



Revised 12/17

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WISCONSIN VALLEY ATHLETIC CONFERENCE

CONSTITUTION

ARTICLE I

Name and Territorial Limits

Section I This organization shall be known as the Wisconsin Valley Athletic Conference.

Section II The Territorial limits of this organization shall be included in the following boundaries;
Specifically, the territory drained by the Wisconsin River as far south as Wisconsin Rapids and as far north as Rhinelander.

ARTICLE II

Objectives

Section I The objectives of this organization shall be:

1. To promote the best interest of all high school athletics in their various phases as in integral part in the educational curriculum.
2. To stimulate friendly relations between the member schools and the people in their communities.
3. To act as a unit for the betterment of athletic conditions in this district as well as the entire state.
4. To promote and provide programs that will foster positive, sportsmanlike behavior at all competitions, and enhance the educational value at all Wisconsin Valley Conference Schools.

ARTICLE III

Membership and Classification

Section I Any school in good standing in the W.I.A.A. is eligible for membership in this association upon a 2/3 majority vote of the member schools, in like manner a school may be dropped from conference membership by a 2/3 vote of the member schools; such action to be effective one year after presentation.

Section II All Wisconsin Valley Conference schedules approved by the principals must be followed.

Section III Coop Teams

- A. Coop Team Approval- The WIAA Coop application requires approval from the conference where the coop team will complete. Before requesting approval from the WVC, the following should be addressed: Program sustainability without a coop, safety of athletes (some sports), participation numbers, team levels, displacement of enrolled students and the financial commitment of participating schools. A majority vote of WVC member schools every 2 years will be required.
- B. Timelines for meeting discussion are: Fall sports- December meeting; Winter sports- special meeting; Spring sports- May meeting.
- C. Decisions that impact conference membership for each sport will be voted on by all conference member schools. Coop teams get one vote for all rules/regulations for that specific sport.

Section IV The WVC will consider allowing non-WVC schools sport specific conference affiliation by a two-thirds vote of the regular WVC membership. Only sports where declining school participation threatens the minimum number of necessary schools and thus jeopardizes conference sponsorship of the activity will be considered. A prorated fee, determined by the WVC treasurer, will be assessed each school. The affiliation will be reviewed every two years.

ARTICLE IV

Section I Appointed officers of this association shall be president, vice-president and secretary/treasurer. The following rotation will be used:

2021-22	D.C. Everest, Pres., Marshfield, V.P.
2022-23	Marshfield, Pres., Merrill, V.P.
2017-18	Marshfield, Pres.; Stevens Point. V.P.
2018-19	Stevens Point, Pres.; Wausau West, V.P.
2019-20	Wausau West, Pres., Wisconsin Rapids, V.P.
2020-21	Wisconsin Rapids, Pres.; D.C. Everest, V.P.

The appointed officer, shall be the Principal of a member school in good standing. They shall enter their office at the end of the annual meeting (May) and shall hold it for one year.

The appointed officers of this association shall be a league commissioner, hired by the conference on a yearly basis, and a conference secretary-treasurer.

ARTICLE V

Section 1 **Principal/Athletic Director Meetings**

- A. Regular yearly meetings
 - 1. Organizational (August/September)
 - a. Fix date, place, and time of all conference meetings for ensuing business.
 - b. Act on requests from Spring sport coaches.
 - 2. Fall (December)
 - a. Approve fall sports schedules for following year.
 - b. Transact routine conference business.
 - c. Act on requests from Spring and Fall sport coaches. (12/98)
 - 3. Spring (May)
 - a. Approve schedules for winter and spring sports. *NOTE:* April 15th is the annual deadline for schedule changes/additions that require the WVC commissioner to hire officials.
 - b. Recognize conference championships,
 - c. Act on requests from Winter sport coaches.
 - d. Transact routine conference business.
 - e. Consider dates, sites, and times for WVC meetings for the next school year.
- B. Special Meetings
 - 1. After polling the member schools and receiving an affirmative reply from the majority, the president shall have the authority to call a special meeting.

Section II **Athletic Director Meetings**

- A. Regular yearly meetings
 - 1. Organizational (August)
 - 2. Spring Sports (September) Athletic Directors
 - a. Approve spring sports for following year,
 - b. Recognize conference champions,

- c. Act on requests from Spring sport coaches,
 - d. Transact routine conference business,
 - e. Review & discuss pool of officials and assignments
 - 2. Fall (November) Athletic Directors
 - a. Approve fall sports schedules for following year.
 - b. Recognize conference champions.
 - c. Act on requests from Fall sport coaches.
 - d. Transact routine conference business.
 - e. Review & discuss pool of officials and assignments
 - 3. Winter (March) Athletic Directors
 - a. Approve schedules for Winter sports.
 - b. Recognize conference championships.
 - c. Act on requests from Winter sports coaches.
 - d. Transact routine conference business.
 - e. Review & discuss pool of officials and assignments
- B. Special Meetings
- 1. After polling the member schools and receiving an affirmative reply from the majority, the athletic directors shall have the authority to call a special meeting.

Section III Coaches Meetings

- A. Meetings: (Held on an appropriate Monday at D.C. Everest US Library, 6:30 pm; except VFA football league)
 - 1. Fall (**September**)-
Athletic Directors, Spring Sport Coaches; Boys and Girls Track, Boys Golf (BS/SB dropped 12/02)
 - 2. Fall (**November**)- **Monday after the State Girls Tennis Meet (12/13)**
Athletic Directors, Fall Sport Coaches; Girls Tennis, Volleyball, Cross Country, and Boys Soccer
 - 3. Winter (**March**)
Athletic Directors, Winter Sport Coaches; Boys and Girls Basketball, Gymnastics, Wrestling, Boys & Girls Swim, and Hockey
 - 4. Spring Meeting (**May**)
Baseball, Softball, Girls Soccer and Boys Tennis
- B. The meeting must be attended by the appropriate season/sport head coach from each Wisconsin Valley Conference School or designee. Assistant coaches are encouraged to attend these meetings.
- C. The commissioner shall designate an AD to chair each sport meeting and take minutes of the meeting. (12/11) The Commissioner shall incorporate these minutes into the next A.D. meeting agenda.

Section IV Administrator Meetings

- A. Minutes shall be kept of all meetings. The conference commissioner shall take minutes of all Athletic Directors Meetings. The commissioner will send the minutes from all meetings to the Secty/Treas, who shall send them out to all member schools. The minutes are to be mailed to all conference schools within one week of any meeting.
- B. Principals may call for and hold Educational Informational meetings specifically to address educational concerns or issues of member schools.

- C. An agenda for any of the official conference meetings should be sent at least 5 days prior to meetings (12/16)
- D. Primary responsibilities for indicating the position of any member school on any issue belongs to the respective high school principal or designate, but other administrators are welcome at the meetings.

ARTICLE VI

- Section I Amendments may be made to this constitution by a 2/3 vote of the member schools at two consecutive meetings.
- Section II By Laws may be adopted by a majority vote of the member schools at any regular meeting.
- Section III Any member Principal has the authority to request a special vote. The President shall conduct this special vote request. All member schools shall be contacted and the vote shall be taken in writing.

ARTICLE VII- OFFICIALS FEES and PAYMENT

- Section I Annually at the December meeting, upon recommendation of the conference commissioner and WVC athletic directors, the principals will set the game/meet fees to be paid to referees/event judges.
- Section II Current rates per official as hired by the commissioner are \$70 + mileage at \$0.30/mile (\$65 max) to one driver beginning 2015-16 (5/15) for regular varsity events in soccer (3), basketball (2), wrestling (1), hockey (3), baseball (2) and softball (2) (5/15). Basketball officials desiring to use a 3-person crew must give notice to the commissioner by November 1 annually. Fees for 3-person basketball will be \$70ea and a flat \$30 mileage if travel is over 50 miles one-way.(5/15)
- Section III Current rates for officials hired by the host school are:
 - A. Swimming (2) - \$60;
 - B. Track (2)- \$68
 - C. The Valley Football Association (VFA) will pay \$70/ official plus a flat \$30 for roundtrip mileage 100-199mi and \$60 for 200+miles.
- Section IV Multi -school/tdual rates (+ mileage) are:

WVC Official's Fees- set 12/17

Sports	2017-18	2018-19	2019-20
B/G Soccer	\$70*	\$80+	\$90
Volleyball dual	\$100*	\$125+	\$135
Volleyball multis	\$170	\$195+	\$205
B/G Basketball	\$70>(*2-man,+3-man)	\$80+	\$90
Wrestling	\$70*	\$80+	\$90
Wrestling WVC meet	WIAA REG*+\$15(\$200)	\$210+	\$220
Hockey	\$70*	\$80+	\$90
Baseball	\$70*	\$80+	\$90
Softball	\$70*	\$70+	\$80
Swimming	School option	School option WIAA Sec+	School option
Swim WVC Meet	WIAA Sec* +\$10	+\$20	WIAA Sec+\$30
Track	School option	School option WIAA	School option WIAA
Track WVC Meet	WIAA REG*+\$15	REG++\$25	REG+\$35
X Country	School option	School option WIAA	School option WIAA
X Country WVC Meet	WIAA REG*+\$15	REG++\$25	REG+\$35

+ = mileage flat \$30 (50+ mi
one-way)

* = mileage @.30/mi

Section V Payment is prepared by the host school and officials are to be paid or asked to sign a voucher prior to the event. (editorial change 5/17)

BY LAWS

1. The member school shall be D.C. Everest, Marshfield, Merrill, Stevens Point, Wisconsin Rapids Lincoln, Wausau East and Wausau West.
2. The annual dues, for the following school year, shall be set at the December meeting for all member schools. The dues may be suspended or increased by a majority vote of the member schools at any regular meeting. Dues for 2017-18 are \$3300 (5/13); single sport (if they exist) i.e. Boys swim \$350 (5/17).
3. Secretary/Treasurer should invoice each school on conference dues for the August/September meeting.
4. In conjunction with W.I.A.A. Article VII, Section 3, regarding flagrant or unsportsmanlike conduct for student athletes, the WVC approved the following By Law to include coaches: "A STUDENT ATHLETE, or COACH, disqualified from a contest for flagrant or unsportsmanlike conduct, is suspended from interscholastic competition for no less than the next competitive event (but not less than one complete game or meet)".
5. Each school to be eligible for championship consideration must play the schedule as adopted. Conference Champion shall be determined by each individual sports criteria.
6. To recognize a sport on a conference basis and award a trophy, at least **four** of the schools must participate at the varsity level. Only WVC schools are allowed to compete in sponsored sports that have at least 1 more than ½ the member schools participating.
7. Financial guarantees between any member schools in game competition shall be eliminated, except in cases of a strike or a work stoppage.
8. All schools must be members of the W.I.A.A. and will follow all W.I.A.A. regulations.
9. Each school is entitled to as many representatives at any meeting as they desire to send, but each school is entitled to only one vote. Member schools are to designate the representative who shall do the voting.
10. The necessary operational expenses of the officers, maybe submitted for payment from the conference funds.
11. The salary of the League Commissioner shall be determined annually, per contract. The position and salary will be reviewed and determined at the May meeting.
12. The Wisconsin Valley Conference will hire a statistician for Boys/Girls Cross Country, Football, Boys/Girls Swimming, Boys /Girls Tennis, Volleyball, Boys/Girls Basketball, Hockey, Wrestling, Softball, Baseball, Boys/Girls Golf, and Boys/Girls Soccer. Password protected stats are to be accessible on a WVC web page (12/15). Payments will issued to the statistician at each WVC end of season coaches meeting and payment is will be reviewed each year. (8/03)
13. Varsity coaches at member schools may select a "Player of the Year" in their respective sports at their end of the season meeting. Each school is authorized one vote only. (5/13/99) Nominees for this award must also be a current 1st Team All-Conference selection (5/07).

