athletic Trainers are recommended to work within their scope of practice, under the Pennsylvania license and supervision of a physician (MD or DO). Certified Athletic Trainers are encouraged to have established Standard Operating Procedures with a physician that include providing athletic training coverage at District III events.

Note F: Regardless of whether or not the Host School's team is participating in the District III play-off event, the Game Manager will pay the Certified Athletic Trainer the same day out of the District III gate receipts, as is the case for officials and game personnel. In the event that the payment amount is over \$100.a check will be issued and mailed.

## Liability Coverage for Athletic Training Services

1. Supervision - In the state of Pennsylvania, all ATC's are required by law to work under the supervision of a licensed Physician. The following are a few guidelines to follow in order to make sure your liability is covered in the event of an emergency:
  - a. The Host ATC must have current, written Standard Operating Procedures with licensed Physician (MD or DO) that includes District III event coverage.
    - i. If the Host School has a participating team, then the ATC is working under the guidance of the school's Team Physician for his/her own athletes. The Team Physician must, in writing, extend his license to allow the Host ATC to provide athletic training services to the opponents, since this is not a regular season contest.
    - ii. If the Host School DOES NOT have a participating team – the Host ATC is not working w/ any of his/her own athletes. In this case, the ATC is an independent contractor and MUST have his/her own written agreement with a supervising licensed physician in order to provide independent athletic training services for athletes competing in League and District III play-off events, as is required under State Board of Osteopathic Medicine, Title 49 of the Professional and Vocational Standards, Chapters 16, 18 and 25.
2. Medical Liability Insurance Coverage:
  - a. The ATC contracted by the League, or District play-off event, MUST be covered by a professional liability insurance policy:
    - i. ATC's working with their own team – the employing school should have professional liability insurance on their own employee. This employee is then protected by the school plan when providing services to his/her own team. At play-offs, this ATC has no responsibility to the opponents and therefore may not be covered if he/she renders care to an opponent.
    - ii. Host ATC's – Defined as ATC's working as an independent contractor for a League or District play-off event without their team participating. In this situation, the ATC is working outside the scope of his/her employment responsibilities and is not covered by the employer's liability insurance. Consequently, the ATC who is receiving payment for services must have THEIR OWN professional liability insurance coverage from Marsh (\$213-249/yr) or HPSO (\$200/yr). Both of these policies have a moonlighting clause that protects athletic trainers who work a limited number of hours outside their scope of employment (Marsh – can not exceed 15% of total full-time working hours, HPSO – can not exceed 120 hours).

## Coverage Responsibilities of the Certified Athletic Trainer

The Certified Athletic Trainer will:

- Be on-site and available 1 hour prior to the start of competition to prepare all athletes and remain ½ hour at the conclusion of event. The certified athletic trainer may leave only after returning all equipment to its proper place, checking with the coaching staff to ensure all athletes have received Post-event care, and reported to the game manager that all duties have been completed.
- Provide preventative taping and treatments, if available, of athletic injuries.
- Provide emergency evaluation and identification of all athletic injuries.

- Provide immediate care of all athletic injuries, including the provision of splints, crutches and AED, as needed.
- Provide organization and administration of all athletic training services, possibly including physician services, stand-by EMS or other.
- Provide proof of current Emergency Cardiac Care certification.
- provide proof of Athletic Training certification, current Pennsylvania license and is a member in good standing with the National Athletic Training Association Board of Certification
- Provide proof of criminal and child abuse clearances, if needed

The certified athletic trainer will NOT be responsible to:

- Provide ice/water/cups. Each team is responsible to supply their own needs.
- Provide medical supplies for the prevention of athletic injuries. Each team is responsible for bringing their own well-supplied medical kit, complete with the items needed to tape or brace a previously evaluated and on-going athletic injury.
- Provide access to or the use of electrical modalities such as ultrasound and electrical stimulation. The only therapeutic modality that will be provided will be ice. Heat will only be provided at the availability and discretion of the supervising ATC. All other modalities require a prescription for use and will not be rendered in any case.
- Provide medical treatment to anyone but the competing athletes. The contracted Certified Athletic Trainer's first priority is to the athletes who are competing in a District III event. All others, including coaches, officials, fans and by-standers, may be treated upon the discretion of the Certified Athletic Trainer under the Good Samaritan Law.

