

LOUISIANA HIGH SCHOOL ATHLETIC ASSOCIATION

2023-24 Softball General Information Bulletin

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2023-24 SOFTBALL 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 Softball Bylaws	Completely familiarize yourself with Section 19 as well as all necessary sections of the 2023-2024 Handbook and section. The Handbook and each section can be found on <u>www.lhsaa.org</u> .
First Official Practice/Earliest Scrimmage Allowed	All Classes & Divisions – Monday, January 15, 2024
Jamboree and Tournament Dates and Information	 <u>All Classes and Divisions Jamborees:</u> Thursday, February 8, 2024 – Saturday, February 10, 2024 Jamborees must have a minimum of 3 teams Jamboree Fees are \$50 per team. <u>Deadline to submit approval form and fees <i>online</i>:</u> All Classes and Divisions - Thursday, February 1, 2024 All jamborees and tournaments shall be approved, or schools will be penalized.
Deadline for Submitting Working Schedules Online	All Classes and Divisions – Saturday, February 17, 2024
1 st Contest (If Jamboree Not Played)	All Classes & Divisions – Tuesday, February 13, 2024
Reporting Weekly Game Results	Beginning with the first playing date of the season, the home team principal or his/her designee shall be required to enter the results of all contests, including tournament games, online no later than 11:59 p.m. on the day the contest is played. Additionally, the LHSAA member school principal or his/her designee shall report the results of an out-of-state contest or an open date by the established deadline. Failure of any school to submit the game results shall result in the school being fined \$50.
All-Academic & All-Star Nomination Deadline	All Classes and Divisions - Monday, March 4, 2024
Deadline to Add Games to Schedule for Power Rating Purposes	All Classes and Divisions - Saturday, March 30, 2024
End of Regular Season – District Representatives Named	All Classes and Divisions - Wednesday, April 9, 2024
Playoff Pairings Named @ Conclusion of dispute period	All Divisions - Thursday, April 10, 2024

2023-24 SOFTBALL GENERAL INFORMATION CONTINUED

Playoff Dates	Round	All Divisions
Saturday, April 13, 2024	Bi-District Deadline	All Divisions
Wednesday, April 17, 2024	Regional Deadline	All Divisions
Saturday, April 20, 2024	Quarterfinal Deadline	All Divisions

LHSAA State Softball Tournament

Friday, April 26, 2024 – Saturday, April 27, 2024 Frasch Park – Sulphur

DISTRICT SCHEDULING MEETING

- 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.

OUT-OF-STATE TEAMS REQUIREMENTS

- *Host school* is responsible for the following:
 - Must have Out-of-State team Association email Mrs. Karen Hoyt, stating that they are in good standing with their association.
 - School Name
 - City, State
 - School phone number
 - Head Coach Information: that includes name, email address and phone number.

2023-24 LHSAA SPONSORS

The 2023-2024 LHSAA Sponsor page can be found <u>here.</u>

INSTRUCTIONS FOR HEAD COACH TAKING MANDATORY ONLINE RULES CLINIC

- 1. Log on to <u>www.lhsaaonline.org</u>
- 2. The head Softball coach should receive a username and password from his/her principal that will be used throughout the Softball 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 Softball Online Rules Clinic when it becomes available. (See dates listed above)

Welcome to the LHSAA Coaches Website

Home Forms Power Ranking / Sports' Schedules Online Clinics Playoff Brackets Disgualification Report
Online Clinics
NOTE for Internet Explorer 10 users: You must put IE 10 in compatibility view after you login 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 (45 minutes duration)
<u>Online Handbook Clinic</u> Passed
Sports Clinics - Clinics will only be listed below during certain specific dates assigned to the sport.
▶ <u>Online Basketball Clinic</u> Required

Please send us any comments, questions, or suggestions using the Contact Us form or call the LHSAA office.

INSTRUCTIONS FOR ENTERING SOFTBALL SCHEDULES INTO THE LHSAA MEMBER SITE

Jamborees, junior varsity and/or Hall of Fame games are not entered into your online schedules as they do not receive power points.

- 1. Log on to <u>www.lhsaaonline.org</u> using your assigned username and password
- 2. Click the Power Ranking Tab
- 3. Click Softball 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)

🛯 🔍 🔊 Softball Power Ranking								
Administrator								
back School Game and Tournament Schedule:	+ Add (7 Save) (8 Cancel							
School Year: 2017-2018								
High School:	/hest2							
Classification:	14							
District:	12 - 1A							
City:	New Orleans							
School Phone #:	604-123-1234							
Head Coach:	TestCoachVM TestCoachVM							
Phone #:								
Email:	wjg@gentechtoftware.com							
District Results: Enter district results	Select One							
Removed from Playoff:	No " This flag is set in the Sports page. The team will be removed from playoffs.							
New School: Based on School acceptance date as a new Member	Yes (8/1/2017) ' This date is set in the School page.							
Win:								
Loses:								
Ties:								
Power Rating:								
Game Statuss NP=Not Played NC=Not Confirmed C=Confirmed D=	keputed							

