

South Central Athletic Conference

Standard Operating Procedures

Amendments and Policies



Revision Date: April, 2019

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SOUTH CENTRAL ATHLETIC CONFERENCE

CONSTITUTION

ARTICLE I

NAME

The name of this organization shall be the South Central Athletic Conference.

ARTICLE II

PURPOSE

The purpose of this organization shall be to unite member schools in athletic competition for the betterment of the athletic program in all sports, and to have mutual understandings of all member schools for the improvement of relationships between the member schools.

ARTICLE III

MEMBERSHIP

Section 1: Member Schools

The members of the South Central Athletic Conference as formed by action of the member schools on June 14, 2016, shall be; Cle Elum/Roslyn , College Place, Columbia (Burbank), Connell, Goldendale, Granger, Highland, Kiona-Benton, Mabton (Soccer only), La Salle, Naches Valley, River View, Royal, Wahluke, Warden, White Swan (Tennis only), Zillah.

Section 2: Future Members

In the future, schools within WIAA District 5, which do not have appropriate competition available to them, may petition the conference for membership. Schools are voted in by a two-thirds vote of existing member schools or when YVIAA action places them in the Conference.

Section 3: Dues

An annual assessment may be charged each member school for the purpose of financing the various conference - sponsored activities; the amount to be determined annually at the first regular meeting of the school year.

Section 4: Sports Commitment

As members of the South Central Athletic Conference, schools are expected to compete in conference athletic schedules drawn annually. Commitments are made each spring for the following school year.

Section 5: Scheduled Activities

The Conference will develop standard operating procedures for the following activities: Football, Volleyball, Cross Country, Wrestling, Basketball, Golf, Fast Pitch Softball, Baseball, Track, Tennis, Soccer and Cheerleading.

ARTICLE IV

MANAGEMENT AND OFFICERS

Section 1: Management

The management of this organization shall be vested in the officers elected by member schools at a regularly scheduled meeting as described in Article V.

Section 2: Officers

The officers of the South Central Athletic Conference shall consist of: President, Vice President, Secretary, Treasurer, and three YVIAA representatives.

- A. Duties of the President: The president shall be a principal or athletic director from one of the member schools. The term of office shall be for one year. He/She shall be responsible for those duties that ordinarily evolve upon the president.
- B. Duties of the Vice President: The Vice President shall be a principal or athletic director from a member school. He/She shall perform the duties of the president in his/her absence, serve as the conference representative to any inter-conference meetings and perform such other duties as are generally associated with the office. Term of office is one year.
- C. Duties of the Secretary: The secretary shall be a principal or athletic director of a member school. The secretary shall keep the minutes of all conference meetings, handle all official correspondence, maintain an attendance record by school name, and keep a file of all official conference business and correspondence. Term of office is one year.
- D. Duties of the Treasurer: The treasurer shall be a principal or athletic director of a member school. The treasurer shall have charge of all conference monies, pay all Conference bills when authorized by the Conference, and shall maintain an accurate record of all such funds and expenditures. The treasurer shall have the Conference funds audited as needed. Term of office is one year.
- E. YVIAA Representatives: The YVIAA representatives shall attend the meetings of the YVIAA executive board as called by the board secretary. He/She shall report monthly to the Conference on activities of the YVIAA and represent the concerns and interests of the Conference to the YVIAA. Recommend one representative from the East and one from the West.
- F. Sports Activities Representatives: Keep League SOP's current and viable, act as liaison with the League, YVIAA, WIAA and officials associations, and coordinate all post-season play.

Section 3: Conference Schedules

All Conference schedules are to be approved by a quorum (one more than half) of the Conference members at a regular meeting. On the league master schedule (per sport) all varsity league contests will be counted as varsity competition and count towards the allowable maximum number of contests. Except for mutually acceptable changes by member school, official conference schedules are binding upon member schools. If, for reasons beyond the control of the schools involved, a contest must be cancelled, it is to be either (a) rescheduled for a mutually acceptable date and place or (b) forfeited by the canceling school. Divisional play will take precedence over all other contests.

- A. Conference schedules will be developed, wherever possible, on a two-year basis.
- B. Transportation and time missed from school shall be considered in all conference schedule developments and an emphasis placed on minimizing the time lost from school and conserving transportation requirements.
- C. Unless mutually acceptable to the teams involved, a conference-scheduled contest will take precedence over non-conference events for member schools.
- D. In the event a scheduled conference contest must be postponed or cancelled due to circumstances beyond the control of either participating school, every effort will be made to have direct communications between the administrators or athletic directors of the schools and reschedule the event as quickly as possible.

Section 4: Conference Play-offs

Play-off games for placement of tied teams in qualification tournaments are to be avoided wherever possible. This is to avoid teams entering tournament play needlessly weakened by injuries or tiredness from a play-off game or games.

- A. A play-off plan will be developed by the conference and adopted for all sports.
- B. Whenever a play-off is necessary, the date and site will be set by conference vote. Whenever possible, conference sites will be used for all play-offs and qualifying tournaments, where such a site and community exists that can properly house the event and is reasonably located to the participants.
- C. Receipts from SCAC funds may be made to member schools only upon action approved by the member schools at a regular meeting. Such action is valid with a majority vote of the members present only if a quorum exists as defined in Article VI.

Section 5: 2017-2018 Officers and Representatives

| | | |
|------------------------------|----------------|------------------|
| President | Cody Marlow | Wahluke |
| Vice President | Gary Patrick | Naches Valley |
| Secretary | Dave Pearson | Granger |
| Treasurer | Lance Den Boer | Kiona-Benton |
| YVIAA Board Rep. (2015-2018) | Lance Den Boer | Kiona-Benton |
| YVIAA Board Rep. (2017-2020) | Dave Pearson | Granger |
| YVIAA Board Rep. (2016-2019) | Jay Aune | Columbia-Burbank |
| Volleyball | Lance Den Boer | Kiona-Benton |
| Football | Rock Winters | Zillah |
| Cross Country (B&G) | Josh Borland | Highland |
| Soccer – (B&G) | Cody Marlow | Wahluke |
| Basketball (Boys) | Jay Aune | Columbia-Burbank |

| | | |
|----------------------------|----------------|---------------|
| Basketball (Girls) | Gary Patrick | Naches Valley |
| Wrestling | Steve Frucci | Connell |
| Baseball | Chris Hill | Goldendale |
| Softball | Don Erickson | La Salle |
| Track (B&G) | Cody Marlow | Wahluke |
| Tennis (B&G) | Dave Pearson | Granger |
| Golf (B&G) | Matt Tait | Royal |
| Officials Liaison | John Doran | River View |
| Meritorious/Service Awards | Rock Winters | Zillah |
| Finance | Lance Den Boer | Kiona-Benton |
| Cheerleading | Kenneth James | College Place |
| Eligibility | John Doran | River View |
| | Chuck Feth | Kiona-Benton |
| Ejection/Protest Committee | Dave Pearson | Granger |
| | Gary Brandt | Warden |
| | Gary Patrick | Naches Valley |

ARTICLE V

ELECTIONS

Election of the officers shall be held in the spring of the year, during the March or April meeting. A quorum of members must be present to validate such an election. New officers assume duty at the AD meeting following the Spring YVIAA meeting. All officers shall be elected annually. There shall be no limit on the number of terms that may be served in office. The officers shall be nominated from the floor.

ARTICLE VI

VOTING

Section 1: Parliamentary Procedures

Except as listed in this Article, voting on all business shall follow the guidelines of Roberts Rules of Order with a quorum needed to conduct business and a majority vote needed to carry general motions. A quorum shall exist when one more than half of the member schools are officially represented at a regular or special meeting.

Section 2: One-School/One-Vote

For the purposes of voting on all business of the South Central Athletic Conference, each member school may cast only one vote. When the president is the only representative of his/her school, the president will be allowed to cast the vote for his/her school.

Section 3: Tie Votes

A tied vote defeats the issue in question.

ARTICLE VII

DISPUTES

Section 1: Procedures

When disputes arise between schools, the parties involved should make every effort to resolve the problem between them. If the problem cannot be solved, the schools involved should submit the problem to the Conference. The League president will form a dispute committee (if needed). The committee will be composed of at least two neutral members. The Conference's decision is binding on all parties to the dispute, pending appeal to the YVIAA Executive Board.