PIAA DISTRICT III  
Sports Medicine Coverage of Cross Country, Individual Wrestling and Track  
Championships

William Vollmar, or his designee, with help as he sees necessary, agrees to provide services for medical coverage for the participating athletes of the District III cross country, individual wrestling and track championships under the following conditions:

1. A head athletic trainer from one of the District III schools will be appointed who will be responsible for contacting additional athletic trainers and other medical personnel, including additional physicians, to help work the event. The first head athletic trainer will be William "Sonny" Mills. Subsequent head athletic trainers will be appointed by mutual agreement. The head athletic trainer will be approved through mutual agreement by the District III Committee.
2. I, or the head athletic trainer noted above, will be contacted at least four months prior to the event so that there is adequate time to arrange for proper coverage and to clear schedules.
3. This proposal only applies to the one-day cross country championships in the fall, the two-day individual wrestling championships held in the winter, and the two-day track championships held in the spring.
4. \_\_\_\_\_ will cover the Standard Operating Procedures (SOPs) of the athletic trainers working the event.
5. \_\_\_\_\_ will approve all athletic trainers and other medical personnel prior to the event for them to be able to work. Every attempt will be made to include new qualified athletic trainers on a gradual basis.
6. District III will ensure that an ambulance and an AED (automatic defibrillator) are available on-site and will cover any costs associated with this.
7. The payment schedule, to be paid by District III to each working individual, will be as follows:
  - a. \$25.00/hour for athletic trainers
  - b. \$150/day for physicians
8. Number of athletic trainers for adequate medical coverage under normal circumstances (may be increased depending on specific needs of the event):
  - a. Cross-country – 6 (2 medical tent, 2 finish line, 2 course)
  - b. Track & Field – 8 (2 medical tent, 2 finish line, 1 throws, 1 jumps, 2 rovers)
  - c. Wrestling Tournament – number of mats, plus two (6 mats = 8 trainers)
9. Number of physicians for adequate medical coverage (will include at least one Orthopedic Surgeon and one primary care Sports Medicine Specialist):
  - a. Cross-country – 2
  - b. Track & Field – 4
  - c. Wrestling Tournament – 4
10. District III will provide meals and adequate time for the medical personnel to eat so that they can cycle on a rotating basis to continue to provide adequate medical coverage. Time for skin check during the lunch break must be taken into consideration.
11. Each athletic trainer will be responsible for ensuring medical liability insurance coverage either through their school or under an individual policy along with a District III medical liability policy.
12. District III will pay for supplies for taping and other on-site treatment of the athletes. Cost will depend on the number of injuries, but unused items will be stored, either

- by the District or by us at the District's request, and be used at subsequent events. All supplies will remain the property of District III.
13. I will be permitted to bring a limited number of residents and other trainees to the event for training. These individuals will not be paid. Their participation and athlete contact will be monitored and determined by their level of experience.
  14. Coverage responsibilities of the athletic trainer are, but not limited to, the following:
    - a. The athletic trainer will:
      - i. Be on-site and available ½ hour prior to the start of competition to prepare all athletes and remain ½ hour at the conclusion of event. The athlete trainer may leave only after returning all equipment to its proper place, and checking with the head athletic trainer.
      - ii. Provide preventative taping and treatments of athletic injuries.
      - iii. Provide emergency evaluation and identification of all athletic injuries.
      - iv. Provide immediate care of all athletic injuries.
      - v. Provide organization and administration of all athletic training services, possibly including physician services, stand-by EMS or other.
      - vi. Provide proof of current Emergency Cardiac Care certification.
      - vii. Provide proof of Athletic Training certification and current Pennsylvania license.
      - viii. Provide proof of criminal and child abuse clearances, if needed.
  15. Physician responsibilities are to oversee the athletic trainers and provide medical coverage to the athletes as needed.
  16. Changes can be made to the proposal if agreed upon by both parties.
  17. This agreement will be in effect for three years from the date of signature unless voided with 60 days' notice by William Vollmar or District III.

Signed: Dr. William Vollmar \_\_\_\_\_ DATE: \_\_\_\_\_

Signed: Ronald Kennedy, District III Chairman \_\_\_\_\_ DATE: \_\_\_\_\_