

- 21.11.1 The recommendations of the Agreement Review Committee shall be reported to the WIAA Executive Board.
- 21.11.2 Changes in officials' fee schedule are to be approved by the WIAA and WOA Executive Boards.

21.12.0 OFFICIALS MILEAGE

- 21.12.1 For standing and special committee members, and state tournament assignments, round-trip mileage will be paid at the rate established by the WIAA Executive Board. Mileage for any school year shall be consistent with the allowed amount set by the IRS at the beginning of the fiscal year.
- 21.12.2 Mileage reimbursement for regular season contests will be based upon the WIAA/WOA agreement.

21.13.0 OFFICIALS' FEES - Established fees for middle level and high school regular season and high school state tournament/meets are listed in Appendix 14.1.

22.0.0 QUALIFYING EVENTS AND STATE CHAMPIONSHIPS

22.1.0 STATE CHAMPIONSHIPS - State championships for member schools shall be permitted only in those varsity sports that have been approved by a 60 percent (%) majority vote of the Representative Assembly.

- 22.1.1 The determination of the number of WIAA sponsored tournaments and the number of entries to a tournament shall be based on the percentage of member high schools in each classification. The following criteria in determining tournament formats will apply to all classifications:
 - A. 0-29 percent (%) schools shall have no tournament for that activity or classification.
 - B. 30-59 percent (%) schools enrolled shall be provided a tournament of eight (8) teams/entries beginning the first year of an allocation period.
 - C. 60 percent (%) or more schools enrolled shall be provided a tournament of sixteen (16) teams/entries, beginning the first year of an allocation period.

NOTE: When classifications are combined, the percentages in 22.1.1B & C will be divided by the number of classifications that are combined.

Beginning with the 2020-21 School year, this Equitable Entry into Post Season Policy will replace WIAA handbook rule 22.1.1

1. *The size of the number of entries into the state tournament would be determined by the number of schools in that classification*
2. *An approximate ratio of 4:1 (schools in the classification to number of entries into the state tournament) would be used to determine the size of the state tournament.*
3.

<i>Number of Schools</i>	<i>Number of State Tournament Entries</i>
<i>84+</i>	<i>24</i>
<i>69-83</i>	<i>20</i>
<i>53-68</i>	<i>16</i>
<i>37-52</i>	<i>12</i>
<i>20-36</i>	<i>8</i>
<i>19 or less</i>	<i>Combined with the smallest classification above or below</i>

- 22.1.2 Once approved, a state tournament will be held for both years of an allocation period.
- 22.1.3 The number of state tournaments may be reduced when the number of participating schools decreases and the proper number of state tournaments reassigned.
- 22.1.4 The number of schools participating in a sports activity during the first year of the classification/allocation cycle will be the basis for determining the number of tournaments.
- 22.1.5 ALLOCATION FORMULA - The number of schools in a given classification statewide is divided by the number of tournament entries. This figure is then divided into the number of schools in the classification in each WIAA District. The result is the allocation for that district.
- 22.1.6 APPLICATION OF THE ALLOCATION FORMULA - The Allocation Formula shall be applied each even-numbered year. The WIAA Executive Board is empowered to make decisions regarding the fractional allocations.
 - A. The Allocation Formula is applied by the WIAA Executive Board to the WIAA Districts for all post-season tournament events except for wrestling, where the state shall be divided into regions for each classification.
 - B. The Allocation Formula is the basis for allotting representatives from WIAA Districts to the Representative Assembly.
 - C. By using the Allocation Formula, the WIAA Executive Board shall determine allocations based on the average monthly enrollment as reported during the classification year. The WIAA Executive Board is empowered to make decisions regarding the fractional allocations.

22.1.7 ALLOCATION CALCULATIONS STEPS and CRITERIA

- A. The allocation factor is derived from the schools participating in a sport or activity.
1. The WIAA Executive Board and District Directors verify the member school participation summary. The participation summary is based upon the information supplied by the member schools on the WIAA membership form.
 2. TEAM - Definition - A team is defined as the minimum number of participants required for full participation/scoring in that sport.

For team and individual sports, the program is counted for allocation purposes if the member school participates in varsity competition during the regular season and postseason competition in that sport. For individual sports, a school must attain a roster of at least the number listed below at the end of the third week of the fall sports season for all fall sports except cross country which is determined at the end of the fifth week and at the end of the second week during the winter except 1B/2B wrestling which is determined at the end of the third week and spring sports seasons during the first year of the allocation cycle. To count as a cross country team, a school must demonstrate that an official team competed in a sanctioned varsity event by the end of the fifth week of the season.

