

## UIL DISTRICT 14-5A DIVISION II FOOTBALL

Alamo Heights - Brackenridge – Burbank – Edison - Harlandale  
Highlands - Houston - Jefferson — Lanier – McCollum

### 2023-2024 ORGANIZATIONAL PLAN APPROVED 8-3-2023

#### I. GENERAL RESPONSIBILITIES

- A. The football District Chairman shall serve as District Chairman for all other UIL activities.
- B. Member schools will make every effort to foster good and pleasant relationships between schools.
- C. The home team is responsible for keeping and maintaining order. It shall be the responsibility of the host school (principal or game supervisor) to initiate corrective measures at all district football games to prevent unusual disturbances from individuals or groups and to prevent the use of noise-making instruments.
- D. All member schools shall adhere to the UIL Athletic Code.
- E. District schools will not exchange contracts due to the fact that all games in the district shall be played in accordance with rules and schedules as agreed upon by the District Executive Committee.
- F. The home team is responsible for appointing a person to assist with injuries for both the home and visiting teams. The Athletic Director is the contact at each school to see that it is done.
- G. All concessions, including radio and television rights, game programs, etc., will belong to the home team. Each school may designate one home radio station to broadcast any or all games in which they are involved as provided in the general policies.

#### II. OFFICIALS

- A. If two or more officials drive from one event to another to work a game, expenses will be paid on only one car.
- B. In each district game seven (7) UIL-approved officials will be used.  
**EXCEPTION:** Five (5) UIL-approved officials may be used if both head coaches agree to the use of 5 officials and the assigning TASO Chapter has the ability to assign the requested number of officials. At the option of the home school, officials may be employed to operate the clock and chain. Non-students may be designated for these positions.

- C. The down box operator is responsible for seeing that the chain is run properly.
- D. In the case of a tie game we will follow NCAA tie-breaking rules with the “Positive Points” Exception. If a touchdown is scored that determines the winning team in an extra period and proper notification has been provided, the scoring team may elect to play the try down. If the team on defense refuses to play the try down, the Referee shall award the number of points the team could have scored had the defense played the try down.
- E. Football game officials for varsity games are to be from the San Antonio football chapter and are to be agreed upon by the two schools involved.

**III. TIME SCHEDULE**

- A. Unless mutually agreed upon otherwise, all Thursday and Saturday evening district football games will start at 7:00 p. m.; all Friday evening games will start at 7:00 p.m.; and all Saturday afternoon games will begin at 2:00 p.m. In the event of a change, the district chairman must be notified in advance of the change. Notification of changes will be the responsibility of the home team.
- B. Pre-game time schedule
  - 1. The playing field is to be kept cleared from 5:30 p.m. to 6:45 p.m. for players to warm up for 7:00 p.m. games. All preliminaries to district games are to begin at least 15 minutes before game time (list of preliminaries should take approximately 15 minutes).
  - 2. The following sequence of events for pre-game ceremonies will be followed:

GAME TIME	2:00 P.M.	7:00 P.M.
	SAT.	THURS, FRI & SAT
Toss of Coin	1:45 p.m.	6:45 p.m.
Exchange Friendship Tokens/Thoughts	1:47 p.m.	6:47 p.m.
Visitor School Song	1:49 p.m.	6:49 p.m.
Home School Song	1:51 p.m.	6:51 p.m.
Teams Exit Locker Rooms and run through Breakthroughs	1:53 p.m.	6:53 p.m.
Teams Enter Field and line up on own sideline	1:55 p.m.	6:55 p.m.
National Anthem	1:57 p.m.	6:57 p.m.
Kickoff	2:00 p.m.	7:00 p.m.

- 3. The *Star Spangled Banner* should not be played until both teams and their coaches are lined up on their own sideline.
- 4. It will be the responsibility of the principal or designee of the host school to see that the visiting school gets a pre-game agenda (if deviating from the pre-

game ceremonies listed above), seating arrangements, stadium plan, and special arrangements no later than Tuesday of the week of the game, unless otherwise mutually agreed upon.

5. Prior to the game, there will be no marching units on the field between 6:00 and 7:15 unless notified for special events such as a Homecoming, Parents' Night, etc.

C. Half time

1. The half-time interval will be 28 minutes (UIL rule).
2. Bands and pep squads must divide the time equally for half-time performance. Each band has 12 minutes to enter, perform, and leave the field. The clock will start as soon as the field is cleared of the football teams. The time will not wait until the band is ready to begin. The time for the second band and drill team will begin as soon as the band steps on the field or automatically one minute after the first band leaves the field. Band directors and drill teams will be warned if the maximum time limit is violated. Bands may leave the stands to prepare for half-time performance five minutes before the end of the second quarter.
3. It will be the responsibility of the principal of each school to see that each band director has a copy of the district organizational plan.

