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PIERCE COUNTY LEAGUE

HIGH SCHOOL PRINCIPALS' and **2019-**  
ATHLETIC DIRECTOR'S ASSOCIATION HANDBOOK **2020**

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## **Mission Statement**

The mission of the Pierce County League is to provide athletic and activity programs that help develop the whole person through both education and competition. Our league expects all student-athletes, coaches, parents, personnel and fans to reflect a positive image by adhering to high standards of sportsmanship and conduct by displaying modesty in victory and graciousness in defeat.

## **We Value...**

- Learning in the classroom and in competition
- Coaches and mentors setting a positive example for athletes
  - Maintaining positive character
- Positive leadership and good decision making by all
  - Holding each other accountable
- Maintaining good sportsmanship on and off the field/court.
- Showing pride, class, spirit, integrity and respect for all involved in the game
- Keeping perspective and understanding that it is just a game

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**SECTION I:**  
**THE CONSTITUTION OF THE PIERCE COUNTY LEAGUE**  
**HIGH SCHOOL PRINCIPALS'/ATHLETIC DIRECTOR'S ASSOCIATION**

**1. NAME:**

The name of this organization shall be THE PIERCE COUNTY LEAGUE OF HIGH SCHOOL PRINCIPALS'/ATHLETIC DIRECTORS ASSOCIATION. Henceforth, the term "PCL" shall refer to the Pierce County League. The principals' association and respective athletic directors' association will operate and function jointly.

**2. OBJECTIVES:**

The objectives of this organization shall be: to promote good fellowship, positive character and sportsmanship among the schools of the League; to carry out the League's policies as determined by the Pierce County League.

**3. MEMBERSHIP:**

This association shall consist of the principals/athletic directors of the senior high schools in the Pierce County League.

**4. VOTING:**

- a. In deciding matters, each high school shall be granted one (1) vote.  
All decisions shall be determined by a majority vote of qualified voters, provided a quorum of eligible voters is present.
- b. A quorum shall consist of qualified representatives from one half plus one of the schools in the League.
- c. Upon request of one school and approval of the majority of member schools, voting will be by secret ballot.

**5. OFFICERS:**

- a. The officer of the League ADs Association shall be a President, Treasurer, Secretary and President Elect. The President shall be a PCL AD. They shall perform the customary duties of his/her office. The President shall be elected at the last regular meeting in the spring for a term of two (2) years beginning August 1, following the election. In the event this person is no longer a PCL AD there shall be an election for this position in addition to the other officers. To be eligible for office the presidential candidate must have been a member of the League for at least one year.
- b. Delegates to the West Central District shall be elected for a term to coincide with WCD procedures.
- c. Treasurer Duties: Manages League's financial records; Provides monthly reports to the league Athletic Director's
- d. Secretary Duties: Keep accurate records of all meetings; Update handbook changes
- e. President Elect Duties: Back-up for the president as needed and/or designated by president

**6. COMMITTEES:**

If needed, ad hoc committees will be appointed by a majority vote of the PCL Athletic Director's Association.

**7. MEETINGS:**

The President when necessary may call special meetings, provided PCL High School Athletic Director's Association members have been notified of the meeting and of the subject for consideration.

**8. AMENDMENTS:**

- a. This constitution may be amended by a two-thirds vote of all member schools.
- b. All proposed amendments must be presented at least one meeting before a vote may be taken on the amendment.

**9. STATEMENT OF PHILOSOPHY**

The Principals'/Athletic Director's Association, recognizing the need for a common philosophy and mutual understanding establish these principles for the guidance of the Pierce County League:

- a. The Athletic Directors have the responsibility for establishing policies governing League activities such as Athletics (Boys & Girls) Program, Forensics, Music, Leadership and Student Relations.
- b. The Athletic Directors have the responsibility for administering the affairs of the League in accordance with established policies.
- c. A systematic procedure shall be established for the development of policies and practices.
- d. The Athletic Directors shall produce a handbook defining PCL policies and practices.
- e. Each high school or district of the Pierce County League shall appoint one person to be its representative. The Athletic Directors shall confer with the Principals on athletic matters.

**10. GENERAL POLICIES:**

- a. The Washington Interscholastic Activities Association Handbook shall supersede any policy or practice in this handbook in the event of any conflict; however, the League still has the prerogative of establishing restrictions more stringent than those of the Washington Interscholastic Activities Association.
- b. Policies pertaining to each recognized activity shall be incorporated in the handbook under the section heading of that activity.
- c. For purposes of interpretation, a League athletic activity shall be defined as one organized on a League-wide basis involving a League Division championship and recognized when 50% or more of the League schools participate.

**SECTION II:  
PRACTICES OF THE PIERCE COUNTY LEAGUE  
PRINCIPALS'/ATHLETIC DIRECTOR'S ASSOCIATION**

**1. DUES:**

The amount of the membership dues for League schools shall be determined by a majority vote of the schools.

- a. It is recommended that each PCL schools' ASB approve the admission prices that are established in this handbook.

**2. PASSES:**

- a. The League Secretary shall print and issue supervisor passes, which entitles bearer plus one other person to attend regular season league events.
- b. Each high school shall receive 60 passes for their school personnel. Each district shall have 7 passes for each junior high/middle school in their service area, plus 15 for district office personnel.
- c. The PCL schools will honor each other's senior citizen cards for free admission to PCL athletic events both home and away if school is participating in event.

**3. PERMANENT PASSES:**

- a. Those eligible for permanent passes will be the high school coaches, principals and athletic directors as well as district athletic directors and superintendents that have served a minimum of ten (10) years in such a position with a member school and are no longer in a position warranting regular annual passes.
- b. All permanent league passes issued prior to the establishment of the Pierce County League shall be honored at any Pierce County League Activity.
- c. Nominations for the honor of having a permanent pass are to be made by and granted by the Pierce County League Principals'/Athletic Director's.

**4. TICKETS AND ADMISSIONS:**

- a. Playing squads and managers shall be admitted to contests on coaches' authorization.
- b. Cheerleaders and Band Members in uniform from the visiting school are admitted free, with supervision/advisors
- c. Prices for league contests shall be set by the Principals'/Athletic Director's Association. The prices are as follows:

Sport	Adults, Students w/o ASB	Visiting students w/ASB, All MS students, Military ID	Elem. Students and Sr. Citizens 62+,	Home Students w/ASB
All Evening events	\$6.00	\$4.00	\$2	Free

- d. The proceeds from student tickets sold in advance shall be remitted to the host school.
- e. All events starting after 5:00 PM on week-days shall charge an entry fee. This includes all sub-varsity level events preceding varsity contests. Individual sport exceptions to be approved by the league. Individual schools can determine when ticket sales will begin.
- f. A Common Family Event Ticket may be offered by individual PCL schools. Price per family ticket will be at the discretion of the individual school districts.
- g. All spectators are not allowed to return to premises after leaving upon initial entrance.

**5. STARTING TIMES FOR ATHLETIC EVENTS:**

- a. Afternoon and evening athletic contests shall begin at the time designated in the individual sport schedules, as listed on the PCL athletics website.

**6. GAME PROTESTS AND/OR APPEALS:**

- a. Protest Procedures: Must follow WIAA rule 26.0.0
- b. The following procedures will be followed if the protest is approved by the WIAA:
  1. The President of the Pierce County League Athletic Directors shall assign a Protest Committee composed of three (3) Athletic Directors from schools not involved in the protest.
  2. The Sport Commissioner of that sport shall be an ex-officio member at the protest meeting. The Protest Committee shall investigate and decide on the infraction or ruling and submit their decision in writing to the Athletic Directors' and the Principals' Association.
  3. Should the decision of the Protest Committee be unsatisfactory to the school submitting the protest they may invoke the appeal procedures as outlined below:
- c. Appeal Procedures:
  1. Only appeals that qualify under rule 27.0.0 in the WIAA handbook will be heard.
  2. The following procedures will be followed if the appeal qualifies by the WIAA rule:
    - a. There shall be an Appeals Committee assigned by the President composed of three (3) member principals. The three members shall not be from schools involved in the protest.
    - b. The Sports Commissioner shall be an ex-officio member at the appeal meeting.
    - c. The Appeals Committee shall investigate and decide on the infraction or ruling and submit their decision in writing to the Principals'/Athletic Director's Association.

**7. RULE VIOLATIONS & PENALTIES:**

- a. Refer to WIAA Handbook – Section 25.0.0
- b. Reporting of all violations must be made within five (5) school days of the infraction discovery.
- c. The PCL shall establish a rule violation sub-committee with a chairman. The sub-committee shall hear all self-reports of rule violations and make a recommendation to member schools.
- d. Sanctions will be imposed on schools/teams only after extensive investigation by the sub-committee and further approved by the Athletic Directors. If necessary the procedure used in Section 2 – Rule 7 above can be utilized. Decisions of the Athletic Directors may be appealed to the Principals of the Pierce County League. A committee member must recuse him or herself if their school is involved in the violation.

**8. STUDENT/SPECTATOR CONDUCT:**

- a. A school Administrator is required at all away football and boys' basketball games. The Administrator will notify the host school upon arrival.
- b. Bands shall not perform at games away from home except by special invitation of the host school. Good sportsmanship by all is our goal. Bands can contribute to that goal by adhering to the following:
  1. Bands are to play only during the time-outs, dead ball situations and between periods.
  2. Bands are to promote good sportsmanship for players, spectators and officials and avoid inciting overt attitudes toward officials. Actions by band members to try and distract players while shooting a free throw is considered poor sportsmanship, as are instruments, including drums used as distracting noise makers.
  3. Band instruments, including drums, are to be used for playing music and in conjunction with approved and organized cheers led by the cheer staff, not as noisemakers.



