

BIG WEST CATHOLIC LEAGUE BY LAWS

2023-2024

ARTICLE I: NAME

This association shall be known as the Big West Catholic League (“League”).

ARTICLE II: PHILOSOPHY

This philosophy of the Big West Catholic League is based on the strong belief that athletics are educationally sound and that they play an important part in the development of the participants physical, mental and moral growth. The member schools believe that this is educationally sound for it offers training for living in a competitive society. The basic principles of good sportsmanship and high ethical standards should prevail at all times in order to enhance the educational growth of students who participate in the League’s programs. To that end, it is imperative that coaches play all players present at the game.

ARTICLE III: PURPOSE

The purpose of the Big West Catholic League is to offer those experiences needed to reach the educational objectives of interscholastic athletics as stated in the philosophy of the League. The League shall provide a means for the member schools to work together in order to enhance their instructional programs. The Big West Catholic League will provide the student participant with opportunities to learn skills and develop moral values beyond those offered in the school curricula. The major emphasis of the Big West Catholic League programs will be based on learning through competitive sports as well as learning the skills of sports. These activities shall be modified to meet the physical, mental and emotional levels of the student participant.

ARTICLE IV: SCHOOL MEMBERSHIP

Section 1: The League shall be composed of Catholic elementary schools. Any Catholic school that desires membership in the League must petition to the League members. A two thirds yes vote is needed from the current league members for admittance. All member schools will agree to follow the rules and regulations of the Big West Catholic League as herein after defined.

Section 2: All member schools will agree to submit a signed Principal/Athletic Director Support Agreement (the form and content of which will be determined by the League members) prior to the first game of the season.

Section 3: All coaches, officials and school volunteers who are in any way associated with the Big West Catholic League must attend the Diocese of Joliet’s Protecting God’s Children Program and complete all necessary paperwork required by the Diocese of Joliet, IESA and the State of Illinois. ALL coaches must sign a Code of Conduct form and have it on file with their Athletic Director which will be available to the League Commissioner at any time before, during or after the season.

Section 4: Schools may forfeit membership by failure to notify the League of its intent to participate in competition. Participation may be in 5, 6, 7, and 8 boys and girls.

Section 5: Any violation of the rules of the League shall render the offending school liable to expulsion by a majority vote of the League’s members.

Section 6: Any member school desiring to voluntarily withdraw from the League should make its intent know in writing to the League Commissioner.

Section 7: The League Treasurer shall set the league fees for the participating schools. Fees will be based on the League’s current financial status and the projected expenses of operating each program for the upcoming season. All member school accounts will be settled at the end of each season. Any school that owes fees must pay the fees no later than 2 weeks following the end of the season.

Section 8: League fees are to be used to pay direct operation expenses of the league only.

ARTICLE V: LEAGUE ADMINISTRATION

Administration of the Big West Catholic League shall be governed by the Board of Control.

Section 1: THE BOARD OF CONTROL AND THEIR DUTIES

- A. **Commissioner:** Serve as head of the Board of Control, supervise all League functions, uphold the rules and By-Laws of the League, call League meetings, arbitrate problems and rule on protests, act as liaison between League and school administrators and appoint interim officers to vacant offices.
- B. **Lead Basketball/Volleyball Officials Coordinator:** Serve as a member of the Board of Control and schedule official referees for games and tournaments in conjunction with the basketball schedule only.
- C. **Schedule Chairperson (Volleyball and Basketball):** Serve as a member of the Board of Control, secure gym facilities, arrange for tournament sites, develop and publish the regular season and tournament schedules, and co-ordinate changes in the schedule.
- D. **Secretary:** Serve as a member of the Board of Control, record minutes of all meetings, produce and distribute materials for League meetings, collect and distribute copies of team rosters to all schools prior to the start of the respective seasons, collect coaches code of conduct forms from all coaches, preside over meetings in the absence of the Commissioner, fill the office of Commissioner if vacated until filled by election.
- E. **Treasurer:** Serve as a member of the Board of Control, have charge of all funds and deposit such in League accounts, pay League bills and keep a general summary of the receipts and expenditures of the League.

Section 2: Officers shall be elected by a majority vote of the member schools at the April meeting and shall perform the duties of the office until the next April meeting

Section 3: The Board of Control shall enforce the rules and regulations governing the League.