SPORT	ROSTER NUMBER REQUIRED FOR ALLOCATIONS
Bowling	5
Cross Country	5
Golf	5
Gymnastics	5
Swimming	4
Tennis	3
Track	5
Wrestling, Boys	8
Wrestling, Girls	8

3. Combined programs are counted as one (1) school.
- B. Determine the two (2) year allocations using the school factor.
1. The school factor is calculated by dividing the total number of schools in that classification that offer that sport by the total number of allocations for the two-year allocation cycle. (Example: The school factor for 61 schools with 32 allocations would be 1.91.)
 2. The number of schools in each District is divided by the school factor to determine the two-year allocation for that district/combined district.
- C. The whole numbers are added, with the additional allocations determined from the fractional allocations (largest to smallest fractional allocation) until all tournament entries are filled.
1. Ties will be assigned as an entry of both Districts.
 - a. WIAA will assign all allocations in the case of ties.
 - b. In the case of a fractional tie (if shared allocations are not possible) the allocation will be assigned to the entity with the District with the largest enrollment.
 2. Combining of two (2) or more Districts is to be done by adding the ideal allocation numbers. The Districts will be combined if the one (1) year allocation is less than 0.8 or if the two (2) year allocation is less than 1.6.
 3. For odd numbered allocations over the two (2) year cycle, the following steps will be used:
 - a. Highest whole number receives the highest number of entries during the first year.
 - b. Highest fraction receives the highest number of entries during the first year.
- D. Adjustments may be made to allocations no later than Friday of the third week of a sports season provided verification has been submitted to the WIAA Executive Director that a school omission or addition to a league/District count would result in altered allocations.
- E. Adding or Deleting a Sport - A school that adds or deletes a sport after submitting the annual enrollment form must submit the change in writing to the Executive Director, with copies sent to the WIAA District Director and league representative. The league is the overseer of schools within its jurisdiction and responsible to communicate with the District Director on all allocation information and league entries.
1. Adding or deleting a sport during the first three weeks of a season during the first year of a two-year allocation cycle may effect a change in tournament allocations.

- 22.1.8 Management, sites, dates and other details for all regional and state tournaments shall be determined by the WIAA Executive Board.
- 22.1.9 Revenue from these tournaments shall accrue to WIAA as determined by the WIAA Executive Board.
- 22.1.10 Playoffs and tournaments shall be governed by regulations adopted by the WIAA Executive Board.
- 22.1.11 The 1B State Football Championships will be played in conjunction with other football championships at the selected championship site.
- 22.1.12 When there is an eight (8)-team football tournament to determine a state champion, the quarterfinals and semifinals will be played on consecutive weekends beginning the thirteenth week of the season.
- 22.1.13 At the site of any WIAA State Tournament the advertising and or posting of signs and or the distribution of announcements shall be limited to only those events sanctioned or conducted by the WIAA. Any distribution of notices or announcements advertising non-WIAA events shall be prohibited at the site of any WIAA sponsored tournament.

22.2.0 DISTRICT REPRESENTATION IN STATE TOURNAMENTS - District representation in state tournaments shall be determined by the application of the Allocation Formula except as otherwise determined by the WIAA Executive Board as listed in each sports section.

- 22.2.1 The deadline for determining district entries to state tournaments shall be midnight Saturday prior to the week of the state-level events.
- 22.2.2 The WIAA District has the authority and responsibility to determine the method by which allocations will be filled for state events.
- 22.2.3 In the event that a dispute arises within a WIAA District/Region involving the method of qualifying for state tournaments or state meets, final authority rests with the WIAA Executive Board.
- 22.2.4 Individuals and teams that qualify for a state qualifying event must compete unless exempted by the appropriate level.
- 22.2.5 By entering participants in postseason competition, each member school certifies that, barring injury, illness or unforeseen events, the team or individuals representing the school will participate in every level of competition through the completion of the state championship event.
- 22.2.6 Any withdrawal or intentional forfeiture shall be considered a violation of WIAA rules and regulations, and shall be subject to penalties as determined by the WIAA Executive Board.
- 22.2.7 Any district not using allocations must notify the WIAA office at the beginning of that sport season. The WIAA Executive Board may reallocate unused allocations.