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4. If amplifiers are used, they must be turned down to a level that announcers and cheerleaders can perform their responsibilities. Game management is authorized to control the volume.
- c. The schools of the Pierce County League prohibit noisemakers, including but not limited to items such as: drums, horns, bells, megaphones, radios, thunder sticks and the discharge of confetti during all athletic contests.
- d. Cheerleaders are allowed to use megaphones in an organized cheer.
- e. Signs, other than the official school banner, is up to each school's administration. If signs are allowed the following guidelines must be adhered to:
  - Must be positive in nature,
  - Do not mention the opponent,
  - Cannot be hand held
  - Not brought in by the opposing school
- f. Appropriate crash through banners are allowed (Non-offensive messages only).
- g. Pre-game/half time presentations must be discreet, non-offensive to the opposing school and approved by the athletic director of the host school.
- h. Tunnels will be allowed only by students in school uniforms (bands, cheerleaders, drill teams).
- i. At no time will spectators or non-participants be allowed on the playing surface during intermissions.
- j. Any team or student guilty of misconduct or unbecoming behavior may subject themselves and their school to possible League sanctions.
- k. Host schools are not to allow spectators on the floor during introductions.
- l. PCL contests should be preceded by a "good sportsmanship" statement.
- m. Introductions are to be safe and respectful for both teams involved.
- n. It is recommended that student spectators not be seated in the first row bleachers.
- o. Face Paint:
  - Subject to facility policy
  - At least 50% of the face must be exposed
  - All students/spectators must be identifiable.
- p. School dress code applies (No bandanas, bare midriff, etc.)
- q. There will be no immediate rush onto the court or field following the end of competition by spectators.

**9. AWARDS:**

- a. League Championship Trophies:
  1. A standard league trophy purchased by the school (from a common vendor) will be awarded to the champion or co-champions of each division.
  2. Only PCL schools are eligible for championship (trophies) in league activities.
- b. Ribbons for League Championship Events:
  1. Ribbons may be awarded at league championship events. Prior approval from the PCL Athletic Director's Association is required.
- c. Sportsmanship Award by Sport:
  1. Coaches from each sport will select one school as its sportsmanship award winner. Voting may take place by email in advance of the post-season meeting or at the post-season meeting. It is the responsibility of the commissioner to secure a ballot from each school. Criteria: The team that displayed both grace in victory and grace in defeat while displaying sportsmanship toward opponents, officials and the crowd.

d. Annual League Sportsmanship Award:

Criteria: The school with the most individual sportsmanship awards during a given school year.  
Award: Sportsmanship Banner to hang at school (purchased by school from a common vendor).

e. All-Academic Award:

1. A varsity participant with a 3.5 or above GPA may be named "PCL All-Academic". Athletic Directors are responsible for monitoring grades and may present a certificate to each qualifier.  
Award: Certificate

**10. REGULATIONS FOR CONTROL AND ADDITION OF SPORTS ACTIVITIES:**

- a. Sports activities recognized by the Washington Interscholastic Activities Association will be considered for possible inclusion as Pierce County League authorized activities.
- b. Pierce County League schools are members of the Washington Interscholastic Activities Association.
  1. All sports must conform to Washington Interscholastic Activities Association rule and regulations or appropriate sport specific association rules.
  2. The schools may participate in outside leagues as an independent school.
  3. When a majority of League schools participate in a particular sport, the sport shall become an authorized League activity. Individual schools shall join the League and conform to League schedules and regulations.

**11. AUTHORIZED SPORTS:**

Authorized Pierce County League Sports Include:

(1) Football	O	(8) Gymnastics	G	B = Boys
(2) Cross Country	B/G	(9) Track	B/G	
(3) Volleyball	G	(10) Golf	B/G	G = Girls
(4) Swimming	B/G	(11) Baseball	B	
(5) Basketball	B/G	(12) Tennis	B/G	O = open to both Boys/Girls
(6) Wrestling	B/G	(13) Fastpitch	G	
(7) Soccer	B/G	(14) Bowling	G	

**12. Member Schools:**

Bethel	Mt. Tahoma
Bonney Lake	Spanaway Lake
Lakes	Stadium
Lincoln	Wilson

**13. PROCESS TO REQUEST LEAGUE MEMBERSHIP:**

- Written request to the PCL Athletic Directors for membership consideration.
- Athletic Directors will request an oral presentation by the school(s) seeking membership.
- Recommendation by the Athletic Directors of the PCL to the Principals of the PCL to accept or deny membership.
- Principals of the PCL to vote to accept or deny membership into the league.
- School seeking membership will be notified in writing of acceptance or denial. In the event of a denial, the school seeking membership will receive a brief explanation as to why their application was denied.
- Once accepted to the league, a new school will be charged a one-time admission fee as determined by the league. Entrance fee will be \$500.00.

**14. CRITERIA FOR PCL MEMBERSHIP CONSIDERATION**

- School Enrollment
  - Current Enrollment
  - Future Enrollment Trends
  
- Athletic Program Offerings
  - District Athletic Philosophy
  - Athletic Program Levels
  - School Grade Level Structure
  
- District/Community Issues
  - Travel/Proximity
  - Rivalries/Community Connection
  
- League Issues
  - Balance
  - Scheduling Issues
  - Facility Issues
  - Post-season Allocations
  - Willingness to Accept Leadership Roles (i.e. sport commissioners, host sites)

***SECTION III:  
PRACTICES OF THE PIERCE COUNTY LEAGUE  
ATHLETIC DIRECTORS' ASSOCIATION***

**1. SCHEDULED CONTESTS:**

- a. Pierce County League contests established by schedule may not be changed by competing schools without authorization from the Sport Commissioner and Athletic Director from the respective schools.
- b. Any changes due to extenuating circumstances must be reported to the Commissioner of that sport so they can make the rest of the League aware of the change. Extenuating circumstances include school program conflict, facility conflict, bereavement, emergency school closure or weather cancellations. Contest cancellations due to emergency conditions will be determined by the school district policy of any school involved.
- c. New league schedules shall be presented to the athletic directors and developed on the following timeline:
  - Fall Schedules: Draft in December, Approved in January
  - Winter Schedules: Draft in March, Approved in April
  - Spring Schedules: Draft in May, Approved in June
- d. If a school cannot participate in a PCL scheduled contest, the school forfeits the contest or contests that were missed. Any exceptions must be approved by the AD's.
  - If a team refuses to participate in a PCL scheduled contest, it will result in forfeiture and post-season participation ramifications.
- e. Teams participating in state final playoffs may request a schedule change for their first league game(s).
- f. The sport commissioner may determine date(s) for the rescheduled game.
- g. Spring break will be a regularly scheduled week of competition.

**2. MAKE-UP GAMES:**

- a. All make-up games should be completed prior to the end of the regular League schedule.
- b. The Sports Commissioners will be empowered to schedule League contests after the season if unforeseen circumstances warrant this action.

**3. OFFICIALS:**

- a. Officials will be furnished to the Pierce County League from WOA approved officials' associations.
- b. Exception to this rule can be found in the WIAA Handbook.

**4. ADMINISTRATIVE SERVICES:**

- a. The Athletic Directors shall appoint a Commissioner for each sport to interpret League rules, settle ties, determine tie-breaker playoffs sites and times as needed, and direct rescheduling of make-up games. Interpretations of the Commissioner shall not change or alter Handbook rules.

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b. **2019-20** Sports Commissioner Assignments are as follows:

<b>Fall Sport</b>	<b>Commissioner</b>	<b>Winter Sport</b>	<b>Commissioner</b>	<b>Spring Sport</b>	<b>Commissioner</b>
Cross Country	Tim Thomsen	Boys Basketball	Curtis Fletcher	Baseball	John Portenier
Football	Scott Nordi	Girls Basketball	John Portenier	Fastpitch	Bryan Streleski
Golf	Jason Johnson	Bowling	Brooke Wilkinson	Boys Soccer	Aaron Radford
Girls Soccer	Aaron Radford	Gymnastics	Tim Thomsen	Girls Tennis	Melissa Hayes
Girls Swim/Dive	Rhonda Stinson	Boys Swim/Dive	Rhonda Stinson	Track & Field	Tim Thomsen
Boys Tennis	Melissa Hayes	Wrestling	James Neil		
Volleyball	Curtis Fletcher				

1. The Commissioner, or designee for each sport, is to be in attendance or available by phone at all League playoffs and tournaments involving the sport for which they are responsible. A participating coach may be a Meet Manager but may not be the designee. The designee may not be a participating coach in the relevant activity.
2. Commissioners will send a league schedule to their respective officials' association assigning secretary.
3. 2019-20 PCL administrative positions:
  - League President: Bryan Streleski
  - League Treasurer: Tim Thomsen
  - League Secretary: Aaron Radford
  - League President Elect: Jason Johnson
  - Sportsmanship: James Neil

**5. COACHES MEETING:**

- a. Athletic Director Sport Commissioners must meet annually (before first contest) with head coaches for that sport and review PCL handbook practices and policies and provide minutes to the PCL Athletic Directors.
- b. Post-season meetings will be arranged by the sport commissioner and provide minutes to the PCL Athletic Directors.
- c. Head coaches will be expected to attend all scheduled PCL coaches' meetings and be cognizant of WIAA rules, PCL rules, regulations, and practices, specific guidelines for their sport, and the current rules for their respective sport.

**6. VIDEOTAPING:**

The Pierce County League will follow the rules of filming/videotaping as outlined in Washington Interscholastic Athletic Association Handbook.

**7. SPORTS RULES AND REGULATIONS:**

- a. The Athletic Directors shall administer, review and recommend changes in all sports rules and regulations.
- b. The Athletic Directors shall consider recommendations for SOP change in a particular sport as supported by the majority of head coaches in that activity.