ARTICLE VI: MEETINGS

Section 1: The League will hold a minimum of 1 meeting per season per sport. Times, dates and locations of these meetings will be decided upon by the League Commissioner.

Section 2: The Commissioner may hold special meetings of the Board of Control and member schools upon notification

Section 3: Each member school **MUST** have one representative present at each meeting that is held. Probation or suspension from league membership and/or loss of voting privileges may result from missing meetings or not having any school representation at meetings. Such probation or suspension may be enacted by a simple majority vote of the Board of Control.

ARTICLE VII: BY-LAW AND RULE AMENDMENTS

Section 1: All matters involving changes to the By-Laws and league rules shall be voted on by the member schools. All matters involving changes to the By-Laws or rules shall be decided by a simple majority vote of member schools. Matters of routine business shall be decided by a simple majority of the member schools present at the meeting in which the routine business comes up for a vote.

Section 2: Each member school is allowed one vote. League officers with no school affiliation are also allowed one vote.

Section 3: Any vote resulting in a tie shall be broken by the League Commissioner.

ARTICLE VIII: LEAGUE SCHEDULES, GAME ADMINISTRATION AND TEAM ROSTERS

The official League schedule will be prepared by the Schedule Chairperson and approved by the Commissioner. Teams are expected to adhere to the schedule with changes to the schedule made only under exceptional circumstances and then only with the approval of the Commissioner. Teams that request the change are responsible for the cost that may be involved due to such changes and will be billed by the League Treasurer.

Section 1: VOLLEYBALL

- A. All volleyball team commitments, black-out dates and gym availability are due at the July meeting. A final League volleyball schedule will be handed out at the August meeting. If a school drops a team after the August meeting, that school will be responsible for paying the registration fee for the team that was dropped.
- B. League fees will be set by the treasurer. All fees are due to the League Treasurer within two weeks after your school receives its end of season invoice.
- C. The volleyball league shall consist of two boys divisions (5th/6th grade and 7th/8th grade) and four girls. Divisions may be changed as determined annually by the League members.
- D. All teams must submit a roster to the League Commissioner by a date set by the League Commissioner. Failure to submit team rosters by the given date will result in forfeiture of all games until the requirement is met. Once rosters are submitted, no additions can be made. (Exception: newly enrolled students may be added at any time during the regular season, but not once playoffs begin)
- E. All teams must be rostered with a minimum of 6 players and a maximum of 15 players.
- F. Players can only be rostered on one team. **Penalty for violating:** forfeiture of the match and disciplinary action by the league.
- G. Players may play up in an older division, but cannot play down in a younger division. Also, a player cannot play on another team in their same division. The head coach must announce to the score table and to the opposing head coach that a player has been called up. **Penalty for violating:** forfeiture of the match and disciplinary action by league.
- H. A permanently rostered player must play in at least 50% of that team's regular season League matches in order to be eligible to play in any League tournament games. The only exception would be a medical exemption with written doctor's verification.
- I. Players must be full-time students registered at their respective school. **Penalty for violating:** forfeiture of the match and disciplinary action by the league.
- J. All players that suit for a match and are on the match roster must play in that match. Failure to comply will result in a forfeit of the match and a 3 match suspension of the head coach. If the infraction occurs at the end of the season, the suspension will be carried forward to the next volleyball season.
- K. All players on the same team who participate in a game must have the same uniform (jersey and short) in order to play. All jerseys must have legible front and back numbers. T-shirts may be worn under the team jersey provided they are the same color as the predominate color of the jersey, white, black or grey. Camo or other multicolor shirts will not be allowed under the jersey. All t-shirts must have a finished edge... no cutoffs. **NO VISIBLE MARKINGS ARE ALLOWED ON THE T-SHIRTS.** If a player is not wearing a proper uniform, they will not be allowed to participate in the game.
- L. Competition will be contested separately in each division for the purpose of determining 1st and 2nd place.
- M. Final League standings will be based on overall season record. Ties will be broken first by a head-to-head competition during the regular season, then, by another method chosen by the Board of Control (example - playing card placement method).
- N. Immediately following the regular season, an end of season tournament will be played. Grade levels that will be allowed to participate in the tournament will be determined by the league. Tournament seedings are based on regular season standings.

