

Girls Volleyball Manual



SY26



The Office of Sports Administration

A DEPARTMENT OF THE OFFICE OF COLLEGE & CAREER SUCCESS



Volleyball | 2025-2026 CPL Manual

Introduction

Please review the included manual document for key program information, requirements, and rules and regulations as it relates to the season, to the Chicago Public League (CPL), and to the Illinois High School Association (IHSA).

Non-compliance with any of the following information may result in the forfeiture of coaches' season stipend. All questions can be directed to the Athletic Program Administrator (APA) listed below.

Athletic Program Administrator:

Name Cynthia Irvin
Email Ceirvin@cps.edu
Phone 773-553-6723

Assignor of Officials:

Name Pam Young
Email Pameladyoung@aol.com
Phone 312-388-1852

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OSA Mission Statement

The Office of Sports Administration (OSA) oversees the equitable implementation of sports programs across all elementary schools and high schools within the Chicago Public School District (CPS) and Chicago Public League (CPL). Through effective sports policy creation and program management, OSA helps create an environment for schools to provide essential athletic and academic development for each student-athlete. It is the goal of OSA to promote sportsmanship, teamwork, integrity and a sense of community as we prepare students for the next level in athletics and in life. Our students will be able to learn the importance of **Academic, Athletic, and Social Awareness** as they advance through our program and become leaders in their communities.



League Governance & Key Links

The official rules of the National Federation of High Schools Association (NFHSA) shall govern all Public League competitions. Any exceptions to these rules are listed in these Terms and Conditions.

The Chicago Public League is governed by the [Chicago Public Schools Athletics Constitution and By-laws](#). All coaches must read this document in order to be informed about CPL policies, procedures and expectations.

Whereas the specific Terms and Conditions are listed in this document, the following links that make up the [General Chicago Public League Rules](#), is an appendix to this document which lists issues of general governance, coach expectations, roster management/vertical movement/eligibility and eligibility certificates, and other issues of league contest management.

The [2025 Girls Volleyball Resource Sheet](#) contains other logistical information regarding the season for coaches and athletic directors, including the coaches' directory.

Calendar

Season Starts - 1st Practice	Monday, Aug 12
Team Roster Loaded to ASPEN Deadline	Monday, Aug 19
First Contest Allowed	Monday, Aug 26
Hard Copy Central Office Record Sheets (CORS) Due	Monday, Sept 2
CPS Regular Season Competition Starts	Wednesday, Aug 28
CPS Regular Season Competition Ends	Thursday, Oct 10
Mandatory Make-up Day for competition by	Wednesday, Oct 9
CPS Calendar - Post-Season and Championship Information	
Team/Individual Rosters for Qualifier Rounds Due	Friday, Oct 11
CPL Playoffs Start	Tuesday, Oct 14
Championship Seed Meeting Virtual Live Brackets	Friday, Oct 11
Playoff Dates	Monday, Oct 14
CPL Championships	Thursday, Oct 24
IHSA Series Calendar	
List of Participants Due On-Line (Wed. Week 12)	Wednesday, Oct 9
Regionals (Wed. Week 13)	Monday, Oct 28
Sectionals (Mon. Week 14)	Monday, Nov 4
State Final (Fri.-Sat. Week 14)	Friday, Nov 8
Season Ends (Sat. Week 15)	Sat, Nov 16



Team Approval (Protocol and Expectations)

Team Approvals consist in a series of tasks that must be completed by the Athletic Director and Head Coach from each team. Failure to complete the following tasks will result in the resignation of coaching stipends or delayed payments. Anticipated team approval will be reflected in the [Inventory](#). It is the responsibility of the school Athletic Director (assisted by the head coach) to communicate with the appropriate Athletic Program Coordinator regarding the confirmation of team approval.

- A. Teams must have at least 15 student-athletes listed as “Eligible” in the ASPEN program and submit a hard copy [Central Office Record Sheet](#) to the Office of Sports Administration by the specified deadline.
- B. Teams must compete in all CPL-regulated matches, including conference games, and playoffs (*2 forfeits in a season result in loss of team approval*).
- C. Teams are expected to compete in the IHSA Series, if signed up. For teams who sign up and do not show up to games, there is a \$500 penalty fee that must be paid directly to the IHSA. [Online Entry Process for the IHSA Series](#)
- D. Teams looking to join the League for the 2025 season must complete the Google form, [School Request to Add a Sport/Level](#).