Section 2: Appeals

If any school wishes to appeal a decision to the South Central Athletic Conference, the principal of such school must:

- A. Notify the Conference president in writing that they wish to appeal the decision.
- B. Notify the YVIAA Board that they wish to appeal the decision of the South Central Athletic Conference.
- C. Provide the YVIAA Board with complete typed details of the problems, signed by the school principal.
- D. Request that the Conference president or secretary provide the YVIAA with all details of the problem along with the Conference's rationale for the decision that was handed down by the Conference.

Section 3: Final Appeal

The decision of the YVIAA Board may be appealed to the WIAA Board, under Article 30.1.0 of the WIAA constitution.

ARTICLE VIII

EJECTIONS

Follow the WIAA ejection procedure.

ARTICLE IX

AMENDING PROCEDURES

Section 1: Amendments

The Constitution and By-Laws of the South Central Athletic Conference may be amended by a majority vote of the membership of the Conference.

Section 2: Procedure

Schools wishing to submit an amendment for consideration by the Conference must:

- A. Submit the proposal, in writing, to the members at a regular meeting at least one meeting prior to asking for a vote on the amendment.
- B. Submit to the president a letter of endorsement for the amendment signed by the principal of the school requesting consideration of the amendment.

Section 3: Operating Procedures

Review of Constitution, By-Laws, and Amendments will take place in the spring. Revision of Standard Operating Procedures will take place during the spring SOP Meeting, or as necessary throughout the year.

SOUTH CENTRAL ATHLETIC CONFERENCE

BY-LAWS

Section 1: Standard Operating Procedures

Standard Operating Procedures (SOP's) will be developed and reviewed annually by the membership of the South Central Athletic Conference according to Article IX.

Section 2: General Operating Guidelines

Except as amended by specific regulations in a particular sport SOP the following guidelines shall regulate sports activities within South Central Athletic Conference. Members shall adhere to these regulations during the conduct of all events. Warnings, probations, loss of reimbursement revenues, and expulsions from the conference will all include correspondence to: School Boards, Superintendents, Principals, and Athletic Directors.

ADMISSION PRICES - ALL SPORTS

The admission prices for South Central Athletic Conference events will be determined annually by vote of the members in a general meeting. The only sports admission may be charged are: football, volleyball, basketball, soccer and wrestling.

Prices are as follows:

| | |
|---------------------------------------|--------|
| Adult..... | \$5.00 |
| Student without ASB Card..... | \$5.00 |
| Student with ASB Card (Gr. 9-12)..... | \$4.00 |
| Child (Gr. K-8)..... | \$4.00 |
| Pre-school children..... | Free |

ASB CARDS

Each school in the conference will honor ASB cards from other member schools for reduced admission prices. Students are required to present their ASB card at the gate to obtain such reduced price consideration.

CONFERENCE TROPHIES

As the YVIAA District 5 Board gives conference trophies, we will follow their guidelines in our awards. To receive a conference trophy, participation in the conference schedule is mandatory.

SUPERVISORY PASSES

Each of the Conference's member school boards agree to honor conference passes for personnel whose responsibility it is to supervise students attending the event and for those who are acting as an athletic scout for their school. Annually each school will be issued 40 permanent supervisory identification cards. Supervisors must show ID card and sign in stating their duties at the gate. The number of passes will be determined annually by vote of the conference members.

FORFEITS

If a team is unable to complete a season, all played conference games will count in league standings. Any un-played conference games will count as forfeits. Games may only be re-scheduled by athletic directors for school-related activities, acts of nature, facility conflicts, security issues, and other extenuating circumstances that are mutually agreed upon. Teams may not re-schedule contests based on ineligibility of participants.

TIMES AND SITES

The starting times established in the SOP's shall be followed in the conduct of all conference events. Times may be changed only by mutual consent of the athletic directors of the schools involved.

Section 3: Amendments

Only the same process set forth in Article VIII of the Constitution of the South Central Athletic Conference may amend these By-Laws of the South Central Athletic Conference.

ALL LEAGUE SELECTIONS

Most programs will conduct a coaches' meeting after their last regular season game to determine the All-League teams. All league recognition for traditional individual programs (e.g. Track, wrestling, golf, etc.) will be determined by order of finish at the sub and/or district events (see below). Players will receive All-League certificates for being named to the 1st, 2nd and Honorable Mention teams. For sports that are a single league, a third all-league team may be added. There will be one (1) additional member for each team beyond the actual number of players who play at one time on a given traditional team sport. A suggested format for voting for all sports is explained in the next section entitled "All-League Voting Format", and the number of players to be named to the All-League teams is also defined in that section. The Player of the Year will be selected by the coaches at the all-league meeting. At most there may be co-MVP's (2). The host Athletic Director will provide the results of the all-league teams to the league Athletic Directors within three (3) business days after their meeting for proof of correct spelling and grade in school. The host Athletic Director will then report the all-league results to the respective media for publishing.

ALL-LEAGUE VOTING FORMAT

The following procedure for the selection of the all-league teams is suggested. However, by majority approval from the coaches of their respective program (e.g. volleyball, basketball, etc.), the coaches may conduct a process different than the suggested process.

Coaches are encouraged to put together a packet of information on the players they plan on nominating at the all-league meeting. This packet of information may include statistics and other pertinent information that will help them explain their value to their team.

The host Athletic Director (or designee) will start the meeting by asking the coaches to nominate players from their own team who they believe are potential 1st Team All-League players. The host Athletic Director (or designee) will write those players' names and year in school on a white board under the name of the school for whom the athletes play. Then, coaches will vote for 1st Team by either verbal or written ballot

(the written ballot must display the name of the school voting). The number of votes will be equal to the number of selected members of each team (1st and 2nd) as defined below. **Coaches may not vote for their own players.** Coaches hand in their vote sheets (or verbally announce their selection) to the host Athletic Director (or designee). Once the host Athletic Director (or designee) has all the vote sheets (or verbal selections), s/he puts a tally mark next to the names on the board for each vote that the player receives. Once all tallies have been put on the board, the host Athletic Director (or designee) adds them up. The 1st team all-league will be filled by the player with the most tallies, followed by the next most, and so on down the line until the 1st team is complete (as per guidelines below). If a tie exists for the final spot(s), the host Athletic Director (or designee) will conduct a re-vote to break the tie. If a tie remains after three (3) attempts, the player from the higher grade (e.g. 12th grade, 11th grade, etc.) will be placed on the 1st team. If they players are in the same grade, the player whose team finished higher in the league standings will be placed on the 1st team. The re-vote will consist of ballots by those teams that do not have a player tied for that final spot(s). The host Athletic Director (or designee) will ask someone who can print neatly to write those names down on a sheet of paper with the heading, “First-Team All-League” at the top. **Coaches are required to give first name, last name, school, and year in school, and check for correct spelling.**

Next, the host Athletic Director (or designee) will erase the names of the players who were chosen to the First Team, leaving the other names on the board as potential 2nd Team All-League players. Coaches will then nominate additional players for the 2nd team, and voting will take place like it did for the 1st Team. If a tie exists for the final spot(s), the host Athletic Director (or designee) will conduct a tie breaking process as defined earlier (as done for 1st team). At the conclusion of the voting, each coach (in team sports - football, volleyball soccer, basketball, baseball and softball) will have the opportunity (option) to select one deserving player to be placed on the Honorable Mention team.