WISCONSIN VALLEY CONFERENCE

GENERAL ATHLETIC PROCEDURES

Communication between schools concerning cancellation, postponement, change of time or site, should be either with Principals and/or Athletic Directors of schools involved - NOT INDIVIDUAL COACHES. The Athletic Director will notify the Conference Commissioner.

Conference schedules shall include the following sports.

BOYS - Football, basketball, wrestling, baseball, tennis, golf, track, cross country, soccer, hockey, swimming

GIRLS - Tennis, volleyball, cross country, swimming, basketball, golf, track, softball, soccer

All championship awards will be provided by the Conference for Varsity Sports only.

- a. Wisconsin Valley Conference trophy to team champion(s).
- b. Medals and certificates will be awarded to each sport as follows:
(amended 5/13/99; golf 12/16)

MEDALS CERTIFICATES				
SPORT	GOLD	SILVER	BRONZE	# of Certificates
Football	26	26	0	52+ Honor. Men
Cross Country- Boys	1	1	8	15
Cross Country- Girls	1	1	8	15
Volleyball	7	7	0	14+ Honor. Men
Soccer- Boys	11	11	0	22+ Honor. Men
Soccer- Girls	11	11	0	22+ Honor. Men
Swimming- Boys	20	20	0	60
Swimming- Girls	20	20	0	60
Tennis- Girls	10	10	0	20 + Honor. Men
Tennis- Boys	10	10	0	20 + Honor. Men
Basketball- Boys	5	5	0	10+ 5 Honor. Men
Basketball- Girls	5	5	0	10+ 5 Honor. Men
Hockey	6	6	0	12+ Honor. Men
Wrestling	14	14	0	42
Gymnastics	5	5	5	15
Track- Boys	30	30	0	90
Track- Girls	30	30	0	90
Golf- Boys/Girls	5	5	0	15
Baseball	11	11	0	22+ Honor. Men
Softball	11	11	0	22+ Honor. Men

1. All-conference selections beginning with the Winter season- 2013:
 - a. Nominations for ALL (except VFA football) sports are due one week prior to the respective coaches meeting. The commissioner will then send out a composite ballot containing all nominees.
 - b. At the meeting each coach will discuss their own nominees; may delete but not add players.
 - c. Coaches will fill out a ballot after all discussions are complete
 - d. The AD or group facilitator will read aloud each school's 1st and 2nd team selections openly.
 - e. Ties, if they exist, for the 1st and 2nd team broken by the greater number of 1st Place votes received. If a tie still remains, additional medals will be awarded. Unbroken ties for 1st team will appropriately reduce the number of 2nd Team selections.
 - f. Any nominee receiving more than one vote but not enough points for 1st or 2nd Team, shall be awarded Honorable Mention. After the voting results are tabulated, each coach may add one Honorable Mention player provided that nominee has received less than two votes. (12/13). If the coach has no nominees left on the ballot, that coach may add one player to the HM list. (12/15)

3. Wisconsin Valley Conference SCHOLAR ATHLETE AWARD (8/92). The conference has many Outstanding student athletes who have shown commitment and dedication to academics and athletics. Only a select few are recognized by the W.I.A.A. Therefore, the conference wants to recognize these individuals.
 - a. The conference commissioner will provide the certificates, at the May meeting, to member schools upon receiving their list of qualified candidates.
 - b. Each member school will be responsible for the distribution of the award certificates, (the first awards given were Spring '93)
 - c. Qualifying Criteria for WVC SCHOLAR ATHLETE AWARD:
 - Seniors earning a 3.6 cumulative GPA by the end of the 1st semester-senior year
 - Seniors earning at least 3 varsity athletic letters, one of which must be earned during their senior year.

Note: any individual conference award is subject to the school's discretion.

 - No code violations are allowed during senior year. (11/07)

3. All conference schedules shall be submitted to the entire conference for adoption. Pairings for all sport schedules will be redrawn every 4 years beginning in 2008-09. All actions and discussion relative to schedule changes must be made a matter of conference record. In a case of bad weather the postponing of games is left up to the administrators of the schools involved. The schools are responsible to make up postponed games.

4. All schools involved, W.V.C. commissioner, and local media must be contacted if a game time or date has been changed or cancelled.

5. In all sports when games need to be re-scheduled because of weather related issues, schools should: (12/08)
 - a. Flip-flop Home & Away sites if weather and/or the playing field is acceptable at the Away location.
 - b. Contests should be made up on the next available date. Note- 'next available date' means the first date when no conflicting school events i.e. concerts, awards program, other WVC games in that sport... are scheduled.

6. At the varsity level no varsity coach may officiate, a Wisconsin Valley Conference contest, for any member school, in a sport that they coach, unless deemed necessary by the conference commissioner. This implies it would be permissible to officiate non-conference varsity contests for member schools.

7. Admission prices should be uniform for conference athletic contests. Ceiling prices are: \$4.00 for adults, \$3.00 for students (5/03). The admission price at all multi-school WVC conference tournaments shall be \$5.00/ person (students and adults). (11/06). Fifty (50) conference passes admitting two (2) persons each shall be given each member school to be used at the school's discretion. Cheerleaders in uniform will be admitted free to all conference events. The WVC passes shall be

produced and distributed by the incoming W.V.C. President. Passes must be distributed PRIOR to the beginning of the upcoming fall season.

8. The host school must send the individual game statistics to the conference statistician by 3:00pm the day after each game.(5/08)
9. All varsity level sport results should be immediately reported by the HOME TEAM to their local media so that maximum state coverage is obtained, (see individual sport criteria)
10. Visiting coaches are required to provide locker room supervision for their team before and after the event.
11. Conference Meet costs- the host school for each multi-school WVC conference meet will calculate the event revenue and expenses then bill the participating schools for a prorated share. (12/09)

VOLLEYBALL

1. W.I.A.A. rules and regulations will govern all competition. (See W.I.A.A. handbook)
2. The volleyball schedule shall be a double round; one round a dual schedule, the other a two day Valley Conference Tournament plus one extra dual.(11/07)
3. Non-varsity contests precede varsity matches. The non-varsity meet will start at 5:30 and varsity no earlier than 7:00 p.m.
4. Varsity warm-up will be according to current W.I.A.A. policy on the varsity court.
5. Any changes in the conference schedule date must be my mutual agreement of schools.
6. Officials must be registered WIAA officials and will be contracted by the conference commissioner. The commissioner should avoid using hometown officials for initial game assignments (12/02) or assigning the same officials for all of a school's home matches. (11/07)
7. The host school shall schedule the use of adult line judges for varsity WVC matches. (12/15)
8. All-Conference selections will be made in the following manner:
 - a. Nominations for ALL (except VFA football) sports are due one week prior to the respective coaches meeting. The commissioner will then send out a composite ballot containing all nominees.
 - b. At the meeting each coach will discuss their own nominees; may delete but not add players.
 - c. Coaches will fill out a ballot by selecting 7 players on the 1st and 2nd teams after all discussions are complete. A coach may not vote for their own nominees. 10/11
 - d. The AD or group facilitator will read aloud each school's 1st and 2nd team selections openly.
 - e. Ties, if they exist, for the 1st and 2nd team broken by the greater number of 1st Place votes received. If a tie still remains, additional medals will be awarded. Unbroken ties for 1st team will appropriately reduce the number of 2nd Team selections.
 - f. Any nominee receiving more than one vote but not enough points for 1st or 2nd Team, shall be awarded Honorable Mention. After the voting results are tabulated, each coach may add one Honorable Mention player provided that nominee has received less than two votes. (12/13). If the coach has no nominees left on the ballot, that coach may add one player to the HM list. (12/15)
 - g. Any individual conference award is subject to the school's discretion.
9. All schools will send a varsity team roster to all other schools in the conference. A note showing which game will be Parent's Night would be appreciated.
10. The home team is responsible to report game results to local media and Channels 7 and 9 immediately following the game. This is mandatory for conference games but should be done for non-conference games as well.
11. Procedure for dual meet (weekday) schedule:
 - a. Winning 3 of 5 wins match, 4th or 5th games played only when needed to determine the winner.
 - b. Junior varsity and freshman A/B shall play three (3) rally scored games to 25 points with no cap. (12/04)
13. Procedure for the Saturday multi meets (conference tournaments): (12/4/96)

WVC Saturday Multi-Meet Host Site Rotation: (12/09)

2019	1 st date – Wausau East	2 nd date - Marshfield
2016	1 st date - Marshfield	2 nd date - D. C. Everest
2017	1 st date -Wisconsin Rapids	2 nd date – Wausau West
2018	1 st date - Merrill	2 nd date - Stevens Point

Note: Other WVC schools may added when host facilities meet host requirements

- The host school is responsible for providing a meet manager.
- Schedule of 2 to 3 matches per team at each meet. (12/08)
- Results board will be posted.
- Winning 3 of 5 wins match.
- A break after round #2 is 40 minutes. (12/09)
- Scheduled start time at all sites is 9:00am. (12/03)

Typical WVC Meet Format:

For 2016 & 2017—Me(4), Ev(5), WW(6), WR(7), Ma(1), WE(2), SP(3)
 For 2018 & 2019—Me(5), Ev(6), WW(7), WR(1), Ma(2), WE(3), SP(4)
 For 2020 & 2021---Me(6), Ev(7), WW(1), WR(2), Ma(3), WE(4), SP(5)

