



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/loss of rally, 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. Each box, unless otherwise indicated, represent a serve. When a point is scored, the respective point shall be recoded. If the serve results in a loss of rally/pint, replay/re-serve, 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. Numbers are marked when a slash when the serving team scores the point. Numbers are marked with a square when the point is due to a loss of rally.

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 team names are entered on the same side of the scoresheet as the location of the team's court assignment for each set. The scorekeeper designates which team has the **first serve** by placing an "X" in the space above the **Point Column**.

Using the line-up sheets, the scorekeeper writes the players' uniform numbers in the **Player Number** column in **serve order**. In the **Player Number Column** mark a "c" after the floor captain's number. The second referee will use the submitted line-up sheet to check the players' starting positions on the court, while the scorekeeper uses the score sheet and the libero tracker uses the libero tracking sheet to verify the players' positions.

During the Match

Every service, except a replay or re-serve, results in a point for either the serving team or the receiving team. If the serving team wins the rally, it receives a point and continues to serve.

The scorekeeper records the following:

1. Inside the box immediately to the right of the last recorded point/action, record the next point value;
2. Inside the **Points Column**, slash the perspective point value in the serving team's running score. slashes a point in the serving team's Point Column for the serving team.

If the receiving team wins the rally, it receives a point, loss of rally and is given the ball for service.

The scorekeeper records the following:

1. Inside the box immediately to the right of the last recorded point/action, use "-|" symbol to record the loss of rally/end of service;
2. In the **Points Column**, draw a square around the next point on the receiving team's running score;
3. In the next available box on the line of the next server for the receiving team, record the point value from the previous step and draw a square around that number to indicate that the point was scored due to loss of rally.

Time Outs

Time outs are recorded in the **Time Outs** section located above each team's scoring section. Time outs are recorded by writing the score of the team taking the time out, separated by a dash ("-"), followed by the score of the opponent (5-8).

Substitutions

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

1. Inside the box immediately to the right of the last recoded point/action, record an "S" followed by the number of the player entering/the number of the player leaving ("S 13/3").
2. In the **Player Number** column of the serving team, the scorekeeper slashes the number of the player leaving and records the number of the player entering on the same line.
3. In the **Subs** section, slash the next available substitution number beneath the serving team's scoring section to indicate total team substitutions used by that team.

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

1. Inside the box immediately to the right of the last recoded point/action, record an "Sx" followed by the number of the player entering/the number of the player leaving ("Sx 13/3").
2. In the **Player Number** column of the receiving team, the scorekeeper slashes the number of the player leaving and records the number of the player entering on the same line.
3. In the **Subs** section, slash the next available substitution number beneath the receiving team's scoring section to indicate total team substitutions used by that team.

Players may enter the set an unlimited number of times but always in the same service position indicated by the number in the **Serve Order** column of the scoresheet. An unlimited number of different players are allowed to enter in any 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 per set.

Penalty Points

If the serving team is assessed a penalty, the opponent receives a point, loss of rally and is given the ball for service.

The scorekeeper records the following:

1. Inside the box immediately to the right of the last recoded point/action, record a "P-|" and draw a circle around it to indicate that the term of service ended due to a penalty point;
2. In the **Points Column**, draw a circle around the next point on the receiving team's running score;
3. In the next available box on the line of the next server for the receiving team, record a "P" followed by the point value from the previous step and draw a circle around that entry to indicate that the point was scored due to a Penalty. *For example, if the next point was 19, the circle entry would be "P19".*

If the receiving team is assessed a penalty, the serving team receives a point and continues to serve.

The scorekeepers records the following:

1. Inside the box immediately to the right of the last recorded point/action, record a "P" followed by the value of the penalty point and draw a circle around that entry to indicate that the point was scored due to a Penalty. *For example, if the next point was 19, the circle entry would be "P19".*
2. In the **Points Column**, draw a circle around the next point on the serving team's running score.

Improper Server

After the incorrect player serves the ball, the scorekeeper shall immediately alert the second referee of the improper server. The second referee shall wait until the rally concludes to address the issue. If there was an improper server, the scorekeeper follows the normal procedure for recording points when the receiving team wins the rally. Additionally, the second referee will place them in the proper serving order for the next rally..

Comments

Penalties for illegal uniform/equipment, unnecessary delay, exceptional substitution, unconscious player, re-designation of libero, and cards for unsporting conduct shall be noted in the **Comments** section.

The information recorded should include the team involved, referee action, number of player, and the score at the time of the incident. *Scores will always be listed with the score of team at fault recorded first.* Uniform/equipment violations and cards for unsportsmanlike conduct carry over from set to set.

Noteworthy situations include, but are not limited to the following referee actions:

1. Yellow Unnecessary Delay: YUD (0-0) means administrative yellow card was issued to a coach, team or player for unnecessary delay when the score was 0-0.
2. Red Unnecessary Delay: RUD (0-8) means a second administrative card was issues in the same set when a team was at fault trailing 0-8.
3. Yellow card: YC #12 (7-6) means a yellow card for unsporting conduct was given to #12 when the score was 7-6.
4. Red card: RC #3 (7-0) means a red penalty card for unsporting conduct was given to the #3 player when the player's team led 7-0.
5. Red/Yellow Card: DQ #10 (4-14) means #10 was ejected for unsporting conduct when the player's team trailed 4-14.
6. Uniform/Equipment Violations: E#5 (3-0) means #5 attempted/was discovered in the set wearing illegal equipment.
7. Unconscious Player: Write "unconscious player # ____" when an unconscious or apparently unconscious player has been removed from the set.
8. Exceptional Substitutions: ES #20 by #5 (7-6) notes an exceptional substitution.
9. Re-designation of the Libero: Libero #10 injured, re-designated to #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.