- O. An All-Star Game for 8th grade boys and girls will be held prior to the end of the season at a location determined by the member schools. The head coach and assistant coach will be selected by standings

Section 2: BASKETBALL

- A. All basketball team commitments, black-out dates and gym availability are due at the September meeting. A final League basketball schedule will be handed out at the October meeting. If a school drops a team from the league after the October meeting, that school will be responsible for paying the registration fee for the team that was dropped.
- B. League fees will be set by the treasurer. All fees are due to the League Treasurer within two weeks after your school receives its end of season invoice.
- C. The League shall consist of 8 divisions: four boys divisions (5, 6, 7 & 8) and four girls divisions (5, 6, 7 & 8). Divisions may be changed as determined annually by the League members.
- D. All teams must submit a roster to the League Commissioner by a date set by the League Commissioner. Failure to submit a team roster by the given date will result in forfeiture of all games until the requirement is met. Once rosters are submitted, no additions can be made. (Exception: newly enrolled students may be added at any time during the regular season, but not once playoffs begin)
- E. All teams must be rostered with a minimum of 5 players and a maximum of 15 players.
- F. Players can only be rostered on one team. **Penalty for violating:** forfeiture of the game and disciplinary action by the league.
- G. Players may play up in an older division but cannot play down in a younger division. Also, a player cannot play on another team in their same division. The head coach must announce to the scorers table and to the opposing head coach that a player has been called up. **Penalty for violating:** forfeiture of the game and disciplinary action by the league.
- H. A permanently rostered player must play in at least 50% of that team's regular season League games in order to be eligible to play in any League tournament games. The only exception would be a medical exemption with written doctor's verification.
- I. Players must be full-time students registered at their respective school. Any exception to this must be approved by the League. **Penalty for violating:** forfeiture of the game and disciplinary action by the league.
- J. All players that suit for a game and are on the game roster must play in that game. Failure to comply will result in a forfeit of the game and a 3 game suspension of the head coach. If the infraction occurs at the end of the season, the suspension will be carried forward to the next basketball season.
- K. All players on the same team who participate in a game must have the same uniform (jersey and short) in order to play. All jerseys must have legible front and back numbers. T-shirts may be worn under the team jersey provided they are the same color as the predominate color of the jersey, white, black or grey. Camo or other multicolor shirts will not be allowed under the jersey. All t-shirts must have a finished edge... no cutoffs. **NO VISIBLE MARKINGS ARE ALLOWED ON THE T-SHIRTS.** Jerseys must be tucked in at all times with the exception of those that are manufactured to be worn outside the shorts. If a player is not wearing a proper uniform, they will not be allowed to participate in the game.
- L. Competition will be contested separately in each division for the purpose of determining 1st and 2nd place.

- M. Final League standings will be based on overall season record. Ties will be broken first by a head-to-head competition during the regular season, then, by another method chosen by the Board of Control (example - playing card placement method).
- N. Immediately following the regular season, an end of season tournament will be played. Grade levels that will be allowed to participate in the tournament will be determined by the league. Tournament seedings are based on regular season standings.
- O. An All-Star Game for 8th grade boys and girls will be held prior to the end of the season at a location determined by the member schools. The head coach and assistant coach will be selected by standings

Section 3: MOVING PLAYERS ON ROSTERS

- A. Players may play up in an older division, but cannot play down in a younger division. Also, a player cannot play on another team in their same division. The head coach must announce to the scorers table and to the opposing head coach that a player has been called up. **Penalty for violating:** forfeiture of the match(volleyball) or game(basketball) and disciplinary action by the league.
- B. No player can move up to participate in the League tournament. Any exemption to this rule must be brought before the League members and voted upon.
- C. Each individual player can only be brought up 2 times per season, per sport.
- D. The amount of players that can be moved up is as follows (basketball and volleyball):
 - 1. If a team has only 5 players, 1 player can be brought up to fill a roster position.
 - 2. If a team has only 4 players, 2 players can be brought up to fill the roster positions.

ARTICLE IX: HOST SCHOOL RIGHTS AND RESPONSIBILITIES

Section 1: The host school shall be responsible for providing facilities that participating teams might reasonably expect in order to play a volleyball or basketball game. At a minimum (but not limited to) this should include: a properly lined court free of unduly hazardous conditions, proper nets and goals fit for the purpose, time keeping device, a proper scorebook and suitable location for changing clothes, not necessarily separate from the other team.