#### IV. GAME ADMISSION PRICES AND POLICIES

A. Admission Prices:

**SAISD/Harlandale/ Alamo Heights - HOME GAMES**

**PRE-GAME – Sales at the schools**

§ Adult General Admission - \$8.00

§ Student General Admission - \$3.00

**GAME – Day**

§ Adult General Admission - \$8.00

**NOTE - There are no reserved seats or sections at A.S. or Sports Complex.**

**SUB-VARSITY Admission Prices:**

- i. Adults - \$3.00
- ii. Students - \$2.00

- B. The home team schools will send the visiting schools an adequate number of adult and student tickets or on-line ticketing links to be received on or before the Monday prior to the game.

- C. High school teachers and staff are admitted free of charge to all of their schools' (home or away) athletic events provided they have a District 27 – 5A OR 28- 5A faculty identification card. A spouse/guest accompanying a faculty member must have an adult ticket. District passes are limited to school employees and board members.
- D. When a patron leaves a contest, re-admission will be determined by home team policy. Full admission price will be charged through the end of the contest. However, the host school is free to make exceptions based on individual school and patron needs at the gate. It is recommended that all member schools post signs advising patrons of the rule.
- E. Each team will distribute seventy-five (75) complimentary tickets which are to be distributed at the discretion of the principal. Chaperones are defined as those adults actually helping the uniform groups set up. A copy of the complimentary tickets will need to be scanned to the home team no later than 24 hours prior to the start of the game.
- F. Passes – PLEASE NOTE THAT THE FOLLOWING PASS INFORMATION, WHEN APPLICABLE, APPLIES TO VOLLEYBALL ALSO.
  - 1. Press passes shall be honored (with credentials).
  - 2. The home school is requested to send a stadium-seating diagram to the visiting school.
  - 3. The following are to be admitted free including sponsors and directors:
    - a. Student groups in uniform and managers with sponsor.
    - b. Radio announcers
    - c. Designated video personnel
    - d. Maintenance men, as needed
    - e. Concession stand help as needed
    - f. Ushers, ticket sellers, ticket takers, as needed
    - g. Officials, referees, etc, as needed
    - h. Uniformed police and deputies as needed
    - i. Holders of senior citizen passes.
    - j. Doctors and ambulance drivers as needed
    - k. Media representatives including up to two student reporters
    - l. Drivers of school buses
    - m. Two student photographers from each school when properly identified. Student photographers are to operate only on the side of the field where their school's team is located.
    - n. Football players from 7th through 8th grade (to all District home games) when properly identified by a coach or a provided list.
    - o. District 27-5A and 28-5A pass-holders. 27-5A Division I principals and Athletic Directors will be given 75 passes, good for bearer and guest only. These passes will be good for all District UIL events. If needed, additional passes may be given to Principals and/or Athletic Directors at the discretion of the District Chairman.

- p. Ninth and junior varsity football players will be admitted if properly identified when their team is playing.
- q. Valid Texas High School Coaches Association (THSCA) and Texas Girls Coaches Association (TGCA) membership cards will be honored for bearer only for admission.
- r. Players' passes will not be accepted at playoff games.

## **V. PRESS BOX GUIDELINES**

### **A. VISITORS PRESS BOX**

- 1. Each home stadium will provide a press box with adequate space for two or more people.
- 2. If a visitor's press box of proper size is not provided, the home school must provide the proper space.
- 3. Each team will provide their own headsets.

### **B. HOME PRESS BOX**

- 1. The home school will make provisions for two persons from visiting radio and/or television when needed and arranged for under the General Policies.
- 2. Visiting schools will be allowed if they so choose, to film from the same site as the home team, and provisions will be made for up to three people to film.

## **VI. GAME BALL**

- A. The official game ball will be a NCAA-approved ball.
- B. The game ball will have a stripe at both ends.
- C. The visiting team, when on offense, has the option to use its own ball if it does not want to use the ball provided by the home team.

## **VII. UNIFORMS**

- A. Teams will wear dark jerseys when playing at home and white jerseys when playing away from home.
- B. Any change in the color of jerseys must be by mutual consent of both schools.