After the teams have been selected, coaches will vote for a “Player of the Year” and a “Coach of the Year.” **The Player of the Year or Co-Players of the Year must come from the players selected to the 1st Team.** Each coach writes down who s/he feels should be the Player of the Year and the Coach of the Year on a ballot (or verbal vote) and hand their ballot to the host Athletic Director (or designee). Written ballots must list the name of the school voting. The host Athletic Director (or designee) reads the votes to the group and puts tally marks next to the names on the board for each vote that the player receives. **Ties are allowed for Player of the Year, but not for Coach of the Year.** If a tie exists for Coach of the Year, the host Athletic Director (or designee) will call for a re-vote. Those coaches that are involved in the tie will not be allowed to vote. If a tie remains after three attempts at voting for Coach of the Year, the coach of the team that finished higher in league play, will be declared as Coach of the Year. The league will purchase a plaque for the Coach of the Year recipient.

| | 1 st Team | 2 nd Team | Honorable Mention |
|-------------------|--|---|---|
| Football | 12 offense & Defense Plus one punter, kicker, and return specialist for each team | 12 offense & Defense | Coach option |
| Volleyball | 8 | 8 | Coach option |
| Soccer | 11 + Goalie | 11 + Goalie | Coach option |
| Basketball | 6 | 6 | Coach option |
| Baseball | 10 | 10 | Coach option |
| Fast Pitch | 10 | 10 | Coach option |
| CC | Top 8 placers @ District | Next 8 placers @ District | Next 8 placers @ District |
| Golf | Top 5 placers @ District | Next 5 placers @ District | Next 5 placers @ District |
| Track | 1 st place each event @ subs | 2 nd place each event @ subs | 3 rd place each event @ subs |
| Wrestling | 1 st place ea. weight @ district | 2 nd place ea. weight @ district | 3 rd each weight @ district |
| Tennis | 1 st placers @ Sub-District | 2 nd placers @ Sub-District | 3 rd placers @ Sub-District |

COACH OF THE YEAR

Each sport (**male & female**) will select one Coach of the Year. There will be no ties in the Coach of the Year voting. The league will purchase a plaque for Coach of the Year recipient.

HOST SCHOOL GUIDELINES

The following procedures are to be followed by all member schools of the South Central Athletic Conference. The emphasis of the Conference is for the home school to act as hosts and visiting school to act as guests.

- A. The host school should have a representative who identifies himself/herself to visiting coaches and/or student supervisors. Visiting coaches and/or supervisors should seek out host school representatives and introduce themselves.
- B. Separate cheering sections should be provided for visiting schools when possible. Schools may allow continuous standing for indoor events in a designated standing section (approx 50 students) only.
- C. Artificial noisemakers will not be permitted. Band instruments are not to be used as noisemakers. Only uniformed cheerleaders may use megaphones.
- D. Negative or derogatory cheers are not permitted.
- E. Throwing of any objects into the playing areas will not be permitted.
- F. SIGNS – Official school banners, welcome signs, and hand held signs that are positive, directed only toward the school's team, promote good sportsmanship, and do not block the view of the spectators are allowed. Run through signs are not permitted. Signs should not be at the ends of the gym.
- G. The host school representative will make sure locker rooms are open and clean for visiting school teams. Supervision of student behavior in locker rooms is the responsibility of the visiting team coach. Visiting team schools will be responsible for any damage or vandalism to host school locker rooms. The host school shall provide a key, upon request, for use by visiting coaches or make appropriate arrangements for locking visiting team lockers. Each school will provide at least one locker room for the visiting teams. In basketball it may be the same locker room for both boys and girls.
- H. The host school should make certain that playing and operational conditions are available and equal for both schools including areas to film, if any, for both schools and areas to spot, if any, for both schools.
- I. Each school is responsible for its own communications system whether home or away.
- J. Mascots may be used at home events only. Mascots will be limited to one official mascot. No live animals will be permitted as mascots. Mascots may attend post-season.

K. Host school will post scores on the rSchooltoday website.

L. Host school is responsible for emergency service plan.

The spirit of the South Central Athletic Conference should be to create a healthy atmosphere for athletic competition such that the opportunities are equal for all. To this end, it is the desire of the conference that young men and women will be afforded the opportunity to take part in a positive, competitive, interscholastic experience.

SOUTH CENTRAL ATHLETIC CONFERENCE

PLAY-OFFS

Section 1: General Guidelines

The purpose of this section is to provide a standard guide for the resolution of tie situations within the South Central Athletic Conference. Except as specifically referenced within the SOP for an individual sport, this section shall be binding upon the member schools for the resolution of tie situations at the conclusion of season play within any given sport.

- A. In all tie situations the winner of the head to head conference competition will determine placement or elimination. To use head to head as a criteria in multi-tie situations, one team must have swept all other teams in the tie. For seeding purposes in multi-tie situations, team records against the other teams involved in the tie will be the first criteria for placing, followed by the number draw.
- B. All play-off games will be held at a neutral conference site when at all possible.
- C. Number Draws for tie situations will be at the first conference meeting of the current sports season.
 - 1. Fall Season September Meeting
 - 2. Winter Season November Meeting
 - 3. Spring Season March Meeting
- D. If a tie still exists the following guidelines will be followed:

TWO WAY TIE

- 1. No one out of the tournament: Team drawing the lowest number gets the highest seed into the tournament. No play-off.
- 2. One team out of the tournament: The two teams play for the open spot in the tournament.

THREE WAY TIE

- 1. No one out of the tournament: Team drawing the lowest number gets the highest seed into the tournament and so on. No play-off.
- 2. One team out of the tournament: Number 1 and Number 2 (best number draw) will play in the first playoff game. The winner of the first play-off contest qualifies for district. The loser of the first play-off contest would then play the Number 3 team for the final district spot. The winner of the first playoff game gets the higher seed into districts.

3. Two teams out of the tournament: Lowest number gets the Bye and the other two teams play. The winner then plays the Bye for the spot into the tournament.

FOUR WAY TIE

1. Three places into tournament: Number 1 and Number 2 (best number draw) play for the highest seed. Number 3 and Number 4 play for the next highest seed into the tournament. The two losers play for the remaining seed.
2. Two places into tournament: Number 1 and Number 2 (best number draw) play for one seed in the tournament and Number 3 and Number 4 play for one seed in the tournament. Seeding is first determined by head to head and then by lowest number draw.
3. One place into tournament: Number 1 and Number 2 (best number draw) play and Number 3 and Number 4 play losers out. Winners play for the place in the tournament.

FIVE WAY TIE

1. Three places into tournament: Number 1 gets the Bye and last spot into tournament. Number 2 and Number 3 play for the highest seed and Number 4 and Number 5 play for the next highest seed.
 2. Two places into tournament: Number 1 gets Bye, Number 2 and Number 3 play, Number 4 and Number 5 play. Bye then plays the winner of Number 2 and Number 3, if Number 2 or Number 3 beats Bye team then they get the highest seed and the winner of Number 4 and Number 5 gets the lowest seed. If Bye team wins then the winner of Number 4 and Number 5 get the highest seed.
- F. For basketball, in tie situations of three or more teams, Tuesday “high seed home” district game will be moved to Thursday and the Thursday games will move to Friday. First tiebreaker game will be played on Monday and second tiebreaker game will be played on Tuesday.
- G. If any other conditions exist than described above a special meeting will be called to determine the criteria.

BASEBALL

STANDARD OPERATING PROCEDURES

1. Official Rule Book: The National Federation Rule book applies.
2. Number of Innings: The baseball games in conference are seven innings, unless the game goes into extra innings or is called because of weather or lack of daylight.
3. Speeding Up Games: Ten (10) run rule -- Any team ten (10) runs ahead by the end of five (5) innings, shall be declared the winner of the game. A game called at the end of four and one half (4 1/2) if the home team is ahead or five (5) innings because of weather or lack of daylight shall be considered a complete game.
4. Baseball Pitcher Limitations: Follow WIAA pitching procedures.
Put in how to check pitch count during a game
5. Umpires: Two (2) association umpires are recommended for Varsity conference games.
6. Game Ball: The host school shall provide official high school balls.
7. Warm-up: Home team shall take infield first ten (10) minutes and shall make the field available to the visiting team at least ten (10) minutes before start of game. Flexibility is permitted if visiting team is ready for infield before home team. For weekday games, whatever facilities and machines that the home team has and uses will be available for the same amount of time for both teams one hour before game time. Neither team may use the batting cages prior to one hour before game time. On Saturdays, there is no restriction on pre-game warm-ups prior to the one hour before game time. Coaches need to communicate upon arrival or earlier about times, logistics, and availability of facilities.
8. Protests: Protests will follow WIAA policy.
9. Starting Times: All Saturday games will start at 11:00 am. Weekday double headers will start at 3:00 pm. All weekday single games will start at 4:00 pm. Times may be changed by mutual agreement.
10. Line-Up Cards: Two cards should be made up; one for the umpire and one for the other team. A team roster with player's full names and numbers should be exchanged at the start of each game.
12. Games Called Off: The home team shall call the visiting school as soon as possible if the field is unfit for play. The coach/athletic director of the host school should make the call to the coach/athletic director of the visiting school.
13. Make-up Games: It is recommended a called-off game be made up on the earliest available date.
14. Suspended Game: In case of a suspended game, the game shall continue from the point of suspension at a later mutually agreed upon time. The line up and batting order of each team will remain exactly the same as the line up and batting order was when the game was suspended, subject to the rules governing the game. Suspended games may be forfeited by league approval.