Host Arrangements

- A. For Chicago Public League contests, it is the responsibility of the school that is designated to be the home team to procure the playing facility. A legitimate option if the school does not have a home facility is to schedule the game at the opponent’s home site.
- B. A faculty member, student aide, or student leader should welcome the visiting team on their arrival and should be available to always assist the visiting school during their stay at the host school. The host school is responsible for assisting the visiting team on their departure. The coach is responsible for all players until they have left the playing site.
- C. In the case where a school is playing at their home site, the home school must provide the following equipment in good condition:
 1. A steel cable net
 2. Padded referee’s platform
 3. Padded floor/wall cables
 4. Padded standards
 5. Antennae
 6. 2 approved balls and 2 ball retrievers
- D. Ensure that the net is secure and set to 7’4 1/8 inches.
- E. 1 official scorer (adult preferred) and 1 timer. The coach may select teachers or regularly enrolled students to act as scorekeepers. These individuals must be properly trained before the games are played.
- F. Court markings should be specified in the National Federation of High School Associations Volleyball 2023-24 Rules Book, Rule 3.
- G. Schools that do not have the specified regulation equipment will not be allowed to host home games and must travel until equipment is repaired or replaced and deemed safe by a representative from Sports Administration.
- H. The maximum admission that a school can charge for a home game is \$8.



Coach Expectations

- A. Coaches are expected to review the [Chicago Public League Coaches' Code of Conduct and General Expectations](#)
- B. Coaches must complete IHSA and CPS certification requirements before coaching student-athletes. [Certifications for all coaches](#) - Note, all coaches must be at least 21 years old.
- C. All coaches (paid or volunteer) must register with OSA as coaches of record for the team/level for which they working through the [CPL High School Coach Registration Form](#).
- D. The Chicago Public League requires all of its students, officials, coaches, spectators and school staff to promote sportsmanship before, during and after every game. Offensive language including profanity and/or derogatory or intimidating remarks of any kind directed at officials, event staff, student-athletes, coaches or team representatives will not be tolerated. In order for sportsmanship to prevail, all coaches, students, staff, and spectators must display respect and civility in an effort to enthusiastically support our student-athletes to create a safe and inclusive environment. [Sportsmanship Guidelines](#).
- E. The coaching staff is expected to organize and prepare athletes through consistent practice/workouts specifically designed to enhance their performance in volleyball matches.
- F. The coaching staff is responsible for the following Game Management for every contest:
 - 1. Confirm contest logistics with the opposing coach.
 - 2. Preparing a printout (preferably laminated) of emergency contact information identified for each student (name and jersey number) for quick reference by medical personnel. *This must be presented to CPS Stadium management personnel for all games in CPS municipal stadiums.*
 - 3. Possessing an ASPEN Generated Eligibility Certificate. *Only students listed on this certificate are eligible to participate in hat contest.*
 - 4. Possessing an accurate numerical roster identifying student-athletes by jersey number for PA announcers for in-game use for OSA event coordination.
 - 5. Reporting the score of the game to the Office of Sports Administration designated score reporting mechanism within 24 hours of the contest.
 - 6. Rating the IHSA officials assigned to the contest through the IHSA Schools Center. It is highly recommended to wait 12 hrs after the game before submitting an official's rating report. *In addition to reporting the score and schedule (Conference and Non-conference Games), the Head Coach is responsible for talking with officials after their game to confirm the names of all yellow/red carded players.*
 - 7. Refraining from using tobacco products, drinking alcoholic beverages, or being under the influence of alcoholic beverages or any illegal substance at any time while performing their coaching duties.

Playing Regulations

	Varsity	Soph	Frosh
Team Contest Limitations	Exclusive of the IHSA series, 35 matches	35 matches	35 matches
Individual Contest Limitations	No girls' volleyball team representing a member school shall play in more than five (5) different matches during any given volleyball tournament.	same	same
Minimum Contests for Team Approval	League schedule and playoffs	8 games	8 games



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Length/Time of Contests	Best two out of three games to 25 Rally scoring, win by two (2) points	same	same
Maximum Students on the Roster	15	15	15
Minimum Students on Roster	12	10	8
Minimum on Game Day	8	8	7

