



## 2018 LHSAA VOLLEYBALL

### *General Information Bulletin*



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In high school sports, you can be a part of something bigger than yourself.

You can be part of a team.

Wearing the uniform of your high school comes with a big responsibility. Your community cheers for you. Your teammates count on you. And you have the opportunity to make history by competing for a state championship. Do you have what it takes?



This message presented by the Louisiana High School Athletic Association and the Louisiana High School Athletic Directors Association.



## 2018 VOLLEYBALL GENERAL INFORMATION

*This Bulletin is for your benefit. Please read and make sure all necessary parties receive the correct information concerning the event.*

CATEGORY	DATE/INFORMATION
LHSAA Volleyball Rules	Completely familiarize yourself with Section 24 of the 2018-19 Handbook
First Practice/Earliest Scrimmage Allowed	Monday, August 6, 2018
Jamboree Dates	<p>Monday, August 20 – Saturday, August 25, 2018</p> <ol style="list-style-type: none"> <li>1. Jamborees must have a minimum of 3 teams and 2 games.</li> <li>2. Host schools must submit approval form and fees by Monday, August 6, 2018.</li> <li>3. Fees are \$50 for each jamboree. (By-law 6.10.8)</li> <li>4. All jamborees shall be approved or the host school will be penalized.</li> </ol> <p>No other financial reports or additional monies are required by the LHSAA.</p>
Deadline for Submitting Schedules Online	Saturday, August 25, 2018 - Deadline to submit online version of your school's varsity schedule on the LHSAA Member's Only website. Failure to do so shall result in the school being fined \$100. (By-law 6.12.1)
1 <sup>st</sup> Contest (If Jamboree Not Played)	Monday, August 27, 2018
Reporting Weekly Game Results	Beginning with the first playing date of the season, the winning school's principal or his/her designee, shall be required to enter the volleyball match results, including tournament games, online no later than 12:00 a.m. on the date the contest is played. Failure by the winning school to submit game results shall by the established deadline will result in a \$50 fine. Unless disputed by 10:00 p.m. on each Tuesday of each week, the results shall stand as posted. (By-law 6.12.2)



2018 VOLLEYBALL GENERAL INFORMATION  
CONTINUED

CATEGORY		DATE/INFORMATION
All-Academic Submission Deadline		Monday, October 8, 2018
Last Date to Add a Match to Schedule for Power Rating Purposes		Saturday, October 20, 2018
End of Regular Season/ District Representatives Named		Saturday, October 27, 2018- The district chairperson shall report the name of the first and second-place teams on the official LHSAA District Chairperson Certification Form to the LHSAA by 10:00 p.m.
Playoff Pairings Named		Monday, October 29, 2018 at conclusion of dispute period.
Wildcard Program		<p>1. Only the teams certified as the first and second-place district representatives shall automatically qualify for the state playoffs.</p> <p>2. The remainder of the byes on the bracket will be filled with wildcard teams (teams that did not automatically qualify) using the highest power rating in descending order to fill the bracket.</p>
<u>Playoff Dates</u> Wednesday, October 31, 2018 Thursday, November 1, 2018 Friday, November 2, 2018 Saturday, November 4, 2018	<u>Round</u> Bi-District Bi-District Regional Regional	<u>Divisions</u> Divisions V, IV, and III Divisions II and I Division V, VI, and III Divisions II and I
<u>State Tournament Dates</u>  Thursday, November 8, 2018 (Quarterfinals) Friday, November 9, 2018 (Semifinals) Saturday, November 10, 2018 (Finals)		

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## DISTRICT SCHEDULING MEETING

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- The District Chairperson shall notify all district members at least ten (10) days in advance of the date, time and place of meeting.
- Member schools shall declare in writing, at the meeting, if they will play a varsity schedule and/or if they will play for district honors.
- The District Chairperson and the school's principal shall notify the LHSAA in writing of the school(s) that will not play for district honors and/or varsity schedules.
- The district principals shall approve the schedule.
- The chairperson shall take and keep the minutes of the meeting.

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## PRACTICE REGULATIONS

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1. Shall not engage in more than three (3) hours of practice activities on those days which one (1) practice is conducted.
2. Shall not engage in more than five (5) hours of practice activities on those days during which more than one (1) practice is conducted.
3. The maximum length of any single practice session shall be three (3) hours.
4. A practice session is defined as any sport skill related activity, on court or on field, involving student-athletes by a member of the coaching staff.
5. On days when more than one (1) practice is conducted, there shall be, at a minimum, two (2) hours of rest/recovery time between the end of one practice and the beginning of the next practice. Rest/recovery time shall be defined as void of any team or individual activity including but not limited to weight training sessions, conditioning sessions, skull sessions, film sessions, or any other similar athletic session.
6. Schools shall not schedule multiple practices on consecutive days and student-athletes shall not participate in multiple practices on consecutive days.

