



# BCL WEST SPORTS HANDBOOK

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# BAY AREA CONFERENCE

## BCL West Sports Handbook

The North Coast Section Sports and General Rulings Handbook contain NCS policies, regulations, and pertinent information about specific sports and general interscholastic competition. The **BCL WEST Sports Handbook** serves as an additional reference guide for regulations and procedures that are specific to the Bay Area Conference (BAC) BCL WEST interscholastic competition. It is the responsibility of all Athletic Directors to read and understand the materials in the BCL East, BCL Central, BCL, and BCL West Sports Handbooks and to inform their respective coaches of the guidelines under which they must conduct their specific sport(s).

### A. GENERAL RULINGS

1. The BAC official season of sport and maximum number of games shall not exceed the North Coast Section (NCS) maximum number of games and/or control scrimmages.
2. No more than two non-league or league games may be scheduled per week. Exceptions are:
  - a. Tournaments [no more than 5 per week]
  - b. When two/three games must be played due to a necessary rescheduling of the contests.

Note: If a third contest is necessary, all efforts are to be made to schedule the third contest on a Saturday.
3. BAC contests are scheduled for a 4:00pm start, however due to the change from standard time to daylight savings time and vice-versa; outdoors contests may begin as early as 3:30pm. A change in this format can be made providing both schools agree to the change.
4. Varsity and JV teams will be guaranteed a minimum of 15 minutes of warm up time. Regardless of the posted starting time. [11/07]
5. Varsity contests are scheduled for: Junior Varsity contests and 4:00p.m. and Varsity for 5:30pm. [3/08]
  - a. Exception: Cross Country: Starting time for all league meets will be 4:00 girls and 4:30 boys. Host team and all visiting teams may meet for a walk-through of course at 3:30pm.
  - b. Exception: Boys Volleyball: When there is no J.V. league, varsity games will begin at 4:30 pm.

- c. Exception: Baseball: All games scheduled during standard time will begin at 3:30pm and games scheduled during daylight savings time will begin at 4:00pm.
- d. Exception Girls/Boys Basketball: Both schools start times for games when there is a JV and Varsity doubleheader will be: JV @ 4p.m. and Varsity @ 5:30p.m. Courtesy of flexibility can be implemented. [3/07]
- e. Exception: All playoffs will begin at 4:00pm. If AP exams are held during the week of playoffs, the playoffs will begin at 5:00pm for any students taking APs.

Note: A change in this format can be made providing both AD's agree.

- 6. The preliminary rounds of the playoffs in all sports will be held at the **"home site"** of the higher seed. The semi-finals and finals will be held at the facility designated by rotation. If the facility is unable to accommodate the fans, then other facilities may be obtained, but must first be approved by the Commissioner of the BAC.
- 7. Neutral site for the semi-finals and finals is not mandatory. [Exception: Basketball – finals at neutral site. Preliminary contests at higher seed]
- 8. Seeding for Playoffs – See Appendix A
- 9. **Schools that declare a sport team and placed on the league schedule must host in rotation (5/2018)**
- 10. **Schools unable to complete the league schedule:**
  - 1. A league schedule ends the Saturday prior to the playoff week. (2/2016)
    - a. If a majority (51%) of league schools are unable to complete their league schedule commitment due to inclement weather, only the first round contests will be recorded.
    - b. If a school(s) have tried two or more times to play the contest and were unable to complete the league schedule due to inclement weather, illness, disciplinary action or academic ineligibility, then the contest(s) shall be considered a no contest for involved schools.
      - 1. If the contest will affect the seeding of the playoffs in any way, then the contest must be played prior to the start of the playoffs.
      - 2. If on occasion #1 above cannot be achieved, then the preseason tie breaker process will determine the winner of the contest so that the playoffs may begin as scheduled.
- 11. A Conference League is defined as combining any east bay league with west/central bay leagues. A Conference League will be formulated when one or both leagues cannot field four (4) teams in one sport. If, after the season of sport begins, a league of four (4) schools loses a member school, the league will continue with the remaining schools.
- 12. Regional League Status: A Regional League is defined as combining leagues within the east bay /bcl or within the west/central bay only. All BCL Regional leagues shall provide junior varsity, frosh/soph or freshman league schedules. A Conference

schedule may not be created for JV, Frosh/soph, or a freshman sport. Process: A school that has a JV and/or Frosh/soph team may notify the sports rep from the host league to be admitted to the host league schedule by the sport declaration date. [6/06]

13. A regional or Conference league is a Supplemental League. Please refer to the Sports Handbook for this league to determine how the League Champion and NCS Automatic Representative are determined. [8/07]
14. If, for some reason, a team drops after league play begins, and the league consists of three (3) or less teams, the remaining teams will complete their league schedule.

## **B. SPORTSMANSHIP**

1. The California Interscholastic Federation (CIF), NCS, and BAC Codes of Ethics shall govern conduct, ethics, and sportsmanship for all participants, spectators, and others involved in athletics of all member schools. [Article 4, BAC Constitution and Bylaws]
2. A “Sportsmanship Complaint Form” is to be used to formalize the lines of communication between member schools when dealing with incidents involving sportsmanship. [See Appendix D]

## **C. RECRUITMENT**

The North Coast Section of the CIF prohibits the recruitment of students to high schools for athletic purposes. [See NCS Student Eligibility Bylaws, Article 20, 200-219] This prohibition at first glance may appear to be in conflict with the common practice of independent and parochial high schools soliciting students to benefit from their comprehensive programs. The following statement of policy from the Bay Area Conference [BAC] is intended to clarify the boundaries between legal and illegal recruitment of student-athletes. It is provided here as a means of protection for students, parents, and coaches and to ensure our students of “level playing fields”.

Bay Area Conference schools view athletics as an essential and integral part of a liberal arts education. It is therefore reasonable that students and parents will be interested in the qualities of a prospective school’s athletic program. It is also reasonable that a school’s employees will be proud of, and eager to improve, their athletic programs. The following **Principles of Good Practice** are intended to help students, parents and school personnel to solicit and provide necessary information and insights without crossing the line of illegal recruitment.

CIF, NCS, and/or BAC sanctions may be brought against a coach, school, and/or recruited student-athlete, if a recruiting violation is verified.

### **Principles of Good Practice**

1. A high school **coach** is prohibited from initiating conversation with a prospective student concerning attendance at the coach's school. This includes off-campus overtures or conversations, which occur before or during the admissions process. The only exception to this prohibition is that coaches may speak with prospective student-athletes and/or parents during the normal admissions campus visits. Note: A coach is interpreted as any adult who assists with the athletic programs, in either a paid or voluntary capacity, and who thereby has a vested interest in attracting certain student-athletes to his/her school.
2. When approached by interested student-athletes or their parents outside the normal admissions process, a coach is required to refer either or both parties to the Head of School/Principal of the coach's school or his/her designee.
3. When prospective student-athletes visit a school's campus, they should be provided information about athletics in the same manner as they receive information about other departments of the school.
4. Excessive financial assistance [significantly beyond the family's demonstrated need] for the purpose of attracting a student-athlete is viewed as illegal recruitment.

Should a student-athlete or parent feel that the student's admission process is being, or has been, compromised by a school's deviation from the above Principles of Good Practice, the Head of School/Principal of the offending school, the League President, and/or the Conference Commissioner should be immediately contacted.

#### D. BADMINTON (CO-ED)

1. The American Badminton Association Rule Book is the governing authority.
2. The official shuttlecock will be a National Federation approved high school shuttlecock.
3. **A league match consists of two (2) boys' singles, two (2) girls' singles, two (2) boys' doubles, two (2) girls' doubles, and one (1) mixed doubles. (4/2015)**
4. A player may enter in only one event.
5. The players will officiate their own matches.
6. The host school determines the order in which matches will be played.
7. **Participants Uniforms (Applies to all league matches and league tournament matches) - 10/2023**
  - 1) All players on a team must wear team shirts of the same color and the same trim pattern, but not necessarily the same material. A single partial/whole manufacturer's logo/trademark are permitted on the shirt. The shirts do not have to be manufactured by the same company. No other article of clothing shall cover or replace the team shirt once a match has started. No article of clothing worn underneath the team shirt shall be exposed in excess of the boundaries of the team shirt.
  - 2) All players on a team shall wear team shorts and/or skorts of the same color and the same trim pattern but not necessarily the same material. A single partial/whole manufacturer's logo/trademark are permitted on the shorts. The shorts/skorts do not have to be manufactured by the same company.
  - 3) Players may wear leggings, tights and sweatpants during competition provided they match the color of the team shorts/skorts. All leggings and tights worn in competition must have the same trim pattern. All sweatpants worn in competition must have the same trim pattern. The legging, tights and sweatpants material does not necessarily have to be the same material. A single partial/whole manufacturer's logo/trademark are permitted on the legging, tights and sweatpants that are worn in competition. The leggings, tights and sweatpants do not have to be manufactured by the same company.
  - 4) Players may not alter the general shape of their uniforms by rolling/folding their sleeves or shorts, nor tying their shirts to expose additional skin.  
PENALTY FOR VIOLATION: Participating teams and/or players who wear illegal uniforms will be subject to qualification once a match has started.
8. The Varsity League Champion is determined by round robin play and will be awarded the perpetual trophy. In case of a tie, Co-Champions will be declared.
9. The League Tournament determines which singles' players and doubles' team will represent the league in the NCS Tournament. Players who play singles during the league schedule may play doubles in the League Tournament and vice-versa. Also, players may not qualify for the NCS Tournament in two (2) events. **[1/2017]**
10. Perpetual Trophy for Varsity League Champion



- a. Varsity Medals:
  - i. 1<sup>st</sup> and 2<sup>nd</sup> place for boys and girls in both singles/ doubles
  - ii. 1<sup>st</sup> and 2<sup>nd</sup> place for boys and girls in mixed doubles
  - iii. 1<sup>st</sup> play for boys and girls singles consolation
- b. This will be a 16 bracket double-elimination tournament in each of the 5 events: Boy's singles, Girl's singles, Boy's doubles, Girl's doubles & Mixed doubles.
  - Each school receives no more than 2 entries per event.
  - There will be up to 4 seeded entrants in each event.
  - Empty slots will be byes for highest seeded players.
  - The winner of the consolation bracket is the 3<sup>rd</sup> (third) place finisher.
  - Losers in the first round of the winner's bracket will be placed in the consolation bracket **only** if their first round opponent wins their second round (quarter final) match.
  - The semi-final losers in the winner's bracket will be cross bracketed into the consolation bracket semi-finals.
  - 5<sup>th</sup> & 6<sup>th</sup> place (consolation semi-finalist losers) will only be played off if it is necessary to determine the 5<sup>th</sup> (fifth) NCS qualifying spot. If NCS has granted the BAC 6 entries into NCS, this match will not be played.