- A. Equipment and Uniforms
 - 1. [Girls Volleyball Uniform Requirements](#)
 - 2. 2 IHSA/NFHS balls (approved by an authentication mark)
 - 3. An AED must be on-site for all games, with personnel trained to operate the machine.
- B. The official start time of contests is 5:00 pm unless otherwise approved by the Office of Sports Administration. Varsity teams will play first at 5:00 pm, and Sophomore games will follow.
- C. All games are to be played as scheduled. Games may not be canceled or changed without impunity for any reason without the authorization of the Office of Sports Administration.
 - 1. Volleyball's Coordinating Athletic Program Administrator (APA) must approve all rescheduled games.
 - 2. Varsity and Soph games can be scheduled to be played on the same day at an earlier time. Initial arrangements should be reported to the Coordinating APA of Volleyball and included with the formal release of the final schedule. Changes in the order of games played on a given day must be reported to the APA at least 24 hours before the matches.
- D. Forfeiture of Games:
 - 1. A school forfeiting two (2) or more conference games based on a lack of players will lose team recognition. A letter to the principal, athletic director, and coach shall notify the school of the impending action, including forfeiture of the coaching stipend.
 - 2. If a team and faculty representative are not ready to play within thirty minutes of the scheduled time of the contest, the host school must contact the Coordinating APA of Volleyball for a determination of the status of the game.
- E. All non-conference games should be contracted with the opposing school. Late start rules - If a game starts well after the initial start time, the varsity will play first, and we will try to make up the sophomore game.
- F. For use in league discipline, the teams' remaining schedule will be determined as the immediate schedule upon access by Office of Sports Administration personnel. Any games added to the schedule after this time will not be considered League discipline.
- G. Games will be affected due to a work stoppage and will be managed according to the IHSA Constitution and Bylaws.
- H. Teams in the Super and Red Conferences must field both a varsity and a sophomore team to remain in those conferences.

Officials

	Varsity	Varsity Playoff	Soph	Frosh
Number of Game Officials	2		2	2
Fees	\$65.00 each		\$58.00 Each	\$45.00 Each

Officials will be paid through Arbiter and confirmed for payment by the assignor

- A. Selection of Officials

1. The APA for Volleyball shall designate an assignor of referees for all Chicago Public League conference and playoff games. Schools/Coaches will assign their referees for all non-conference games from a list of approved referees provided by the APA from OSA.
2. No official is permitted to work a match in which one of the teams is from the school in which he or she is employed, coached in the past, or officiate any of the Varsity playoffs.
3. The coach shall rate and evaluate each official on the official eligibility certificate and online to the IHSA (www.ihsa.org – see Athletic Director for assistance) after each match. [IHSA Schools Center](#)

Student Eligibility

- A. A student is eligible to participate in a contest when listed as “Eligible” on an ASPEN-generated Eligibility certificate (or otherwise documented pertaining to Charter Schools).
 1. [Student-Athlete Eligibility](#)
 2. [Home School Student Eligibility](#)
 3. [Newcomer Student Eligibility](#)
 4. Students who have transferred to your school since the end of the previous season are ineligible for interscholastic competition without a ruling from the Office of Sports Administration or the IHSA.
- B. Competitive Levels
 1. Varsity teams shall consist of students in the first, second, third, or fourth year of attendance who will not reach their 20th birthday during the sports season.
 2. For sophomore competition, the student shall be eligible in the first or second year in attendance and shall not have reached the seventeenth (17th) birthday before September 1 of the current school year.
 3. For freshmen competition, the student shall be eligible in the first year of attendance and shall not have reached the sixteenth (16th) birthday before September 1 of the current school year.
 4. Varsity and Sophomore teams will have separate eligibility sheets. Players may NOT appear on both the varsity eligibility roster and a sophomore eligibility roster on the same day.
 5. Freshmen-level players must also have separate eligibility sheets.
- C. Vertical movement will only be allowed between the sophomore and varsity levels. 2 Players are allowed to participate in three (3) sets total each game day. (Vertical Movement tracking sheets are provided in the Google Folder for Girls Volleyball.)
- D. Once a student appears on the Varsity eligibility certificate, that student is ineligible for the lower levels. Once the student appears on the Sophomore eligibility certificate, the student is ineligible for the Frosh level.
- E. While a member of a school team, a player shall not be allowed to represent any other organization in that sport during the official sport season.
- F. Contest results can be protested according to [Article XI – Infractions and Protests of the Chicago Public Schools Athletics Bylaws](#) if there is some irregularity or infraction of the rules occurring during the contest.

