

Falls Lake Academy
Athletic Coaches Handbook
2023 - 2024



Joey Johnson, Executive Director
Jodi Pearson, High School Director
Lisa Mayhew, Middle School Director

Weston Pearson, HS Athletic Director
Karen Teague, MS Athletic Director

Table of Contents

Guiding Principles	3
Mission Statement	3
Philosophy	3
Goals	3
Athletic Controls	3
External Controls	3
Internal Controls	4
Staff Responsibilities	4
Athletic Director	4
Summary	4
Tasks, Duties and Responsibilities	4
Knowledge, Skills and Abilities	6
Qualifications	6
Head Coach	6
Summary	6
Tasks, Duties and Responsibilities	6
Knowledge, Skills and Abilities	7
Qualifications	7
Assistant Coach/JV Coach	7
Summary	7
Tasks, Duties and Responsibilities	7
Knowledge, Skills and Abilities	7
Qualifications	7
Policies and Procedures	8
Academic Progress	8
Awards and Ceremonies	8
High School Lettering	8
Contests and Scrimmages	9
Discipline	9
Eligibility	10
Game Management	10
NCAA Eligibility Center	10
Appendix	11
Falls Lake Academy Admin & Coaches	12
Super Six Constitution & Bylaws	13

Guiding Principles

Mission Statement

Falls Lake Academy Athletics strives for excellence by providing opportunities for student-athletes to participate in programs that are designed to develop meaningful standards of athletic performance, leadership, scholarship, community service and appropriate conduct within the educational and social environments of our school. Our programs will strive to develop individual and team potential by promoting high standards of competence, character, civility, and citizenship.

Philosophy

The athletic program should be an integral part of the overall educational process at Falls Lake Academy. Our aim is to develop competitive athletes, but not to lose sight of educational values such as sportsmanship, health, and scholastic attainment. The program should occupy a position in the curriculum comparable to that of other subjects or activities and should aid in promoting school morale.

Athletics are offered to all students who are physically able to participate, who qualify under the eligibility requirements, and who adhere to the rules set forth by the state (NCHSAA) and local school officials (Falls Lake Academy).

Goals

- *To encourage student-athletes to achieve success by maintaining academic eligibility.
- *To develop good citizenship, honesty, emotional control, dependability, and respect for rules, property and authority.
- *To provide an opportunity to exemplify and observe good sportsmanship.
- *To maintain a high standard of positive performance and conduct on and off the field or court.
- *To teach and emphasize the fundamental skills of the various sports as a necessary ingredient in achieving individual and team success.
- *To provide opportunities to develop lasting friendships with teammates and opponents.
- *To teach athletes to work together as a cohesive unit in order to achieve a common goal.
- *To provide high quality leadership for all athletic programs so as to exemplify to students a desired behavior to be developed from each athletic program.
- *To provide opportunities for the development of a feeling of unity and belonging, team pride, school spirit, teamwork and commitment.

Athletic Controls

External Controls

Falls Lake Academy High School is a member of NCHSAA and abides by all rules and regulations set forth in the Constitution and Bylaws of that organization. Falls Lake Academy Middle School abides by all rules and regulations set forth in the N.C. Middle School Athletic Manual provided by NCDPI.

Falls Lake Academy High School is classified within the NCHSAA as 1-A.

Falls Lake Academy High School is a member of the Super Six Conference, while Falls Lake Academy Middle School is a member of the Triangle Middle School Conference and abides by all rules and regulations set forth in the Bylaws and operational policies for sports of the conference.

Internal Controls

The control of the athletic program is the responsibility of the Executive Director, High School Director, and Middle School Director. The Directors delegate this responsibility to the High School and Middle School Athletic Directors.

The High School Athletic Director is charged with the responsibility of ensuring that all participants in athletic contests are eligible in accordance with the rules and regulations of the NCHSAA prior to their representing the high school in any manner.

The Middle School Athletic Director is charged with the responsibility of ensuring that all participants in athletic contests are eligible in accordance with the rules and regulations of the N.C. Middle School Athletic Manual prior to their representing the middle school in any manner.

Staff Responsibilities

A description of the tasks, duties and responsibilities of the various staff members of the athletic Department is listed below. Additional duties may be assigned as determined by the Athletic Director, Executive Director or School Director.

Athletic Director

The Athletic Director provides administrative leadership in planning, implementation, coordination, supervision, and evaluation of interscholastic athletic programs for the middle or high school. The Athletic Director promotes extracurricular athletic activity that fosters skill development, understanding of sports, and appreciation for a variety of athletic activities and programs, teaming and sportsmanship for students and adults.

Tasks, Duties, and Responsibilities:

- *Follow all rules and regulations of NCHSAA, NC Department of Public Instruction including preparing eligibility lists, submitting schedules, team records, and other documents that pertain to NCHSAA, DPI, and FLA.
- *Follow all school rules and regulations including budgetary guidelines and local school board policies.
- *Communicate and enforce that all athletes will be supervised at all items.
- *Work with the Executive Director in resolving problems of discipline concerning athletes.
- *Be knowledgeable of the budget for interscholastic athletic programs, and assist the school administration in maintaining the facilities and athletic fields.
- *Prepare reports as required by administration.
- *Work with the Executive Director to improve the athletic program.
- *Report and document all athletic injuries.