#### 11. Scheduling – 10/2013

- A. The tournament will be 2 consecutive days: Friday and Saturday
- B. Friday start time will be 4:00 pm depending on school release times. Matches will be played through the completion of quarter finals in the winner's bracket and quarter finals in the consolation bracket for every event.
- C. Saturday start time will be 12:00 pm (noon). Semi-finals & finals matches of both brackets will be played for every event.

#### 12. Awards: [1/2017]

- a. Perpetual Trophy for Varsity Individual League Champions
- b. Varsity Medals:
  - 1<sup>st</sup> and 2<sup>nd</sup> place for boys and girls in both singles/ doubles
  - 1<sup>st</sup> and 2<sup>nd</sup> place for boys and girls in mixed doubles
  - 1<sup>st</sup> play for boys and girls singles consolation

#### 13. All League Selection Process: 10/2013

- 1<sup>st</sup> team All-League will be 1<sup>st</sup> and 2<sup>nd</sup> place finishers in each event
- 2<sup>nd</sup> team All-League will be 3<sup>rd</sup> and 4<sup>th</sup> place finishers in each event

#### 14. Stacking: 10/2013

- Singles, Doubles and Mixed are considered separate events. Coaches may freely put their best players in singles or doubles or mixed. **However**, within events where there are ranked distinctions (#1/#2/#3 Singles, #1/#2 Doubles), players/teams ranked higher must be stronger players/teams than players/teams ranked lower. Between 2 players (or doubles teams) the "stronger" player (or

team) is the player (or team) that will almost always win a game/match played between the two.

- In Boys & Girls singles, your #1 singles player should be stronger (as defined above) than your #2 singles player, and your #2 should be stronger than your #3.
- In Boys & Girls Doubles, the team's aggregate ability is the relevant factor. That is, your #1 doubles team should be a stronger team (as defined above) than your #2 teams. It's not the individual strength of the players that matters, but which team would win/wins the vast majority of the matches played between the two.
- Since Mixed Doubles is not an event with ranked distinctions, coaches may play any player that they want at mixed.

## E. BASEBALL

1. The National Federation High School (NFHS) Rule Book is the governing authority.
2. The official ball will be a National Federation approved high school baseball.
3. All games scheduled during standard time will begin at 3:30pm and games scheduled during daylight savings time will begin at 4:00pm. Both schools must agree upon changes to these rules.
4. League Playoffs will begin at 4:00pm. If AP exams are held during the week of playoffs, the playoffs will begin at 5:00pm.
5. See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.
6. Awards:
  - a. Perpetual Trophy for Varsity League Champion
7. All League Selection Process/Form: Appendix A

## F. BASKETBALL (BOYS AND GIRLS)

1. The NFHS Basketball Rule Book is the governing authority for both boys and girls with the adoption of State CIF modifications.
2. The official ball will be a National Federation approved high school basketball.
3. Both Varsity and JV games consist of eight (8) minute quarters **[approved 1/2019]**
4. JV and Varsity teams will be guaranteed a minimum of 15 minutes of on-court warm-up time. This is regardless of the posted starting time (i.e. 5:30pm. the game may start @ 5:40p.m. [3/07]
5. The J.V. and Frosh/Soph League Champions are determined by round robin play.
6. See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.
7. Playoff Guidelines/Criteria:
  - a. Alternate boys/girls format annually. 2018: girl/boy, 2019:boy/girl, 2020: girl/boy, **2022: boy/girl**

- b. One (1) week prior to the start of the Playoffs, no team(s) will be allowed to practice at the playoff neutral host site unless it is their primary game or practice facility. (Approved 9/2011)
- c. **Three (3) officials for all semi-finals and finals should be drawn from a neutral association, if possible. (approved 4/2014)**
- d. Both teams should be accompanied by a designated Administrator-in-charge to address fan behavior.
- e. Fan seating should be clearly designated/assigned with equity.
- f. If a school has both boys and girls teams in the tournament, then every effort is to be made to put those teams in back to back games to encourage fans to stay and support both teams. 1<sup>st</sup> seed plays in the late game unless the 1<sup>st</sup> criterion prohibits playing in the late game. Commissioner to work closely with the tournament director. [3/08]
- g. The host team shall provide Tournament Programs with brackets and all team rosters listed.
- h. Both teams have the right to seat a representative at the scorer's table. The higher seed will provide an experienced scorer to keep the official score-book. The host school will provide an experienced scoreboard operator, and a shot clock operator.
- i. Announcers, if present, should be factual and impartial, announcing only line-ups, foul designations, and time-outs.
- j. The higher seed is the "home team", which establishes the following:
  - i. Which teams wears "home" uniforms,
  - ii. Which team has first choice in selecting any pre-game instrumental music,
  - iii. Which team is designated "home" team on the scoreboard, except in the case of a host team's participation, in which case they will be designated "home" team on scoreboard;
  - iv. Which team has first choice in selecting the team bench, except in the case of a host team's participation, in which case they can choose to keep their "home bench".

9. All League Selection Process/Form: Appendix A

8. Awards: Perpetual trophy for Varsity League Champion

## G. CROSS COUNTRY (BOYS AND GIRLS)

- 1. The NFHS Track and Field Rule Book is the governing authority.
- 2. **A cross country team shall consist of 5 boys and/or 5 girls. (5/2018)**
- 3. League meets are scheduled to start at 4:00pm. But can start earlier or later if necessary based on course availability. The walk-through of the course will begin 45 minutes before scheduled race time if possible. [1/2013]

4. The order of girls' and boys' races will alternate from year to year for league round robin races and for the LCM. [1/2013]
5. All courses must be well marked and safe. Course monitors should be used when necessary.
6. League Meets: Each meet includes GV/BV, GJV/BJV groups. Coaches must enter a minimum of 5 and maximum of 10 Varsity athletes before entering a JV team (with unlimited entries). **[approved 1/2019]**
7. Standard cross country scoring is used after each meet. If there are 9 teams the 1<sup>st</sup> first place team is awarded 8 points, 2<sup>nd</sup> place team awarded 7 points, etc. Last place team is awarded Zero (0) points. **[approved 1/2019]**
8. Formula for League Champion:
  - a. The total points received in league round robin play and the League Championship meet will determine the League Champion.
  - b. Points to be awarded in League Championship Meet (LCM) – [1/2017]
    - i. Doubles points will be awarded to schools based on the performance, e.g.: if there are 8 schools competing, the winning schools will receive 16 points, the 2<sup>nd</sup> school will receive 14 points, etc. The LCM points will be added to the league round robin points to determine league champion.
    - ii. If a tie for 1<sup>st</sup> place occurs, the team placing higher in the LCM will be declared the league champion.
9. League Championship Meet (LCM):
  - a. A school must enter at least five (5) varsity runners in the LCM before it can enter the J.V. division. The varsity runners must be the top runners from that school.
  - b. A school is limited to seven (7) varsity runners in each varsity race in the LCM. The J.V. races have unlimited entries.
  - c. Proper uniforms are required at the LCM. [NFHS Rule: 9-5, "Any competitor who competes while wearing an illegal uniform as described in the NFHS Rule Book will be disqualified."]
  - d. Schools that did not compete in the round robin league schedule may enter runners in the LCM.
  - e. **LCM starts at 2:30p.m. if held after the time change (daylight savings) and 3:30pm if held before. [3/20/18]**
10. Both teams and individual runners who will represent the BCL West in postseason activity will be determined by area qualifying meets.
11. The Bay Area Conference will pay for scoring and timing equipment.
12. Awards to be given out at the conclusion of the LCM:
  - a. Trophies:
    - i. Perpetual trophy for Varsity League Champion

- b. Varsity Medals:
  - i. Gold for 1<sup>st</sup>
  - ii. Silver for 2<sup>nd</sup>
  - iii. Bronze for 3<sup>rd</sup> through 7<sup>th</sup>

