

THREE RIVERS CONFERENCE CONSTITUTION & BY-LAWS

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THREE RIVERS CONFERENCE **CONSTITUTION**

(Ratified & Updated, March 13, 2012)

Article I. Name

- The name of the organization shall be the Three Rivers Conference (TRC).

Article II. Purpose

- The purpose of this conference shall be:

Section 1. To establish a competitive conference in the following sports:

BOYS:	Baseball	GIRLS	Basketball
	Basketball		Cross Country
	Cross Country		Golf
	Football		Softball
	Golf		Tennis
	Tennis		Track
	Track		Volleyball
	Wrestling		

And such other sports as the members shall deem advisable. New sports may be added as conference approved sports when five (5) of the membership of the Three Rivers Conference participates in said sport. Sports may be dropped by the Conference when fewer than four (4) are participating.

Section 2. To award championship trophies and honor outstanding players.

Section 3. To encourage good sportsmanship and fair play among member schools and participating athletes.

Article III. Membership

Section 1. Schools eligible for membership in this conference are:

Manchester	Southwood
Northfield	Tippecanoe Valley
North Miami	Wabash
Rochester	Whitko

Section 2. All members of this conference shall maintain membership in the IHSAA and abide by all rules established by that body.

Article III. Membership (Continued)

Section 3. Schools may be removed from membership by request of the principal or by a 3/4 vote of the other members.

Section 4. New members may be added to the conference on application and/or invitation, and a unanimous vote of the other members.

Section 5. All members shall purchase and display pennants of all conference schools and / or a banner in their respective gymnasiums. The pennants should be a minimum of 18 by 42 inches in size and the banner 3 x 5 feet. Schools may also opt to

utilize a single banner (4 x 6 feet) with all conference member schools displayed.

Article IV. Officers

Section 1. The officers of this conference shall be a president and a commissioner.

Section 2. The office of president shall be filled by the principal of the host school and a recording secretary shall be appointed by the president from his own staff.

Section 3. The host school shall be determined from alphabetical listing of the member schools.

Section 4. The duties of the president shall be to preside at all meetings and to see that the business of the conference is conducted in a business-like manner. The president may call special meetings of the conference as he deems necessary. He must give five calendar days notice for the meetings.

Section 5. It shall be the duty of the host Athletic Director to assume the responsibility and duties of the president in any case where the president is unable to assume the duties.

Section 6. The recording secretary shall keep and report to member schools a complete record of the minutes of the conference meetings.

Section 7. The conference shall employ a conference commissioner whose duties shall be to keep complete records of all sports and financial information and to report them to the members and to the public. This person shall have the full cooperation of all members. The salary shall be determined at the fall Principal/AD TRC Meeting and duties shall be prescribed by the conference principals. If a commissioner cannot be employed, the host principal will be responsible for these duties.

Article IV. Officers (Continued)

Section 8. An organizational business meeting shall be called the TUESDAY OF IHSAA WEEK #10 involving principals and athletic directors. Dates for the conference business and awards meetings shall be the TUESDAY OF IHSAA WEEK #19 and the TUESDAY OF IHSAA WEEK #37. *All athletic directors shall meet on the Tuesday prior to the principals' business meeting.*

Section 9. *Conference business meetings are open to the conference commissioner, the principal, and the athletic director(s) of each member school.*

Article V. Participation

Section 1. Participation year shall begin with the fall sports season and close with the end of the spring sports season.

Article VI. Vote

Section 1. Each member school shall have one vote on any question and this vote is to be cast by the principal or *his designee*.

Section 2. The by-laws of this constitution may be changed at any regular or called meeting of the conference by a three-fourths vote of the entire membership.

Article VII. Amendment

This constitution may be amended by submission of a written proposal of amendment to each member school ten (10) calendar days or more before a regular conference business meeting and unanimous assent to the proposal at the conference business meeting.

Section 1. This constitution shall go into effect when the principal of each school indicates to the president his acceptance of the constitution.

Section 2. The by-laws of this conference shall go into effect when three-fourths (3/4) of the principals of the eligible membership shall indicate to the president their acceptance of them.

Section 3. Each section of the by-laws shall be approved separately and go into effect as stipulated in preceding sections.