Dual 1- Even Years	1 @ 2	7 @ 3	6 @ 4	Dual 1- Odd Years	2 @ 1	3 @ 7	4 @ 6
Dual 2	3 @ 1	4 @ 7	5 @ 6	Dual 2	1 @ 3	7 @ 4	6 @ 5
Dual 3	1 @ 4	2 @ 3	7 @ 5	Dual 3	4 @ 1	3 @ 2	5 @ 7
Valley 1 (a)	2 vs. 7	6 vs. 3	5 vs. 4	Valley 1 (a)	2 vs. 7	6 vs. 3	5 vs. 4
Valley 1 (b)	1 vs. 7	6 vs. 2	3 vs. 5	Valley 1 (b)	1 vs. 7	6 vs. 2	3 vs. 5
Valley 1 (c)	6 vs. 1	2 vs. 5	4 vs. 3	Valley 1 (c)	6 vs. 1	2 vs. 5	4 vs. 3
Dual 4	5 @ 1	4 @ 2	6 @ 7	Dual 4	1 @ 5	2 @ 4	7 @ 6
Dual 5	1 @ 6	2 @ 5	3 @ 4	<u>Dual 5</u>	<u>6 @ 1</u>	<u>5 @ 2</u>	<u>4 @ 3</u>
Dual 6	7 @ 1	6 @ 2	5 @ 3	<u>Dual 6</u>	<u>1 @ 7</u>	<u>2 @ 6</u>	<u>3 @ 5</u>
Valley 2 (d)	1 vs. 5	2 vs. 4	7 vs. 6	<u>Valley 2 (d)Valley</u>	<u>1 vs. 5</u>	<u>2 vs. 4</u>	<u>7 vs. 6</u>
Valley 2 (e)	4 vs. 1	3 vs. 2	5 vs. 7	<u>2 (e)Valley 2 (f)</u>	<u>4 vs. 1</u>	<u>3 vs. 2</u>	<u>5 vs. 7</u>
Valley 2 (f)	4 vs. 6	3 vs. 7	2 vs. 1		<u>4 vs. 6</u>	<u>3 vs. 7</u>	<u>2 vs. 1</u>
Dual 7 (Valley 2-(g))	1@ 3	<u>7 @ 4</u>	<u>6 @ 5</u>	<u>Dual 7 (Valley 2-(g))</u>	<u>3@ 1</u>	<u>4 @ 7</u>	<u>5 @ 6</u>
<u>Dual 8</u>	<u>2 @ 7</u>	<u>3 @ 6</u>	<u>4 @ 5</u>	<u>Dual 8</u>	<u>7 @ 2</u>	<u>6 @ 3</u>	<u>5 @ 4</u>

SWIMMING & DIVING- Boys and Girls

1. W.I.A.A. rules and regulations will govern all competition. (See W.I.A.A. Handbook)
2. The conference meet schedule will be a double round robin schedule with a conference meet preceding the W.I.A.A. Tournament series. (5/13)
3. Only varsity competition will be scheduled by the conference. A junior varsity contest will be run on the same date and time as the varsity contest. The junior varsity events will immediately precede the corresponding varsity event. Each meet will be scored separately. All dual meets and the WVC meet shall use National Federation scoring.(amended 1/01) Junior high competition may be included by mutual agreement for dual meets only.
4. The starting time for contests shall be 5:30 p.m. except by mutual agreement of the two schools involved. Contests will be held on Thursday except by mutual agreement.
5. Swim rosters (5/08)
 - a. Swim rosters, boys and girls, should be e-mailed to the WVC Statistician no later than one week prior to the beginning of the WVC season. The WVC Statistician will e-mail all meet computer operators the roster files in Hy-Tek Meet Manager format prior to the beginning of the WVC season.
 - b. Coaches and meet computer operators are to provide the WVC Statistician with their e-mail addresses no later than one week prior to the beginning of the WVC season. The WVC Statistician will compile a master list and distribute to all coaches and meet computer operators. Season stats will be Password protected. (12/15)
 - c. Meet computer operators will e-mail the coaches the correct Meet Entries file for use with Hy-Tek Team Manager no later than 48 (5/09) hours prior to the scheduled dual meet. If a coach has not received the Meet Entries file 24 hours prior to the meet, the meet computer operator should be contacted. Coaches will use the file to make their entries in Team Manager, and bring their entries to the dual meet on a USB Flash Drive, along with a hard copy of their entries. Entries are to be given to the meet computer operator upon arrival at the pool. The meet computer operator will import the meet entries into Meet Manager and provide each coach with a hard copy of the meet program for verification purposes. If any host school's coach enters lineups, a full heat sheet with both school's lineups is printed and handed to both coaches. (5/11/11) Home teams are assigned odd lanes and visiting teams even lanes. (5/11/11) Following the meet, the meet computer operator will provide each coach with a Meet Results file in Hy-Tek Team Manager format.
 - d. If a school is unable to use Hy-Tek Team Manager for running a meet, lineups are due to the Meet Scorer upon arrival at the pool.
 - e. A Hy-Tek Team and Meet Manager training session will be offered for coaches and computer operators in August, conducted by the WVC Statistician.
6. The swimming and diving rules published by the National Federation and the Wisconsin adaptations by the W.I.A.A. will be the official rules for competition.
7. Diving is not a scored event in the Wisconsin Valley Conference meet, it may be scored in dual meets where the pools of both competing schools meet W.I.A.A. requirements and have a diving team. In

meets where one team has divers, exhibition diving will be held in the normal order of events.

8. The conference champion team will be determined by total points earned as follows: (5/05)
 - a. Duals- each school receives 2 pts. for a win and 1 pt. for a tie.
 - b. WVC Meet- winner receives 2X the number of competing teams (i.e. 6 schools= 12pts.), the runner-up 2 pts. fewer,...
9. Both boys and girls swim coaches will gather at the Winter end of the season coaches meeting. (12/03)
10. The conference meet will be conducted on the Thursday prior to the W.I.A.A. sectional meet depending on the UWSP site availability (5/12)

- a.

<u>Girls</u>	<u>Boys</u>
2015- Merrill	2013- Everest
2016- SPASH	2014- Marshfield
2017- Wausau East	2015- SPASH
2018-Wausau West	2016- Wausau East
2012-Wisconsin Rapids	2007- Wisc. Rapids
2013-D.C. Everest	
2014-Marshfield	
- b. Have the swimming events conducted as a timed final meet.
- c. The host school management will schedule the coaches meeting prior to warm-ups. (5/08)
- d. Include a twenty-minute break between the 50 freestyle and 100 butterfly events.
- e. Have all records recorded in yard times.
- f. It is recommended everyone use a fully automatic timing device with touch pads.
- g. Award the conference trophy to the winning team. First and Second place medals and first, second, and third place certificates will be awarded at the conclusion of the meet.
- h. In all WVC meets, each team will be allowed three (3) entries in each individual and relay event, regardless of the number of lanes available. In those pools permitting only four (4) competitors per heat, the heats will be arranged as follows: Heat 1-JV, 2 entries per team; Heat 2-Combined JV/V, 1 entry per team at each level; Heat 3-Varsity, 2 entries per team. *Scoring shall be uniform in all WVC dual meets: 8-4-2 for relays and 6-4-3-2-1 for individual events, (an individual may not enter more than four events, at least two of the four must be a relay), (amended 11/01)* Boys swim team scoring will use the appropriate 12 place scoring for 5 teams; Individuals 16-13-12-11-10-9-7-5-4-3-2-1 Relays 32-26-24-22-20-18-14-10-8-6-4-2. (12/11)
- i. Each school may nominate no more than two swimmers for 'Swimmer of the Year'. Coaches cannot vote for their own athletes. (5/09) Whenever possible the voting should be at the WVC coaches meeting with recommendations submitted at the meet. (5/15)
- j. **For boys and girls championship meets entry forms, using HyTech software, will be due to the meet manager by 8am on the day directly before the meet, e.g., Wednesday before a Thursday meet. These entries will be final with no changes to be made except for illness on the day of the meet. (5/14)**
- k. The WVC meet should be hosted at UWSP whenever possible. (12/03)
- l. The final cost of hosting this event shall be shared equaling by participating schools.

CROSS COUNTRY- Boys and Girls

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. Handbook). Teams at the Conference meet will run eight (8) and place eight (8) at the boys and girls conference meet with the approval of the WIAA. (5 score, 3 displace). (11/07)
2. The conference championship is decided at a meet held on the Saturday before the W.I.A.A. Sectional meet. The Wisconsin Valley Conference cross-country rotation is: *(amended 11/07)*

Merrill	2019
Wausau West	2020
Wausau East	2021
Marshfield	2022
Stevens Point	2017
D.C. Everest	2018
3. JV will run at the conference meet and #1-15 JV awards may be provided by the host school. (12/12)
4. Lay-out of course will depend upon what facilities are available. The length of the course shall meet W.I.A.A. standards for boys and girls of 5000 meters.(10/16) Flags shall be used to mark the course as necessary. (12/11) An effort should be made to lay out the course on a soft surface. Avoid cement and asphalt surfaces if possible. All possible safety measures should be taken to protect runners and spectators from injury. If feasible the host should provide a sheltered area for awards if the weather is poor. (12/12)
5. The conference does not draw up a cross country schedule. Each school determines its own schedule with the exception of the conference meet.
6. The order of events will be the same as the W.I.A.A. Sectional meet for that year. Both JV races will be first in the same order as the Varsity. The schedule should have 40 minutes between start times between JV races; 30 minutes between varsity races. (12/17)
7. Awards:
 - a. A trophy will be awarded for the first place team at the conference meet.
 - b. Individual medals and certificates will be awarded:
 - First place - Gold
 - Second place - Silver
 - Third place through tenth place - Bronze
 - Certificates will be awarded for 1st through 15th place finishers. Places 11 through 15 will be designated honorable mention,
 - c. The host school is to hold the awards ceremony.
8. The home team is responsible to report contest results to local media and Channels 7, 9, and 12 immediately following the meet.

FOOTBALL- See separate VFA Sport Code

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. Handbook)
2. The football schedule will be a round robin. Only the Wisconsin Valley Conference scheduled contests will count toward the conference championship.
3. Varsity games are to be played on Friday nights (7:00 p.m.) or Saturday afternoons (at 1:30 p.m.) and start promptly as scheduled. Schedule arrangements may be made between individual schools. Non-varsity game times will be determined by mutual agreement of the involved schools. (12/05)
4. Pregame procedures:
 - a. Officials on the field 30 minutes before the game,
 - b. Coin flip for captains (at least) 20 minutes before game, (11/07)
 - c. Band on field 6 minutes before game time,
 - d. National Anthem 5 minutes before game time,
 - e. Teams should return to field 5 minutes before game time.
 - f. Have a team roster of starters ready for the press, radio, and public address 30 minutes prior to game time at the team bench.
5. The varsity schedule shall be drawn up in advance (at least 4 years). A schedule of all football games is to be sent to each Athletic Director by the Conference Commissioner at the second conference meeting of the year. If the varsity game is scheduled at home on a given week, the sophomore game will be at the site opposite the varsity on Thursday prior to the Varsity game. Junior varsity/varsity reserve at the same site as the varsity on the following Monday, unless changed by mutual consent only.
6. All sophomore games and varsity reserve games will have four twelve (12) minute quarters with a ten (10) minute half time. Freshman will have four ten (10) minute quarters with a ten (10) minute half time.
7. Five officials are to be used for varsity games, four officials are recommended for non-varsity games. Varsity officials are assigned by the conference commissioner. No official should be assigned more than two (2) games at the same host school, and never back to back in the same season. (5/10/00)
8. The conference commissioner contracts the officials and notifies the schools of the officiating assignments.
9. It is strongly recommended that no game be postponed or canceled unless absolutely necessary. In case of such postponement or cancellation, the Athletic Director of the host school shall contact opponent's Athletic Director as early as possible, but no later than 2:00 p.m. on weekday games and 9:30 a.m. on Saturday games.
10. The home team will wear dark colored jerseys, and the visiting teams will wear light colored jerseys.
11. Each varsity coach is responsible to send completed statistic forms to the conference statistician to compile information for the conference. This information should be submitted by 3pm Monday to WVC statistician during weeks #1-8 and by Saturday noon of week #9.
12. The home team is responsible to report game results to local media and Channels 7, 9, and 12 immediately following the game. This is mandatory for conference games but should be done for non-conference games as well.