15. Music Systems: Music only before games, between games, after games and between innings; none during an inning.
16. Time between games: Twenty (20) minutes unless mutually agreed upon between coaches
17. Courtesy Runner: Courtesy runner is allowed for the pitcher and catcher at any time. A courtesy runner may only run for the same position.
18. Reporting: Each school is responsible to report to their own newspapers.

BASKETBALL

STANDARD OPERATING PROCEDURES

1. Starting Times:

- a. For games with **more than 4 games**, JV games will start at 4:30, with a 6:00 start time for the varsity girls' game. Varsity girls' warm ups will not start prior to 5:40 to allow for 15 minute warm up and 5 minute player introductions. Varsity boys' games start 20 minutes (15 minute warmup & 5 minute introductions) after girls' varsity game. The alternate gyms, first game starts at 4:30 and remaining games 15 minutes after completion.
- b. For below, JV Boys and Girls will swap nights in main gym at the end of each 2 year cycle.

2018-2019 and 2019-2020 Weeknights:

| | <u>Main Gym</u> | <u>Alternate Gym</u> |
|------|-----------------|----------------------|
| 4:30 | JV Girls | JV Boys |
| 6:00 | Varsity | Girls "C" Boys |
| 7:30 | Varsity | Boys "C" Girls |

2018-2019 and 2019-2020 Saturdays:

| | <u>Main Gym</u> | <u>Alternate Gym</u> |
|------|-----------------|----------------------|
| 4:30 | JV Boys | JV Girls |
| 6:00 | Varsity | Girls "C" Boys |
| 7:30 | Varsity | Boys "C" Girls |

2. Visiting Lockers: Visiting team lockers shall be open one hour prior to the start of the first scheduled contest. For additional information, refer to home school guidelines item G.
3. Scoring: Scoring will be as described in the National Federation Rule Book.
4. Uniforms: All uniform regulations will conform to the state and National rulebooks. Home team wears white uniforms and the visiting team wears dark uniforms unless previous arrangements have been made.
5. Program Information: The following information shall be sent to each school two days prior to the game.
 - A. A complete schedule for scouting purposes.
 - B. A team roster in numerical order showing number, name, height, position and year in school. (Use State Guidelines)
6. Ball: An official high school basketball will be used.
7. Timer and Scorekeeper: Whenever possible, adult help should be used for these positions. For Varsity contests, home and away score keepers shall be seated together at the scorer's table.
8. Officials: Officials for the varsity game must be registered. Apprentice officials may be used for the "C" squad and JV game unless an emergency exists in the officials association.

9. Game Introductions: The following order will be used: Non Starters from visiting school, Non-starters from host school, Alternate Visitor-Home starting five. Coaches Visitor-Home, Officials. Team huddles may not take place in center court.
10. Sportsmanship: Shake hands after game and encourage improved sportsmanship.
11. Reporting: Each school is responsible to report to their own newspapers.
12. Conference Ties: Refer to Section 1, General Guidelines (Playoffs). Preferred position is not considered.
13. Districts: Official state ball to be used at District tournament.

CHEERLEADING

STANDARD OPERATING PROCEDURES

1. Host School Rules:
 - A. Have a space available for visiting cheerleaders for stretching.
 - B. Have a person available to show visiting school where they are to cheer.
 - C. Coaches introduce themselves before game begins
 - D. Mascots allowed only at home school events and must stay on own side and uphold all sportsmanlike conduct.

2. Visiting School Rules:
 - A. No mascots may travel to visiting schools in uniform.

3. General Guidelines:
 - A. Limit of eight cheerleaders at one time standing on sideline during basketball.
 - B. Less than eight cheerleaders may be on the sideline during a basketball game if the home school Athletic Director deems the gym unsafe. The number of cheerleaders on sidelines is left to the discretion of the Athletic Director. Athletic Director will give number of safe cheerleaders for BOTH teams at their gyms at the November SCAC meeting.
 - C. All WIAA rules are to be followed with no exceptions.
 - D. A coach or other school appointed adult representative shall be in attendance and accessible at all events. Coaches need to supervise their squads at all times.
 - E. Pom-poms or silent promotions (without writing) of spirit held by the fans are permissible as long as it is not offensive to opponent.
 - F. SIGNS – Official school banners, welcome signs, and hand held signs that are positive, directed only toward the school’s team, promote good sportsmanship, and do not block the view of the spectators are allowed. Run through signs are not permitted.
 - G. Visiting school is given first time-out or break to perform. After this, alternate between schools.
 - H. Cheerleaders are encouraged to learn crowd control techniques.
 - I. Pom-poms should not be left on the floor for storage.
 - J. Do not interrupt opponent's cheers in progress.
 - K. Stay back from the playing area to prevent interference with the game/officials.
 - L. Cheerleaders must refrain from cheering and stomping on the floor during free throws in basketball.
 - M. Cheerleaders should help instruct student body on what good sportsmanship is.
 - N. General rules: NO noisemakers, NO stomping/pounding on bleachers, NO negative activity during player introductions, NO booing of officials/opponents.

CROSS COUNTRY

STANDARD OPERATING PROCEDURES

1. Teams: Varsity teams will be made up of seven (7) members. A team may qualify as a full team with only five (5) runners.
2. Junior Varsity: Junior Varsity will run with Varsity.
3. Course Length: Length of course shall not exceed five (5) kilometers (3.1 miles).
4. Starting Times: The following start times shall be observed unless changed by mutual consent of teams involved. Girls run first, order will not be changed, girls/boys races will not be combined.
 - A. Weekdays 4:00 pm
 - B. Saturdays 11:00 am
5. Scoring and Ties: Scoring and ties will be as described in the National Federation Rule Book.
6. Uniforms: All Varsity uniforms will conform to the state and national rulebooks.
7. Conference Champion: The conference championship will be determined by head to head team record. If teams meet more than once, the last meeting is the league contest. Refer to YVIAA guidelines for combining or separating league championships.
8. Reporting: Each school is responsible to report to their own newspapers.

FOOTBALL

STANDARD OPERATING PROCEDURES

1. Starting Times: The following starting times shall be observed unless changed by mutual consent of teams involved.
 - A. JV and C – 5:30 pm
 - B. Varsity – 7:00 pm
 - C. Half Times – Varsity 15 minutes, JV and C 10 minutes
2. Visiting Lockers: Visiting team lockers shall be open by 5:30 pm for a Varsity game and 4:30 for a JV/C game. For additional information, refer to host school guidelines item G. For long trips schools may call ahead to see if a locker room is available.
3. Scoring: Scoring will be described in the National Federation Rule Book.
4. Videoining: Teams will exchange game video of your last 2 games of the current season (the game you played 2 weeks ago as well as the game you just played) prior to the next scheduled game date. Videoining must be from an elevated position on the side of the field, not the end zone. End zone videoining will be allowed only for teams that are playing in the game, not for teams scouting the game. End zone video will not be used for the video exchange. SCAC Schools must use an electronic film exchange website for video exchange. All video is required to be exchanged by 12:00pm the Saturday prior to the next scheduled game.
5. Uniforms: All uniform regulations will conform to the state and national rulebooks. Home teams wear dark colored uniforms and the visiting team wears light colored uniforms.
6. Ball: Individual team's choice of ball, if the visiting school wishes to use their own ball, they are responsible to furnish a ball holder/cleaner. During inclement weather, two balls and a ball cleaner are to be furnished by the host school.
7. Schedule: Complete schedules will be on the rSchooltoday website.
8. Program Information: A state roster in numerical order showing number, name, weight, position, and year in school will be supplied to host school by Wednesday preceding the Friday game. (Use State Guidelines)
9. Sidelines: The home team is responsible to keep spectators or other unauthorized personnel away from the sidelines. It shall be their responsibility to keep spectators in the stand or behind ropes.
10. Scouts: Visiting scouts will be admitted with appropriate pass. Scouts are to remain in designated spectator areas only.
11. Tie Games: JV and C squad games will not go into a tiebreaker. Varsity contests ending in ties will be settled by using the Kansas Tie Breaker according to current WIAA guidelines.
12. Officials: Four (4) registered officials are to be requested for Varsity conference games. Schools are to request not less than three officials for each JV and C Squad contests.
13. Game Length: Varsity, JV, & C contests will be four (4) twelve minute quarters.