Article VIII. Statistics

Section 1. The conference commissioner shall compile statistics in the sports of football, volleyball, boys' basketball, girls' basketball, baseball, and softball. The commissioner shall post the updated statistics on the TRC web site on a weekly basis.

Section 2. Conference member schools are to submit statistics each week to the commissioner via FAX or e-mail. Schools failing to send statistics or who submit them late are subject to a \$25.00 fine per week per sport fine as determined by the commissioner.

BY-LAWS OF THREE RIVERS CONFERENCE

BASEBALL & SOFTBALL

Section 1. Each team must play all conference teams to be eligible for conference standings and awards in baseball and softball. In cases where conference schools meet more than once in a regular season baseball or softball games - excluding

tournaments, the Three Rivers Conference schedule will determine the conference standings

- Section 2. The schedule shall provide for one round of Pre-Sectional games. Games will start at a time agreed to by the participating schools via the written contract. The conference schools shall employ the following time constraints for warm up: Upon arrival to the facility and deployment from the bus, the host school shall begin a ten (10) minute warm up period on the diamond. After completion of the ten minutes the visiting school shall take the diamond for their ten minute warmup on the diamond. A maximum of twenty-five (25) minutes shall elapse prior to the start of the contest. After the completion of the two warm up periods the umpires shall instruct the coaches on the ground rules and lineups will be exchanged.
- Section 3 The conference champion shall be the team with the highest percentage of Conference games won. In case of tie, points are split and duplicate awards made. Other teams shall be ranked according to percentage of conference games won.
- Section 4. The home team shall provide two IHSAA licensed officials and new balls. State recommended balls must be furnished. Such other equipment and facilities as are necessary to carry on a successful contest are to be provided.
- Section 5 The game shall be 7 innings. (4 ½ or 5 innings if called) A game shall also end when after 5 innings, a team is 10 or more runs behind and has completed its turn at bat and shall be played according to National Federation and IHSAA Sectional rules and guidelines. Host management shall adhere to IHSAA Sectional guidelines for the completion of suspended or halted Three Rivers Conference contests.
- Section 6 Rescheduling of a Postponed game:
- 1) The host school shall determine the fitness of the grounds and notify the visiting athletic director by 2:00 pm or as soon thereafter as it is evident of the necessity of postponing a game.
 - 2) Every attempt should be made by the schools involved to reach agreement on a mutually satisfactory date for playing a postponed game within the following week.

BY-LAWS OF THE THREE RIVERS CONFERENCE (Continued)

BASKETBALL **Boys and Girls**

- Section 1. Each team must play all conference teams to be eligible for conference standing and awards in basketball. In cases where conference schools meet more than once in regular season basketball games - excluding tournaments - the Three Rivers Conference schedule will determine the conference standings.
- Section 2. Two officials for Junior Varsity and Three Officials for Varsity games shall be

supplied for all conference games by the host school except where exceptional circumstances arise or exist.

Section 3. Conference standings shall be determined on the basis of percentage of conference games won. In case of tie, points are split and duplicate awards made. Other teams shall be ranked according to percentage of conference games won.

Section 4. The host school shall provide an adequate number of warm up balls for the visiting school.

CROSS COUNTRY

Boys and Girls

Section 1. The conference shall conduct a cross country meet following the rules of the IHSAA with a limit of 7 varsity runners per team.

Section 2. The conference meet shall be the Thursday of the week preceding the sectional with the following day as rain date.

Section 3. The time, place, and conditions of the meet shall be established at the Spring meeting.

Section 4. The conference standings shall be determined by ranking the teams according to the total points of each team with the team with the lowest score being ranked number 1 in the conference meet.

Section 5. All-conference meets must be conducted on a measured course and schools notified of the distances other than the prescribed IHSAA distance.

BY-LAWS OF THE THREE RIVERS CONFERENCE (Continued)

FOOTBALL

Section 1. Each team must play each participating conference team to qualify for conference standing and awards in football. The two school involved shall agree to which contest shall count towards conference standings in the event that teams meet more than once in a season.

Section 2. Conference standing shall be determined on the basis of percentage of conference games won. In case of tie, points are split and duplicate awards made. Other teams shall be ranked to percentage of conference games won.

GOLF

Boys and Girls

Section 1. The Conference Golf Meet dates shall be set in the Winter Meeting (March) of Athletic Directors for the upcoming school year.