13. The athletic director should be certain to send a copy of the team roster to each team on its schedule.
This team roster is used for the program and should include the names of the players in numerical order, position, height, and year in school. This roster should include the names of the coaches, managers, district administrator, principal, athletic director, and cheerleaders. Team rosters are available on the WVC website (www.wvcstats.org).
14. The field clock will be started at least 30 minutes prior to game starting time, and will be the official clock unless designated otherwise by the referee.
15. An All-Conference football team shall be selected at the end of the football season. The following method will be used:
 - a. Athletic Directors will provide their head coach with nomination forms to nominate members of their squad. Athletic Directors will also provide blank ballots for offense and defense to head coaches for voting purposes. Coaches must fax their ballots to the conference commissioner only.
 - b. On Monday previous to the last weekend of your scheduled game, the head coach will fax a completed form of his nominees to each head coach of other conference schools.
 - c. Each head coach shall select, using the above forms as a guide, the best offensive and defensive player by position or as listed on the ballot. This will be his voting ballot and this ballot is to be sent to the conference commissioner no later than Saturday noon following your last game. Each coach should vote for a first team (2 points) and a second team (1 point) All-W.V.C. team by positions.
 - d. The commissioner will count the votes and bring the ballots and the All-Conference selections to the annual fall end of season meeting. In the event a ballot position is not filled, the coaches will vote at the meeting to fill that position(s).
 - e. In case of a tie of 4 votes or more in the All-Conference selections, each will receive the award. If the tie results in less than 4 votes, a vote is retaken with coaches involved not voting.
 - f. It is suggested that each head coach meet with his respective team regulars to talk over opponent selections for the All-Conference teams.
 - g. The all-conference team will consist of 12 offensive players plus a kicker and the defensive team will be 12 players plus a punter. (12/05)
 - h. Any player receiving more than one vote will be honorable mention. Coaches may select one additional of their own nominated players who had received one vote.
 - i. Any individual conference award is subject to the school's discretion.
16. Awards: Gold medals and certificates for each first team offensive and defensive selection. Silver medals and certificates for each second team offensive and defensive selections. Certificates are awarded for Honorable Mention All-Conference.
17. Allow scouting by video camera for any game or games during the season including scrimmages. Continue the current procedure of trading one film of choice.

SOCCER- Boys and Girls

1. W.I. A. A. rules and regulations will govern competition. (Sec W.I.A.A. Handbook.)
4. The soccer schedule will be a double round-robin.
5. The Wisconsin Valley Conference standings will be determined by conference records. Schools will receive 3 points for a win, and 1 point for a tie.
6. Wisconsin Valley Conference soccer games for the boys will begin at 5:00 p.m. until September 15; 4:30 p.m. until October 1; and 4:00 p.m. thereafter. (12/09) Night games will start at 7:00 p.m. or as facilities may dictate. The girls afternoon games start at 5:00 p.m. night games at 7:00 p.m. or as facilities may dictate.
7. The sub-varsity teams will be JV and JV-B. The JV will be scheduled similar to the varsity. The JV-B is designed to be freshman and enough sophomores to complete the team. (12/09)
8. Postponed or canceled games will be played on the next available date free for both teams.
6. The athletic director should be certain to send a copy of the team roster to each team on its schedule. This team roster is used for the program and should include the names of the players in numerical order, position, height and year in school. This roster should include the names of the coaches, managers, district administrator, principal, athletic director, and cheerleaders.
7. The home team is responsible to report game results to local media and Channels 7, 9, and 12 immediately following the game. This is mandatory for conference games but should be done for non-conference games as well
8. The host school must send the individual game statistics to the conference statistician after each game.
9. Light jerseys will be worn at home.
10. All-Conference" selections will be made in the following manner:
 - a. Nominations for ALL (except VFA football) sports are due one week prior to the respective coaches meeting. The commissioner will then send out a composite ballot containing all nominees.
 - b. At the meeting each coach will discuss their own nominees; may delete but not add players.
 - c. Coaches will fill out a ballot after all discussions are complete
 - d. The AD or group facilitator will read aloud each school's 1st and 2nd team selections openly.
 - e. Ties, if they exist, for the 1st and 2nd team broken by the greater number of 1st Place votes received. If a tie still remains, additional medals will be awarded. Unbroken ties for 1st team will appropriately reduce the number of 2nd Team selections.
 - f. Any nominee receiving more than one vote but not enough points for 1st or 2nd Team, shall be awarded Honorable Mention. After the voting results are tabulated, each coach may add one Honorable Mention player provided that nominee has received less than two votes. (12/13). If the coach has no nominees left on the ballot, that coach may add one player to the HM list. (12/15)
 - g. Any individual conference award is subject to the school's discretion.
11. The conference commissioner contracts the officials and notifies the schools of the officiating assignments.

BOY'S & GIRL'S TENNIS

1. W.I.A.A. rules and regulations will govern regular season and tournament competition. Refer to the WIAA Season Regulations and Handbook.
2. The tennis schedule will be a round robin with each member school meeting each other. WVC regular season meet order of play will be: 1Doubles, 1Singles, 2D, 2S, 3D, 3S, 4S. (12/04)
3. "Add" scoring with tie-break game will be used in all conference meets, (amended 12/97)
NOTE: WVC meet preliminary matches will play an ten (10) game pro set with a tie-breaker at 10 all..(12/11)
4. Matches will consist of 2 out of 3 sets with add scoring and a tie-break game played if a set reaches 6 all. In case of inclement weather, and with agreement from opposing coaches a 10 game pro-set will be played with a tie-break game played if the score reaches 10-10 or in case of darkness, the third set may be replaced with a tie-break game, (amended 12/11)
5. The substitution rule shall be consistent with the WIAA tournament rule. (12/09)
6. There will be a maximum 10-minute warm-up period before each match.
8. The Wisconsin Valley Conference Team Champion will be determined by a combination of points earned during regular season conference dual meets and the results of the conference tournament. 11/011
 - Teams are awarded two (2) points for each match won in conference dual meets
 - Conference tournament will be scored like a typical invitational tournament; (Champion--6pts, 2nd place=4 pts, 3rd place=3 pts, 4th place=2 pts, consolation champion=2 pts, and consolation runner-up=1 pt) Scoring based upon seven (7) flights, 4 singles and 3 doubles.
 - Conference Team Champion will be the team that has earned the highest combined point total of the season conference dual meets and their points earned in the conference tournament. (11/00)
9. The conference individual and doubles champions will be determined at the Wisconsin Valley Conference Tournament.
 - a. The conference singles and doubles champions will be determined at a conference tournament to be held on the Thursday (11/07) before the W.I.A.A. sub-sectional meet, at a site to be mutually agreed upon by athletic directors with hosting responsibilities alphabetically rotated yearly.

The WVC meet will be held in the Wausau area community. The rotation for the host school will be:
(updated 8/03)

Girls:

2022 SPASH

2023 Wausau East

2017 Wausau West

2018 Wisconsin Rapids

2019 D.C. Everest

2020 Marshfield

2021 Merrill

Boys:

2021 D.C. Everest

2022 Marshfield

2017 SPASH

2018 Wausau East

2019 Wausau West

2020 Wisconsin Rapids

- b. The conference meet will determine double and single champions on a Thursday, starting times will be 9:00am for the girls, and 9:00am for the boys, (*amended 11/07*)
 - c. In the event of inclement weather on the scheduled date for the tournament (Thursday before sub-sectionals), the host school may re-schedule the meet for the following day (Friday) if there is no play on Thursday. If play has begun on Thursday and play cannot be continued because of rain, the rain date will be the following Saturday. If play is cancelled on Saturday due to weather, medals will be awarded based upon brackets completed. If a brackets is not completed, medals will be awarded based upon the players seed if the player is still in the tournament. (12/11)
 - d. The conference meet will consist of four (4) individual singles tournaments and three (3) doubles tournaments. In the conference tournament individuals must play singles or doubles, not both.
 - e. Seeding will follow WIAA sub-sectional seeding format. (12/11)
 - f. The host school for the WVC conference meet must provide all the balls for the meet.
 - g. No entry fee will be charged for this meet. Effective in the Fall of 2001. (*11/00*)
10. The starting time for all scheduled regular season conference matches on school days is 4:00 for boys & girls, with approved exceptions due to facility and/or court restrictions. (11/06) Introductions are to take place five (5) minutes prior to the match starting time - (see format). (11/01). Matches played during the last week of the Fall Regular season will have a 3:30pm start. (12/09)
 11. It is recommended that an adult supervisor be assigned to each site being used during a meet. (11/01)
 12. The host meet manager maintains the authority to postpone or cancel any WVC match/meet due to inclement, lightening, or hazardous weather upon consultation with head coaches, (*12/03*) For WVC tournament, see Host school responsibilities below.
 13. A match will consist of four (4) singles and three (3) doubles. A player must play singles or doubles, not both- If a school cannot field a full compliment of players the positions not filled must be forfeited. A team school cannot forfeit a position higher than being played.
 14. "Add" scoring with tie-break game will be used in all conference meets. (*amended 12/97*) NOTE: WVC meet preliminary match will play a 10 game pro set with a tie-break game at 10 all. (12/11)
 15. Matches will consist of 2 out of 3 sets with add scoring and a tie-break game played if a set reaches 6 all. In case of inclement weather, and with agreement from opposing coaches a 10 game pro-set will be played with a tie-break game played if the score reaches 10-10 or in case of darkness, the third set may be replaced with a tie-break game (*amended 12/97*)
 16. There will be a maximum 10-minute warm-up period before each match.
 17. Awards:
 - (a) A trophy for team championship of regular conference schedule.
 - (b) Medals (1st/2nd) will be awarded at the conclusion of the conference championship meet.
 - (c) All-conference certificates will be awarded by a vote of coaches at the coaches meeting as follows:
 - Top 10 players, regardless of position (4 singles and 3 doubles) will be 1st Team.
 - Next 10 players, regardless of position (4 singles and 3 doubles) will be 2nd Team and
 - Next 10 players, regardless of position (4 singles and 3 doubles) will be Honorable Mention (12/12)

TENNIS MEET INTRODUCTION FORMAT:(11/01)

1. Pre-meet: Coaches and team captains introduce themselves to each other.
2. Coaches will exchange written line up cards. (12/17)
3. Varsity of one team line-up facing varsity of their opponent. *Ex. #/ singles, #2 doubles, #2 singles, #2 doubles, #3 singles, #3 doubles, #4 singles, any JV going out 1st round and Coaches.*
4. Coaches give any rule reminders, court assignments, scoring card assignments, who plays in I^{S1} open courts, where the JV plays, etc.
5. Home team reads their WVC Sportsmanship statement.

6. Coaches introduce varsity line-ups from #1 singles down, competitors shake hands.
7. Manager or coach hands out game balls.

GIRLS: This should take place at approx. 3:50-3:55. Remember 4:00 is the official start time of warm-ups that is the start of the meet.