- *Verify that all participants have a physical examination, proper permission forms, and insurance verifications before the start of tryouts per season.
- *Check student eligibility per NCHSAA, DPI, and local school board policy.
- *Plan, supervise, and attend recognition programs for school athletes.
- *Supervise on-site or “home” athletic activities and perform athletic-related administrative duties.
- *Coordinate the use of facilities and fields prior to each athletic season in a timely manner to address the needs of the middle school, high school, and community.
- *Assist with the contracting of non-school owned facilities and fields as required.
- *Assist the office staff and school administration in preparing facilities and rentals or special events.
- *Assist the office staff and school administration in recommending repair and maintenance in a timely manner prior to events.
- *Assist the lining of athletic fields, preparing gym space, and setting up special equipment at the beginning of each season, game, or special event.
- *Keep an updated inventory of all athletic equipment and uniforms.
- *Keep supplies, equipment, and uniforms in satisfactory condition, and order all new and replacement supplies, equipment, and uniforms when necessary with the Executive Director’s approval.
- *Develop and follow a scheduled rotation for each sport’s uniform upgrade purchase.
- *Inspect all athletic areas for cleanliness and proper storage of all athletic supplies, equipment, and uniforms.
- *Provide each coach with equipment, team medical supplies, and uniforms prior to the season and insure that each coach returns all equipment, unused supplies, and uniforms using a checklist.
- *Schedule the use of all athletic facilities and fields for high school and middle school athletic games and practices.
- *Ensure that all playing surfaces are properly conditioned for all home games.
- *Coordinate with non-school personnel the use of non-school athletic facilities and grounds.
- *Arrange for officials for all interscholastic events and make arrangements for payment of officials.
- *Be present or arrange for a school representative to be present at all home games and assign a head coach to assume responsibility at all away games.
- *Arrange for employees for all home games, including ticket sellers and takers, police officers when needed, custodians, timekeepers, scorekeepers, etc.
- *Arrange for the availability of medical supplies and the presence of an athletic trainer at all home games.
- *Assume responsibility for cancellation of games as circumstances required to protect athletic participants and district resources and rescheduling the event of cancellation.
- *Assist in the arrangement of transportation as needed.
- *Verify that all participants have proper permission forms for transportation.
- *Communicate the transportation policy to all coaches responsible for away games or practice transportation.
- *Conduct athlete, parent and coaches meetings as needed.
- *Represent the schools and district at NCHSAA meetings and events.
- *Work with coaches and make sure all student athletes and parents know the rules and regulations.
- *Act as a liaison between coaches and the athletic booster club.

- *Develop, renew, and revise the athletic handbook and any athletic agreements that each athlete, parent, and coach must abide by, with recommendations from administration and coaches, and subject to school board approval.
- *Promote and model good sportsmanship and maintain an active program that welcomes competing teams, guests and game officials.
- *Coordinate publicity and news releases to the media and administration.
- *Arrange for videotaping of key school athletic events.
- *Follow the chain of command.
- *Supervise and evaluate all coaches on an annual basis.
- *Make recommendations to the Executive Director for renewing or hiring coaches.
- *Submit all proper paperwork for recommended hires to the Executive Director for the application and background check processes.
- *Provide orientation and training for new coaches.
- *Work with the Executive Director regarding discipline issues involving coaches.

Knowledge, Skills, and Abilities

- *Requires knowledge in Title IX, NCHSAA rules, NCDPI rules, NCAA clearinghouse regulations, and local board policies.
- *Requires demonstration of strong leadership skills to work as part of an administrative team, promote and support student activities as well as staff needs, problem solving skills to support student success, service-related people skills, verbal and written communication skills, organizational skills to balance demands of multi-tasking position, and technology skills in areas of office software.
- *Requires excellent attention to detail and follow through to meet interscholastic athletic responsibilities, significant confidential responsibilities due to students and staff issues, and fiscal responsibilities in the areas of school budget.
- *Ability to pass extensive background checks and drug screening.

Qualifications

- *Bachelor's degree from an accredited institution
- *Experience as a head coach or athletic director
- *First aid and CPR certification or eligibility for certification

Head Coach

The head coach of each sport works under the direction of the athletic director and is responsible for planning and directing all aspects of an NCHSAA sport including skill development, budgeting, scheduling, monitoring academic progress of student athletes, public relations, fundraising, game/match preparation, off season workouts and other duties as assigned by the athletic director.

Tasks, Duties, and Responsibilities

- *Complete mandatory training and/or rules interpretation requirements
- *Support the mission and objectives of Falls Lake Academy and Firebird Athletics.
- *Follow all policies and procedures outlined in the coaching fundamentals and athletic handbook.
- *Distribute and collect uniforms each season.
- *Maintain equipment inventory provided by the school or booster club
- *Conduct oneself in a professional manner when representing Falls Lake Academy

- *Serve as a positive role model for young children in the school and in the community
- *Expect and encourage student-athletes to participate in any and all athletic department fundraising events/initiatives
- *Develops game strategy and execution
- *Makes all travel arrangements and reports these to the athletic director for final approval.
- *Reports scores and other data to media outlets on a timely basis.
- *Responsible for maintenance and upkeep of all equipment and facilities used in and by the sport.
- *Responsible for putting together a coaching staff to assist him/her made up of assistant coaches and junior varsity coaches.
- *Sets up a parent meeting to discuss team rules, goals and objectives, and conducts this meeting prior to the start of the season.
- *Supervise athletes at all times when they are participating in school-sponsored athletic activities.
- *Supervision should be provided for all athletics for an appropriate time period before and after all scheduled activities. No student athlete should ever be left alone after an athletic activity while awaiting a ride.

Knowledge, Skills and Abilities

- *Possess demonstrated leadership abilities, strong relationship skills, and excellent communication skills.
- *Possess enthusiasm for development of athletes.
- *Possess a desire to fundraise to build a strong program financially.
- *Ability to pass mandatory background checks.

Qualifications

- *Possess an earned degree in a teaching field, business or related field.
- *Have at least three years experience as a coach (preferably at the high school level).
- *First aid and CPR certification or eligibility for certification.