Section 2: The host school shall provide a good quality game ball and a minimum of 3 practice balls per team.

Section 3: In order to maintain the scheduled starting and completion times of League games, if starting times are running behind schedule, or teams arrive late, but within 5 minutes of scheduled starting time, pre-game warm-up time may be reduced or eliminated. For basketball games, half time may be reduced to 2 minutes.

Section 4: Host schools must report all red card, flagrant fouls and ejections to the League Commissioner within 24 hours of the occurrence. Also, the above occurrences should be noted in the comment section of the official scorebook.

Section 5: Admission Fees – All host schools will charge the following admission fees to all fans, excluding coaches, players, officials and cheerleaders. **Adults and Students \$2.00/person NO FAMILY RATE**

ARTICLE X: INJURIES

All player injuries where excessive bleeding, swelling, concussion, bruising or loss of mobility occurs should be documented by filling out an accident report. The person in charge of the host facility, the parents or guardians of the athlete and the coaches of the athlete's team should check the injury and determine whether or not immediate medical attention is required. If there is any question, 911 should be called immediately. If medical attention is refused by the player, parents, guardian or coaches that should be noted in the accident report. All accident reports should be copied and sent to the League Commissioner within 24 hours of the occurrence.

All program coaches, volunteers and Athletic Directors must successfully complete the online IESA concussion education requirement through their school before they may begin to participate in games or practices.

ARTICLE XI: OFFICIATING

Section 1: VOLLEYBALL

- A. All League matches shall be officiated by IHSA licensed officials.
- B. The Lead Volleyball Officials Coordinator shall assign officials to all games scheduled by the League. This includes regular season games, make up games, all-star games and tournament games.
- C. The host school shall provide the official scorer and timekeeper.
- D. The selection of the official scorer and timekeeper shall be left solely to the discretion of the host school. A general knowledge of the responsibilities pertaining to their duties is expected.
- E. The game official(s) and gym management shall have complete charge of and authority over the game.
- F. The game official(s), score table and gym rental fees will be paid for by the host school, tournaments included.

Section 2: BASKETBALL

- A. All League games shall be officiated by IHSA licensed referees.
- B. The Lead Basketball Officials Coordinator shall assign referees to all games scheduled by the League. This includes regular season games, make up games, all-star games and tournament games.
- C. The host school shall provide the official scorer and timekeeper.
- D. The selection of the official scorer and timekeeper shall be left solely to the discretion of the host school. A general knowledge of the responsibilities pertaining to their duties is expected.
- E. The referees and gym management shall have complete charge of and authority over the game.
- F. The referees, score table and gym rental fees will be paid for by the host school, tournaments included.

ARTICLE XII: GAME OPERATIONS

Section 1: VOLLEYBALL

- A. IHSA Rules except as modified in the leagues general rules shall be adhered to.
- B. All League volleyball matches will consist of the best 2 out of 3 games. Games will be scheduled in 45 minute time slots. Games 1 and 2 will be played rally score to 25 points with a 27 point cap. The 3rd game will be played to 15 points with a 17 point cap. Teams must win each game by 2 points. If the 17 or 27 point cap rule comes into effect, you do not have to win by two points. If a third game is NOT necessary it will not be played. **EXCEPTION: All tournament matches will be played best 2 out of 3 games. Games 1 and 2 will be played rally score to 25 points with a 27 point cap. The 3rd game will be played to 15 points with no point cap. The CHAMPIONSHIP MATCH and 3rd PLACE MATCH in each division will play games 1 and 2 rally score to 25 points with a 27 point cap. The 3rd game of all championship games will be played rally score to 25 points with no point cap.**