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## INSTRUCTIONS FOR TAKING MANDATORY ONLINE RULES CLINIC

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*If you attended and received credit for the Volleyball Rules Clinic held during the 2018 LHSCA Summer Convention, you do NOT have to take the clinic again.*

1. Log on to [www.lhsaaonline.org](http://www.lhsaaonline.org)
2. The head Volleyball coach should receive a username and password from his/her principal that will be used throughout the Volleyball season. If you do not have one or forgot your username and/or password, please contact your school principal.
3. Click the Online Rules Clinic Tab
4. Listed under Sports Clinics will be the link to complete the Volleyball Online Rules Clinic when it becomes available. (See dates listed above)

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**Welcome to the LHSAA Coaches Website**

Home   Forms   Power Ranking / Sports' Schedules   **Online Clinics**   Playoff Brackets   Disqualification Report

**Online Clinics**

NOTE for Internet Explorer 10 users: You must put IE 10 in compatibility view after you logn to the Member Site. To do this either click the Tools menu and click Compatibility View or click the compatibility view button in the address bar. Otherwise you will get an "input string not attached or incorrect" error taking the online rules clinic quiz.

**LHSAA Handbook Clinic**  
▶ [Online Handbook Clinic](#)      Available

**Sports Clinics** - Clinics will only be listed below during certain specific dates assigned to the sport.

Please send us any comments, questions, or suggestions using the [Contact Us](#) form or call the LHSAA office.

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## INSTRUCTIONS FOR ENTERING VOLLEYBALL SCHEDULES INTO THE LHSAA MEMBER SITE

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*It is not necessary to enter jamborees, junior varsity or Hall of Fame matches as these matches do not receive power points.*

1. Log on to [www.lhsaaonline.org](http://www.lhsaaonline.org) using your assigned username and password
2. Click the Power Ranking Tab
3. Click Volleyball Power Ranking
4. To add games to your schedule click the ADD button at the top right of the screen
5. To add Tournaments, click ADD at the bottom right of the screen. (Only add tournaments, add the tournament games after they are played in the games section)

Go to: [Start Page](#) | [Main Menu](#) | [Help](#) | [Contact Us](#)

### Volleyball Power Ranking

**School Game Schedule:** + Add

School Year: 2015-2016

High School:  
Division:  
District:  
City:  
School Phone #:  
Coach:  
Home Phone #:  
Email:  
District Results:  
Win:  
Loss:

Game Status: NP=Not Played MC=Not Confirmed D=Confirmed B=Disputed  
Grey = Game Confirmed or Not Played (Blue) = Result Needs to be Confirmed Yellow = Opponent fails to confirm Red = Game result Disputed

Use this section to Add and Edit Regular Season Games (Deadline: 8/29/2015) and to add Tournament Games (after they are played). + Add

#	Opponent	Date	Division	District	Tournament Host	Match on that day	Home/Away	Win/Loss	Score	Result Points	Opponent M-T Record	Power Points	Status	Edit	Delete
No Games have been added to the schedule.															

Use this section to Add Tournaments only... use the above "Games" section to add tournament games after they are played. + Add

Tournaments Participating: 0

NOTE: 2013 - 2014 Schedule: Schools must enter the in-state tournaments they are participating in at the same time regular season games are scheduled with the games played to be added after the tournament is over. (Deadline: 8/29/2013)

#	Tournaments	From	To	Edit	Delete
No Tournaments have been added to the schedule or this team is not participating in any tournaments this season.					



6. Enter Match Date, Opponent (from the drop down list), and be sure to clear the check mark if the match is a district match.

back

**Add Match / Result:**

2015-2016 Volleyball: A team shall be limited to 26 playing dates per regular season, 4 of which can be a tournament. (Note: A tournament counts as 1 playing date and a team is limited to 4 tournaments per season.)

NOTE: 2015-2016 Schedules: Schools must enter the in-state tournaments they are participating in at the same time regular season games are scheduled with the games played to be added after the tournament is over.

High School: [1st] Specify if this match is the 1st, 3rd or 3rd of the day for .

Match Date: [Date Picker] Example: 09/20/17

Match Time: [Time Picker] Example: 4:30 PM

Opponent: [Select One] [1st] Specify if this match is the 1st, 3rd or 3rd of the day for the opponent.

Home / Away:  Home  Away

Is this a District Match?  Yes  No

Is this a Tournament Match?  Yes  No

Result:  Not Played  Win  Lost  Cancelled  Forfeit  Postponed Reason of Postponement [Dropdown]

\* Please notify LHSAA if a game is a forfeit.