**8. EMERGENCY SERVICES:**

Each school shall be responsible for adequate first aid emergency procedures for visiting teams.

**9. NEWS MEDIA:**

The Pierce County League shall not release to the press names of students suspended from athletics for disciplinary purposes.

**10. PCL SPORTSMANSHIP CODE:**

- Show pride, class, spirit, and respect.
- Display modesty in victory and graciousness in defeat.
- Please enjoy the game and promote good sportsmanship.
- In the Pierce County League, everyone is a winner.

**11. PCL ATHLETIC CODE:**

The PCL code of conduct is intended to secure the educational benefits of personal growth and physical awareness inherent by participating in our athletic programs.

Member schools agree that participants are expected to display appropriate behaviors at all times throughout the year. This philosophy endorses all existing WIAA, RCW's or member school regulations.

Note: The PCL supports a calendar-year system of appropriate behavior.

**12. RADIO/TELEVISION RIGHTS:**

In general, radio or TV stations must meet with the approval of the PCL Athletic Directors and Principals prior to the start of a particular sports season.

- a. Radio: that the PCL permit and encourage live or delayed radio broadcasts with the approval of the home school.
- b. Television: that TV broadcast rights to PCL games or activities receive prior approval of the PCL Athletic Directors and Principals of the participating schools. Live telecasts must be at the regularly scheduled time of PCL games.
- c. Media coverage of PCL events should be accommodated.
- d. Broadcast fees shall be established by individual districts as per site-based requirements.

**13. LEADERSHIP AND STUDENT CONNECTIONS:**

The PCL may create a student leadership structure for the purpose of connecting students to the common issues of leadership, sportsmanship and/or athletics.

**14. CONCESSION SALES:**

Sales of any items by visiting schools must be approved by the contest/game manager a minimum 24 hours in advance.

**15. ROSTERS:**

Rosters should be uploaded to the PCL website ([pclathletics.org](http://pclathletics.org)) by the first league contest.

***SECTION IV:  
POST SEASON TOURNAMENTS/PLAYOFFS AND REVENUE SHARING***

**1. CRITERIA FOR SETTLING TIES FOR PLAYOFF BERTHS AND LEAGUE TOURNAMENTS IN THE PCL:**

- a. Refer to sport specific tie-breaking criteria before applying the PCL General Tie-Breaking Criteria.
- b. Tie breaking criteria should be applied before a tie-breaking playoff game is scheduled.
- c. General PCL Tie-Breaking Criteria
  1. Head to head result is always the first tie-breaker criteria
    - Head to head for two teams that are tied is defined as:
      - Played once and won.
      - Played twice and either won twice or won and tied.
  2. Power Point Tie Breaker (see below)
  3. Team with the better RPI number will be the higher seed. (if sport utilizes RPI)
  4. Tie-Breaker playoff game at a neutral site.
- d. When more than two teams are tied, the following will be used to break the tie
  1. Head to head among the tied teams
    - If one team has the head to head advantage over the other teams that are tied, then that team will be the higher seed. The remaining teams that are tied will use the General Tie Breaking criteria to break their tie.
  2. Power point Tie Breaker
  3. Teams will be ordered based on the better RPI number (if sport utilizes RPI)

When "Power Point Tie Breaking" is referenced, apply the following:

❖ **Power Point Tie Breaking (How teams did according to league standings)**

➤ For Example: Eight Teams

- 1<sup>st</sup> Place = 8 points
- 2<sup>nd</sup> Place = 7 points
- 3<sup>rd</sup> Place = 6 points
- 4<sup>th</sup> Place = 5 points
- 5<sup>th</sup> Place = 4 points
- 6<sup>th</sup> Place = 3 points
- 7<sup>th</sup> Place = 2 points
- 8<sup>th</sup> Place = 1 points

❖ Power Point Tie Breaking Guidelines:

- If two or more teams are tied for a place, add points together and divide by the number of tied teams
- Teams earn the point values of the teams they defeat
- Higher point total receives the higher seed or higher advantage

**2. FINANCING LEAGUE /SUB-DISTRICT PLAYOFFS AND TOURNAMENTS:**

Schools hosting League Tournaments/Playoffs shall send a financial statement to the League Treasurer. The Athletic Directors Association shall regularly offer a full financial report of all activities to the Principals'/Athletic Director's Association. All income from gate receipts and entry fees shall be deposited into the PCL treasury. All tournament/playoff expenses incurred shall be paid by the PCL treasury.

***GENERAL PLAYOFF  
INSTRUCTION FOR GAME, MEET OR TOURNAMENT MANAGERS***

**1. TOURNAMENT WORKERS:**

Attached are guidelines and pay rules for management personnel that may be needed. It may be necessary to vary, because of special circumstances, but it is hoped that costs can be kept to a minimum and rates adhered to wherever possible by the game managers.

**2. PUBLICITY:**

No money will be budgeted for publicity. The manager is responsible for getting advance and other information to the news media. He/she should also be sure that the results of the tournament will be publicized if no members of the press cover the event. The manager is responsible for reserving a press section, if possible, close to the scorer's table.

**3. OFFICIAL SCOREKEEPER:**

The official scorekeeper shall be appointed by the tournament manager. It shall be his/her responsibility to keep the official records for both teams. His/her records are official.

**4. P.A. ANNOUNCER/INTRODUCTIONS:**

Care should be taken in the selection of the P.A. announcer. He/she should be a responsible person who can set the tone for the game, meet or match. The P.A. announcer should introduce the participants and their coaches, if appropriate, before each event. He/she should then announce the event in the normal manner, announcing starting line-ups, line-up changes, etc. Avoid announcements not pertaining to the program unless officially approved by the manager. The P.A. announcer should have excellent knowledge of the athletic event.

**5. PARKING AND CONCESSIONS:**

These two items are left up to the tournament manager at local option. He/she may charge for parking but CANNOT LIST ANY EXPENSES for same. The same would be true of concessions. The host for the event assumes all expenses and takes all profits. Managers are urged to set reasonable charges for parking and concessions. Free parking should be provided for participants, officials, PCL representatives, press and other tournament workers as deemed necessary.

**6. PROGRAMS:**

These should be provided, if feasible.

**7. TROPHIES & RIBBONS:**

Order the necessary trophies and ribbons as defined in section II rule 10.



**8. POLICE/SECURITY ASSISTANCE:**

Tournament managers should work with local police in their respective areas. Anticipate possible needs in the following areas.

- a. Crowd control inside facility.
- b. Parking.
- c. Traffic flow prior to and after the event.
- d. Crowd control outside the facility.

**9. MEDICAL AID:**

The tournament manager shall arrange for emergency services to be present or on call for all sessions.

**10. SPECIAL PROBLEMS:**

- a. The manager is empowered to make any decisions and judgments deemed necessary that are not specifically covered in these instructions. He/she should confer with PCL officials, if present, on any unusual problems that might occur.
- b. An Appeals Committee/Games Committee should be arranged prior to the contest and has the authority to make decisions.

**11. ADVANCE INFORMATION TO SCHOOLS:**

Each tournament manager is responsible to send a syllabus to participating schools and coaches. The syllabus should cover items included in this guideline and items specific to the particular tournament.

**CHECK LIST FOR GAME, MEET OR TOURNAMENT MANAGERS**

1. \_\_\_ Send syllabus to participating schools and coaches.
2. \_\_\_ Arrange for necessary event staff and security.
3. \_\_\_ Arrange for press passes for those media actually covering the event.
4. \_\_\_ Arrange for officials.
5. \_\_\_ Arrange for school supervisory passes.
6. \_\_\_ Make arrangements for concessions, if applicable.
7. \_\_\_ Make arrangements for parking and traffic control.
8. \_\_\_ Reserve parking for teams.
9. \_\_\_ Arrange for emergency services to be present or on call.
10. \_\_\_ Arrange for P.A. system and announcer.
11. \_\_\_ Provide for official scorekeeper.
12. \_\_\_ Complete Tournament Expense Forms and return to PCL Treasurer.
13. \_\_\_ Deposit all gate receipts and entry fees in PCL treasury.
14. \_\_\_ Report results to local press and WPAN.
15. \_\_\_ Arrange for ordering and purchase of awards and equipment for the event when appropriate.
16. \_\_\_ Arrange for the presentation of awards when appropriate.

