



2020 ASAA MARCH MADNESS ALASKA

3A/4A Basketball State Championships Policies & Procedures

Created: March 1, 2020

Event: 2020 ASAA March Madness Alaska
3A/4A: Wednesday, March 25 - Saturday, March 28
Location: Alaska Airlines Center | Anchorage, Alaska

Qualifying Process: Each 3A & 4A conference hosts a conference tournament in which the state berths are decided. State berth allocations are on the [ASAA Basketball Coaches Page](#) and the ASAA Handbook.

3A/4A State Championship Format: Both the 3A and 4A Basketball State Championship consists of 8 team tournament for both girls and boys. The 8 team bracket with consolation is played through to sixth place. There's not a 7/8 place game.

Brackets/Game Schedule & Results: All 3A/4A brackets and schedules can be found on [ASAA.org](#) | [ASAA365.com](#). Updated brackets and results will be posted on the following medias:

- [ASAA.org](#) Basketball Page
- [ASAA365.com](#)
- ASAA365 Mobile App (Apple App Store & Google Play)
- @ASAAORG Twitter page
- [ASAA.org](#) & ASAA March Madness Alaska Facebook pages.

State Basketball Rules: This event will be conducted in compliance with the 2019-20 National Federation Basketball Rule Book. In addition, the ASAA mercy rule will be enforced throughout the state championships including championship games.

"NEW" Coaches Meeting: On Tuesday, March 24th between 1pm-6pm each teams head coach must come to the Alaska Airlines Center to pick up their coaches packet from ASAA Associate Directors. Instead of a full coaches meeting with everyone ASAA would rather have a more one on one interaction with all the coaches.

Practices: ASAA is not providing any time on Tuesday for practices on the competition floors. However, ASAA will post locations/dates/times and contact information for gyms at Anchorage School District, Grace Christian, Anchorage Christian, and UAA Seawolves Sports Center (formerly Wells Fargo), for the week of the 3A/4A tournament. It is incumbent on the school to arrange times with these facilities. This information will be made available [ASAA Basketball Coaches page](#).



ASAA MARCH MADNESS ALASKA

Basketball State Championships
3A/4A Tournament | March 25-28
Alaska Airlines Center | Anchorage

SATURDAY, MAR. 15-22 - 10:00 PM

- If your Conference tournament ends before this date please get qualifiers & info in as soon as possible!
- Conference Results & State Qualifiers submitted to email championships@asaa.org

SUNDAY, MAR. 15-22 - 2:00 PM

Basketball Team Forms

- [Eligibility Roster Finalized](#)
- [State Entry Form](#)
- [Team Photo/Logo Form](#)
- [1A/2A Skills Contest Form](#)
- [Good Sport Selection Form](#)
- [Code of Conduct Form](#)

Sideline Cheer Squad Forms

- [Eligibility Roster Finalized](#)
- [State Entry Form](#)
- [Team Photo/Logo Form](#)
- [Code of Conduct Form](#)

TUESDAY, MAR. 24 - 2:00 PM

- [Academic Award Entry Form](#)

TUES, MAR. 24 | 1:00pm - 6:00pm

- Teams must come to the Alaska Airlines Center to pick up their coaches packet from ASAA Associate Directors





Rosters: ASAA is using Planet HS for its School Activities Reporting System (SARS). Schools will need to submit rosters and indicate which students have qualified for state through this system.

This can be done by accessing the basketball eligibility roster. Enter jersey numbers and indicate the student is a state qualifier. In addition, the State Championship Basketball Entry Form must be submitted. Submissions are due by 2pm on the following:

- *Sunday, March 15 - All 3A Conferences & 4A Southeast and Mid Alaska Conferences*
- *Sunday, March 22 - 4A Cook Inlet and Northern Lights Conferences*

Coaches must verify official rosters when the head coach picks up their packet on Tuesday, March 24. A copy of your submitted roster via the PLANET HS ROSTER will be included in the coaches' packet. At the end of the coaches meeting ALL head coaches must turn in either their confirmed roster or corrected roster (name, jersey number), at that time. Following your review on pick up, no changes to roster personnel may be made. If jersey number changes, coaches must notify scorekeepers prior to the start of the game.



Bench Area & Personnel Rules: There will be a maximum amount of 14 seats for each team's bench. Only one person may occupy a seat. No additional seats may be added behind them. Bench personnel is not allowed to exceed the amount of passes issued or the 14 seats. Each team's roster may have a maximum of 12 players.

