

2021 IGHSAU GOLF MANUAL

REGULAR SEASON DATES ALLOWED

12

FIRST ROUND REGIONAL DATE

Monday, May 17

REGIONAL FINAL DATE

Monday, May 24

STATE DATES

Tuesday, June 1 and Wednesday, June 2

STATE TOURNAMENT SITES

Ames Golf & Country Club, Ames (1A)
American Legion Golf Course, Marshalltown (2A)
River Valley Golf Course, Adel (3A)
Otter Creek Golf Course, Ankeny (4A)

STATE TOURNAMENT MANAGER

Iowa Girls' High School Athletic Union

STATE HOST PROFESSIONAL

Paul Ainley, American Legion Golf Course
Scott Nugent, Ames Golf & Country Club
Curt Wahlert, River Valley Golf Course
Curt Ingham, Otter Creek Golf Course

STATE CO-ED DATE/LOCATION

Tuesday, June 8
American Legion Golf Course, Marshalltown (1A)
Elmwood Country Club, Marshalltown (2A)

STATE CO-ED TOURNAMENT MANAGERS

IGHSAU/IHSAA

Lisa Brinkmeyer, IGHSAU Golf Administrator

Email: lisa@ighsau.org (515) 401-1835

GOLF COACHES' ADVISORY COMMITTEE

Scott Garvis, Chair
Ankeny Centennial

Julie Kadlec
Cedar Rapids Xavier

Tim Kopriva
Dike-New Hartford

Kelli Moore
West Des Moines Valley

Janice Shanno
Sidney

Matt Kovacevich
Centerville

Val Sitzmann
Kingsley-Pierson

Chad Pitts, Official
Iowa Golf Association

PURPOSE OF THIS MANUAL

All rules and regulations in this manual apply specifically to play in IGHSAU-sanctioned Regional and State Tournament competition. To ensure that the players become familiar with these rules prior to IGHSAU-sanctioned tournament competition, all rules and regulations within this manual are encouraged to be utilized during regular season play unless the host meet manager dictates otherwise.

NOTE: Coaches shall not play course while teams are in competition. Penalty is disqualification of all team members. This includes regular season meets as well as postseason competition.

PLEASE ADHERE TO THE COVID-19 GUIDELINES FOR HOSTING YOUR REGIONAL COMPETITONS. The COVID-19 guidelines are located on the main page of the IGHSAU website (ighsau.org).

TOURNAMENT MANAGER

Please become familiar with tournament administration policies and procedures when hosting regional contests for the IGHSAU. **DO NOT postpone or reschedule any tournament contests without first contacting the IGHSAU.** Each Regional tournament has its own manager responsible for total administration of each individual site. It is the responsibility of the tournament manager to contact all schools that will be competing at their site with contest details (time, facility information, directions, etc.). The manager has total liberty in establishing the starting time according to the dictates of the course facility. Member schools are to adhere to the instructions given.

IGHSAU WEBSITE

All tournament information, including a copy of this manual, tournament site information, Regional meet scores from across the state and other pertinent information can be found on the IGHSAU website (www.ighsau.org).

RULES GOVERNING ALL PLAY

It is imperative that all tournaments play under identical rules, other than local rules that are mandatory because of peculiarities of a course.

1. USGA Rules and IGHSAU regulations will be used for postseason meets.
2. Classes 1A and 2A will have two rounds of Regional play, while Classes 3A and 4A will only have one round of Regional play.
3. Any player gambling during a match is automatically disqualified.
4. **Coaches shall not play the course while teams are in competition. Penalty is disqualification of all team members.**
5. Spectator admission is not charged for Regional meets. State Golf ticket price is \$6 for adults and students (K-12).

REPORTING REGIONAL RESULTS

Immediately following the Regional meet, tournament managers must enter the meet results for all teams/individuals at their site into Varsity Bound (same process as the regular

season). If the tournament manager is unable to enter the meet results immediately following the Regional meet, then they must appoint someone to the task that is able to do so. The assigned Regional tournament manager is given access via their Varsity Bound schedule to enter the meet results (other teams/coaches in that region do not have access to enter the results in Varsity Bound for this meet).

Results will be posted in Varsity Bound and on the IGHS AU website (www.ighsau.org).

GREEN FEES

In accordance with policy established by the Board of Directors of the Iowa Girls' High School Athletic Union, a \$10 per participant fee will be assessed for participation in all Regional tournaments, payable directly to the host school, which in turn will be responsible for paying the host course.

PRACTICE ROUNDS

Loss of school time for practice rounds is governed by each local district. Arrangements must be made with the host course concerning time and regulations governing play. All practice green fees will be the responsibility of each school/golfers.