BOYS: This should take place at approx. 3:50-3:55. Remember 4:00 is the official start time of warm-ups which is the start of the meet

HOST SCHOOL'S RESPONSIBILITIES FOR WVC CONFERENCE TOURNAMENT:

1. Arrange site for seeding meeting (Held at 8:00am the morning of the meet) (12/13)

Note: All coaches must provide copies of all individual records for each head coach for seeding. (11/00)
2. An 8:30am WVC finals pre-meet coaches meeting shall be held at a site determined by the host school. (11/01)
3. Host school AD or a hired, certified, trained Tennis official will conduct the WVC seeding meeting and supervise the WVC meet. (4/00)
 - a. Records against WVC competition will be considered first.
 - b. Seeding will follow the WIAA Subsectional seeding criteria
 - c. Bring draw sheets, cards, etc. to draw players not seeded
 - d. Advise teams to bring roledry
4. Schedule courts/court time. Maps should be provided at the seeding meeting when using courts at multiple sites, (i.e., the players and coaches should know where they play and when) Each participant must report 10 minutes before the start of match play. If a coach knows that their player will be arriving late, that coach must call the meet manager who will then notify the site manager of the player's delay. (amended 12/05)
5. The preliminary round loser will be eliminated from any further tournament play. (12/02)
6. Make sure each coach knows that each singles/doubles team should have a can of balls.
7. Arrange for adult court supervisors when at multiple locations, preferably not competing coaches.
8. Serve as meet manager. - oversee schedule of matches (i.e.,)
 - a. provide score cards at each court at all sites (11/01)
 - b. insure that 1st Aid/Medical kits are available at each site (11/01)
 - c. get the players on the courts
 - d. time the 10 minute warm-up
 - e. time the 20 minute rest between matches
 - f. if questions, get coaches together to vote on rules interpretations.
 - g. arrange for line judges when necessary.
 - h. Arrange donuts/juice
9. Certificates should be awarded for the WVC tournament results.
10. On the original date, the host meet manager maintains the authority to postpone or delay any WVC meet due to inclement or hazardous weather. If play is stopped due to inclement weather on the original scheduled day of the tournament, play will continue on the designated rain date at the point play was stopped. If the WVC meet cannot be played or completed due to weather on the rain date, the WVC individual awards should be determined by the completed place matches or seeding for incomplete matches. (12/08)
11. The meet manager may consider using indoor courts if play is in the championship round on the make-up day and the Wausau courts are available. (12/11)

12. WVC team points are only awarded if the entire tournament is completed. When not completed, the team championship is based on dual meet points only.
13. The WVC meet host will supply all the necessary balls and include this cost with other tournament expenses to be divided among participating schools.(12/11)

HOCKEY

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. Handbook).
2. The hockey schedule will be a double round robin with each member school meeting each other twice.
3. The Wisconsin Valley Conference standing will be determined by conference records. Each school will receive 2 points for each win, 1 point for a tie.
4. Wisconsin Valley Conference hockey games will begin at 7:00 p.m. or as facilities may dictate. WVC games will play 17 minute periods with 12 min. between periods and 12 min. warm-ups. Intermission time between periods will be put on the clock. Exceptions for special events (parent, senior nights...) must be communicated ahead of time. (5/04)
5. The athletic director should be certain to send a copy of the team roster to each team on its schedule. This team roster is used for the program and should include the names of the players in numerical order, position, height and year in school. This roster should include the names of the coaches, managers, district administrator, principal, athletic director, and cheerleaders.
6. The home team is responsible to report game results to local media and Channels 7, 9, and 12 immediately following the game. This is mandatory for conference games but should be done for non-conference games as well.
7. The host school must send the individual game statistics to the conference statistician by 3:00pm the day after each game.
8. Light jerseys will be worn at home.
9. The WVC prohibits noisemakers of any kind, as well as any such device deemed inappropriate by meet management, at indoor events. (12/04)
10. The sites for games are:

D.C. Everest	-Greenheck Fieldhouse	East	-Marathon Park
Marshfield	-Marshfield Fair grounds	Merrill	-MARC
SPASH	-K.B. Willett Arena.	West	-Marathon Park
W. Rapids	-Southwood County		
11. All Conference selections will be made in the following manner:
 - a. Nominations for ALL (except VFA football) sports are due one week prior to the respective coaches meeting. The commissioner will then send out a composite ballot containing all nominees.
 - b. At the meeting each coach will discuss their own nominees; may delete but not add players.
 - c. Coaches will fill out a ballot after all discussions are complete choosing 1 goalie, 2 defensemen and 3 forwards for each team.(5/13)
 - d. The AD or group facilitator will read aloud each school's 1st and 2nd team selections openly.
 - e. Ties, if they exist, for the 1st and 2nd team broken by the greater number of 1st Place votes received. If a tie still remains, additional medals will be awarded. Unbroken ties for 1st team will appropriately reduce the number of 2nd Team selections.
 - f. Any nominee receiving more than one vote but not enough points for 1st or 2nd Team, shall be awarded Honorable Mention. After the voting results are tabulated, each coach may add one Honorable Mention player provided that nominee has received less than two votes. (12/13). If the coach has no nominees left on the ballot, that coach may add one player to the HM list. (12/15)
 - g. Any individual conference award is subject to the school's discretion.
12. The conference commissioner contracts the officials and notifies the schools of the officiating assignments

BASKETBALL- Boys and Girls

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. Handbook.)
2. The basketball schedule will be a double round-robin.
3. The Wisconsin Valley Conference standing and end of the year placing will be determined by conference records.
4. Wisconsin Valley Conference basketball games will begin at 7:15 p.m. (5/17) Saturday games maybe played in the afternoon by mutual agreement of the schools.
 - a. All JV games will begin at 5:45 p.m. or as determined by host school facilities.
 - b. JV games will be played to completion.

5. Timing (when Junior Varsity game finishes by 7:05)

Teams on court	7:05 p.m.
National anthem	7:25 p.m.
Introduction of lineups	7:28 p.m.
Tip-off	7:30 p.m.

6. The athletic director should be certain to send a copy of the team roster to each team on its schedule. This team roster is used for the program and should include the names of the players in numerical order, position, height, and year in school. This roster should include the names of the coaches, managers, district administrator, principal, athletic director and cheerleaders.
7. The home team is responsible to report game results to local media and Channels 7, 9, and 12 immediately following the game. This is mandatory for conference games but should be done for non-conference games as well.
8. Each head coach must send the individual game statistics to the conference statistician after each game.
9. The JV teams will play eighteen (18) minute halves with a ten (10) minute halftime.
10. The JV schedules will be the same as the varsity schedule with the exception of B/G double-header games.
11. White jerseys will be worn at home.
12. The sites for the JV2 games are:

D.C. Everest	-Greenheck	East	-Horace Mann
Marshfield	- Grant Elem. School/TBA	West	-High School
Wisconsin Rapids	-High School	Merrill	-High School
SPASH	-High School		

13. "All Conference" selections will be made in the following manner: (5/17)
 - a. Nominations for ALL (except VFA football) sports are due one week prior to the respective coaches meeting. The commissioner will then send out a composite ballot containing all nominees.
 - b. At the meeting each coach will discuss their own nominees; may delete but not add players (except in 'j' below).
 - c. Coaches will fill out a ballot after all discussions are complete.
 - d. Coaches rank nominees 12->1 with 12 being the best player in the WVC
 - e. The AD or group facilitator will read aloud each school's 1st and 2nd team selections openly.
 - f. Top 5 point getters are 1st Team; next 5 are 2nd Team.
 - g. No ties- tiebreaker is the highest vote given by any coach; still tied-next highest vote...
 - h. The 11th and 12th highest vote getters are Honorable Mention.

- i. Any nominee receiving 2+ votes (not points) but not enough points for 1st or 2nd Team, shall be awarded Honorable Mention.
 - j. If a school has NO Honorable Mention, they may add one.
 - k. Any individual conference award is subject to the school's discretion.
 - l. The winter coaches meeting will be held on the Monday preceding the State Hockey Tournament (5/14).
14. The conference commissioner contracts the officials and notifies the schools of the officiating assignments.
15. The first row of bleachers behind the varsity team shall be reserved for the JV squad in gyms where the varsity squad occupies the first row of bleachers. The same opportunity shall be provided for the sophomore squad.
16. For Safety, Sportsmanship and Administrative purposes students will not be allowed to sit behind or under the game baskets at WVC girls and boys basketball games. Member schools with bleachers or spectator seating behind or under the game baskets will be made available for pep bands, and/or adult spectators only. (5/13/99)

GYMNASTICS- Not a WVC sport after 2010

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. Handbook.)
2. Dual meet competition:
 - a. Will be a single round robin with pairings opposite the wrestling schedule.
 - b. Non-conference teams shall not be involved.
 - c. Varsity & JV competition are to start simultaneously at 6:35 p.m.
 - d. Rosters are to be sent to the WVC statistician by December 1 annually. (5/06)
 - e. If a judge is missing, assign the same judge to JV for all events while the other two work varsity (5/07).
 - f. The order of competition and warm-ups will be conducted in this order: (amended 12/97)

Exception: the order of events may be changed to prevent, athletes from being forced into back lo back competitions. (5-13-99)

	Beam	Floor	Bars	Vault
5:55-6:03	Visiting JV	Home JV	Visiting V	Home V
6:04-6:12	Visiting V	Home V	Visiting JV	Home JV
6:13-6:21	Home V	Visiting JV	Home JV	Visiting V
6:22-6:30	Home JV	Visiting V	Home V	Visiting JV
6:35	March in	(optional)		
	Introductions			
	Meet begins			

- g. Each JV team will compete first on their given event with one judge.
- h. Varsity will follow with a three (3) minute touch and two judges per event.
- i. Varsity competition will follow directly after the three (3) minute touch with both judges officiating.
- j. Competition will be conducted as follows:

1. Bars	Visiting JV & Varsity
1. Vault	Home JV & Varsity
	JV-3 minute touch prior to competition
	Varsity- 3 minute touch prior to competition
2. Bars	Home JV & Varsity
2. Vault	Visiting JV & Varsity
	JV-3 minute touch prior to competition
	Varsity- 3 minute touch prior to competition
3. Floor	Visiting JV & Varsity
3. Beam	Home JV & Varsity
	JV-3 minute touch prior to competition
	Varsity- 3 minute touch prior to competition
4. Floor	Home JV & Varsity
4. Beam	Visiting JV & Varsity

3. The conference championship will be determined by:
 - a. Each school will receive 2 points for a win, 1 point for a tie.
 - b. Award 10 points to the winner of the conference meet, 8 points to the second place team...(5/07).

4. The total of dual meet points and conference meet points will be used to determine final standing.

5. The conference meet will be held on the Saturday prior to the W.I. A. A. Sectional meet.
 - a. The conference meet will determine the individual conference champions.