- While 5 are playing, up to 7 players will be seated. The other 7 seats can include players and a combination of managers and coaches, or all adults, or just student managers, that is coaches discretion. However, the maximum number allowed on the sideline will not increase.
- ONLY student participants/managers, and adult coaching staff are allowed in the bench area.
- Due to safety concerns it has been mandated by ASAA that only individuals of 7th grade school age or above may be on the sideline area during state championship games/matches, but only with a pass.
- Clean up your bench area after your games and matches. This includes cups, water bottles, trash, etc. ASAA security and staff will be inspecting the sidelines and locker rooms after each game. Fines, damage cost, and/or cleaning costs will be billed to the school.

Passes: Each participating school will be issued passes for state championships, based on the following guidelines.

- **Coaches:** Only certified coaches listed on the School Activities Reporting System (SARS) will receive a pass. Coaches must have on their person the pass while on the main floor. If not the school will be fined \$25.
- **Participants:** Passes will be based on submitted rosters. Managers should be included on the roster. Participants must show their pass to enter the facility. All participants must be in uniform or have their pass with them while on the main floor. If not the school will be fined \$10.
- **Adult Medical Passes:** Schools medical team members must check in with ASAA staff or ASAA Medical Staff at the state championship site prior to competition to receive a medical pass.
- **All passes are non-transferable and will be confiscated if used fraudulently.**
- **Security and ASAA staff members will be checking each player and coach for their pass. You will not be allowed access into the facility without a pass.**
- **If you lose a pass you will have to purchase regular tickets or your school may be billed.**





Event Supervision: Each participating school will be requested to identify an administrator or other person approved in advance by the principal who is responsible for the conduct of its coaches, participants and fans throughout the contest, as defined in the ASAA bylaws Article 6, Section 4. Please have the designee check in with ASAA staff upon arrival at the event.

School Administration Pass: Each team will receive ONE (1) pass for your Principal, or Athletic Director, or Admin Designee. The person filled into school entry form as the event admin will be on a list at Will Call at the Alaska Airlines Center Box Office.

ASAA Statewide Passes: During this event ASAA Statewide Passes are still good to get the pass holder only into the state championships. This pass does not allow floor level access.

Basketballs: Anaconda Sports "The Rock" basketball is the ASAA Official ASAA March Madness Alaska State Basketball Championships ball. They will be provided for team practices, pre-game warm-ups, and games. Floor managers are in charge of providing and collecting all balls. No balls may be taken to the locker room by teams.

Officials: ASAA has selected certified officials for this event and are assigned a classification during the tournament. Official nominations have come from basketball officials associations, coaches, school administrators, and other tournament site administrators. Every attempt is made to bring in qualified officials from around the state. Officials are evaluated during the tournament by a committee and the best of each group are selected to call one of the championship games.

Home & Visiting Team: The Home Team is the HIGHEST SEEDED TEAM and wears WHITE. When facing the court at the scorers table the HOME TEAM sits on the RIGHT SIDE. The Visiting Team is the LOWER SEEDED TEAM and wears DARK COLOR. When facing the court at the scorers table the VISITING TEAM sits on the LEFT SIDE.

Alaska Airlines Center Facility Access: Teams will be able to enter the Alaska Airlines Center beginning at 7am Wednesday thru Saturday. Courts will be open at that time as well as the track on the upper level.

Competition Floor Access: To access the competition floor please use the stairs on the right side of the building as soon as you walk into the main entrance. Security WILL be checking passes - MAKE SURE COACHES/PLAYERS have their pass. If you have trouble finding the stairs please ask one of the Alaska Airlines Center staff members.

Locker Rooms: Locker Rooms will be available for teams prior to your game. Team Signs will be on the doors. You will have access to your locker room AFTER halftime of the previous game. Once you leave your locker room for your game please take out your belongings. At the conclusion of your game you can go back to your locker room for a post game talk. You will have that locker room available to you until HALFTIME of the game played after your game. Staff will be going through each locker room after each game. If there is damage, that school will be responsible for paying to fix the damages. B13, B14 locker rooms are near the elevators and the other two, B51, B52 are in the back hallway on the Northside of the building.

Medical: Orthopedic Physicians of Anchorage (OPA) is the official ASAA State Championships Medical provider. They will be onsite during the entire championship tournament to help provide medical help for injuries. Each team must provide all their own materials and supplies - including tape - if athletes are going to be taped.