SET 1		SET 2		SET 3		SET 4		SET 5	
[0]	[0]	[0]	[0]	[0]	[0]	[0]	[0]	[0]	[0]
You	Opp	You	Opp	You	Opp	You	Opp	You	Opp

Save Cancel


7. Click SAVE.
8. Once a match is entered and needs to be deleted prior to the 1<sup>st</sup> Official playing date, email LHSAA Assistant Executive Director, Karen Hoyt. ([khoyt@lhsaa.org](mailto:khoyt@lhsaa.org))

After the 1<sup>st</sup> Official playing date, LHSAA Assistant Executive Director, Karen Hoyt will need email confirmation from both coaches agreeing to delete game in question.

Home Teams' score books will be the official documentation to resolve all score disputes.

The winning Head Coach/Designee is responsible for entering the results and the opposing coach should be receive an email alert to confirm match.

## INSTRUCTIONS FOR ENTERING PLAYED MATCHES

1. Log on to [www.lhsaaonline.org](http://www.lhsaaonline.org) using your assigned username and password
2. Click EDIT button  to enter the match scores and results

**School Game Schedule:** + Add

School Year: 2015-2016

High School: \_\_\_\_\_  
 Division: \_\_\_\_\_  
 District: \_\_\_\_\_  
 City: \_\_\_\_\_  
 School Phone #: \_\_\_\_\_  
 Coach: \_\_\_\_\_  
 Home Phone #: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 District Results: \_\_\_\_\_  
 Win: \_\_\_\_\_  
 Loss: \_\_\_\_\_

Game Status: NP=Not Played NC=Not Confirmed C=Confirmed D=Disputed  
 [Green] Game Confirmed or Not Played [Blue] Result Needs to be Confirmed [Yellow] Opponent Needs to Confirm [Red] Game result Disputed

*Use this section to Add and Edit Regular Season Games (Deadline: 8/29/2016) and to Add Tournament Games (after they are played).*

Games: 1 + Add [Pencil] [X]

#	Opponent	Date	Division	District	Tournament	Match# on that day	Home/Away	Win/Loss	Scores	Status	Edit	Delete
1	Test	8/29/2016 2:00:00 PM	I	I		110	H		00-06-34	NP		

*Use this section to Add Tournaments only....use the above "Games" section to add tournament games after they are played.*

Tournaments Participating: 1 + Add

NOTE: 2013 - 2014 Schedules: Schools must enter the in-state tournaments they are participating in at the same time regular season games are scheduled with the games played to be added after the tournament is over. (Deadline: 8/29/2016)

#	Tournaments	From	To	Edit	Delete
1	Morgan City	8/17/2015	8/19/2015		

3. After the scores have been entered and saved, the system will automatically generate an email and send to the opponents' head coach for them to confirm the scores and results. These matches will be highlighted in YELLOW, which means that the opponent's head coach needs to confirm the scores and results.

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## CONFIRMING A MATCH

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1. Log onto [www.lhsaaonline.org](http://www.lhsaaonline.org) using your username and password
2. Click EDIT. Matches that need to be confirmed by this coach will show highlighted in BLUE.
3. If the score is correct then click CONFIRM AND SAVE.
4. If there is a discrepancy, then click the dispute tab and enter the reason for the dispute and SAVE. The system will automatically send an email to the LHSAA Assistant Executive Director, Karen Hoyt. All disputed matches will be highlighted in RED.

*AT THE END OF THE REGULAR SEASON, THE DISTRICT CHAIR AND/OR THE HEAD COACHES THAT ARE 1<sup>ST</sup> AND 2<sup>ND</sup> IN THEIR DISTRICTS WILL NEED TO EMAIL ASSISTANT EXECUTIVE DIRECTOR, KAREN HOYT ([khoyt@lhsaa.org](mailto:khoyt@lhsaa.org)) THEIR DISTRICT STANDINGS.*

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## EDITING PLAYOFF BRACKETS

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1. Log onto [www.lhsaaonline.org](http://www.lhsaaonline.org) using your username and password

### Welcome to the LHSAA Coaches Website

The screenshot shows the 'Playoff Brackets' section of the LHSAA Coaches Website. At the top, there are navigation tabs: Home, Forms, Power Ranking, Online Clinics, and Playoff Brackets. Below the tabs, the 'Playoff Brackets' section is displayed. It contains two main entries: 'Volleyball Playoff bracket' and 'Football Playoff bracket'. Each entry has an 'Edit' link and a series of links for different divisions and classes. For the Volleyball bracket, the links are 'Division I', 'Division II', 'Division III', 'Division IV', and 'Division V'. For the Football bracket, the links are 'Class 5A', 'Class 4A', 'Class 3A', 'Class 2A', and 'Class 1A'.