 - b. Eight judges will be hired with two judges working each event. All events will run simultaneously.
 - c. The Wisconsin Valley Conference Meet officials will be selected by the Head coaches at their end of season (March) meeting.
 - d. The host school provides a spring floor. (5/06)
 - e. All awards will be provided by the conference commissioner and presented at the conference meet.
 - f. The Modified Capital Cup format will be used for the WVC championship.
 - g. First, Second, and Third place medals, and First, Second, and Third place certificates will be awarded at the conclusion of the meet. (5/13/99)
 - h. W.I.A.A. Sectional Procedures for draw and rotation will be used. See Tournament Draw and Rotation Procedures (attached)
 - i. The conference meet rotation will be: (amended 10/97 due to Sect. WR at West HS)

2007-08	Marshfield
2008-09	Rhineland
2009-10	SPASH
2010-11	Wis. Rapids (amended 5/06)
2011-12	D.C.Everest

6. Any changes in schedules or adjustments in the time must be done by the AD's.

7. Line-ups will be faxed in or sent to each school so that they are received by the host school by noon the day prior to a dual meet and by Tuesday of the week preceding the conference meet.

8. The home team is responsible to report meet results to local media, and Channel 7, 9 and 12 immediately following the meet. This is mandatory for conference meets but should be done for non-conference meets as well.

WRESTLING

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. handbook.)
2. The wrestling schedule will be a single round-robin for dual meets plus competing at the Wisconsin Valley Tournament. The schedule shall include all Thursday nights. (5/06). Pairings will be opposite the gymnastics schedule.
3. Conference Placing
 - a. For each dual meet, the winning team will receive two points and the losing team none.
 - b. Award **12** points to the winner of the conference meet, **10** points to second place team, ..., 1 pt for **7th** place. (11/06)
 - c. The total of dual meet points and conference meet points will determine the conference places.
4. Dual Meets
 - a. Face to face weigh-ins will be held at 5:30 p.m. Earlier weigh ins can be held if mutual agreement between the two schools can be reached due to the number of junior varsity and/or freshman matches.
 - b. An updated roster must be provided for the WVC website two days prior to a scheduled meet.(5/13)
 - c. Varsity matches will start at 7:00 p.m. (5/15) Junior varsity matches are to start at 6:00 p.m. or earlier/later by agreement of both schools.
 - d. A "non-conference" match, not counted in the standings, may be scheduled with a conference school if the coaches desire.
 - e. The conference commissioner will contract the officials and notifies the schools of the officiating assignments.
5. Conference Meet
 - a. Only conference record in any weight class will count toward seeding. (5/10/00)
 - b. Wrestlers must have a minimum of **three (3)** WVC matches to be seeded. (5/02)
 - c. If two wrestlers have identical percentages, the one with the most matches is given preference.
 - d. Byes will be drawn after placing of seeded wrestlers (.500+) so that any wrestler has a chance for the bye. If there are two byes in a weight class, one will be placed in each bracket. (5/11/11)
 - e. Tie-breaker will be most WVC matches in that weight class. (5/02)
 - f. All head coaches must vote on any appeal for a seed. (5/02)
 - g. Losers of semi-final matches will wrestle for third place.
 - h. A two pool round-robin format will be used. (12/09)
 - i. First and second place medals and first, second and third place certificates will be awarded at the conclusion of the meet.
 - j. In the final round, three (3) mats will be used one for 1st, 3rd and 5th place matches.(5/13)
 - k. It is strongly recommended that the host school arrange to have a licensed physician on site during weigh-ins at the WVC tournament, (amended 5/98)
 - l. The conference meet rotation will be:
 - 2018 Wausau East**
 - 2019 Wausau West**
 - 2020 Wisconsin Rapids**
 - 2021 D.C. Everest**
 - 2022 Marshfield**
 - 2023 Merrill**
 - 2024 SPASH**

GOLF- Boys and Girls

Girls adaptations are in *(Italics)*

1. W.I.A.A. rules and regulations will govern competition, (sec W.I.A.A. Handbook)
2. The conference golf Team and Individual Champion will be determined by seven 18-hole matches. (5/08)
 - a. The 7 WVC varsity meets (one at each school) are 18 hole (*9 hole*), 5 person meets starting at 2:00 pm.
 - b. Boys- All JV meets will be 9 holes starting at 3:00 pm except one conference meet held at the end of the season. *Girls- Meets held prior to the start of the school year will be either morning or afternoon. Meets held after school begins and before the 3rd week of September will begin at 4:00pm; after September 3rd week begin at 3:00pm.*
 - c. *Girls- Each school will host one meet and one/two schools will host a second meet depending on the number of schools sanctioning girls golf. (if one school, rotated alphabetically starting with 3rd school, if two schools- one north and one south not including the school hosting the final meet). One school (rotated alpha) will host the final meet at a site of their choice (preferably a neutral site).*
 - d. In case of rain, the host coach along with the clubs pro can stop play. Resuming play requires club pro and a majority of the conference coaches. If weather cancels a meet, it is canceled, not rescheduled.
 - e. Individual scoring-Conference individual champions will be determined by total score of the seven (7) tournaments. Score 15 (10) places; Medalist- 15 (10) pts, 2nd- 14 (9)...15th (10th)- 1. Points for ties will be averaged between the players involved.
 - f. Team Points- Teams are awarded points based on how they finish each leg of the tournament (1st place- 7pts...7th place- 1pt.). Points for ties will be averaged between the teams involved.
 - f. Only varsity matches will be played at the conference tournament sites.
 - g. Pairings for initial conference tournament will be determined by a lot conducted by the host school with the number 5 players teeing off first, the number 4 players second, etc. After completion of the initial tournament, the pairings will be based upon the scores, except that no players from the same school/team will be paired together at any time, (*amended 11/00*)
 - h. Individual conference awards will be as follows: 1st-5th gold medal, 6th-10th silver medals. Certificates will be given to 1st through 15th place finishers. All ties for individual medals or team awards will be broken using WIAA criteria. (12/12)
 - i. The home/host school is responsible to report meet results to the local media and television channels 7, 9, and 12 immediately following the contest. This is mandatory for conference events and should be done for non-conference meets as well. *Each home school is responsible to report meet results to their own media.*
 - j. The host school/course will determine which tees will be played. The tees should be similar for both the practice round and the tournament round.

k. Coaches meetings will be held one-half hour before competition begins at each of the seven (7) legs of the conference tournament.

l. WVC Dress Code: All .schools' players will follow the WVC Dress Code, (11/00)

1. Golf slacks or tailored shorts (*skortz/skirts*) only. NO swimming suits or nylon gym shorts or shorts which go below the knees are permitted. NO jeans. NO short shorts. Belts are required.
2. Collared golf shirts or Mock Ts ONLY. (12/09) All shirts must be tucked in all the way around the waist. Garments worn under windshirts, sweatshirts, rain suits, etc., must include collared shirts.
3. Hats must be worn with bill forward. Appropriate logos only.
4. NO metal spikes.
5. NO chains permitted.
6. The WVC Dress Code is effect from the time of the team meeting until ALL the final results are recorded.

Penalties for failure to abide by the WVC Dress Code: 1st Offense- Warning; 2nd Offense- Two (2) stroke penalty; 3rd Offense- Player disqualification

m. Conference final match hosts--- 2016-Merrill; 2017- Rapids; 2018- East; 2019-Marshfield; 2020- SPASH; 2021- West; 2022-Everest; (9/15)

SOFTBALL

1. W.I.A.A. rules and regulations will govern competition. (Sec W.I.A.A. Handbook)
2. A round robin conference schedule will be played on Tuesdays and Thursdays; not Fridays starting in 2013 with sites reversed each year. (12/11) All weekday varsity games start at 4:30pm. (12/13)
3. The visiting team will take the field 20 minutes before game time for a 10-minute infield/outfield warm-up followed by the home team's 10-minute warm-up. (*by mutual consent, this may be reversed) Batting practice will be allowed on the outfield area, unless otherwise prohibited by facility regulations.
4. Suspended game rule: A game called for any reason, where a winner cannot be determined by rules will be treated as a suspended game. If the game is to be completed, it will be continued from the point of suspension. A suspended game will be completed unless athletic directors from both schools agree not to do so.
5. All-Conference meeting will take place on the Monday prior to the start of Regionals, except in the years where Monday is Memorial Day. In that case the meeting will take place on Tuesday; Wednesday is an alternate if Tuesday is Regionals. (12/15)
6. All-conference softball teams will be chosen annually:
 - a. Nominations for ALL (except VFA football) sports are due one week prior to the respective coaches meeting. A player may only be nominated a one position. (12/13) The commissioner will then send out a composite ballot containing all nominees.
 - b. Coaches have the flexibility to move a nominated player to another position on the ballot prior to any voting. (12/16)
 - c. At the meeting each coach will discuss their own nominees; may delete but not add players.
 - d. Utility Player is a separate position, as defined by the All-State criteria of playing at least 25% of innings at a position other than their primary position or be a 'Designated Player'. (12/12)
 - e. Coaches will fill out a ballot after all discussions are complete
 - f. The AD or group facilitator will read aloud each school's 1st and 2nd team selections openly.
 - g. Ties, if they exist, for the 1st and 2nd team broken by the greater number of 1st Place votes received. If a tie still remains, additional medals will be awarded. Unbroken ties for 1st team will appropriately reduce the number of 2nd Team selections.
 - h. Any nominee receiving more than one vote but not enough points for 1st or 2nd Team, shall be awarded Honorable Mention After the voting results are tabulated, each coach may add one Honorable Mention player provided that nominee has received less than two votes. (12/13) If the coach has no nominees left on the ballot, that coach may add one player to the HM list. (12/15)
 - i. Any individual conference award is subject to the school's discretion.
7. W.V.C. Awards:
 - a. W.V.C. trophy for the 1st place team as determined by conference games.
 - b. A gold medal for each of the 10 1st team selected members, a silver medal for each of the ten (10) 2nd team selected members, and a W.V.C. certificate for members of the 1st and 2nd teams plus each honorable mention player.
8. Official game time is 4:30 p.m. *note - non-school diamonds may require earlier or later starting times.
9. The home team shall: a) contact local paper and area TV media (7, 9, 12) following the game b), send all game results to the conference statistician. *Note it is required that the coaches or team statisticians go over the scorebook following the game. The home team's scorebook will be the official scorebook and will be used for the conference statistics.
10. Each coach/school is to send out a team roster to all W.V.C. schools