14. Reporting: Each school is responsible to report to their own newspapers.
15. Possible Ties: If tie possibilities exist in determining league standings that require a playoff, the playoff will be a modified Kansas City Tie Breaker (Three Possessions Guaranteed for each team). The playoff will also be on the Monday immediately following the Week 9 Regular Season game.

SOUTH CENTRAL ATHLETIC CONFERENCE

FOOTBALL TIES

TWO WAY TIE

1. Winner of head to head takes top seed.

THREE WAY TIE NO TEAM ELIMINATED

1. Winner of head to head takes top seed.
2. Fall number draw will determine seeds.

THREE WAY TIE ONE TEAM ELIMINATED

1. Winner of head to head takes top seed.
2. If no winner of head to head, then a play-off will take place using the modified Kansas City tiebreaker. The modified Kansas City tiebreaker guarantees each team three possessions. Teams A, B, C lowest number draw gets the Bye. Game number 1: B vs. C (A=Bye) Game number 2: A vs. winner of game number 1, if "A" wins then "A" is 1st, and the loser of number 2 is 2nd. If "A" loses, the winner of number 2 is 1st. Game number 3: "A" vs. loser of game number 1, winner is 2nd and the loser is out.

THREE WAY TIE TWO TEAMS ELIMINATED

1. Winner of head to head takes top seed.
2. If no winner of head to head, then a play-off will take place using the state tiebreaker. Seeding will be determined by the football tie criteria. The top seed gets the Bye. The loser of the other two play-off teams is eliminated. The winner of the play-off would then play the Bye team for the remaining tournament spot.

FOUR WAY TIE NO TEAM ELIMINATED

1. Winner of head to head takes top seed.
2. Fall number draw will determine seeds.

FOUR WAY TIE ONE TEAM ELIMINATED

1. Winner of head to head takes top seed.
2. If no winner of head to head, then a play-off will take place using the state tiebreaker. Seeding will be determined by the football tie criteria. Number 1 will play number 4 and number 2 will play number 3. Winners qualify for the tournament. Losers play for the remaining tournament spot.

FOUR WAY TIE TWO TEAM ELIMINATED

1. Winner of head to head takes top seed.
2. If no winner of head to head, then a play-off will take place using the modified Kansas City tiebreaker. Seeding will be determined by the football tie criteria. Number 1 will play number 4 and number 2 will play number 3. Winners qualify for the tournament. Losers are eliminated.

FOUR WAY TIE THREE TEAMS ELIMINATED

1. Winner of head to head takes top seed.
2. If no winner of head to head, then a play-off will take place using the modified Kansas City tiebreaker. Seeding will be determined by the fall number draw. One will play 4 and 2 will play 3. Losers are eliminated. Winners will play for the **remaining** tournament spot

STATE SEEDING

1. **League Playoffs** will be the week 10 game in the regular season schedule. Winner of each game gets the designated seed based upon odd and even years. All week 10 playoff games are winner to state – loser out.

- Four STATE Berths:

| | <u>Even Year Seed</u> | <u>Odd</u> | <u>Year Seed</u> |
|----------------------|-----------------------|------------------|------------------|
| ○ West #4 at East #1 | #1 | #2 | |
| ○ East #4 at West #1 | #2 | #1 | |
| ○ West #3 at East #2 | Opposite Seed #1 | Opposite Seed #2 | |
| ○ East #3 at West #2 | Opposite Seed #2 | Opposite Seed #1 | |

- Three STATE Berths:

| | <u>Even Year Seed</u> | <u>Odd</u> | <u>Year Seed</u> |
|----------------------|-----------------------|--------------|------------------|
| ○ West #3 at East #1 | #1 | #2 | |
| ○ East #3 at West #1 | #2 | #1 | |
| ○ West #2 vs East #2 | #3 (at east) | #3 (at west) | |

2. **Non-Playoff Teams** –

- Week 10 games will be crossover games between all teams that do not make playoffs.
- We will match seeds (i.e. East #6 vs West #6)
- If possible changes will be made to ensure teams who have already played are not playing each other in week 10.
- EVEN years EAST will host.
- ODD years WEST will host.

3. **Finances/Money Split of Week 10 Games**

- Playoff games
 - 40% to home team
 - 40% to visiting team
 - 20% to league
 - League pays for officials and game workers (follow YVIAA procedures)
 - \$5 Adults - \$4 Students/Seniors
 - School Board Passes - SCAC Passes Accepted
 - Submit Supervisor Pass List
- Non-playoff games
 - 50% to home team
 - Home team pays for officials and game personnel
 - 50% to visiting team
 - Home team will send check to visitors for 50% of gate
 - Visiting team pays travel costs to get to game
 - \$5 Adults - \$4 Students/Seniors
 - Home ASB Passes - School Board Passes - SCAC Passes – State Coaches Association Passes Accepted

GOLF

STANDARD OPERATING PROCEDURES

1. Rules: USGA/WIAA rules will govern except in cases of local ground rule changes.
2. Disputes: The course professional will serve as final arbiter in all questions involving rules. Coaches should be instructed to list the golfers in the order of their ability with the best golfer listed as number one, etc.
 - A. Contestant will keep each other's score within the foursome. The match official scorer will not accept scorecards unless they are signed by both the individual player and his/her scorer. Penalty for unsigned scorecards is automatic disqualification.
 - B. All putts must be holed out according to USGA rules. Failure to do so will disqualify the player.
 - C. Club throwing shall be a two (2) stroke penalty. Should a second offense occur, the individual would automatically be disqualified from further play.
 - D. On the day of the match, practice is restricted to the putting green and the practice range area only.
 - E. No caddies will be permitted. It is permissible for a player to pull his own golf cart.
 - F. During the match, spectators will be allowed to observe teams or individual players from a distance of seventy-five (75) feet. No coaching from spectators. Spectators will be given one warning. A second violation will result in player disqualification.
3. Starting Times and Length of Play: Matches between South Central Athletic Conference teams will use the following starting time. Conference matches will be eighteen (18) holes and start at 1:00pm when possible. The pre-match designated one thru four team members will play sudden death, (total strokes) starting on the first tee. To break team score ties, goes to lowest score of 5th golfers, then 6th golfers, then sudden death, (total strokes) starting on first tee with two golfers from each team. League will work with individual courses at to date and times of matches. To keep an acceptable pace of play double par X is maximum allowable score on any hole. For example once a player reaches a score of 6 on a par 3 hole and has not completed the hole. The player must stop playing the hole and take a 7 for the hole.
4. Team Membership: The starting members of each team (**6**) MUST be identified prior to the tee time.
5. Contest Winner: Contest winner will be determined by counting the best four out of six scores. Total score of four person team. To be considered a team, there must be at least 4 and not more than 6 members. The best 4 scores will determine the team score. To break team score ties, go to lowest score of 5th golfers, then 6th golfers, then sudden death, (total strokes) starting on first tee with two golfers chosen by coach from each team.
6. Conference Champion: The conference standing will determine the conference champion. Head to Head matchups will determine conference standings. If teams meet more than once in the league schedules, the last time two teams meet will be the match of record for conference standings.
7. District Qualification: All Varsity teams (maximum of 6 golfers) will qualify for district tournament and League schools without enough golfers to field a team for league matches may bring up to 3 boy and 3 girl golfers to the district tournament.

8. Reporting: Each school is responsible to report to their own newspapers.
9. Dress Code: For the entire match, participants will wear collared shirts and slacks/hemmed shorts. No denim shorts allowed. Player will be disqualified if dress code is violated at any time during the match.

