



2022 – 2023

CONSTITUTION

HIGH SCHOOL SPORT SPECIFIC BYLAWS

HIGH SCHOOL ACADEMIC BYLAWS

<u>Recommended Changes Council</u>	<u>Approved by Executive</u>
11-22-10	Feb. 5, 2016
6-13-11	Nov 4, 2016
8-14-12	Aug 9, 2017
6-12-13	
6-18-14	
6-19-15	
8-18-16	
4-26-17	
6-16-17	
6-6-19	

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TVC CONSTITUTION

ARTICLE I: CONFERENCE TITLE

The name of this interscholastic conference shall be Tri-Valley Cobference (TVC).

ARTICLE II: CONFERENCE PURPOSE

The purpose of this conference shall be to improve interscholastic relations among the schools of the conference, to promote comprehensive interscholastic competition, to administer this program in a way that will promote good sportsmanship, develop character, and improve the relationships of the students participating in this interscholastic program. These things shall be done by establishing a definite and orderly procedure in the administration of the constitution of this conference.

ARTICLE III: MEMBERSHIP, RIGHTS, DISCIPLINE

A. Membership

The membership of the TVC and its divisions shall be as indicated in [Bylaw 1](#).

B. Division Placement

The Conference shall be divided, if necessary, into divisions based on the number of teams participating in a sport or academic activity. If possible the number of teams in each division shall be equal. In sports or academic activities comprising three (3) divisions, schools shall be assigned to divisions based primarily on enrollment and geography. The divisions shall be East, Central and West. In sports or academic activities comprising two (2) divisions, schools will be assigned to divisions based on enrollment and geography. The divisions shall be TVC 8 and TVC 10.

In March of every fourth year (March of Cycle Year #1 – see [Bylaw 4](#) for schedule with dates) the Operations Committee (see [Article IV](#)) shall review member schools to ensure proper division alignment in sports or academic activities.

1. Enrollment numbers used in this process shall be those reported to the Michigan High School Athletic Association (MHSAA) in February of that year (High School only).
2. A member school requesting a divisional change shall make the request in writing to the Operations Committee prior to March 1 of the year of review.
3. The Operations Committee will request and gather information from schools pertinent to the alignment discussion
4. School sports or academic activities comprising two (2) divisions do not need review by the Operations Committee.
5. The Operations Committee shall bring recommendations for change to the three (3) division sports or academic activity assignments to the Executive Council for approval. Recommendations shall be communicated to the members of the Executive Council at least two weeks before the spring meeting of the Executive Council in order to vote on the alignment.
6. A school may respond to the Executive Council regarding the Operations Committee recommendation of its placement in a three (3) division sport or academic activity prior to the final vote on the recommendation.

7. Approval of a recommendation for change in division assignments requires a two-thirds ($\frac{2}{3}$) roll call vote of members present (present defined as physically, representatively or via teleconference).
8. New divisional alignments shall become effective one school year following Executive Council approval. See [below](#) for a time line of the re-alignment process.

Any new schools to the conference shall remain in their original placement and may not request a change for one full review cycle. This does not preclude the Operations Committee from recommending a change in placement during that time and before the first full review cycle is complete.

A visual for the alignment review cycle appears below.

School Year	Conference Action			
Cycle Year #1	No Change - Conference Alignments Reviewed	March - School Information Gathered/Shared	April - Operations Committee Meets	May - Executive Committee Meets and Votes
Cycle Year #2	No Changes in Alignments			
Cycle Year #3	New Conference Alignments Implemented			
Cycle Year #4	No Change			
Cycle Year #1	No Change - Conference Alignments Reviewed	March - School Information Gathered/Shared	April - Operations Committee Meets	May - Executive Committee Meets and Votes

C. Withdrawal

Any member school wishing to withdraw from the TVC shall submit a written resignation to the chairperson of the conference. Withdrawal shall not become effective until the second June 30th following notification of withdrawal.

*The Executive Council may direct the Operations Committee to assess conference alignment at any time during the four-year review cycle.

D. Addition of New Members

If a conference opening exists, school districts wishing to join the TVC shall apply in writing to the Conference Chairperson (see [Appendix A](#)). Applications will be acted upon during the first year of

application. Applications will be held with the Conference Commissioner for two (2) years, after which the school may reapply. Only individual schools may apply. Schools applying shall supply the following Information:

1. Current conference
2. Student enrollment
3. Sports offered for varsity, junior varsity, and freshmen levels
4. Facilities overview
5. Educational and athletic philosophies
6. Number of state, regional, and conference championships earned
7. Sports offered for middle school
8. Eligibility requirements
9. Non-athletic clubs and organizations
10. Outline of academic program.

A two-thirds ($\frac{2}{3}$) roll call vote of members present is required to accept an applying school into the conference (present defined as physically, representatively or via teleconference).

*The Executive Council may direct the Operations Committee to assess conference alignment at any time during the four-year review cycle.

E. Dues and Voting Right

Schools will be responsible to pay 100% of the conference dues and receive voting rights at the beginning of the first year of competition.

F. Discipline of Member Schools

Incidents of poor sportsmanship or unethical behavior (as defined by MHSAA) involving conference schools should be reported to the school's athletic director or administration as well as the TVC athletic directors and kept on record with the Conference Commissioner for future reference. Superintendents of the schools involved will investigate and submit a written report to the Conference Commissioner. The administration from the schools involved will then meet and attempt to resolve the problem.

Continued reports concerning a member school will result in a hearing before the Operations Committee. The Operations Committee will then make a recommendation to the Executive Council to determine whether the school involved will receive any of the following:

1. Put on probationary status for one (1) year
2. Suspended from eligibility for a conference championship in one (1) or more sports
3. Removed from the conference
4. Concerns filed are dismissed.

The Conference Commissioner will maintain a record of complaints filed and distribute reports to all member schools. Reports will be kept on file for five years. Schools may be removed from the TVC by a two-thirds ($\frac{2}{3}$) roll call vote of the members present (present defined as either physically, representatively or via teleconference).

ARTICLE IV: GOVERNANCE

A. Executive Council

- a. **Membership:** The governing body of this conference shall be known as the Executive Council. Membership is the superintendent of each member school or his/her designated representative. Each school in the conference shall have one (1) vote. Meetings shall be conducted under Robert's Rules of Order. To conduct business at any meeting, a quorum consisting of a majority (one (1) more than one-half) of the member schools must be present.
- b. **Duties:** The duties of the Executive Council shall be to administer the policies of the conference within the framework of the constitution and appendices. Philosophically, this conference is to be operated by the Executive Council with the other conference groups submitting action recommendations to it that would not conflict with the constitution, produce an economic impact on conference schools, or create a larger conference-wide issue.
- c. **Officers:** The officers of the Executive Council shall be the Chairperson, Vice-Chairperson and Treasurer. They shall serve for one-year beginning with July 1.
 - i. The **Chairperson** shall rotate alphabetically through the member schools and divisions. The duties of the chairperson include, chair all meetings of the Executive Council and Operations Committee, determine meeting location and time, and administer all activities.
 - ii. The **Vice-Chairperson** shall be the next year's chairperson. The duties of the vice-chairperson include, assisting the Chairperson, chair all meetings in the absence of the Chairperson, and record and distribute monthly meeting minutes.
 - iii. The **Treasurer** shall be the next year's vice chairperson or Executive Council appointee. The duties of the treasurer include, receive and review monthly/quarterly statements provided by the Conference Secretary, review budget recommendations from the Operations Committee, and present these to the Executive Council for action.

B. Operations Committee

- a. **Membership:** The membership of the Operations Committee shall consist of three (3) superintendents, three (3) principals, and three (3) athletic directors as outlined in [Bylaw 3](#).
- b. **Duties:**
 - i. In March of every fourth year (March of Cycle Year #1 – See [Bylaw 4](#) for schedule with dates) review member schools to ensure proper division alignment in sports or academic activities consisting of three (3) divisions. See [Article III B](#).
 - ii. The Operations Committee will review finances and make budget recommendations to the Treasurer of Executive Council two weeks prior to the annual spring meeting, The Treasurer of Executive Council will share the information with the membership two (2) weeks prior to the meeting.
 - iii. Review and recommend any constitution and/or organizational bylaw changes to the Executive Council annually.
 - iv. Meet prior to the spring meeting of the Executive Council to consider recommendations for establishment of rates of pay or the hiring of individuals

for conference positions made by the principals and/or the athletic directors. Forward approved recommendations to the Executive Council two (2) weeks prior to the meeting for approval.

- c. Recommendations: Recommendations from the Operations Committee shall be determined by consensus.

C. Executive Council Officer/Operations Committee Vacancies

- a. If an Executive Council Officer or Operations Committee position becomes vacant, it shall be filled, with an interim member, by the action of the Executive Council, until which time the district hires a permanent replacement and the member can assume the TVC duties.

D. Meetings

- a. The conference is organized into four operating organizations:
 - i. Executive Council (Superintendents)
 - ii. Operations Committee
 - iii. Principals' Council
 - iv. Athletic Directors' Council.
- b. The chairmanship of the Executive Council shall rotate according to [Bylaw 2](#). The chairmanship of the other two groups will align with the Executive Council. Each group, with the exception of the Operations Committee, shall meet a minimum of five (5) times a year. Participation in these operating groups is deemed critical to the success of the conference. Member schools are expected to give high priority to attendance and participation at each level. Arrangements should be made to allow participation for the duration of the meeting. **If it is impossible for the designated member to attend their regular or special meeting of any of the four (4) groups, a suitable substitute will be sent.** The substitute should be briefed and shall have full voting rights (limited to one per district). The Operations Committee shall meet every year in March, at least one month before the annual spring meeting of the Executive Council.
- c. Meeting announcements and agendas will be distributed by the chairperson of each group in a timely manner. The agenda for each meeting of the Executive Council shall provide for reports by the Conference Treasurer, the Conference Commissioner, the High School Principals' Council, the Athletic Directors' Council, as well as other business. Anyone desiring to have an item included on the agenda should contact the chairperson no less than one week prior to the meeting.
- d. Special meetings of the Executive Council or Operations Committee may be called by the Chairperson or at the request in writing by one fourth ($\frac{1}{4}$) of the member schools to the Chairperson. Special meetings must be held no earlier than five (5) days from the receipt of the request by the Chairperson and no later than 15 days.

E. Conference Secretary

- a. A Conference Secretary will be hired to perform the following duties
 - i. Manage the TVC account for both the Principals' Council – Academics, and the Athletic Directors' Council – Athletics, and provide financial updates to the Treasurer of Executive Council two (2) weeks prior to each quarterly meeting of the Executive Council.
 - ii. Invoice TVC member schools for the agreed upon amount and follow up if necessary.
 - iii. Manage deposits and disbursements made from the TVC account.

- iv. Prepare a budget each spring for the following school year. This budget is to be given to the Treasurer prior to the final spring meeting.
- v. The Conference Secretary Reports directly to the TVC superintendent of home district and/or commissioner of the TVC.
- vi. The Conference Secretary may terminate prescribed duties with sixty day written notice to Conference Commissioner.

F. Conference Commissioner

a. A Conference Commissioner will be hired to perform the following duties:

- i. Report to the superintendents of the TVC.
- ii. Keep record of any complaints filed and report any complaints and the results to all conference schools.
- iii. Report at meetings to the Athletic Directors Council (Middle and High School).
- iv. Ensure that all conference tournament hosts complete the [Tournament Financial Worksheet](#) accurately and submit to the Conference Commissioner in a timely manner.
- v. Communicate routinely with the Conference Secretary to make sure all personnel and invoices are paid in a timely manner.
- vi. Compile and handout all conference information such as all conference nomination forms, ballots, final results and report results to the media and athletic directors.
- vii. Maintain and order needed materials for each sport (such as, conference medals, honorable mention certificates for individuals, championship team certificates, team trophies and plaques).
- viii. Is responsible for completing the middle school and high school conference schedules, producing/distributing conference schedules, including divisional and conference tournaments with host in a timely manner. Also responsible for tracking, updating, and reporting all schedule changes to the athletic directors.
- ix. Complete and maintain a history of the conference, provide conference standings, and report divisional and conference champions.
- x. Promote events, celebrate achievements, maintain a conference website and/or social media site(s).
- xi. Facilitate, attend, and supervise meetings held for all-conference purposes.

G. Conference Officials Assignor

a. An assignor will be hired to perform the following duties:

- i. Evaluation of officials
- ii. Assignor can officiate conference varsity contests for the schools they assign, but will make every effort to to be fair and equitable.
- iii. Assignor may officiate in all three (3) divisions at sub-varisty and middle school levels.
- iv. Communicate with the Confernce Commissioner when necessary.

H. Evaluations:

- a. The Conference Commissioner will be evaluated on an annual basis. All athletic directors will evaluate the Conference Commissioner (one evaluation per school). Evaluations are due at the April meeting of the Athletic Directors Council. A committee made up of the Athletic Director Past Chairperson, Athletic Director Current Chairperson, and the Athletic Director Secretary will meet and discuss the

- evaluations with the Conference Commissioner. The meeting will be held between the April and May meetings. See Sport Specific Procedures [Appendix D](#).
- b. The Conference Secretary will be evaluated by the Superintendent of the home district.
- I. Expense Reimbursement for Conference Positions
 - a. Those individuals serving in conference positions will be reimbursed for expenses related to required conference meetings and events. This includes, but is not limited to, meals and mileage. If an individual in one of these positions has a question regarding an expense, that question should be directed to the Athletic Director Council Chairperson.
 - b. To be considered for reimbursement, expenses must be requested on a quarterly basis.

ARTICLE V: INCIDENTS & APPEALS

A. Incidents

- a. Incidents of poor sportsmanship or unethical behavior (as defined by MHSAA) involving conference schools should be reported to the school's athletic director or administration as well as the TVC Athletic Directors Council and kept on record with the Conference Commissioner for future reference. Superintendents of the schools involved will investigate and submit a written report to the Conference Commissioner. The administration from the schools involved will then meet and attempt to resolve the problem.
- b. All incidents not resolved shall be explained in writing to the current Executive Council Chairperson. They will then call the meeting of the Operations Committee to share the appeal/complaint and have it presented to them at that meeting by the member schools involved.
- c. The Operations Committee makes a recommendation for resolution to the Executive Council. A two-thirds ($\frac{2}{3}$) roll call vote of members present is final (present defined as physically, representatively or via teleconference).

B. Appeals

- a. An appeals/complaint meeting of the Operations Committee shall be convened within 10 school days of the appeal/complaint being made by the member school. At this meeting, the appeal/complaint will be considered.
- b. A two-thirds ($\frac{2}{3}$) roll call vote of Operations Committee members present will determine the outcome of the appeal/complaint (present defined as physically, representatively or via teleconference). The party making the appeal/complaint will be notified by the Operations Committee in writing within seven (7) days of the decision. The decision of the Operations Committee shall be final.

ARTICLE VI: FINANCES

A. Fees

- a. The annual membership fee for the upcoming school year will be set by the Executive Council at the regular April meeting with input from the Operations Committee. The membership fees are due and payable on September 30th of each year.

B. Establishment of conference budget

- a. A detailed budget will include, but not be limited to the following
 - i. Expenses: salaries, expenses for hired staff, tournament fees and expenses, awards and trophies, and meeting/banquet expenses.
 - ii. Revenue: conference dues, tournament gate fees.

C. Special Assessments

- a. Special assessments, if necessary, will be determined at a regular or a special meeting of the Executive Council called for that purpose.

ARTICLE VII: CONSTITUTIONAL AMENDMENTS & BYLAWS

A. Constitutional Amendments

- a. Changes to the constitution proposed by the Operations Committee to the Executive Council must be presented at a regular or a special meeting. Voting shall be at the next meeting but not less than 30 days after the initial proposal. Changes to the constitution shall require a two-thirds ($\frac{2}{3}$) vote of the members of the Executive Council. Vote shall be taken by roll call of members present (present defined as physically, representatively or via teleconference).

B. Sports Specific and Academic Bylaws

- a. Changes to the Middle School and/or High School Sport-Specific Bylaws may be proposed and approved at a regular or special meeting of the Athletic Directors Council.
- b. Changes to the Academic Bylaws may be proposed and approved at a regular or special meeting of the Principals Council.

TVC ORGANIZATIONAL BYLAWS

Bylaw 1 - TVC MEMBER SCHOOLS AND DIVISIONS

Schools that have been accepted into membership by the Executive Committee will be considered members of the TVC and will be divided into divisions according to [Article III](#) of the TVC Constitution. The following schools are currently members and placed into the division indicated for 2022-2023 school year.

2022-2023 Alignment

TVC 8	TVC 10-1	TVC 10-2
Alma	Bullock Creek	Ithaca
Birch Run	Carrollton	Michigan Lutheran Seminary
Bridgeport	Hemlock	Nouvel Catholic Central
Frankenmuth	Millington	St. Louis
Freeland	Standish Sterling Central	Valley Lutheran
Garber		
John Glenn		
Swan Valley		

Bylaw 2 - ROTATION OF THE CONFERENCE CHAIRMANSHIP

The conference chairmanship will rotate annually, and will be decided alphabetically by conference division based on two (2) divisions in the following order: Beginning with Essexville Garber in 2021-2022 - TVC 8/TVC 10 (it is understood that the school chairperson of the Executive Council's principal will chair the Principals Council and their athletic director will chair the Athletic Directors Council group and attend Operations Committee meetings for reports and updates).

Year	District	Division
2021-22	Essexville Garber	TVC 8
2022-23	Midland Bullock Creek	TVC 10
2023-24	Bay City John Glenn	TVC 8
2024-25	Carrollton	TVC 10
2025-26	Saginaw Swan Valley	TVC 8
2026-27	Hemlock	TVC 10
2027-28	Alma	TVC 8
2028-29	Ithaca	TVC 10
2029-30	Birch Run	TVC 8
2030-31	Millington	TVC 10
2031-32	Bridgeport	TVC 8
2032-33	Saginaw Michigan Lutheran Seminary	TVC 10
2033-34	Frankenmuth	TVC 8

Year	District	Division
2034-35	Saginaw Nouvel Catholic Central	TVC 10
2035-36	Freeland	TVC 8
2036-37	St. Louis	TVC 10
2037-38	Essexville Garber	TVC 8

Bylaw 3 - ROTATION OF THE CONFERENCE OPERATIONS COMMITTEE

The conference Operations Committee will rotate annually, and will be decided alphabetically by conference division in the following order: TVC 8, TVC 10.