Assistant Coach/JV Coach

Assistant coaches/junior varsity coaches will serve directly under the head coach of a particular sport. They will perform duties as assigned by their respective head coach. The Head JV Coach and only one Varsity assistant coach is a paid position.

Tasks, Duties and Responsibilities

- *Assist in planning practices and workout schedules.
- *Assist in game preparation.
- *Assist in scouting of opposing teams.
- *Assist in planning travel arrangements.
- *Assist in maintenance of equipment or field.
- *Assist in supervision of student athletes and monitoring student athletes academic progress.
- *Any other duties as assigned by the head coach or the athletic director.

Knowledge, Skills and Abilities

- *Assistant coaches should be former student athletes.
- *Demonstrate a willingness to aid and contribute to the success of the head coach.

Qualifications

*High School graduates with a priority to become college graduates and seeking a career in coaching (all JV Head and paid assistants must be outside 3 years of high school graduation).

*First aid and CPR certification or eligibility for certification (non-paid/volunteer assistants need NFHS Sudden Cardiac Arrest course certification)

Policies and Procedures

Academic Progress

Head coaches will monitor the academic progress of their student-athletes to ensure that they are making satisfactory progress toward completion of their course requirements for graduation. Each head coach will be knowledgeable of when athletic grade checks will occur from the athletic director.

Awards and Ceremonies

Two awards presented from the Athletic Department shall be standardized for all sports: Most Valuable Player and Most Improved Player. These two awards shall be based strictly off of season statistics.

Additionally, the athletics department will select a male and female athlete of the year. This award is presented to a male and female student-athlete who best exemplifies the success and values inherent to an athlete at Falls Lake Academy. The male and female Athlete of the Year will be determined by a vote of the athletic staff and presented at the athletic awards ceremony in the spring.

A department-wide athletic awards celebration will be held in the spring to honor student-athletes from all sports seasons (Fall, Winter and Spring). All student-athletes are invited to the celebration.

Head Coaches will recommend all candidates for awards to the Athletic Director.

NCHSAA Scholar Athletes will be recognized at the athletic awards ceremony in spring.

High School Lettering

Varsity athletes who remain as members of the team in good standing throughout the full season are eligible to earn a varsity letter. Good standing is defined as attending 60% of matches or games throughout the season, have no ejections, no academic probation periods and have excellent behavior on and off the field of play. Injured athletes who meet the "playing time" criteria for the contests held up to the time of the injury may receive a letter.

Managers who have held the position for at least three seasons in the same sport may earn a letter. Only those who, in the judgment of the coach, have made a significant commitment of time and effort shall be awarded the letter. In cases of extenuating circumstances, exceptions to the standards listed below are permitted with the approval of the athletic director.

Chenille letter and a sports specific pin will be given one time only during their High School sports career. Athletes that play recurring years on the same team will receive a bar for each additional year.

Contests and Scrimmages

MAXIMUM NUMBER OF GAMES/CONTEST/PLAYING DATES (HIGH SCHOOL)

Baseball	22 games
Basketball	22 games
Cross Country	3 meets per week
Golf	3 matches per week
Soccer	22 games
Softball	22 games
Volleyball	22 matches (only 3 of 5 matches count towards RPI)

Sports listed above with the exception of cross country and golf, can have one (1) in-season tournament (3-game maximum), which would only count as (1) game/match.

- In tournaments where a team could play in more than 3-games, any game beyond the 3rd game would each count as an individual game on the schedule.

MIDDLE SCHOOL - max number of games/contests is 14 games/matches for each sport and no more than 2 contests per week.

Definition of a scrimmage - NCHSAA states that all sports at the high school level are permitted two preseason varsity scrimmages, and this competition can be between two schools or multiple schools.

Two scrimmages may be held in the same preseason week, and the preseason scrimmages must be conducted as events open to the public (no closed scrimmages allowed).

Scrimmages must be held prior to the first contest and students must be certified as eligible prior to participation in a scrimmage.

Discipline

A coach may immediately discipline a player for violation of athletic department and/or team rules. If suspension and/or dismissal from a team is warranted, the coach will discuss the suspension and/or dismissal with the athletic director. All suspensions and/or dismissals will be documented by the coach and put on file with the athletic director. Any suspensions and/or dismissal from a team shall be determined by a meeting between the athlete and coach. If necessary, a follow-up meeting with the athletic director shall be called. The coach must submit a written statement of the violation and contact the parent/guardian to inform him/her of the suspension and/or dismissal.

Any athletic department suspension and/or dismissal makes an athlete ineligible for any awards or postseason honors for that sport season. School-related suspensions result in suspension from athletics as well, thus deeming the athlete ineligible for any awards or postseason honors for that sport season.

*Quitting: If a student-athlete decides to quit after try-outs and makes the team they will not be eligible to play another sport, or serve as a manager, at FLA for the next sports season. For example, if a student-athlete quits spring baseball the student-athlete would not be allowed to compete in fall soccer the next year.

Eligibility

Each head coach holds the primary responsibility for ensuring eligibility of their student-athletes.

Final responsibility for all athletic eligibility rests with the Athletic Director.

In order for a student-athlete to participate in high school or middle school athletics, he/she must meet the minimum requirements stated in the Falls Lake Academy Athletic Handbook (Eligibility & Grades sections), NCHSAA Handbook, and NCDPI Middle School Athletic Manual.

Game Management

Coaches are primarily responsible for game management. The welfare of the student-athletes outweighs all considerations. Practices during the academic week will normally not exceed two hours prior to the contest.

Coaches and student-athletes shall be aware that their conduct during games directly reflects the values of Falls Lake Academy and behave accordingly.

The health and welfare of the contestants and spectators should be safe-guarded at all times.

Internal and external public relations are of critical importance to the success of any athletic event and the entire athletic program. Therefore, coaches will ensure their team's conduct reflects favorably on the Falls Lake Academy Athletic Department and School.

