



# ***CIF LOS ANGELES CITY SECTION***

## **2008 FOOTBALL PLAYOFF CHAMPIONSHIPS**



**FARMERS**

**Presented by Farmers Insurance**

October 13, 2008

City & Invt. Seeding	Saturday, November 15, 2008	9:00 a.m. @ Santee Educational Complex
Eight Man Seeding	Sunday, November 16, 2008	9:00 AM – (Site TBD)
First Round	Thursday, November 20, 2008	2:00 pm or 7:00 pm – higher seed school (TBD)
Quarter-Finals	Wednesday, November 26, 2008	7:00 pm - higher seeded school home site (TBD)
Semi-Finals	Friday, December 5, 2008	7:00 pm- higher seeded school home site (TBD)

### **Finals**

Eight-Man Football	Thursday, December 4, 2008	Contreras Learning Center – 7:00 PM
Invitational Division	Friday, December 12, 2008	Wiengart Stadium, East Los Angeles College – 7:00
City Division	Saturday, December 13, 2008	Los Angeles Memorial Coliseum – 1:00 PM

### **SELECTION OF TEAMS**

*City Division and Invitational Division Playoffs* - Teams will be predetermined into one of the two (2) section divisions, City Division or Invitational Division. The Football Seeding Committee will select the top 16 teams to be placed in the playoffs from each division.

*Eight Man Division Playoffs* - Teams will compete in one division.

### **SEEDING CRITERIA**

The Football Seeding Committee will determine the entries into the playoffs for each division based on the following criteria:

- 1) League placement and overall record.
- 2) Strength of pre-season schedule based on the win/loss records of opponents.
- 3) Common opponent
- 4) Strength of league based on playoff win/loss records from the previous three (3) years.
- 5) League coaches' recommendation (league meeting to be held week of November 10, 2008)

First place teams from each league will automatically qualify for the playoffs. If there is a tie for first place the recommendation from the league coaches will determine the first place team for automatic berth based on the tie-break criteria. The Seeding Committee will determine the placement of teams in the playoffs. Every effort will be made when seeding teams from the same league to avoid match ups in the first round. This format will be followed for the seeding of the City, Invitational, and the Eight Man Division will seed by league finish.

### **LEAGUE COACHES MEETING DURING THE WEEK OF NOVEMBER 10, 2008**

During the week of November 10, 2008, each league will conduct a League Meeting to determine the order of finish in league. In the event there is a tie in the win/loss records, the league coaches must determine the ranking order of teams (first through sixth, seventh or eighth) as it will be submitted to the seeding committee based on the tie-breaking procedures:

- 1) Two-way tie: head-to-head competition to determine placement.
- 2) Three-way tie: head-to-head competition; if one team has beaten both of the other two teams they are to be ranked ahead of the other two and a coin flip will determine 2<sup>nd</sup> & 3<sup>rd</sup>; if not, a three-way coin flip will determine ranking.
- 3) Four-way tie: ranking must be determined by coin flip.

### SEEDING MEETING

The seeding meeting for the City and Invitational divisions will be held Saturday, November 15, 2008, at 9:00 a.m., at Santee Educational Complex (1921 S. Maple Ave., Los Angeles). The Seeding Committee will be comprised of one voting representative from each League, two members of IAC, and a representative of the Athletics Office. A non-voting, non-verbal league assistant representative is allowed to attend the seeding meeting. Individuals with press credentials from established print media who have consistently covered the CIF Los Angeles City Section will be permitted admission to the seeding meeting. **No other individuals will be allowed admission into the seeding meeting.**

The Eight Man Football Seeding Committee will be composed of the first through fourth place coaches from each league and a representative from the Athletics Office. The committee will seed the first place teams from each league and place in order of finish the second through fourth place teams in remaining berths (8 team tournament). No first round games will be against opponents from the same league.