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 placed over the corresponding number in the **Serve Order** column on both the score sheet and libero tracking sheet. Examples provided below, #5 is the L1 (first libero) and #12 is the L2 (second libero).

Revised 7/12/26

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, and 8 were scored by libero

B. Scoresheet

Game No.		TIME-OUTS				L1: 5 L2: 12							
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: L1: 5 L2: 12			
Game	Serving Order	SP	
	I	~~13~~	9
	II	14	
	△III	~~2~~	4 L
	IV	~~8~~	10
	V	~~3~~	15
	VI	7	L 7

Libero replacement: # L # — write L, no slash (either libero, L1 or L2, is on the court)
Substitution: slash the player leaving, write the new player. Record every sub
Libero serving: △ around the Roman numeral of the position where the libero served

△ Indicates libero is in serving position III.

TRAINING THE LIBERO TRACKER

During the initial introduction of the libero position in high school volleyball, veteran NFHS Officials' Quarterly Publications Committee member Jenni Malsam provided a unique "sandwich" explanation regarding how to train new libero trackers. Her explanation provided the basis and inspiration for the content found below updated by MSHSL Volleyball Rules Interpreter, Christina Fiebich, to fit Minnesota requirements.

By Jenni Malsam (modified by Christina Fiebich)

Officials are greatly appreciative when schools provide well-trained scorekeepers, line judges and support staff for their matches. The role of the libero tracker is an important one that requires an individual, other than the scorekeeper, be provided to track the entries of the libero players. The points below provide an outline for officials should they find themselves in the position of having to deliver a crash course on how to be a libero tracker.

- Below are the top responsibilities of the libero tracker during the match:
 - Enforce that one libero is replaced, at least one rally must take place before either libero can replace another player;
 - Ensure that when the libero leaves the court, the player replacing the libero is the same player that the libero replaced when the libero last entered the set;
 - Record regular player substitutions by slashing the number of the player leaving the set and writing the number of the substitute entering the set;
 - If the libero tracker identifies an issue with any of the procedures noted above, the libero tracker should immediately inform the R2. The libero tracker should not wait for the serve to be contacted to report a problem.
- The Libero Tracking Sheet must always reflect the numbers of the six players who are currently on the court for each team.
- Under the column labeled "SP", the starting players' numbers should be entered in serve order.
- Libero replacements are recorded by writing "L" directly after the replaced player's number to indicate that the libero is now in the set that player's position. When the regular player returns to the set, the regular player's number is written directly after the "L".
- When the official is giving this crash course in how to track the libero, it is important that the official deliver this information in simple terms for the rookie tracker to understand. One of the best explanations that can be used is the "libero sandwich" approach. Let's look at the tracking procedure:
 - Back-row player #6 is replaced by libero. On the tracking sheet, "L" is written to the right of 6.
 - Pretend 6 is a slice of bread and "L" is a protein. What do you need to complete the sandwich? Another slice of bread, which means that player #6 needs to be written on the other side of "L".
 - Bread, libero, bread = 6 L 6. Get it? Player #6 is the bread and the "L" is sandwiched in between.
- Tell the tracker that whenever the libero comes into the set, 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 replaced. Tell the tracker that the "sandwich" must be completed. 6 L 6 = bread, libero, bread.
- To continue the sandwich theme, the official might explain to the tracker that a "sandwich" can be made with different types of bread during the course of the set:
 - The libero might replace player #6. After a rally, player #6 replaces the libero. So we have 6 L 6, which equals a libero sandwich, and all is well at this picnic (set).
 - Then, player #4 is experiencing problems with receiving the serve in the center back position. The libero replaced #4 and plays until the team wins the rally. Player #4 replaces the libero so that the tracking sheet notes 4 L 4. It's another sandwich (this time with rye bread) and it's a perfectly legal use of the libero player.
 - Remember to explain to the tracker that the libero may replace ANY regular player in a back-row position, but that same regular player must replace the libero so that a sandwich occurs.
 - After sitting out a rally, the libero can replace a different back-row player to form a new sandwich.
- What about substitutions? Do I have to track those too? Yes, if the libero tracker didn't track substitutions, they may not have the right player number (bread) to start a new sandwich. Remember, to accurately track the number of substitutes you must track them in every rotation, not just the rotations where the libero enters. Because the libero tracker only uses

slashes when there is a substitution, and not when there is a libero replacement, the tracker can easily count the number of slashes and it should equal the number of substitutions taken by the team.

- It's important that the tracker and scorer compare their substitution count during every time out. It is easy for them to correct each other's errors because the substitution pairs are easily located on the Libero Tracking Sheet. One common error to avoid is failing to slash the starting player when a regular player substitutes for them.
- The only time a libero doesn't have to sit out for a rotation between replacements is when their next action is to serve. If the libero immediately runs back into the service area to serve, you should see two regular players exchanging across the sideline between the attack line and end line. This is not a substitution. This is shorthand for the regular player returning to the set (completing one sandwich) and the libero entering the set for another player on a different service order line (the beginning of a new sandwich).
- Finally, remember to put a triangle around the Roman numeral in the serve order column to indicate the position where the libero served. Either libero, the starting player, or a legal substitute in this service order line can legally serve during this position's term of service.
- Tracking the libero is a 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!