Based on Two Divisions

2021-2022

Superintendents – Garber-8, Bullock Creek-10

Principals – Carrollton-10, Swan Valley-8

Athletic Directors – Alma-8, Ithaca-10

Conference Secretary

2022-2023

Superintendents – Bullock Creek-10, John Glenn-8

Principals – Swan Valley-8, Hemlock-10

Athletic Directors – Ithaca-10, Birch Run-8

Conference Secretary

2023-2024

Superintendents – John Glenn-8, Carrollton-10

Principals – Hemlock-10, Alma-8

Athletic Directors – Birch Run-8, Millington-10

Conference Secretary

2024-2025

Superintendents – Carrollton-10, Swan Valley-8

Principals – Alma-8, Ithaca-10

Athletic Directors – Millington-10, Bridgeport-8

Conference Secretary

2025-2026

Superintendents – Swan Valley-8, Hemlock-10

Principals – Ithaca-10, Birch Run-8

Athletic Directors – Bridgeport-8, MLS-10

Conference Secretary

2026-2027

Superintendents – Hemlock-10, Alma-8

Principals – Birch Run -8, Millington-10

Athletic Directors – MLS-10, Frankenmuth-8

Conference Secretary

2027-2028

Superintendents – Alma-8, Ithaca-10

Principals – Millington-10, Bridgeport-8

Athletic Directors – Frankenmuth-8, Nouvel-10

Conference Secretary

2028-2029

Superintendents – Ithaca-10, Birch Run-8

Principals – Bridgeport-8, MLS-10

Athletic Directors – Nouvel-10, Freeland-8

Conference Secretary

2029-2030

Superintendents – Birch Run-8, Millington-10

Principals – MLS-10, Frankenmuth-8

Athletic Directors – Freeland-8, St. Louis-10

Conference Secretary

Bylaw 4 - REALIGNMENT ROTATION CHART WITH CURRENT DATES

School Year	Conference Action			
Cycle Year #1 2014-2015	No Change - Conference Alignments Reviewed	March 2015 - School Information Gathered/Shared	April 2015 - Operations Committee Meets	May 2015 - Executive Committee Meets and Votes
Cycle Year #2 2015-2016	No Change in Alignments			
Cycle Year #3 2016-2017	New Conference Alignments Implemented			
Cycle Year #4 2017-2018	No Change			
Cycle Year #1 2018-2019	No Change - Conference Alignments Reviewed	March 2019 - School Information Gathered/Shared	April 2019 - Operations Committee Meets	May 2019 - Executive Committee Meets and Votes
Cycle Year #2 2019-2020	No Change in Alignments			
Cycle Year #3 2020-2021	New Conference Alignments Implemented			
Cycle Year #4 2021-2022	No Change			
Cycle Year #1 2022-2023	No Change - Conference Alignments Reviewed	March 2023 - School Information Gathered/Shared	April 2023 - Operations Committee Meets	May 2023 - Executive Committee Meets and Votes
Cycle Year #2 2023-2024	No Change in Alignments			

School Year	Conference Action			
Cycle Year #3 2024-2025	New Conference Alignments Implemented			
Cycle Year #4 2025-2026	No Change			
Cycle Year #1 2026-2027	No Change - Conference Alignments Reviewed	March 2027 - School Information Gathered/Shared	April 2027 - Operations Committee Meets	May 2027 - Executive Committee Meets and Votes



TVC SPORT SPECIFIC BY LAWS

Recommended

Changes

11-19-10

6-13-11

8-14-12

6-12-13

6/18/14

6/19/15

8/8/16

8/9/17

TVC SPORT SPECIFIC BYLAWS

I. DIVISION AND CONFERENCE SPORTS

Divisional Breakdowns:

Division breakdowns will be reviewed at the beginning of each school year.

	Division of 10	Division of 8	One Division Sport	Three Division Sports
1	Bullock Creek	Alma	Cheer - Competitive	Baseball
1	Carrollton	Birch Run	Tennis - Boys	Basketball - Boys
1	Hemlock	Bridgeport	Tennis - Girls	Basketball - Girls
1	Millington	Garber		Football
1	Standish Sterling Central	John Glenn		Softball
2	Ithaca	Frankenmuth		Volleyball
2	Michigan Lutheran Seminary	Freeland		
2	Nouvel Catholic Central	Swan Valley		
2	St. Louis			
2	Valley Lutheran			

Sports

- **Fall**

- | | | | |
|-------------------------|---------|----|----------|
| ○ Football (Boys) | Varsity | JV | Freshmen |
| ○ Volleyball (Girls) | Varsity | JV | Freshmen |
| ○ Golf (Girls) | Varsity | JV | |
| ○ Cross Country (Boys) | Varsity | | |
| ○ Cross Country (Girls) | Varsity | | |
| ○ Soccer (Boys) | Varsity | JV | |
| ○ Tennis (Boys) | Varsity | | |

- **Winter**

- | | | | |
|----------------------|---------|----|----------|
| ○ Basketball (Boys) | Varsity | JV | Freshmen |
| ○ Basketball (Girls) | Varsity | JV | |

- Bowling (Boys) Varsity
- Bowling (Girls) Varsity
- Wrestling (Boys) Varsity
- Competitive Cheer (Girls) Varsity
- **Spring**
 - Baseball (Boys) Varsity JV
 - Softball (Girls) Varsity JV
 - Soccer (Girls) Varsity JV
 - Track (Boys) Varsity
 - Track (Girls) Varsity
 - Tennis (Girls) Varsity
 - Golf (Boys) Varsity JV

Additional sports may be added upon eight (8) of the membership schools sponsoring the sport and recommendation to and approval by the Executive Council. Divisions may be formed based on geography and number of schools involved.

II. DIVISION AND CONFERENCE CHAMPIONS

It will be a responsibility of the host school to designate the site and administer division championship and conference tournaments as stipulated in the Sport Specific Procedure section.

Division Championships will be determined in all varsity sports:

1. Regular season records will be used to determine the champions in football, basketball, cross country, girls competitive cheer, volleyball, baseball, softball, bowling, soccer, and wrestling.
2. Total points earned in the regular season plus in the division championship tournament will determine the champions in track and tennis.
3. The lowest total place-points earned in the jamborees will determine the champion in cross-country.
4. Divisional golf champions will be determined by total strokes of all jamborees

Conference tournaments will be held in cross-country, tennis, and bowling.

Conference members should try to schedule additional contests with non-division members. Such contests are not used in determining division standings.

III. SCHEDULE

The schedules for each sport will be as indicated in the sport-specific procedure section of this document.

Schedules will be prepared and distributed to conference athletic directors in August for the next succeeding school year.

Host schools for division and conference tournaments will be scheduled, but may be changed by the agreement of the athletic directors in the conference.

IV. OFFICIALS AND MEET MANAGERS

The league assignor will assign officials for all divisional and conference tournaments that require officials. The compensation will be at a rate determined by the Athletic Directors Council and approved the Executive Council.

The minimum number of officials contracted per contest for conference events:

- Varsity Football=5 Sub-Varsity Football=4
- Varsity Volleyball=2 Sub-Varsity Volleyball=1
- Soccer=2
- Cross County=1
- Varsity Basketball=2 Sub-Varsity Basketball=2
- Wrestling=1 per mat
- Competitive Cheer=5
- Varsity Baseball=2 Sub-Varsity Baseball=1
- Varsity Softball=2 Sub-Varsity Softball=1
- Track & Field=1

Host school will determine how expenses in addition to official fees are distributed. Attending schools see [tournament worksheet](#) for specific guidelines. All profits will be split 70/30 between the host school and the TVC. The TVC will cover the difference for any tournaments that yield a negative profit. See [Appendix A](#) for specific guidelines.

V. ADMISSION PRICES AND PROVISIONS

Regular season admission prices at the gate (if tickets are sold) shall be charged as follows:

- | | |
|---|----------|
| ● All Varsity Events | \$ 5.00 |
| ● All Sub Varsity Events | \$ 5.00 |
| ● All-Conference Tournaments/Divisional Tournaments | \$ 5.00 |
| ● Middle School Events | \$ 3.00. |

Individual schools may set their own pre-sale policies. Individual school policies will apply only for each school's home events. Schools may mutually agree on a plan for a combined pre-sale policy for specific contests.

Fifty conference passes, valid for one admission, will be issued to each member school at the regular August Athletic Directors Council meeting. These passes are to be used by the assigned person only. The pass should not be used by students.

VI. STARTING TIMES

SPORT

Start Time

Varsity Football	7:00 p.m.
Sub-Varsity Football – Doubleheader	
JV will begin 10 minutes after Freshman game ends	4:30 p.m.
Sub-Varsity Football - Single Game	6:00 p.m.
Competitive Cheer	6:00 p.m.
Cross-Country	4:30 p.m.
Golf	TBA (due to course availability)
Basketball - Doubleheader	5:30/7:00 p.m.
Basketball - Tripleheader	4:00/5:30/7:00 p.m.
Volleyball - One Court (Tripleheader)	4:30/5:30/7:00 p.m.
Volleyball - Two Courts (Doubleheader)	5:00/6:30 p.m.
Baseball/Softball	4:00 p.m.
Track	4:00 p.m.
Soccer	4:30 p.m.
Bowling	TBA(due to lane availability)
Tennis	4:00 p.m.

Starting times may be changed by the athletic directors to a mutually agreed upon time. Starting times may be changed due to the availability of the home course. Schools must play at the available course time. A revised contract should be issued.

Starting times of the all-conference tournaments are left to the discretion of the tournament manager and the administration of the host school.

VII. OFFICIALS FEES

See [Appendix B](#)

VIII. ATHLETIC DIRECTOR RESPONSIBILITIES

Make arrangements to attend every TVC Athletic Directors Council monthly meeting for the entire meeting time (or send a representative if you are absolutely unable to attend).

Report all varsity conference scores each week by text, email, or any provided form to the Conference Commissioner.

Insist that all varsity coaches report all contest results to all local media. Although it is the host school's responsibility, it is recommended that both coaches call.

Double check schedules for time and locations.

Make sure teams have correct "colors" for the athletic events:

- Football = Dark at Home - Light on the Road
- Basketball = White at Home - Dark on the Road
- Soccer = Dark at Home - White on the Road

Know and understand "Special" TVC rules:

1. The host school provides basketballs and volleyballs for warm-up. Visiting schools do not need to take any balls to away contests.
2. Pre-game warm-up in basketball will be at the basket away from your team bench determined by the host school.
3. Only players in uniforms participating in the current game will be permitted to warm-up on the basketball floor before the game and halftime.
4. In baseball and softball, each team will be the home team for one of the games. The host school will be home for the first game.
5. Use the sport specific procedures to know and enforce the TVC rules and regulations.
6. Summer dead period shall be determined by individual school districts.
7. Try to schedule inter-division contests. Let's keep the TVC intact.
8. Remind varsity coaches of the All-Conference meeting dates and times. Schools are limited to two (2) representatives at a meeting.
9. Take your "turn" in the rotating schedule of athletic directors presiding at all-conference selection meetings and review the rules before the meeting.
10. Take your "turn" in hosting division and conference tournaments, or make arrangements for them when it is your turn.

VIII. SPORT SPECIFIC GUIDELINES

BASEBALL/SOFTBALL

I. Schedule

- A. The baseball/softball schedule shall consist of a single round robin of doubleheaders within each division, varsity and junior varsity team at opposite sites. The same schedule will be used for a two-year period changing sites in the second year. Following each two-year period, a new randomly generated schedule is produced for the next biennium.
- B. Conference games are to be scheduled on Mondays/Thursday or Tuesday/Friday whenever possible.
- C. Divisional games cancelled due to inclement weather are required to be rescheduled.

II. Game Management

- A. Each team will be the home team for one of the games. The host school will be home for the first game.
- B. The first game will begin at 4:00 p.m.. Time between games will be a maximum of fifteen minutes.
- C. If a cancellation occurs during an incomplete game and is not ruled a complete game according to the National Federation of High School (NFHS) rules, the game would be continued from the point at which it was stopped. A team unable to makeup a contest will forfeit that contest. Schools are to keep an open date on their schedule to accommodate this rule. Sub-varsity incomplete games need not be rescheduled. Any game that is tied at the end of four and one-half (4 ½) or at least five (5) full innings when the game is called shall be a tie game.
- D. The two (2) weeks prior to the MHSAA's district tournament will be reserved for conference games that have not been made up prior to that time. Non-conference games scheduled for this time must have an escape clause.

- E. For pre-game warm-up, the home team will have the field for infield practice, for no more than ten minutes, beginning twenty-five minutes prior to the scheduled start of the game. The visiting team will have the field for infield practice, for no more than ten minutes, beginning fifteen minutes prior to the start of the game. There will be no batting practice on the game field.
- F. Softball only will follow the MHSAA international tie-breaker rule starting with the ninth inning.
- G. Time and inning limits for junior varsity contests see [Appendix B](#) officials rates.

III. Awards

The conference shall provide the awards for conference approved activities:

- A. Division championship “picture-style” trophy (in case of a tie duplicate trophies shall be awarded).
- B. Team division champions certificates-as many as needed.
- C. Individual division medals
- D. Individual division honorable mention certificates.

All-conference selection procedure:

- A. All coaches shall submit to the Conference Commissioner by the deadline date listed on the form provided, a list of players from their team whom they feel should be considered for all-conference recognition. The number of nominations is determined by the final division standings. (See [Awards and Nominations](#))
- B. The Conference Commissioner shall compile a master list of nominations and distribute at the all-conference selection meeting. There will be no additions to this list.
- C. The coaches will meet on the second Sunday, except when changed by the Conference Commissioner, following the last scheduled conference game.
- D. Coaches may not vote for their players. Coaches may discuss their players prior to casting their vote by secret ballot.
- E. Votes must be placed on the ballot in reverse rank order. The composition of the first and second teams will be:
 - a. Baseball
 - i. 2 pitchers – vote for 4
 - ii. 1 catcher – vote for 2
 - iii. 4 infielders – vote for 8
 - iv. 3 outfielders – vote for 6
 - v. 1 at-large player – The first team at-large player will be selected from the 10 second team selections. Coaches will vote for two players with the highest vote total receiving first team membership. The next highest rated player in that position will be moved second team.
 - b. Softball - Vote for the top 11 players on an 11 to 1 point system. The 11 players receiving the highest total points will earn all-conference first team honors. Remove first team from ballot and repeat process to determine second team honors.
- F. All ties will remain ties and players will be placed on all-conference teams.
- G. Any candidate withdrawn prior to the announcement of all-conference winners will be replaced by the candidate with the next highest total vote.
- H. Each school will be allowed honorable mention certificates to be issued at their discretion. The total number of awards is determined by final division standings.

- I. The total number of awards (1st team + 2nd team + Honorable mention) is one more than the total number of nominations allowed (See A. Above).
- J. The varsity coach or designated representative shall attend the all-conference selection meeting in order for the school's athlete to receive all-conference honors.
 - a. If the school is not represented at the meeting, the school will be fined \$50.00
 - b. The voting will take place with schools in attendance. Students from school(s) that coaches do not show up for voting will remain on the ballot.
- K. It is the responsibility of the Conference Commissionerr to submit the final all-conference selection to all concerned.

IV. Reporting

As soon as possible (same night) following the event, the host school shall report the scores of the varsity games to appropriate media sources.

BASKETBALL – GIRLS' AND BOYS'

I. Schedule

The basketball schedule shall consist of a double round robin within each division and two (2) crossover games for the varsity and sub-varsity teams. Following each two-year period, a new randomly generated schedule is produced for the next biennium.

Each division can decide the style of scheduling format that will be used.

II. Game Management

The home team shall wear the white jersey with the visiting team wearing the dark-colored jersey.

Players will use the half court opposite their bench for pre-game warm-up. The home team shall determine bench arrangement.

Sub-varisty games will start at 5:30 p.m. (doubleheader) or 4:00 p.m. (tripleheader). Junior varsity games will begin fifteen minutes after the freshman game has ended.

The first varsity game will start at 5:30 p.m.. The second varsity game will begin fifteen minutes after the first varsity game has ended. For special events (parent's night, special honors...) this time could be lengthened as needed.

Only players participating in the current game will be permitted to warm-up on the basketball floor before the game and at half time.

The home team shall provide warm-up balls for the visiting team.

The host school shall provide a score keeper and a timekeeper.

All schools will follow the MHSAA mercy rule.

The timing of the National Anthem will be based on the host school's discretion.

III. Awards

The Conference Commissioner shall provide the awards for conference approved activities:

- A. Division championship "picture-style" trophy (in case of a tie duplicate trophies shall be awarded).
- B. Team division champion certificates – as many as needed
- C. Individual division medals – Six (6) first team and six (6) second team (in case of a tie duplicate medals shall be awarded) medals will be awarded for TVC 8. Eight (8) first team (in case of a tie duplicate medals shall be awarded) medals will be awarded for TVC 10-1 and TVC 10-2
- D. Individual division honorable mention certificates.