2019-2020 PIERCE COUNTY LEAGUE  
HIGH SCHOOL PRINCIPALS'/ATHLETIC DIRECTOR'S ASSOCIATION

**PCL BASEBALL/SOFTBALL PLAYOFFS**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

<b>EXPENSES: (Per Person)</b>	<b>Recommended</b>	<b>Actual</b>
1. Tournament Manager	\$100 per tournament	_____
2. Game Manager	\$15 per hour	_____
3. Umpires	Established Fee	_____
4. Ticket Taker	\$12 per hour	_____
5. Ticket Seller	\$12 per hour	_____
6. Security	As Required	_____
7. Scorer	\$12 per hour	_____
8. Announcer	\$12 per hour	_____
9. Crowd Control	As Required	_____
10. Custodial	As Required	_____
11. School District Charges	District Policy	_____
12. Balls	1 dozen per game	_____

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

2019-2020 PIERCE COUNTY LEAGUE  
HIGH SCHOOL PRINCIPALS'/ATHLETIC DIRECTOR'S ASSOCIATION

**PCL BOYS/GIRLS BASKETBALL PLAYOFFS**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

**EXPENSES: (Per Person)**

**Recommended**

**Actual**

- |                                |                      |       |
|--------------------------------|----------------------|-------|
| 1. Tournament Manager          | \$150 per tournament | _____ |
| 2. Game Manager                | \$15 per hour        | _____ |
| 3. Officials                   | Established Fee      | _____ |
| 4. Ticket Taker                | \$12 per hour        | _____ |
| 5. Ticket Seller               | \$12 per hour        | _____ |
| 6. Security                    | As Required          | _____ |
| 7. Timers                      | \$12 per hour        | _____ |
| 8. Announcer                   | \$12 per hour        | _____ |
| 9. Crowd Control (supervision) | As Required          | _____ |
| 10. Custodial                  | As Required          | _____ |
| 11. Custodial                  | District Policy      | _____ |
| 12. Rental Charges             | District Policy      | _____ |
| 13. Medical Services           | As Required          | _____ |

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

2019-2020 PIERCE COUNTY LEAGUE  
HIGH SCHOOL PRINCIPALS'/ATHLETIC DIRECTOR'S ASSOCIATION

**PCL GIRLS BOWLING**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	No Charge
Students	No Charge
Elementary	No Charge
Senior Citizens	No Charge

**TOTAL INCOME:** \_\_\_\_\_

**EXPENSES: (Per Person)**

**Recommended**

**Actual**

- |                       |                      |       |
|-----------------------|----------------------|-------|
| 1. Tournament Manager | \$100 per tournament | _____ |
| 2. Meet Director      | \$15 per hour        | _____ |
| 3. Head Scorer        | \$12 per hour        | _____ |
| 4. Asst. Scorer       | \$12 per hour        | _____ |
| 5. Head Timer         | \$12 per hour        | _____ |
| 6. Asst. Timer        | \$12 per hour        | _____ |
| 7. Starter            | \$12 per hour        | _____ |
| 8. Rental Fees        | As Approved          | _____ |

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.

These are recommended fees only. The tournament manager may make adjustments as required.

2019-2020 PIERCE COUNTY LEAGUE  
HIGH SCHOOL PRINCIPALS'/ATHLETIC DIRECTOR'S ASSOCIATION

**PCL CROSS COUNTRY**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

**EXPENSES: (Per Person)**

**Recommended**

**Actual**

- |                       |                      |       |
|-----------------------|----------------------|-------|
| 1. Tournament Manager | \$100 per tournament | _____ |
| 2. Meet Director      | \$15 per hour        | _____ |
| 3. Head Scorer        | \$12 per hour        | _____ |
| 4. Asst. Scorer       | \$12 per hour        | _____ |
| 5. Head Timer         | \$12 per hour        | _____ |
| 6. Asst. Timer        | \$12 per hour        | _____ |
| 7. Starter            | \$12 per hour        | _____ |
| 8. Rental Fees        | As Approved          | _____ |

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

**PCL FOOTBALL PLAYOFFS**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

**EXPENSES: (Per Person)**

	<b>Recommended</b>	<b>Actual</b>
1. Tournament Manager	\$150 per Game	_____
2. Game Manager	\$15 per hour	_____
3. Officials	Established Fee	_____
4. Ticket Taker	\$12 per hour	_____
5. Ticket Seller	\$12 per hour	_____
6. Police	As Required	_____
7. Timer	\$12 per hour	_____
8. Scorer	\$12 per hour	_____
9. Announcer	\$12 per hour	_____
10. Clerical	\$12 per hour	_____
11. Crowd Control/Super.	\$12 per hour	_____
12. Custodial	As Required	_____
13. School Dist. Charges	District Policy	_____
14. Yardage Chain/Down Box Crew	\$12 per hour	_____
15. Medical Services	As Required	_____

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

2019-2020 PIERCE COUNTY LEAGUE  
HIGH SCHOOL PRINCIPALS'/ATHLETIC DIRECTOR'S ASSOCIATION

**PCL GOLF**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults No Charge

Students No Charge

Elementary/Seniors No Charge

**TOTAL INCOME:**

\_\_\_\_\_

**EXPENSES: (Per Person)**

**Recommended**

**Actual**

1. Tournament Director \$120 per tournament

\_\_\_\_\_

2. Tournament Manager \$15 per hour

\_\_\_\_\_

3. Starters \$12 per hour

\_\_\_\_\_

4. Rules Officials \$12 per hour

\_\_\_\_\_

5. Attesters \$12 per hour

\_\_\_\_\_

6. Scoreboard \$12 per hour

\_\_\_\_\_

7. Clerical \$12 per hour

\_\_\_\_\_

8. Green Fees As per course requirements

\_\_\_\_\_

**TOTAL EXPENSES:**

\_\_\_\_\_

**NET:**

\_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.

These are recommended fees only. The tournament manager may make adjustments as required



**PCL GYMNASTICS TOURNAMENT**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

<b>EXPENSES: (Per Person)</b>	<b>Recommended</b>	<b>Actual</b>
1. Tournament Manager	\$150 per tournament	_____
2. Meet Manager	\$15 per hour	_____
3. Officials	Established Fee	_____
4. Ticket Taker	\$12 per hour	_____
5. Ticket Seller	\$12 per hour	_____
6. Security	As Required	_____
7. Timer (statistician)	\$12 per hour	_____
8. Scorer	\$12 per hour	_____
9. Announcer	\$12 per hour	_____
10. Tickets/Clerical	\$12 per hour	_____
11. Crowd Control/Supervisor	\$12 per hour	_____
12. Custodial	As Required	_____
13. School Dist. Charges	District Policy	_____

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

**PCL BOYS/GIRLS SOCCER PLAYOFFS**

\_\_\_\_\_ VS \_\_\_\_\_

AT \_\_\_\_\_ DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

<b>EXPENSES: (Per Person)</b>	<b>Recommended</b>	<b>Actual</b>
1. Tournament Manager	\$75 per tournament	_____
2. Game Manager	\$15 per hour	_____
3. Officials	Established Fee	_____
4. Ticket Taker	\$12 per hour	_____
5. Ticket Seller	\$12 per hour	_____
6. Police	As Required	_____
7. Timer, Scorer, Announcer	\$12 per hour	_____
8. Tickets/Clerical	\$12 per hour	_____
9. Crowd Control (supervision)	\$12 per hour	_____
10. Custodial	As Required	_____
11. School Dist. Charges	District Policy	_____

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

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**PCL CHAMPIONSHIP SWIMMING MEET**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

**EXPENSES: (Per Person)**

**Recommended**

**Actual**

1. Tournament Manager	\$120 per tournament	_____
2. Meet Manager	\$15 per hour	_____
3. Announcer	\$12 per hour	_____
4. Meet Referee/Starter	\$12 per hour	_____
5. Computer Operator	\$12 per hour	_____
6. Head Scorer/Clerical	\$12 per hour	_____
7. Timers (6)	\$12 per hour	_____
8. Diving Referee	\$12 per hour	_____
9. Pool Rental	As Required	_____
10. Custodial	As Required	_____
11. Ticket Seller/Taker	\$12 per hour	_____

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

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**PCL TENNIS TOURNAMENT**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts if possible (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

**EXPENSES: (Per Person)**

**Recommended**

**Actual**

- |                       |                      |       |
|-----------------------|----------------------|-------|
| 1. Tournament Manager | \$120 per tournament | _____ |
| 2. Meet Manager       | \$15 per hour        | _____ |
| 3. Custodial          | As Required          | _____ |
| 4. Tennis Balls       | Schools Provide      | _____ |
| 5. Rental             | As Required          | _____ |

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

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**PCL CHAMPIONSHIP TRACK**

\_\_\_\_\_ VS \_\_\_\_\_

AT \_\_\_\_\_ DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

<b>EXPENSES: (Per Person)</b>	<b>Recommended</b>	<b>Actual</b>
1. Tournament Manager	\$240 per tournament	_____
2. Meet Manager	\$15 per hour	_____
3. Announcer	\$12 per hour	_____
4. Starter	\$12 per hour	_____
5. Assistant Starter	\$12 per hour	_____
6. Ticket Seller	\$12 per hour	_____
7. Ticket Taker	\$12 per hour	_____
8. Officials/Helpers	\$12 per hour	_____
9. Head Judges	\$12 per hour	_____
10. Clerical/Scorer	\$12 per hour	_____
11. Video Operator	\$12 per hour	_____
12. School Dist. Charges	\$12 per hour	_____
13. Accutrack	As Required	_____

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

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**PCL VOLLEYBALL TOURNAMENT**

VS

AT \_\_\_\_\_

DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

**TOTAL INCOME:** \_\_\_\_\_

**EXPENSES: (Per Person)**

**Recommended**

**Actual**

- |                                  |                      |       |
|----------------------------------|----------------------|-------|
| 1. Tournament Manager            | \$120 per tournament | _____ |
| 2. Game Manager                  | \$15 per hour        | _____ |
| 3. Officials (including mileage) | Established Fee      | _____ |
| 4. Ticket Taker                  | \$12 per hour        | _____ |
| 5. Ticket Seller                 | \$12 per hour        | _____ |
| 6. Scorer                        | \$12 per hour        | _____ |
| 7. Libero Tracker                | \$12 per hour        | _____ |
| 8. Announcer                     | \$12 per hour        | _____ |
| 9. Crowd Control                 | As Required          | _____ |
| 10. School Dist. Charge          | District Policy      | _____ |

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

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**PCL WRESTLING TOURNAMENT**

\_\_\_\_\_ VS \_\_\_\_\_

AT \_\_\_\_\_ DATE \_\_\_\_\_

**INCOME:** Gate receipts (ticket audit attached)

Adults	\$7.00
Students	\$4.00 w/ASB
Elementary	\$4.00
Senior Citizens	\$4.00

TOTAL INCOME: \_\_\_\_\_

<b>EXPENSES: (Per Person)</b>	<b>Recommended</b>	<b>Actual</b>
1. Tournament Manager	\$240 per tournament	_____
2. Meet Manager	\$15 per hour	_____
3. Officials	Established Fee	_____
4. Ticket Seller/Taker	\$12 per hour	_____
5. Security	As Required	_____
6. Table Scorers/Timers	\$12 per hour	_____
7. Computer Operator	\$12 per hour	_____
8. Asst. Computer Operator	\$12 per hour	_____
9. Announcer	\$12 per hour	_____
10. Supervision (as required)	\$12 per hour	_____
11. Custodial	As Required	_____
12. School Dist. Charges	As Required	_____
13. Medical Services	As Required	_____

**TOTAL EXPENSES:** \_\_\_\_\_

**NET:** \_\_\_\_\_

**DISBURSEMENT:**

Manager will send all financial documentation to PCL Treasurer.  
These are recommended fees only. The tournament manager may make adjustments as required.