NCAA Eligibility Center

If you are planning to enroll in college as a freshman and you wish to participate in Division I or Division II athletics, you must be certified by the NCAA Eligibility Center (Center). It is each athlete's responsibility to see that the Center has the documents it needs for certification. The Center, located in Iowa City, Iowa, is the organization that handles ALL inquiries regarding an individual's initial eligibility status. The Center operates a separate Website at www.ncaaclearinghouse.net, which maintains and processes all of the initial-eligibility certifications.

To register with the NCAA Eligibility Center

Fill out the online form at the Center website or call the NCAA publications hotline at 800-638-3732 and ask for a free copy of the "Guide for the College-Bound Student-Athlete" which contains the registration forms and a Center brochure. This guide can also be viewed online at www.ncaa.org in the Student-Athlete Eligibility and Recruiting Section.

Appendix

FALLS LAKE ACADEMY ADMINISTRATION

Joey Johnson, Executive Director
Jodi Pearson, High School Director
Lisa Mayhew, Middle School Director

ATHLETIC ADMINISTRATION

Weston Pearson, HS Athletic Director
Karen Teague, MS Athletic Director

HEAD COACHES

FALL

Elizabeth Doerfler, MS Cross Country
Gina Stines, MS Boys Soccer
Tracey Ruffin, MS Volleyball
Justin Rhodes, HS Varsity Cross Country
Mike Graham, HS Varsity & JV Men's Soccer
Corrinna Sammons, HS Varsity & JVVolleyball
Chris Teague, HS Varsity Women's Golf

WINTER

Tim Shedd, MS Boys Basketball
Kristin Zimmerman, MS Girls Basketball
Tiffani Sykes, MS Cheerleading
Alicia Guiton, HS Cheerleading
Sherard Johnson, HS Varsity Men's Basketball
Tucker Britt, HS JV Men's Basketball
Brad Thompson, HS Varsity Women's Basketball

SPRING

Tucker Britt, MS Baseball
Dale Mettam, MS Girls Soccer
Kevin Smoak, MS Softball
Jed Hemenway, MS Golf
John Fletcher, HS Varsity Baseball
Weston Pearson, HS Varsity Softball
Lindsay Graham, HS Varsity Women's Soccer
Chris Teague, HS Varsity Men's Golf

**SUPER SIX CONFERENCE
CONSTITUTION
&
BYLAWS**

Revised March/2021

East Wake Academy Eagles
Falls Lake Academy Firebirds
Franklin Academy Patriots
North Carolina School of Math & Science Unicorns
Raleigh Charter Phoenix
Research Triangle Raptors

‘Super Six Conference’
CONSTITUTION
2021-2025

(Revised: 3/2021)

**ARTICLE I
NAME AND PURPOSE**

Section 1: The name of the organization shall be the “Super Six Conference. “

Section 2: The purpose of the conference shall be to promote and ensure fair competition, participation, and sportsmanship in interscholastic athletic competitions among the member schools.

**ARTICLE II
MEMBERSHIP AND VOTING**

Section 1: The conference shall be composed of:

1. East Wake Academy (1A)
2. Falls Lake Academy (1A)
3. Franklin Academy (2A)
4. North Carolina School of Science and Mathematics (2A)
5. Raleigh Charter High School (2A)
6. Research Triangle High School (2A)

Section 2: Any school desiring membership shall be approved by the North Carolina Department of Public Instruction and must be eligible for membership in the conference under the rules and regulations established by the NCHSAA.

Section 3: The addition of any school must meet the requirements of Section 2 of this article and have the approval of two-thirds of the member schools.

Section 4: Each member school will have one vote on all matters of business. The voting authority for each member school belongs to the school principal or his/her designee.

Section 5: A quorum will be assumed for all meetings that have been properly called with a minimum of seven (7) days notice given to each member.

Section 6: All matters of business for the conference shall be decided by a majority vote of members present.

ARTICLE III
OFFICERS, TERMS OF OFFICE, ELECTIONS AND DUTIES

Section 1: The officers of the conference shall consist of a President, Vice President/Secretary and Treasurer.

Section 2: The officers shall serve a one-year term which may be renewed at the discretion of the members.

Section 3: Officer Duties

a. President: The President is responsible for setting the agenda and shall preside and rule on all procedures of business at all Conference and Executive Committee meetings. The President is also responsible for reporting team records and official final standings to the NCHSAA.

b. Vice President/Secretary: The Vice President/Secretary shall be responsible for all minutes, the correspondence of pertinent information to the Conference members, responsible for the master schedule for sports and computing and reporting Wells Fargo Cup points to the conference and NCHSAA.

c. Treasurer: The Treasurer shall be responsible for all funds of the Conference, a meeting-by-meeting accounting of these funds to the member schools, and the purchasing of trophies and awards.

Section 4: Salaries

The President will be paid an annual salary of \$600, the vice president will be paid a salary of \$600 and the Treasurer will be paid a salary of \$400, The officers may also be reimbursed for conference related expenses they incur in the performance of their duties.

ARTICLE IV
DUES AND OPERATING EXPENSES

Section 1: Each member school shall pay \$800.00 for initial operating expenses of the conference. Thereafter, gate receipts from tournaments shall be used to finance the conference. Any further assessments will be determined by the member schools to maintain operating funds.

Section 2: The conference may choose to disburse monies in the treasury back to the member schools at the conclusion of the year or any time by majority of the members.

**ARTICLE V
MEETING DATES**

Section 1: There shall be at least four scheduled meetings of the 'Super Six Conference' each year. Meetings will be held on the second Wednesday in each month unless otherwise notified. The Executive Secretary shall determine the time and location of the meetings and shall have authority to call special meetings.