All-conference selection procedure:

- A. All coaches shall submit to the Conference Commissioner, by the deadline date listed on the form provided, a list of players from their team whom they feel should be considered for all-conference recognition. The number of nominations is determined by the final division standings. ([See Awards and Nominations](#))
- B. The Conference Commissioner shall compile a master list of nominations and distribute at the all-conference selection meeting. There will be no addition or changes to this list.
- C. The coaches will meet on the second Sunday, except when changed by the Conference Commissioner, following the last conference game.
- D. Coaches may not vote for their players. Coaches may discuss their players prior to casting their votes by secret ballot.
- E. Vote for the top six (6) players on a 6-to-1 point system in the TVC 8. The six (6) players receiving the highest total points will earn all-conference first team honors. Remove first team from ballot and repeat process to determine 2nd team honors. Vote for the top eight (8) players on an 8-to-1 point system in the TVC 10-1 and TVC 10-2. The eight (8) players receiving the highest total points will earn all-conference first team honors.
- F. Each school will be allowed honorable mention certificates to be issued at their discretion. Final division standing determines the total number of awards. The total number of awards (1st team + 2nd team + honorable mention) is one more than the total number of nominations allowed (See [A](#) above).
- G. The varsity coach or designated representative shall attend the all-conference selection meeting in order for the school's athlete to receive all-conference honors.
 - a. If the school is not represented at the meeting, the school will be fined \$50.00
 - b. The voting will take place with schools in attendance. Students from school(s) that coaches do not show up for voting will remain on the ballot.
- H. It is the responsibility of the Conference Commissioner to submit the final all-conference selection to all media concerned.

IV. Reporting

As soon as possible (same night) following the event, each school shall reports the scores of the varsity games to the appropriate media sources.

BOWLING

The host school shall be responsible for obtaining lanes for their proposed date, or for alternate competition dates if lanes are not available. They are also responsible for lane assignments if their event is postponed due to inclement weather, (Postponements may only be called by the "Athletic Director" of the host school, at no time will this be the responsibility of the Varsity Coach or Bowling Proprietor.)

I. Team Structure

- A. Varsity team may consist of no more than ten traveling members (five active bowlers and five substitutes). A team may have an unlimited number of reserve bowlers on their roster, but only ten may compete in any one match. If a girl's team does not have enough bowlers to compile at least a five-member team, girls may compete on the boys' team, but under no circumstances will boys be allowed to bowl on the girls' team.
- B. A legal lineup will consist of three bowlers. A team with less than three bowlers will forfeit the match to the team that has a full lineup.

II. Point system

- A. The Michigan High School Point system will be used in scoring with a minimum match consisting of two (2) Baker games followed by two (2) Peterson games. The two (2) Baker games are mandatory and must be bowled before the regular games. Team standings will be determined by wins and losses (see below).
- B. Baker Games:
 - a. Each Baker game will consist of five (5) bowlers bowling one game with the first bowler bowling the 1st and 6th frame, the second bowler bowling the 2nd and 7th frame, the third bowler bowling the 3rd and 8th frame, the fourth bowler bowling the 4th and 9th frame, and the fifth bowler bowling the 5th and 10th frame.
 - b. We will be alternating lanes between bowlers.
 - c. The winning team will receive four (4) points for each Baker game won and two (2) points will be given to the team with the highest total for the two Baker games, for a total of ten (10) points during the Baker portion of the meet.
- C. Peterson Games:
 - a. Each Peterson game consists of a team of five (5) bowlers. Each bowler will bowl all ten frames, alternating lanes one every frame. All five bowlers' scores will determine the total score for the Peterson game.
 - b. Each bowler receives one (1) point for each individual game won versus the opposing player in the same bowling lineup (E.g. player 1 vs. player 1, player 2 vs. player 2) for a total of five (5) possible points.
 - c. The team with the highest team total at the end of each game will receive four (4) points. The team with the highest total of the two Peterson games bowled will receive two (2) points. The total points for the Peterson portion are twenty (20) points.
 - d. A complete match is worth thirty (30) points and when one team exceeds fifteen (15) points that team has won the match and is credited with one (1) win. The opposing team is credited with a loss. If the match is tied at 15-15 at the end of play, total pins for both Baker and Peterson games will determine the winner. If a tie is still in place after total pins, then the match remains as a tie.

- e. In the event of a tie in total points at the end of a season the teams, which tied, will be declared “Co-Champions”.

III. Playing Format

A. Team Presentation:

- a. A team is expected to present a legal lineup on the lanes at the scheduled starting time for each match. If a team cannot attend a meet due to an emergency, the team must contact the bowling center and conference coordinator prior to the scheduled start time of the match. A meeting consisting of the bowling center, conference coordinator, and at least 2 other coaches, including the opposing team to determine when or if the match is to be made up. In no other circumstances are makeup's allowed.
- b. If an entire meet is cancelled due to an uncontrollable situation or condition at the host center (weather, power outage are examples), the conference coordinator, coaches, and the host center will reschedule the meet at the earliest possible time. This could include meets after school during the week with a partial conference attending.

B. Practice/Warm-up:

- a. No open bowling or practice bowling is allowed in the bowling center by any TVC bowlers once the lanes have been conditioned for the conference meet.
- b. There will be a ten (10)-minute warm up on the starting pair of lanes with each team getting five (5) minutes per lane. All bowlers that are on your lineup are allowed to warm up at this time. Warm up lanes are for substitutions only with a 10 ball maximum.
- c. If two matches are held on the same day, only the starting five bowlers for the second match will receive one practice ball per lane after moving lanes.

C. Lineups:

- a. Coaches shall post lineups five minutes prior to the scheduled start time. After posting lineups, no positions changes will be made except for legal substitutes.
- b. Teams bowling on the odd numbered lanes must post their lineup first. Team on even lane shall have the right to adjust line-up to match odd numbered lane changes.
- c. Baker games are bowled first.
- d. At the conclusion of the Baker games, the Peterson games will start with left lane posting lineup first.
- e. Failure to post a legal lineup in an appropriate time frame could result in a forfeit of the match.

D. Youth Conferences:

- a. During the high school bowling season, students may not participate in non-school competition. The restrictions begins from the first time an individual student participates in a game or scrimmage for his/her team.
- b. As an individual sport, bowlers are allowed to participate in two non-school events during the high school bowling season while not representing their school.
- c. School teams are allowed a maximum of 24 dates of competition for the regular season.
- d. When a school team or individual student represent their school using one of the allowed dates of competition, a school designated coach must be present and all students competing for the school must be eligible athletes from the same school.

- e. Eligibility questions should be referred to your school's athletic director who will contact MHSAA.
 - f. MHSAA eligibility rules apply in those areas not covered in the conference rules.
- E. Substitutes
- a. Starters must bowl one frame before a sub may enter for them. Mid frame subs are allowed. Once a sub enters a game, they must finish that game. If a starting bowler bowls and starts the 6th frame, then that game belongs to that bowler and the final score goes on their average. Scores for substitutes prior to the 6th frame would be listed as a split-game on the standing sheet.
- F. Absentees/Vacancies:
- a. If a team does not have a full lineup of five bowlers at the start of a match, that team will receive zeros for all frames not bowled.
 - b. For bowlers who are late to a match, the coach will have to have their names on the roster at the start of the match to be able to bowl when the missing bowler or bowlers arrive.
 - c. In Baker games, with a legal lineup of only four bowlers, that team will receive zero in the first and sixth frames. With a legal lineup of only 3 bowlers, that team will receive zero in the first, second, sixth, and seventh frames.
 - d. In Peterson games, teams with less than a full lineup may place the bowlers present in any position one through five as the coach desires. The vacant positions will receive a score of zero.
- G. Forfeits:
- a. A game will be declared forfeited if one team fails to present a legal lineup by the time stated in these rules.
 - b. If a team is late, only the games missed will be forfeited. If the team can post a legal lineup after the match has begun, they will be allowed to enter the competition at the start of the next game.
 - c. A team, which forfeits a match, will lose all 30 points for that forfeited match.
 - d. However the scores of eligible players that are present shall be included in the conference records and will qualify for all conference and USBC individual awards.
 - e. When a match is declared forfeited, the members of the opposing team must bowl as if the match were actually contested.
 - f. Teams missing a match due to an emergency must notify the host center as soon as possible prior to the meet.
- H. Conduct of Coaches and Players:
- a. The uses of alcoholic beverages or tobacco products are not allowed.
 - b. All bowlers and coaches will remain in the immediate bowling area of their team while competition is in progress.
 - c. Coaches or assistant coaches should be present at all practices until their completion.
 - d. Bowlers will be expected to follow the previous bowler promptly and will bowl as soon as one lane is clear on each side (one lane courtesy). The exception to this rule is in the Baker games as you will not be more than one frame ahead of the opposing team. If a bowler is not ready or able to bowl (given 2 to 3 minutes for time) then the opposing team coach may call for a substitute to be put in their place. If no substitute is available then a zero is counted for the frame.

- e. Unsportsmanlike conduct, including but not limited to deliberate foot fouls, hand gestures, taunting, vulgar language, or abuse of equipment or facilities is not permitted.
 - f. 25 pin penalty if done in a Baker game and a 50 pin penalty if done during a Peterson game.
 - g. Coaches of all participating schools shall be responsible for abiding by the code of conduct established by each school and the enforcement of student conduct, rules, and penalties established by the school in their athletic handbook.
 - h. Coaches, Conference officials, and participating bowlers are the only persons authorized to be in the bowler's area during a match. A violation of this is a warning of unsportsmanlike behavior.
 - i. Only one coach per team is allowed in the bowling area. Substitutes must remain near where their team is bowling and not mingle with members of the other teams while they are involved in competition. A violation of this is a warning of unsportsmanlike behavior.
 - j. All cell phones of the members of the team shall be turned off while the competition is in progress. A violation of this is a warning of unsportsmanlike behavior.
- I. Scorekeeping:
- a. All participating bowling centers have automatic scoring that will serve as a backup.
 - b. Recap sheets that are used, as the team starting on the left lane, as the meet progresses, must fill out, the lineup card. It is recommended that both teams fill out a recap sheet and compare, but the official recap will be filled out and turned in by the team starting on the left lane.
 - c. If the conference coordinator or his designee does not receive a recap sheet from the team starting on the left lane, each team will be credited a forfeit.
 - d. In the event that the team starting on the left lane does not turn in a recap sheet the team on the right may do so to avoid a forfeit for both teams.
 - e. If two matches are held on the same day, turn in the recap sheets from the first match before beginning the second match.
 - f. The Division Coordinator will be responsible for tabulating bowler averages, conference standings, and providing a standing of all teams bowling at the end of competition on each scheduled date.
- J. Byes:
- a. When a conference consists of an uneven number of teams, the team scheduled against the nonexistent team will not bowl.
 - b. If a non-conference team can fill the spot then the team with the bye will bowl a non-conference match against the team filling in.
- K. Protests:
- a. Protests will be resolved at the time of the dispute by each of coaches involved.
 - b. If the dispute cannot be resolved between the two coaches involved then the Division Coordinator and two neutral coaches of other teams not involved will be brought in to hear the dispute and render a decision.
 - c. The decision of the Division Coordinator and the two (2) neutral coaches will be final.
 - d. If the Division Coordinator is involved in the protest, then a neutral coach of another team not involved will be asked to fill the Division Coordinator's position, for the purpose of settling this dispute.

IV. Miscellaneous

The host school shall be responsible for all fees paid to bowling proprietor for each of their matches.

The exception to this rule shall be the divisional tournament, where each participating school shall be responsible for their team's lineage fee to the bowling proprietor hosting the event.

A. Uniforms:

- a. Slacks are required. Jeans, cutoffs, shorts, sweatpants, pants with holes, or warm-up pants are not allowed.
- b. A collared shirt will be required. T-shirts will not be allowed. Shirts must be tucked in.
- c. The female bowlers may wear skirts or shorts if they reach the top of the knee.
- d. Hats or other headgear are not permitted to be worn during practice prior to competition or during the actual competition. Violation of this rule will be a warning for unsportsmanlike conduct.
- e. School name or logo and bowler's name may also appear on the shirt. A sponsor or advertiser logo is also permitted on the sleeve or front breast pocket provided it is no larger than two inches by three inches.
- f. All members have to wear the same team shirt and the same color pants during competition. Team members without the same shirt and same color pants are not allowed to compete.
- g. Coaches are expected to abide by the same dress code as the members of their team.
- h. Transportation:
- i. It is the responsibility of each participant in the TVC to arrange for his/her transportation to and from practices, matches, and tournaments.

V. Awards

The Conference Commissioner shall provide the awards for conference approved activities:

- A. Division championship "picture-style" trophy (in case of a tie, duplicate trophies shall be awarded)
- B. Team division champion certificates, as many as needed.
- C. Individual all division medals. Six (6) first team and six (6) second team (in case of a tie, duplicate medals shall be awarded) and honorable mention certificates.
- D. At the end of the season conference meet the top 10 girl and boy finishers that day, will receive medals (five (5) gold and five (5) silver)

All-conference selection procedure:

- A. Coaches may not vote for their players. Coaches may discuss their players prior to casting their votes by secret ballot.
- B. The all conference 1st team is the top six (6) bowlers based on average that meet the minimum games required and the conference sigles champion. The all conference 2nd

team is made up of the top averages 7 through 12 that meet the minimum games required. Minimum games required consist of ½ of the conference team games bowled plus 1.

- C. Honorable Mention is a “Coaches Choice” award. Each coach submits one (1) bowler from their team that does not make the 1st or 2nd team All-Conference.

CROSS COUNTRY - GIRLS' AND BOYS'

I. Schedule

The schedule will consist of three jamborees in each division, on Tuesdays, at two week intervals working backward from the All-Conference meet.

II. Game Management

Three (3) races will be run at each jamboree: one (1) for the varsity girls and one (1) for the varsity boys. The running order will be the same as in the MHSAA rules; followed by the middle school/open race. Fifth grade and below will not be allowed to participate.

Coaches are to supply maps showing the location of the course and the course layout to the visiting school prior to the meet.

Each school may run all team members with the first seven (7) finishers from each team being the designated runners. The meet will be scored according to MHSAA rules.

A team must have at least three (3) runners to complete the race in conference jamborees to obtain a team score.

Whenever a school has less than five (5) runners that school would have up to two (2) ghost runners to calculate a team score. Schools using ghost runners would receive the place (number finish) immediately following the actual last runner to finish the race. For example: School A has three (3) runners who place in 1st, 12th, and 33rd. The total number of the runners in the race was 50 runners who finished the race. School A's ghost runners would score 51, 52 to add to their three (3) runners who finished the race 1st, 12th, and 33rd to equal a team score of 149 points. In addition, if any other schools would need one (1) or two (2) ghost runners to get a team score, they would also use the number immediately following the last place finisher (51-52 in this example). To be eligible to use a ghost runner a team must have at least three (3) athletes complete the race in all conference jamborees. A team using ghost runners cannot beat a team with five (5) finishing runners.

III. Conference Meet

It shall be the responsibility of the host school to designate the site and administer All-Conference championship.

The conference meet will be held on the Tuesday two (2) weeks prior to the regional. Two (2) weeks prior to the meet, each coach will be sent an information/instructions sheet, an entry blank, and a course map.

Each school may run a maximum of seven (7) members of its team

Entry blanks are to be returned as per the conference meet manager's directive

Only adults shall be used as official timers. The current NFHS rule book and MHSAA regulations shall govern any items not specifically covered herein.

The junior varsity race (boys and girls) will be run following the varsity races. The varsity races for boys and girls will follow the same order as in the MHSAA regional meet.

IV. Awards

The Conference Commissioner shall provide the awards for conference approved activities:

- A. Plaques will be awarded to the teams (boys/girls) winning the TVC Invitational. The invitational champion will be the team winning the conference meet.
- B. Invitational medals - 10 first team, 10 second team, and 10 third team (based on finishing 1 - 30 in the all-conference meet) In case of a tie duplicate medals shall be awarded.
- C. Division championship "picture-style" trophy (in case of a tie duplicate trophies shall be awarded). The determination of division championships in cross-country will be based on the results of three divisional jamborees. A team will be awarded points to its place in the jamboree meet. The team with the lowest total will be the division champion. It is the responsibility of the HOST school to present the division awards following the third jamboree, including team division championship certificates.

All-conference selection procedure:

- A. The all-conference teams will be determined by the points awarded at the division jamborees.
- B. An individual will be awarded points equal to his/her finish place in the meet down to 14th place. All the rest of the runners (including anyone missing a particular jamboree) will receive 15 points.
- C. The points from the three jamborees will be totaled. The top fourteen (1-14), will earn all-conference honors. The top seven (1st-7th) individuals will receive first team all-conference medals; the second seven (8th-14th) individuals will receive second team medals. Runners that have finished in 14th place or higher in at least one Conference Jamboree will receive Honorable mention (Excluding 1st and 2nd team members.).

V. Reporting

As soon as possible (same night) following the event, each school shall report the scores of the varsity games to the appropriate media sources. All Conference meet hosts are required to report the results of the meet to all appropriate sources the night/day of the event.

FOOTBALL

I. Schedule

- A. The football schedule shall consist of a single round robin schedule within each division all games counting toward the divisional championship. Following each two year period, a new randomly generated schedule is produced. The site in the second year will be opposite of the previous year during each two year Biennium. The new sequence will originate in the school year that begins with an odd numbered year.
- B. When an odd number of teams necessitate a bye, the bye positions will remain the same for all schools.
- C. All freshman and junior varsity games will be played on the Thursday preceding the varsity game at the site opposite the varsity game.
- D. Inter-divisional scheduling is encouraged but not mandatory. Inter-divisional games have no bearing on the championship.

II. Game Management

- A. All TVC freshman games will consist of 12 minute quarters with the junior varsity games consisting of 12 minute quarters.
- B. The Varsity game will begin at 7:00 p.m.. The junior varsity game will begin no more than ten minutes following the completion of the freshman game, which starts at 4:30p.m..
- C. The home team shall wear the dark-colored jersey with the visiting team wearing the light-colored jerseys. This will apply to all levels of competition.
- D. Each home school will be prepared to appropriately deal with emergency medical needs. It is recommended that a doctor or trainer be in attendance at all games.
- E. The National Anthem will be played at 6:57 p.m. with player introductions at the host schools discretion. **Both teams must be present on the sideline for the National Anthem.**
- F. Half time will be 15 minutes for all varsity games except for homecoming when the half time may be extended to 20 minutes with notification prior to the start of the game.
- G. Scouts from schools not participating in the game shall confine their activities to the spectator area.
- H. Each school shall provide space for the coaching staff from the opposing school.
- I. All levels (varsity, junior varsity, and freshman) shall abide by the MHSAA mercy rule.
- J. The host school shall provide an adult score keeper and an adult timekeeper, neither, of which shall be high school students.
- K. Varsity teams will follow the MHSAA tie breaker/overtime rules.