## ***SECTION V: SPORTS GUIDELINES***

### **PCL BASEBALL**

- 1. The National Federation of State High School Association Baseball rules shall govern baseball.**
- 2. Special regulations regarding baseball are printed in the WIAA Handbook.**
- 3. MAKE-UP GAME PROCEDURE:**
  - a. Rainouts can be played on Saturdays during the entire season if both teams agree.
  - b. Non-league games shall be postponed if the game conflicts with a required rescheduled league game.
  - c. Postponed league games shall be played on the next playable date.
    1. The next playable date is the next weekday from the beginning of the season until the last two weeks of the season.
    2. Prior to the designated block of the season a team is not required to play more than four (4) league games in any one week.
    3. Teams can play more than four (4) times before the last two weeks of the regular season if both schools agree.
    4. After the designated block of the regular season all week days must be used for make-ups.
    5. Saturdays during the last two weeks of the regular will be reserved for play to complete the regular season. The baseball commissioner will make the final decision to play if necessary.
    6. Double header will be scheduled to help complete the season, even if it means involving more than two teams at one site.
  - d. Makeup Scheduling:
    1. When a game is canceled because of weather or other factors that disallow the completion of what would have been a legal game the following procedure will be used:
      - \*Both coaches whose teams were involved in a canceled or suspended game will review their schedules and a calendar immediately and reschedule the game on the next playable date for both teams. That date becomes final and all additional games not completed on the regular league will be scheduled in like manner. In all cases this reschedule must take place before the next league game is played (a date is decided).
    2. Failure to play on the next playable date may result in a forfeit for one or both teams.
  - e. After the designated block of the league season:
    1. Games involving teams that could qualify for post season play must be played first.
    2. Baseball Commissioner will be empowered to set the games necessary to complete the schedule during the last two weeks of the season.
    3. Games not made up by the competition of the last week of the schedule and having no bearing on the league championship or post season tournament will be left to the discretion of the schools involved.
    4. League scheduled activities (band, choir, drama, etc.) have precedence over rescheduled make up games, and league tie breakers.



**4. GAME REGULATIONS:**

- a. All games are seven innings.
- b. In case of a tie the game shall continue until the tie is broken.
- c. If a game is ended by the umpire due to weather or darkness, the following outcomes apply:
  1. It is a regulation game if five full innings were played, or if the home team had scored a greater number of runs and the visiting team has had five turns at bat, or if play has gone beyond 5 innings of play.
  2. It is a suspended game, to be restarted at the point of suspension on the next date the two teams are scheduled to play or on the next playable date (at the originally scheduled venue), if the game was called prior to the completion of the fifth inning, or does not meet the minimum requirements for a regulation game, see (1) above.
  3. It is a suspended game, to be completed on the next playable date, if the game is tied at the end of the fifth inning, or last completed inning beyond the fifth. On the next playable date, the game will begin at a point reverted back to the last completed inning.
- d. Games scheduled during vacation periods are to be played as scheduled.
- e. Starting time of league games shall be 4:00 p.m. on school days.
- f. Night games may occur if mutually agreed upon by the athletic directors involved. Preferred start times will be 7:00 p.m.
- g. Both the home team and visiting team shall be allowed ten (10) minutes infield practice before the start of the game.
- h. In the case of a suspended game all player participation rules are the same as if the game was never delayed.
- i. Metal cleats and sunflower seeds are NOT allowed on artificial turf playing surfaces. Turf shoes, molded cleats and tennis shoes are the only shoes allowed on artificial surfaces.

**5. PITCHER LIMITATIONS:**

- a. Pitcher limitation shall be determined by WIAA rule 29.5.0.
- b. Every legal and illegal pitch thrown from the pitching mound to a batter shall count as a pitch. This includes all foul balls and base hits. Throws from the pitching mound toward a base to put out a runner shall not count. If the umpire calls "time" or "no pitch" while the pitcher is in the wind up, the pitch shall NOT count.
- c. The pitching limitation applies to all regular season and post-season games, as well as to tied, suspended, discontinued or protested games.
- d. There shall be a visible pitch count available (scoreboard, flip cards, etc.). There will be an adult associated with the home team (non-coach) keeping track of official pitch counts—who will not also be keeping score—for all varsity home games. For sub-varsity games, an adult is preferred, but a student or player may count pitches.
- e. Coaches will type or legibly hand-write first and last names, along with jersey numbers, on a lineup card and give it to the official, home, pitch counter.
- f. Umpires are not responsible for any aspect of the pitch count rule and will not help to settle discrepancies.
- g. Scorekeepers from both teams are strongly encouraged to compare pitch counts after each inning and settle discrepancies prior to the beginning of the next inning. The home pitch counter shall be the official recorder of pitch counts.
- h. The home team pitch counter will notify each coach when their pitcher reaches 100 pitches. This alerts the coach that the pitcher is nearing the 105-pitch limit.

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- i. Each coach shall report the number of pitches thrown by their own pitchers by 12:00 PM the day following a contest through the PCL and MaxPreps website.
- j. Pitch counts will be recorded for all Varsity, Junior Varsity, and C-team games.
- k. Table of pitches thrown and rest required:
  1. 76-105 pitches 3 calendar days rest
  2. 51-75 pitches 2 calendar days rest
  3. 31-50 pitches 1 calendar day rest
  4. 1-30 pitches 0 calendar days rest
- l. Using an ineligible pitcher shall result in a forfeiture of the game in which the athlete was ineligible and other consequences as determined by the school, league, and/or the WIAA.

**6. MISCELLANEOUS REGULATIONS:**

- a. Two officials will be used for varsity league games. (one allowed if necessary).
- b. A minimum of one association umpire is required for all junior varsity games.
- c. When postponements occur, notification should be made to the visiting school prior to 12 noon for the day games and 4:00 pm for the evening games. Umpires should also be notified by the home team. Postponements will be determined by the coach or the principal or his designee.
- d. The speed up rule is in effect during league play. Choice is up to the coach whether to use options or not.
- e. Home team may have batting practice on the field but once the visiting team arrives, the home team must clear the field. If home team uses batting cages, both teams shall have equal opportunity for batting cage practice. Whiffles outside the dugout area are allowed, pepper is not allowed.

**BASEBALL TIE-BREAKER/PLAYOFFS:**

1. General PCL Tie breaking criteria for tournament play will be used to break ties. (see page 13)
  - a. The purpose of the tie breaking system is to eliminate playing unnecessary games.
  - b. Playoff games will be scheduled by the sports commissioner.
2. Placement to Regionals will be determined by WIAA draw and league post season tournament.
3. Seeding for league tournament: format will be based on WCD allocations.
4. Same rules in PCL playoffs as state WIAA playoff guidelines

**PCL BASKETBALL**

1. The National Federation rules will be followed in boys' and girls' basketball.
2. The only exceptions will be those rules and regulations that appear in the official WIAA Handbook and Guidelines Handbook and the Pierce County League Activity Handbook.
3. Varsity games shall start at 7:00 PM or twenty-five (25) minutes after the end of the preliminary game, whichever is later. Warm-ups will be no less than twenty (20) minutes. Introductions will begin at 6:55, which may be extended five (5) minutes for special occasions.
4. Preliminary games will start at 5:15 PM and shall be played to completion.
5. Jerseys shall be white at home and school colors away (as per NFHS rules).
6. The maximum number of regular season games shall be twenty (20).
7. There shall be NO dunking prior to the start of any basketball game.
8. There shall be no shooting on the main court by players in street clothes prior to start of the junior varsity game.
9. The official game ball shall be top grade and NFHS approved.
10. For varsity games the timer and scorer shall be adults.
11. Half time will not be longer than fifteen (15) minutes.
12. Teams will not be allowed to circle the gym as any part of their game warm up. Introductions will be safe and respectful.
13. The home team band shall not be positioned behind the visiting team bench.
14. It is recommended student spectators not be seated in the first row of bleachers. Refer to Section II, Rule 8, item n on page 7.
15. Tie breaking criteria for tournament play (refer to Section IV, Page 13)

**PCL BOWLING (Girls)**

1. Rules of the United States Bowling Congress (USBC) shall govern equipment and competition.
2. Rules of the Washington Interscholastic Activities Association (WIAA) are to be followed regarding sport rules and regulations.
3. The host school is responsible for providing scorecards, collecting results, reporting results to the bowling commissioner, and calling in results to the media.
4. Five (5) players make up a bowling team.
5. A match consists of four (4) games. The first two games will be 10 frames, regulation bowling. The third and fourth games will be Baker style bowling. During the first two games players may be substituted at any time. Substitutions during Baker style bowling can only take place between games. An exception being injury.
6. Scoring for matches will be as follows:
  - a. Total pins
7. Line-ups will be set by the coach. The five (5) varsity bowlers will bowl together and the five (5) junior varsity bowlers will bowl together.
8. It shall be the responsibility of each school to keep spectators and fans out of the area immediately surrounding the scorers' table and lane playing area.
9. Team competitors shall appear in appropriate attire. No hats, sweats, yoga pants or blue jeans may be worn. Players out of uniform may not compete with the varsity or JV. No cell phones or electronic devices (i.e. iPod) in the bowling area.
10. Ties in the league standings will be broken as follows:
  - a. Two Way Ties are broken by head to head or if one team beat the other twice.
  - b. Comparing the head to head records of the three teams involved breaks three Way Ties.
  - c. When the head to head records of the tied teams are the same, the total pins accumulated in the matches between the tied teams will be used to break ties.
  - d. Ties that cannot be broken by using the above methods will only be played off when one or more teams would be left out of post-season competition.
11. Determining the overall league champion and placing teams for advancing on to the District Tournament will be done by combining the placement of each team during the regular season with their placement during the league tournament. If teams are tied, the tiebreaker will be their placement during the regular season. If teams are tied for the last spot advancing to the district tournament one game of Baker Bowling will determine the team that qualifies and the team that is eliminated.