BASEBALL

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. Handbook)
2. A round-robin conference schedule will be played with sites reversed each year. (12/05) Beginning with the 2015 schedule, teams will be scheduled on Tuesdays/Thursdays, Home and Away against the same opponent. Provided sites are available, cancelled Tuesday games will be played as double-headers on Thursday (12/13). Before May 1, cancelled Thursday games will be played on the next 2 available dates; after May 1, a double-header will be scheduled on the next available date. (12/17) Note: non-conference games scheduled for a Friday may get bumped by postponed WVC games. If double-headers are needed on Thursday, the Tuesday umpires will lose a game because the Thursday umps will be asked to ref the double-header; if on a Friday, the Thursday then Tuesday umps will be offered the game(s).
3. Rainouts will be played on the next available date free for both teams. (11/06)
4. Varsity games begin at 4:30 before May 1 and 5:00pm thereafter. (12/13) Home team (15 minute) warm-up at 35 minutes before the game, followed by visiting team (15 min) and 5 minutes before the national anthem, line-ups, etc. (12/03)
5. Suspended game rule: A game called for any reason, where a winner cannot be determined by rules will be treated as a suspended game. If the game is to be completed, it will be continued from the point of suspension. A suspended game will be completed unless athletic directors from both schools agree not to do so.
6. Coaches will not meet in the fall, but conduct any business at the spring meeting. Voting for all regular players and the utility/designated hitter will be conducted at the meeting. (12/12)
7. All-Conference baseball teams will be chosen annually:
 - a. Nominations for ALL (except VFA football) sports are due one week prior to the respective coaches meeting. The commissioner will then send out a composite ballot containing all nominees.
 - b. At the meeting each coach will discuss their own nominees; may delete but not add players.
 - c. Coaches will fill out a ballot after all discussions are complete
 - d. The AD or group facilitator will read aloud each school's 1st and 2nd team selections openly.
 - e. Ties, if they exist, for the 1st and 2nd team broken by the greater number of 1st Place votes received. If a tie still remains, additional medals will be awarded. Unbroken ties for 1st team will appropriately reduce the number of 2nd Team selections.
 - f. Any nominee receiving more than one vote but not enough points for 1st or 2nd Team, shall be awarded Honorable Mention After the voting results are tabulated, each coach may add one Honorable Mention player provided that nominee has received less than two votes. (12/13). If the coach has no nominees left on the ballot, that coach may add one player to the HM list. (12/15)
8. The conference commissioner contracts the umpires and notifies the schools of the officiating assignments for the approved schedule as of the prior year April 15.
9. Official game time is 4:30 p.m.; 5:00 for any game scheduled/re-scheduled after the start of round two of the season. Exceptions for double-headers, field conditions, lights, non-school diamonds... may require earlier or later starting times. (12/12)
10. The home team shall: a) contact local paper and area TV media (7, 9, 12) following the game b) send all game results to the conference statistician. *Note it is required that the coaches or team statisticians go over the scorebook following the game. The home team's scorebook will be the official scorebook and will be used for the conference statistics. WVC stats on the conference website will be password protected. (12/12)
11. Each coach/school is to send out a team roster to all W.V.C. schools.

TRACK & FIELD- Boys and Girls

1. W.I.A.A. rules and regulations will govern competition. (See W.I.A.A. Handbook)
2. The only recognized scheduled track and field meet is the conference outdoor that is held on the Tuesday prior to the W.I.A.A. Regional Meet. Recommended start time is 3:30- all field events; 4:00pm- 4X800 relays the and finals 30 minutes thereafter. (12/13)
3. In case of inclement weather necessitating a postponement, the meet will be held on the succeeding Thursday. The decision to postpone will be made by the host school's athletic administrator prior to the meet, or by the games committee after the schools have arrived at the meet site.
4. The Coed conference outdoor, run on the Tuesday before WIAA Regionals using regional format, will be rotated among the member schools. (12/08)

Coed Rotation: 2016- West, '17- SPASH, '18- East, '19- Everest, '20- Merrill, '21- Rapids

Coed Relay Invitational Rotation: 2016- Rapids, '17- West, '18- SPASH, '19- East, '20- Everest, '21- Merrill

5. If a member school lacks the facilities to conduct a meet of this caliber, arrangements to obtain the use of facilities of another school should be made. The listed school is responsible for all financial obligations for the meet unless other arrangements are worked out between the two schools involved.
6. The maximum number of entries is 30 individual entries per school with a max of 3 entries per event. (12/12)
7. Deadline for school entries is noon on the Monday prior to the conference outdoor meet. Blind changes may be made the day of the WVC Out/Indoor meet before receiving meet program but an athlete may not be moved from one event to another. Failure to comply with this rule will result in entries receiving no preference for seeding. There will be no re-seeding. (12/09)
8. Only athletes of competing schools and meet personnel are allowed in the infield during the meet. This rule may be modified or changed to meet the host school's facilities.
9. The shots and discus used in competition will be certified by the host school. (12/09)
10. The order of events will be the same as for the W.I.A.A. Sectional competition including a 30-minute break following the 3200 relay. (12/12)
11. The meet manager shall fill all lanes (up to 9) for finals in each event. (12/08)
12. The games committee is to consider wind direction and velocity in determining the direction of the approach for the pole vault, long, high, and triple jumps. This is to be done for safety reasons. (12/08)
13. Games committee composition will be meet mgr, starter & referee, head boys coach of next year's host school and head girls coach from previous year's host. (12/12)
14. Awards:
 - Team - W.V.C. Team Trophy to the Conference Meet winning team.
 - Individuals in individual and relay events -
 - 1st place - gold medal and W.V.C. certificate
 - 2nd place - silver medal and W.V.C. certificate
 - 3rd place - W.V.C. certificate
15. Order of events for the W.V.C. Outdoor Championship Meet are:

The National Federation order of running events is NOT followed in Wisconsin. The correct order of Events designed by the Wisconsin high school track and field coaches is as follows; (rule 1-2-1)

GIRLS: (12/99)

- 1-3200 Meter Relay
- 2-100 Meter High Hurdles
- 3-100 Meter Dash
- 4-1600 Meter Run
- 5-800 Meter Relay
- 6-400 Meter Dash
- 7-400 Meter Relay
- 8-300 Meter Low Hurdles
- 9-800 Meter Run
- 10-200 Meter Dash
- 11-3200 Meter Run
- 12-1600 Meter Relay
- 13-Discus
- 14-High Jump
- 15-Long Jump
- 16-Pole Vault
- 17-ShotPut
- 18-Triple Jump

BOYS:

- 1-3200 Meter Relay
- 2-1 10 Meter High Hurdles
- 3- 100 Meter Dash
- 4- 1600 Meter Run
- 5-800 Meter Relay
- 6-400 Meter Dash
- 7-400 Meter Relay
- 8-300 Meter Intel-mediate Hurdles
- 9-800 Meter Run
- 10-200 Meter Dash 11 -
- 3200 Meter Run
- 12-1600 Meter Relay
- 13-Discus
- 14-High Jump
- 15-Long Jump
- 16-Polc Vault
- 17-Shot Put
- 18-Triple Jump

Meet Considerations:

400 Meter Relay: two turn stagger, one or two heats, slower times in first heat, [lane assignments: (8 lane 7-5-3-1-2-4-6-8), (9 lane 9-7-5-3-1-2-4-6-8)]

400 and 800 Meter Relays: two and four turn stagger, run in lanes all the way, one or two sections, slower times in first section, [lane assignments (8 lane 7-5-3-1-2-4-6-8), (9 lane 9-7-5-3-1-2-4-6-8)]

1600 Meter Relay: three turn stagger with sliding 2nd & 3rd exchanges, one or two heats (first heat slowest second heat fastest), lane assignments (inside to outside - fastest to slowest)

3200 Meter Relay: one turn stagger, sliding exchanges, one section (heat), lane assignments (inside to outside - fastest to slowest)

400 Meter Dash: two turn stagger and run in lanes all the way, slowest seeded heats first, lane assignments: (8 lane 7-5-3-1-2-4-6-8), (9 lane 9-7-5-3-1-2-4-6-8)]

1600 Meter Run: one turn stagger, slowest heat(s) first, seeded fastest to slowest inside to outside

3200 Meter Run: one turn stagger, one heat, seeded fastest to slowest inside to outside (same in 2nd row if needed)

Slow heats must have at least 3 competitors. (12/09)

Field Events: entries in Shot/Discus/Long Jump/Triple Jump will compete in 2 flights or in cafeteria style in the trials, finals in these events will be held in one flight or in cafeteria style, all legal throws and jumps will be measured and recorded, starting heights in the pole vault and high jump will be established by the games committee NOTE: *Shot and Discus should flip-flop in trials, ie - shot final followed by discus final*

LIFETIME/GOLD PASS

Criteria

1. The Lifetime/Gold Pass will be applicable to WVC member High Schools and Middle School/Junior High School members.
2. Passes will be awarded at the WVC Lifetime/Gold Pass banquet held in early August each year.
3. Nominations will be provided by WVC member high school's Principal or Athletic Director to the WVC Commissioner by April 1st of that school year and reported to all principals and ADs. (12/16)
4. The local school may pay the meal cost for AD/Principals but the WVC pays for honorees and their guests.(12/09)

Educational Criteria:

1. Nominees for the Lifetime/Gold Pass will become eligible once they completely retire from teaching and coaching.
2. Varsity Head Coaches must have a minimum of 10 years head coaching experience in the WVC.
3. Administrators, Commissioners, and Athletic Directors must have a minimum of 10 years experience in the WVC.
4. Assistant Coaches (including all Jr. High/Middle School Coaches) must have a minimum of 15 years coaching experience in the WVC.
5. With any combination of those positions listed above (Varsity Head Coach, Administrator, Commissioner, Athletic Director, and Assistant Coach) a nominee can become eligible for the Lifetime/Gold Pass with a total of 15 years (not seasons) minimum experience in the WVC.

Community Service:

1. Non-teacher coaches will become eligible once they become fifty-five years old and retired from coaching.
2. Varsity Head Coaches must have a minimum of 10 years head coaching experience in the WVC.
3. Assistant Coaches (including all Jr. High/Middle School Coaches) must have a minimum of 15 years coaching experience in the WVC.
4. Any other nominations for community service must have had a direct benefit to the entire WVC for a minimum of 15 years.

(Bearer and Guest and/or Admit Two ~ added to the Gold Pass)

COMMISSIONER JOB DESCRIPTION

POSITION TITLE: Conference Commissioner

JOB OBJECTIVE: Coordination of Wisconsin Valley Approved Sports

Professional and positive representative of our Wisconsin Valley Conference

REQUIRED QUALIFICATIONS: Background in athletics and or coaching
Computer literacy and technological skills Willingness to keep abreast of technological developments Strong inter-personal communication skills
Familiar with hiring and assigning officials

DESIRED QUALIFICATIONS: Background in Education or Athletic Administration
Officiating experience Athletic event management Strong organizational skills

ESSENTIAL JOB FUNCTIONS

- A. Schedule conference athletic competitions in the following seasonal sports:
- Fall; Boys and Girls Cross Country, Football, Boys Soccer, Girls Swimming, Girls Tennis, Girls Volleyball
 - Winter: Boys Basketball, Girls Basketball, ~~Girls Gymnastics~~, Hockey, Boys Swimming, Wrestling
 - Spring: Baseball, Boys Golf, Girls Soccer, Girls Softball, Boys Tennis, Boys and Girls Track
- B. Distribute separate schedules for each sport to Athletic Directors at least 18 months in advance.
- C. Provide official assignments to Athletic Directors 12 months prior to the start of that sport season
- Fall: Football, Boys Soccer, Volleyball
 - Winter: Boys Basketball, Girls Basketball, Hockey, Wrestling, ~~Girls Gymnastics~~
 - Spring: Baseball, Girls Soccer, Softball (5/15)
- D. Provide officials assignments to the Athletic Directors at the Spring Principals' meeting.
- E. Notify officials of cancellations or any rescheduling and confirm with involved schools in a timely fashion.
- F. Supervise the compilation and distribution of statistics in the following sports: Football, Hockey, Boys Basketball, Girls Basketball, Softball, Baseball, Boys Soccer, Girls Soccer.