### VIII. VIDEO OF GAMES

- A. It is understood and agreed that both the home and the visiting schools will have the privilege of making a video of the game. The video will include separate wide and tight shots.
- B. Only three video personnel from each of the schools playing will be permitted to make videos of the game unless prior arrangements have been agreed to by both schools.
- C. The tight range should at least include two yards behind linebackers and two yards behind running backs. The wide will include all twenty-two (22) players at start of play with no zooming. Video recording should begin when the ball is marked ready for play.
- D. The visiting school video personnel will present identifying credentials to be admitted into the game free of charge.
- E. Visiting teams will be allowed, if they so choose, to video from the same site as the home team, and provisions shall be made for three people as stated above. A proper number (at least four) of electrical outlets must be provided. Other arrangements between schools may be made by mutual consent.
- F. Videos may not be provided to opponents of playoff school.
- G. ALL PREVIOUSLY PLAYED GAMES will be exchanged via HUDL (tight/wide-ODK) or any other mutually agreed upon video format. A coach cannot request additional videos from another district coach during district play. Game Film will be exchanged on the previous Tuesday before 7:30 p.m. and the remaining video of the previous game of both opponents will be exchanged before 9:00 a.m. the next morning after the last game of both opponents that week. Other arrangements between schools concerning timeline may be made by mutual agreement. The home team shall initiate the arrangements of the exchange by Tuesday of the exchange week.
- H. District schools will be permitted to video only those games in which they participate
- I. After each team scores and at the end of the quarter, each team shall display the video scoreboard.

### IX. FINANCIAL SETTLEMENT

- A. The home school will keep all gate receipts and pay all expenses for district contest.
- B. When applicable, the visiting team will deliver all pregame ticket sale receipts to the home team.

**X. DETERMINING DISTRICT CHAMPION, RUNNER-UP, THIRD PLACE and FOURTH PLACE**

- A. The National Collegiate Athletic Association (NCAA) official rules shall be used in all District 14-5A Division II football games with exceptions or additions as noted in The Constitution and Contest Rules of the University Interscholastic League. All coaches are responsible for familiarizing themselves with these rules and regulations.
- B. In order to determine district seeding, the schedule of play is designed to be flexible and fluid throughout the season due to the Pandemic. The intent and understanding is that the District will go to whatever lengths necessary to play every district football game and will use the historical playoff seeding guidelines to determine the four teams that will represent the District for the playoffs.
- C. Completion of Entire Season
  - 1. Each team will play the other nine teams. The team having the best district win/loss record will be declared champion; the team having the second best district record will be declared the second place winner, and the team having the third best district record will be declared the third place winner. The team with the fourth best record will be declared the fourth place winner. The top four teams will advance in playoff competition.
  - 2. If teams cannot play scheduled or postponed games due to isolations or quarantines, then the last option will be forfeiture of game(s) by the team that cannot compete due to roster limitations. If both teams are in the same situation, then the game(s) will be declared a no-contest and will not reflect as a win nor loss in the district standings. The district standings would be adjusted to winning percentages for those teams that have had games declared no contests.
  - 3. If there is no clear distinction / identification of the four (4) playoff representatives, a District 14-5A Division II DEC Meeting will be called by the DEC Chairman to discuss all available possibilities or alternatives to determine the District's four (4) playoff representatives. The final option will always be a coin flip.
  - 4. TIES
    - a. TWO-WAY TIE (one team winning mutual game) If there is a two-way tie and one team has won the mutual game, then that team is the district winner. The other tying team is the district runner-up.
    - b. MULTIPLE TIE - If three or more schools tie for the district championship the team to represent the district in the playoffs will be determined as follows:
      - 1. In a three-way tie, if one team has beaten the other tying teams in district play, that team shall be the district representative.

2. If no team has beaten the other two teams in a three-way tie or if more than three teams are tied for the championship, the district representative shall be determined by the net positive and negative points, not to exceed 21 points per game.

Illustration of *highest* number of net positive:

	Score	Team A	Team B	Team C
Team B beats A	14-13	-1	+1	
Team C beats Team B	10-7		-3	+3
Team A beats Team C	20-6	+14		-14
		13	-2	-11

3. After the first place team has been determined in a multiple tie (selected team then eliminated from process), the runner-up representative will be determined by the appropriate two-way or multiple tie system.
  - c. The above-mentioned procedures for determining ties will be employed for second, third, and fourth places.
  - d. End of district play tie
    1. Two-Teams - If two teams tie at the end of district play, they will be declared co-champions with the district winner and runner-up designated as per Article X, Section C.
    2. Multiple Teams - In case of multiple ties, all tied teams will be declared co-champions with the district winner and runners-up designated as per Article X-Section C.