PARTICIPANT ATTIRE

All participants in Regional and State tournament competition must wear the same (color/style) school-issued or school-approved golf uniform shirt collared/mock-collared shirt during competition. In adverse weather conditions, if an individual player desires to wear clothing over top of her shirt, the jacket does not need to be the same as her teammates. Violation of this rule will result in disqualification of the golfer(s) in violation.

CELLULAR PHONES AND ELECTRONIC DEVICES

Use of cellular phones, iPods, smartwatches or any communication device by participants during the competition shall result in disqualification (exception: medical/weather emergencies). Range finding devices are allowed for use by players and coaches during meets throughout the regular season and post-season, which includes the State Tournament. It is permissible for golfers and coaches to share distances with other golfers, provided it does not delay play. Range finding devices are only allowed to determine distance.

RULES COMMITTEE

The host tournament manager will serve as Rules Committee Chair. Rules Committee will be appointed by the Chair to handle all rule decisions. This Committee shall administer the tournament under USGA Rules and IGHS AU regulations and consist of five coaches from among the schools participating.

REGIONAL REGISTRATION AND TEAM ENTRIES

All tournaments are played on a time schedule established by each tournament manager.

1. Regional pairings and team/individual advancement for each round of postseason competition will be listed in the Golf section under the Coaches and Administrators tab on the IGHS AU website.
2. Upon receipt of the Regional golf assignments each school must prepare the Entry

Form and submit it to the appropriate tournament manager seven days prior to the Regional meet. This form is found online at the IGHS AU website under the Coaches & Administrators tab in the Golf section. Six golfers representing each school may be listed and the form must be signed by a school administrator. It is permissible to list a seventh golfer that will be playing in place of one of the first six golfers listed on day two.

3. Classes 1A and 2A must file the Regional Golf Tournament Entry Form with the first round Regional tournament manager. All Classes are required to file the Regional Final form with the Regional Final tournament manager.

MEDALIST TOURNAMENT INFORMATION

Each player participating in the first round of Regionals is a part of the medalist tournament. The top six finishers in MEDALIST play (and ties for 6th) advance from the first round of Regionals to Regional Final competition. No additional individual competitors shall advance from first round of the Regional tournament play based on home course advancers.

All players participating in the Regional tournaments, whether they qualified as a medalist or advanced through team competition are eligible for medalist honors. Top six finishers (and ties for 6th) in Regional medalist play advance to the State Tournament.

TEAM TOURNAMENT INFORMATION

The team tournament is separate from the medalist tournament, although a player's score in the Regional tournament shall count toward both the team and medalist results.

Each team may play six participants, with the low four of six 18-hole scores counting for the team total. A school may change its six participants between first and second rounds of Regionals and State competition. It can also change the State competition participants from day one to day two. At no time shall a team have more than six golfers from their school/team participating at the same time during Regional or State competition.

The first round Regional champion and runner-up in team play advance to Regional Final competition. The third place team shall advance from the first round of Regionals to the Regional Final Round if the host team finishes first or second. This rule is only for the first round of Regionals.

Only the Regional Final team champion and team runner-up advance to the State Tournament. The Regional Final champion and runner-up will receive a "State Qualifier" banner at their Regional Final meet.

FIRST ROUND AND REGIONAL FINAL INFORMATION

TEE ASSIGNMENT PROCEDURES

In an effort to assist the tournament manager as tee assignments are made for Regional Tournament competition, the following guidelines have been established.

- No golfers from the same school shall be in the same group, unless approved by the IGHS AU.

- Golfers may be grouped in threesomes or foursomes only. NO groups larger than four golfers shall be permitted during IGHSAU tournament competition.
- The top four teams (based on the total of their individual averages) may be paired together and then the next four teams (and so on) will be paired together (based on the total of their individual averages).
- Individuals advancing within the Regional tournament shall be paired together. It is suggested that individual qualifiers start on holes 1 and 10 if possible.
- Two starting methods are permitted. A "shotgun" start, in which all players begin play simultaneously on different holes, or a "tee time" start, in which all players begin on Hole 1/Hole 10 in successive groups. The shotgun method is preferred by the IGHSAU.