III. Tournament

Football will have a division champion.

IV. Awards

The conference shall provide the awards for conference approved activities:

- A. Division championship "picture-style" trophy (in case of a tie duplicate trophies shall be awarded).
- B. Individual divisional certificate – as many as needed.
- C. Individual divisional medals determined per division.
- D. Individual division honorable mention certificates will be provided along with 1st and 2nd team medals.

All-conference selection procedure:

- A. All coaches shall submit to the Conference Commissioner, by the deadline date listed on the form provided, a list of players from their team whom they feel should be considered for all-conference recognition. The number of nominations is determined by the final division standings. (See [Awards and Nominations](#))
- B. The Conference Commissioner shall compile a master list of nominations and distribute at the All-Conference selection meeting. There will be no additions to this list.
- C. The coaches will meet on the second Sunday, except when changed by the Conference Commissioner, following the last conference game.
- D. Coaches may not vote for their players. Coaches may discuss their players prior to casting their votes by secret ballot.
- E. Votes must be placed on the ballot in reverse rank order. Coaches must cast a complete ballot. All ties remain ties and players will be placed on all-conference teams.
- F. The composition of the 1st and/or 2nd all-conference football squads shall be as follows:
 - a. TVC8
 - i. Offense - Interior Linemen - vote for 10, Ends - vote for four (4), Backs - vote for six (6), Fullback - vote for two (2), Tight End - vote for two (2), Quarterback - vote for two (2), and Kicker - vote for two (2). Each team (1st and 2nd) will consist of five (5) interior linemen, two (2) ends, three (3) backs, one (1) fullback, tight end, quarterback, and kicker.
 - ii. Defense - Interior Linemen - vote for six (6), Linebackers - vote for eight (8), Defensive Backs - vote for eight (8), Defensive Ends - vote for four (4), and Punter - vote for two (2). Each team (1st and 2nd) will consist of three (3) interior linemen, four (4) linebackers, four (4) defensive backs, two (2) defensive ends, and one (1) punter.
 - b. TVC10 - The TVC10 will be split into two tiers and will only have a 1st team All-Conference.
 - i. Offense - Interior Linemen - vote for six (6), Ends - vote for three (3), Backs - vote for four (4), Fullback - vote for one (1), Tight End - vote for one (1), Quarterback - vote for one (1), and Kicker - vote for one (1).
 - ii. Defense - Interior Linemen - vote for four (4), Linebackers - vote for five (5), Defensive Backs - vote for four (4), Defensive Ends - vote for three (3), and Punter - vote for one (1).
- G. The candidate with the next highest total vote will replace any candidate withdrawn prior to the announcement of all-conference winners.
- H. The total number of awards (1st team + 2nd team + Honorable mention) is one more than the total number of nomination allowed (See [A](#) above).
- I. The varsity coach or designated representative shall attend the all-conference selection meeting in order for the school's athlete to receive all-conference honors.
- J. If the school is not represented at the meeting, the school will be fined \$50.00
- K. The voting will take place with schools in attendance. Students from school(s) that coaches do not show up for voting will remain on the ballot.
- L. It is the responsibility of the Conference Commissioner to submit the final all-conference selections to all media concerned.

V. Reporting

As soon as possible (same night) following the event, each school shall reports the scores of the varsity games to the appropriate media sources.

GOLF - GIRLS' AND BOYS'

I. Schedule

The golf schedule consists of four (4) 18-hole conference jamborees. Schools may agree to change Conference schedule due to spring breaks or course availability.

Conference matches will be played based on course availability.

II. Match Management

Matches will begin with starting times subject to availability of the home course. All division matches will be four (4) 18-hole jamborees. In jamborees, six (6) may play; four (4) scores will be counted.

If the match is suspended by mutual agreement of the coaches due to weather, the match will be completed from the point of suspension.

Player attire shall consist of:

- A. Uniform shirts with collars are required.
- B. Spikeless or soft spike shoes are required.
- C. Blue jeans are not allowed.

United States Golf Association (USGA). rules will govern play.

Ties will be broken by the scores of the fifth golfer, if still tied the ties will be broken by the scores of the sixth golfer. If still tied, the match is a tie.

III. Awards

- A. Division championship "picture-style" trophy (in case of a tie duplicate trophies shall be awarded).
- B. The division champion is determined by total strokes from all four (4) jamborees. The 1st (6) and 2nd (6) All-Conference teams will be determined by number of strokes from three (3) out of the four (4) jamborees. (This will allow a player to miss one of the jamborees and still qualify for conference honors.) Awards will be given at the conclusion of the last jamboree. (See [Awards and Nominations](#))

IV. Reporting

As soon as possible (same night) following the event, each school shall reports the scores of the varsity games to the appropriate media sources. All Conference meet hosts are required to report the results of the meet to all appropriate sources the night/day of the event.

SIDELINE CHEERLEADING

Schools may not exceed the stunts and mounts as described in the MHSAA Sideline Cheering Guidebook.

It is the responsibility of the host cheerleaders to greet the visiting cheerleaders upon arrival. No signs shall be mounted on wood or metal supports in the spectator area.

The game manager must approve content and placement of all signs and posters at any time prior to and throughout the contest.

COMPETITIVE CHEER - GIRLS'

I. Schedule

The competitive cheer schedule shall consist of a four (4) competition schedule within each division all competitions counting toward the divisional championship.

II. Game Management

- A. The varsity competition will begin at 6:00 p.m.
- B. Each home school will be prepared to appropriately deal with emergency medical needs. It is recommended that a doctor or trainer be in attendance at all games.
- C. The National Anthem will be played at 6:00 p.m. with team introductions at the host schools discretion. **All teams must be present on the sideline for the National Anthem.**
- D. A five (5) to 10 minute break will be taken between rounds.
- E. Each school shall provide space for the coaching staff from the opposing school.
- F. The host school shall provide an adult score keeper and an adult timekeeper, neither, of which shall be high school students. The host school shall also schedule a panel of judges.
- G. Varsity teams will follow the MHSAA tie breaker rules.

III. Awards

The conference shall provide the awards for conference approved activities.

- A. Division championship "picture-style" trophy (in case of a tie duplicate trophies shall be awarded).
- B. Divisional Champion Certificates – as many as needed.
- C. Individual divisional awards – ([Awards and Nominations](#))

All-conference selection procedure:

- A. All coaches shall submit to the Conference Commissioner, by the deadline date listed on the form provided, a list of players from their team whom they feel should be considered for all-conference recognition. The number of nominations is determined by the final division standings
- B. The Conference Commissioner shall compile a master list of nomination and distribute at the all-conference selection meeting. There will be no additions to this list.
- C. The coaches will meet on the date determined by the Conference Commissioner.
- D. Coaches may not vote for their players. Coaches may discuss their players prior to casting their votes by secret ballot.
- E. Votes must be placed on the ballot in reverse rank order. Coaches must cast a complete ballot. All ties remain ties and players will be placed on all-conference teams.

- F. Final conference standing determines the total number of awards.
- G. The total number of awards (1st team + 2nd team + Honorable mention) is one more than the total number of nomination allowed (See A. above).
- H. The varsity coach or designated representative shall attend the all-conference selection meeting in order for the school's athlete to receive all-conference honors.
 - a. If the school is not represented at the meeting, the school will be fined \$50.00
 - b. The voting will take place with schools in attendance. Students from school(s) that coaches do not show up for voting will remain on the ballot.
- I. It is the responsibility of the Conference Commissioner to submit the final all-conference selections to all media concerned.

IV. Reporting

As soon as possible (same night) following the event, each school shall reports the scores of the varsity games to the appropriate media sources.

SOCCER - GIRLS' AND BOYS'

I. Schedule

- A. The soccer schedule shall consist of a double round robin within each division. Each team will be home one game and away the other. In the following year, the rotation will stay the same, but the home and away games will be switched. Following each two-year period, a new randomly generated schedule is produced for the next Biennium. The new sequence will originate in the school year that begins with an odd numbered year.
- B. Conference games are to be scheduled on Mondays and Wednesday for both boys and girls whenever possible.
- C. No crossover games within divisions are scheduled. Schools are encouraged to schedule opposite division teams for non-conference games whenever possible.

II. Game Management

- A. The home team shall wear dark-colored jersey with the visiting team wearing the light-colored jerseys.
- B. Players will use the half of their field across from their dugout for pre-game warm-up.
- C. Varsity games will begin at 4:30 p.m. or TBD.
- D. Each team is responsible for supplying their own practice balls. The home team is to supply three game balls for play and should supply two (2) ball retrievers during action.
- E. The home school shall provide an official score keeper and time keeper.
- F. All schools will follow the MHSAA mercy rule.
- G. Only MHSAA approved referees should be used.
- H. Games are final at the end of regulation. In the case of a tie, there is no overtime shootout. Teams will be awarded three (3) points for a win and one (1) point for a tie.

III. Awards

The conference shall provide the awards for conference approved activities:

- A. Division championship "picture-style" trophy (in case of a tie, duplicate trophies shall be awarded.)
- B. Team division champion certificates- as many as needed.

- C. Individual all-conference first team medals
 - a. Five (5) team division = 17 field players + one (1) goal keeper
 - b. Six (6) team division = 20 field players + one (1) goal keeper
 - c. Seven (7) team division = 24 field players + one (1) goal keeper

All-Conference selection procedure:

- A. All coaches shall submit to the Conference Commissioner, by the deadline listed on the form provided, a list of players from their team whom they feel should be considered for all-conference recognition. The number of nominations is determined by the final division standings (See [Awards and Nominations](#)).
- B. The Conference Commissioner shall compile a master list and distribute at the all-conference meeting. There will be no additions or changes to this list.
- C. The coaches shall meet on the second Sunday following the last scheduled conference game (unless changed by the Conference Commissioner.)
- D. Goalies will be voted on first. Coaches will vote for 2 on a 2 point system highest vote getter will get 1st team, A coach could place a goalie in the at large pool if he/she was not selected to the first team. Vote for the top 17/20 players on a 17/20 to 1 point system. The 17/20 players receiving the highest total points will earn all-conference first team honors.
- E. Coaches must cast a complete ballot. The players with the highest vote totals will receive all-conference honors. All ties remain ties and players will be placed on the all-conference team.
- F. Each school will be allowed Honorable Mention certificates to be issued at their discretion. Final division standings will determine the total number of awards.
- G. The total number of awards (1st team + honorable mention) is one more than the number of nominations (see A. above)
- H. The varsity coach or designated representative shall attend the all-conference selection meeting in order for the school's athlete to receive all-conference honors.
 - a. If the school is not represented at the meeting, the school will be fined \$50.00
 - b. The voting will take place with schools in attendance. Students from school(s) that coaches do not show up for voting will remain on the ballot.
- I. It is the responsibility of the Conference Commissioner to submit the final All-Conference selections to all media concerned.

IV. Reporting

As soon as possible (same night) following the event, both coaches are required to report the score to all appropriate media.

TENNIS - GIRLS' AND BOYS'

I. Schedule

The tennis schedule for boys and girls shall consist of a single round robin of matches within the division. The following tie-breaker(s) will be used to determine divisional placement: 1) head-to-head, 2) point differential in divisional play, 3) point differential in divisional play for singles play, 4) coin flip. Conference finish will be worth half of formula for determining TVC champion. No divisional winners will be recognized.

A conference meet will be held on the Friday preceding the regional level of MHSAA play, with a Saturday/Monday being used as a rain date.

II. Game Management

Each divisional/conference match will begin at 4:00 p.m.

Once a team arrives, cancellation of a match may only occur if mutually agreed upon by both coaches. In the event there is a dispute, the host athletic director shall make the final decision. All suspended division/conference matches must be rescheduled.

All MHSAA tennis guidelines are in effect.

The home school is responsible for furnishing game balls.

A maximum of 10 minutes is used for warm-up.

III. Conference Meet

A seed/draw meeting will be held the day before the conference meet (site and time to be determined by host manager.)

The format for the TVC Meet will be the same as the MHSAA regionals.

Each school will be responsible to bring eight (8) cans of United States Tennis Association (USTA) regulation balls.

Tournament managers are encouraged to hold the meet at larger venues whenever possible.

The TVC Meet will be worth half of the formula for determining TVC Champ.

IV. Awards

The conference shall provide the awards for conference approved activities:

- A. Conference championship "picture-style" trophy (in case of a tie, duplicate trophies shall be awarded).

- a. Regular season points will be equal to 1 point for each win and .5 if a tie; (10 teams, 1st place finish would = 9 pts., 2nd place=8 pts., 10th place=0 pts.) Final positional standings are determined after the cross-over matches.
 - b. Tournament finish will be equal to 1 point for each win and .5 a tie; (10 teams, 1st place finish would = 9 pts., 2nd place = 8 pts., 10th place= 0 pts.)
 - c. The combination of points earned between the regular season and conference tournament standings will determine TVC Champ.
- B. Team conference champions certificates-as many as needed.
- C. The top four individuals and top four doubles teams at the Conference Tournament will receive all-conference 1st Team medals. The runner-ups in both individual and doubles events at the conference tournament will earn all-conference 2nd Team medals. The 3rd and 4th place finishers at the conference tournament will receive honorable mention certificates.

V. Reporting

As soon as possible (same night) following the event, each school shall report the scores of the varsity match to the appropriate media sources. All Conference Tournament hosts are required to report the results of the meet to all appropriate sources the night/day of the event.

TRACK AND FIELD - GIRLS' AND BOYS'

I. Schedule

The track and field schedule shall consist of division single round robin triangular/dual meets. The schedule will be changed annually. Host schools determined by the Conference Commissioner on a rotating basis each year..

Girls' and boys' teams will compete at the same site and date and follow the order of events as indicated by MSHAA rules.

II. Game Management

Entries in all events (including first and last names) shall be made by fax or e-mail to the host school no later than noon the day preceding the meet. Such entries may be adjusted upon arrival at the meet site.

The field events of the meet will start at 4:00 p.m. Running events will begin 30 minutes after field events begin. Starting times may be changed to a mutually agreed upon time (contracted) by the athletic directors.

Unlimited entries are allowed in all events. Scoring will be done according to the National Federation guidelines. Duals and double duals will be scored 5-3-1 for open events and 5-0 for relays.

Four attempts will be allowed in the discus, long jump, and the shot put. There will be no finals. Three attempts per height will be allowed in the high jump and pole vault. The starting heights for girls competitions will be: 4'0" (high jump) and 6'0" (pole vault). The starting heights for boy's competitions will be 5'0" (high jump) and 8'6" (pole vault). Starting heights may be adjusted by mutual consent of all competing teams if weather conditions merit such adjustment.

If the host school does not have vaulting facilities, the vaulters may receive those points entitled by entering and showing certification (signed by the AD or Principal) of a successful starting height vault of 8'6" for boys and 6'0" for girls. The height must have been cleared in a regular meet. The pole vault event must occur if facilities are available. Points will be added and divided equally among all competitors that meet qualifying height.

III. Division Meet

Fulton Accurate Timing (FAT) must be used.

Contestants (individual and relay teams) will be seeded according to documented times posted during the current season.

Each team may enter a maximum of four contestants per event (only three are able to compete in the competition), there will be no substitutions. Any runner may participate in the relays as long as all rules are observed.

In the events where qualifying heats are run, qualifiers will be determined by their place in the heats and not on times.

The meet will begin with the 3200M relay followed by the first round of 100/hurdles/200. There will be a 30 minute break after the first round where field events will continue. The remainder of the meet will start with the high hurdle finals and then continue the meet on a rolling schedule. Field events begin at 3:30 with the 3200M relay beginning at 4:00 p.m..

All entries are to be submitted to the host school by 12:00 p.m. the Monday after regionals prior to the division meet. Each school should email/fax/enter any updated times or entry changes/additions to the host school by 5:00 p.m. on Monday following regionals.

All seeding of heats, determining lane assignments will be made following the MHSAA format.

Four attempts will be allowed in the discus, long jump, and the shot put. There will be no finals. Three attempts per height will be allowed in the high jump and pole vault. The starting heights for girls' competitions will be: 4'0" (high jump) and 6'0" (pole vault). The starting heights for boys' competitions will be 5'0" (high jump) and 8'6" (pole vault). Starting heights may be adjusted by mutual consent of all competing teams if weather conditions merit such adjustment.

Scratches must be made no later than 30 minutes prior to the scheduled starting time of the preliminaries.

The host school shall submit specific regulations, which will include a designated warm-up area, staging area, and other related details, appropriate to their facility.

Scoring for individual events and relays for the division meet will be (10,8,6,5,4,3,2,1).

Coaches will only view from the stands. ONLY meet officials will be allowed on the track or in the field event areas.

All schools are required to furnish three (3) volunteer workers to the host school if the host school requests it. If the host school requests workers and a school does not provide the workers the school will be charged a \$25.00 fee in place of each worker not furnished. Schools must notify the host school at least one week in advance if they are not providing workers.

IV. Awards

The conference shall provide the awards for conference approved activities.

The team championship will be determined by adding the following:

- A. Regular season points will be equal to one point for each division win. When a team scoring tie occurs during the regular season, those teams involved receive half a point for the tie.
- B. Division meet points will be based upon the place in the meet. Points earned are based on the number (n) of division Teams sponsoring the sport: Ex: 1st place = n-1 points; 4th place = n-4 points. **Weight the division meet scoring in a slightly higher manner, (10-8-6-5-4-3-2-1)**
- C. Team division champion certificates – as many as needed.
- D. All-conference medals will be awarded to those individuals placing 1st, 2nd, 3rd. Honorable Mention certificates will be awarded to those individuals placing 4th place.

V. Reporting

As soon as possible (same night) following the event, each school shall reports the scores of the varsity games to the appropriate media sources. All Conference meet hosts are required to report the results of the meet to all appropriate sources the night/day of the event.