15. All League Selection Process/Form: Appendix A

## H. GOLF (BOYS AND GIRLS)

1. The USGA Rulebook is the governing authority in golf. Coaches must carry a current USGA rulebook during matches as of April 1, 2003. If there is a question or problem, a player must state the incident at that time, before the next stroke is made, otherwise the score will stand. A competitor may proceed under Rule 3-3 if doubtful as to how to proceed after an infraction.
2. **A golf team shall consist of a minimum of 4 members. (5/2018)**
3. USGA approved golf balls may be used for league competition.
4. A match will consist of nine (9) -hole medal [strokes] plays. The host professional of the course will determine the conditions of play. In the event a host professional is not available, the "home" team coach will make the decision. Host schools are responsible for green fees for league matches. Matches may be required to end before the completion of nine holes due to darkness, if both coaches agree. The number of holes that the last group in the match completed will determine scores. All scores from the match will be based upon the number of holes the last group completed. A scoring limit of double par per hole or a maximum of ten strokes per hole may be implemented for matches if both coaches agree.
5. Each qualifying team for the League Championship Tournament shall send 5 players with 4 lowest scores counting in official scoring. **[9/2023]**
6. A single round robin or double-round robin schedule will be played. Double-round robin schedule will be created only if school and course availability allows required matches to be completed prior to NCS.
7. Each foursome will receive two scorecards. The "home team" and one by the "opponents" keep one card. The "home" team scorecard is the official scorecard. A player from each team in each foursome will be designated to keep score for all of the players. At completion of the match, the "home" team will verify the scores are correct for both teams and have opponents attest the scores on the official scorecard. All players must sign the official scorecard, once scores are verified. Coaches must verify match scores and the "home" team will submit the results to the League Representative. The "home" team coach will collect official scorecards and keep them for the entire season, in case they are needed as a reference.
8. Team partners in the same foursome may not provide advice to one another during the match.
9. The school's head coach or person appointed by the head coach may speak/coach with their players WITHOUT DELAY until the players have reached the green, at

which time no coaching should occur until all players have “holed out” on that hole. Note: Information on the Rules of Golf is not considered to be advice. During league play, not the tournament. Spectators must maintain a minimum of 30 yards from players at all times. [9/2022]

10. Proper attire shall consist of collared shirts and slacks. Shorts may be worn no higher than 3 inches above the knee if allowed by the host club. No blue jeans, designer jeans, tank tops or tee shirts are allowed. Soft spikes must be worn. If a player shows up in inappropriate attire, that player will be disqualified (approved 12/04).
11. Girls who compete as individuals in the fall may compete as team members in the spring.
12. Participating schools are responsible for payment of green fees for their players. Depending on circumstances, green fees for the BCL West League Tournament will be paid partially or in full by the BAC.
13. Format for league play will be round robin, single or double, as determined by the league.
14. LEAGUE CHAMPION is the school(s) with the best league round robin record, 3 points for a win, 1 point for a tie. In case of a tie for 1<sup>st</sup> place, multiple league champions will be acknowledged.
15. Format for the league tournament: points given for round robin will determine top 4 teams for the tournament. Schools that do not qualify may add individuals that have an average 2 par that is in the top 12 schools of the league. The AD must verify the level of play. [10/2016]. Ties at tournament will be broken by the following: 1-finish in round robin competition 2- fifth score 3 – sixth score 4- back 9 total of top 4 players 5 – back 9 total of top 5 players and 6 – back 9 total of 6 players. [9/13]
16. The tournament winner will be awarded the automatic berth to the NCS division 2 championships along with the top 4-four individual finishers not on the qualifying team. [10/2016] If possible, a sudden victory playoff will be held for individuals tied for medals and/or NCS berths. If a playoff is not possible then the USGA recommended card match will determine winners. [9/13]

**Awards (approved 9/13):**

- League champion will receive the perpetual trophy and the tournament winner a plaque
- Medals for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place finishers from the BCL West League Tournament
- All-League Selection Process/Form: Appendix A

**I LACROSSE (Conference)**

1. The National Federation LACROSSE Rule Book is the governing authority.
2. See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.

3. Awards:
  - a. Perpetual Trophy to Varsity League Champion
4. All League Selection Process/Form: Appendix A

## J. SOCCER (BOYS AND GIRLS)

1. The NFHS Soccer Rule Book is the governing authority with NCS modifications.
2. The official ball will be a National Federation approved high school soccer ball.
3. A stitched soccer ball must be used for league competition.
4. A soccer game will be terminated when there is a 7 goal differential at half time or the coach of the team that is behind may choose to end the match by notifying the official and opposing coach. (5/13)
5. A win is counted as three (3) points and a tie is counted as one (1) point.
- ~~6. No playoffs for either boys or girls; The NCS Automatic Qualifier will go to the regular season league champion. [3/2020]~~
7. **Playoffs:** [3/2023]
  - a. **Game 1: 4th vs 1st**
  - b. **Game 2: 3rd vs 2nd**
  - c. **Game 3: Winner of Game 1 vs Winner of Game 2**
8. **League Champion:** In the event that two or more teams are tied for 1<sup>st</sup> place based on points, the league champion shall be determined by the below criteria applied in the listed sequence:
  - 1) The team with the best head to head record against the other tied teams
  - 2) The team with the best head to head goal differential against the other tied teams
  - 3) If neither #1 or #2 above break the tie, then league co-champions shall be declared [10/2020]
9. **NCS Automatic Qualifier:** In the event that two or more teams are tied for 1<sup>st</sup> place based on points, the league's NCS Automatic Qualifier shall be determined by the below criteria applied in the listed sequence:
  - 1) The team with the best head to head record against the other tied teams
  - 2) The team with the best head-to-head goal differential against the other tied teams
  - 3) The team with the best record against the best team not tied for 1<sup>st</sup> place
  - 4) The team with the best goal differential against the best team not tied for 1<sup>st</sup> place
  - 5) The number draw [10/2020]
10. Awards:
  - a. Perpetual Trophy to Varsity League Champion
11. All League Selection Process/Form: Appendix A

## K. SOFTBALL

- 1 The NFHS Softball Rule Book is the governing authority.
- 2 The official ball will be National Federation approved high school softball.
- 3 Fast pitch rules are in effect for league play.

4 A game shall end when:

- After 3 innings of a 7 inning game a team is behind by 15 runs and has completed its turn at bat.
  - after 5 innings of a 7 inning game when a team is behind by 10 runs and has completed its turn at bat. [10/08]
5. When a league game is tied at the completion of the 7<sup>th</sup> inning the NCS tiebreaker rule is in effect beginning in the 8<sup>th</sup> inning. [10/08]
  6. All regular season games will have a two-hour time limit. No new inning shall start after two hours from the first pitch of the game. A tied game will finish tied if the two-hour time limit has expired. (Ties = 1 point, Wins = 3 points). Exception: All games played on SF Rec. and Park fields will have a 1 ½ hour time limit due to field constraints, unless agreed upon by coaches prior to the start of the game. [10/08]
  7. League Playoffs:
    - o Will begin at 4:00pm. If AP exams are held during the week of playoffs, the playoffs will begin at 5:00pm.
    - o There is no time limit.
    - o First 1<sup>st</sup> round and semifinal games shall end after five innings of a seven-inning game when a team is behind by ten runs and has completed its turn at bat.
    - o Championship game will have no run rule.
    - o The NCS tiebreaker rule is in effect beginning in the tenth inning. [10/08]
  8. See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.
    - a. Awards: Perpetual Trophy to Varsity League Champion
  9. All League Selection Process/Form: Appendix A

#### L. SWIMMING (BOYS AND GIRLS)

1. The NFHS Swimming/Diving Rule Book is the governing authority with State CIF modifications.
2. Athletic levels for dual meets and the League Championship Meet are as follows:
  - a. Girls' Varsity
  - b. Girls' J.V.
  - c. Boys' Varsity
  - d.** Boys' J.V.
3. Entries must be submitted before the entries deadline and no entries will be added after the deadline unless mistakes were made by the Meet Director or Entry Staff in transferring the data submitted by the coaches.
4. Allowable changes after the Monday deadline date & time: event times, name spelling, and name changes for relays only. *Coaches may not change a swimmer from an individual event to another individual event and no additions can be made except for Exhibition Swimmers who swim for qualifying times only.*
5. Exhibition Swimmers (swimming for qualifying times only): may not receive points or places for their school and any individual awards/medals.
6. A team may only enter a maximum of 4 swimmers per individual event per division [varsity girls, varsity boys, JV girls, JV boys]



7. A team may enter two teams per relay event per division but only one relay team [the fastest] will score points
8. An individual can enter a maximum of 4 events, of which, no more can be 2 individual events [i.e. a swimmer can be in 3 relays and one individual but not 3 individual and one relay]
9. Please use the correct event numbers and team abbreviations
10. A swimmer must have participated in at least half of the dual meet season in order to be eligible to score/place in the championship meet and receive awards.
11. A swimmer may participate in only one athletic level during a meet but may change levels from meet to meet.
12. Diving cannot be scored if the home team has no diving facility. There will be no J.V. diving. A diver may dive in a varsity meet and also swim two J.V. events.
13. Schools that do not compete in the round robin schedule may enter swimmers and divers in the League Championship Meet for NCS qualifying times only. These athletes will not receive any team points, medals, ribbons or All-League consideration.
14. Points from round robin results and the League Championship Meet will be totaled to decide the Varsity League Champion and placement of each team.
15. Formula for League Champion:
  - a. One point awarded for each round robin win
  - b. Points to be awarded in League Championship Meet

<u>Place</u>	<u>Points [for example]</u>
1	6
2	5
3	4
4	3
5	2
6	1
16. The Varsity League Champion will be awarded the perpetual trophy. If a tie occurs, Co-champions will be declared.
17. Awards to be given out at the conclusion of the League Championship Meet:
  - a. Trophy:
    - i. Perpetual Trophy for Varsity League Champion
  - b. Varsity Medals:
    - i. 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> for each event in League Championship Meet
18. All League Selection Process/Form: Appendix A

#### **M. TENNIS (fall girls/spring students)**

1. The United States Tennis Association [USTA] is the governing authority in both girls' and boys' tennis.
2. The official ball will be a National Federation approved high school tennis ball.
3. Proper tennis attire must be worn in all league/tournament matches.
4. A league match consists of three (3) singles and two (2) doubles matches. The Team Tournament matches will consist of four (4) singles and three (3) doubles.  
(Approved 12/04)