PLAYER REGULATIONS

- 1) Motorized carts and caddies are prohibited. Use of non-motorized pull or push carts are allowed throughout the entire season. Requests for use of a motorized golf cart during regular and postseason competition must be due to a disability and will be evaluated by the IGHSAU on a case-by-case basis. Transitory illnesses and injuries (actual or expected duration of six months or less) do not qualify under the ADA as a disability and thus would not qualify for use of a motorized cart. Athletic directors must submit the request for golf cart use and documentation from the golfer's physician stating the disability and the extent to which it prevents the golfer from walking during competition. Upon receipt of the request, the IGHSAU will notify the school in writing of approval or declination.
- 2) School-appointed, authorized coaches are allowed to coach players to the green during post-season play. Once the golfer and her golf ball are on the green, the coach can have no more communication with their golfer until all golfers in the group have holed out. Coaches are not allowed to read putts for golfers. Coaches must adhere to golf etiquette when coaching their players and should not be communicating with their golfer while other golfers in the group are playing their ball in close proximity.
- 3) Spectators should remain adjacent with the group they are following and travel in the rough or on the cart path, never on the fairway. When golfers are on the green, spectators must be behind the green or on cart path, so the next group can hit as soon as the green is cleared.
- 4) No practice putting is allowed on the course, including the putting green, after competition has begun.
- 5) Any rule violation on the course should be called by a player. The rule violation should be brought to the attention of the entire foursome before the alleged violator has COMPLETED THE HOLE ON WHICH THE VIOLATION OCCURRED AND LEFT THE GREEN AREA. After a rule violation has been declared, the Rules Committee shall be consulted immediately.
- 6) Decorum. If a player is guilty of unsporting conduct or demeanor, her coach and a rules committee member shall be notified. If the player is guilty of a subsequent offense, the rules

committee may disqualify the violator.

- 7) Alcohol or tobacco products are NOT permitted on the course or in student accessible areas of the associated facilities.
- 8) USGA Rules are being followed unless published in this manual.
- 9) The ball will be played down during the tournament series, with the tournament manager retaining the right to invoke a local rule allowing pick, clean and place if course conditions warrant.
- 10) Continuous putting shall be employed whenever possible.
- 11) Coaches may not leave the grounds during the competition. Any coach not present during the tournament will force disqualification of the entire team.
- 12) Contact a Rules Committee Member should any question arise during the tournament.

SCOREKEEPER INFORMATION

Scorekeepers are not required during Regional meets, however it is an option for those that have the volunteer base to do so. All coaches of participating teams/individuals shall be notified of the use of scorekeepers prior to their arrival at the Regional site. If scorekeepers are used, there must be a scorekeeper for each group...no exceptions.

High school students/golfers and parents of golfers are not allowed to serve as scorekeepers.

Scorekeepers are NOT to make golf rulings. Rules Committee member should be consulted.

Scorekeepers are to keep the unofficial score of the group they are assigned. Each golfer will also keep the score of another in her group, which is the official scorecard for the golfer. Each golfer must turn in her own card to the official scoring table.

BREAKING TIES FOR REGIONAL PLAY

1. Team Competition: Each teams' 5th placing golfer's score shall be compared first. If a tie still exists, the scores of the 6th placing golfers and will be compared. If a tie exists at each of these levels both teams advance. There are no team playoffs for Regional Tournaments.
2. Medalist Competition: Medalist distribution and place will be determined by a card back starting with the number one handicap hole. Six medals will be issued at each Regional final meet and awarded according to the tie-breaker system. All players finishing sixth (or tied for sixth) shall advance.

SPECTATOR REGULATIONS

1) Family, friends, spectators, etc. cannot communicate with participants on the course until the final scorecard has been signed and turned into the scoring officials. (Walking immediately alongside a player is deemed to be communication.) Spectators may cheer, applaud and offer words of encouragement to golfers, however, spectators must adhere to

golf etiquette when doing so. At no time may spectators provide any type of golf guidance or instruction.

- 2) Spectators may assist a player looking for a lost ball but may not offer rulings.
- 3) Spectators must stay out of the way of all players.
- 4) Spectators shall refrain from disruptive use of cellular phones on the course.
- 5) No alcohol or tobacco is to be sold or consumed on the grounds of any Regional or State Tournament site.

Any spectator disrupting play in the opinion of the Rules Committee will be removed from the course. Competitors may be disqualified if in violation of this rule.

WATER/FOOD DISTRIBUTION

The IGHSAU encourages players to make pre-meet preparations and have beverages or an empty bottle in their bag to refill if needed. The IGHSAU allows a coach or parent to hand beverages/food to their player/daughter on the course, with every effort being made to be given between green and tee and without golf communication between the golfer and parent. Coaches and parents can also hand a beverage/food to their golfer as they pass the clubhouse. The IGHSAU encourages common sense be used if a golfer is in danger of dehydration and that the golfer be given a beverage or assistance no matter where they are on the course.