22.2.8 **FOR DISTRICTS WITH ONLY ONE (1) ALLOCATION** – *If a District has only one (1) allocation in the first and/or second year of the allocation period, that District would be allowed to petition to the WIAA Executive Board for the opportunity to combine with another District (“glue”) to gain an additional allocation provided the minimum number of schools in the District offer the program in question. The number of schools that drive an allocation, plus one, will be the number needed to provide the opportunity for a second individual or team from a district to qualify for postseason play. The deadline for the petition shall be two (2) weeks after the allocations have been finalized.*

- A. *The WIAA District geographically closest to the District with one (1) allocation would be considered first in the possible combination of District allocations.*
- B. *The combination agreement would specify that the District with only one allocation would have the potential to gain or to lose the allocation.*
- C. *The WIAA District with more than one (1) allocation may choose to “protect” its number one (1) team, and/or additional allocations as applicable, and offer only the lowest allocation in a playoff with the District appealing for an additional allocation.*
- D. *If two WIAA Districts “glue”, the following conditions will be in effect:*
 - a. *Glued Districts will be considered a Bi-District or Tri-District, depending upon the total number of Districts involved, where each District is treated equitably by the other member Districts in the agreement and the allocations from the Districts involved will be pooled (example: If District 2 has two (2) allocations and District 4 has one (1) allocation, the combine agreement will reflect three (3) allocations.*
 - b. *The Districts can choose to utilize any format for the purposes of qualifying individuals/teams for the state event, taking into account the draw criteria for each state event. If the format agreed to by both/all Districts is more than a simple cross-over, loser-out contest, each District will be awarded proportional representation similar to the process WIAA allocates state berths.*

- c. *Agreements must be approved in writing by each District within two (2) weeks of allocations being confirmed by WIAA. If allocations are known prior to the start of the season, agreements must be in place prior to the start of the season. All combine agreements must be approved by the WIAA Executive Board.*
- d. *Agreements will speak to all years of the allocation cycle. There should be annual communication between the leagues to review and confirm the conditions of the agreement.*
- e. *Agreements defining the format of the “glue” will include a minimum of:*
 - * *Postseason tournament format*
 - * *Allocations for each District*
 - * *Dates and locations of contests*
 - * *Revenue sharing plan*
 - * *Seeding criteria*
 - * *List of all sports included*

22.2.9 **WIAA EXECUTIVE BOARD MUST APPROVE ALL DISTRICT AGREEMENTS** – The WIAA Executive Board must approve all District agreements involving shared allocations.

22.2.10 **INDEPENDENT TEAM’S ACCESS TO POSTSEASON COMPETITION** - If a WIAA member school’s team(s) chooses not to become a member(s) of a league, that member school’s team(s) may play an independent schedule. The placement of that team(s) for postseason play will be determined by the WIAA Executive Board, unless such access is provided by a league or district.

Should the WIAA Executive Board be required to place an independent team in postseason competition, consideration would be given to that team’s record against varsity competition of schools of the same classification – or of a higher classification. Each team’s schedule(s) must be submitted to the affected leagues, WIAA Districts and WIAA office.

In order to qualify for postseason play, a team’s record against such competition must be equal to or better than the team receiving the lowest berth from that league/district. If this criteria is met, the independent team will be allowed to challenge for this berth through direct competition.

22.3.0 SUBSTITUTION OF PLAYERS IN POSTSEASON QUALIFYING AND STATE TOURNAMENTS - When a team qualifies for postseason competition, the school shall submit the roster to the appropriate tournament manager. Changes in the roster are permitted from one (1) level of competition to the next level except in baseball, basketball, football and soccer where changes are allowed between each round of play except at the final site.

22.3.1 **DEFINITION OF LEVEL** - A league tournament would be considered the first level; a district tournament would be considered the next level; a combined district/regional tournament would be considered the next level; and the state tournament would be considered the final level. No changes are permitted at that level once the tournament begins.

22.3.2 **DEFINITION OF ROUND** - The first games played as determined on the tournament bracket would be considered the first round; the quarter final games would be considered the second round; the semifinals would be considered the third round; and the championship game would be considered the final round. If semifinals and finals are played at the same site during a two-day period, changes in the roster are not allowed.

22.3.3 In the event of an emergency, unforeseen circumstances, or catastrophe after the tournament begins and a substantial number of team members are unable to participate, team members may be replaced if approved by the WIAA Executive Director or designee, thereby permitting a school to add eligible players to restore the team to the original number for tournament play.