Please send us any comments, questions, or suggestions using the [Contact Us](#) form or call the LHSAA office.

2. You will see 5 tabs – click on the tab that says PLAYOFF BRACKETS
3. Click on the EDIT tab that will be located beside the *Volleyball Playoff Bracket*

The screenshot shows the 'Edit Bracket' page for the 2012 LHSAA Volleyball Playoff Bracket - DIVISION II. The page has the same navigation tabs as the previous screenshot. The main content area is titled '2012 LHSAA Volleyball Playoff Bracket - DIVISION II'. It is divided into two sections: 'Bi-District Game' and 'Regional Game'. The 'Bi-District Game' section shows a bracket with four entries: '9 St. Michael the Archangel\*', '24 East Jefferson', '8 Walker, O.P.\*', and a 'Bye' entry. The 'Regional Game' section shows a single entry: '8 Walker, O.P.'. There are 'Scores' and 'Time/Place' buttons next to the bracket entries, and a 'Close' button at the bottom.

Please send us any comments, questions, or suggestions using the [Contact Us](#) form or call the LHSAA office.

4. You will see a four team mini bracket that will show your opponent and the two other teams in your bracket. You will see two boxes – one will say SCORES in it and the other will have TIME/PLACE.

Home Forms Power Ranking Online Clinics **Playoff Brackets**

Confirm Location of Next Game

Please set and confirm the location of this Regional Game  
St. Michael the Archangel vs East Jefferson

Day:

Time: 04 : 00  AM  PM

Home Team:  St. Michael the Archangel  East Jefferson

Location:  St. Michael the Archangel  East Jefferson  Other

If Other location please specify:  example: Court1, Superdome, Field1

Please send us any comments, questions, or suggestions using the [Contact Us](#) form or call the LHSAA office.

- a) Click on TIME/PLACE to enter the following
1. Day of your match
  2. Time of your match
  3. Location of match
  4. Home and Away teams
  5. Once you have entered the requested information and reviewed it for any possible errors,

5. Click SAVE & CONFIRM.



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## ENTERING PLAYOFF MATCH RESULTS

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1. The coach of the winning team will log on to the LHSAA Member site [www.lhsaaonline.org](http://www.lhsaaonline.org) (see screen shot on previous page)
2. You will see 5 tabs – click on the tab that says PLAYOFF BRACKETS
3. Click on the EDIT tab that will be located beside the *Volleyball Playoff Brackets* (see screen shot on previous page)
4. You will see a four team mini bracket that will show your opponent and the two other teams in your bracket. You will see two boxes – one will say SCORES in it and the other will have TIME/PLACE.

The screenshot shows the 'Edit Game Result' form for a volleyball match. At the top, there are navigation tabs: Home, Forms, Power Ranking, Online Clinics, and Playoff Brackets. The form title is 'Volleyball Division II Regional Game - St. Michael the Archangel vs Walker, O.P.'. Below the title, there are three sections: 'Winning Team' with radio buttons for 'St. Michael the Archangel' and 'Walker, O.P.'; 'Enter Number of Sets Won' with input fields for both teams; and 'Enter Score' with a grid for sets 1 through 5. A 'Time/Place' button is visible at the bottom of the form. A yellow banner at the bottom of the form contains the text: 'Please verify that the next game time, location and home team are correct. If changes are required then click the Time/Place button by the next game and make the change.' Below the form, there are 'Save' and 'Cancel' buttons.

Please send us any comments, questions, or suggestions using the [Contact Us](#) form or call the LHSAA office.

### Steps to follow to enter your match results:

- a) Click on SCORE to enter your match results
  - b) Click on winning team
  - c) Enter the number if sets won by the winning team
  - d) Enter the number if sets won by the losing team
  - e) Once you have reviewed the information for any possible errors
5. Click SAVE

The winning team will automatically advance to the regional round on the bracket.

**NOTE:** The TIME/PLACE screen will open so you can enter the Date, Time, Home Team, Location and location details of the next round. If you do not know your next opponent, please click the CANCEL button. You can enter this information once you know who your next opponent will be.

Please keep this document and if you have any questions, please contact LHSAA Assistant Executive Director, Karen Hoyt ([khoyt@lhsaa.org](mailto:khoyt@lhsaa.org)) or her Administrative Assistant, S. Lacy Macdiarmid ([lmacdiarmid@lhsaa.org](mailto:lmacdiarmid@lhsaa.org)).

2018-2019 LHSAA SPONSORS



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