

To: Athletic Directors/Coaches

Re: Instructions for Coaches – Online Voting Information – Sept 28th first window opens

Please pass these instructions along to your Boys Soccer, Girls Soccer and Volleyball Coaches. All schools participating in tournaments are required to participate.

Records and Comments – Sunday, September 28th – Wednesday, October 1st (midnight).
Coaches can begin **Voting** Thursday, October 2nd and vote through Sat, October 4th at noon

Questions should be directed to me at genne.renee@gmail.com

Coaches are required to participate in Online Voting to establish all team seeds.

Placement of schools in regions: NEDAB will then have a draw meeting to allow coaches to place themselves on the bracket of their choosing based on their seed and how many brackets are in their region. Schools could have the possibility of up to 8 tournament sites based on geography to choose from.

Sectional/District Tournaments: The highest seed will be awarded **home site** through District Semi Finals this year in soccer, volleyball is pods through sectionals and neutral sites for districts. To stay consistent with regional play and also with the many Covid protocols this was the decision that was made by the NEDAB

2025 Changes to Online Seeding Process (fees and placement):

Non participation in voting:

Policy for failing to vote for seeds in the tournament:

a. The school who failed to vote will have the top two seeds dropped from their score.

b. After totals are finalized, the school that failed to vote will drop one additional seed.

c. Schools that fail to vote shall lose the privilege of hosting tournament contests in the sport should that school qualify to host.

d. The school will be fined \$50.

Seed Meeting Procedure changes:

1) Policy for failing to show/participate in the draw/seed meeting.

a. District managers need to make an effort to reach out to a school district

representative in order to try to allow for participation

b. If no representative can be reached and the school is not in attendance, when it is the schools turn to be placed on the bracket, the school will be placed on the bracket on the line furthest away from the number 1 seed determined by the tournament manager.

c. Schools that fail to attend the seed/draw meeting will lose the privilege of hosting tournament contests in the sport should that school qualify to host.

d. The school will be fined \$150. The number of teams that can pass during the bracket placement meeting is equal to the number of regional qualifiers that are in the division/tournament.

Creating your account in Baum's Page:

Login Procedures:

DO NOW: Coaches that have accounts may login to **www.baumspage.com** anytime during the season.

1. If you do not have a baumspage account, you will need to create one. Past users see "Returning Users" notes. All information at <http://www.baumspage.com/entries/index.php>

2. New accounts, click on **Apply here and create an account. Make sure you check the "I'm not a robot" box and click **Submit Application**.**

3. After you login, use **Coaches | Select Teams | {select your school} | click **Click here to Get Available School Teams / Sports | click **Select Sport | select **Soccer/Volleyball | click **Make me the Coach.**********

NEXT:

4. Under **Coaches on the left sidebar, click on **SOCCER or VOLLEYBALL | Event Seeding | {select your team} click **Get Available Events | click **Get Event Details | click **Submit Seed Bio and Vote**********

Enter Team Seed Bio: Sunday, Sept 28th through Wednesday, October 1st at midnight.

Use the **Submit Seeds and Vote** link to access the event voting screens.

Login to your account on **www.baumspage.com** and use **Coaches | select {Soccer/Volleyball} | Event Seeding | Submit Seed Bio and Vote | + Submit Team Bio Seed information will include:**

i. Current Overall Record: Won-Lost

ii. Record vs. Division I Teams: Won-Lost

- ii. Record vs. Division II Teams: Won-Lost
- iv. Record vs. Division III Teams: Won-Lost
- v. Record vs. Division IV Teams: Won-Lost
- vi. Season Highlights - Quality Wins
- vii. Additional Seed Information - Comments

After the + **Submit Team Bio** window closes, click + **View Bios** to view data from all teams that submitted.

After the bios are loaded on the screen, click **Download All Bios** to generate a text file that can be viewed or printed using Notepad.

Cast Your Vote: Thursday, October 2nd through Saturday, October 4th at noon.

OHSAA has updated penalty for NOT casting a vote – see changes highlighted above.

When the Voting window opens, select + **Cast Ballot** to access the voting form.

Login to your account on **www.baumspage.com** and use **Coaches** | select Soccer or Volleyball | **Event Seeding** | **Submit Seed Bio and Vote** | + **Cast Ballot**

- i. The teams will be listed in random order. Rank all of the teams at your site.
- ii. **Drag-and -Drop each team** until all teams are listed in order from **First Place** to **Last Place**. When finished click **Save Vote** to save your Vote. (CHANGE: COACHES WILL NOT BE VOTING FOR THEIR TEAM PER OHSAA DIRECTIVE)
- iii. Use **Review Your Voting Choices** to review your vote and **Download Your Ballot** in a "text based" format.
- iv. If you make an error, select + **Cast Ballot**, correct the order, and **Save / Vote** again.

The window will close at 12:00 Noon on Saturday. Any school that does not submit their vote before noon on Saturday of their voting week will not be permitted to vote at a later time and the team's highest vote will be dropped prior to final tabulation.

The final tally and voting results will be posted on the NEDAB web site on Sunday afternoon.

VOTE TABULATION:

Before the tabulation of the votes, a team's highest score and lowest score will be thrown out and one additional point will be added to the first place vote.

TIES:

If a tie exists after the online seeding procedure is complete the following procedure will be used to break the tie. These procedures must be followed in the order listed below:

TIE BREAKER PROCEDURES

Tie-breaker #1: Looking only at the schools who are tied, the team that received the most individual votes at the tied position or above gets the seed.

Tie-breaker #2: If a tie still exists, a computerized dice roll will determine the better seed.

BRACKET PLACEMENT:

Once the seeds have been determined for each team in the tournament, teams will select their bracket based on the order of seed. Coaches from top two seeds will have the option to select a bracket, or pass, with subsequent placed team coaches choosing their bracket. The coach of the next ranked team will then be given their choice. After a team is placed in a bracket, the coach that passed will again be given the opportunity to select a line on a bracket. This will continue until each bracket is full.

Any team arriving after their seed has been called will be considered a “pass” (seed 1 or 2). Any team that is a “no show” at the draw meeting will be assigned last. If more than one team is a “no show” teams will be assigned in seeded order. Teams that have missed either of the two voting deadlines but attend the draw meeting will be seeded accordingly. Teams will have 3 minutes to make a selection.

Policy for Placing Teams on the Bracket when No School Representative is Present for the Tournament

Seed / Draw Details - Information available at this link

a.) For teams in the top half of the seeded teams (e.g. one more than half if there is an odd number of teams), the school absent shall be placed on the bracket after the No. 1 seed is given the opportunity to place itself on the bracket. If the No. 1 seed selects a line, the absent school shall be placed on the furthest line, excluding a bye line, in the other half of the bracket that does not include the No. 1 seed. If the No. 1 seed passes, the absent school shall be placed on the first non-bye line.

b.) If more than one team is absent in the top half of the seeded teams, schools shall be placed, in order of seed, as far apart as possible after the No. 1 seed makes its choice.

c.) For teams in the bottom half of the seeded teams, the school absent shall be placed on the bracket after all other teams have selected their bracket placement.

d.) If more than one team is absent in the bottom half of the seeded teams, the schools shall be placed, in order of seed, after all other schools have selected their bracket placement.

Technical Support:

1. If you have problems accessing or submitting the forms, use the **Contact Us** link on Baumspage to submit a **Help Request**.

2. If the deadline is pending, call **Gary Baumgartner** at **513-594-6154** or **Terry Young** at **740-517-0195**.

Seed Policy and Procedure:

Per the direction of the Northeast District Athletic Board, all teams in a bracketed tournament will be seeded based on the online voting results.