- Section 2. The time, place, and conditions shall be determined by the schools at the Winter Meeting in March.
- Section 3. The conference meet shall be Medal play only and each team shall consist of five (5) players only four of which shall count towards the team total.
- Section 4. USGA rules shall be followed with local course options (course rules).

SWIMMING
Inactive Conference Sport as of 3/13/07
Boys and Girls

- Section 1. The conference swimming date shall be determined at the Fall Meeting of the Conference athletic directors for the upcoming year.
- Section 2. The team conference standings shall be determined by ranking the teams according to the total points scored by each team at the conference meet with the highest score being ranked number 1 in the conference meet.
- Section 3. Individual conference champions shall be determined from the results for each event of the conference meet.

BY-LAWS OF THE THREE RIVERS CONFERENCE (Continued)

TENNIS
Boys and Girls

- Section 1. The individual conference tennis meet dates shall be established at the Winter Meeting (March) of Athletic Directors for the upcoming year.
- Section 2. The team conference standings shall be determined on the basis of percentage of conference games won. In case of tie, points are split and duplicate awards made. Other teams shall be ranked according to percentage of conference games won.
- Section 4. IHSAA / USTA rules shall be followed.

TRACK
Boys and Girls

- Section 1. The conference meet shall be held on *Thursday* preceding the week of the Sectional Track Meet with the following day as rain date.
- Section 2. The time, place, and conditions shall be determined by the schools at the annual fall meeting in November.
- Section 3. The conference meet shall follow the IHSAA seasonal rules as to the number of events each participant may enter. Their points shall be 10, 8, 6, 4, 2, and 1.
- > Each school shall indicate three runners or field event participants on the track entry - #1 best runner; #2 - next best ; #3 as alternate. The alternate will replace the boy/girl scratched in that particular heat.

Sectional procedures shall be used to seed entrants in heats and lane assignments for the conference track meet. As many boys/girls shall run in the finals as the track will allow with a maximum of eight.

- > Each conference school shall furnish two (2) adults to serve as meet workers.
- > The host school shall hire a starter and assistant starter outside of the conference.
- > All track lanes shall be measured and certified by the host school. It is the responsibility of the host school to assign and/or restrict areas for managers and participants.
- > The 400 meter run and 300 meter hurdles in the conference meet shall be run in two races with a staggered start. Each lane will be timed for places with a minimum of 2 watches per lane. #2 runners shall run in the 1st race and #1 runners shall run in the 2nd race.

Section 4. Conference standing shall be determined by ranking the participating schools according to total points scored in the conference meet.

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BY-LAWS OF THE THREE RIVERS CONFERENCE (Continued)

VOLLEYBALL

Section 1. Each team must play each participating conference team to qualify for conference standings and awards in volleyball. In cases where conference schools meet more than once in regular season games (excluding tournaments), the two schools involved shall agree which game will count toward the conference standing.

Section 2. Conference standings shall be determined on the basis of percentage of conference matches won. In case of tie, points are split and duplicate awards made. All other teams shall be ranked according to percentage of conference games won.

Section 3. Each school shall arrange its own schedule.

Section 4. The host school shall provide an adequate number of warm up balls for the visiting school.

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WRESTLING

Section 1. The conference shall hold the championship wrestling meet on the Saturday preceding the Sectional Wrestling Meet.

Section 2. The time, place, and conditions shall be determined by the schools.

Section 3. The conference wrestling meet shall follow the National Federation and IHSAA rules, to govern scoring and meet management.

Section 4. Contestants shall be seeded and paired at a meeting of the head wrestling coaches of the respective schools on Wednesday preceding the tourney.

Wrestling Seeding Criteria is the adopted IHSAA sectional seeding guidelines.

Section 5. Conference standings shall be determined by ranking the participating schools according to total points scored in the conference meet.

TRC SELECTION MEETING GUIDELINES

This information should be read aloud by the presider at the beginning of each Three Rivers Conference Selection meeting.

A player, who is nominated and selected here today to represent the Three Rivers Conference, should:

- 1) exhibit outstanding skill in this sport.
- 2) provide positive leadership for your team.
- 3) have the kind of character and exhibit the kind of moral and ethical behavior to be a positive representative of your school and the T.R.C.