Team Parking: ASAA is providing FREE parking at the Alaska Airlines Center. The ASAA March Madness Alaska Parking Map will help you find the best, and most available parking during the event. There is a limited amount of spots available for Team Parking in the EAST LOT in the Main Lot. They will be a lot attendant monitoring the vehicles entrance. Be sure to be a little early to your games especially in the evening because of parking spaces. If you are unable to park in one of those spots in the main lot, please use the drop-off section so teams don't have to walk a long ways.

- Reserved Lot (Purple Color):** DO NOT PARK IN THERE! If you do you will incur a \$350 fine from UAA.
- Team Parking (Yellow Color):** This area is for teams playing, officials, and some staff. There is a limited amount of spaces. It is first come first serve.
- Providence Parking Garages (Blue Color):** Do not park in there until AFTER 5:00pm! Providence is letting us use that space after hours to help with parking. Please do not abuse it.

UAA & Providence Hospital Campus: The UAA Campus and Providence Hospital are SMOKE FREE. The only place you are allowed to smoke is in your car. Thank you for your cooperation.

Warm Up Music: All music played for warm-ups and during the game is provided by ASAA and the Alaska Airlines Center. Teams may not submit music to be played.

Towels and Water: Each team is responsible to provide bench towels. Additional towels for wiping floors, etc. will be provided. Gatorade/water and cups will be provided at each bench.

Hospitality: One \$50 gift card for each team has been provided by ASAA to use at the concession stands. Any of the food or drink services on the main floor. There is not a hospitality room at the Alaska Airlines Center for coaches and school admin.

Good Sport Award: On the first day of the tournament for each classification, the Good Sport Award chosen by head coaches, will be awarded to the player.

Visit Anchorage Player & Cheerleader of the Game: Every game at ASAA March Madness Alaska will have a Player of the Game from each team. A tournament committee will select one player from each team for the award. The





certificate will be awarded to both players at the end of the game. Also any games that have sideline cheerleading teams, a tournament committee will select a Cheerleader of the Game from each team.

Team Video: Teams are allowed to film their games from the 3rd floor seats. AAC Security will allow a couple team members up on that level during your teams game. ASAA is not able to provide a video copy of your game.

Championship Results: All results will be posted on ASAA365.com, through the ASAA365 Mobile App, @ASAAORG (Twitter) and Facebook. All individual and team stats along with all results will be updated during games and when final, this is viewable through the app.

Yearbook Photos: These individuals must remain in the spectator areas. Special and limited arrangements can be made for a school yearbook staff student if you contact Isaiah Vreeman (isaiah@asaa.org) on the Monday prior to the event, if not, access will not be allowed. School Yearbook staff includes the yearbook teacher and a student enrolled in yearbook class. Yearbook teachers must have a yearbook student with them at all times. Only ASAA Credentialed Media are allowed to be outside the spectator area and designated media locations unless otherwise approved by Isaiah Vreeman.

Broadcast Media: The NFHS Network will be webcasting ALL games live on the nfhsnetwork.com. Also, various radio stations will be broadcasting based on media requests.

Sideline Cheerleaders: If you have a sideline cheerleading program they will be permitted at the end of the basketball floor within the marked-off section. Please consult the ASAA March Madness Alaska Sideline Cheerleading Policies and Procedures document found on the [ASAA Basketball Coaches Page](#).

School Signs: Schools are allowed to hang signs that are positive and directed only towards the schools team. Signs are NOT ALLOWED TO BE HUNG WITH TAPE OR GLUE. BLUE PAINTERS TAPE IS WHAT YOU ARE ALLOWED TO USE. Please ask the Alaska Airlines Center staff for painters tape (blue) to hang signs if you don't have any. School signs will be removed if hung over sponsor, exit, or other ASAA signs. *Please remove your signage after each game.*

Spectator Support Items | Artificial Noise Makers: ASAA prohibits laser pointers, whistles, and any explosive devices or explosive sounds at ALL state championship events. Once play starts on EITHER COURT noise makers are not allowed.

Public Picture/Video: Individuals are encouraged to take pictures and video clips of the games and entertainment that will be happening throughout the event. People who are not ASAA Credentialed Media/Temp Media must stay in spectator areas. Spectators are not allowed onto the floor to picture/video of the games. Event security and ASAA staff will remove individuals who are in areas spectators are allowed. LIVE STREAMING DURING ASAA MARCH MADNESS ALASKA IS STRICTLY PROHIBITED!! ASAA has the granted broadcast rights to this whole event. Any rebroadcast or republication of this event and event programming LIKE FACEBOOK LIVE without the express written consent of A-S-Double A is strictly prohibited. Alaska Airlines Center security or other tournament staff see live streaming of games you will be asked to shut it down. ASAA will be monitoring social media platforms for violations.