5. A player may enter in only one event in each match.
6. The best two (2) out of three (3) sets are played. No-add scoring and a 12-point tiebreaker will be used.
7. The host school determines the order in which the matches are to be played.
8. Coaching: A coach may coach a player any time during the match so long as the coach does not interfere with play. Coaches shall not in any way distract or annoy or talk to the opposing player. Violation of these provisions shall result in the player on the court where the violation occurred being assessed a point penalty. (Penalties for coaching are not treated as part of the Point Penalty System, and they do not accumulate). USTA has a maximum of 20 seconds between points, and 90 seconds on changeovers. a) Coaches Location: Coaches may not sit or stand anywhere that interferes / obstructs with play. The coach's movement shall be limited so as to not distract the players. A coach may change courts when the movement will not interrupt play. Coaches may coach within the lines of the court only during a changeover, set break or when changing courts. Only two coaches may coach at the same court at the same time. [9/2023]
9. The J.V. League Champion is determined by round robin play.
10. **League JV Round Robin matches will shift to the one-set format. [9/2017]**
  - Coaches will agree before the start of the match whether a match will have a 90 or 120 minute duration. Home coach decision, but cooperation is encouraged.
  - Coaches send players out to play a single set (regular, not pro) starting with singles matches and then shifting to doubles matches.
  - Matches will be sent out in this manner until the time limit is reached. Matches underway will be allowed to finish.
  - Coaches will not send any player out for a second match until all players have started a first match. Same with third round matches.
  - Coaches will work cooperatively to create the most competitive match-ups possible. Home coach has final authority.
  - The match winner is the team that wins the majority of matches.
11. The League Champion is the winner of the league round robin play and the Team Tournament. If the team that wins the league round robin play is different from the winner of the Team Tournament, they will both be considered Co-Champions. A tie for first place at the conclusion of the league round robin play will set in motion the tie breaking system (Rule #11 below) to determine the winner of the league round robin play. (Approved 3/05)
12. Tie-break procedures: (approved 9/04)
  - a. Head-to-Head

- b. Total number of individual matches won throughout the league round robin play.
  - c. Sets lost in league play
  - d. Tiebreaker draw
13. A "SUPER TIE-BREAK" (10 points, win by 2) may be in LIEU OF A THIRD SET. If either coach prefers a SUPER TIE-BREAK to the playing of the 3<sup>rd</sup> set, then a tiebreaker will be used. Only if both coaches agree to playing out a full 3<sup>rd</sup> set will that be the method used. If a "super tie-break" is used in lieu of a third set it will count as a complete set when the league tie-breaking system (See Rule #11 – Tie Breaking Procedure) is put into use. **(1/6/2016)**
14. Per NCS Rule 24.511H - Each team will consist of four (4) singles players and three (3) doubles teams. Players may only play one event. Each school shall decide which event a player will play. Moving players around with the intent of gaining an advantage is not allowed and shall subject the team to default by NCS staff or by the tournament director(s).
- a. SINGLES – The number one singles player must be ranked higher on the teams = individual players strength ladder than the number two player. The number two singles player must be ranked higher than the number three players. The number three singles players must be ranked higher than the number four singles player, etc. Lineups between matches may change provided the above sentences apply.
  - b. DOUBLES – **(1/6/2016)** Doubles teams will be set according to their team's individual player strength ladder as follows:
    - i. The ranks of the two players will be added. Doubles teams must be ordered by those sums with the lowest number playing #1 doubles, and the highest number playing #3 doubles.
    - ii. In the event of a tie, the team with the highest ranked player will be placed ahead of the other team involved in the tie.

**15. The Team Playoff Strength Ladder Rules & Appeal Process:**

Each team is to submit their strength ladder to the Tournament Director by 12 noon on Monday the week prior to the tournament. The Tournament Director will forward those ladders to all participating schools by end of day Monday.

A school(s) may appeal any strength ladder by end of day Wednesday the week prior to the tournament by emailing the appeal to the Tournament Director.

- a. The school making the appeal must submit in writing why the ladder is incorrect and propose a more appropriate ladder including the rationale for the change.
- b. Appeals made after Wednesday will not be considered.

The Tournament Director shall email the appeal(s) to each coach participating in the team playoff on Thursday the week prior to the tournament for their vote to support or deny the appeal(s).

- c. Coaches are to reply to the Tournament Director, via email, their vote on the appeal(s) by Friday, 12-noon the week prior to the tournament.
- d. Coaches have the option to vote for the original ladder, the newly proposed ladder, or they can abstain.
- e. 3-three or more votes in support of the appeal are required to change the ladder.

The Tournament Director will email the results of the appeals to all coaches by end of day Friday if possible, or Monday by 10am at the latest.

In the event of a tie vote by the coaches the originally submitted ladder will become the accepted ladder. The strength ladder, once approved by the Tournament Director, will remain in force throughout the team playoffs. **(1/2016)**

**16.** Beginning Monday, one week prior to the week of the Singles/Doubles Tournament, the following timeline via email will be followed by the Tournament Director, Sports Rep and all schools participating in the tournament. **(1/2022)**

1. Monday: All schools submit their strength ladder to the S/D Tournament Director and Sports Rep. by 10pm.

The following are to be included in the email:

- Overall record
- League record
- USTA ranking (if applicable)

2. Tuesday: Tournament Director, after conferring with the Sports Rep., will send out a draft of all player entries to all participating schools by 1pm.

3. Thursday: Coaches meeting via Zoom to seed players, each team must have a representative. Have the end of the season coaches meeting.

**4. Friday: Final seeding of the S/D Tournament sent out to schools by 1pm. No change in the seeding is allowed after the final seeding is distributed. No substitutions. No exceptions.**

17 This tournament will be renamed the BAC individual and team handicap tournament. The team handicap component will be a competition between schools with each team

accruing one point for each match won in the single and doubles portions of the event. The team with the most accrued points will be declared the team handicap champion. The handicap portion of the event will provide that teams are awarded  $\frac{3}{4}$  of a point at the start of the tournament for each place they finish out of 1<sup>st</sup> in the final league standings (i.e. 9<sup>th</sup> place team receives  $8 \times .75 = 6.0$  points).

This tournament will include both a main draw (the winner of which will be the league's entrant into the NCS tournament) and a back draw for players who lose prior to the quarterfinals. Back draw matches will be an 8 game pro set.

Trophies will be awarded to the top three teams in the handicap tournament. (11/06)

4. Awards:

a. Trophies

- i. Perpetual Trophy for Varsity League Champion
- ii. Individual Trophy for 1<sup>st</sup> and 2<sup>nd</sup> place Singles and Doubles winners at the League Championship Tournament

b. Medals

- i. 1<sup>st</sup> and 2<sup>nd</sup> place Singles and Doubles winners in the Consolation portion of the League Championship Tournament.

18. All League Selection Process/Form: Appendix A

## N. TRACK/FIELD (BOYS AND GIRLS)

1. The NFHS Track/Field Rule Book is the governing authority.
2. The track schedule will consist of two Regional Leagues (East/West), each having 3 Center meets. Host schools will be identified in each league by the BAC Staff and rotated according to those schools that declare having a track team. No play dates will be honored with the exception of facility and timers availability. Regional Center Meets will not be scheduled during the weeks before and after Easter Sunday. The BAC Championship Meet will include all BAC member schools and will be held at a predetermined site. (10/2012)
3. An athlete may only run three (3) total events of 800 meters or longer at a BCL West T&F Meet. [1/2023]

4. **Invitational Meet Administration:**

- a. Number of entrants per event per school: 8 [approved 9/2017]
- b. Number of entrants able to score per school: 8 [approved 9/2017]
- c. Coaches meeting will occur 30 minutes prior to the field events [10/08]
- d. Starting times of regular and conference championship meets:
  - i. Field events - TBD
  - ii. Running events - TBD
- e. High jump opening heights:
  - i. Girls: 3'10"
  - ii. Boys: 4'6"

- f. 4 X 800 to the events competed at the three BCL West regular-season track meets. [1/2023]

Track events	Field events
4 X 100	High jump
1600	Long jump
100/110 hurdles	Triple jump
400	Discus
100	Shot put
800	
300 hurdles	
200	
3200	
4 X 400	

- g. In all Conference meets, heats of all running events and field events will be seeded as timed finals. In regular season meets, the field events will be seeded as finals. In the conference championship meet the fields' events will hold trials and finals. All entry times/marks must be verifiable. [10/08]
- h. "B" relays will be run as space allows, providing that all "A" teams have the opportunity to compete head-to-head.
- i. Administrative help at meets: Host schools will have primary responsibility for administering the meets, but each of the participating schools will provide at least three (3) people to help administer the meets. Automatic timing will be the primary source of use. Stopwatches will be required as the secondary source of use. [10/08. This is particularly important for the sprint events, for which timers and spotters are needed for each lane.
- j. In using spotters and timers for races run in lanes, timers will time lanes and spotters will spot places.
- k. Finish line timers should have stopwatches, as opposed to watches, as they are more accurate.
5. League Scoring:
- a. Each League (BCL, East, West, and Central) will determine competitive standings among their respective member schools throughout the regular season, as well as separate league champions at the conclusion of the conference championship meet. [10/08]
- b. The league champion is determined by a combination of regular season meet results and the results of the conference championship meet.
- Points will be awarded to schools based on their overall performances in the regular season meets. For example: if there are 6 schools competing in the BCL West, the school that compiles the most points in a given meet will receive 6 points for that meet, the school that compiles the 2<sup>nd</sup> highest number of points will receive 5 points for that meet, etc.
  - In the conference championship meet, points will be similarly awarded to schools based on their overall performances, but the point's totals

are doubled. For example, if there are 6 schools competing in the West, the school that compiles the most points in this meet will receive 12 points, the school that compiles the 2<sup>nd</sup> highest number of points will receive 10 points, etc.

- iii. At the conclusion of the conference championship meet, all of these points are totaled per school per league in order to determine the league champion. If a tie occurs, the team with the higher placing at the championship meet will be declared the champion.
- iv. Only athletes that have competed in at least 2 regular season meets can score points at the championship meets. Whether or not athletes **are** allowed to score points in the championship meet does not affect if they qualify for the Conference Championship Meet.