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

🖞 🍛 🔊 Soft	ball Power Ranking
ministrator	
🜒 back 🕥 Add Game Schedule/Resu	is.
2017-2018 Softball: A team sha limit in any one tournament.	The limited to 34 games per regular season with no limit on the number of teamaments that a team may participate as long as it does not exceed the 34-game limit during regular season as well as the four-game
NOTE: 2017-2018 Schedules: S	chools 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:	Ztest2 1st Steed this came is the 1st. 2nd or bit of the day for Ztest2.
Game Date:	E Fornat, minicalizzz
Game Time: Mmm	• : 00 • © AM ® PM Exemple : 430 PM
Opponent:	Solect One V 1st V Speedy # Unix games is the 1st. 2nd or 2nd of Une day for the approxement.
Home / Away:	Stone & Avery
is this a District Game?	© Yes ♥ No
Is this a Tournament Game?" Select the name of the tournament drop list.	© Yes 9 8a
Result:	Response Very Cascoling Concerned Concerned Concerned Persponses
	Please netly LHMA IT a gene is a firlet.
Scores:	0 0 Yeu Opp
	🖉 Save (🖉 Cancel

- 7. Click SAVE.
- 8. On the 1st Official contest date, all games and/or tournaments listed on online schedules shall be considered a binding contract. LHSAA Assistant Executive Director, Karen Hoyt will need email confirmation from both coaches agreeing to any/all changes, updates and/or deletions of match(s) in question.

** The Home Teams' score books shall serve as the official documentation to resolve all score disputes and is responsible for entering the game results with the opposing coach receiving an email alert to confirm. **

INSTRUCTIONS FOR ENTERING PLAYED GAMES

- 1. Log on to <u>www.lhsaaonline.org</u> using your assigned username and password
- 2. Click EDIT button 🖉 to enter the game scores and results

										Œ	Add
School Year: 2015-2016											
High School:											
Division:											
District:											
City:											
School Phone #:											
Coach:											
Home Phone #:											
Email:											
District Results:											
Win:											
Loses:											
Game Status: NP=Not Played NC=Not Confirme	d C=Confirmed D=Disputed	manant Needs to Cor	from Bard a County second C	formation							
arey Game Commed of Not Played Blue, 1 Kesu	civeeds to be committee Tenow top	ponent Needs to Cor	inim Real Coame result o	isputeu							
Use this section to Add and Edit Reputa	r Sanson Gamas (Daadlina 8										
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Games : 1	Geuson Gumes (Deutimeto)	29/2016) and to	Add Tournament G	lames (after they are pla	nyed).				(+ A	dd 🔡	PRINTHALE VERSION
Games : 1 g Opponent	Date	29/2016) and to Division	Add Tournament G	ames (after they are pla	nyed). Match≢ on	Home/	Win/ Loss	Scores	+ A Status	dd 🕘 🎯	Delete
Games : 1 Opponent	Date	29/2016) and to Division ▲ ▼	Add Tournament G District ▲ ▼	iames (after they are pla Tournament Host	nyed). Match≢ on that day	Homs:/ Away	Win/ Loss ▲ ▼	Scores	Status	dd 🔄 🎑	Delete
Games : 1 Opponent 1. Test	Date ▲▼ 8/25/2016 2:00:00 PM	29/2016) and to Division	District	ames (after they are pla Tournament Host	nyed). Match# on that day 1(d)	Home/ Away H	Win/ Loss ▲ ▼	Scores 00,00,00	Status	dd a ar an	Deloto
Games : 1	Date ▲▼ 8/25/2016 2:00:00 PM	29/2016) and to Division ▲ ▼ I	District	iames (after they are pla Tournament Host	nyed). Match# on that day 1(d)	Нолис/ Ачгау Н	Win/ Loss ▲ ▼	Scores 9 0, 0 0, 9 3	+ A Status NP	dd 🕢 🍙	Delete
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Games : 1	Data of Carter (Detaining of Detaining of Data	29/2016) and to Division I section to add to they are participa	District	iames (after they are pla Tournament Host fter they are played. # regular season gumes a	nyed). Match# on that day 1(d)	Home/ Away H	Win/ Loss A V	Scores 90,00,00 f after the	C+ A Status NP	dd ar an a	Delete Add
Games : 1	Date Control (Detaining) Date 8/25/2016 2:00:00 Pd lyuse the obove "Games" st onler the in-state tournements	29/2016) and to Division I section to add to they are participat	District	kames (after they are pla Tournament Host (ter they are played, a regular seasor gumes as	Watchill on that day 1(d)	Home/ Away H	Win/ Loss	Scores 98,00,93 f after the To	t A	da a	Delete

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 games will be highlighted in <u>YELLOW</u>, which means that the opponent's head coach needs to confirm the scores and results.

