



MINNESOTA STATE HIGH SCHOOL LEAGUE

MSHSL Volleyball Scorekeeper and Libero Tracker Instructions

MSHSL Volleyball Scorekeeper Duties

The official scorer should record the numbers of the starting players of each team in the serving order submitted, in the appropriate spaces provided on the set scoring sheet (under player number). Each square represents one play or action such as a serve, a substitution, or a time-out. Each play should be recorded as such using the appropriate figure in the key accompanying the set scoring sheet. The squares, unless otherwise indicated, represent a serve. If a point is scored on the serve, the respective point shall be recorded. If the serve results in a loss of rally, replay, or penalty, the appropriate figure shall be inserted. As each point is scored, the appropriate number should be marked off in the running score section.

Preliminary

Before the start of a match, the scorekeeper should record the following information on the score sheet: **date, home team, visiting team, site, start time and end time.**

After the coin toss for serve, the scorekeeper prints the names of the teams on the sides on which they will begin to play. The scorekeeper designates which team has the first serve in column above the **Point Column**.

Using the line-up sheets, the scorekeeper writes the players' uniform numbers in the appropriate spaces in the serving order. In the **Player Number Column** mark a "c" after the floor captain's number. The second referee will use their line-up card to check the players' starting positions on the court, while the scorekeeper uses the score sheet to verify the players' positions.

During the Match

When rally scoring is used, every service, except a replay or re-serve, results in a point.

If the serving team wins the rally, it receives a point and continues to serve. The scorekeeper slashes a point in the serving team's Point Column for the serving team. The scorekeeper records a point in the square immediately to the right of the last point of the server.

If the receiving team wins the rally, it receives a point and the ball for service. Place a hash mark in the box immediately following the serving team player's last point. The point is recorded on the line of the next server's number for the receiving team, and a square is drawn around it. The scorekeeper also draws a square around the same point on the receiving team's running score in the **Point Column**.

Substitutions

When the serving team requests a substitution, the scorekeeper records the following:

1. In the **Player Number Column** of the serving team, the scorekeeper slashes the departing player number and records the substitute player number on the same line.
2. The substitution is recorded on the row of the server in the square to the immediate right of the last mark using an (S) and the number of the substitute and the player she is replacing (13/3).
3. The scorekeeper slashes the next available substitution number beneath the **Player Number Column** of the serving team to indicate total team substitutions.

When the receiving team requests a substitution, the scorekeeper records the following:

1. In the **Player Number Column** of the receiving team, the scorekeeper slashes the departing player number and records the substitute player number on the same line.
2. The substitution is recorded on the row of the server, in the square to the immediate right of the last mark, using an (Sx) and the number of the substitute and the player she is replacing (13/3).

3. The scorekeeper slashes the next available substitution number beneath the **Player Number Column** of the receiving team to indicate total team substitutions.

Players may enter the set an unlimited number of times but always in the same service position in relation to teammates. An unlimited number of players are allowed to enter at a given service position, provided they have not already participated in another position in the serving order. The team is allowed a total of 18 substitutions.

Time Outs

Time outs are recorded in the **Time Out** box located above the Player Number Column, listing first the score of the team taking the time out followed by the score of the opponent.

Penalty Points

If the serving team or player is assessed a penalty, the opponent is awarded a point and the ball for service. The Penalty Point is recorded on the line of the next server's number of the receiving team (P1) and a square is drawn around it. Also, draw a square around that same point on the receiving team's running score.

Wrong Server

When the incorrect player serves the ball the scorekeeper must immediately notify the second referee so that play can be stopped. The receiving team receives a point and the ball for service. The point is recorded on the line of the next server's number and a square is drawn around it. The scorekeeper also draws a square around the same point on the team's running score in the **Point Column**.

Comments

Penalties for illegal uniform/equipment, exceptional substitution, red and yellow cards or an unconscious/apparently unconscious player should be noted in the **Comments** section. Uniform/equipment violations and cards for unsportsmanlike conduct carry over from set to set.

When using the **Comments** section, the information recorded includes the team involved, referee action, and uniform number of player and the score at the time of the incident. Scores will always be listed with the score of team involved in the comment recorded first. Noteworthy situations include, but are not limited to the following referee actions:

1. Yellow card: Y#12 (7-6) means a yellow card was given to #12 when the score was 7-6 (*offending player's team's score listed first*).
2. Red card: R#3 (7-0) means a red penalty card was given to the #3 player when the player's team led 7-0.
3. Red/Yellow card: DQ #10 (4-14) means #10 was ejected when the player's team trailed 4-14.
4. Uniform/Equipment Violations: E#5 (3-0) means #5 attempted/was discovered in the set wearing illegal equipment.
5. Unconscious Player: Write "unconscious player # ____" when an unconscious or apparently unconscious player has been removed from the set.
6. Exceptional Substitutions: ES #20 by #5 (7-6) notes an exceptional substitution
7. Re-designation of the Libero: Libero replaced #10 by #6 (10-8)

Post-Match Procedures

1. The scorekeeper fills in the end time of the match.
2. The scorekeeper enters the set score for each team in the Final Score section.
3. The scorekeeper reviews the score sheet for completeness taking special care to verify that the scores are correct.
4. The second referee should sign the score sheet for each set.
5. The first referee should sign the score sheet after the last set.

Note: All other standard scoring procedures apply as outlined by the NFHS.