Parents/Fans/Spectators: Parents, fans, and spectators are ENCOURAGED to review the ASAA March Madness Alaska Fan Information document on ASAA.org and ASAA365.com. This will include ticket prices, parking information, directions, etc.





Spectator Etiquette: All spectators are restricted to the spectators areas. ASAA staff and officials are empowered to remove anyone displaying unacceptable conduct from the area and may temporarily suspend the championships, if necessary.

Pep Bands: School Pep Bands wanting to attend must email Isaiah Vreeman (isaiah@asaa.org) by 5pm Monday the week of the tournament. Arrangements for entering the facility will be discussed at that time. This is a neutral site game so School Pep Bands may attend state championship events when conditions allow.

Pep Bands must adhere to the following:

1. Contact ASAA Associate Director Isaiah Vreeman (isaiah@asaa.org) by 5pm the Monday prior to the event.
2. School Administrators shall confirm the "Pep Band" typically performs during regular season games of the team they are coming to support.
3. The student's performing in the "pep band" shall:
 1. Meet all ASAA eligibility requirements
 2. Listed on the school's pep band roster in the School Activities Reporting System

On the day of the event, the band director must meet with the ASAA Announcer & Floor Manager prior to each game for the times they will be allowed to play.

1. May play before the game begins as times allows (possibly 5 minutes)
2. May play at halftime before or after any performances and/or promotions as times allows (possibly 5 minutes).
3. May play between periods and during time-outs as long as it does not interfere with coach's ability to communicate with players or any sponsorship promotions.
4. May play at the end of the contest as times allows (possibly 1-2 minutes).
5. May not play during live action.
6. Musical instruments may not be used as noise makers during the contests.
7. Participation fees will be charged.

Reminder that even with only one pep band at a game, they will not be allowed to play a whole warm up period or halftime. If a pep band doesn't follow the ASAA announcer/ASAA Floor Manager instructions and times for playing, they will be warned first, if happens again they will not be allowed to play for the rest of the tournament. Drums and electric guitars are allowed if they are not large set ups and don't require lots of power.

Lost and Found: Alaska Airlines Center has a "Lost & Found". Items that are turned in by ASAA and other will be held for 2 weeks after the event. After that 2 weeks items that can will be donated, others will be thrown away.

ASAA March Madness Alaska Merchandise: During ASAA March Madness Alaska there will be lots of great purchase items to commemorate your experience. Apparel by Northwest Designs, stickers, lanyards, wristbands, and more. Northwest Designs is the Official State Merchandise Vendor. NWD will have a large variety of apparel and feature on-site printing with customized made to order commemorative items. The ASAA March Madness Alaska 1A/2A Basketball State Championship Souvenir Program will not be printed this year. You can download the program for FREE at ASAA.org and ASAA365.com, and after the conclusion of March Madness Alaska you can order a totally completed souvenir program with results, tournament teams, etc. Northwest Designs web store is also available online at ASAA.org.





Awards: Awards are presented at the end of each separate tournament. 3A awards will be at the conclusion of the 3A Boys Championship game and 4A awards will be at the conclusion of the 4A Boys Championship game. Towards the conclusion of the boys championship game announcements will be made about the award ceremony to follow. At the end of the game, teams involved will be asked to join everyone on the floor. After the awards ceremony, the boys and girls championship teams will be allowed to cut down the net.

Team Awards

- 1st and 2nd Place Team Trophies
- Academic Award for each tournament.
- Sportsmanship Award for each tournament

Individual Awards

- Medals for members of the first and second place teams.
- Medals for the All-Tournament Team.
- Certificate for Player of the Game & Cheerleader of the Game.
- Pop-socket for the Good Sport Team athletes.

Championship Team Net Cutting: Championship teams will be allowed to cut down the nets after the awards ceremony. However, because of the tight game schedule net cutting will need to be quicker than that process normally takes. ASAA Staff will help teams with this process.

Participation Fee: The Board of Directors has authorized the assessment of a participation fee for all state championships. The fee for athletic teams will be \$10 per student participant. After the coaches meeting the roster will be considered final and schools will be invoiced that amount following the event.





ASAA MARCH MADNESS ALASKA GAME PROTOCOL

PRIOR TO GAME TIME

Warm-Ups: Each team is guaranteed 15 minutes of warm-up time prior to the game start. If the tournament is ahead of schedule, that time will be extended to the proper beginning game time. No game will begin before its scheduled time.