Example:      Finishing 3<sup>rd</sup> in league + finishing 2<sup>nd</sup> at league tournament = 5  
                    Finishing 1<sup>st</sup> in league + finishing 3<sup>rd</sup> at league tournament = 4

The team with 4 would place higher in final league standings and advance to the District Tournament as a higher seed than the team with 5.

**PCL CROSS COUNTRY (Boys/Girls)**

1. The National Federation of State High School Associations Track and Field Rules shall govern Cross Country
2. Any special regulations regarding the sport of Cross Country are printed in the WIAA Handbook.
3. Additional regulations are set forth by the Pierce County League:
  - a. The varsity team shall consist of a minimum five (5) runners and a maximum of seven (7) runners.
  - b. There shall be no limit to the team size of the junior varsity squad.
  - c. If any school fails to field the minimum 5-member team, then the runners of this incomplete team may compete as individuals.
  - d. Schools will attempt to create a course whose length is as close to 5K as possible with the due consideration for the facility, difficulty and tradition. No course may exceed 5K in length as per Federation Rules.
4. Order of Events (times to be adjusted if required by course):
  - a. 3:45 PM Boys race
  - b. 4:15 PM Girls race
  - d. Special time and race accommodations may be made with approval of all participating schools to separate the boys or girl's race into two races; one for the varsity and one for the junior varsity.
5. Scoring:
  - a. The top seven (7) finishers from competing schools shall determine the order of finish for purposes of scoring, with the top five (5) finishers determining the team score. Ties in team scoring shall be broken by adding the place of the sixth finisher to each team's score.
  - b. An incomplete team will forfeit the meet to all opposing teams with a score of 15-50.
  - c. Should both opposing schools field incomplete teams, there shall be no score recorded for either team.
  - d. Three way meets shall be scored as double duals.
  - e. The school hosting the meet is responsible for scoring, and then notifying the media, visiting schools, and the SPSL Cross Country commissioner of the meet results.
6. League Standings and Championships:
  - a. League standings and championships will be determined via head-to-head league competition from the regular season and placing at the sub-district (or league)meet, where a team receives one point for each win during the regular season and one point for each league team beaten at the sub-district (or league) meet. The team with the most points will be declared champions.
  - b. Ties in the team standings shall remain ties and co-champions will be declared if there is a tie for first place.
  - c. A forfeit will count as a win for the opposing team.
  - d. Should two opposing teams forfeit to each other, no score will be recorded and both teams will record a loss in the standings.

## **PCL FASTPITCH**

1. National Federation and WIAA guidelines and standards apply to Fastpitch.
2. Special regulations regarding Fastpitch are printed in the WIAA Handbook.
3. Special regulations are set forth by the Pierce County League:
  - a. All games are seven (7) innings. In case of a tie the game shall continue until the tie is broken. (See game tie-breaker criteria in item K below)
  - b. Starting time of league games will be 4:00 p.m. on school days. Night games may occur if mutually agreed upon by the athletic directors involved. Preferred start times will be 7:00 p.m. unless mutually agreed or facility conflicts prevent.
    1. Changes in starting times shall be mutually agreed upon by Athletic Directors.
  - c. Both the home team and visiting team shall be allowed ten (10) minutes infield practice before the start of the game. The home team shall be the first to take infield.
  - d. Batting practice is allowable as long as there are no pitching machines and only with whiffle or light flight balls. Soft-toss hitting with real softballs into a net is permissible. Batting practice during spring break or prior to night games is permissible as long as it:
    1. Is done at your school
    2. Does not delay the start of the game
    3. Does not affect playing conditions of the game
    4. Both teams share the same spring break
  - e. Make-up game procedures - any postponed game will be made-up on the next available school date. Until the last two weeks of the regular season a team is not required to play more than four (4) league games in any one week. Teams can play more than four (4) games a week before the last two weeks of the season if both teams agree. Saturdays may be used as make-up dates the last two weeks of the regular season or earlier if mutually agreed upon. The make-up games are mandatory the last 2 Saturdays of the regular season if determined by the Commissioner. Failure to play on Saturday may result in forfeit.
  - f. Postponed games - the home school shall notify umpires by 11:45 a.m. and the other school by 12:00 noon or by 3:00 PM for a night game.
  - g. If a team is leading by 10 or more runs at the end of 5 innings the game will be terminated (both JV and Varsity).
  - h. Tie Breaker - if after the completion of eight innings of play, the score is tied, the following tie-breaker will be played to determine a winning team: Starting with the top of the ninth (9<sup>th</sup>) inning and each half inning thereafter, the offensive team shall begin its turn at bat with the player who is scheduled to bat last in that respective half inning being placed on 2nd base (e.g. if the number 5 batter is the leadoff batter, the number 4 batter in the batting order will be placed on 2nd base. A substitute may be inserted for the runner).

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- i. If a game is ended by the umpire due to weather or darkness, the following outcomes apply:
  - 1. It is a regulation game if five full innings were played, or if the home team had scored a greater number of runs and the visiting team has had five turns at bat, or if play has gone beyond 5 innings of play.
  - 2. It is a suspended game, to be restarted at the point of suspension on the next date the two teams are scheduled to play or on the next playable date (at the originally scheduled venue), if the game was called prior to the completion of the fifth inning, or does not meet the minimum requirements for a regulation game, see (1) above.
  - 3. It is a suspended game, to be completed on the next playable date, if the game is tied at the end of the fifth inning, or last completed inning beyond the fifth. On the next playable date, the game will begin at a point reverted back to the last completed inning.
  
- j. Non-league games shall be postponed if the game conflicts with a re-scheduled league game.
  
- k. Metal cleats and sunflower seeds are NOT allowed on artificial playing surfaces. Turf shoes, molded cleats and tennis shoes are the only shoes allowed on artificial surfaces.
  
- l. Tie Breaking Criteria for Tournament Play – Refer to Pages 13 of this handbook.

## **PCL FOOTBALL**

1. The National Federation of State High School Association Football Rules shall govern football.
2. Special regulations regarding football are printed in the WIAA Handbook.
3. Additional regulations are set forth by the Pierce County League.
4. The visiting team shall wear light jerseys and the home team dark jerseys.
5. Varsity games shall be at 7:00 p.m. Half-time will be 15 minutes and may be extended to 20 minutes for homecoming activities and/or senior night.
6. Locker rooms will not be available prior to 5:00 PM
7. Sub-Varsity games will start at 4:00 with the exception of a facility conflict in which case the revised start time will be addressed on the schedule.
8. Sub-Varsity games shall be 10 minutes per quarter.
9. It is recommended that seniors not play on a JV football team.
10. All game officials shall be registered with the Washington Officials Association. Varsity will be 5 officials; sub-varsity will be 3 officials.
11. It will be the responsibility of the host school to have a physician or medical services in attendance at all varsity games.
12. Each team will provide their own game balls.
13. The Pierce County League shall utilize the modified Kansas Plan as established by the WIAA to eliminate tied varsity football games. All sub-varsity games shall remain tied.
14. Each team is responsible for supplying its own field phones. If one team's system goes down it will have **NO** impact on the other team. It is each team's responsibility to maintain their communication system.
15. **SCOUTING:**
  - There is no limit to the number of times a team may scout.
  - Filming is permitted, however there may or may not be power available.
  - Schools will exchange film for the previous two games by 10:00 AM on Saturday. The exception would be games played on Saturday, in which case the exchange of the Saturday game will be made by 10:00 AM on Sunday. The other game will still be exchanged by 10:00 AM on Saturday.
  - The exchange will be of the wide copy. The video should begin prior to the snap of the ball and include wide outs and secondary players.
  - Scouts are not allowed to be on the roof or in a press box but must scout from the regular grandstand or bleacher seats or ground level. Endzone filming for scouting is prohibited.



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16. The team with the best league record will be the #1 seeded league representative. The team with the second best league record will be the #2 seeded league representative, etc.
- All PCL stadium sites are approved for PCL sponsored and hosted playoff games except for. Schools are subject to WCD site criteria for rounds 1 & 2 of the state playoffs.
  - Other sites requested to be considered must be approved by the Football Commissioner.
17. **BREAKING TIES:**
- a. Two-Way tie
    1. Head to head result will break this tie.
  - b. Multiple ties (three or more tied teams)
    1. If one team has beaten the other two (3-way tie) or three (4-way tie) teams during league play, that team shall be the higher seed.
    2. If a higher seed is determined by applying criteria b(1), the teams remaining tied will revert back to who beat who during division play for the remaining seeds.
    3. If still tied, apply Power Point Tie Breaking system (refer to page 13)
    4. If tied in Power Points, next apply the Point Differential System:
      1. Subtract points given up from points scored.
      2. The point spread per game to be limited to **14** points.