### HOME SITE FOR ALL ROUNDS

The team with the higher numerical placement (whether by seed, rank, or match up) will be the “home team” in all rounds of the playoffs. **The Athletics Office may determine that a particular site will not accommodate the anticipated attendance and direct the game to be moved to an alternate location.** The selection of an alternate site will be a collaborative decision between the Athletics Office and the home team.

### SCHEDULING OF PLAYOFF CONTESTS (FIRST ROUND AND SECOND ROUND)

If the higher seeded team is without home site facility lighting, they will have the option to host an afternoon game in the first round only (Thursday, November 20). All afternoon games will start at 2:00 pm. All first round game start times must be confirmed at the organizational meeting (see below). All second round playoff games will be scheduled on Wednesday, November 26, at 7:00 pm. Schools reaching the second round of the playoffs who do not have stadium lighting may choose to secure a L.A. City School facility with stadium lighting for all ensuing playoff games or may arrange for temporary stadium lighting in advance of the second round game. Schools choosing to use temporary lighting systems accept full financial responsibility for all lighting expenses and must obtain prior approval from the office or Risk Management and Insurance Service (ORMIS).

### PRACTICE LIMITATION

Tuesday, November 18, is a Professional Development Day. Approval has been granted from the Office of Secondary Instruction to allow a two hour voluntary practice after the completion of the Professional Development. All certificated coaches must attend the entire professional development. No late buses will be provided.

### PLAYOFF ORGANIZATIONAL MEETINGS

Assistant Principals and Athletic Directors from schools advancing in the playoffs must attend the weekly Playoff Organizational Meetings (see IAC Rule 1123). The Organizational Meetings for the first three rounds of the City and Invitational Division playoffs will be held at Santee Educational Complex Auditorium, 1921 S. Maple Avenue. These meeting are scheduled to begin at 2:00 p.m. on Monday, November 17<sup>th</sup>, November 24<sup>th</sup>, and December 1<sup>st</sup>. The Organizational Meeting for the Eight-man Division will be held November 17<sup>th</sup> and 24<sup>th</sup> at Santee Learning Complex and the Finals meeting will be held on December 1<sup>st</sup> at Contreras Learning Center. All Eight-man Division meeting will begin at 3:00 PM. Team rosters and Photos will be required of all schools that advance to the second round. This information is to be submitted at the Organizational Meeting on Monday, November 24.

### Dates of Playoff Organizational Meetings

Inv. City Division Seeding	Saturday, November 15, 2008	9:00 a.m. @ Santee Educational Complex
Eight Man Division Seeding	Sunday, November 16, 2008	9:00 AM (Site TBD)
First Round	Monday, November 17 2008	
	Invitational & City Division	2:00 PM @ Santee Ed. Complex
	Eight man Division	3:00 PM @ Santee Ed. Complex
Second Round	Monday, November 24, 2008	2:00 & 3:00 PM – Santee Ed. Complex
City & Inv. Semi Finals	Monday, December 1, 2008	2:00 – Santee Ed. Complex

### City and Invitational Division Championship Organizational Meeting

Organizational meetings for the City Divisions Championship game will be held at the Los Angeles Memorial Coliseum on Monday, December 8 at 2:00 PM. The organizational meeting for the Invitational Division championship game will be held at East Los Angeles College on Monday, December 8, at 10:00 AM. It is required that the Assistant Principal responsible for athletics, Athletic Director, Cheer Advisor, Band Director and Drill Team Sponsor and home team announcer attend the organizational meeting for the championship game. Any school that does not have their Band Director and Drill Team Advisors in attendance will forfeit their halftime performance.

### FINALS

Eight Man Finals	Monday, December 1, 2008	3:00 PM – Contreras Learning Center
Inv. Finals	Monday, December 8, 2008	10:00 AM – East Los Angeles College
City Finals	Monday, December 8, 2008	2:00 PM – Los Angeles Memorial Coliseum

\*Assistant Principal, Athletic Director, Cheer Advisor, Band Director and Drill Team Sponsors must attend finals organization meeting.