SOCCER

STANDARD OPERATING PROCEDURES

1. Rules: National Federation Rulebook and WIAA handbook will be as followed:
 - A. All games -- Varsity or Junior Varsity will consist of two 40-minute halves with a 10-minute halftime as recommended in the National Federation Rules.
 - B. Coaches Box -- Coaches must remain on the sidelines of the field between the offside lines. The coach may only come onto the field to attend to an injured player or during an unsportsmanlike incident.
 - C. Timing and Scoring -- Official time is kept on the field by the referee and only the score should be kept on the scoreboard.
 - D. Substitutions -- National Federation rules pertaining to substitution will apply.
2. Officials: Three registered officials should be used for each match whenever possible.
3. Starting Time: Weekday games will start at 4:00 pm or 6:00 pm and Saturday games will start at 11:00 am or 1:00 pm.
4. Contest Format: The game will consist of two 40-minute halves.
 - A. Ties – Regular season league contests (west vs. west or east vs. east) which are tied at the end of 80 minutes of play will be followed by two (2) five minute sudden death overtime periods. A coin shall be flipped prior to the first overtime period. If the game remains tied at the end of the second overtime period, a shootout will be held which follows the State shootout format.
 - B. Regular season non-league contests which are tied at the end of 80 minutes of play will end in a tie unless mutually agreed upon to play off the tie. If mutually agreed upon to play off the tie, the tie-breaker procedure will be the same as in letter A.
 - C. The interval between the second half and the first overtime period shall be five (5) minutes. The interval between the first overtime period and a second overtime period shall also be five (5) minutes. The overtime periods are sudden death formats; first team to score wins the game.
 - D. All Sub-Varsity soccer contests shall end at the end of regulation time, even if the score is tied.
5. Reporting Game Results: Each school is responsible to report to their own newspapers.
6. Filming/Taping: No school in our conference will send or give a scouting report to an outside opponent. This holds true to play-offs as well as during the season. Oral communication with other conference schools is permissible. Films may be exchanged between league schools.
7. Team Rosters: Both teams must provide 3 team rosters, that include players full name, number, position and year in school, to be exchanged before the game.
8. Uniforms: Follow WIAA and National Federation Rules.
9. Scoring and League Standings: League standings will be based upon win-loss record. In the event of a tied win-loss record, seeding into the district tournament will be decided by the following tie-breaker procedure:
 - a) Head to Head
 - b) Total Season Points*
 - c) Number Draw

* If total points are needed to break a tie, the points will be based on the following: Win in regulation or sudden-death overtime = 3 points, Win in shootout = 2 points, Loss in shootout = 1 point

10. There will be East-West leagues for girls and boys soccer and two league championships.
11. Equipment: The home team must provide three (3) National Federation approved soccer balls for each conference game.

FAST PITCH SOFTBALL

STANDARD OPERATING PROCEDURES

1. Official Rules: WIAA and National Federation Rules.
2. Make-Up Games: The home team shall call the visiting school as soon as possible if the field is unfit for play. The call should be made by the coach/athletic director of the host school to the coach/athletic director of the visiting school. Any game postponed or rescheduled must be made up as soon as possible.
3. Officials: Two (2) association umpires are recommended for Varsity games.
4. Game Ball: The host school shall provide official high school softballs.
5. Game Length: Contests are scheduled for seven (7) innings.
 - A. 10-run rule is in effect.
 - B. Tie Breaker – Same as state game ending procedures.
6. Suspended Game: In case of a suspended game, the game shall continue from the point of suspension at a later, mutually agreed upon time. The line up and batting order of each team will remain exactly the same as the line-up and batting order was when the game was suspended, subject to the rules governing the game.
7. Starting Times: All Saturday games will start at 11:00 am. Weekday double headers will start at 3:00 pm. All weekday single games will start at 4:00 pm. Times may be changed by mutual agreement.
8. Line-up Cards: Two cards should be made up; one for the umpire and one for the other team. A team roster with player's full names and numbers should be exchanged at the start of each game.
9. Reporting: Each school is responsible to report to their own newspapers.
10. Uniforms: All uniform regulations will conform to State and National Rule book. Junior Varsity uniforms do not have to meet all regulations.
11. Warm-ups: Home team shall take infield first ten (10) minutes and shall make the field available to the visiting team at least ten (10) minutes before start of game. Flexibility is permitted if visiting team is ready for infield before home team. For weekday games, whatever facilities and machines that the home team has and uses will be available for the same amount of time for both teams one hour before game time. Neither team may use the batting cages prior to one hour before game time. On Saturdays, there is no restriction on pre-game warm-ups prior to the one hour before game time. Coaches need to communicate upon arrival or earlier about times, logistics, and availability of facilities. Pitcher and catcher may warm-up in front of their own dugout.

13. Conference Champion: The division standings will determine each conference champion. Resolution of ties will be determined by the adopted conference policy for playoffs.
14. Speed Up Rule: The speed up rule may be used by either or both teams, but each team must decide prior to the start of each game. The speed up rule allows for a pinch runner for the pitcher and/or catcher.
15. Music Systems: Music only before games, between games after games and between innings; none during an inning.
16. Time Between Games: Twenty (20) minutes unless mutually agreed upon between coaches.
17. Protests: Protests will follow WIAA policy.

TENNIS

STANDARD OPERATING PROCEDURES

1. Rules: USTA and WIAA rules will govern play.
2. Starting Times: The following starting times will be observed for all conference matches:

| | | | | |
|--------------------|---------------|---------------|---------------|----------|
| A. Single Matches: | Weekdays..... | 3:30 pm | Saturday..... | 11:00 am |
| B. Double | Duel Matches: | Saturday..... | 10:00 am | |

Scheduled matches canceled due to inclement weather shall be made up at the next playable date.
3. Matches: Team matches shall consist of three doubles and two singles, using a minimum of eight different players. Matches will be two out of three sets; 12-point tiebreaker will be used at 6-6 set score. When weather, darkness or time limits interfere, matches may be shortened. By mutual consent of coaches a pro-set may be substituted for a regular match or in lieu of a third set a 12-point tiebreaker may be used at the end of the 2nd set. No ad may be used if mutually agreed upon.
4. Coaches: No coaching during play other than the ten (10) minute break between the second and third sets, and two minutes between the first and second sets.
5. Balls: Home team to provide new balls for all matches; not for third set unless coaches agree that new balls are necessary.
6. Lines: Players are to call their own lines. In case of disputes and only at the request of a player, both coaches or an agreed upon designee will monitor play.
7. Conference Champion: The conference standing will determine the conference champion.
8. Player Break: During conference play and District Tournament play, boys and girls may take a ten minute break between sets two and three.
9. Line up Cards: Lineups cards are due 15 minutes prior match start time and lineups are announced 10 minutes prior to match start time. First positions will be filled first, followed by second positions. No forfeiting of earlier positions in order to obtain a favorable matchup.
10. Order of Events: "Firsts" play "Firsts" and "Seconds" play "Seconds" etc. with other designated matches to follow at the option of the home team. Visiting team shall be notified in advance if the "Firsts" are not going to be played first during any given match.
11. Sportsmanship: The point-penalty system will be used whenever needed. This includes after the match is over and enforced in the next match.
12. Reporting: Host school is responsible to report to newspapers.
13. Sub-District and District Tournament: Entries into the sub-district tournament will be into a 16 man bracket with pig tails as needed to get to 16. Starting with the round of 8, it will be a modified double elimination tournament. Alternate matches at sub districts and districts will be a pro set.

14. Seeding for Sub-District:
 - A. Tournament Director will run the meeting.
 - B. The following will be considered in the following order:
 - i. Head to Head
 - ii. Common Opponents
 - iii. Overall Record
 - iv. Previous year's placement (district, regionals, & state)
 - v. Coaches vote if no agreement is reached (One school, one vote)
15. Forfeit: Tennis players must be present and announced in order for that team to accept a forfeit.