- C. All teams must present a proper, **pre-printed** roster on the league supplied form to the scorer's table before the start of each game. On this roster, all pertinent information must be filled out, including players who are present, not present and call ups. If this form is not submitted prior to the start of the game, the team will forfeit the game. **NO HANDWRITTEN ROSTERS WILL BE ACCEPTED!!** (exception – a coach may handwrite in the names and numbers of players being called up for a game).
- D. All players that suit for a match and are on the match roster must play in the match. Failure to comply with this rule will result in a forfeit of the match and disciplinary action by the league.
- E. Cancellation of games due to adverse weather conditions shall be the right of the host school and/or the League Commissioner.
- F. **Each team should arrive and be ready for warmups 15 minutes prior to the scheduled starting time of their match.** If the previous match finishes more than 10 minutes early, the home gym will have the discretion to start the next match early if each team has at least 6 rostered players present. If a team is not ready for their match with at least 5 rostered players 5 minutes after the scheduled starting time of their match, that team shall forfeit the match.
- G. Should the official not arrive at the scheduled starting time, the match may be officiated by a person chosen by the gym management that meets the requirement stated in Article IX, section 1, part A. If a game is determined to be a forfeit, the League scheduled official(s) shall not officiate the match. However, payment will be made to the scheduled official(s) for the match that was forfeited.
- H. Should the official scorer not arrive by the scheduled starting time of the match, the game shall precede using personnel selected by the gym management in the following order: a qualified volunteer and assistant coach from one of the participating teams or a qualified reserve player.
- I. For any additional rules, refer to the **Big West Volleyball League general rules.**

Section 2: BASKETBALL

- A. IHSA Rules except as modified in the leagues general rules shall be adhered to.
- B. All league basketball games shall consist of 4 quarters.
 - 5th and 6th grade divisions** will play 5 minute quarters.
 - 7th and 8th grade divisions** will play 6 minute quarters.
- C. League games in which the score is tied at the end of four quarters shall go to overtime to decide a winner. Overtime periods will be 2 minutes in length for all divisions. Overtime is considered an extension of the 4th quarter.
 - 5th and 6th grade divisions** will play a maximum of one overtime period. If there is not a winner after that one overtime period, the game will end in a tie.
 - 7th and 8th grade divisions** will play as many overtime periods necessary to determine a winner.
- D. All teams must present a proper, **pre-printed** roster on the league supplied form to the scorer's table before the start of each game. On this roster, all pertinent information must be filled out, including players who are present, not present and call ups. If this form is not submitted prior to the start of the game, the team will forfeit the game. **NO HANDWRITTEN ROSTERS WILL BE ACCEPTED!!** (exception – a coach may handwrite in the names and numbers of players being called up for a game).
- E. All players that suit for a game and are on the game roster must play in the game. Failure to comply with this rule will result in a forfeit of the game and disciplinary action by the league.
- F. Cancellation of games due to adverse weather conditions shall be the right of the host school and/or the League Commissioner.
- G. **Each team should arrive and be ready for tip off 15 minutes prior to the scheduled starting time of their game.** If the previous game finishes early, the next game may begin up to 10 minutes early. If a team is not ready for tip off by 5 minutes after the scheduled starting time of their game, that team shall forfeit the game.

- H. Should one of the referees not arrive by the scheduled starting time of the game, the game shall proceed with one referee. Should both referees not arrive by 5 minutes after the scheduled starting time of the game, the game is officially postponed and will be rescheduled by the Schedule Chairperson. Under no circumstances shall a referee not scheduled directly by the League Basketball Officials Coordinator officiate a League scheduled game. If a game is determined to be a forfeit, the League scheduled referees shall not officiate the game. However, payment will be made to the scheduled officials for the game that was forfeited.
- I. Should the official scorer and/or timekeeper not arrive by the scheduled starting time of the game, the game shall precede using personnel selected by the gym management in the following order: a qualified volunteer and assistant coach from one of the participating teams or a qualified reserve player.
- J. For any additional rules, refer to the **Big West Basketball League general rules.**

ARTICLE XIII: FAN, COACH AND PLAYER CONDUCT

The person in charge of the host gym and the referees shall have complete control over the fans, players and coaches that attend a league sponsored activity.