VOLLEYBALL

I. Schedule

The volleyball schedule shall consist of a single round robin within each division for the varsity and sub-varsity teams. Volleyball matches will follow the format set forth by the MHSAA. Varsity will play best three (3) out of five (5) sets rally-scored sets to 25 points with no cap. If necessary, a 15-point rally-scored set (with no cap) will be used for a deciding fifth set in round robin play. Sub-varsity matches will consist of two (2) out of three (3) rally scored sets to 25 points with no cap. If necessary a 15-point (no cap) rally-scored set will be used for a deciding third set The same schedule will be used for a two-year period changing sites in the second year. Following each two-year period, a new randomly generated schedule is produced for the next biennium. The new sequence will originate in the school year that begins with an odd numbered year. The schedule will follow consistency in alternating home/away contest through the biennium.

The matches will be scheduled on Wednesdays starting backward from the week of the two divisional crossover tournaments.

II. Game Management

The Freshman/JV match will start at 4:30 p.m. for one court and 5:00 p.m. for two courts.

The warm-up routine for conference matches will be as follows:

- A. Sub-varsity warm-up is a 4-4-4-2 format (14 minutes on clock)
 - a. Four (4) minutes shared court, no balls over the net
 - b. Four (4) minutes home team has the floor
 - c. Four (4) minutes visiting team has the floor
 - d. Two (2) minutes shared floor home/visitor (typically serving back and forth)
- B. Varsity warm-up remains unchanged from year's past, 20 full minutes
 - a. Four (4) minutes shared, no balls over the net
 - b. Four (4) minutes home team has the floor
 - c. Four (4) minutes visiting team has the floor
 - d. Four (4) minutes home team has the floor
 - e. Four (4) minutes visiting team has the floor

The home team shall provide an equal number and quality of warm-up balls for the visiting teams.

The host school shall provide a scorekeeper and libero tracker.

The host school shall provide, for regular season matches, line judges as required by the MHSAA.

III. Awards

The conference shall provide the awards for conference approved activities:

- A. Division championship "picture-style" trophy (in case of a tie duplicate trophies shall be awarded).
- B. Team division champion certificates-as many as needed
- C. Individual medals/certificates are based on the number of divisional teams.

All-conference selection procedure:

- A. All coaches shall submit to the Conference Commissioner, by the deadline date listed on the form provided, a list of players from their team whom they feel should be considered for all-conference recognition. The number of nominations is determined by the final division standings ([Awards and Nominations](#)).
- B. The Conference Commissioner shall compile a master list of nominations and distribute at the all-conference selection meeting. There will be no additions to this list.
- C. The coaches will meet on the second Sunday, except when changed by the Conference Commissioner, following the last conference game.
- D. Coaches may not vote for their players. Coaches may discuss their players prior to casting their votes by secret ballot.
- E. Coaches nominate and talk about their athletes.
- F. Coaches vote for remaining spots, ranking players. For example, if there are 4 sports remaining, the top pick would get four (4); next pick three (3), and so on.
- G. Votes are tabulated and the process repeats for second team.
- H. Each school will be allowed honorable mention certificates to be issued at their discretion. Final division standing determines the total number of awards.

- I. The total number of awards (1st team + 2nd team + honorable mention) is one more than the total number of nominations allowed (See [A](#) above).
- J. The varsity coach or designated representative shall attend the all-conference selection meeting in order for the school's athletes receive all-conference honors.
 1. If the school is not represented at the meeting, the school will be fined \$50.00
 2. The voting will take place with schools in attendance. Students from school(s) that coaches do not show up for voting will remain on the ballot.
- K. It is the responsibility of the Conference Commissioner to submit the final all-conference selections to all media concerned.

IV. Reporting

As soon as possible (same night) following the event, each school shall reports the scores of the varsity games to the appropriate media sources. All Conference meet hosts are required to report the results of the meet to all appropriate sources the night/day of the event.

WRESTLING

I. Schedule

The same schedule will be used for a two-year period changing sites in the second year. Following each two-year period, a new randomly generated schedule is produced for the next biennium. The new sequence will originate in the school year that begins with an odd numbered year.

Non-conference schools may be brought in to dual matches to form tri's or quads .

The matches will be scheduled on Wednesdays starting the first Wednesday following the first legal MHSAA starting date.

II. Game Management

The matches will start at 5:30 p.m.

Host site must set up two mats for competition.

MHSAA home weigh-in procedure will be followed.

MHSAA weight classifications will be followed.

The host school shall provide a score keeper and timer.

III. Conference Tournament

A. Tournament Site Selection

- a. In order to allow for all wrestlers to wrestle back in some form into the tournament after a loss during the rat tail rounds of 16, the tournament site should accommodate 5+ mats.

- i. Preference should be given to schools that can fit 5+ mats and rotated among those schools.
 - ii. If tournament site only accommodates four (4) mats then we can only allow round of eight (8) (1/4 final) losers to wrestle back. Previous round losers will be eliminated.
 - b. Bracket: 16 man bracket with Rat tails as needed.
 - i. The round of Rat tail and Round 1 (round of 16) losers will wrestle back in a separate consolation bracket (for experience only, no scoring)
 - ii. Round 2 (1/4 final) and Round 3 (semi-final) losers can wrestle back for 3rd. Bracket example at the end of this section.
- B. Each Conference school will pay \$100 to offset costs.
- C. Seeding
 - a. Seed meeting will be held on the Friday night before the tournament. NO CHANGES WILL BE ALLOWED AFTER SEED MEETING IS COMPLETED ON FRIDAY.
 - b. All wrestlers with a winning record will be seeded, with the intent that at least 8 wrestlers will be seeded regardless of record. (You do not have to have a winning record to be seeded).
 - c. Wrestlers will be seeded by committee (three (3) head coaches - one (1) from each division)
 - d. Weight classes will be randomly assigned to committees
 - e. (1) Committee seeds the bracket, (2) Challenges can be made by the coaches, (3) Committee will take all challenges back into consideration and make adjustments if needed. After the committee comes back all changes are final.
- D. Seeding Criteria
 - a. Head to Head Results-Who ever won the most matches during the season head to head, and in the event of a tie the wrestler who won the last time they wrestled.
 - b. Common Opponents-Significantly different outcome verses a common opponent
 - c. Returning State Placer –Advantage goes to the higher state placer
 - d. Returning State Qualifier
 - e. Significantly Better Winning Percentage-Because the number of matches an individual wrestler competes can affect the comparison of win percentage a great deal, coaches are encouraged to make sure the variance is significant to invoke this criteria.
 - f. Committee Vote-Items to possibly consider: regional qualifier, year of wrestler (senior vs. freshman), level of competition, common opponent variances even if not significant (if wrestler “A” was consistently slightly better than wrestler “B” vs. on or multiple common opponents), winning percentage even if not significant, a wrestler was injured last year preventing a region or state qualification.
- E. On-site weigh in will be used.
 - a. There will be an on-site shoulder-to-shoulder weigh-in held on the morning of the tournament at the tournament site. Weigh-in to start at 8:00 a.m., wrestling to start at 9:30 a.m. The tournament director or their delegate will organize and communicate any required details to TVC coaches. Weigh-in should be overseen by the head official and should include the skin check.
 - b. If a seeded wrestler doesn't make weight, adjust the seeded wrestlers accordingly.
- F. Medals to top four (4) placers
- G. It is possible to have a 6th match flip situation in the 3rd/4th and 5th/6th finals

IV. Awards

The conference shall provide the awards for the conference activities:

- A. Division championship “picture-style” trophy (in case of a tie duplicate trophies shall be awarded) based on dual records.
- B. Team division champion certificates – as many as needed.
- C. Individual division medals – 14 first team and 14 second team (in case of a tie duplicate medals will be awarded.)
- D. Fourteen (14) individual division honorable mention certificates will be awarded.
- E. Division Champions Scoring Procedure – Duals count 2/3 (16, 14, 12, 10, 8, 6, 4, 2) with the TVC meeting counting as 1/3 (8,7,6,5,4,3,2,1)

All-conference selection procedure:

- A. All coaches shall submit to the Conference Commissioner, by the deadline date listed on the form provided, one wrestler per weight class, if deserving. Each nominated wrestler must have wrestled in that weight class a minimal of two divisional matches.
- B. The Conference Commissioner shall compile a master list of nominations and distribute at the all-conference selection meeting. There will be no additions or changes to this list.
- C. The coaches will meet on a date determined by the Conference Commissioner.
- D. Coaches may not vote for their players. Coaches may discuss their players prior to casting their votes by secret ballot.
- E. Votes must be placed on the ballot in reverse rank order. Vote for the top two wrestlers on a 2 to 1 point system. The highest vote getter receives 1st team honors, second highest receives 2nd team honors, third highest receives honorable mention.
- F. The varsity coach or designated representative shall attend the all-conference selection meeting in order for the school’s athlete to receive all-conference honors.
 - a. If the school is not represented at the meeting, the school will be fined \$50.00
 - b. The voting will take place with schools in attendance. Students from school(s) that coaches do not show up for voting will remain on the ballot.
- G. It is the responsibility of the Conference Commissioner to submit the final all-conference selection to all media concerned.

V. Reporting

As soon as possible (same night) following the event, each school shall reports the scores of the varsity games to the appropriate media sources. All Conference meet hosts are required to report the results of the meet to all appropriate sources.

AWARDS AND NOMINATIONS

Sport	Schools in Division	Total Starters	All Conference Teams	Total Players on All Conference Team	Nominations Based on Finish										Total Nominations
					1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	
Football	8	176	2	28	15	13	11	10	9	8	7	6			79
	5	110	1	34	14	12	10	8	6						50
Basketball	8	40	2	6	4	3	3	2	2	2	1	1			18
	10	50	2	8	4	3	3	3	2	2	2	2	1	1	23
	5	25	1	8	4	3	2	2	1						12
Soccer	5	55	1	17 + 1 GK	7	6	5	4	3						25
	6	66	1	20 + 1 GK	7	6	5	4	3	2					27
	7	77	1	24 + 1 GK	7	6	5	4	3	2	2				29
Volleyball	8	48	2	7	5	4	4	3	3	2	2	1			24
	10	60	2	9	5	4	4	3	3	3	2	2	1	1	28
	5	30	1	9	5	4	3	2	1						15
Bowling	7	35	2	6	4	3	3	2	2	1	1				16
	8	40	2	6	4	3	3	2	2	2	1	1			18
	9	45	2	7	4	3	3	2	2	2	1	1	1		19
Baseball	8	72	2	11	7	6	5	4	3	2	1	1			29
	10	90	2	14	7	6	5	4	3	3	2	2	1	1	34
	5	45	1	14	5	4	3	3	2						17
Softball	8	72	2	11	7	6	5	4	3	2	1	1			29
	10	90	2	14	7	6	5	4	3	3	2	2	1	1	34
	5	45	1	14	5	4	3	2	1						15
Cheer															0
	5		1	12	7	6	5	4	3						25
	6		1	14	7	6	5	4	3	2					27
	7		1	16	7	6	5	4	3	2	1				28
	8		1	18	7	6	5	4	3	2	1	1			29
9		1	20	8	7	6	5	4	3	2	2	1		38	
Golf Boys	8		2	6											0
	10		2	6											0
Golf Girls	one division		2	6											0
Track & Field	8		3	29											
	10		3	29											

The number of players a school may nominate will be determined by its position in the final Conference standings. Each sport has assigned the following specific number of nominees.

The number of nominations is ONE (1) LESS THAN the total number of awards (first team + second team + honorable mention certificates) a school may receive [i.e. if the 2nd place baseball team is awarded by vote two (2) first team players and one (1) second team player, the team may receive four (4) honorable mention certificates – thus the total awards equals the allowed six (6) nominations + one (1) more. The honorable mention certificates may be awarded to whichever player the coach desires.

In case of ties, the number of nominations will be the highest place [i.e. if three (3) teams tie for 2nd place, then all three (3) teams will have the same number of nominations awarded for 2nd place teams; the next place will then be 5th].

APPENDICES

For Sport-Specific Bylaws

APPENDIX A

CONFERENCE AND DIVISIONAL COMPETITIONS EXPENSES

APPENDIX B

OFFICIALS RATES

APPENDIX C

GUIDELINES FOR SPORTSMANSHIP/GAME MANAGEMENT

APPENDIX D

CONFERENCE STAFF EVALUATIONS

APPENDIX A - CONFERENCE AND DIVISIONAL COMPETITIONS EXPENSES

DIVISION OR CONFERENCE COMPETITIONS EXPENSES

Conference dues will be used to pay for officials for all conference meets. The host school is responsible for the divisional meets.

Cross Country

Conference Meet Manager	\$150
Timer	\$300
1 starter at TVC pay scale	incl.
Trainer	\$150

Tennis

Conference Meet Manager	\$150
Facilities Fee	TBD

Wrestling

Conference Meet Manager	\$150
Bout Manager (computer)	\$300
Officials:	
3 with two mats	
4 with three mats	
5 with four mats @ TVC scale	
Trainer	\$200

Track and Field

Conference Meet Manager	\$150
FAT operator	\$300
Officials 5 HS – 3 MS	\$100 ea.
Trainer	\$150

Bowling

Conference Meet Manager	\$150
Facilities Fee	TBD

Expense formula (if applicable) – Must turn in reports for reimbursement. Gate minus above expenses equals profit. School gets 70%, conference gets 30%

CONFERENCE TOURNAMENT FINANCIAL WORKSHEET

The worksheet located below is an example of of the financial worksheet that can be found on the Tri-Valley shared drive. The worksheet can be located [here](#).

This document is to be completed by the host school and submitted to the Conference Commissioner along with check payable to the TVC.

Sport: _____ Date _____
 Host School: _____ Manager: _____

REVENUE:

Number of Tickets Sold = _____ @ \$5 per ticket Revenue= \$ _____
 Entry fee (if applicable) \$ _____ x _____ # of schools Revenue= \$ _____
Total Revenue: \$ _____

EXPENSES:

Conference Meet Manager	Name: _____	\$ <u>150.00</u>
Officials	Name: _____	\$ _____
	Name: _____	\$ _____
	Name: _____	\$ _____
	Name: _____	\$ _____
	Name: _____	\$ _____
	Name: _____	\$ _____
	Name: _____	\$ _____

Conference Approved Workers (i.e trainer, timer, FAT operator etc):

Role: _____	Name: _____	\$ _____
Role: _____	Name: _____	\$ _____
Role: _____	Name: _____	\$ _____
Role: _____	Name: _____	\$ _____

Facilities Fee (if applicable) \$ _____

Total Expenses: \$ _____

Total Revenue (from above) \$ _____

Minus Total Expenses \$ _____

Profit: (if negative=TVC reimburses) \$ _____

Profit x 70% = \$ _____ Host school share

Profit x 30% = \$ _____ TVC share

APPENDIX B - OFFICIALS RATES

OFFICIALS RATES FOR 2022-2023 WILL BE BASED ON ASSOCIATION USED

<u>Sport</u>	<u>Level</u>	<u>Rates</u>
Football	Varsity	\$75
Football	JV or Fresh	\$50
Football	JV/Fresh DH (12 min & 10 min)	\$95
Football	JV/Fresh DH (12 min & 12 min)	\$100
Football	Middle School	\$40

Basketball	Varsity	\$67
Basketball	JV	\$50
Basketball	Fresh	\$47
Basketball	JV/Fresh DH	\$100
Basketball	MS Single Game (8 minute quarters)	*\$35
Basketball	MS DH	*\$65
Basketball	MS Three Games	*\$90

**Note: At the middle school level to reduce the rate it will need to be in agreement that there be no pressing by a team that's ahead by 15 points. There shall also be a 25 point running clock in the second half. The clock will keep running until the score drops below 20 points.

Volleyball	Varsity (2 officials) (3 of 5)	\$50
Volleyball	JV (2 officials) (2 of 3)	\$30
Volleyball	Fresh (2 officials) (2 of 3)	\$30
Volleyball	Var, JV, Frosh Tri (2 officials) 3 matches	\$90
Volleyball	Var, JV, Frosh Quad (2 officials) 3 matches	\$90
Volleyball	Fresh (1 official)	\$36
Volleyball	JV (1 official)	\$36
Volleyball	MS (1 official)	\$26 per match
Volleyball	Tournaments (All Levels)	\$150

Baseball	Varsity (2 umpires)	\$52 per game
Baseball	JV (2 umpires - 6 innings or 1 hr 45 min)	*\$44 per game
Baseball	JV (1 umpire - 1 hr 45 min)	*\$70 per game

**Note: For sub-varsity baseball double headers the games end after six (6) innings or one hour and forty-five minute time limit whichever comes first. If the mercy rule comes before six (6) innings or the time limit the game ends at that point.

Softball	Varsity (2 umpires)	\$46 per game
Softball	JV (2 umpires - 6 innings or 1 hr 30 min)	*\$40 per game
Softball	JV (1 umpire - 1 hr 30 min)	*\$50 per game

**Note: For sub-varsity softball double headers the games end after six (6) innings or one hour and thirty minute time limit whichever comes first. If the mercy rule comes before six (6) innings or the time limit the game ends at that point.

APPENDIX C - GUIDELINES FOR SPORTSMANSHIP/GAME MANAGEMENT

TVC Guidelines for Sportsmanship/Game Management

I. Pre-Game Introductions/Warm-up Format:

All pre-game introductions will follow the MHSAA Tournament Format:

A. Sports with a player introductions

- a. Player and team introductions are expected for varsity competition. The home school will decide if player and team introductions are used at the sub-varsity level and will inform coaches and officials of such policies.
- b. Coaches, assistant coaches (on roster) and officials should always be included in pre-game introductions.
- c. Public address announcers should not show any form of disrespect toward the opposing team.
- d. Public address announcers should check pronunciations of players, coaches and officials names before announcing.
- e. All schools are required to follow pre-game warm-up rules for each TVC sponsored sport as outlined in [Sport Specific Guidelines](#) of the TVC Constitution.
 - i. Basketball
 1. Introductions will be made in alternate fashion, beginning with the visiting team. (visiting player, home player, visiting player, etc.)
 2. Players will shake hands with the opposing coach and opposing player(s).
 3. Players will stand in a position facing team bench until all starters have been introduced.
 4. Neither team will be allowed any pre-game celebration in the center circle.
 - ii. Football
 1. Public address announcer will introduce entire starting line-up of the visiting team and then the home team. (Usually just the starting defense or offense.)
 2. Teams may choose to not have individual players announced.
 3. Players are not expected to do anything (shake hands with opposing coaches, players, etc.) after being announced.
 4. Neither team will be allowed to warm-up beyond their own 45-yard line before the game or during half-time.
 - iii. Volleyball
 1. Teams should line up on their respective end lines.
 2. Visiting team shall be introduced and then home team, starting with lowest number.
 - iv. Wrestling
 1. Coaches, officials and starting weight class should be introduced before matches begin.
 2. Wrestlers will be introduced immediately before they wrestle.
 - v. Baseball/Softball- (If pre-game introductions are done.)
 1. Players should be on baseline outside of their dugout.