WEATHER AND LIGHTNING PROTOCOL

When thunder is heard or cloud-to-ground lightning is seen, play should be suspended and shelter taken immediately. Once play has been suspended, a 30-minute wait from the last sound of thunder or lightning strike witnessed must be taken before resuming activity. Any subsequent thunder or lightning strike during the 30-minute waiting period resets the clock, and a new 30-minute waiting period begins. Meet hosts are responsible for monitoring the weather activity and determining when to suspend competition. Weather protocol (notification method and procedure for calling golfers off course, shelter locations, evacuation procedures, etc.), should be given to participants prior to the start of the meet. The IGHSAU encourages all meet managers to utilize a lightning app on their phone to monitor their local weather.

RAINOUT POLICY

- Regional Tournament – If you are required to return a second day because of a rainout and you are rained out a second time, and have finished nine holes, those nine holes scores will determine which teams and individuals qualify for the State Tournament. This only occurs for the second time you return. Example 1: Regionals were scheduled for Monday and the meet was rained out. Your team comes back on Tuesday and you are rained out but everyone gets at least nine holes played. Those nine holes on Tuesday will determine the teams and individuals that advance on to the State Tournament. Example 2: Regional play has begun, groups finish at least nine holes and are rained out. Everyone returns the next day and begins by re-starting where golfers' balls were marked when play was suspended the day before. If rain again forces competition to end for that day and everyone has not completed competition (nine holes), the first day's nine holes will determine the teams and

individuals that advance to the next level of competition.

- State Tournament – If eighteen holes are played on the first day and it is impossible to play the second day due to rain, the first eighteen holes will determine the champion. Likewise, if the first day is rained out but weather permits eighteen holes to be completed on the second day, the second day eighteen holes will determine a winner.

Unless otherwise determined by the IGHS AU, Day 1 scores will be carried over to Day 2 of the State Tournament if the entire field has completed at least 12 holes. Every effort must be made to complete 18 holes on Day 1 of the tournament. Day 2 will commence with teams completing Day 1's round by re-starting where golfers' balls were marked when play was suspended on Day 1. Tee assignments for Day 1 will be carried over to Day 2 if teams are finishing their Day 1 round on Day 2. If both days are rained out, then the tournament will be rescheduled by the IGHS AU and participating schools will be notified accordingly. When the tournament is rescheduled, competition will be eighteen holes.

NATIONAL ANTHEM

If the National Anthem is played prior to the meet, players are expected to conduct themselves in a quiet and attentive manner until the Anthem is fully completed.

TOURNAMENT AWARDS

Awards for each tournament will be shipped directly to the tournament manager. The Regional final champion and runner-up will receive a State Qualifier banner and ticket punched poster. There are no awards given to those that advance from the first round of Regionals.

PRESS ACCOMMODATIONS

All press outlets have been advised to directly contact the tournament manager of a site from which they wish to cover. Radio stations and newspapers are not obligated to inquire through the IGHS AU, nor is the tournament manager obligated to acquire sanction from the IGHS AU. This provision applies to Regional tournament coverage.

Television stations are not obligated to acquire sanction from the IGHS AU to tape highlights or tape a contest for 24-hour or more delayed rebroadcast. **Live video broadcast or video streaming of regional games is permitted per IGHS AU guidelines and fees.**

SOUVENIR PROGRAMS

Host schools may furnish official programs for their site either on a gratis or sales basis and may retain any profits derived from the sale thereof.

ALCOHOL AND TOBACCO POLICY

No alcohol or tobacco is to be sold or consumed on the grounds of any State Tournament venue leased or provided to the Athletic Union for the purpose of conducting a state championship. Section 123.46 of the Iowa Code states: A person shall not possess or consume alcoholic liquors, wine or beer on public school property or while attending a public or private school-related function. A person shall not be intoxicated or simulate intoxication in a public place. A person violating this subsection is guilty of a simple misdemeanor.

PETS/ANIMALS PROHIBITED

No pets are permitted at events sanctioned by the IGHSAU. Any person with a pet will be asked to leave. This policy shall comply with the provisions of Iowa Code 216c in that such a person with a disability or person training an assisted animal has the right to be accompanied by a service dog or an assisted animal under control. The person is liable for damage done to any premises or facility by a service dog or assisted animal.