**ARTICLE VI
SCOPE OF ACTIVITY**

Section 1: Three (3) of the conference schools MUST participate in a sport in order to declare a conference champion, unless the NCHSAA approves it as a Conference.

Section 2: All member schools are required to compete against one another in varsity and junior varsity competition as directed in each adopted conference schedule.

Section 3: No member school shall be excused from playing a conference contest without a majority vote of the member schools. A game not excused shall be recorded as a forfeit. The conference may impose a fine not to exceed \$500.

Section 4: Regular season conference championships shall be determined by percent of wins in conference play.

Section 5: Each sport shall have established regulations approved by the conference that shall govern all issues not previously provided for by the NFHS, NCHSAA, or this Constitution. The conference may amend the regulations as necessary to fulfill the purpose of the conference.

Section 6: The conference may elect to impose a fine of not more than \$500 for any violation of conference regulations.

**ARTICLE VII
SCHEDULING**

Section 1: To be included in the conference scheduling, schools should declare by the February conference meeting date of the year prior to participation which sports it plans to host. Any varsity team cancellations that occur after the first official playdate of practice shall be considered a forfeit for the purpose of conference standing and playoff consideration. (Prior to the first conference game.)

Section 2: The conference will approve all master schedules of the conference.

Section 3: Upon mutual consent, schools may adjust master schedules to deal with conflicts particular to each school.

Section 4: Contests that are postponed for inclement weather must be rescheduled on the next available day date unless both schools mutually agree to an alternative makeup date.

ARTICLE VIII “ALL-CONFERENCE”

Section 1: Each sport will receive a number of All-Conference selections based on the number of teams participating in the sport plus the number of starters for that sport unless otherwise noted in this article.

Subsection A: Golf will get all conference selections based on the total designated in Section 1 of this article using total strokes for all events involving all schools. Sport regulations may allow for the dropping of two conference scores.

Subsection B: Cross country, track, swimming, and wrestling will get selections based on the first place winner of each event at the season ending Conference Meet.

Section 2: For sports not based on individual finish at conference championships, ‘All-Conference’ selections will be based on their order of finish in the conference and the designated number of all conference members to determine slots. See each corresponding sport bylaws for specific slots. Every member school must have a representative (Coach, AD, Principal, or Asst. Coach, etc.) attend, in person or virtually, each sports End-of-the-Season Coaches Meeting in order to nominate for the Player and Coach of the Year selections.

Section 3: Each school may designate two additional members to be named to ‘Honorable Mention’.

Section 4: Schools may release their ‘All-Conference’ information at any time of their choosing, after all of the member schools are out of the State Playoffs, in their sport.

Section 5: In the event that serious injury or illness prevents an obvious choice from being ‘All-Conference’ in sports where All-Conference is decided based on performance rather than a vote of the coaches, the coaches of that sport may choose to nominate that player for ‘All-Conference.’ A majority vote of all coaches will place that player on the ‘All-Conference’ team.

ARTICLE IX CHAMPIONSHIPS

Section 1: Conference Champions will be declared based on the winning percentage in all conference contests for team sports.

Section 2: Conference Championships in individual sports will be decided as follows:

Subsection A: Cross-Country, Track and Swimming will have a season ending conference meet involving all member schools. The conference champion will be the team with the best total score. Results will be announced within 24 hours after the event.

Subsection B: Golf will be decided based on the cumulative team score from each event. (If teams compete in all conference matches they may drop their highest score.)

Section 3: Teams with identical records or scores will be considered tied. All schools tied for the lead will be considered Conference Champions. (After following the NCHSAA tie-breaker procedures, we will then flip a coin to break the tie.)

Section 4: The conference will provide the Conference Champion with an appropriate trophy.

ARTICLE X PLAYOFFS & TOURNAMENTS

Section 1: A Conference Tournament will be held in volleyball, boys' and girls' basketball, baseball, and softball. Full Conference Tournament will be played at one site after the first round, which will be played at the Higher Seed. Also a Conference Track & Cross-Country Meets will be held at the end of their sport season.

Section 2: A Conference Tournament will be held in Tennis. These tournaments will be an individual format only and have no bearing on conference standings.

Section 3: All proceeds and expenses for conference tournaments and any play-in games will be the responsibility of the conference.

Section 4: The conference will decide playoff representatives based on the NCHSAA published guidelines.

Subsection A: In the event that a play-in game is necessary, the play-in game will be played at the site of the conference tournament and immediately prior to the conference finals. The home team will be the team with the higher seed in the conference tournament.

Subsection B: In the event that a play-in game is necessary and no conference tournament is played, the play-in game will be at the location of the team winning a coin toss for home field advantage.

ARTICLE XI AWARDS

Section 1: The conference shall award a 'Player of the Year' in each sport, based on voting by the coaches for that sport. This award shall be based on performance for the current year only (Conference play only). Coach can Nominate one athlete per team. (Do not nominate unless you can back-up with stats.) Winners will be announced once all schools are out of the state tournament.

Section 2: The conference shall award a 'Coach of the Year' in each sport based on voting by the coaches for that sport. This award shall be based on performance for the current year only. If there is a tie, you try to break the tie again. If still tied, go by the best Conference Record. If still tied, vote again to try to break the tie once more.

Section 3: The conference shall award no other individual awards other than 'Player of the Year' for each sport, and a 'Coach of the Year' in each sport (also a 'Pitcher, & Goalkeeper of the Year').

Section 4: The conference shall award a 'Player of the Year' Award and 'Coach of the Year' Award based on the voting of the coaches from each sport.

Subsection A: Each coach shall vote for the top three teams in the conference.

Subsection B: Voting shall be tallied based on a 5-3-1 system with the school accumulating the most points being declared the winner.