TRACK

STANDARD OPERATING PROCEDURES

1. Rules: WIAA and National Federation rules will apply in conjunction with the following South Central Athletic Conference rules.
 - A. Non-participants or persons displaying inappropriate behavior will be kept away from the finish line areas in all meets.
 - B. Host schools may request visiting teams to provide their own starting blocks. The host school is to contact each school in the meet to remind them to bring starting blocks on the day before the meet.
 - C. Discus, Shot and Javelin safety includes:
 - i. Participants must at all times be under direct supervision.
 - ii. Chasers may be used to return discuses, shots and javelins.
 - iii. Participants are not to throw until given the proper signal by meet officials.
 - D. The double duals will be scored as per federation rules.
 - E. In all conference meets (except pole vault and high jumps) field events will consist of exactly four throws or jumps, and no finals.
2. Officials: The host school is responsible for officials of all conference meets held on their facility.
3. Starting Times: The following starting times will be followed for SCAC meets.
 - A. Regular season start time - 3:30 (field events) and 4:00 (running events).
 - B. Sub-District and District start time – 3:30 (field events) and 4:30 (running events).
 - C. There will be an admission fee to attend District Track. There will not be an admission fee to attend Sub-District Track.
4. Order of Events: The order of events for all South Central Athletic Conference meets is appended to the end of the track SOP's in a form for reproduction and distribution at official conference meets.
5. Uniforms: Follow NFHS and WIAA Rules regarding uniforms.
6. League Meets: Only league schools will be scored in SCAC league meets.
7. Conference Champion: The conference champions will be determined by dual meet results during the season. The 'scoring' dual meet will be the last time the schools meet during the league schedule. There will be two conference champions (East and West, Boy and Girl).
8. Sub District Meet: The following regulations will apply during the sub district meet:
 - A. There will be two divisions for sub-districts.
 - B. Each school may enter an unlimited number of entrants or state qualification standard, per event. One relay team may be entered per school. No additions after initial entries have been made. Entries must be entered by 8:00 pm the day prior to the 1st Sub-District Meet
 - C. Sub-district qualifiers will be seeded into districts by time.
 - D. Sub-district managers will list qualifiers for districts as 1st, 2nd 3rd, 4th, in all events up to the number of participants who qualify. Two alternates will be listed in each event. In the event the first alternate cannot participate, the next available athlete will be contacted.

- E. Starting heights for sub-district high jump and pole vault will be decided at the coaches meeting prior to the meet.
 - F. Participating schools may be asked to provide officials to assist in running the Sub-district meet. At the District meet all schools will provide officials/workers. Priority of events when schools sign up will be based on the Spring Number Draw. The host school is responsible for contacting all other schools for signing up for the event coverage. If a school does not reply in a timely manner, they lose the priority spot.
 - G. Entries for Sub-District and District Meets will be taken from Athletic.net.
 - H. FAT timing will be used at sub-district and district events.
 - I. Lane assignments for all running events, including relays, will be seeded based on best time listed on athletic.net.
 - J. Qualifiers for District meet from sub-district will be:
 - Top four times in sprints, hurdles and relays,
 - Top eight in the unlaned (1600 and 3200) running events and field events.
 - K. Sub-District and District meets will measure Discus and Javelin to the 1/2 inch and all jumps and shot put to the 1/4 inch.
 - L. Pole Vault - if the sub district or district Track Meet hosts do not have pole vault, those schools with pole vault will meet at an approved site prior to the sub district or district meet.
 - M. Pole Vault - 5'0" minimum height (girls) and 6'0" minimum height (boys) to advance to Districts. Pole-Vault at Sub-Districts is not required.
9. Pass Throughs: A contestant who is injured and unable to compete in a sub-district meet may petition for direct entry into the District meet, provided all of the following conditions are met:
- A. A written petition signed by the principal is in the hands of the Executive Secretary 3 days prior to the meet.
 - B. The contestant's season record as attested to by the principal is clearly of District-level quality.
 - C. A doctor's statement accompanies the petition stating that the contestant should not compete in the sub-district meet.
 - D. The placement of the contestant in the district meet would not cause the displacement of any contestant who qualified through the sub-district meet. (This generally means that direct entries will not be allowed in the lane events unless there is an open or extra lane.
 - E. The student may participate in an individual event in the District Meet even though the athlete did not qualify in the sub-district meet if the YVIAA Executive Board, or the delegated committee involved give consent, providing that the student has been a member of the school's athletic squad and has been included on a school's eligibility list for at least 50% of the regular season.
10. Games Committee: (3 to 5 adults knowledgeable in track from different schools, neutral to the situation) will be appointed by the meet manager to assist him as needed and to resolve all disputes and protests. DECISIONS BY THE GAMES COMMITTEE ARE FINAL, and may not be appealed, except where it can be shown that the committee's decision violated or ignored a WIAA or National Federation rule. Protests/Appeals should be made by head coach in writing and must include the competitor's name, school, event involved, and specific rule in question along with a brief description of what is being protested. Protest form is located at the end of this SCAC SOP Handbook.
11. Rules on Relay Team Members: The WIAA rule on relay team membership is as follows: Schools may list 4, 5, or 6 members for each relay team, and only these can run, but any 4 are eligible for each race. Schools should always list more than 4 because, unless you have done so, a last minute injury to one relay member would mean your team could not compete. District qualifying relay team members must be submitted to the district meet manager prior to the district meet.
13. Reporting: Host school is responsible to post results to athletic.net.

South Central Athletic Conference

Track Order of Events

- Girls 800 meter Relay (4:30pm)
- Girls 3200 meter Run (4:35pm)
- Boys 110 meter High Hurdles (4:55pm)
- Girls 100 meter High Hurdles (5:05pm)
- Boys 100 meter Dash (5:15pm)
- Girls 100 meter Dash (5:25pm)
- Boys 1600 meter Run (5:35pm)
- Girls 1600 meter Run (5:45pm)
- Boys 400 meter Relay (6:00pm)
- Girls 400 meter Relay (6:10pm)
- Boys 400 meter Dash (6:20pm)
- Girls 400 meter Dash (6:30pm)
- Boys 300 meter Low Hurdles (6:45pm)
- Girls 300 meter Low Hurdles (6:55pm)
- Boys 800 meter Run (7:05pm)
- Girls 800 meter Run (7:15pm)
- Boys 200 meter Dash (7:25pm)
- Girls 200 meter Dash (7:35pm)
- Boys 3200 meter Run (7:45pm)
- Girls 1600 meter Relay (8:05pm)
- Boys 1600 meter Relay (8:15pm)

South Central Athletic Conference
Track & Field

PROTEST/APPEAL FORM

EVENT _____ LANE _____

INDIVIDUAL _____ SCHOOL _____

RULE REFERENCE _____

DESCRIPTION OF APPEAL _____

Signature of Coach

***RETURN COMPLETED FROM TO MEET DIRECTOR WITH IN 30 MINUTES OF VIOLATION
BEING PROTESTED/RULING BEING APPEALED***

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South Central Athletic Conference
Track & Field

PROTEST/APPEAL FORM

EVENT _____ LANE _____

INDIVIDUAL _____ SCHOOL _____

RULE REFERENCE _____

DESCRIPTION OF APPEAL _____

Signature of Coach

***RETURN COMPLETED FROM TO MEET DIRECTOR WITH IN 30 MINUTES OF VIOLATION
BEING PROTESTED/RULING BEING APPEALED***

VOLLEYBALL

STANDARD OPERATING PROCEDURES

1. Starting Times: The following starting times shall be observed unless changed by mutual consent of teams involved.
Weekday matches JV/C 5:30 pm; V 6:30. If no JV, varsity game will be at 6:00 or at a time that is mutually agreed upon by both schools. Saturday matches will be JV/C at 11:00 am; V 12:00 pm
2. Visiting Lockers: Visiting team lockers shall be open one hour prior to the start of the first scheduled contest. For additional information, refer to host school guidelines item G.
3. Scoring: Scoring will be as described in the National Federation Rule Book.
4. Uniforms: All uniform regulations will conform to the state and National rulebooks.
5. Play-off/Ties: Play-offs and ties will be settled according to the guidelines in the South Central Athletic Conference By-Laws.
6. Rules: WIAA approved Standard Operating Procedures will be followed. The following South Central Athletic Conference rules will also apply to all conference contests.
 - A. Player substitution same as state.
 - B. All members of the bench may participate during a time out.
 - C. Each team will follow the 5-5-2-2 warm-up procedure. The first 5 minutes is for the home team, followed by 5 minutes for the visiting team, followed by 2 minutes for the home team, followed by 2 minutes for the visiting team. Teams are not allowed to warm-up on the sidelines or end lines while waiting for their court time.
7. Games: Varsity will play 3 out of 5 matches. JV and C squad matches will be 3 out of 3, with the third game being to 25 points, or if team a team doesn't have a C-team then schools can mutually agree to play 5 out of 5 with one of the sets played to 15 points.
8. Officials: Two (2) rated officials should be used for each Varsity match. At least one official must be rated if two are not available. Home school will provide line judges. Varsity line judges should be adults whenever possible adults.
9. Ball: Official balls will be used in all matches.
10. Reporting: Each school is responsible to report to their own newspapers.
11. Program Information: A roster in numerical order showing *in order:* number, name, position, and year in school will be supplied to host school at least two days preceding game day. (Use State Guidelines)
12. District Tournament – First round games will be played at the high seed home site. Officials will be from the home site's association. All other games will be at a pre-determined location.
13. Warm-up Balls: The home team shall provide minimum of 12 balls per court for use by both the home and visiting team. Recommended to use both 12 ball baskets for Varsity warm ups or as many as possible.