At this meeting, coaches are reminded that:

- 1) the purpose of an all conference meeting is to select the best representatives of the Three River's Conference.
- 2) you have a responsibility to vote for the best players regardless of your desire to have one of your own players make this team.
- 3) you are asked to keep coach's personalities, personal likes and dislikes, and past grudges from affecting your votes in this process.
- 4) if you have a question about a player's statistics, character, or position, you should feel free to ask that player's coach prior to any votes being cast.

After this meeting, coaches are reminded that:

- 1) the process is not perfect and there will always be differences of opinions with regards to identifying the best players and the most worthy players for all-conference honors.
- 2) this is a secret ballot and the results of those ballots are not open to interpretation or discussion outside the meeting.
- 3) you have an obligation to support the Three River's Conference and this process of selecting all conference teams.
- 4) you are not expected to publicly air your negative thoughts or concerns about another coach, another school, another player, the selection process, or the Three River's Conference.

TRC CONFERENCE AWARDS

(Duplicate awards will be given in case of ties)

The conference shall award All-Conference Recognition to individuals selected by the following methods:

Baseball and Softball

Coaches will meet on Monday following the IHSAA Sectional Baseball Championship. The coaches will nominate and discuss their own players. Each coach will vote for first team players from teams other than his/her own by secret ballot. There is no limit to the number of nominations a coach may have. *With the exception of pitchers, a coach may nominate any given player for one position.*

The following are positions and numbers of players selected for the team:

4 - Pitchers 2 - Catchers
8 - Infielders 6 - Outfielders
1 - Extra Player (Designated Hitter)

At the conclusion of the voting for All Conference, each coach may select player(s) from his/her team to be named as Honorable Mention. The top four teams in the TRC standings will name two players and the bottom four teams will name one player. If there is a tie for the fourth position in the TRC, the teams will get two Honorable Mention selections.

AWARDS

21 - All-Conference Medals
12 Honorable Mention Certificates
Team Trophy

Basketball - Boys and Girls:

The coaches will meet the Sunday following the IHSAA Sectional Championship. Each coach will nominate members of his/her team for the All-Conference Team. Each coach will then vote for all conference players from teams other than his/her own by secret ballot. *The players will be ranked 1-12 with the best player receiving 12 points and the 12th player receiving 1 point. The top twelve players will be recognized as All Conference. Any player who received at least two coach's votes will be recognized as Honorable Mention.*

AWARDS

12 All-Conference Medals
Honorable Mention Certificates
Team Trophy

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TRC CONFERENCE AWARDS (continued)

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Cross Country - Boys and Girls:

1 Gold Medal to 1st place
1 Silver Medal to 2nd place
10 Bronze medals to 3rd through 12th place
Place ribbons to all members of the first, second, and third place teams.

13th place through 20th individuals receive place ribbons.

Team Trophy

CROSS COUNTRY AWARDS WILL BE MADE IMMEDIATELY FOLLOWING THE COMPLETION OF THE CONFERENCE MEET.

Football:

The Football Head coaches shall meet on the Sunday afternoon after the first round of the IHSAA Sectional at a site to be determined by the president of the conference each year. Coaches are asked to bring a copy of their final season stats with them at this meeting. Each coach will have the opportunity to nominate his players and tell appropriate stats, height, weight, grade level, etc. After the nominations, coaches will vote position by position on secret ballots. Ties will be broken immediately with a second ballot. If the tie cannot be broken, both players will be placed on the higher team and an extra medal will be awarded.

Nominations and voting will be by position with the following offensive positions:

3 Tackles	3 Wide Receivers
3 Guards	2 Quarterback
1 Center	4 Running Backs
2 Tight Ends	1 Kicker

After the offensive team is established, each coach will nominate players for the following defensive positions:

4 Secondary	6 Linebackers
3 Ends	3 Interior Linemen
1 Punter	

If a player has been voted to the all conference team on offense, he cannot be nominated to the defensive team. Nominations and voting will then take place position by position as above for the offensive squad.

At the conclusion of the voting for All Conference, each coach may select player(s) from his/her team to be named as Honorable Mention. The top four teams in the TRC standings will name two players and the bottom four teams will name one player. If there is a tie for the fourth position in the TRC, the teams will get two Honorable Mention selections.