### **The Conference Championship Meet**

- c. This meet is also the qualifying meet for the NCS Class A Championship Meet. The results of this meet alone determine which athletes and relay teams' qualify to compete in the Class A Meet. We will allow verifiable pole vault marks from regular season meets/invitational to enable athletes to enter the Class A Meet. Minimum standards: girls 7 feet; boys 9 feet. [10/08]
- d. Schools that do not compete in the regular league schedule may enter athletes in the League Championship Meet for NCS qualifying only. These athletes will not receive any team points, medals, ribbons or All-League consideration.
- e. **Each team is permitted 4 automatic entries to the conference championship meet. (5/2018).** In addition, each team may receive up to 2 additional entries if their seed times/marks exceed a performance standard calculated as the average of the twelfth- place finishers time or make in that event for the past three years. (All of a team's seed times/marks in a given event must exceed the standard in order to receive a fifth or sixth entry.) For example, the twelfth-place finishers in the boys 1600 in 2012, 2013, and 2014 ran 4:59.10, 4:47.07, and 4:37.81, respectively, which averages to 4:47.99. In the 2015 BAC Championship, each team can enter four athletes in the boys 1600 without regard to their seed. If team A has five athletes, all of whom have run 4:47.99, as measured by fully automatic timing, in the 2014 competition, it may enter all five. In addition, each team is allowed to enter 2 relay teams in each of the 4x100 and 4x400. Times to be submitted to Sports Rep/Tournament director then to the BAC office [1/15]
- f. Minimum participation rule will be in effect – see Bylaw Article 6, H, 1.
- g. All contestants are eligible to qualify for the NCS Class "A" meet.
- h. Each team is permitted 8 individuals and 4 relay teams in the NCS championships. In addition, each team may receive up to 2 additional entries if their seed times/marks exceed a performance standard calculated as the

average of the twelfth –place finisher’s time or mark in that event for the past three years. (All of a team’s seed times/marks in a given event must exceed the standard in order to receive a fifth or sixth entry.) For example, the twelfth-place finishers in the boys 1600 in 2012, 2013, and 2014 ran 4:59.10, 4:47.07, and 4:37.81, respectively, which averages to 4:47.99. In the 2015 BAC Championship, each team can enter four athletes in the boys 1600 without regard to their seed. If team A has five athletes, all of whom have run 4:47.99, as measured by fully automatic timing, in the 2014 competition, it may enter all five. In addition, each team is allowed to enter 2 relay teams in each of the 4x100 and 4x400. Times to be submitted to Sports Rep/Tournament Director then to the BAC office. [1/15]

- i. “B” relays will be run as space allows, providing that all “A” teams have the opportunity to compete head-to-head.
- j. In using spotters and timers for races run in lanes, timers will time lanes and spotters will spot places.
- k. Finish line timers should have stopwatches, as opposed to watches, as they are more accurate.
- l. 4 X 800 to the events competed at the BAC championship track meet. [1/2023]

6. Awards:

a. Trophy:

- i. Perpetual trophy for League Champion

b. Medals:

- i. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place medals for each event, including one for each member of a relay team. [10/08]

7. All League Selection Process/Form: Appendix A

## O. VOLLEYBALL (BOYS AND GIRLS)

1. The NFHS Rule Book is the governing authority.
2. The official ball will be National Federation approved high school volleyball.
3. League matches for girls consist of the best three (3) of five (5) games for varsity matches and the best two (2) out of three (3) games for junior varsity matches.
4. **Pre-match warm ups period shall be divided as follows: 6/10/10. First 6 minutes of shared court time, next 10 minutes the home team shall have the entire court and last 10 minutes the visiting team should have the entire court. [9/20/18]**
5. The host school is responsible for providing scorekeepers and line people.
6. BAC Constitution and Bylaws Article 5, B, prohibit noise or distraction after the whistle to signal for the serve.
7. Varsity games will begin at 4:30pm when there is no JV team.
8. In the event that a JV volleyball match is decided after two games, the teams will play a 3<sup>rd</sup> game to 15 points provided that it is not yet within 30 minutes of the scheduled varsity start time and the home team has been able to arrange officials (11/06)
9. The J.V. League Champion is determined by round robin play.



10. See Appendix B for varsity playoff structure and determination of varsity league champion and NCS representative.
11. Awards
  - a. Perpetual trophy to Varsity League Champion
12. Playoffs: 1 official, 1 umpire and 2 linesmen shall be scheduled for all playoff Games. (Approved 6/06)
- 13 Admission is required: Adults \$7, Students \$2 for the semi and final rounds. Proceeds go to the BAC.
  - a. All League Selection Process/Form: Appendix A

## **Q. WRESTLING (COED) [5/2011]**

Each wrestling coach will be responsible for knowing and obeying all the wrestling regulations of the National Federation and the North Coast Section as well as the BAC.

### Schedule

There shall be a single round-robin schedule with matches being played on Thursdays unless agreed upon by AD's to reschedule.

Winner of the Dual League Schedule will earn an automatic berth to the NCS Team Tournament. If there is a tie between schools: total points scored in all league duals will break the tie. If tie still occurs then total points allowed in all league duals will break the tie. If still tied numbers will be drawn to break the tie.

There shall be a League Tournament held the Friday one week prior to the NCS Championship Tournament.

Matches start at 4 pm. Any JV/exhibition matches will be held before the varsity meet and after weigh-ins.

Weigh-ins shall be completed by 2:30 pm on the day of the dual meet.

Results: All dual scores will be reported to the BAC.

### Championship

The league champion will be determined by both the league dual meets (50%) and the league tournament (50%)

#### Dual meet Competition

- ii. Teams will receive 1 point for each dual win
- c. League tournament
  - i. A varsity team score will be kept
  - ii. The tournament winning team will receive points equal to the number of league dual meets (per team). Place teams receiving one (1) point less in descending order.
    1. Example: If there were five teams in the league each team would have four dual meets. The first place tournament finisher would receive 4 points, the second place would receive 3 points, the third place would receive 2 points, etc.
  - iii. Tournament format
    1. Bracket type with a true second place.
      - a. If the consolation champion (3<sup>rd</sup> place) has not already wrestled the 2<sup>nd</sup> place wrestler then they must wrestle to determine the 2<sup>nd</sup> NCS qualifier.

- b. This will only be done when the league sends the top two places to the NCS individual championship. If and when there are 6 or more teams this rule will expire and the top 3 wrestlers from the league tournament advance to the NCS Championship Tournament.
  2. Each team will receive
    - a. 5 points for a first place
    - b. 3 points for a second place finish
    - c. 1 point for a third place finish
  3. Seeding Criteria
    - a. Majority of victories head to head
    - b. Most recent head to head
    - c. Common opponents
    - d. Overall record and league dual record
    - e. Tournament places
    - f. Special circumstances
  4. Tie-Breaker procedures
 

If after the Dual and League Tournament, two teams are tied with the same points; both schools will be Co-League Champions. If a three way tie exists, the number of 1<sup>st</sup> place finishes will break the tie and so on until the tie is broken to determine the league champion.
  5. All league
    - a. Will be determined by league place
  6. JV division
    - a. JV wrestlers will be in grouped weight classes
  7. Location
    - a. The league meet shall be held at each school following an alphabetical order.
    - b. If a school does not feel it has the infrastructure to host they may arrange for another school to take their turn in the rotation
- d. Weigh-in rules
  - i. Weigh-ins will occur between 5-5:30 pm the day of the dual meet
  - ii. All wrestlers must be in the room at the start of weigh-ins
5. Wrestlers will weigh in by weight class starting at 103 lbs and progressing upward
  - i. Varsity and JV will weigh in simultaneously
  - ii. Each coach will provide the other with a copy of their NWCA weight sheet at the beginning of weigh-ins
    1. Any wrestler who does not appear on the sheet cannot wrestle at the varsity level, however if mutually agreed upon by coaches can wrestle an exhibition match.
  - iii. A 2 lb growth allowance will go into effect on January 15<sup>th</sup> of each season.

## APPENDIX A:

**League Playoff/Tie Break Procedures for Seeding Purposes only**

1. A final date for League competition will be established in each sport. The Commissioner may grant exceptions to the deadline.
2. Each league's Athletic Directors Committee will determine bracketing for league playoffs.
3. There are no Junior Varsity or freshman and/or sophomore playoffs.
4. Each league will identify tie breaking procedures and place in the Sports Handbook.
5. **Tie Breaking Procedures:** if no other procedures have been established in the respective Leagues Sports Handbook, the following procedures will be used:
  - a. To break a tie for all seeds except the last seed (to be done in the following order):
    1. Head to Head competition
    2. Win-Loss record against all other teams in their order of league finish, beginning with the first place team.
    3. Games (not matches) won "head to head" against team(s) tied [Volleyball only]
    4. If 1, 2, 3 above do not break the tie, and then the tie-breaking draw done at the beginning of the school year will break the tie. The lower number drawn by a school breaks the tie and becomes the higher seed. The higher seeded team is determined as the home team.
    5. When three or more teams are tied, the draw will eliminate all but two teams. Repeat process a.1-4 above each time to determine a seed.
  - b. To break a tie for the last seeded position (to be done in the following order):
    1. Head to Head competition
    2. Win-Loss record against all other teams in their order of league finish, beginning with the first place team.
    3. Games (not matches) won "head to head" against team(s) tied with [Volleyball only]
    4. If two teams are tied, a tie-breaking game will be held between the two teams. Every effort will be made to secure a neutral site. If a neutral site cannot be secured, tiebreaker drawing will be used. When three or more teams are tied, the draw will eliminate all but two teams. Repeat process b.1-4 to determine last place seed.