2. Visiting team starting line-up should be introduced first.
3. Use batting order to begin introductions.
- vi. Soccer (If pre-game introductions are done.)
 1. Teams should line up on their respective sidelines in front of their bench.
 2. The visiting starting line-up should be introduced first, followed by the home team.
 3. Introductions should start with the goalie, defense and then forwards.
 4. Neither team will be allowed to warm-up beyond their own half of mid-field line before the game or during half-time.
- B. Sports without player introductions
 - a. Typically the following sports do not have any type of pre-game introductions: Golf, Tennis, Cross Country, Track and Bowling.
- C. National Anthem
 - a. Players/Coaches
 - i. Players and coaches are expected to be present during the playing of the National Anthem.
 - ii. Players need to show proper respect for the National Anthem. (i.e. paying attention, facing the flag, not talking, etc.)
 - iii. Players should be in a designated spot. (Determined by sport; example: volleyball on opposing end lines.)
 - b. Playing/performing of National Anthem
 - i. Public address announcer should notify teams and crowds that the National Anthem is about to be performed and give adequate time to prepare.
 - ii. Public address announcer should let crowd and/or players where the flag is, when it is not obvious.
 - iii. The National Anthem played on tape or CD needs to be of a high quality and played at an audible level.
 - iv. Live performances need to be done at a quality level and the lyrics must be known. (athletic directors need to preview abilities of those performing ahead of time.)

II. Post-Game Handshake

- A. Players and coaches are expected to shake hands of the opposing team immediately after the game is over in the following sports: baseball, basketball, football, soccer, softball, volleyball and wrestling.
- B. Players and coaches should congratulate each other in sports that don't traditionally have post-game handshakes.
- C. Each sport has its own traditional way of addressing the post-game handshake.

III. Spectator Behavior

- A. Cheering
 - a. Swearing of any kind will not be tolerated.
 - b. Chants should not single out any player by name or number.
 - c. Chants that degrade the other team are not allowed.
- B. Dress
 - a. Fans are expected to wear appropriate casual attire.
 - b. Shirts must be worn at all times.

- c. Face painting/shirt painting/hair coloring is acceptable if done in good taste.
- C. Noisemakers
 - a. Noisemakers of any kind at indoor venues are prohibited.
 - b. Noisemakers at outdoor events need to be approved by the home athletic director.
- D. Signs
 - a. Signs must adhere to the same standards as cheering.
 - b. The home athletic director must inspect all signs.
 - c. The home athletic director will find a suitable place for all signs.
- E. Pre-game Introductions
 - a. Fans should not be allowed to boo players, coaches or officials during introductions.
 - b. Fans should not be allowed to show disrespect for players, coaches or officials during introductions. (Examples: turning their back, putting newspapers up in front of their faces, etc.)
- F. Standing
 - a. Student-sections should be clearly designated; if schools allow standing in their student-sections, markers need to be clearly placed so that the standing interferes with as few people as possible. Roping off student sections is a preferred method to achieve this result.
- G. Crowd Control
 - a. Each school is expected to provide at least one person who will monitor their crowd at away contests in both football and boys' basketball.
 - b. Each school is encouraged to send a delegate in all other TVC sports that involve large crowds.

III. Game Management

- A. Pre-game
 - a. Each school is expected to have a person available who will greet the visiting teams and show them where their locker room, bench and bathrooms are located.
 - b. Each school is expected to contact the visiting school if any pre-game, post-game or half-time routine is out of the ordinary. (Examples: extended half-times for home coming; change in bus parking, change in entrances, etc.)
- B. During Game
 - a. The home schools' athletic director or designee should be physically accessible at all times in cases of emergency.
 - b. Visiting athletic directors or designees need to make contact with the home athletic director before the contest begins and be clearly visible throughout the contest.
 - c. Home athletic directors should go through visiting athletic director first when dealing with visiting spectator or player/coach problems, except when the problem needs immediate attention.
 - d. Athletic directors or their designees should monitor proper game etiquette. For example; fans are not allowed to walk across the baseline during free throws in a basketball game, or during a serve in volleyball.
 - e. Bands should not perform when play is going on.
- C. Post Game
 - a. Both athletic directors need to monitor post-game handshakes and exit of spectators.
 - b. Neither athletic director should leave until visiting team has made it safely to their bus.

IV. Communication:

- A. Athletic directors are expected to clearly communicate with players, coaches, students and parents both the TVC's and the school's sportsmanship policies and expectations.
- B. Athletic directors are expected to communicate both positive and negative occurrences of sportsmanship to each other.

APPENDIX D - CONFERENCE STAFF EVALUATIONS

MANAGER EVALUATION

Person Being Evaluated _____ Date _____

Evaluator _____

	Satisfactory	Work to Improve
<p>1. Ability to do official meetings in a timely and orderly fashion.</p> <p>Comments: _____ _____ _____</p>		
<p>2. Ability to be fiscally responsible to the TVC. Including providing a monthly fiscal report at the athletic directors meetings.</p> <p>Comments: _____ _____ _____</p>		
<p>3. Is present at all TVC Athletic Directors, Principals, and Executive Council Meetings.</p> <p>Comments: _____ _____ _____</p>		
<p>4. Ability to work with Conference athletic directors.</p> <p>Comments: _____ _____ _____</p>		
<p>5. Ability to keep and record accurate and up-to-date Conference records.</p> <p>Comments: _____ _____ _____</p>		

	Satisfactory	Work to Improve
6. Ability to publish and distribute TVC documents with current and accurate information. Comments: _____ _____ _____ _____		
7. Ability to follow Conference procedures, including, distributing Conference awards. Comments: _____ _____ _____ _____		
8. Ability to maintain professional role as Conference Manager at all TVC functions and meetings. Comments: _____ _____ _____ _____		
9. Ability to show working knowledge of the TVC Constitution and make appropriate suggestions for improvements. Comments: _____ _____ _____ _____		

Additional Comments by Evaluator:

SUPERVISOR OF OFFICIALS EVALUATION

Person Being Evaluated _____ **Date** _____

Evaluator _____ **School** _____

1- Highly Effective 2- Effective 3- Minimally Effective 4- Ineffective NA- Not observed

- 1. Provides lists of officials to assigners in adequate fashion** _____

- 2. Officials do not work a sport more than 3 times per season at a school.** _____

- 3. Makes necessary adjustments to staff (officials) based on communication with member schools.** _____

- 4. Communicates with all stakeholders effectively.** _____

Due: April meeting of Athletic Directors Council

Comments by Evaluator:

CONFERENCE ASSIGNOR EVALUATION

Person Being Evaluated _____ Date _____

Evaluator _____ School _____

1- Highly Effective 2- Effective 3- Minimally Effective 4- Ineffective NA- Not observed

- | | |
|--|-------|
| 1. Assignments in named sports (football, baseball/softball, Boys/girls basketball) were completed. | _____ |
| 2. Assignor was open to receiving constructive reviews of officiating crews and issues. | _____ |
| 3. Assignments were made in a timely manner. | _____ |
| 4. Communicates with all stakeholders effectively. | _____ |
| 5. Assignor did not assign themselves an inappropriate Amount of high-profile games. | _____ |

Due: April meeting of Athletic Directors Council

Comments by Evaluator:

HISTORIAN EVALUATION

Person Being Evaluated _____ Date _____

Evaluator _____ School _____

1- Highly Effective 2- Effective 3- Minimally Effective 4- Ineffective NA- Not observed

1. Conference standings were provided on consistent, timely, basis. _____
2. Historian is easy to contact with results. _____
3. Historian was accessible to make changes to results. _____

Due: April meeting of Athletic Directors Council

Comments by Evaluator:

SECRETARY EVALUATION

Person Being Evaluated _____ **Date** _____

Evaluator _____ **School** _____

1- Highly Effective 2- Effective 3- Minimally Effective 4- Ineffective NA- Not observed

- 1. **Financial reports are provided on a regular basis.** _____
- 2. **Schools receive necessary invoices.** _____
- 3. **Bills are paid in a timely manner.** _____
- 4. **Budget is provided to Treasurer prior to spring meeting.** _____
- 5. **Communicates effectively with all stakeholders.** _____

Due: April meeting of Athletic Directors Council

Comments by Evaluator:



TVC ACADEMIC BYLAWS

<u>Recommended</u> <u>by</u> <u>Changes</u> <u>Council</u>	<u>Approved</u> <u>Executive</u>
---	---

11-19-10
2016

Feb. 5,

TVC ACADEMIC BYLAWS

TRI-VALLEY CONFERENCE ACADEMIC GUIDELINES

The purpose of the TVC Academic Competitions is to provide a vibrant extension of each member school's academic program and foster the healthy academic competition and growth of participating students.

All schools are required to pay an annual administrative charge for academic competitions. An individual fee, per event, will also be paid by each participating school. All payments for participation in academic competitions will be made to the Secretary (See [Article IV: Governance](#)). The principals will compile a list of lead teachers for each event at the initial meeting that occurs prior to the school year. This list will be shared with all members.

TRI-VALLEY ACADEMIC GUIDELINES BY EVENT

- A. Language Arts / Writing Team
 - a. Schedule
 - i. The Language Arts schedule shall consist of three (3) events, each to be held at (a) site(s) designated by the organizing school and the lead teacher. Future Language Arts event topics are designated by the participating coordinator. Current topics are Editorial, Short Story, Poetry / Letter Writing.
 - ii. The first event will be held in late September or early October.
 - iii. The second event will be held approximately one month after the first event.
 - iv. The third event will be poetry or letter writing. These will be written and submitted to the host school by the designated date, approximately one month after the second event.
 - b. Team Membership
 - i. Each team shall consist of no more than twenty members. Each school will provide an eligibility list of the team members by the date of the first contest.
 - ii. Teams will be broken up into no more than four groups to write a maximum of four entries per events
 - iii. Team members may be from any grade level 9-12.
 - c. Scoring and Competition Guidelines
 - i. For the first two (2) on-site events, team members will be given two hours to complete their assignment. Each team will be provided with paper, pens, and a site segregated from the other teams. Dictionaries and thesauruses will be provided by each individual team. Teams may not use any materials or equipment not provided on site to complete their entries. Each team must submit no fewer than two (2), nor more than four (4), entries per event. Each school must submit at least seven (7) entries total in the three (3) competitions. For poetry, an author may submit only one (1) poem. (A team may create as many works as it desires, but must limit submissions to the above specifications.)
 - ii. For the third event, poetry writing, submissions must be sent to the lead teacher by a specified date. Late submissions will not be judged. There can be no graphics or borders on the poetry submissions.
 - iii. The judges will use a modified advanced placement scoring criteria. The

modified criteria will be developed at a coaches' meeting. Every school will have an opportunity to send one voting delegate to the said meeting. Disagreement on scoring criteria will be settled by the lead teacher from the sponsoring school.

- iv. Judging will be done by conference coaches', following established guidelines.
 - v. Scoring rules will be provided to all participating schools prior to the first contest.
 - vi. In each of the three Language Arts events, up to four judges will award each entry a score from 75 to 100, inclusive.
 - vii. The points earned by a submission toward the team score will be the average of the scores given by the judges to that entry. The team score for an event will be the average of those entry scores. The team with the highest average will be declared the winner of that event.
 - viii. The judges and lead teacher will make sure the results from each event are sent to the schools before the next competition date. In addition, all coaches' will receive a copy of their four entries with the judges' comments and a copy of the top three (3) entries in each category.
 - ix. The need for and content of preliminary information will be determined and developed by the coaches' committee.
- d. Poetry / Letter Writing Judging Criteria
- i. Poetry / Letter Writing will be a single piece of writing.
 - 1. In the case of a poem, a series of Haiku, a sequence of sonnets, or other poetry related thematically. There will be no limit to the length of the poem.
 - ii. When judging, be sensitive to the adolescent mindset. Please use constructive comments only.
 - iii. Papers do not have to be typed. No calligraphy will be allowed. No graphics will be allowed (This does not include shape poetry).
 - iv. Submitted papers should be finished, polished writing and should be judged for mechanics, spelling, etc.
 - v. Each author / group of writers may submit only one poem / letter.
- e. Rules for Event Day
- i. Details for each writing assignment will be provided to the coaches' by the lead teacher or lead teacher prior to each two-hour writing period.
 - ii. Coaches will not be allowed to communicate with any participants from a time period starting with the end of the pre-writing briefing period and ending with the time all their team's entries have been submitted to the lead teacher.
 - iii. Teams will be isolated in separate rooms and will not be allowed to leave those rooms (other than for restroom breaks, etc.), until they are ready to submit their writings.
 - iv. Teams may take only those articles issued to them during the briefing session into the writing room.
- f. Preliminary Information
- i. When appropriate, preparatory information will be issued to each TVC principal and coach before the season begins. Examples of this type of information might be the type(s) of poetry to be written or the general area to be researched in preparation for essay writing.

- ii. The need for and content of the preliminary information will be determined by those present at the coaches' meeting.
 - iii. The final coaches' meeting will be held in December. At this time the poetry/letter writing will be scored.
 - g. Rules Violations
 - i. Any plagiarism or submission of an entry written outside of the competition period on the event day will result in that entry receiving a zero percentage score and the disqualification of that individual or individuals from further competition or consideration for League honors.
 - ii. The determination of rules violations and appropriate league actions taken will be decided at a coaches' meeting.
 - iii. Any decision made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the TVC.
 - h. Coaches' Meetings
 - i. Each school will be notified and may have representation at all coaches' meetings. Each school will have one vote at all such meetings.
 - ii. The coaches will meet on each event day while the participants are writing. Additional meetings can be called at the discretion of the lead teacher.
 - iii. The lead teacher or their designee will chair each coach's meeting.
 - i. All-League Selection
 - i. Individual coaches will select All-League Honors based upon final competition totals.
 - ii. Each school can nominate individuals from its team for All-League consideration.
 - iii. The top two teams will have three all-league students. The remaining teams will each select one All-League student.
 - iv. From the remaining individuals, the coaches' will award up to 12 Honorable Mention Awards.
 - j. Awards
 - i. One first-place team plaque
 - ii. One Most Outstanding Performer plaque
 - iii. First Place Team Selections
 - iv. Up to 12 All-League certificates
 - v. Up to 12 Honorable Mention certificates
 - vi. Up to 20 Championship Team Member certificates
 - k. League Standings
 - i. In order to determine Tri-Valley standings at the end of the events, an average of each school's event team scores will be used. The school with the highest average (regardless of the number of papers submitted within the competition limits) will be first (League Champions); the second highest average will be second and so on.
 - ii. These standings will then be used to determine the League's Overall Academic Champion in conjunction with the other academic events.
- B. Technology
- a. Schedule
 - i. The Technology Competition schedule shall consist of six parts: integrated office, spreadsheets, desktop publishing, multi-media, database, and website. An exploration project may be included as coaches determine at their

meetings. The desktop publishing components will consist of both an on-site competition and a prepared (off-site) project competition. The spreadsheet and database competitions will be on site and the multi-media and website competition will be prepared (off-site) projects.

- ii. The events will be held at a site agreed upon by the Tri-Valley Technology coaches and the lead teacher and will be held between the months of February and April.
 - iii. All on-site competitions will last 90 minutes.
 - iv. The presentations of off-site projects will be on the same day as the on-site competitions at a time determined by the coaches or lead teacher.
 - v. Off-site projects must be prepared by 9:00 a.m. of the presentation day.
 - vi. The website project must be posted on the Internet, ready for judging by the first competition date and will be judged online.
 - vii. Competitions will begin at 9:00 a.m. sharp. Late teams will lose time and will have to use whatever on-site hardware/software is available. If late teams bring their own equipment, an area outside the competition room will be used. Late teams will receive no additional time.
- b. General Guidelines
- i. All projects must be appropriate for the classroom. To prevent a project from being disqualified, the project cannot contain violence, any use of weapons, blood shed, controlled substances, sex, or any other material that is deemed inappropriate by the judges.
 - ii. All projects must be original and cannot be submitted for any other competition.
 - iii. Desktop Publishing, Multimedia, and Website projects must follow the theme selected for the year.
 - iv. Copyright issues need to be addressed in all applicable projects. Credit must be given to all sources. Works cited must be listed on the cover sheet for the competition. Follow these copyright and citing source guidelines.
 - v. All disqualifications, projects that don't work, and projects that don't meet category specifications deemed by the judges will receive zero points.
 - vi. The host school will inform all other schools of what software will be available at competition by December 1.
 - vii. Contestants are allowed to bring published and/or unpublished documents into the competition. Students are not allowed to use previous TVC tests or BPA / DECA tests.
- c. Team Membership
- i. Each team shall consist of no more than 20 members. Each school will provide an eligibility list of the team members on the date of the first contest.
 - ii. No more than four team members can participate in each on-site competition. Substitutions for other events can be made, but these must come from the original 20 submitted.
 - iii. Team members may be from any grade 9-12.
- d. Rules for Event Day
- i. Details for each on-site event will be provided to the participants by the host school coach or lead teacher, prior to each 90-minute period.
 - ii. Coaches will not be allowed to communicate with any participants from a time period starting with the end of the pre-competition briefing period and ending

- with the time all their team's entries have been submitted to the judge(s) and scored.
- iii. Anything the teams wish to use, not already covered by these rules, needs prior approval by the lead teacher.
- e. Preliminary Information
- i. When appropriate, preparatory information will be issued to each Tri-Valley principal before the season begins.
 - ii. The need for and content of the preliminary information will be determined by those present at the coaches' meetings.
- f. Rules Violations
- i. The determination of rules violations and appropriate league actions taken will be decided at a coaches' meeting.
 - ii. Any decision made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the TVC.
 - iii. The Equipment Use Form identifying any use of additional hardware, software, or system substitutions must be submitted to the host school one day prior to each competition.
 - iv. Each school must provide a list of the 20 team members on the date of the first contest in order to compete.
- g. Coaches' Meetings
- i. Each school will be notified and may have representation at all coaches' meetings. Each school will have one vote at all such meetings.
 - ii. The coaches will meet on each event day while the participants are competing. Additional meetings can be called at the discretion of the lead teacher.
 - iii. The lead teacher or their designee will chair each coaches' meeting.
- h. All-League Selection
- i. At a coaches' meeting, each school may nominate individuals from their team for All-League consideration. The championship team coach may nominate two members; all other coaches may nominate one. Additional openings will then be filled with additional nominations from each school.
 - ii. The merits of each nominated individual will be discussed. In selecting the All-League team, the coaches will:
 1. Consider the individual's record in each of the competitions.
 2. Consider the individual's contribution to the team.
- i. Awards
- i. One First-Place Championship Team plaque
 - ii. Up to 12 All-League medals
 - iii. Up to 12 All-League certificates
 - iv. Up to 12 Honorable Mention certificates
 - v. Up to 20 Championship Team certificates
- j. League Standings
- i. In order to determine Tri-Valley standings at the end of the events, the rankings from all six events will be added together. The team with the highest number of points will be the League champions, the second highest number of points, second place, etc.
 - ii. These standings will then be used to determine the league's overall academic champion in conjunction with the other academic events.