Team Trophy

TRC CONFERENCE AWARDS (Continued)

Golf - Boys and Girls:

1 Gold Medal to low medalist
1 Silver Medal to second low medalist
8 Bronze Medals to the 3rd through 10th low- medalists

Team Trophy

GOLF AWARDS WILL BE MADE IMMEDIATELY FOLLOWING THE COMPLETION OF THE CONFERENCE MEET.

Swimming - Boys and Girls: INACTIVE CONFERENCE SPORT B 3/13/07

Gold Medals to all first place winners plus each member of winning relay teams.

Ribbons to all 2nd through 6th place finishers.

Team Trophy

SWIMMING AWARDS WILL BE MADE IMMEDIATELY FOLLOWING THE COMPLETION OF THE CONFERENCE MEET

Tennis:

The coaches will meet to select the All-Conference Tennis players on the Monday evening after the Sectional finals. Each coach will nominate members of his/her team for the All Conference team. Each coach will then vote for the players from teams other than his/her own by secret ballot. The players will be ranked 1-10 with the best player receiving 10 points and the 10th player receiving 1 point. The top ten players will be recognized as All Conference. Any player who received at least two coach's votes will be recognized as Honorable Mention.

The TEAM TROPHY will be presented at the TRC selection meeting and will be based upon head to head standings and results.

Track - Boys and Girls:

Gold Medals to all first place winners plus each member of the winning relay teams.

Ribbons to all second, third, fourth, fifth, sixth, seventh, and eighth place (2-8) finishers.

TRACK MEDALLIONS, RIBBONS, AND TROPHIES WILL BE PRESENTED IMMEDIATELY FOLLOWING THE COMPLETION OF THE CONFERENCE TRACK MEET.

TRC CONFERENCE AWARDS (Continued)

Volleyball:

The coaches will meet the Sunday following the IHSAA Sectional Championship. Each coach will nominate members of his/her team for the All-Conference Team. Each coach will then vote for all conference players from teams other than his/her own by secret ballot. *The players will be ranked 1-14 with the best player receiving 14 points and the 14th player receiving 1 point. The top fourteen players will be recognized as All Conference. Any player who received at least two coach's votes will be recognized as Honorable Mention.*

AWARDS

14 All-Conference Medals

Honorable Mention Certificates

Team Trophy

Wrestling

14 Gold Medals to champions of each weight class.

2nd through 8th place get ribbons in each weight class.

Team Trophy

WRESTLING AWARDS WILL BE MADE IMMEDIATELY FOLLOWING THE COMPLETION OF THE CONFERENCE WRESTLING TOURNAMENT..

ALL-SPORTS TROPHY

The conference shall present each year a boys and a girls All-Sports Championship trophy to the school having the highest percentage of points possible. The number of schools participating in the sport determines possible points for the sport. (If four teams participate in the sport, four points will be given to the first place team, three points will be given for second place and so on. If five teams participate in the sport five points will be given for first place, four points for second place and so on. If eight teams participate in the sport, eight points will be given for first place, seven points will be given for second place and so on.) If teams are tied the points will be divided between or among the tied teams.

Any conference school that participates in a regular season schedule will figure in the placing for that sport. Any school with a regular season schedule, not participating in the conference event, will receive zero points out of the points possible.

ACADEMIC ALL-CONFERENCE AWARDS

The conference shall, at or near the completion of each sport season, recognize boys and girls who typify the term student-athlete with the naming of an Academic All-Conference listing in each sport.

The conference shall present 1st Team Academic all-conference medallions to the student athletes that meet or exceed the following criteria:

- 1. Must be a junior or senior on an IHSAA varsity team that is sponsored by the member school.*
- 2. Must have a minimum 3.8 GPA on a 4.0 scale for the grades during the last grading period. Semester grades are not to be counted.*
- 3. Must be ranked in the top 15% of his/her class.*

The conference shall present academic all-conference honorable mention certificates to the student-athletes that meet or exceed the following criteria:

- 1. Must be a junior or senior on an IHSAA varsity team that is sponsored by the member school.*
- 2. Must have a minimum 3.4 GPA on a 4.0 scale for the grades during the last grading period. Semester grades are not to be counted.*
- 3. Must be ranked in the top 30% of his/her class.*

At the conclusion of the school year, the conference shall present academic all-conference plaques to the Senior student-athletes that were named as Academic All Conference a minimum of five times during their junior and senior years.