## APPENDIX B: ALL LEAGUE SELECTION PROCESS/ALL TOURNEY SELECTIONS FOR LEAGUE TOURNAMENT

Sports listed below when they have playoffs will receive a plaque: Girls/Boys Basketball, Girls Volleyball, Boys/Girls Lacrosse, Softball, Soccer, and Baseball. (Tennis, Swimming, Track, Golf, and X-Country already have individual tournament Medals) **[3/2023]**

Format:

Loser of semifinals games - 1 all-tournament selection

Loser of championship game - 2 all-tournament selections

Winner of championship game - 2 all-tournament selections & tournament MVP

### **BASEBALL [9/2023]**

1. Selection takes place at end-of-season coaches meeting.
2. The All-League 1st team will consist of MVP, Pitcher of the Year, & 11 players regardless of their position.
3. The All-League 2nd team will consist of 11 players regardless of their position.
4. Selection process for 1st and second team is as follows:
  - a. Coaches will nominate players for MVP. Coaches will give brief rationale for nomination. Coaches will vote for MVP by picking 1 player. Tie breaker vote if needed.
  - b. Coaches will nominate players for Pitcher of the Year. Coaches will give brief rationale for nomination. Coaches will vote for PoY by picking 1 player. Tie breaker vote if necessary.
  - c. Coaches will nominate players for the first team. Coaches will give a brief rationale for nomination if they haven't already been nominated for MVP/POY. Each coach will get 11 votes and cannot vote for their own player. Each vote is worth 1 point (no ranking system). The top 11 point earners represent 1st team all-league
  - d. Any team that does not have a first team player at the end of voting will get to choose one player from their team to represent their school in the first team.
  - e. Coaches will nominate players for the second team. Coaches will give a brief rationale for nomination if they haven't already been nominated for the first team. Each coach will get 11 votes and cannot vote for their own player. Each vote is worth 1 point (no ranking system). The top 11 point earners represent 2nd team all-league

### **BASKETBALL**

1. Selection takes place at the post season coaches meeting. See process below **[1/2023]**

- Coaches submit names for consideration for Player of the Year. Each coach is allowed to present rationale for players whom they nominate. Each coach is limited to one nomination from their team
- Coaches will rank the nominees for Player of the Year (POY) Once the Player of the Year (POY) has been selected
- Coaches will list the names of their players they want considered for All League. Each coach is allowed to present rationale for players whom they nominate
- Coaches will vote for 5 players from the submitted list for 1st team all-league. Each of these players shall receive 10 points. Coaches may not select any players from their own team.
- Coaches will vote for 5 players from the submitted list for 2nd team all-league. Each of these players shall receive 5 points. Coaches may not select any players from their own team
- The points are then totaled and the top five players who receive the most points are first team, and next five are second team
- Each coach shall select one player from their team for honorable mention.

### **CROSS COUNTRY**

1. 1<sup>st</sup> Team All-League is the 1<sup>st</sup> through 7<sup>th</sup> place finishers at the LCM.
2. 2<sup>ND</sup> teams All-League are the 8<sup>th</sup> through 14 place finishers at the LCM.
  - Each head coach may propose one additional male runner and one female runner for consideration.
  - The head coaches will vote on each proposed runner.
  - Each head coach may nominate one male and/or female runner to be added to the 7 member All League Team. All coaches present will vote for each of the nominated runners. If there is a majority vote for one male and/or female runner, that runner will be added to the 7-member All League team. If there is a tie for either the male and/or female nominee, a second vote will be taken to break the tie. If the tie cannot be broken for either the male and/or female nominee's, then there will be no addition to the All League team(s). [3/07]

### **GOLF [9/2023]**

- The lowest season scoring average by an individual shall be acknowledged as the MVP
- The next 6 individual lowest scoring averages shall be on the 1st team all league
- The next 6 individuals lowest scoring averages shall be on the 2nd team all league

### **LACROSSE** (approved 9/04)

1. Coaches must be present.

2. First Team All-League Selection Process:
  - a. Coaches nominate and place names on board for the given position.
  - b. Each coach has 30 seconds to speak on each nominee
  - c. Questions/discussion will follow
  - d. Each coach will rank five (5) nominees (5 being the best)
  - e. Discussion of rankings
  - f. Coaches may change their vote
  - g. The 3 players with the most votes are First Team All League. If a tie for the 3<sup>rd</sup> spot, a re-vote will be taken for only 3<sup>rd</sup> place. If still a tie, players will share 3<sup>rd</sup> place spot, meaning 4 players will be chosen for that position.
3. Second Team All-League Selection
  - a. All names not chosen First Team are left on the board
  - b. Coaches may add additional names to the board
  - c. Coaches have 20 seconds to talk about each nominee
  - d. Questions/discussion will follow
  - e. Each coach will rank five (5) nominees (5 being the best)
  - f. Discussion of rankings
  - g. Coaches may change their vote
  - h. The 3 players with the most votes are Second Team All-League. If a tie for the 3<sup>rd</sup> spot, a re-vote will be taken for only the 3<sup>rd</sup> place spot. If still a tie, players will share 3<sup>rd</sup> place spot, meaning 4 players will be chosen for that position.
4. Honorable Mention
  - a. All names not Second Team All-League are left on the board
  - b. Any player who received at least two Second Team votes earns Honorable Mention (no certificate for this award)
5. Position will be chosen in this order:
  - a. Attack
  - b. Midfield
  - c. Long Stick
  - d. Defense
  - e. Goalie
6. Notes/Clarification
  - a. Once the First Team, Second Team and Honorable Mention selections have been made for one position, nominations will begin for the next position.
  - b. It is understood that coaches will only nominate players who legitimately warrant consideration for each award.
  - c. Coaches are allowed to vote for their own players.

1. Representatives of School must be present at the season ending league meeting (which is when all league selection takes place) for said school's student athletes to be nominated for all leagues.
2. MVP is selected by majority vote of school representatives.
3. If a tie occurs in the MVP voting then an anonymous vote will take place. Each representative will rank the players. When the vote is tallied the top player from each ballot will be awarded 3 points; the 2<sup>nd</sup> player will be awarded 2 points and the 3<sup>rd</sup> player will be awarded 1 point. The player receiving the most points will be declared MVP.
4. Players are nominated for all league selection by representatives from any school present (including their own school).
5. Once player nomination has concluded representatives will then vote as to who is selected for 1<sup>st</sup> team all-league and who is selected to 2<sup>nd</sup> team all-league by majority vote from the pool of nominated players.

### **SOFTBALL** (approved 9/04)

The MVP, 1<sup>st</sup> team, and 2<sup>nd</sup> team all-league selections will be determined regardless of their playing positions on the team.

MVP Selections - coaches will nominate players for the league MVP. Coaches will not vote for their own players. In the event of a tie, coaches will re-vote until the tie is broken.

All League Selections – *Coaches cannot vote for their own players.* Coaches will nominate for Nine (9) 1<sup>st</sup> team selections and then vote. After the nine (9) 1<sup>st</sup> team selections are approved, any player who didn't make 1<sup>st</sup> team will automatically be nominated for 2<sup>nd</sup> team. Coaches will then nominate additional players for the 2<sup>nd</sup> team. Nine players will be selected for 2<sup>nd</sup> team all-league. In the event of a tie, coaches will re-vote until the tie is broken. [10/08]

### **SWIMMING**

1. 1<sup>st</sup> Team All-League is the 1<sup>st</sup> place finisher in each event at the League Championship Meet.
2. 2<sup>nd</sup> Team All-League is the 2<sup>nd</sup> place finisher in each event at the League Championship Meet.
3. Hardship appeals may be submitted at the End-of-Season Coaches' Meeting.

### **TENNIS**

1. The top 6 seeds in single and the top 3 seeds in doubles in the league individual tournament will automatically earn at least 2<sup>nd</sup> team all league honors [9/13]
2. Any unseeded player who makes it to the quarterfinals in singles or semi-finals in doubles will also earn at least 2<sup>nd</sup> team all league honors.

3. 1<sup>st</sup> team all league honors will go to the players who make it to the semi-finals in singles or the finals in doubles
4. To be eligible for all league selection, a player must have competed in at least half of their team's round robin matches.
5. If a player/team is not able to compete in the league individual tournament for reason of injury or other compelling reason and the player/team had one of the two best round robin records, then that player can be selected to all league by a vote of 2/3 or more of the league coaches
6. If the league individual tournament is not held, then the coaches would vote on the top 8 singles players and top 4 doubles teams to make all leagues with half on 1<sup>st</sup> team and half on send team (regular season record).

### TRACK & FIELD (approved 3/05)

1. The athlete must appear in at least half the meets in a specific event to qualify for all-league in that event = 2 out of the 4 meets (i.e. 3 regular season meets and the Championship). The number of meet performances in that event would be the denominator used below in criteria #2 below to determine the athlete's average score.
2. After criteria #1 is met, the athlete with the highest **average** point score in an event is awarded All-League First Team honors; the athlete with the second highest average is awarded All-League Second Team honors. *Example:* Athlete A competes in the Triple Jump in two meets. She finishes first in one meet and third in the other = 16 points. Her Average is  $16/2 = 8$ . Athlete B competes in the Triple Jump in four meets. She finishes 2<sup>nd</sup> in one meet, 3<sup>rd</sup> in two, and 1<sup>st</sup> in another = 30 total points. Her average is  $30/4 = 7.5$ . Athlete A earns all-league first team. Athlete B earns all-league second team.
3. In case of a tie for either first or second team, the athlete with the better performance (faster time, longer distance, and higher height) is awarded the honor. *Example:* Athlete A competes in the Triple Jump in two meets. She finishes first in one meet and third in the other = 16 total points. Her Average is  $16/2 = 8$ . Athlete A's longest jump in these league meets is 31' 10". Athlete B competes in the Triple Jump in four meets. She finishes 2<sup>nd</sup> in two meets, 3<sup>rd</sup> in one, and 1<sup>st</sup> in another = 32 total points. Her average is  $32/4 = 8$ . Athlete B's longest jump in these league meets is 32'3". Athlete B wins the tiebreaker and earns all-league first team. Athlete A earns all-league second team.
4. Points will be assigned using the 10-8-6-4-2-1 (for 1<sup>st</sup> through 6<sup>th</sup>) regardless of the number of teams participating in a meet, i.e. even if team scoring uses a lower point scheme, this one will be used in calculating an individual's all-league points and averages in specific events.