22.4.0 FOOTBALL LEAGUE RECORD TIE-BREAKING PROCEDURES – WIAA Article 57.5.0 allows for a maximum of four (4) quarters of play during a two-day (2) period. Teams that play on Thursday and again on Saturday would only be permitted to utilize the Kansas Tie-Breaker on Saturday. Teams would not be permitted to play shortened quarters on Saturday prior to the Kansas Tie-Breaker.

22.5.0 RESCHEDULING OF STATE EVENTS DUE TO RELIGIOUS OBSERVANCE - *The WIAA Executive Board will review any requests for accommodation during a team state event (baseball, basketball, football, soccer, softball, volleyball), considering the following in the scheduling or rescheduling of events:*

22.5.1 *The impact on the academic schedule.*

22.5.2 *The safety for participants and spectators.*

22.5.3 *The impact on participants by considering competition schedule, cost of lodging, travel, and meals.*

22.5.4 *The impact on fan’s ability to attend the event.*

22.5.5 *Loss of overall event quality for participants.*

22.6.0

TEAMS/INDIVIDUALS UNABLE TO ARRIVE FOR SCHEDULED COMPETITION AT A CHAMPIONSHIP EVENT - The WIAA Executive Board and executive staff believe that all teams/individuals earning the right to participate in championship events should have those rights protected as much as possible. The WIAA Executive Board and executive staff also recognize the efforts of all participants to attend the championship events. The participating schools must also realize that these events are held to certain restrictions with facilities, game officials, and all other game administration. A WIAA championship event shall be defined as regional and state competition. The competing school is responsible for notifying the WIAA office or the event manager, if the school is having difficulty traveling to the event site due to weather or a clear area-wide emergency and may not arrive in time for the scheduled event(s). Notification shall be made as soon as possible after it becomes evident that the team/individual is having difficulty. School personnel have the responsibility of making alternative travel plans to tournament sites based upon weather forecasts and any other pertinent information. As a common practice, input and recommendations are to be sought from the Highway Patrol and/or the Department of Transportation. Specific circumstances not covered by this policy are left to the discretion of the WIAA Executive Director or designee.

22.6.1 *If a team/individual is unable to arrive at a championship event site for its scheduled competition due to circumstances beyond its control (e.g., an earthquake, all passes closed, roads closed due to flooding, etc.) that team/individual will be allowed to participate in its scheduled event provided it arrives at the event site and is able to compete on the day of its scheduled event. The WIAA Executive Director, in cooperation with the event manager, shall adjust the schedule of the event for the purpose of allowing maximum participation for all qualified schools. If the team/individual is unable to arrive to compete on the day of its event, a forfeit is recorded and that team/individual shall move into the consolation bracket or be dropped from competition, whichever is applicable to the particular event.*

A. *There may be times in the interest of safety, weather, or conditions beyond the control of the participating schools and/or the tournament management that it becomes necessary to delay, postpone, or cancel such tournaments. The intent of this policy is to accommodate the participating school(s) by rescheduling if possible.*

1. *The following practices shall be observed:*

- a) *If severe weather conditions affect a participating school, but not the tournament, the principal must notify the tournament director.*
- b) *If severe weather conditions affect the tournament, the WIAA Executive Director or WIAA staff designee will make the final decision concerning tournament postponement or rescheduling.*
- c) *Play will resume on the next playable date.*
- d) *Changing of sites, postponement or cancellation of events will be determined by the WIAA Executive Director or WIAA staff designee.*

2. *Procedures to follow if contests are rescheduled:*

- a) *The WIAA Executive Director or WIAA staff designee has the final authority on contest rescheduling.*
- b) *If contests are rescheduled on the same day as originally scheduled but at a different site, the semifinal and championship contests will be scheduled at the same time or later than originally scheduled.*
- c) *Time between contests may be shortened. Example: If contests were originally scheduled at two (2) hour intervals, they may be rescheduled at one and one half (1½) hour intervals.*
- d) *Individuals/teams shall be granted a minimum of twenty (20) minutes for rest between contests.*
- e) *Whenever possible, contests played on the final day of the tournament shall be scheduled to allow individuals/teams to return to their home community that day.*
- f) *If during the last scheduled day of a WIAA tournament, contests are unable to restarted requiring postponement overnight, only those individuals/teams still in contention for the championship will continue play. Individuals/teams not in contention for the championship shall be awarded a tie for the highest placing that could have been earned if postponement had not been necessary.*

B. *Ticket revenue will not be refunded in the event the schedule and/or day(s) of the event are changed due to inclement weather.*