Example

Bethel 7-1  
Bonney lake 7-1  
Lakes 7-1

Bethel 7	Bonney Lake 6	= +1
Bethel 14	Lakes 20	= -6
Bonney Lake 6	Bethel 7	= -1
Bonney Lake 19	Lakes 14	= +5
Lakes 20	Bethel 14	= +6
Lakes 14	Bonney Lake 19	= -5

Bonney Lake (+4)points, Bethel (-5)points, Lakes (+1)points

Bonney Lake wins tie-breaker and higher seed. Lakes and Bethel revert back to head to head game.

If still tied, look to next common opponent and work through the league schedule until tie is broken.

5. If still tied, use number draw to break tie. Lowest number is highest seed; highest number is lower seed.

**PCL GOLF (Boys and Girls)**

1. The rules of the United States Golf Association shall govern the conduct of all matches with the following exception: attesting for a lower score, regardless of the result of the hole, will only result in DQ for the hole. Specific interpretations in the Rule Book shall be applied as stroke play rather than match play. The home course will determine summer or winter rules. The preferred lie/winter rule is the "pick and clean" rule. "Pick and clean" is defined as: a marker must be placed behind the ball. The ball may be picked up, cleaned, and placed within six inches of the marker, but it may not be placed closer to the hole than its original lie. Players can only get winter rule relief in the short mowed areas on fairways, approaches, collars and expanded collars around greens. By mutual agreement between coaches before the start of a match, these rules can be altered to fit the current condition of the course.  
"Tee through green" is defined as: anywhere on the course except within a hazard; within one club length of out-of-bounds; within one club length of fence; within one club length of tree base or on the green.
2. Each team shall consist of six members and the members shall be designated as number 1-2-3-4-5-6.
3. Each team shall furnish its own equipment. Pull carts are permitted, but power carts and caddies are prohibited. All equipment is subject to approval of host course.
4. Each league match shall consist of nine holes.
5. Home team shall tee off first from first tee, ready golf thereafter. Members of the boys' team will play from designated men's tee, nearest to 3,000 yards for 9 holes, and members of the girls' teams will play from the designated forward tees using respective pars.
6. League champions will be determined by a combination of regular season matches and Day 1 of the Medalist Tournament.
7. Spectators are to keep a distance of at least 50 yards off the fairway and on the cart path from the players from the time of their first tee shot of the round until their scorecard has been officially recorded at the close of the match.
8. All matches on school days shall have a recommended starting time of 3:00 p.m. unless the home team designated a different start time. Matches beginning October 1 shall start at 2:30 p.m. unless the home team designates a different start time.
9. Individuals will qualify to the State Tournament according to allocations established by the WIAA Executive Board and the West Central District Executive Board.
10. All contestants and spectators must be clothed in proper golf attire, including: 1) shirts must have sleeves and collars and must be worn at all times; 2) slacks or tailored shorts (mid-thigh or longer) only; and 3) no jeans or jean (denim) material will be allowed, and all clothing must be worn in a neat and respectable manner from the time the players arrive at the course until the time they leave. Violators of this dress code will be asked to leave the course and will be disqualified from the match. The league recommends all coaches and spectators abide by this code as well.

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11. **CONTEST SCORING:** (modified Stapleford is the form of play for league matches)

a. A player's round shall be scored as follows:

Hole Score	BOYS	GIRLS
Double Eagle	5 points	6 points
Ace	5 points	6 points
Eagle	4 points	5 points
Birdie	3 points	4 points
Par	2 points	3 points
Bogey	1 point	2 points
Double Bogey	0 points	1 point

- b. All six players shall be scored for the team total. In 2A, the top 5 scores from 6 players shall be scored for the team total. The 6<sup>th</sup> score shall be used to break a tie. If still tied, total strokes of all six players shall determine the match winner. 10 shall be the maximum for any hole. Team stroke total on the number one handicapped hole, # 1 -18.
- c. Players shall attest their scorecard properly prior to presenting it to the official scorekeeper. An attest (w/signatures by both players) recognizes the score on each hole as being accurate.
- d. Each player within a group is expected to be aware of the scores of all the players in that group. All players should clearly announce their hole score prior to the next hole.
- e. A player's official scorecard will be scored by an opposing player. If no opponent is available, then a designated marker/ scorekeeper will be assigned.
- f. Should a rule be questioned by any player within the playing group, the player whose score is in question shall play two balls from the point of controversy to the close of that hole. Score both balls until the rule can be interpreted properly by a match official. (Rule 3-3, "Doubt as to Procedure")
- g. The home team is responsible for keeping the official score of the match. The score of each player and the total team score shall be the scores of record. The home school will send the match results to the league manager, league statistician, and local newspapers at the earliest opportunity. There will be a designated scoring table where players attest their score under the observation of a member of either school's coaching staff.
- h. The low stroke score among all players in the match will earn medalist honors.
- i. Home schools must provide 6 slots for JV players, even if their own school does not have JV players.

12. **LEAGUE MEDALIST TOURNAMENT**

- a. The medalist tournament shall consist of 36 holes of play and be held at a site that is not the home course of any participating school.
- b. All league rules apply to the medalist tournament with the exception of:
1. Scoring: Stroke play will score each player's round. In 2A, stroke play will determine who moves on to the State Qualifying round, but Stableford scoring will be used for the team competition.
  2. Team: A team will be composed of only six players with six scores counting for the team total.
  3. Starting Time: The tournament manager will decide the starting time.
  4. Honors off the first tee: The groupings shall be determined by draw prior to the tournament. Divisions will tee off in separate flights.

13. **DISTRICT/STATE QUALIFYING TOURNAMENT**

- a. Allocations to the West Central District/State Qualifying Tournament will be determined by the West Central District Executive Board.
- b. The number of participants in the state qualifying match shall be 60% of the starting field from the Medalist tournament with a minimum number to be determined by the commissioner. In 3A, there is no cut in the Medalist tournament and all players, unless disqualified, will play 2 rounds.
- c. The participants will qualify according to their order of finish from the medalist tournament. Ties for the final qualifying position will also be permitted to play.
- d. Each player's score shall consist of a 36-hole total, which includes the 18-hole medalist tournament round and the 18-hole state qualifying tournament round.
- e. The medalist tournament manager will act as the qualifying tournament manager.
- f. The order of play from the first tee shall coincide with the order of finish from the medalist tournament. Medalist tournament ties will tee off in alphabetical order. Every effort will be made so that no player from the same school shall play in the same group. The qualifier with the higher medalist tournament score shall be placed in the next immediate group.
- g. Ties for the final qualifying spot must be played off. At least three alternates shall also be determined. Playoffs will be conducted by a sudden death tie breaker. There shall be a scorer assigned to the playoff group by the tournament manager.

14. **MATCH LIMIT**

Twelve plus jamboree

15. **JV TOURNAMENT**

- The PCL may sponsor a JV tournament.

16. **COACHES COACHING**

- Coaches are part of the course and match management.
- Emphasis on etiquette and sportsmanship.
- Appropriate encouragement (as etiquette allows).
- Only those coaches listed on the official PCL roster.

17. **ELECTRONIC DEVICES**

- a. **Throughout the Boys' and Girls' PCL High School Golf Season, "a player may obtain distance information by using a device that measures distance only. If during a stipulated round, a player uses a distance-measuring device that is designed to gauge or measure other conditions that might affect his play (e.g., gradient, windspeed, temperature, etc.), the player is in breach of Rule 14-3, for which the penalty is disqualification, regardless of whether any such additional function is actually used."**
- b. **Cell Phones, Smart Phones, or other similar communication tools may not be utilized as a distance measuring device in any stipulated round during the high school golf season.** The use of a Distance-Measuring Device has been approved for use by high school players during the PCL high school golf season. However, said Distance-Measuring Device DOES NOT INCLUDE a cell phone/smart phone or any other device that is also used for communication purposes. Use of such device in any stipulated round will result in an automatic disqualification of the player.

## **PCL GYMNASTICS**

1. **OFFICIALS RULES:**

- a. The official rule book is the Washington State Gymnastics Rules as stipulated in the WIAA handbook.
- b. The only exceptions will be those rules and regulations that appear in the official WIAA Handbook and Guidelines and the Pierce County League Activity Handbook.

2. **STARTING TIME:**

March out will start at 6:50 p.m. Competition will begin at 7:00 p.m. unless arranged differently and mutually agreed by both schools.

3. **EQUIPMENT**

Each school is responsible for furnishing safe equipment for home meets.

4. **JUDGES**

There shall only be one (1) judge per event at all regular season meets.

5. **MATCH LIMIT**

Ten (10)

6. **BAR DISCLOSURE**

During the pre-season coaches meeting, each team will designate whether they will use elite or extra bars with extenders at their home meets.

7. **CD PLAYER**

In order to prepare and comply with the WIAA rule requiring all music for the Floor Exercise be on a CD for the state meet, all facilities will have a CD player available for league meets.

8. **STANDINGS**

Each division champion will be determined using the results of the PCL Sub-District Meet. The team in each division with the highest overall team score will be crowned division champions. In the event of a tie in the overall team score, the tied teams will be noted as division co-champions.

9. **MEET CANCELLATION**

If at least one school that is scheduled to be at a regular season meet is not able to attend due to weather related issues and/or school district cancellation of activities, that meet will be postponed.