Section 5: The 'Wells Fargo Cup' points will be calculated with the 1st place team getting 6 points, then 5 points for 2nd place, then 4 points for 3rd place, etc... - for each sport in each season.

ARTICLE XII GENERAL INFORMATION

Section 1: Each member school shall be issued 10 Conference Passes that will allow for Free Admission to all contests between conference opponents. Admission will be limited to ONE person per card.

Section 2: TBD passes will allow for admission for coaches and immediate family members.

Section 3: Admission prices for contests shall be \$6 for basketball and \$5 for all other events. (Student prices & Senior admission prices are at the discretion of each member school.)

Section 4: The Home team shall be responsible for providing coolers, ice and warm-up balls for all indoor events &/or outdoor events on campus.

Section 5: *SPORTSMANSHIP – NCHSAA Core Values: Following the rules of the game. Respecting the judgment of referees and officials, treating opponents with respect, respect for one’s opponent and graciousness in winning or losing. Integrity – consistency of actions, values, methods, measures, principles, expectations, and outcomes – the truthfulness or accuracy of one’s actions.

**ARTICLE XIII
AMENDMENTS**

Section 1: This constitution and any regulations may be amended at any regular meeting of the conference by a majority vote.

Section 2: Member School AD who hosts a Conference Tournament at the end of each sport should get compensated. The AD should get \$50.00 per day.

Volleyball	\$ 100.00	2 days
Girls Tennis	\$ 50.00	1 day/2 days
Girls Golf	\$50.00	1 day
Basketball	\$100.00	2 days
Swimming	\$50.00	1 day
Track & Field	\$50.00	1 day
Boys Tennis	\$50.00	1 day/2 days
Boys Golf	\$50.00	1 day

Regulations for Baseball

1. Conference games shall be scheduled on Tuesdays & Fridays during the regular season, beginning with the last available play date prior to any scheduled tournament and working backwards the necessary number of dates.
2. JV games will be played at the same site of the Varsity contest. JV start times will be 4:30 pm, prior to Daylight Savings Time & 5:00 pm after DST. JV games will not begin an inning after two hours from the start time. (For Baseball Doubleheaders: – JV will play first & the Varsity game will follow.) By mutual agreement, conference game times may be adjusted.
3. Batting Practice should take place in the Batting Cages only.
4. Infield warm-up will begin approximately 30 minutes prior to game time. Home team will start the warm-up, lasting no longer than 15 minutes, and the Visiting Team will follow.
5. The home team shall provide game balls to the visiting pitcher for warm-ups. This ball will remain with the visiting team for use in the bullpen.
6. A Conference Tournament will be held each year. Baseball: Tues. & Fri. / Softball: Tues. & Thurs.]

***AWARDS:**

- 1.) All Conference Selections: Predetermined Slots - Formula (Number Conference Teams + number of spots on court/field) - 13 slots (5 first place, 3 second place, 3 third place, 2 fourth place)
- 2.) Conference Champion: GOLD Trophy will be awarded to the winner of the Regular Season.
- 3.) Conference Tournament: Silver Trophy will be awarded to the winner of the Conference Tournament.
- 4.) 'All-Conference' Certificates: To be awarded to the 'All-Conference' selections.
- 5.) Plaques: 'Player of the Year,' 'Pitcher of the Year,' & 'Coach of the Year.'
- 6.) 'Wells Fargo Cup' points will be determined by Regular Season Champion, (NOT Conference Tournament Champion).

Regulations for Basketball

1. Conference games shall be scheduled on Tuesdays & Fridays during the Regular Season, (beginning with the last available play date prior to any scheduled tournament and working backwards the necessary number of dates).
2. JV games will begin @ 5:00 p.m. & Vars. games will begin @ 6:00 p.m. (If you only have one JV team: a Tripleheader can be played at 4:30 / 6:00 / & 7:30 pm.)
3. The format for play will include Varsity Girls & Varsity Boys will play together at one site, and the JV Girls & the JV Boys games will be played at the opposite site. (By mutual agreement, the playing schedule can be adjusted.)
4. We will host a Men's & Women's Conference Basketball Tournament.
5. The clock for warm-up (10 minutes) will not start until both teams are on the floor.

***AWARDS:**

- 1.) All Conference Selections: Predetermined Slots - Formula (Number Conference Teams + number of spots on court/field) - 11 slots (3 first place, 2 second place, 2 third place, 2 fourth place, 1 fifth place, 1 sixth place)
- 2.) Conference Champion: GOLD Trophy will be awarded to the winner of the Regular Season.
- 3.) Conference Tournament: Silver Trophy will be awarded to the winner of the Conference Tournament.
- 4.) 'All-Conference' Certificates: To be awarded to the 'All-Conference' selections.
- 5.) Plaques: 'Player of the Year,' 'Pitcher of the Year,' & 'Coach of the Year.'
- 6.) 'Wells Fargo Cup' points will be determined by Regular Season Champion, (NOT Conference Tournament Champion).

Regulations for Cross Country

1. Conference events will be scheduled on Tuesdays or Thursdays.
Regular Season: 4:30 p.m. - Walk the Course / 5:00 p.m. - Begin the race.
Conf. Tournament: 3:30 Walk / 4:00 First Race, next race 15 minutes after.
2. Conference Championship will be determined by the final season Conference Meet.
3. 'All-Conference' selection will be based on the final season Conference Meet order of finish.
4. The conference schedule will be designed to have a pre-season meet and a Conference Meet at the end of the season. Each team will run against each other at least once during the regular season. Big Meets will have the JV run after the varsity. The final Conference Meet will include 7 Varsity runners only per school.