1. TIES

- a. TWO-WAY TIE (one team winning mutual game) If there is a two-way tie and one team has won the mutual game, then that team is the top seed of the zone. The other tying team is the zone runner-up.
- b. MULTIPLE TIE - If three or more schools tie for the top seed of the zone the seeding place will be determined as follows:
  - 1. In a three-way tie, if one team has beaten the other tying teams in zone play, that team shall be the top seed.
  - 2. If no team has beaten the other two teams in a three-way tie or if more than three teams are tied for the first and second seed teams, the top seeds shall be determined by the net positive and negative points, not to exceed 21 points per game.

Illustration of *highest* number of net positive and negative points:

	Score	Team A	Team B	Team C
Team B beats A	14-13	-1	+1	
Team C beats Team B	10-7		-3	+3
Team A beats Team C	20-6	+14		-14
		13	-2	-11

- 3. After the first place team has been determined in a multiple tie (selected team then eliminated from process), the runner-up will be determined by the appropriate two-way or multiple tie system.
- c. The above-mentioned procedures for determining ties will be employed for second, third, and fourth seeds.
- d. End of zone play tie

**XI. ALL-DISTRICT TEAM**

- A. The 14-5A Division II Football All-District Selection Meeting will be held at ACC at 9:00 AM on the Wednesday following the last district game. All District nominations by position must be submitted to SAISD Athletics no later than Monday at 12:00 PM prior to the All-District Selections.
- B. The announcements of all-district selections will be withheld until the district representatives have been eliminated from the playoffs.
- C. All-district selection procedures for District 13-5A Division II will be as follows:
  - 1. Players will be nominated by their own coaches.
  - 2. Sequence of nominations will rotate among schools as nominations are made for each position.
  - 3. Voting will be by written secret ballot. Coaches may not vote for their own players.
  - 4. Nominations will be made by position. In tie-vote results, both or all players tied will be named to the team for which they are being considered.
  - 5. First and second teams will be voted on independently, and selection will be limited to the following number of players and positions:

Offensive MVP		Defensive MVP	
Quarterback	1	Defensive Lineman	4
Running Back	3	Defensive End	2
Tight End	1	Linebacker	4
Wide Receiver	4	Defensive Backs	5
Offensive Linemen	5	Utility Defensive Player	1
Center	1	Kicker	1
Utility Offensive Player	1		
Punter	1		

- 6. Honorable mention decisions will be left to individual schools.
- 7. A copy of the all-district team list will be given to the district chairman.
- 8. Academic all-district will be determined by a 90 cumulative GPA from the time they entered high school.

## XII. SPIRIT GUIDELINES

- A. There will be no decorations on goal posts. Permanent banners, signs, and replicas of school mascots other than the run-through sign used at the goal post shall be placed at a fixed point determined by home stadium.
- B. No musical instruments other than those used in participating bands will be allowed. Cannons, air horns, or long trumpet horns are prohibited at games. Noisemakers are prohibited. Tape decks and stereos are not allowed in stadiums except as approved for performing groups.
- C. Victory lines by uniformed school groups only.
- D. Unauthorized students should not go on the playing field before or during games or half-time shows. Half-time shows will be limited to uniformed groups - bands and drill teams. Any students (e.g., ball boys, student trainers, etc.) must wear a uniform or an organization shirt. Questions are to be addressed to the administrator on duty.
- E. There will be no live animal mascots allowed on the field or track. Flags and mechanical mascots may not be displayed in front of visiting stands.
- F. Each school may have run-through signs that may be used only at the beginning of game and at the beginning of the second half. Only enough students required to hold the sign will be permitted on the field. The frame and debris must be removed from the field immediately. No staples can be used in run-through banners.
- G. Confetti is not allowed in the stadium at any time.
- H. Glass bottles and glass containers are prohibited in the stadium.
- I. Alcoholic beverages are not permitted on school property, including parking lots.
- J. Prior to start of the game, bands will march only in front of their own sides.
- K. Food and/or drinks may not be brought into the stadium by spectators.
- L. Use of tobacco in any form is prohibited.
- M. No crossing sides of field after first quarter at Alamo Stadium, Edgewood Memorial Stadium or at the SAISD Sports Complex.
- N. As per UIL regulations, balloons are not allowed in the stadium or at any athletic activity
- O. Flags: All flags in grandstands shall be no larger than 12 inches by 18 inches and shall not be affixed to sticks or metal objects for the protection of the public. (This does not apply to school spirit groups.) Any banner larger than 12 inches by 18 inches shall be cloth/vinyl and placed in fixed positions. Victory flags and other similar paraphernalia belonging to opposing schools will not be allowed outside the assigned area of that school. Under no circumstances will circling the track with such emblems be permitted.