Team Introductions:

- First Game: The ENTIRE TEAM will be introduced before their game. All non-starters from each team will be announced first. Then starters from both teams alternating with visitor first, and home second.
- Rest of Games: Only the STARTERS will be introduced.
- State Championship Games: The ENTIRE TEAM will be introduced before their game.

Player & Coach Procedure During Introductions:

- Each starter is to meet at center court and shake hands with other starter, then return in front of team's bench.
- If a player wishes to shake the coach's hand, they should do so before reporting to center court.
- Head coaches should shake visiting player's hand. Head coaches will also shake hands when introduced.

National Anthem/Color Guard: The National Anthem will be preformed at the times below. Teams on both courts will stand at attention for the presentation of colors and during the National Anthem performance. After the anthem, please remain at attention until the color guard has left the court.

1A/2A Tournament

Wednesday: 8:00am and 3:30pm

Thursday: 8:00am and 3:30pm

Friday: 8:00am and 3:30pm

Saturday: 8:00am, 1:00pm (3A Girls Champ), & 6:00pm (4A Girls Champ)

Late/Absent Team Procedure: If a team is late to their scheduled game time due to weather or travel difficulties, arrangements will be made by tournament staff for the appropriate rescheduling of that game if at all possible. After the first day, if a team did not arrive by the end of the scheduled contests, that team will forfeit their game and be placed in the consolation round. If a team is late due to other reasons not related to weather or travel, the game may be delayed for a maximum of 15 minutes. After that period of time, if the team has not appeared and has not contacted ASAA, the game shall be recorded as a forfeit. A team arriving 0-15 minutes after their scheduled time of play will have a maximum of 5 minutes of warm up time.

Championship Games: Teams which qualify for the state championship games please talk to ASAA Associate Director Isaiah Vreeman before your Championship Game! There will be a special order and "show" for the championship games. Head Coaches will be required to give interviews before the game and there are other requirements as well, so be sure to speak with Isaiah Vreeman after you win your semifinal game.





ASAA MARCH MADNESS ALASKA GAME PROTOCOL

DURING THE GAME

Media Timeouts: There will be one (1) 60 second media timeout at the first dead ball after the 4:00 minute mark of both the 1st and 3rd quarters of every game.

Medical Procedure: Orthopedic Physicians of Anchorage are the Official Medical Provider for all ASAA state championship events. They will be present at all games throughout ASAA March Madness Alaska. OPA staff will wait to attend an athlete on the floor until they are called by a coach or official. OPA will wander over to your team side and be available to help. If there is a catastrophic injury or something very obviously wrong OPA will not wait for an official or coach to call them out. This is up to OPA.

Halftimes: All halftimes will be no longer than 10 Minutes EXCEPT the Championship halftimes will be 15 minutes. Regular game halftimes are planned for cheerleading performances and other activities. Championship Game Halftimes are planned for cheerleading performances, Alaska Airlines/GCI Paper Airplane Throw Off, and other special presentations. When the clock shows 3 minutes remaining, teams may return to the court for warm-ups. It is the responsibility of team personnel to notify teams when it's time to take the floor. If your team is not on the court, you will forfeit part of that warm-up time. All teams must return to their benches with one minute remaining.

Mercy Rule: The mercy rule is in effect during the entire tournament. Upon reaching a 40 or more point differential any time during the game, a running clock will be used. Once begun, the running clock will be stopped only for team, official, or injury time outs, and for technical fouls.

AFTER THE GAME

- All players and coaches will shake hands of the other team demonstrating good sportsmanship.
- Post Game Awards: The Good Sport Award will be given out on the first day of the tournament BEFORE the Players or Cheerleaders of the Game. Teams need to wait to exit the court on the first day until after ALL those awards are given out. Teams will wait until ALL post game awards are announced before exiting the court.
- Teams must clean up the bench area of all personnel items including jerseys, warm-ups, water bottles, towels, etc.
- Teams that play next shall wait until the teams that just played have exited the floor before approaching their assigned benches.
- Following each game, coaches and players will return to their locker room. Media will be allowed to approach teams AFTER award presentations following the game, and then after the team meeting and when the coaches give permission.
- After the boys championship games, both teams who just played will remain on the floor at their respective benches for the awards ceremony.
- Fans, spectators will not be allowed onto the court following the championship games. No liquid including water is permitted to be dumped onto the floor. Spray string is not allowed on the court. Any other celebratory material must be cleaned up by the winning team.