***AWARDS:**

- 1.) Conference Champion: GOLD Trophy is awarded to the winner of the Championship Meet.
- 2.) NO Medals & NO Ribbons.
- 3.) 'All-Conference' Certificates: To be awarded to the Top Ten (10) Male & Female Conference Meet Placers; & Plus One (1) 'At-Large' by Coaches Vote.
- 4.) Plaques: 'Runner of the Year' (Male & Female)
'Coach of the Year' (Male & Female)
- 5.) 'Wells Fargo Cup' points will be determined by Conference Final Meet.

Regulations for Golf

1. Conference events will be scheduled by the coaches on Mondays, or as facilities are available. Each member of the conference shall host at least one 9-hole match (front/back nine if possible) for a total of 14 matches. There will be one 18-hole match at the end of the season which shall count as two 9-hole scores.
2. Default start time will be 3:00/3:30 p.m. except matches scheduled prior to Daylight Savings time in which case starting time will be 3:00 p.m.
3. Teams will play at one site each time.
4. Conference Championship will be determined by the combined team total score for all matches.
5. 'All-Conference' honors will be determined by dropping three of the 9-hole scores.
6. Athletes MUST wear Golf Attire (T-Shirts & Jeans are NOT permitted.)

***AWARDS:**

- 1.) Conference Champion: GOLD Trophy is awarded to the team with the lowest stroke total for the Regular Season Matches.
- 2.) Plaques: 'Golfer of the Year' & 'Coach of the Year.'
- 3.) 'Golfer of the Year' – Is determined by the golfer with lowest regular season stroke average. If there is a tie at the end of the regular season, the Conference Tournament match will be used as the tiebreaker.
- 4.) 'All-Conference' Certificates: Top Ten (10) Individuals, plus One (1) 'At-Large' picked by a Coaches vote, if desired.
- 5.) 'Wells Fargo Cup' points will be determined by the Conference Match Champion.

Regulations for Soccer

1. Conference games shall be scheduled on Mondays & Wednesdays during the regular season, (beginning with the last available play date prior to any scheduled tournament and working backwards the necessary number of dates).
2. JV starts at 4:30/5:00 p.m. & the Varsity game will follow, starting approx. @ 7:00 p.m. *If no JV Team, - Varsity starts @ 6:00 p.m., or a time mutually agreed upon. (By mutual agreement, conference game times may be adjusted.)
3. Tie Games: If a tie score exists at the end of regulation play during each conference varsity game, there will be two complete 10-minute periods (not sudden victory). If the score is still tied at the conclusion of the two 10-minute overtime periods, the game will result in a tie.
 - a. All regular season, non-conference games that are tied at the end of regulation will result in a tie.
 - b. In non-conference tournament play and NCHSAA Playoffs, tied games must be resolved by the NFHS Tie-Breaking Procedure, and those decisions count in a team's won-loss record. One goal is added to the winning team's score, and an asterisk may be placed by the team advancing to indicate advancement was the result of the progression format.
 - c. Junior varsity teams do not play overtime periods
4. The Home Team is responsible for running balls.

*AWARDS:

- 1.) All Conference Selections: Predetermined Slots - Formula (Number Conference Teams + number of spots on court/field) - 17 slots (5 first place, 4 second place, 3 third place, 2 fourth place, 2 fifth place, 1 sixth place)
- 2.) Conference Champion: GOLD Trophy will be awarded to the winner of the Regular Season.
- 3.) 'All-Conference' Certificates: To be awarded to the 'All-Conference' selections.
- 4.) Plaques: 'Player of the Year,' 'Pitcher of the Year,' & 'Coach of the Year.'
- 5.) 'Wells Fargo Cup' points will be determined by the Regular Season Champion.

Regulations for Softball

1. Conference games shall be scheduled on Tuesdays & Thursdays during the regular season, (beginning with the last available play date prior to any scheduled tournament and working backwards the necessary number of dates).
2. The default conference start time for all contests will be 6:00 p.m. (By mutual agreement, conference game times may be adjusted.)
3. JV games will be played at the same site of the Varsity contest. JV start times will be 4:15 pm by default. JV games will not begin an inning within the 45 minutes prior to the scheduled start of the Varsity game.
4. Infield warm-up will begin approximately 30 minutes prior to game time. Home team will start the warm-up, lasting no longer than 15 minutes, and the Visiting Team will follow.
5. The home team shall provide game balls to the visiting pitcher for warm-ups. This ball will remain with the visiting team for use in the bullpen.
6. A Conference Tournament will be held each year.

***AWARDS:**

- 1.) All Conference Selections: Predetermined Slots - Formula (Number Conference Teams + number of spots on court/field) - 13 slots (5 first place, 3 second place, 3 third place, 2 fourth place)
- 2.) Conference Champion: GOLD Trophy will be awarded to the winner of the Regular Season.
- 3.) Conference Tournament: Silver Trophy will be awarded to the winner of the Conference Tournament.
- 4.) 'All-Conference' Certificates: To be awarded to the 'All-Conference' selections.
- 5.) Plaques: 'Player of the Year,' 'Pitcher of the Year,' & 'Coach of the Year.'
- 6.) 'Wells Fargo Cup' points will be determined by Regular Season Champion, (NOT Conference Tournament Champion).

Regulations for Swimming

1. Conference events will be scheduled by the coaches on Wednesdays or Thursdays, or as facilities are available.
2. Each participant in a conference swim meet may participate in four (4) total events, with no more than three (3) events being relays, and no more than two (2) individual events.
3. Conference Championship will be determined based on scores from the season ending Conference Meet.
4. Every school participating in swimming is encouraged to host a Meet, to which all conference schools should be invited, but are not required to attend.
5. Host Schools may choose to invite additional opponents beyond those the conference schedules for any regular season swim meet.