### VOLLEYBALL GIRLS (approved 9/04)



1. Each coach or representative must attend the end of the season coaches meeting. If a coach or representative does not attend, no All-League players will be selected from that school. Coaches nominate however many players they want from their own team.
2. The coach gets a specified amount of time to talk about their players – 2 minutes total. i. After all coaches present their players there will be a discussion time. Coaches may ask specific questions of other coaches regarding players and stats.
3. Coaches vote via secret ballot for the league MVP.
4. Top vote getter(s) is (are) the MVP (Co-MVP).
5. Coaches do not vote for their own players. 6. If there is a tie for 6th, there is a re-vote between the tied players.
7. After the MVP and First Team are selected, the voting process repeats for the Second Team (six players). 8. Each coach then nominates one player from his or her team for Honorable Mention and no vote is taken.

**WRESTLING** (approved 5/11)

1. \_Will be determined by league place – Use form located in Appendix A

**The following format will be used if: [1/2017]**

1. The league sport does not have a selection process
2. The post season coaches meeting cannot be held

<b><u>VOLLEYBALL</u></b>	<b><u>1<sup>ST</sup> TEAM</u></b>	<b><u>2<sup>ND</sup> TEAM (7/7 EACH)</u></b>	
1 PLACE	2	2	
2 PLACE	2	1	
3 PLACE	1	2	
4 PLACE	1	1	
5 <sup>TH</sup> PLACE	1	1	
6 <sup>TH</sup> PLACE	0	0	Honorable Mention (unlimited)
<b><u>BASKETBALL</u></b>	<b><u>1<sup>ST</sup> TEAM</u></b>	<b><u>2<sup>ND</sup> TEAM (6/6 EACH)</u></b>	
1 PLACE	2	1	
2 PLACE	1	2	
3 PLACE	1	1	
4 PLACE	1	1	
5 PLACE	1	1	
6 PLACE	0	0	Honorable Mention (unlimited)
<b><u>SOCCER/LACROSSE</u></b>	<b><u>1<sup>ST</sup> TEAM</u></b>	<b><u>2<sup>ND</sup> TEAM (12/12 EACH)</u></b>	
1 PLACE	4	2	
2 PLACE	3	3	
3 PLACE	2	3	
4 PLACE	2	3	
5 PLACE	1	1	
6 PLACE	0	0	Honorable Mention (unlimited)
<b><u>SOFTBALL/BASEBALL</u></b>	<b><u>1<sup>ST</sup> TEAM</u></b>	<b><u>2<sup>ND</sup> TEAM (10/10 EACH)</u></b>	
1 PLACE	3	3	
2 PLACE	2	3	
3 PLACE	2	2	
4 PLACE	2	1	
5 PLACE	1	1	
6 PLACE	0	0	Honorable Mention (unlimited)



## APPENDIX C: LEAGUE & PLAYOFF FORMATS

### Medical Personnel at the Championship Event

In accordance with the list of NCS Certified Medical Personnel, host schools shall provide 1 certified medical personnel for all championship contests (semifinals not included) **only** for the following sports listed below. If for some reason certified medical personnel are not present, the event will continue as scheduled. Exception: Boys Lacrosse certified medical personnel must be present before the contest begins. (10/2019)

Sports where there are no gate receipts or participation dues, the host school shall pay for the certified medical personnel.

Volleyball-gate receipts

Basketball-gate receipts

B Lacrosse

Softball

Baseball

Soccer

Cross Country

Track & Field – participation dues

Swim – participation dues

### Unable to Complete League Schedule

- If a double round is unable to be completed, then the school with the best single round robin record will be declared the winner using the 1st competition with each school as the recorded contest. If there is a tie for first place, then the league champion tournament will decide the league champion. (1 vs 4) (2 vs 3). **(5/2019)**
- If neither the single or double round league schedule can be completed, then a 4 team champion tournament will determine the league champion. (1 vs 4) (2 vs 3) **(5/2019)**

League schedule shall be a double round robin (Exceptions must be approved by a majority vote by the athletic directors). [10/08]

### RECIPIENT OF LEAGUE TROPHY

If there are co-league champions: 1st criteria-head to head results at the end of league play, if the teams split, 2nd criteria- the playoffs determine who is awarded the league trophy. If the league champions do not make it to the championship game, then the tiebreaker determines who is awarded the league trophy. Co-Champions will be listed on the team trophy by the school awarded the trophy.

**One Division (4-8 teams) - approved: 9/2016**

League Champion in the following sports after round robin play (volleyball, basketball, softball, baseball, lacrosse) is determined by the following:

- Best won/loss record after round robin play. The league tournament determines the NCS automatic qualifier.
- If there is a tie between the 2-two top teams, head to head breaks the tie. The league tournament determines the NCS automatic qualifier.
- If the 2-two top teams split with each other, the team finishing highest in the league tournament will be the league champion. The tournament champion will be the NCS automatic qualifier.
- Co-League Champions will be acknowledged if the two top teams split with each other and both lose in the semi-finals of the league tournament.
- If 3-three or more teams tie for first place, the league tournament will determine the league champion and NCS automatic qualifier.

Semi-Finals (at host site)	1 <sup>st</sup> place vs 4th place	(Game 1)
	2 <sup>nd</sup> place vs 3 <sup>rd</sup> place	(Game 2)
Finals (at host site)	Winner of Game 1 vs Winner of Game 2	(Game 3)

**(9-11 league teams) – 6 team playoff**

rev. 10/08

1 <sup>st</sup> Round (at higher seed)	Div I - 1 <sup>st</sup> place & 2 <sup>nd</sup> place	(BYE)
	Div 1 - 3 <sup>rd</sup> place vs Div II - 3 <sup>rd</sup> place	(Game 1)
	Div II - 1 <sup>st</sup> place vs Div II 2 <sup>nd</sup> place	(Game 2)
Semi-Finals (at host site)	Winner of Game 1 @ Div 1 – 2 <sup>nd</sup> place	(Game 3)
	Winner of Game 2 @ Div 1 – 1 <sup>st</sup> place	(Game 4)
Finals (at host site)	Winner of Game 3 vs Winner of Game 4	(Game 5)

**Time of Play:** No league semi-final game may start prior to 3:30p.m. Exceptions approval of League Athletic Directors and Commissioner. [11/07]

**(12 League teams) 10 league games for all teams [10/2022] – Girls LAX**

"A" Division would be MA, UHS, Lick, HRS, Urban, Wash

"B" Division would be SD, Bay, IHS, Bentley, Convent, and Lowell

**Playoffs:**

Top 6 schools: 1st-5th place in Div. A, plus 1st place team from Div. B.

1st Round = 1A, 2A get a bye

Game 1 - 1B @ 3A

Game 2 - 5A @ 4A

Semi Finals

Game 3 - Winner of Game 1 vs 2A

Game 4 - Winner of Game 2 vs 1A

Finals

Winner of Game 3 vs Winner of Game 4

**Tournament Winner will be the NCS Automatic Qualifier.**

The playoff dates and locations are to be determined by the tournament director.

**Conference Softball Divisions: National and American BCL East (5/2013) – AS NEEDED.**

Each Division shall have a Sports Representative

- If even numbers of teams are participating, the Divisions must be balanced (same number of teams in each Division). If an odd number of schools are participating, then one division may have 1-one more team than the other Division.
- Each Division will play a double round robin within the Division.
- The Division Champions will be the winner of the double round robin play.
- If two teams tie for 1<sup>st</sup> place within the Division, a playoff game will be played to determine the Division Championships.
- In case of three or more ties for 1<sup>st</sup> place, see BCL East Sports Handbook.
- Each Division Champion will have an automatic berth in the NCS Softball Championships.
- Each Division will select an MVP and All Tournament players according to the BCL East Sports Handbook.

Every two years the Divisions may be realigned by the coaches sending the recommendation of realignment of the Divisions to the AD's for consideration. This process will occur again at the conclusion of the 2<sup>nd</sup> year (2015).

**APPENDIX D: Tournament Directors Rotation (Subject to Change)**

	19-20	20-21	21-22	22-23	23-24
<b>FALL</b>					
Cross Country- E/BCL	CPS	BENT	HRS	MWA	ATH
Cross Country - C/W	LW	UHS	UHS	SDS	URB
Boys Soccer - BCL	CCC	FC	FC	CCP	CCC
Boys Soccer-Central	JC	I.H.S.	I.H.S.-Bay	DS	GHS
Girls Tennis -C/W	URB	MA	SDS	UHS	LW
Girls Tennis- E/B	BENTL	ATH	SJS	FC	CPS
Girls Volleyball- East	SJS	RC	RC	ATH	HRS
Girls Volleyball- West	UHS	SDS	MA	URB	CSH
Girls Volleyball-Central	I.H.S.	SFW	SFW	DS	JC
Girls Volleyball - BCL	MWA	CCHS	CCP	HN	CSD MWA
Girls Golf - Conf.	CSH	SDS	HN	SJS	URB MA
<b>WINTER</b>					
Basketball-East	RC	BENT	CPS-final	VC*	HRS
Basketball-West	LW	SDS	URB	UHS	MA LW
Basketball-Central	SFW	BAY	JC	I.H.S.	DS
Basketball - BCL	CSD	CCC	FC	MWA	CCP
Girls Soccer-West	MA	LW	----	----	URB
Boys Soccer - West	MA	CSH	-----		URB
Girls Soccer - Central	---	---	GHS	BAY	I.H.S.
<b>SPRING</b>					
Badminton - CONF	UHS	LW	SDS	CCP	I.H.S.
Baseball-West	CSH	MA	CSH	LW	SDS
Baseball-Central	I.H.S.	JC	SFW	GHS	BAY
Baseball- BCL	MWA	CSD	OME	CSD	FC
Golf-East	HRS	SJS	CPS	ATH	SJS
Golf-West	UHS	URB	BAY	SDS	CSH
Lacrosse - Boys	MA	HRS	UHS	CSH	MA
Lacrosse - Girls	LW	HRS	UHS	CSH	MA
Girls Soccer - BCL/C	FC	MWA	MWA	CCC	SFW
Swimming -CONF	MA/BEN	UHS/LW	HRS/ATH	I.H.S./SJS	BENT/SDS
Boys Tennis- C/W	BAY	CSH	MA	DS	UHS
Boys Tennis- E/BCL	HRS	CPS	SJS	ATH	BENT
Track & Field-CONF	URB/SJS	CSH/SDS	FC/I.H.S.	LW/CPS	CCC/CSH
Boys Volleyball -EAST	CPS	SJS	VC	RC	VC
Boys Volleyball - BCL	CCHS	URB	MWA	CCP	FC
Boys Volleyball - CENT	-----	---	I.H.S.	URB	BAY