MENTAL ATTITUDE AWARDS

At the conclusion of each school year, the conference shall present Mental Attitude Awards to one student-athlete in each of the IHSAA sports offered by member schools of the Three Rivers Conference. The following criteria have been established for these awards:

- 1) Nominee must be a senior student on the varsity squad.*
- 2) Nominee must be nominated by the principal and coach.*
- 3) Nominee must excel in mental attitude, athletic ability, scholarship, and leadership during the four years in high school.*
- 4) Nominee must meet the minimum academic requirements of one of the following: SAT of 1500, ACT of 21, or Class Rank in the top 15%.*

Nomination forms must be submitted for fall sports by November 1st, for winter sports by March 1st, and for spring sports by May 1st. A committee of the conference athletic directors will meet to determine the winners in each sport. The Letter of recommendation must be written by the coach and signed by the Principal.

TRC CONTEST STARTING TIMES

The following start times have been established for Three Rivers Conference contests:

Fall Sports

Varsity Football	7:00 PM
9th & Junior Varsity Football	6:30 PM
JV/Varsity Volleyball	6:00 PM
9th Volleyball	6:00 PM
Triple Contest	5:30 PM

Winter Sports

Boys JV/Varsity Basketball	6:15 PM
Girls JV/Varsity Basketball	6:15 PM
Freshman/C Basketball	6:15 PM
Wrestling	6:00 Weigh-In / 6:30 wrestle
Swimming	5:00 Diving 6:00 Swimming INACTIVE CONFERENCE SPORT
* with the exception of swim meets at Manchester High School	

Spring Sports

Boys JV/Varsity Baseball	5:00 PM
Girls JV/Varsity Softball	5:00 PM
Track	5:00 PM

Upon arrival to the site of competition and deployment from the bus or mode of transportation, the host school shall begin a 10 minute warm-up on the diamond. During that period the visiting team shall proceed with their non-diamond warm-up. After completing the ten minutes, the visiting school shall take the diamond for their ten (10) minute warm up period on the diamond. A maximum of twenty-five (25) minutes shall elapse between the departure from the bus and the start of the contest.

After completion of the two warm up periods, the umpires shall instruct the coaches on the ground rules and exchange the line ups.

TRC ADMISSION PRICES

The following admission prices have been established and adopted by the Three Rivers Conference:

<u>Season</u>	<u>Sport</u>	<u>Student</u>	<u>Adult</u>
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FALL

	Football	\$5.00	\$5.00
	Volleyball	\$5.00	\$5.00

WINTER

	Basketball (B & G)	\$5.00	\$5.00
	Swimming (inactive)	\$5.00	\$5.00
	TRC Swim Inv	\$6.00	\$6.00
	Wrestling	\$5.00	\$5.00
	TRC Wrestling		
	Tournament	\$6.00	\$6.00

SPRING

	Baseball	\$5.00	\$5.00
	Softball	\$5.00	\$5.00
	Track	\$5.00	\$5.00
	TRC Track Meet	\$6.00	\$6.00

Admission to All Freshman & Junior Varsity Events \$4.00 per person.

COMMISSIONER RESPONSIBILITIES

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The conference commissioner shall be directly responsible to the host school principal each year to assist in carrying out the constitution and by-laws of the conference.

The conference commissioner shall order all awards, certificates and trophies as directed in the by-laws for each sport and have engraved accordingly.

The conference commissioner shall be responsible for calling coaches together after the volleyball, football, basketball, baseball and softball seasons and be in charge or delegate responsibility for being in charge of the meeting for selection of all conference candidates according to the by-laws in each sport.

The conference commissioner shall keep complete records of all sports and report these to the members of the conference and to the public. The commissioner has the authority to fine member schools when information is not provided to him by prescribed deadlines.

The conference commissioner shall arrange and coordinate a schedule a minimum of three years in advance and rotate the teams to prevent teams from playing each other the same time each year in baseball and softball.

The conference commissioner shall pay all bills authorized by the conference and notify each participant of its share of the expense or return to each participant its share of profits of a conference event.

The conference commissioner shall prepare a bill for a share of anticipated conference expenses for each member school by September 15th each year. This bill will be payable by October 1st. It is understood that any deficit in the conference treasury at the end of the year will be shared equally by all conference members.

The conference commissioner shall enforce conference by-laws.