***AWARDS:**

- 1.) Conference Champion: GOLD Trophy is awarded to the winner of the Final Conference Swim Meet.
- 2.) Plaques: 'Swimmer of the Year' (Male & Female) (2), & 'Coach of the Year' (Male & Female)
- 3.) 'All-Conference' Certificates: Top First (1st) Place Finisher in each Individual Event in the Final Conference Championship Meet will be 'All-Conference;' & the 1st place Finishers in the Relay's will be awarded 'All-Conference.'
- 4.) *NO Medals: NO Ribbons!
- 5.) 'Wells Fargo Cup' points will be determined by Conference Tournament Finish.

Regulations for Tennis

1. Conference matches shall be scheduled on Mondays & Wednesdays during the regular season, or as facilities are available, (beginning with the last available play date prior to any scheduled tournament and working backwards the necessary number of dates).

*Tennis Coaches must exchange the NCHSAA Regular Season Dual Team & Single Line-up Sheets.

2. The default start time for conference events will be 4:30 pm. (4:00 pm before Daylight Savings time.) By mutual agreement, conference game times may be adjusted.

3. Formatting for all dual team matches will be based on the NCHSAA standards:

a. Two out of three sets for Singles. A seven point tie-breaker will be used for any set that ends tied 6-6. A ten point tie breaker will be used for the third set.

b. Doubles will play an eight (8) game pro-set. A seven point tie-breaker will be used in the event that the score is 10-10.

NOTE: By mutual agreement prior to the match, coaches may choose to alter the standard formatting in the interest of time or competitive imbalance.

4. A Conference Individual Tournament will be held the final week of the regular season, at a site determined by the conference. The following guidelines for this tournament will be followed.

a. Each school may enter two singles and two doubles teams.

b. The top four players/teams will be seeded; however, the coaches may choose to seed additional players.

c. Every effort should be made to ensure that players/teams from the same school do not meet in the first two rounds of play.

d. Play for all matches prior to the Semi-Finals shall be an eight (8) game pro-set. A seven point tie-breaker will be used in the event that the score is 10-10.

e. Play for all matches after the first round will be two of three sets. A seven point tie-breaker will be used for any set that ends tied 6-6. A complete third set must be played.

f. No player should be expected to play more than two matches in one day.

g. Each school is to bring six (6) cans of Balls to the Conference Tennis Tourney Match.

***AWARDS:**

- 1.) All Conference Selections: Predetermined Slots - Formula (Number Conference Teams + number of spots on court/field) - 10 slots (4 first place, 3 second place, 2 third place, 1 fourth place)
- 2.) Regular Season Conference Champion: GOLD Trophy is awarded to the winner of the Dual Meet season.
- 3.) Conference Tournament Champion – Regional Qualifier Only – No Award.
- 4.) Plaques: 'Player of the Year' and 'Coach of the Year.'
- 5.) 'All-Conference' Certificates: To be awarded to the 'All-Conference' selections.
- 6.) 'Wells Fargo Cup' points will be determined by Regular Season Champion, (NOT Conference Tournament Champion).

Regulations for Track

1. The conference will schedule meets on Tuesdays or Thursdays, or when facilities are available; with the final Thursday being used as a Conference Meet with all schools involved. All previous Meets will include a minimum of three teams and all teams will have the opportunity to compete against all other teams once prior to the final meet.
2. The Final Conference Meet will be seeded events based on time or distance. Each school will be permitted no more than four (4) entries per event.
3. Conference Championship will be based on the Final Conference Meet.
4. Final Conference Meet: Should be a one day event.
5. Each school will be permitted to submit three entries per event. Each event will be restricted to two times the number of lanes, and selections will be based on ranking qualifying standards resulting in two heats for each event at the Final Conference Meet.

*AWARDS:

- 1.) Conference Champion: GOLD Trophy is awarded to the winner of the Final Conference Meet.
- 2.) Plaques: (2) 'Most Valuable Track' (Male & Female)
(2) 'Most Valuable Field' (Male & Female)
(2) 'Coach of the Year' (Men & Women).
- 3.) 'All-Conference' Certificates: The Top (1st Place) Finisher in each event, in the Final Conference Meet, will be named 'All-Conference,' + Plus One (1) 'At-Large' by Coaches vote.
- 4.) *NO Medals & NO Ribbons!
- 5.) 'Wells Fargo Cup' points will be determined by Regular Season Champion, (NOT Conference Tournament Champion).

Regulations for Volleyball

1. Conference games shall be scheduled on Tuesdays & Thursdays during the regular season, (beginning with the last available play date prior to any scheduled tournament, and working backwards the necessary number of dates).
2. The default conference start time for all Varsity contests will be 6:00 p.m. (By mutual agreement, conference game times may be adjusted.)
3. JV games will be played at the site of the Varsity contest. JV start times will be 5:00 pm by default. Varsity games will follow.
4. A Conference Tournament will be held each year with a format not to exceed 8 teams.
5. Varsity contests will be played using the best three (3) out of five (5) sets, (and the 5th set only goes to 15 points).

JV contests will be played using the best two (2) out of three (3) sets, (and the 3rd set only goes to 15 points).

6. Warm-up for games will be the traditional '5-5-5-5' structured warm-up.

***AWARDS:**

- 1.) All Conference Selections: Predetermined Slots - Formula (Number Conference Teams + number of spots on court/field) - 11 slots (3 first place, 2 second place, 2 third place, 2 fourth place, 1 fifth place, 1 sixth place)
- 2.) Conference Champion: GOLD Trophy will be awarded to the winner of the Regular Season.
- 3.) Conference Tournament: Silver Trophy will be awarded to the winner of the Conference Tournament.
- 4.) 'All-Conference' Certificates: To be awarded to the 'All-Conference' selections.
- 5.) Plaques: 'Player of the Year,' & 'Coach of the Year.'
- 6.) 'Wells Fargo Cup' points will be determined by Regular Season Champion, (NOT Conference Tournament Champion).