- k. On-Site Competition Guidelines
 - i. Each team will only be allowed to use one computer for all of the on-site competitions.
 - 1. On the day of the event, each team will have 90 minutes to complete the competition.
 - 2. Teams will be responsible for providing their own machines and chosen software if their software preference is different than that already supplied at the competition location (determined at the coaches' meeting). The use of such hardware, software, or system substitutions must be identified in writing on the Equipment Use Form at least one week prior to the competition.
 - 3. Judges will be chosen by coach assigned to that competition and/or by the lead teacher.
- l. On-site Event Scoring - Spreadsheets, Desktop Publishing, Integrated Office and Database
 - i. Judges will assign a percentage score to each entry in each competition. The entry with the highest score will be ranked first, the second highest score ranked second, etc.
 - ii. Judges' decisions will be final.
 - iii. Ties shall stand with the tied teams sharing scores and taking up the two next designated places. For example, a tie for second place would fill both second and third place; the next ranked school would be fourth.
 - iv. The desktop publishing score will be a combination of the on-site and off-site scoring.
 - v. The judges and lead teacher will make sure the results from each event are announced within two weeks of the date of the event. In addition, each coach will receive a copy of his/her entries with the scores.
 - vi. The need for and content of preliminary information will be determined and developed by the coaches.
- m. Database
 - i. Description: Demonstrate database development skills to include object creation, data analysis, formula creation, and reporting features used in a variety of database scenarios. *This event includes a separate on-line certification component at NLC; all contestants passing this component will receive an industry certification regardless of their overall event placement. Students MUST schedule for both components of the event.*
 - ii. Competencies
 - 1. Demonstrate knowledge of general computer concepts
 - 2. Apply relational database concepts (joining tables for report information)
 - 3. Demonstrate knowledge and understanding of database management
 - 4. Utilize database management software
 - 5. Create and format databases including defining fields
 - 6. Demonstrate text and data manipulation
 - 7. Design a form for data entry
 - 8. Use formulas in fields to develop information from other fields
 - 9. Build and produce formatted reports that include group totals, report totals, and generated columns (data derived from other fields on the

- report)
10. Analyze data in reports
- n. Desktop Publishing
- i. Description: Evaluate knowledge and skills in using desktop publishing software to create a variety of business documents.
 - ii. Competencies
 1. Demonstrate proficiency in using desktop publishing software to create a variety of business publications
 2. Apply principles of design and rules for proper layout in developing business publications
 3. Create and edit documents using desktop publishing applications
 4. Use principles of design, layout, and typography in presentation of text
 5. Create multipage and multicolumn documents
 6. Create a desktop publication that includes graphics in the form of illustrations, clipart, boxes, shading, and lines
 7. Generate a variety of documents including flyers, bulletins, proposals, business cards, brochures, presentation handouts, etc.
- o. Integrated Office
- i. Description: Evaluate advanced level skills in information technologies and the integration of software applications.
 - ii. Competencies
 1. Demonstrate knowledge of advanced word processing software functions
 2. Demonstrate proficiency in the integration of various software applications
 3. Apply advanced level technical skills to manage information and produce business documents
 4. Use word processing software
 5. Use spreadsheet software
 6. Use database software
 7. Use presentation software
 8. Use publishing software
 9. Proofread and correct documents using edited copy
 10. Merge word processing, presentation, database, and/or spreadsheet files to produce business documents
- p. Spreadsheet
- i. Description: Create and design spreadsheet applications that include variables, reports, and formats. Students enter and format data, enter and copy formulas, and print full documents or cell contents.
 - ii. Competencies
 1. Create and format cells, worksheets and workbooks
 2. Analyze, enter and edit data in cells, worksheets and workbooks
 3. Analyze, create and modify charts from data
 4. Display and create formulas
 5. Modify the print options
 6. Create advanced formulas
- q. Prepared Project (off-site) Competition Guidelines and Scoring
- i. Desktop Publishing

1. Each team will submit three original (no templates), specified pieces (determined at the coaches' meeting) relating to one theme for competition.
2. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
3. With each project the team must submit a written cover sheet including, but not limited to, a listing and description of the hardware and software used, a listing of each team member who worked on the project, a works cited, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
4. Team members may research non-team sources and solicit information from non-team members, but anything substantial adopted from such a source and not the original creation of the team must be documented and will not be considered in scoring the project.
5. The judge(s) will rank the submitted projects from first to last, based upon predetermined criteria adopted by the coaches.
6. The desktop publishing score will be a combination of the on-site and off-site scoring.
7. The team with the highest score will be ranked first, the second highest score ranked second, etc.

ii. Multi-media

1. Each team will submit one project relating to the theme for the competition. Projects will be set up by 9:00 a.m. for independent judging. Following judging, project demonstrations will be limited to ten minutes. Teams will be responsible for providing their own machines and chosen software if their software preference is different than that already supplied at the competition location (determined at the coaches' meeting). The use of such hardware, software, or system substitutions must be identified in writing on the Equip.m.ent Use Form at least one week prior to the competition.
2. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
3. With each project the team will submit a written cover sheet including, but not limited to, a listing and description of the hardware and software used, a listing of each team member who worked on the project, a works cited, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
4. Team members may research non-team sources and solicit information from non-team members, but anything adopted from such a source and not the original creation of the team must be documented.
5. The judge(s) will rank the submitted projects from first to last, based upon predetermined criteria adopted by the coaches.
6. The team with the highest score will be ranked first the second highest score ranked second, etc.

iii. Web Site

1. Each team will post an original web site, consisting of no less than

- three pages, on the Internet by day one of the competition.
2. At the coaches' meeting, criteria for the competition will be developed and Internet accounts established as necessary for the competition.
 3. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
 4. With each project the team will submit a written cover sheet including, but not limited to, a listing and description of the hardware and software used, a listing of each team member who worked on the project, a works cited, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
 5. Team members may research non-team sources and solicit information from non-team members, but anything substantial adopted from such a source and not the original creation of the team must be documented and will not be considered in scoring the project.
 6. Judging will be done on-line according to predetermined criteria adopted by the coaches. The websites will be open for a specified time period for public inspection.
 7. The judge(s) will rank the submitted projects from first to last, based upon the predetermined criteria adopted by the coaches.
 8. The team with the highest score will be ranked first, the second highest score ranked second, etc.
- iv. Exploration Project (as determined by coaches)
1. Each team may submit an exploration project which they have prepared off-site, and which they will present. The presentations of off-site projects will be on the same day as the on-site competitions at a time determined by the coaches or Lead teacher. The purpose of this project is to encourage teams to explore areas of technology, which are in essence different from those already presented in this competition.
 2. Each team may submit one five-minute (maximum) project relating to one theme for the competition. Teams will be responsible for providing their own machines and chosen software if their software preference is different than that already supplied at the competition location (determined at the coaches' meeting). The use of such hardware, software, or system substitutions must be identified in writing on the Equip.m.ent Use Form at least one week prior to the competition
 3. Only students from the 20 team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
 4. With each project the team will submit a written cover sheet including, but not limited to, a listing and description of the hardware and software used, a listing of each team member who worked on the project, a works cited, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
 5. Team members may research non-team sources and solicit information from non-team members, but anything substantial adopted from such a source and not the original creation of the team must be documented

and will not be considered in scoring the project.

6. At the end of the project/display competition, the teams will set up their projects for a specified time period for public inspection.
7. No points will be awarded for this competition; however, a certificate will be awarded for each exploratory team member.

C. Quiz Bowl

a. Schedule

- i. A schedule will be developed by the lead teacher with feedback from the coaches and principals. Scheduling depends upon the number of school participants; however, it is suggested that one evening and two school-day events be held. It will be designed so that all teams meet in competition at least twice.
- ii. Competitions will be scheduled for the end of October through December.
- iii. Junior Varsity competitions will be held at the same time as the school-day Varsity competitions.

b. Team Membership

- i. Each team will consist of up to four starting players and any number of alternates.
- ii. A school may play with fewer than four players.
- iii. Varsity team members may be from any grade level 9-12.

c. Competition Guidelines

- i. Coaches may call one one-minute timeout per half.
- ii. Any disputes over procedures will be handled by the individual judges, who may consult with the lead teacher or his/her designee. Disputes concerning questions or answers to the questions may be referred to the same person, who may, at his/her option, confer with coaches other than those involved in the dispute.
- iii. Each Varsity and JV match shall consist of questions in a format determined by the league coordinator with input from coaches.
- iv. Results of each event are sent to the schools before the next competition date.
- v. Questions will be purchased from a company or individual agreed upon by the coaches.

d. Rules for Event Day

- i. Details for each round will be provided to the participants by the lead teacher prior to competition.

e. Coaches' Meetings

- i. The league coaches will communicate after all competitions are complete to evaluate past experiences and suggest changes for the next year. All League and Honorable Mention students will also be selected.

f. All-League Selection

- i. Each school can nominate individuals from their team for All-League consideration.
- ii. Coach submissions are compiled for the top four players. Coaches cannot vote for members of their own team.
- iii. The nominated individuals will then be ranked from highest to lowest. The highest four scores will be declared All-League team members. The students with the next highest four scores will be named as Honorable Mention.

- iv. In case of a tie for the last position, a second ballot will be held for the tied position. If the deadlock remains, all remaining tied players will be named to the squad.
- g. Awards
- i. One First-Place Team plaque
 - ii. Four All-League medals
 - iii. Four All-League certificates
 - iv. Four Honorable Mention certificates
 - v. Championship Team plaque
- h. League Standings
- i. In order to determine Tri-Valley League standings at the end of the events, each school's win/loss record will be used. The school with the best record will be first (league champions); the second best record will be second; and so on. Ties will stand.
 - ii. These standings will then be used to determine the league's Overall Academic Champion in conjunction with the other academic events.
- D. Model UN
- a. Schedule
- i. The Social Studies competition will be a Model United Nations (MUN).
 - ii. The MUN shall consist of two events, each to be held at (a) site(s) designated by the organizing school and the lead teacher.
 - iii. One topic will be used for each competition.
- b. Team Membership
- i. Each team shall consist of five delegations.
 - ii. Team members may be from any grade level 9-12.
- c. Competition Guidelines
- i. The countries assigned to each school will be sent to each school prior to October 1. The pre-selected topics, determined by the coaches' during the preceding spring coaches' meeting, will be sent with these assignments.
 - ii. Each delegation will prepare a resolution on the specified topics and email these resolutions to the sponsoring school by the announced deadline. Resolutions will be scored from 0-16 points.
 - iii. Each delegation may submit one resolution per topic.
 - iv. Copies of the submitted resolutions will be sent to each school before the competition date.
 - v. Resolutions may be submitted after this date, but these will be considered by the assembly after each of those submitted within the time limits have had the opportunity for consideration. Late resolutions will not receive resolution points. On the date of competition, all resolutions drafted must have joint sponsorship of no more than five delegations.
 - vi. The judges and lead teacher will make sure the results from each event are available to the schools as soon after the second competition as possible.
 - vii. At the end of each event, the coaches will meet to get input as to why certain delegations stood out. This information will be considered when the coaches select the All-League team.
 - viii. Details for each session will be provided to the participants by the lead teacher or coordinator prior to each event.
- d. Scoring

- i. The judges will use scoring criteria based on format, spelling, and grammar, action relevance, character, and UN knowledge for submitted resolutions. Criteria based on character, knowledge of the topics and world politics, knowledge of the United Nations and related organizations, and effectiveness in problem solving for general session scoring (See scoring and training guide).
 - ii. Each judge will rank the delegations from first (1) to last (32). Only the top four delegations from each school will be ranked. In the event of a tie, the tied delegations will share equally the points of the places they occupy. The score for a delegation will be the total of the judge's ranking for that delegation for that event, with lower scores being better. A delegation not represented will receive a score of 32.
 - iii. The team score for an event will be the total of the points earned by the top four delegations from that school, with lower scores being better. The team with the lowest average will be declared the winner of that event.
 - iv. Scoring rules will be mailed to the principal of each Tri-Valley school in August.
- e. Preliminary Information
 - i. When appropriate, preparatory information will be issued to each Tri-Valley principal before the season begins.
 - ii. The need for and content of the preliminary information will be determined by those present at the coaches' meeting.
- f. Rules Violations
 - i. The determination of rules violations and appropriate league actions taken will be decided at a coaches meeting.
 - ii. Any decision made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the Tri-Valley.
- g. All-League Selection
 - i. The top seven delegations get one delegate as their representative on the First Team.
 - ii. The 8-14 delegations are awarded Second Team Honors.
 - iii. Each coach is able to select one Honorable Mention.
- h. Awards
 - i. One First-Place Team plaque
 - ii. One Most Outstanding Performer plaque
 - iii. Seven First Team-League medals
 - iv. Seven Second Team-League certificates
 - v. Up to seven Honorable Mention certificates
 - vi. Up to seven Championship Team certificates
- i. League Standings
 - i. In order to determine Tri Valley League standings at the end of the events, a total of each school's two event team scores will be used. The school with the highest total will be first (League Champions); the second highest total will be second; and so on. Ties will stand.
 - ii. These standings will then be used to determine the League's overall Academic Champion in conjunction with the other academic events.
- j. United Nations Scoring and Training Guide
 - i. Resolutions Scoring

1. Format, Spelling, Grammar
 - a. **Exemplary:** resolution is in the proper format and is free of any grammatical or spelling errors
 - b. **Proficient:** resolution is in the proper format and has one or two spelling or grammatical errors
 - c. **Novice:** resolution is mostly in the proper format and has up to four spelling or grammatical error
 - d. **Not yet novice:** resolution is not in the proper format and/or has five or more spelling or grammatical errors
2. Action relevance
 - a. **Exemplary:** resolution calls for a unique and especially meaningful solution to a problem or issue directly related to the topic of discussion (i.e. World Peace, Environment) and this solution, if implemented, would probably be very beneficial
 - b. **Proficient:** resolution calls for action which would probably help deal with the problem or issue directly related to the topic of discussion but is not unique or especially meaningful.
 - c. **Novice:** resolution calls for an action dealing with the topic of discussion that would probably not help much, or calls for things already being accomplished by the United Nations
 - d. **Not yet novice:** resolution calls for things that might actually cause a situation to worsen or deals with matter not related to the topic of discussion
3. In character
 - a. **Exemplary:** action prescribed by the resolution addresses an issue of global concern but is especially relevant to the sponsoring nation and would be in character for them
 - b. **Proficient:** action prescribed addresses an issue of global concern and would be in character for them
 - c. **Novice:** action prescribed is of a generic nature which is probably in character, but not specific enough to really be determined
 - d. **Not yet novice:** action prescribed would be out of character for the sponsoring nation
4. UN knowledge
 - a. **Exemplary:** resolution accurately refers to specific prior UN actions or precedents and calls for actions within the powers of the United Nations General Assembly (UNGA)
 - b. **Proficient:** resolution acknowledges prior general UN actions and calls for actions within the powers of the UNGA
 - c. **Novice:** resolution calls for actions within the powers of the UNGA
 - d. **Not yet novice:** resolution calls for actions which the UNGA is not authorized to make
5. In character during debate, discussion and voting
 - a. **Exemplary:** delegation is active and is always in character while exhibiting specific knowledge about their country which supports their position(s) on issues