League Structure & Conference Standings

The League alignment is found in the [2025 Girls Volleyball Resource Sheet](#)

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- A. Once the league schedule begins any adjustments to the final schedule must be communicated to OSA, but *administrative responsibility will not fall on the Office of Sports Administration. The home team of the games in question must procure the alternative site, confirm the new date with the opposing team, and hire the officials.*
- B. Each team is assigned to a conference for single round-robin play.
- C. In the event a scheduled match is not played, the match will be recorded as “no-contest,” and neither team will be awarded a win or loss. *Rescheduled games shall be played on dates approved by the Coordinating APA of Volleyball.*
- D. Standings:
 1. Standings are determined by the ranking of teams according to the number of conference game wins.
 2. The Score of a Forfeit is 2-0.
 3. In case of a tie in Division standings, the higher place shall be determined by:
 - a. Head-to-head competition results
 4. In the case of a tie between three (3) or more teams, the teams that have the greatest game differential in games played between tied teams will be awarded the higher place.
 - a. *Whenever two teams remain tied after applying the multiple-team tiebreaker(s), the tiebreaker for two teams are then applied to those tied teams.*
 - b. If the game differential does not break a tie between three (3) or more teams, the teams with the greatest point differential of games played with tied teams will be awarded higher places.
 - c. If point differential in games does not break a tie between three (3) or more teams, the teams with the greatest point differential with a maximum of twenty-five (25) points per game from all League games will be awarded the higher places.
 - d. If the previous tiebreakers do not break the tie, two teams will be drawn by lot by the APA. These two teams are then separated by head-to-head competition.

Chicago Public League Playoff & Championship Structure

- A. Qualification Criteria
 1. The Volleyball Championship will consist of a 32-team single-elimination tournament.
 2. Seeding for the Championship Tournament will be based on Conference standings. The 32 teams qualifying for the Championship tournament are:
 - a. Seeds 1- 10 will be the Ten (10) Super Conference teams
 - b. Seeds 11-24 will be the Top seven (7) Red Conference teams per conference
 - c. Seeds 25-30 will be the Top three (3) Green Conference teams per conference
 - d. Seeds 31-32 will be the Top Blue Conference teams
 3. In case of a forfeit during the League games, the team will face further disciplinary action. Including probation to enter the CPL Tournament the following season.
- B. Championship Tournament Structure
 1. In the first and second rounds, the higher-seeded teams will host playoff matches unless the court is not regulation size or determined unsafe. In that case, the other team will be the home team. If neither court is a regulation size or is determined unsafe, the section chairperson of the higher-ranked team will arrange the neutral site.
 2. Subsequent rounds will be played at neutral sites.
 3. There will be a sixteen-tournament bracket for Sophomore Teams
 - a. All Gold Conference teams
 - b. Top two (2) Red Conference teams per conference



c. Top Green Conference teams per conference

C. Special Rules

1. If a team does not have its playoff roster, the game will be played under protest. The offending team MUST create a hand-written roster in front of their opponent and the referees. Each athlete will print and sign their name and write their date of birth and School ID number. This hand-written roster must be emailed to the APA in charge of Volleyball for comparison with the school team's Playoff Roster. If names on both rosters do not match, the offending team will lose the game by forfeit.

Media and Social Media Expectations

The Chicago Public League is proud to offer in-depth coverage of CPS teams and student-athletes across each sports season. In order to continue to publish these stories, the CPL Sports Communications team asks the following of all participating athletics staff members and student-athletes:

- A. Ensure all student media consent forms are signed via the standard CPS enrollment packet
- B. Ensure coaches and/or players are available as requested for pre- and post-game interviews
- C. Share accomplishments and milestones with the CPS Sports Communications team so your teams and athletes can be recognized
- D. Interact and follow all CPL athletics content via our website CPSAthletics.com or via [Social Media](#).

CPS Sports Communications Team:

- A. Communications Manager: Joey Gelman – jdgelman@cps.edu
- B. Communications Specialist: Dominic Scianna – dscianna@cps.edu
- C. Communications Specialist: Michael Wojtychiw – mmwojtychiw@cps.edu

Digital Citizenship Expectations

Being a good digital citizen means that athletics staff members and student-athletes are positively contributing to the digital space, respecting other people's views even if in disagreement, and reporting issues that disrupt a positive digital environment.

A digital footprint and reputation is left online when videos and pictures are uploaded, and when posts and comments are made on websites and social media. Athletic staff and student-athletes must consider the temporary and/or permanent effect actions online can have for themselves and their community both in the digital space and in person.

That is why the Chicago Public League asks all athletics staff members, coaches, and student-athletes to engage in respectful and positive social media interaction. Should there be any inappropriate social media being created or shared in your community, please report it to CPS administration within your school building so the situation can be properly assessed and appropriate action can be taken as necessary to ensure a safe environment for all those involved.