Directions for Scorer and Libero Tracker

Recording Libero Serving:

The libero can serve in one rotation by replacing the player who is in the service position and who would serve the next ball. When the libero serves, a triangle is used in the scoring sections in each part of the scoresheet where score is reflected. In the score sheet and libero tracking sheet, examples provided below, #5 is the libero.

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Diagrams

A. Scoresheet Running Score

1	16
2	17
3	18
4	19
5	20
△6	21
△7	22
△8	23
9	24
10	25
11	26
12	27
13	28
14	29
15	30

Indicates points 6, 7, & 8 were scored by libero

B. Scoresheet

Game No.		TIME-OUTS					L: 5			
Serve Order	Player No.	Team:								
1	13	1	2	3	-					
2	14	4	-							
3	2	5	6	7	8					
4	8									
5	3									
6	7									

#5 (libero) scored points 6, 7, 8

C. Libero Tracking Sheet

Team: L: 5			
Game	Serving Order	SP	
	I	13	
	II	14	
	△III	2	L 2 L 2
	IV	8	26 8
	V	3	
	VI	7	L 7 L 7 L

Indicates libero is in III serving position.

TRAINING THE LIBERO TRACKER

With the advent of the libero position in high school volleyball, veteran NFHS Officials' Quarterly Publications Committee member Jenni Malsam provides a unique "sandwich" explanation regarding how to train the libero tracker.

By Jenni Malsam

- In meeting with the bench personnel prior to a match, volleyball officials are greatly relieved to learn that the scorekeeper and the timer are competent, well-trained and very experienced. With the introduction of the libero in high school volleyball, there will be a need for another person to work at the scorer's table as the libero tracker. Officials may very well find themselves in a position of delivering a crash course on how to be the libero tracker.
- There are two important procedures that the libero tracker is responsible for enforcing. The tracker must enforce that once the libero is replaced, at least one rally must take place before the libero can replace another player. At all times, the tracker should observe that when the libero is replaced, she does not re-enter the set until after the next rally is completed. The second procedure is to ensure that when the libero leaves the court, the player replacing the libero must be the same player that the libero replaced when she last entered the set. This will be tracked on the Libero Tracking Sheet. This form must always reflect the numbers of the six players who are currently on the court for each team. If the libero tracker identifies that either of the procedures noted here has not been followed, the umpire should be notified immediately. The tracker does not have to wait for the serve to be contacted to report the problem.
- Under the column labeled "SP", the starting players are listed in serving order. Libero replacements are recorded by writing "L" beside the number of the replaced player, to indicate that the libero is now in the set in that player's position. When the non-libero player returns to the set, the player's number written beside the "L". Substitutes are recorded by slashing the number of the player leaving the set, and writing the number of the substitute entering the set.
- This sounds complicated, but it's really very simple. When the official is giving this crash course in how to track the libero, it is important that the official deliver this information in the most simplistic terms in order for the rookie tracker to understand his or her duties immediately. One of the best explanations that can be given is the "bologna sandwich" approach.
- Once again, let's look at the tracking procedure. Back-row player No. 6 is replaced by the libero. On the tracking sheet, "L" is written beside No. 6. Pretend 6 is a slice of bread and "L" is the bologna. What do you need to complete the sandwich??? Another slice of bread, which means that the No. 6 needs to be written on the other side of "L". Bread, bologna, bread = 6 L 6. Get it??? The No. 6 is the bread and the "L" is the bologna. Tell the tracker that whenever the libero comes into the set, as the tracker they must write down "L" next to that number. When the libero is being replaced, the replacement player must be the one that the libero had replaced. Tell the tracker that the "sandwich" must be completed. 6 L 6 = bread, bologna, bread.
- This all sounds a little corny, but it's really a very simplistic and effective way to describe the replacement process. If the libero tracker looks at their tracking sheet and sees that with each libero replacement there has been a "sandwich" made, (6 L 6), then everything is in order. If the libero tracker notes that the sheet is reflecting 6 L 7, there is no sandwich and there has been a replacement error and the R2 needs to be notified.
- To continue the sandwich theme, the official might explain to the tracker that there can be more than a "bologna sandwich" made during the course of the set. The libero might replace player No. 6. After a rally, player No. 6 replaces the libero. So we have 6 L 6, which equals a bologna sandwich, and all is well at this picnic... er, set. Then, player No. 4 is experiencing problems receiving the serve in the center back position. The libero replaces No. 4 and plays until the team wins the rally. No. 4 replaces the libero so that the tracking sheet notes 4 L 4. It's another sandwich and it's a perfectly legal use of the libero player. Remember to explain to the tracker that the libero may replace a player in the back-row position, and that same player must replace the libero so that a sandwich occurs. After a rally, the libero can replace a different back-row player to form a new sandwich situation.
- Tracking the libero is really a very simple process and this "sandwich" explanation works to immediately form a visual concept for the tracker to use while noting the replacements on the tracking sheet. Hopefully, all the talk about sandwiches won't make the official and the tracker too hungry to concentrate on their duties!

ABOUT THE AUTHOR: Jenni Malsam, who is a registered official with both the Iowa High School Athletic Association and the Iowa Girls' High School Athletic Union, formerly served on the NFOA Board of Directors and was president in 1998-99. A resident of Sioux City, Iowa, Malsam graduated from Morningside (Iowa) College in 1975, and has officiated girls volleyball as well as boys and girls basketball since 1979. Malsam is a member of the NFHS Officials' Quarterly Publications Committee. In Fall 2024 this document was updated by MSHSL Rules Interpreter Christina Fiebich to reflect current rules.