- G. Solicit nominations for individual all conference awards, tabulate results, and send out press releases to conference sports media per WVC by-laws.
- II. Order WVC individual and team awards per WVC by-laws
- I. Coordinate delivery of awards to the host site for championship events.
- J. Must attend and direct end of season sports coaches meetings.
- K. Supply coaches with schedule for the following year at the end of season coaches meeting.
- L.. Take recommendations on WVC constitution/by-law changes from coaches to Athletic Directors and Principal meetings.
- M. Operate budget within limitations set by W.V.C. Principals.
- N. Submit bills to the WVC Treasurer upon receipt of billing,
- O. Schedule and conduct all WVC Athletic meetings as per WVC by-laws. Attend WVC Workshops. Take minutes and distribute them to WVC Athletic Directors and Principals within two weeks.
- P. Attend annual WCCA. Conference Commissioners Meeting and other meetings or activities as directed by the conference.
- Q. Attend a conference event at as many of the conference schools during the year as is reasonable.
- R. Fulfill other duties as assigned by the WVC President.
- S. Upon request investigate disputes among member schools and alleged violations of the WVC Constitution and by-laws. The commissioner will act as a neutral fact finder and make recommendations for appropriate penalties to the Principals group.

WORKING CONDITIONS:

- A. Accessibility during the sports season to coaches, officials, AD's and Principals to deal with unforeseen changes.
- B. Accessibility to a FAX, computer, and copy machine. (E-mail internet access desired)
- C. In order to facilitate a more active role as Commissioner of the WVC, it is recommended that the Commissioner reside within the physical region known as the Wisconsin Valley Conference for the purpose of evaluating officials, facilities, game management and sportsmanship.

PERFORMANCE REQUIREMENTS (knowledge, skills, and abilities)

- A. Understand the organization of sport specific competitions.
- B. Ability to communicate with a wide variety of people including Athletic Directors, Principals, athletic coaches, officials, student athletes, parents, news media, etc.
- C. Ability to maintain accurate records of contracted officials and competition schedules.

RECOMMENDED SALARY AND EXPENSES AS APPROVED:

- A. Payment time-lines to be agreed upon,
- B. Additional expenses to be paid include mileage (at the current IRS rate) (5/05), phone, meals, postage, and pre-approved lodging.
- C. Salary to be reviewed annually and established at the December Principals meeting.

COMMISSIONER'S CONTRACT:

It is hereby agreed, between the Wisconsin Valley Conference and _____, Commissioner, that the Commissioner shall perform the following specified duties during the ____ school year, commencing on July 1, __ __ and ending on June 30, ____, for the total salary of \$ _____ and approved expenses, **Duties** of the Commissioner:

A. Schedule conference athletic competitions in the following seasonal sports:

Fall: Boys and Girls Cross Country, Football, Boys Soccer, Girls Swimming, Girls Tennis, Girls Volleyball.
Winter: Boys Basketball, Girls Basketball, Girls Gymnastics, Hockey, Boys Swimming, Wrestling.
Spring: Baseball, Boys Golf, Girls Soccer, Girls Softball, Boys Tennis, Boys and Girls Track

B. Distribute separate schedules for each sport to Athletic Directors at least 18 months in advance of the respective season start,

C. Provide officials' assignments to Athletic Directors 12 months prior to the start of that sport season. April 15 each year is the annual deadline for any schedule additions/changes that requires conference commissioner to hire officials.

Fall: Football, Boys Soccer, Volleyball
Winter: Boys Basketball, Girls Basketball, Hockey, Wrestling, ~~Gymnastics~~
Spring: Girls Soccer

D. Provide officials assignments to the Athletic Directors at the Spring Principals' meeting.

E. Notify officials of cancellations or any rescheduling and confirm with involved schools in a timely fashion

F. Accessibility during the sports season to coaches, officials, AD's and principals to deal with unforeseen changes,

G. Supervise the compilation and distribution of statistics in the following sports: Football, Hockey, Boys Basketball, Girls Basketball, Softball, Baseball, Boys Soccer, Girls Soccer.

H. Solicit nominations for individual all conference awards, tabulate results, and send out press releases to conference sports media per WVC by-laws,

I. Order WVC individual and team awards per WVC by-laws.

J. Coordinate delivery of awards to the host site for championship events.

K. Attend and direct end of season sports coaches meetings.

L. Supply coaches at the end of season coaches meeting with schedule for the following year.

M. Take recommendations on WVC constitutional/by-law changes from coaches to Athletic Directors and Principal meetings.

N. Operate budget within limitations set by WVC Principals.

O. Submit bills to the WVC Treasurer upon receipt of billing.

P. Schedule and conduct all WVC Athletic meetings as per WVC by-laws. Attend WVC Workshops. Take minutes and distribute them to WVC Athletic Directors and Principals within two weeks,

Q. Attend annual WCCA Conference Commissioners Meeting and other meetings or activities as directed by the conference,

R. Attend a conference event at as many of the conference schools during the year as is reasonable.

S. Fulfill other duties as assigned by the WVC President.

T. Upon request, investigate disputes among member schools and alleged violations of the WVC Constitution and By-Laws. The commissioner will act as a neutral fact finder and make recommendations for appropriate penalties to the Principals group.

contact as a

This Contract is not valid unless returned on or before

Dated this ^_ _____ day of _____, 20__

Date of Signature

Commissioner

Date of Signature

President, WVC Principals

NOTE: In order to facilitate a more active role as commissioner of the WVC, it is recommended that the commissioner reside within the physical region known as the Wisconsin Valley Conference. The WVC Commissioner's salary is to be paid on November 1, March 1, and June 1, with one-third of the salary to be paid on each of these dates.

DEVELOPMENT OF SCHEDULES

1. Commissioner drafts working copies of schedules based on suggestions following the coaches end of the season meeting.
2. Athletic Directors review copies at meeting with Commissioner and suggest changes, if necessary.
3. Commissioner sends revised proposed schedules to Athletic Directors for local distribution.
4. Principals, Athletic Directors, and coaches review proposed schedules.
5. Principals either approve or reject the schedules. If approved, the schedule is distributed by the Commissioner. If rejected, the schedule goes back to the Commissioner for changes, then back to the Principals.

APPENDIX B

GUIDELINES TO BE CONSIDERED WHEN DEVELOPING SCHEDULES FOR WVC ATHLETICS:

1. The Constitution and By-Laws of the Conference will be followed in developing schedules.
2. No sports are to be scheduled on Wednesday nights.
3. Conference games should alternate home and away as much as possible.
4. Have all Conference contests completed before WIAA tournaments.
5. The schedules should be rotated every other year with the first round of scheduled competitions moving to the end of the schedule, Reverse sites each year.
6. Look at, whenever possible, schedule weeknight games and contests with nearby schools so that students do not miss class time or get home so late in the evening.
7. April 15 each year is the annual deadline for any schedule additions/changes that requires conference commissioner to hire officials.

(amended 8/03)

STATISTICIAN JOB DESCRIPTION

The Wisconsin Valley Conference Statistician shall compile the following information in these sports:

Fall Season:

- > Cross Country (Boys & Girls) Results from Conference Meet (submitted by host school A.D./Coach), to include: team scores, top 10 overall individual finishers and top 7 runners from each school.
- > Football Team schedules, rosters, game results, standings, statistics (updated weekly). Game reports to be submitted by home team. Conference statistician will distribute existing report form to coaches prior to the season.
- > Boys Soccer Conference schedule, game results, standings, statistics (updated weekly). Game reports to be submitted by home team.
- > Girls Swimming Conference statistician will distribute Results from Conference Meet (submitted by host school AD./Coach), to include team scores and place winners from each relay and individual event.
- > Girls Tennis Conference schedule, dual meet scores, standings, results from conference meet (submitted by host school AD./Coach), to include top 4 finishers at each singles and doubles position.
- > Volleyball Conference schedule, rosters, dual meet scores, standings, statistics (updated weekly). Match reports to be submitted by each team. Conference statistician will generate report form and distribute to coaches prior to the season.

Winter Season:

- > Boys Basketball Team schedules, rosters, game results, standings, statistics (updated weekly). Game reports to be submitted by each team. Conference statistician will distribute existing report form to coaches prior to the season.
- > Girls Basketball Team schedules, rosters, game results, standings, statistics (updated weekly). Game reports to be submitted by each team. Conference Statistician will distribute existing report form to coaches prior to the season.
- > Gymnastics Conference schedule, dual meet scores, standings, results from Conference Meet (submitted by host school A.D./Coach), to include team scores and top 4 finishers in each individual event.
- * Hockey Provide weekly Results reporting form.
Team schedules, rosters, game results, standings, statistics (updated weekly). Game reports to be submitted by home team, using WIAA report form.
- > Boys Swimming Results from Conference Meet (submitted by host school AD./Coach) to include team scores and placemen from each relay and individual event.
- ~r- Wrestling Conference schedule, dual meet scores, standings, dual meet summaries, results from Conference Meet (submitted by host school A.D./Coach), to include team scores and top 4 finishers in each weight class. Dual meet reports to be submitted by home team. Conference statistician will generate report form and distribute to coaches prior to the season.

Spring Season:

- > Baseball
Conference schedule, game results, standings, statistics (updated weekly). Game reports to be submitted by home team. Conference statistician will distribute existing report form to coaches prior to the season.
- > Boys Golf
Results from Conference Meet legs (submitted by host school A.D./Coach), to include team scores after each leg and top 10 individuals following final leg of meet.
- > Girls Soccer
Conference schedule, game results, standings, statistics (updated weekly). Game reports to be submitted by home team. Conference statistician will distribute existing report form to coaches prior to the season.
- Softball
Conference schedule, game results, standings, statistics (updated weekly). Game reports to be submitted by home team. Conference statistician will distribute existing report form to coaches prior to the season.
- > Boys Tennis
Conference schedule, dual meet scores, standings, result from Conference Meet (submitted by host school AD./Coach), to include top 4 finishers at each singles and doubles position.
- > Track (Boys & Girls)
Results from Conference Outdoor Meet (submitted by host school A.D./Coach), to include team scores and place winners from each relay and individual event.

The Wisconsin Valley Conference Statistician shall secure Web space and post the above information on the Internet. Athletic Directors will provide the Conference Statistician with schedules and rosters as needed.

The Wisconsin Valley Conference Statistician will be paid seasonally for his/her services, as indicated below

- > At or before the Fall Sports All-Conference Meeting October
- > At or before the Winter Sports All-Conference Meeting in March
- > At or before the Baseball, Softball & Girls Soccer Coaches in Meeting in May.

Mileage at the IRS rate will be paid for all events where his/her attendance is requested by the conference. i.e. Hi-Tek workshops. (5/06)

The WVC statistician position will be reviewed each year in December; salary is subject to review annually at the May meeting of conference Athletic Directors and Principals. (3/03)

STATISTICIAN'S CONTRACT

It is hereby agreed, between the Wisconsin Valley Conference and Statistician, that said Statistician shall perform the before listed duties during the _____ school year, commencing on July 1, ____., and ending on June 30, ____., for a total salary of \$ _____.

Payments will be made following each sport season in three (3) equal payments of \$_____ each, total

This contract is not valid unless returned on or before

Dated this . _____ day of _____, 20__

Date signed

Statistician

Date signed

President, WVC Principals