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## APPENDIX E: SPORTSMANSHIP COMPLAINT PROCEDURES (4/2013)

The purpose of the Sportsmanship Complaint Form is to formalize the lines of communication when dealing with incidents involving unsportsmanlike behavior. Hopefully, any problems can be dealt with “on the spot” between the two coaches. The form, however, provides a means to inform all the involved parties of any breaches of conduct by players, coaches or fans outside the confines of the contest (when the officials take charge of the contest and when the officials relinquish their responsibilities after the contest) per NFHS/CIF/NCS rules. It is important that the incidents be handled within the proper “chain of command” coach to coach, athletic director to athletic director, principal/head to principal/head in that order.

1. If a coach feels that an unsportsmanlike act has taken place before, during, or after a contest outside the confines of the contest itself, he or she should communicate with his/her Athletic Director. The A.D. will determine whether to have a Sportsmanship Complaint Form filled out in order to proceed with the complaint. The completed form will then be forwarded to the Principal/ Head of School for review. At that point, the Principal/Head may determine that the complaint should or should not be lodged with the offending school.
2. If the Principal/Head of School decides to go forward with the complaint, a copy of the Sportsmanship Complaint Form will be sent to the Principal/Head and Athletic Director of the offending school and the BAC Commissioner. The two Principals/Heads have the opportunity to resolve the issue, or have their A.D.s find a resolution.
3. If no satisfactory resolution can be achieved between the schools, the matter will be brought before a 3-three person panel made up of 2-two Administrators from another BAC league and the Commissioner. This hearing panel would convene within 7-seven working days to hear the complaint. If any penalties are awarded, the use of the NCS Ejection Policy penalties will be the hearing panels’ guideline.
4. If a hearing is required each school may bring witnesses and/or supporting information to support their position.
5. The hearing panel decision will be considered final. The hearing panel decision may not be appealed.

**APPENDIX E: SPORTSMANSHIP COMPLAINT PROCEDURES – continued**

Please submit this form and written complaint to the Conference Commissioner, Principal/Head and AD of the offending school.

\_\_\_\_\_  
School Making the Complaint

\_\_\_\_\_  
Offending School

\_\_\_\_\_  
Date of Contest

\_\_\_\_\_  
Sport/Gender/Level

Nature of Complaint: check one

- Vandalism
- Fan Behavior
- Coaches Behavior
- Player Behavior
- Other

Resolved between Athletic Directors? Yes \_\_\_\_\_ No \_\_\_\_\_

Resolved between Principals/Heads? Yes \_\_\_\_\_ No \_\_\_\_\_

Attach a written complaint explaining the nature of the complaint, circumstances, issues, and full names, pertaining to the complaint. It is extremely important that all information be submitted and no new information be presented at a later date as this may delay the process and extend the 7-seven working days to convene a hearing panel.

Principal/Head Making the Complaint Date \_\_\_\_\_

Athletic Director Making the Complaint Date \_\_\_\_\_

Complaint Received by the Commissioner Date \_\_\_\_\_

Hearing Panel: Place \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Hearing Panel Members

1. Commissioner

2. \_\_\_\_\_ School: \_\_\_\_\_

3. \_\_\_\_\_ School: \_\_\_\_\_

**Decisions will be emailed or mailed to both Principals/Heads and AD's within 2-working days of the hearing date.**

## APPENDIX F: **PROTEST PROCEDURES**

ALL PROTESTS PERTAINING TO ELIGIBILITY, VIOLATIONS OF THE LEAGUE AND/OR NCS AND CIF CODE OF ETHICS, IMPROPER FACILITIES, OFFICIALS, OR ANY OTHER VIOLATION OF LEAGUE, NCS, CIF, OR NFHS SPORT RULES MUST BE FILED ACCORDING TO THE FOLLOWING PROCEDURES. **NO PROTESTS MAY BE SUBMITTED REGARDING JUDGMENT CALLS BY GAME OFFICIALS.**

**Failure to follow Steps 1, 2 and 3 listed below will result in the protest being disallowed and no action being taken.**

1. **The protesting school must inform the opposing school and game officials immediately following the incident about which the protest may be filed.** The contest must be completed. All efforts should be made to reach a satisfactory conclusion of the difficulty. If a satisfactory conclusion cannot be reached, or if specific League prohibitions and sanctions are involved, proceed to Step 2.
2. **A written protest must be filed with the opposing school and game officials within 24 hours.** The protest must include:
  - a. A complete accounting of what occurred
  - b. The rule that has been violated.
  - c. The names and address of game officials.
3. **A copy of the written protest must be sent to the BAC Commissioner, the Head/Principal and Athletic Director of the opposing school within five (5) days of the initial protest.**
4. Within two (2) school days after receiving the letter of protest, the school or person about whom the protest is being made may file a statement concerning the incident. Copies of the statement must be sent to the Commissioner, Head/Principal and Athletic Director of the school making the protest.
5. At this point a resolution may occur between the two parties.
6. If a resolution cannot be made, the Commissioner will investigate and hold a hearing within one (1) week and will render a decision within two (2) days of the hearing. The decision will be in writing and will be mailed to all parties involved, and to the Heads/Principals of all League schools.
7. Either side of the dispute may appeal the decision of the League to the NCS Appeals committee.
8. If the protest is upheld, the contest shall resume at the point and time the protest was made.

APPENDIX G: **CHECK REQUEST/REIMBURSEMENT FORM**

1. Attach bills, receipts, invoice, etc. to this form

2. Complete this form and mail to BAC office:

**Bay Area Conference**  
**600 Via Mirabel, San Lorenzo, CA 94580**

Requested by (print name): \_\_\_\_\_

Signature: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

Description -- specify league, sport (if applicable) and category (facility rental, officials, etc.)

\_\_\_\_\_

Payee: Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**FOR OFFICE USE ONLY**

Check # \_\_\_\_\_

Amount: \$ \_\_\_\_\_

Date Mailed: \_\_\_\_\_

APPENDIX H: **PROPOSAL FORM**

Use template below (save as an original)

 Proposal Form Template

## **Appendix I: Emergency Action Plan for the BAC fall playoffs only**

Currently and in recent years we have experienced conditions that have altered our processes for determining league champions and NCS automatic qualifiers. Fire, smoke, rain, electrical outages, is happening more often and during times of league playoffs and/or NCS playoffs in the fall.

In reference to AQI-the BAC has adopted the NCS AQI standard of care of when to start a contest and end a contest. (AQI-under 151)

Electrical outages do not preclude a school from participating. Each school can determine for themselves whether their students will participate, however, the BAC is obligated to forward to NCS our team and individual champions for participation at the NCS Championships. If a school chooses not to participate, then a forfeit will be assigned to that school/player so that the playoffs may continue.

All efforts will be made to reschedule playoff days that are affected.

### **Team Sports: Volleyball, Soccer**

1. If unable to complete all league tournament semi-final contests, then the final league standings will determine the NCS Automatic Qualifier and League Champion. (Tie Breaker Draw will be used, if necessary)
2. If unable to complete the league tournament championship contest, then the higher seeded team will be the NCS Automatic Qualifier.
3. Soccer: Contests will start if the AQI is below 151. If at half-time the AQI goes above 151, then the contest will be stopped. The score at half-time will be the final score of the contest.
4. Soccer: If there is a tie score at half-time, the higher seeded team will be declared the winner.
5. If a school chooses not to participate according to the above standard of care, it will forfeit the contest and the playoffs will continue to completion.

### **Individual Sports: Cross Country, Tennis**

1. If unable to complete all league tournament semi-final contests, then the final league standings will determine the NCS Automatic Qualifier and League Champion. (Tie Breaker Draw is used if necessary)
2. If unable to complete the league tournament championship contest, then the higher seeded team will be the NCS Automatic Qualifier.
3. If unable to complete the individual tournament, higher seeded players will advance to the NCS.
4. Cross Country: If the AQI is below 151 at the start of the meet the meet will continue. If however, the AQI goes above 151 in the following meet, then the entire meet will be canceled. Ex: boys meet AQI is 135. The meet will start. The following meet is the girls meet and the AQI is 151. The second meet is canceled.
5. Cross Country: If unable to complete the league schedule due to the above weather issues, the total points accrued will determine the league champion (league + tournament).
6. Tennis: If the AQI is below 151 at the start of the 1st game, the game will continue. If however, the AQI goes above 151 in the following game, then the entire match will be canceled and the higher seeded individual will be awarded the win.
7. The 50% participation rule is not in effect when these circumstances exist, however, no student should be added to the school roster that was not on the school varsity or JV roster at the beginning of the season.