### TICKETS

Schools are to use their own tickets for all rounds except the finals. If your school does not have tickets in the appropriate amount it is the school's responsibility to purchase the tickets. Schools will be sent a Ticket Report form for all games played prior to the finals. These forms must be completed and returned to the Athletics Office within thirty (30) days of the event (IAC Rule 412-3a). Advance tickets will not be sold for the Championship Game.

#### **Ticket Prices for All Rounds (except for City and Invitational double header Championship)**

GENERAL ADMISSION	\$10.00
STUDENTS with school ID	\$8.00
CHILDREN 5-12 w/adult	\$5.00
CHILDREN 4 AND UNDER	FREE

(There will be no pre-sale tickets for championship games)

#### **Ticket Prices for Invitational & City Division Championship double header**

GENERAL ADMISSION	\$12.00
STUDENTS with school ID	\$10.00
CHILDREN 5-12 w/adult	\$6.00
CHILDREN 4 AND UNDER	FREE

(There will be no pre-sale tickets for championship games)

### PARKING

Will depend on facility to be used.

### ATHLETIC PASSES

The 2008-09 CIF Los Angeles City Section Athletic Passes, State CIF Courtesy Pass and the CIF Lifetime Pass are valid for admission to all section playoffs and Championships. No other section or individual school passes will be honored at any playoff game.

### TICKET REPORTING

All schools participating in the playoffs are to complete a Ticket Report Form after each game and return same to the Athletics Office within thirty (30) days of the event. The Home School pays all authorized expenses relative to staging of the game. All remaining monies are returned to the Athletics Office with the Ticket Report Form. **Visiting schools are allowed supervision expense** for away games. Refer to IAC Rule 412-2 and page 5 of this bulletin regarding necessary expenses.

### PROGRAMS

For all rounds, except the finals, the HOME school must print a game program. Visiting schools must provide a current team roster to the Athletic Director of the home school at the Monday Organizational Meeting. The HOME school will be responsible for program sales. One copy of the program must be brought to the following administrative organization meeting.

### PRE-GAME AND HALF-TIME ACTIVITIES (ALL GAMES)

By IAC rule, the National Anthem is to be played ten minutes before the scheduled start time of the game. **By Rule, both teams are required to be on the sideline in a respectful manner during the playing of the national anthem.** Half time will be eighteen minutes in duration (without exception). Each school is allocated seven and one half (7 ½) minutes for a half-time performance. The final three minutes will be made available for undistracted team warm-up before the second half begins (NFHS rule). The home school will make all arrangements for half-time performances.

### MEDICAL ATTENDANT

It is the responsibility of the HOME school to provide a medical attendant for all rounds except the championship game. Medical attendant fees will be included with game expense. The Athletics Office will assign the medical attendant for the championship game. To meet all medical emergency needs, it is required to have all medical services and equipment on the sideline (AED, back boards), and emergency transportation arranged in advance.

### OFFICIALS

Officials will be assigned by the Los Angeles Football Officials Association Assigner. No Official will be assigned to the same school twice during the first three rounds of the playoffs. Officials' fees are listed in the Orange Book.

### OFFICIAL FOOTBALL

The CIF Los Angeles City Section does not have an official 2008-09 ball sponsor. Teams are allowed to use any ball that meets the NFHS standard.

### FILMS AND VIDEO TAPES

Teams selected to participate in the First Round of playoffs are required to exchange video tapes/film/DVD at the conclusion of the seeding meeting. This exchange must include two of the last three league games played and must occur prior to 1:00 PM on the date of the seeding meeting. Any team that does not complete the film exchange by 1:00 PM will forfeit its playoff berth. A ten minute grace period will be observed as per rule 1112-2 of the Orange Book and every effort will be made to contact the coach during this time. Alternates from each division are expected to be at the seeding meeting in the event a change is required at 1:10 P.M.

### CHAMPIONSHIP AWARDS

The **Los Angeles Herald Examiner Scholastic Sports Association Perpetual Trophy** will be presented to the City Division Champion at the awards ceremony immediately following the City Championship game.