Section 1: FAN CONDUCT

- A. Any unsportsmanlike conduct by a fan that is anywhere in the gym or in the vicinity of the gym (including parking lots) will result in ejection from the gym. The penalty is a one calendar year (12 month) suspension from all League activities (volleyball and basketball) beginning from the date of the initial suspension. This includes regular season games, all star games and tournament games. If the unsportsmanlike act occurs before or after a game, in the gym or in the vicinity of the gym, the same penalties will be enforced.
- B. If the ejection occurs at the end of the season, the suspension will be carried forward a period of 12 months, which will include the next volleyball and basketball season.
- C. **Procedure to follow during incident of fan unsportsmanlike conduct** – The referee or the person in charge of the facility will request that the head coach of the team in which the fan(s) belongs ask the fan to refrain from their unsportsmanlike behavior. If the situation persists, the person in charge of the facility will eject the fan(s) from the facility. If the fan(s) refuse to leave, the team from which the fan(s) belong will forfeit the game immediately. If the situation persists further, the police should be called to handle the situation.
- D. **Procedure to follow for suspension** – The Athletic Director of the facility will fill out an incident report which will be supplied by the League. Included in the report will be the name of the person(s) ejected from the facility and the reason for the ejection. It should be signed by the Athletic Director or person in charge of the facility. Copies of the report should be sent to the League Commissioner and the Athletic Directors of the schools involved. If the person(s) in question attends a game that they have been suspended from, their team will forfeit the game in question.

Section 2: COACH CONDUCT

- A. Any ejection of a coach from a game due to unsportsmanlike conduct, red cards or technical fouls will result in a one game suspension. A second suspension against a coach will result in a one calendar year (12 month) suspension from all League activities (volleyball and basketball) beginning from the date of the initial suspension. This includes regular season games, all star games and tournament games. If the unsportsmanlike act occurs before or after a game, in the gym or in the vicinity of the gym, the same penalties will be enforced.
- B. If the ejection occurs at the end of the season, the suspension will be carried forward a period of 12 months, which will include the next volleyball and basketball season.
- C. **Procedure to follow for suspension** – The Athletic Director of the facility will fill out an incident

report which will be supplied by the League. Included in the report will be the name of the person(s) ejected from the facility and the reason for the ejection. It should be signed by the Athletic Director or person in charge of the facility. Copies of the report should be sent to the League Commissioner and the Athletic Directors of the schools involved. If the person(s) in question attends a game that they have been suspended from, their team will forfeit the game in question.

Section 3: PLAYER CONDUCT

- A. Any ejection of a player from a game due to unsportsmanlike conduct, red cards or technical fouls will result in a one game suspension. A second suspension against a player will result in a one calendar year (12 month) suspension from all League activities (volleyball and basketball) beginning from the date of the initial suspension. This includes regular season games, all star games and tournament games. If the unsportsmanlike act occurs before or after a game, in the gym or in the vicinity of the gym, the same penalties will be enforced.
- B. If the ejection occurs at the end of the season, the suspension will be carried forward a period of 12 months, which will include the next volleyball and basketball season.
- C. **Procedure to follow for suspension** – The Athletic Director of the facility will fill out an incident report which will be supplied by the League. Included in the report will be the name of the person(s) ejected from the facility and the reason for the ejection. It should be signed by the Athletic Director or person in charge of the facility. Copies of the report should be sent to the League Commissioner and the Athletic Directors of the schools involved. If the person(s) in question attend a game that they have been suspended from, their team will forfeit the game in question.

ARTICLE XIV: GENERAL

Section 1: It is the responsibility of all coaches to be familiar with these By-Laws, including IHSA volleyball and basketball rules. Schools failing to comply with the By-Laws are subject to disciplinary action, including expulsion of the school from the League.

Section 2: Coaches and players should act in a Christian manner regarding sportsmanship in all aspects of the game i.e., respect towards coaches, players, and all officials, especially in lopsided scores. Consideration should be given for the host school facility. Vandalism of any kind will not be tolerated. Teams failing to comply will be subject to disciplinary action up to and including expulsion of the school from the League. Teams are asked to clean up their bench area at the end of each game.

Section 3: Unsportsmanship behavior by players, coaches or fans will not be tolerated.

Section 4: Coaches are expected to control the behavior of their players and exert their influence in controlling unsportsmanlike behavior of their fans.

Section 5: Coaches must remain with their team at all times when in a host school.

Section 6: Protests must be made verbally to League Commissioner through the school's Athletic Director within 24 hours of the game in question, and in writing within 2 days of the game in question to be considered by the Commissioner.

Section 7: The Joliet Diocese Athletic Regulations will override all rules stated above.