STATE GOLF TOURNAMENT INFORMATION

Spectator admission for State Golf is \$6 per day for adults and students (K-12). **There is no charge for children who are not yet in kindergarten.**

TEE ASSIGNMENT PROCEDURES

- No golfers from the same school shall be in the same group.
- Golfers will be grouped in threesomes or foursomes.
- The top five teams (based on the total of their individual averages) will be paired together and the bottom five teams will be paired together (based on the total of their individual averages).
- Individual qualifier tee assignments will be determined based on the number of state qualifiers.

STATE TOURNAMENT PROCEDURES

Six golfers representing each school may be listed on the State Team Roster. It is permissible to list a seventh golfer that will be playing in place of one of the first six golfers listed on day two.

STATE TOURNAMENT SITES

Class 1A will compete at Ames Golf & Country Club in Ames.

Class 2A will compete at American Legion Golf Course in Marshalltown.

Class 3A will compete at River Valley Golf Course in Adel.

Class 4A site Otter Creek Golf Course, Ankeny.

TIME SCHEDULE

Day 1:

8:00 a.m. Packet pick-up and mandatory coaches meeting at clubhouse

8:30 a.m. Meeting/Welcome with players and spectators

9:00 a.m. Shotgun start

Day 2:

8:00 a.m. Mandatory coaches meeting at clubhouse

8:15 a.m. Meeting with players and spectators

8:30 a.m. Tee time start (start times may vary for each State site).

The tournament will not await arrival of coaches or players either day.

COACHES MEETING

Meetings are mandatory on Monday and Tuesday for all coaches as rules for competition and local rules will be explained. Failure to attend this meeting may result in disqualification

of that team's members. It is the responsibility of each coach to attend and in turn carry instructions to their own golf squad.

Coaches will wear badges issued by the State Office. This is to clarify who is permitted to give instruction to players on the course. Qualifying teams will receive two coaches' badges (if team has two coaches), individual qualifiers will receive one coaches' badge. Coaches' badges must be worn by school-appointed, certified coaches.

PARTICIPANT ATTIRE

All participants in State tournament competition must wear the same (color/style) school-issued or school-approved golf uniform shirt (collared or mock-collared) during competition. In adverse weather conditions, jackets need not match.

PRACTICE

Practice that involves loss of school time is governed by each local district. The IGHSAU has no policy against loss of school time. Arrangements must be made with the course concerning time and regulations governing play.

FORMAT

Shotgun start will be used day one and tee times will be used on day two. Tee assignments will be distributed at the coaches meeting each day. The tournament is 36-hole stroke play. (Weather-altered play protocol on page 10.)

BREAKING TIES FOR STATE PLAY

1. Team Competition: Each team's 5th placing golfer's score of day two will be compared first. If a tie still exists, the scores of the 6th placing golfer of day two will be compared. If a tie still exists, scores of the 5th placing golfer's score of day one will be compared. If a tie still exists, scores of the 6th placing golfer of day one will be compared. If a tie still exists it will be broken by a sudden death playoff. The coach will name four players who will play in the playoff. All four scores will count. Starting holes will be determined prior to start of meet.

NOTE: If one team does not have a 5th/6th placing golfer and the opposing team does, the team without the 5th/6th placing golfer will lose the head-to-head matchup and thus lose the tie-breaker. If neither team has a 5th/6th placing golfer, the 4th place golfers' scores on day two will be compared followed by the 3rd placing golfers' score on day two, and so on, to determine the tie-break.

2. Medalist Competition: A tie for State Medalist shall be determined by sudden death playoff with the starting hole/s posted prior to play. For individual play, any ties beyond first place shall be determined by a card back, starting with the number one handicap hole.

STATE CO-ED GOLF TOURNAMENT

The State Co-Ed Golf Tournament will be held Tuesday, June 8 at American Legion Golf Course in Marshalltown (schools with enrollment 349 and below) and Elmwood Country Club in Marshalltown (schools with 350 and above enrollment). It is an 18-hole alternate shot tournament.

Each school is allowed to enter up to two teams, each consisting of one boy and one girl. Schools must submit the names of the twosomes participating to the IGHSAU prior to the meet. The entry fee includes a meal for each participant. The entry form is located on the IGHSAU (ighsau.org) and IHSAA (iahsaa.org) websites.

Check in is from 7:45 a.m. - 8:15 a.m. at the respective clubhouse. There will be a coaches' meeting at 8:15 a.m. Shotgun start begins at 9:00 a.m. A certified coach must be present with the team/s. Coaches will be allowed to coach their golfers until their golfer and golfer's ball reach the green. Each school will receive one badge/per twosome, which will allow certified coaches to communicate with the golfers.

BREAKING TIES:

There will be no play-offs. Ties will be broken by carding back starting with the number one handicap hole until the tie is broken.