CONFIRMING A GAME

- 1. Log onto <u>www.lhsaaonline.org</u> using your username and password
- 2. Click EDIT. Games that need to be confirmed by this coach will show highlighted in <u>BLUE</u>.
- 3. If the score is correct then click CONFIRM AND SAVE.
- 4. If there is a discrepancy, 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 games will be highlighted in <u>RED</u>.

AT THE END OF THE REGULAR SEASON, THE DISTRICT CHAIR AND/OR THE HEAD COACH THAT ARE 1st PLACE IN THEIR DISTRICTS WILL NEED TO EMAIL ASSISTANT EXECUTIVE DIRECTOR, KAREN HOYT (khoyt@lhsaa.org) THEIR DISTRICT STANDINGS.

- 1. Log onto <u>www.lhsaaonline.org</u> using your username and password
- 2. You will see 5 tabs click on the tab that says PLAYOFF BRACKETS Welcome to the LHSAA Coaches Website

Hon	e Forms	Power Ranking	Online Ci	nics Pla	yoff Bracket	5								
Play	off Brackets													
Þ	Volleyball Pla	yoff bracket		Division I	Division II	Division III at this time	Division IV	Division	v					
Þ	Football Plays	off bracket		Class 5A Not Availab	Class 4A de for Editing	Class 3A at this time.	Class 2A	Class 1A						
Þ	Girls Basketb	all Playoff bracket		Class 5A	Class 4A	Class 3A	Class 2A	Class 1A	Class B	Class C				
Þ	Boys Basketb	all Playoff bracket	Edit	Class 5A	Class 4A	Class 3A	Class 2A	Class 1A	Class B	Class C				
Þ	Softball Playo	ffbracket		Class 5A	Class 4A	Class 3A	Class 2A	Class 1A	<u>Class B</u>	<u>Class C</u>				
Þ	Baseball Play	off bracket		Class 5A	Class 4A	Class 3A	Class 2A	Class 1A	Class B	Class C				
₽	Girls Soccer I	Playoff bracket		Division I	Division I	Division II								
₽	Boys Soccer	Playoff bracket		Division I	Division I	Division II								
_														

Please send us any comments, questions, or suggestions using the Contact Us form or call the LHSAA office.

3. Click on the EDIT tab that will be located beside the *Softball Playoff Bracket*

		Welcon	ne to the LHSAA Coaches Website	
Home I	Forms Power Ranking Online Cli	nics Playoff Brackets		
Edit Brack	et			
		2013 LHSAA	Boy's Basketball Playoff Bracket - Class 4A	
	Bi-Di	strict Game		Regional Game
5	Fair Park		Scores	
28	Vandebilt Catholic		Time/Place	
12	Tara			
21	DeRidder			
			Close	

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 For	ms Power Ranki	g Online Clinics	Playoff Brackets
Confirm Locat	tion of Next Game		
			Please set and confirm the location of this Regional Game St. Michael the Archangel vs East Jefferson
Day:			V
Time:		04 💌 : 00 💌	○ AM
Home Team:		St. Michael the Area	vrchangel 🔿 East Jefferson
Location:		O St. Michael the Ar	Irchangel O East Jefferson O Other
		If Other location pleas	ise specify: example: Courti, Superdome, Field1
			Save & Confirm Cancel

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 game
 - 2. Time of your game
 - 3. Location of game
 - 4. Home and Away teams
 - 5. Once you have entered the requested information and reviewed it for any possible errors
- 5. Click SAVE & CONFIRM.

ENTERING PLAYOFF GAME RESULTS

- 1. The coach of the winning team will log on to the LHSAA Member site 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 *Softball 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.

 Welcome to the LHSAA Coaches Website

 Home
 Forms
 Power Ranking
 Online Chics
 Playoff Bradkets

 Edit Game Result
 Boy's Basketball Class 4A. Bi-District Game Fair Park vs Vandebilt Catholic @ Court #1 on 3/15 6:00 PM.

 Winning Team:
 O Fair Park Vandebilt Catholic @ Court #1 on 3/15 6:00 PM.

 Winning Team:
 O Fair Park Vandebilt Catholic @ Court #1 on 3/15 6:00 PM.

 Winning Team:
 O Fair Park Vandebilt Catholic @ Fortel * Please select winning team.

 * Contract LHSAA if game is a Forfeit
 Please enter Score.

 Vandebilt Catholic @ Dease enter Score.
 Please enter Score.

 Please verify that the next game into note team are correct. If changes are required then click the Timo/Place button by the next game and make the change.

 Serve
 Cancel

Please send us any comments, questions, or suggestions using the Contact Us form or call the LHSAA office.

Steps to follow to enter your game results:

- a) Click on SCORE to enter your game results
- b) Click on winning team and enter the score
- c) Click on losing team and enter the score
- d) 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.

<u>NOTE:</u> 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 (<u>khoyt@lhsaa.org</u>) or her Administrative Assistant, S. Lacy Macdiarmid (<u>lmacdiarmid@lhsaa.org</u>).