- b. **Proficient:** delegation is relatively active and is in character almost all the time (may stray on a vote or two but not during fundamental discussion)
 - c. **Novice:** delegation is in character most of the time but strays noticeably during debate(s) or voting
 - d. **Not yet novice:** delegation is frequently out of character
6. Knowledge of the topics and world politics
- a. **Exemplary:** delegation is active and demonstrates a broad knowledge of the topic, issues raised and world political relationships; delegation obviously studied the other resolutions ahead of time and did further research in preparation for the GA
 - b. **Proficient:** delegation is active enough to demonstrate good knowledge of the topic, issues raised and world political relationships; the delegation seemed well prepared to knowledgeably discuss the resolutions
 - c. **Novice:** delegation was active sometimes and displayed some knowledge of the topic, issues raised and/or world political relationships
 - d. **Not yet novice:** delegation was either inactive, or displayed erroneous knowledge of the topic, issues raised and/or world political relationships
7. Knowledge of the United Nations, the UNGA and its related organizations
- a. **Exemplary:** delegation is active and demonstrates its knowledge of the United Nations by pointing out specific prior actions of the UN in meaningful or relevant situations and/or demonstrates a knowledge of current UN activities relevant to the discussion of the issue or topic
 - b. **Proficient:** delegation is active enough to demonstrate its knowledge of the UN by referring to or making note of at least one UN precedent or current activity relevant to the topic or issue being discussed
 - c. **Novice:** delegation does not demonstrate any specific knowledge of UN activities but does not demonstrate a lack of knowledge of UN activities, roles, rules of mandates (An example of this lack of knowledge would be calling on the UNGA to send troops or rejecting something as impossible that the UN has already done)
 - d. **Not yet novice:** delegation demonstrates a lack of knowledge of UN roles, rules or activities (see above) or is so inactive as to make it impossible to judge their knowledge
8. Effective at working to solve problems
- a. **Exemplary:** delegation does all of the following consistently (staying in character while doing so): 1) actively promotes consensus and compromise to get positive or negative action taken, 2) asks questions which elicit relevant information on a topic, 3) gives speeches that contribute to discussion by pointing out strengths and weaknesses and or past precedents

relevant to the resolution being discussed

- b. **Proficient:** delegation does at least two of the above consistently or all three occasionally
- c. **Novice:** delegation demonstrates some of the three behaviors, but infrequently or inconsistently
- d. **Not yet novice:** delegation does not exhibit any of the three behaviors

9. Use of parliamentary procedure

- a. **Exemplary:** delegation demonstrates a mastery of parliamentary procedure by using it to facilitate resolution of particularly difficult issues (division of proposal, amendment, appeal to the chair, caucus, etc.) and at other times without error.
- b. **Proficient:** delegation uses parliamentary procedure effectively and without error
- c. **Novice:** delegation does not misuse
- d. **Not yet novice:** delegation generally misuses parliamentary procedure

E. Traveling Art Show / Visual Arts

a. Schedule

- i. The fine arts exhibition will be held at (a) site(s) designated by the organizing school and the lead teacher. The event will be held in the spring.

b. Team Membership

- i. Team members must currently be enrolled in a league school and may be from any grade level 9-12.
- ii. Students do not need to be enrolled in an art course.

c. Competition Guidelines

- i. Each school shall submit ten works of art in any media-medium.
- ii. Size and appropriate, labeled packaging should be taken into consideration for traveling pieces. Pieces may be rejected if not packaged safely for travel.

d. Rules for Event Day

- i. The need for and content of preliminary information will be determined and developed by the coaches' committee.
- ii. Details for the event will be provided to the participants by the lead teacher prior to the competition date.

e. Preliminary Information

- i. When appropriate, preparatory information will be issued to each Tri-Valley principal and coach before the season begins.
- ii. The need for and content of the preliminary information will be determined by those present at the coaches' meeting.

f. Coaches' Meetings

- i. Each school will be notified and may have representation at all coaches' meetings. Each school will have one vote at all such meetings.
- ii. The coaches will meet on event day. Additional meetings can be called at the discretion of the lead teacher.
- iii. The lead teacher or their designee will chair each coaches' meeting.

g. All-League Selection

- i. Each coach shall select the top two pieces of art from their school to

participate in the Visual Arts display. The creators of each selected piece shall be named to the All-League Team.

h. Awards

- i. All-League medals for traveling show artists (number determined by number of schools participating)
- ii. All-League certificates for traveling show artists (number determined by number of schools participating)

i. League Standings

- i. This event will not affect overall academic standings.

F. Debate

a. Schedule

- i. The debate competition will consist of four meetings, typically held four Monday evenings in November. The event will conclude by the end of January and will be held at (a) site(s) designated by the organizing schools and the lead teacher.
- ii. Dates will be set by the lead teacher.

b. Team Membership

- i. A debating unit consists of an affirmative and a negative team. A team consists of two debaters.
- ii. A team that cannot provide two debaters will forfeit its debate; however, in these circumstances and with the agreement of the judge and the participants, a practice debate could be held.
- iii. Each school will provide an eligibility list of the team members by the deadlines as stated by the lead teacher.
- iv. Team members may be from any grade level 9-12.

c. Competition Guidelines

- i. The tournament will be scored and will be used to determine the Tri-Valley Debate League Champion.
- ii. Competitions will occur in designated areas within specified time periods.
- iii. Michigan Interscholastic Forensics Association's guidelines will regulate debate activities with the style of debate designated as cross-x.
- iv. The judge(s) will be selected by the lead teacher.

d. Scoring

- i. The decision of the judge(s) shall be final.
- ii. The judges and lead teacher will make sure the results are announced on the final day of the event.

e. Rules for Event Day

- i. Details for the event will be provided to the participants by the lead teacher prior to the competition date.
- ii. Coaches will not be allowed to communicate with any individuals participating in competition during rounds of competition.

f. Preliminary Information

- i. When appropriate, preparatory information will be issued to each Tri-Valley principal and coach before the season begins.
- ii. The need for and content of the preliminary information will be determined by those present at the coaches' meetings.

g. Rules Violations

- i. The determination of rules violations and appropriate league actions taken will

- be decided at a coaches' meeting.
- ii. Any decision made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the TVC.
- h. Coaches' Meetings
 - i. Each school will be notified and may have representation at all coaches' meetings.
 - ii. The coaches will meet on each event day. Additional meetings can be called at the discretion of the lead teacher and/or Lead teacher.
 - iii. The lead teacher or their designee will chair each coach's meeting.
- i. All-League Selection
 - i. Each school can nominate individuals from their team for All-League consideration.
 - ii. The lowest four scores will be declared All-League Team members.
 - iii. From the remaining individuals, the coaches will award up to four Honorable Mention awards.
 - iv. In selecting the All-League team, coaches will:
 - 1. Consider the individual's record.
 - 2. Consider the individual's contribution to their team.
 - v. The coaches will nominate and select a most outstanding performer to be selected from the All-League Team.
- j. Awards
 - i. One First-Place Team plaque
 - ii. One Most Outstanding Performer plaque
 - iii. Up to six All-League medals
 - iv. Up to six All-League certificates
 - v. Up to six Honorable Mention certificates
 - vi. Championship Team member certificates
 - vii. One Championship Team head coach certificate
- k. League Standings
 - i. In order to determine TVC standings at the end of the events, each school's win/loss record will be used. The school with the best record will be first (League Champions); the second best record will be second; and so on. Ties will be broken using head-to-head competition records within the League. Should a tie remain, it will stand.
 - ii. These standings will then be used to determine the League's overall Academic Champion in conjunction with the other academic events.
- G. Forensics
 - a. Schedule
 - i. The forensics competition shall consist of one tournament scheduled between February and April and will be held at a site determined by the principals, coaches, and/or lead teacher.
 - ii. The date will be set by the lead teacher.
 - b. Team Membership
 - i. Each school may submit entries per category as determined by the lead teacher.
 - ii. Each school will provide a list of the team members and categories entering to the lead teacher by the deadlines set for the competition date.
 - iii. Team members may be from any grade level 9-12.

- c. Competition Guidelines
 - i. Competition will be governed by the rules of the Michigan Interscholastic Forensic Association (MIFA) except as otherwise designated here.
 - ii. Competition categories will include:
 - 1. Dramatic Interpretation
 - 2. Story Telling
 - 3. Oratory
 - 4. Informative
 - 5. Extemporaneous
 - 6. Impromptu
 - 7. Prose
 - 8. Poetry
 - 9. Dramatic Duo (2 participants per entry)
 - 10. Multiples (Three to eight participants per entry)
 - 11. 9-10 categories as determined by MIFA
 - 12. Sales
 - 13. Broadcasting
 - iii. The tournament will consist of up to qualifying rounds, semis, and a final round. Those scoring highest in the first rounds will qualify for the final round. The number of entries qualifying for the finals will be equal to half the number of entries in that category or five, whichever is greater. If there exists a tie in scoring for the last finals qualifying position, all tied entries will advance to the final round. If a category has fewer than five entries, all will advance to finals.
 - iv. Each coach is responsible for bringing one judge per number of their entries on the day of competition, as determined by the lead teacher.
- d. Scoring
 - i. Places in each round will be determined by the judge's rankings. The top entry will receive a first place ranking and a score of 100%. Second and third places will be designated, and will receive a lower percentage between 99 and 75%. All other finals qualifiers will receive fourth place designation and percentages through 75%. All percentages must be different.
 - ii. Teams will earn one point for each entry which qualifies for finals (fourth places), two points for each third place, three points for each second, and four points for each first place.
 - iii. The decisions of the judge(s) shall be final.
 - iv. Ties shall stand with both entries each getting full points.
 - v. The judges and lead teacher will make sure the results from each event are announced on the day of the event.
- e. Preliminary Information
 - i. Details for the competition will be provided to the participants by the lead teacher prior to the competition date.
 - ii. The need for and content of the preliminary information will be determined by those present at the coaches' meetings.
- f. Rules Violations
 - i. The determination of rules violations and appropriate league actions taken will be decided at a coaches' meeting.
 - ii. Any decision made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the TVC.

- g. Coaches' Meetings
 - i. Each school will be notified and may have representation at all coaches' meetings. Each school will have one vote at all such meetings.
 - ii. The coaches will meet on the competition day. Additional meetings can be called at the discretion of the lead teacher and/or Lead teacher.
 - iii. The lead teacher or their designee will chair each coaches' meeting.
 - h. All-League Selection
 - i. Members of the first place entry in each competition category will be designated as All-League Team members.
 - ii. Members of the second place entry in each competition category will be designated as Honorable Mentions.
 - i. Awards
 - i. One First-Place Team plaque
 - ii. Fourteen or more All-League medals
 - iii. Fourteen or more All-League certificates
 - iv. Fourteen or more Honorable Mention certificates
 - v. Twenty-eight or more Championship Team certificates
 - vi. One Championship Team head coach certificate
 - j. League Standings
 - i. In order to determine TVC standings at the end of the events, the total team points earned by those entries reaching the finals and placing will be used to determine each team's overall score. The school with the highest score will be first (league champions); the second highest score will be second; and so on.
 - ii. Ties will stand.
 - iii. These standings will then be used to determine the League's Overall Academic Champion in conjunction with the other academic events.
- H. Science Olympiad
- a. Schedule
 - i. The Science schedule shall consist of one event, held in conjunction with the regional Science Olympiad competition.
 - ii. The competition will be held at an agreed upon location in February, March, or April.
 - b. Team Membership
 - i. Each team shall consist of no more than 15 members, with a maximum of seven seniors. Each school will provide an eligibility list of the team members by the date of the contest.
 - ii. Team members may be from any grade level 9-12.
 - c. Scoring and Competition Guidelines
 - i. The Science Olympiad will be judged as per Science Olympiad scoring procedures.
 - d. Rules for Event Day
 - i. Rules and guidelines for each event will be provided to the coaches by the lead teacher prior to each event.
 - e. Preliminary Information
 - i. When appropriate, preparatory information will be issued to each Tri-Valley principal and coach before the season begins.
 - ii. The areas of competition for the Science Olympiad will be determined by the Regional Science Olympiad competition.

- iii. The need for and content of the preliminary information will be determined by those present at the coaches' meeting.
 - f. Rules Violations
 - i. The determination of rules violations and appropriate league actions taken will be decided at a coaches' meeting.
 - ii. Any decision made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the Tri-Valley.
 - g. Coaches' Meetings
 - i. Each school will be notified and may have representation at all coaches' meetings. Each school will have one vote at all such meetings.
 - ii. The coaches will meet on each event day. Additional meetings can be called at the discretion of the lead teacher.
 - iii. The lead teacher or their designee will chair each coaches' meeting.
 - h. All-League Selection
 - i. The All-League team will consist of students that win the various competitions at the Science Olympiad. If more than one person wins an event, each will be placed on the All-League Team.
 - ii. In the event of a tie for first place, all students will be a part of the All-League Team.
 - iii. A Most Outstanding Performer may, but does not have to be, chosen by looking at the number of competitions each individual won. The Most Outstanding Performer will be the one who took first in the most competitions. If one student does not stand out, or if there is more than one student, a Most Outstanding Performer does not have to be selected.
 - i. Awards
 - i. One First-Place Team plaque.
 - ii. One Most Outstanding Performer plaque (optional)
 - iii. At least 28 All-League medals
 - iv. At least 28 All-League certificates
 - v. Up to 20 Championship Team member certificates
 - vi. One Championship Team head coach certificate
 - j. League Standings
 - i. In order to determine TVC standings at the end of the event, points will be given to each team, as per the Science Olympiad scoring system. The school with the highest number of points will be first (League Champions); the second highest will be second; and so on.
 - ii. These standings will then be used to determine the league's overall Academic Champion in conjunction with the other academic events.
- I. Talent Revue
 - a. Schedule
 - i. The Talent Revue shall consist of one evening show and a road show held in the spring at a designated host school.
 - b. Team Membership
 - i. Each school may choose two groups to perform in the Talent Revue. Group size will be limited to eight students.
 - ii. Students must currently be enrolled in a League school and must be from any grade level 9-12 with the exception of the accompanist. An accompanist may be any individual but is not considered part of the act.

- iii. Participants may perform in only one act.
- c. Scoring and Guidelines
 - i. Judges, using an established criterion (see attached), will choose the eight best performances. The point system will be decided at a coaches' meeting prior to the date of the event. See attached recommended criteria.
 - ii. A maximum of eight groups will form a roadshow that will travel to each school for performances.
- d. Rules for Event Day
 - i. Rules and guidelines for each event will be provided to the coaches by the Lead teacher or the lead teacher prior to each event.
 - ii. Dress rehearsal will be held on the day of the Talent Show. Rehearsal will be scheduled for 3:00 p.m. at the host school for light and sound check.
 - iii. An accompanist may be any individual but is not considered part of the act.
- e. Preliminary Information
 - i. When appropriate, preparatory information will be issued to each Tri-Valley principal and coach before the season begins by the lead teacher.
 - ii. The need for and content of the preliminary information will be determined by those present at the coaches' meeting to be scheduled by the lead teacher.
- f. Rules Violations
 - i. The determination of rules violations and appropriate league actions taken will be decided at a coaches' meeting.
 - ii. Any decision made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the TVC.
- g. Coaches' Meetings
 - i. Each school will be notified and may have representation at all coaches' meetings. Each school will have one vote at all such meetings.
 - ii. The coaches will meet on each event day. Additional meetings can be called at the discretion of the lead teacher.
 - iii. The lead teacher or their designee will chair each coaches' meeting.
- h. All-League Selection
 - i. The All-League team will consist of a maximum of eight acts who are chosen by the judges at the Talent Revue for the "road show."
 - ii. The remaining acts not selected for the "road show" will be designated to the Honorable Mention Team.
- i. Awards
 - i. All-League medals (number determined by number of schools participating)
 - ii. All-League certificates (number determined by number of schools participating)
 - iii. Honorable Mention certificates
- j. League Standings
 - i. The Talent Revue will have no effect on League standings.
- k. Talent Revue Competition Guidelines
 - i. As noted within the bylaws: *Judges, using an established criterion (see attached), will choose the eight best performances.*
 - 1. Performance Requirements
 - a. No lip sync performances.
 - b. One to eight participants per act.
 - c. Audio-visual equipment, piano, mats, etc... will be provided for

the League show and at each school while on tour.

- d. Performance material must be acceptable for local community standards.
- e. An act may not exceed ten minutes: five minutes for performance, and five minutes for setup and teardown. A six-minute maximum performance time is all for all road show acts.
- f. Rehearsal is required the afternoon of the league show. There is a 20 minute maximum rehearsal time.

2. Judging Criteria:

1. Appearance	10 points
2. Use of stage space	10 points
3. Use of costume/props	10 points
4. Stage presence	20 points
a. Audience awareness	
b. Balance	
c. Projection	
d. Audio-visual usage	
e. Clarity	
f. Diction	
5. Originality	10 points
6. Appropriate material choice	10 points
7. Degree of difficulty	10 points
8. Judge's choice	10 points

Each judge's ballot will be totaled and added to the other ballot totals for an overall point total. The eight acts with the highest total points will be chosen to represent their school and the league in the road show.

J. Honors Band

a. Schedule

- i. The music schedule will consist of an Honors Band performance.
- ii. The performance will be held in January at a participating school site. The school site rotation as follows:

Ovid Elsie – 2017 -2018

Ithaca – 2018 - 2019

Hemlock - 2019 - 2020

St. Louis - 2020 - 2021

The conductor rotation will be as follows.

Hemlock & St. Charles - 2017 - 2018

Pinconning & Ovid Elsie – 2018 - 2019

St. Louis & Ithaca – 2019 – 2020

Valley Lutheran & Hemlock – 2020 – 2021

Ovid-Elsie – 2021 – 2022

Valley Lutheran – 2022 - 2023

b. Team Membership

- i. Honors Band members must be made up from students currently enrolled in music classes.
- ii. Limits to the size and instrumentation of the Honors Band is up to the discretion of the band directors of each school. Approximately 15 players should attend from each school. Each band is limited to sending only one percussionist per school.

c. Scoring and Competition Guidelines

- i. The Honors Band performance will be an exhibition only. The band directors will, however, provide students with feedback concerning their work.
- ii. All Honors Band members will wear the concert uniform of their respective school.

d. Rules for Event Day

- i. Rules and guidelines for the event will be provided to the coaches by the lead teacher prior to each event.

e. Preliminary Information

- i. When appropriate, preparatory information will be issued to each Tri-Valley principal and coach before the season begins.
- ii. The need for and content of the preliminary information will be determined by those present at the band directors meeting.

f. Rules Violations

- i. The determination of rules violations and appropriate league actions taken will be decided at the coaches' meeting.
- ii. Any decisions made at the coaches' meeting regarding a rules violation may be appealed by the school to the governing body of the Tri-Valley.

g. Coaches' Meetings

- i. Each school will be notified and may have representation at all coaches'/band directors' meetings. Each school will have one vote at all such meetings.

- ii. The coaches/band directors will meet on event day. Additional meetings can be called at the discretion of the lead teacher.
 - iii. The lead teacher or their designee will chair each coaches' meeting.
- h. League Standings
 - i. Honors Band will not affect overall academic standings.