The **Dr. Donald Newman Perpetual Trophy** will be presented to the Invitational Division Champion at the awards ceremony immediately following the Invitational Championship game.

The Interscholastic Athletics Committee will present a team award to the Champions and Runner-up, and individual medals (forty-four) to the Champion and Runners-up in the City and Invitational Championships. A team award and twenty-five (25) individual medals will be presented to the champion and runner-up in the Eight-Man Division. Additional medals may be purchased by the school if necessary. Contact the Athletics Office for information.

All teams are required to remain on the field in a respectful manner until the completion of awards presentation.

### ADMINISTRATIVE & FACULTY SUPERVISION

**Schools participating in each round of the playoffs will be responsible for the supervision of their spectators.** The Athletics Office will provide the faculty badges, sideline passes and other credentials for all games. It is imperative that no unauthorized personnel (student or staff) attempt to enter the field area at anytime before, during or after the championship games. The consequence for this action will be severe and may result in forfeiture of proceeds. All coaches and supporting staff must display their FIELD PASS in a visible manner. Administrators and Athletic Directors must take every necessary precaution that the field passes are not transferred to unauthorized individuals.

## ANNOUNCER

HOME schools will provide the public address announcers for all playoffs subject to the approval of the Athletics Office (to include the championship game).

The public address announcer is to inform, in an impartial manner, necessary game details and public announcements without narration or partiality. Management is encouraged to use the public address announcer to enhance sportsmanship, crowd control measures, crowd convenience items, such as restrooms, concessions, exit, and any corporate support messages provided by IAC or the CIF. There will be required announcements of CIF State Sponsors at the championship game. A script will be provided by the Athletics Office at the championship organizational meeting containing all required announcements.

## TIE-BREAKING PROCEDURES FOR THE FIRST THREE ROUNDS OF PLAYOFFS

The CIF-Los Angeles City Section authorizes the "10-Yard Line Overtime Procedure", as outlined in the National Federation football rule book. The tie breaker procedure will be used for all playoff contests, except for the section Championship games. Athletic Rules and Regulations (Orange Book) rule 1107: There will be no tie breaker procedure used in the CIF Los Angeles City Section Championship game. If the Championship game ends in a tie, teams will be Co-Champions.

## HOME SCHOOL RESPONSIBILITIES AND PAYMENT OF WORKING PERSONNEL

It is the **HOME school's responsibility** to provide checks for the following working personnel (for all rounds, except finals). Below are the suggested rates of payment.

1. All game officials	Refer to Orange Book for fees
2. Medical Attendant	\$78.00
3. Ticket Takers (2 if necessary)	\$40.00 each
4. Ticket Sellers (2 if necessary)	\$40.00 each
5. Supervision (up to six)	\$40.00 each
6. Announcer	\$40.00
7. Stadium Manager	\$40.00
8. Timer	\$40.00
9. Field Preparation	\$55.00
10. Chain Crew	\$60.00 total
11. Financial Manager will be paid as during the League season	

**The total amount of expenditures for home school working personnel cannot exceed \$635.00** (excluding the Officials, Financial Manager and Medical Attendant). It is not required to use the entire amount allocated if working personnel is less than listed above. You may want to adjust the above rates to accommodate your needs.

**Visiting schools are allocated to pay up to six supervisory personnel.**

**The number of law enforcement officers must be approved by the Athletics Office prior to their assignment.** This will be discussed and finalized at the Organizational Meetings prior to playoff games. Schools should ask lead officers to provide (in writing) the plan for placement of officers on and around the school campus. **No LAPD officers may be hired without permission from the Athletics Office.**



For assistance or information contact John Aguirre, event director, in the Athletics Office at (213) 207-2200

APPROVED: BARBARA FIEGE, Director, Interscholastic Athletics

DISTRIBUTION: Senior High School Principal, Administrator in Charge of Athletics, Athletic Director, Financial Manager, and Varsity Football Coaches (2)