WRESTLING

STANDARD OPERATING PROCEDURES

1. Rules: WIAA and National Federation rules will apply for all wrestling contests in the South Central Athletic Conference.
2. Officials: Both the timer and scorekeeper should be adults whenever possible. Registered officials must be used for all conference matches.
3. Starting times: The following starting times will be observed for all varsity conference matches: JV matches may be before or after Varsity matches. 7:00pm start times for duals if mutually agreed.
 - A. Weekdays Double Dual meets 6:00 pm
 - B. Weekdays Dual meets 6:00 pm
 - C. Saturday meets (all) 11:00 am
4. 3-Way Matches: All teams will weigh in together. Team that travels the furthest wrestles first so they can return home earlier.
5. Seeding for District:
 - A. Tournament Director will run the meeting.
 - B. The following will be considered in the following order:
 - i. Head to Head
 - ii. Common Opponents
 - iii. Previous year's placement (district, regionals, & state)
 - iv. Overall Record
 - v. Coaches vote if no agreement is reached (One school, one vote)
6. Program Information: Host coach's responsibility to contact the visiting team the day before the match. A roster in weight order showing name, weight, and year in school will be supplied to host school the day preceding the match. Send WIAA Rosters/Weight Management Sheet. Introduction of wrestlers will be equal for all teams.
7. JV Matches: Coaches call ahead.
8. Reporting: Each school is responsible to report to their own newspapers.
9. Handshake: Wrestlers will shake hands during face-offs. Wrestlers may shake hands with opposing coaches following their individual match. Teams will line up and "slap hands" following completion of all matches.
10. Divisions: League championship will be awarded for each division. There will be an East and West District Tournament.
 - A. East: College Place, Connell, Kiona-Benton, River View, Royal, Wahluke, Warden
 - B. West: Cle Elum, Granger, Highland, Naches Valley, Zillah, Goldendale
11. Weighing In: All teams weigh in together following NFHS weigh in guidelines.
12. State weight management guidelines will be followed

SPORTSMANSHIP

STANDARD OPERATING PROCEDURES

1. The Fans:
 - A. Recommended parent night for each sport season. One of the items covered would be spectator etiquette.
 - B. Spectator information required at event.
 - i. PA system
 - ii. Handouts
 - iii. Information included in programs
 - C. Game introductions are to be equal for both teams.
 - D. Encourage coaches not to incite fans.
 - E. Instruct student body on what good sportsmanship is.
 - F. General rules: NO noisemakers, NO signs, NO stomping/pounding on bleachers, NO negative activity during player introductions, NO booing of officials/opponents.
 - G. Continuous standing at indoor events will only be allowed in designated areas.

2. The Teams:
 - A. Coaches will coach proper attitude/behavior toward opponents and officials.
 - B. Coaches will discipline/temporarily remove players from contest who display poor sportsmanship.
 - C. Have a pre-game handshake/fist bump during introductions.
 - D. Have a post-game hand slap/fist bump, immediately following the game.
 - E. All non-spontaneous celebrations and/or post-game rituals will not be held at center court or mid-field. Coaches will, in a timely manner, direct their teams to the appropriate sideline/locker room after the post-game hand slap.
 - F. Recommend pre/post game social interaction.

3. The Bands
 - A. Play only at home contests.
 - B. Play the National Anthem before a varsity contest.
 - C. No playing during free throws.
 - D. Instruments are not to be used as noisemakers.
 - E. Play at breaks/time outs only, all music is to end when play resumes.
 - F. Volume should be at a safe level for amplified instruments.

SOUTH CENTRAL ATHLETIC CONFERENCE SPORTSMANSHIP MOTTO

"A general way of thinking and behaving"

Definition: "Sportsmanship is more than a series of behaviors - it is an attitude. It is based on honesty, fairness, and humanity toward others."

SPORTSMANSHIP/FAN ETIQUETTE

1. Welcome visitors to your gym and treat them as guests!
2. Do not "boo" opponents or officials!
3. No chanting in poor taste or distractions during opposing introductions.
4. Always display appreciation for good performance, even if it is by the opposing team!
5. Exercise self control and permit only POSITIVE sportsmanlike behavior - Don't accept swearing or negative comments about players or coaches in your rooting section!
6. Avoid stomping on the bleachers - This is very destructive!
7. Make an effort to know the rules of the contest!
8. Be supportive to all and this will greatly enhance your enjoyment of the contest!
9. Bands will refrain from inappropriate songs such as:
NaNaNaNa Hey Hey, Goodbye
Another One Bites The Dust
Hit The Road Jack
10. General rules: NO noisemakers, NO stomping/pounding on bleachers, NO negative activity during player introductions, NO booing of officials/opponents.

Sportsmanship is Good Citizenship in Action

EVENT ANNOUNCER

Date _____

I.WELCOME: "Good evening ladies and gentlemen and welcome to today's between the and the Today's event is a non-conference contest. May we take this opportunity to express our appreciation to you for your support of the interscholastic theme and the positive endeavors of our youth, as will be shown in today's event."

II.SPORTSMANSHIP: "On behalf of the faculty, staff and student body of High School we wish to remind you that the ideals of good sportsmanship are a major part of this contest and that each of us should make every effort to promote this goal."

III.THE COLORS: "Now we are about to honor the colors of our country, please stand at attention, remove your hats, and give the proper salute while our band plays the National Anthem (while we say together the flag salute). Thank you!"

IV.TEAM INTRODUCTIONS AND OFFICIALS:
(conference standard operating procedures)

V.MISCELLANEOUS ANNOUNCEMENTS:

Concessions are offered by

Future events (see schedules).....

Please, smoking and alcoholic beverages are prohibited on campus.

Sportsmanship.....

Weather conditions if applicable.

Other Announcements.....

VI.CONCLUSION: "We wish to thank you for your attendance and support of this interscholastic event. Please drive safely on your trip home and join us again on when the play the"

**SOUTH CENTRAL ATHLETIC CONFERENCE
PARTICIPANTS**

| | | |
|-------------------------|--------------|---------------------|
| <u>CLE-ELUM/ROSLYN</u> | Warriors | Maroon & Gold |
| <u>COLLEGE PLACE</u> | Hawks | Navy Blue & Orange |
| <u>COLUMBIA-BURBANK</u> | Coyotes | Purple & Vegas Gold |
| <u>CONNELL</u> | Eagles | Purple & Gold |
| <u>GOLDENDALE</u> | Timberwolves | Purple & Gold |
| <u>GRANGER</u> | Spartans | Red, White & Black |
| <u>HIGHLAND</u> | Scotties | Crimson & Grey |
| <u>KIONA-BENTON</u> | Bears | Royal Blue & White |
| <u>LA SALLE</u> | Lightning | Royal Blue & Silver |
| <u>MABTON</u> | Vikings | Purple & Gold |
| <u>NACHES VALLEY</u> | Rangers | Blue & Gold |
| <u>RIVER VIEW</u> | Panthers | Red & Black |
| <u>ROYAL</u> | Knights | Black & Gold |
| <u>WAHLUKE</u> | Warriors | Maroon & Grey |
| <u>WARDEN</u> | Cougars | Royal Blue & White |
| <u>WHITE SWAN</u> | Cougars | Red & Black |
| <u>ZILLAH</u> | Leopards | Black & Orange |

SCAC League Appeal Form For WIAA Ejection Policy

Date and time appeal form was received _____

Date of Ejection _____

Game _____ Time _____ Game _____ Site _____

Schools/Teams _____ vs. _____

Person Ejected _____

Was the ejection properly protested before play resumed? _____

If yes, the appeal was made by _____

The appeal was made to _____

Officials' association working the contest _____

Name and Phone Number of official involved with the ejection _____

Name the rule (with rule number and page number) that was misapplied or misinterpreted

Explain the rationale used for "staying" the appeal. (If needed, use backside or attach additional page.) _____

Person submitting appeal _____

Title _____

Inclement Weather Policy

All events past league play shall follow the WIAA's Inclement Weather Policy.