### **XIII LIGHTS OUT POLICY**

If an event occurs that would require that a district football game be suspended while in progress, the home school officials have one hour from the occurrence of the event to remedy the situation. If not remedied within one hour, the game will be called unless a mutual agreement is reached to extend the one (1) hour delay. Once called, the following rules shall apply:

- A. If both participating school Head Coaches mutually agree, the game will be final at the point of suspension, unless game is tied at that point. **NO GAME CAN END IN A TIE.**
- B. If no mutual agreement, the remainder of the game will be played on the next available date at the same site. Same site could be Alamo Stadium, Edgewood Memorial Stadium or the SAISD Sports Complex as determined by Athletic Administration.
- C. The clock will be set for the same time remaining in the quarter during which the game was called.
- D. The down marker and chains will be set at the same down and spot on the field.
- E. Fans will be admitted to such games without additional charges. The home school officials will make every reasonable effort to resolve seating dispute among fans. If possible, fans should be encouraged to retain their ticket stubs when the game is called.

### **XIV. OTHER PROVISIONS**

- A. During a football game, anyone on the sidelines must remain outside the 25-yard-line and the extended team area. A sideline pass distributed by the principal or issued by the athletic director is required for presence on the sideline.
- B. Each school shall provide each member school a team roster prior to the first game that will list each player's name, number, position, and grade.
- C. **Players' Benches and Restraining Line**
  - 1. Coaches, players, band members, and drill team members will stay outside the *limit line* which is a line around the playing field at a distance of 12 feet from the field.
  - 2. Coaches and players will stay within a 25-yard restraining line.
  - 3. No media personnel or their equipment shall be in the team area (NCAA football rules and interpretations).
  - 4. The only drink allowed on the sideline is water.
  - 5. No sunflower seeds allowed on the field or track.

## XV. SCHEDULES

Dates of district games may not be changed without the mutual consent of the schools involved, unless specified differently in the individual rules of the activity. A team in this district changing a non-district game date must notify the district chairman and all district opponents at least one week in advance of the game.

## XVI. TROPHIES

District playoff teams will purchase their own trophies

## XVII. SUB-VARSITY FOOTBALL RULES - GENERAL RESPONSIBILITY

- A. It shall be the responsibility of the host school (principal or game supervisor) to initiate corrective measures at all district football games to prevent unusual disturbances from individuals or groups and to prevent the use of noise-making instruments.
- B. Length of quarters and half-time:
  - 1. 9th 10 minute quarters 10 minute half
  - 2. JV 10 minute quarters 10 minute half
  - 3. Times and lengths of quarters may be changed with mutual consent of coaches.
- C. Starting Times
  - 1. 9th set by home team.
  - 2. JV set by home team
- D. Scheduling
  - 1. Teams will follow the same schedule as the varsity.
    - a. When the varsity is the home team, the freshman team is home team
    - b. When the varsity is the home team, the junior varsity team is the visiting team.
    - c. JV games will not be played on ACT or SAT Saturdays.
  - 2. 9th and JV - opposite site from varsity shall be played if mutually agreed on by each team.
  - 3. Sub-varsity games, dates, times, and sites may be changed by mutual agreement of both coaches and principals. Example: weather.
- E. Game Balls - 9th and JV, NCAA-approved ball

**14-5A Division II FOOTBALL ORGANIZATIONAL PLAN for 2023-2024 (APPROVED 8-3-23)**

- F. Game jerseys
  - 1. JV Home Team – dark
  - 2. 9<sup>th</sup> Home Team - dark
  
- G. Officials
  - 1. UIL-approved
  
  - 2. Minimum of three officials and expenses will be paid on only one car.
  
- H. Roster - Each school will bring an up-to-date roster and starting lineup to the announcer before the game.
  
- I. Other Games - If a visiting school does not have a team, the home team may schedule a game with another opponent providing it does not conflict with the district team's scheduled games.

**XVII. GAME SITES**

- A. Game site will be determined by schedule.
  
- B. The Athletic Offices, the principals, and the athletic coordinators of the schools involved will coordinate the sites and times of the games. (Home team has been determined by the round robin schedule.)

*bmc 7/24/23*