The new date for the meet will be agreed upon by each school involved in the meet. When rescheduling, none of the teams involved will be required to compete in more than two (2) meets in any given week. In no week/date can be found to meet this requirement, the meet may be cancelled

## **PCL SOCCER**

1. A combination of NFHS and FIFA rules will apply. NFHS and WIAA rules will apply for game management; FIFA rules will apply during the contest.
2. NFHS rule for jersey color will apply to PCL teams: The visiting team shall wear white jerseys and socks, while the home team shall wear dark jerseys and socks.
3. Varsity and JV game times will be determined by the host site, with the preferred times being 5pm for Jv and 7pm for Varsity.
4. Locker room availability will be determined by the host site.
5. Officials will be requested from the local Association responsible for that geographic area. Varsity games will have one Association referee and two Association linesmen. JV and C team matches will have an Association referee, linesmen are optional.
6. The home team will provide the game balls.
7. **Criteria for Determining League Standings and WCD Seeding**
  - a. Standings are based on points earned, not league record.
    1. A League win shall count for three points.
    2. A League tie shall count for one point.
    3. No points will be awarded to a team for a loss.
8. **Criteria for Resolving Ties in the League Standings and WCD Seeding**
  - a. Teams are considered tied if they have earned the same amount of points from league play.
  - b. Two teams tied
    1. Head to Head results between the two teams that are tied.
      - a. refer to Section IV, 1, c on page 13 for head to head results definition.
    2. Goal differential between the two teams that are tied will be used.
      - a. Example: Team A defeats Team B 2 – 1 in the first match. Team B defeats Team A in the second match by a score of 2 – 0. That means Team B holds a 3-2 aggregate goal differential and would take the higher seed.
    3. Goal differential from common opponents will be computed. The team with the better goal differential will take the higher seed.
      - a. Common opponents means we will look at just league games, calculating each team's goal differential for the season.
    - b. 3 goal maximum differential from any game.
      1. Example: Team A defeats Team B by a score of 5-1. The goal differential would be capped at +3 for Team A and -3 for Team B, even though the real differential was +4 and -4, respectively.
    4. Power point Tie-Breaker will be used. (see Section IV, page 13)
    5. If still tied, then a tie-breaker game will be scheduled at a neutral site.
  - c. More than Two Teams tied
    1. Head to head among the tied teams.
      - a. If one team has the head to head advantage over the other teams that are tied, then that team will be the higher seed. The remaining teams that are tied will use (1), (2), (3), (4) from the Criteria for Resolving Ties in the League Standings and WCD from above.
    2. If head to head does not determine a higher seed, then apply (2), (3), and (4) from Criteria for Resolving Ties in the League Standings and WCD Seeding from above to all teams tied. As seeds are determined, continue to use the tie-breaker criteria to remaining teams.

## **PCL SWIMMING**

### **SWIMMING AND DIVING RULES**

1. The National Federation Swimming and Diving Rule Book will be the official rules unless there are current exceptions approved by the Washington Interscholastic Activities Association (WIAA).
2. Starters, officials and the diving referee will be qualified adults. It is recommended to have at least 2 officials at league meets. Diving judges should be trained on rules and scoring standards.
3. All entries in swimming and diving will be prepared according to National Federation rules.
4. Start times of league meets can be determined by the host school to promote swimming or to meet the pool requirements. Start time is 3:30 pm unless otherwise specified in the league schedule.
5. Maximum number of regular season meets: 12 plus a jamboree.

### **HOST TEAM**

1. The host team will provide meet management and officials.
2. A minimum of 2 timing devices shall be provided per lane, with a minimum of 1 device being a stop watch. Electronic timing device such as touch pads or back-up buttons is acceptable as the second timing device. It is recommended to have a minimum of 2 timers per lane.
3. The host team will provide a copy of official meet results on completion of the meet.

### **VISITING TEAM**

1. The visiting team is responsible for safeguarding the personal belongings of their athletes.

### **MEET REQUIREMENTS**

1. In swim meets with 2 Varsity heats, heat 2 shall have 2 Varsity swimmers.
2. In dual meets up to 3 Jr. Varsity divers may dive a maximum of 3 dives.
3. Jr. Varsity swimmers may enter 50 & 100 events after varsity heats of 50 Freestyle (event #4) & 100 Freestyle (event #7); exception: additional events beyond 50 Freestyle and 100 Freestyle may be swum if mutually agreed upon by both head coaches one week prior to their scheduled meet.

### **JUNIOR VARSITY HEATS**

1. First heats are crawl.
2. Non-crawl swimmers will swim after crawl heats.
3. Coaches must notify the referee of the number of non-crawl swimmers prior to the start of the event.
4. Non-crawl 50 & 100 Jr. Varsity events are allowed within the rules of their respective events, i.e., backstroke may start in the water.

### **LEAGUE CHAMPIONSHIP MEET**

1. The League Championship Meet will take place one week prior to the WCD 3 Championship Meet. The swimming portion of the meet can take place on a Friday or Saturday depending on pool availability. The location of the League Championship Meet will be decided by the Athletic Directors based on recommendation by the swim coaches. Discussion and recommendation for meet locations will occur at pre and post-season coaches' meetings. The location and day of the diving portion of the meet may differ from the swimming. Scheduling options for diving will also include Thursday.
2. The rules for conduct of the meet will be National Federation rules as amended by the Pierce County League for this specific meet.

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3. The League Championship Meet regulations will be available at the pre-season meeting. The meet regulations will include information regarding entry procedures and deadlines, meet time format, participant eligibility, advancement to the WCD 3 Championship Meet, team scoring and individual and team awards.
4. Times achieved during this meet will be eligible for District and State qualifying.
5. The swimming portion of the League Championship Meet will be conducted as timed-finals.
6. There are no time standards for the League Championship Meet, with no team limits on the number of entries in each event.
7. Each individual is limited to 2 individual events and 2 relays or 1 individual event and 3 relays.
8. All entries must have an entry time for seeding purposes. Entries with no time will not be entered.
9. Awards and Scoring:
  - Individual:* The top 4 finishers from each team will be eligible for awards and scoring.
  - Relays:* Only the "A" relay from each team is eligible for awards and scoring.
  - Diving:* All divers can compete including Jr. Varsity. To be eligible for awards and scoring, divers must complete the 11-dive format without disqualification from the event.
10. The top 18 eligible places in each event shall receive awards.
11. The top 12 eligible places in each event will score as follows:
  - Individual:* 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

**ADDITIONAL INFORMATION**

1. Pre-season and post-season coaches' meeting will take place and attendance is required by all head coaches. If a head coach cannot attend, athletic directors will appoint a school representative to attend the meetings.
2. League Championship title will be awarded to the winner of the League Championship Meet in the Pierce County League. If there is a tie, co-champions will be recognized.
3. League dual meet scores and meet results will be reported to the League Swimming Commissioner by the host team. The host team will send meet results to local newspapers to promote swimming and give athletes recognition.
4. The head coach of each school is required to enter state meet qualifying times at the Washington Interscholastic Swim Coaches Association website (<http://wisca.org/>) and email complete results of the meet to Jeff Lowell ([jefflowell9969@gmail.com](mailto:jefflowell9969@gmail.com)) within 1 week of the completion of the meet.



## PCL TENNIS

1. All players will be given a blanket warning prior to match play. Warning will take place at players meeting at the beginning of match play.
2. Girls' tennis shall be played in the spring, boys' tennis in the fall.
3. Contests shall consist of five (5) matches: two (2) singles and three (3) doubles.
4. PCL 3A will use the twelve (12) point tie breaker rule when the set score reaches 6 – All. If the team outcome has not been determined, matches requiring a third set may use a standard scoring system. If the team outcome has already been determined, remaining matches may use the ten (10) point tie breaker in lieu of a full third set.
5. Each player shall participate in one (1) match. The host school shall determine the order in which the matches are to be played.
6. Each match shall count one (1) point - total of five (5) points for one (1) contest.
7. PCL 3A Starting time for contests is 3:30 PM. 10 minutes for warm up will be allowed prior to beginning matches.
8. If it becomes necessary to postpone any contest because of bad weather, the contest shall be replayed on the next playable weekday, (Saturdays may be used for make-up if mutually agreed upon). The exception to this is the last two Saturdays of the regular season, which will be reserved and used for makeup matches as determined by the commissioner. Non-league contests shall be postponed if the contest conflicts with a rescheduled league contest. Failure to play on the next playable date may result in a match forfeit for one or both teams.
9. Should bad weather make it necessary to stop play during a contest, only those matches which have been completed shall stand. The remaining matches shall be completed at a later date following the rule in #8 for make-ups. The score for the incomplete matches shall stand regardless of game score or set score. Serving order and court must remain the same. Stopping of the meet because of bad weather shall be by mutual agreement of the coaches.
10. Upon arrival, line-ups must be exchanged before the courts are assigned. Once the lineups have been exchanged there shall be no substitutions except for injury or illness. In this case straight substitutions may be made. After the first serve, no substitutions can be made without default of the match in which the substitution is made.

The better of the two singles players on the line-up shall play in the #1 singles slot. In similar fashion, the best doubles team on the line-up shall play in the #1 doubles slot, while the second-best doubles team on the line-up shall play in the #2 doubles slot.

- a. Failure to follow this line-up will result in team match forfeiture.

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Dual Match Defaulting Procedures: Defaulting during a dual match, no matter which position will not be playing, must begin with the lower positions: second singles, or third (then second) doubles. The other players will move up.

For example: If the #1 singles in the presented line-up cannot play, the #2 singles must move up to that spot and the #2 singles will be defaulted. If the #1 doubles team cannot play, the #2 doubles team and the #3 doubles team must move up on the roster, and the #3 doubles position will be defaulted.

If players have begun a match with at least one point having been scored and cannot continue due to illness or injury, then that player retires rather than defaults.

11. There will be a two (2) minute on court coaching break between set 1 and set 2. There will be a 10-minute break between sets 2 and 3.
12. Official balls, United States Lawn Tennis Association approved shall be furnished by the host school for each match.
13. All participating players shall wear uniforms and/or appropriate tennis apparel.
14. It shall be the responsibility of the coaches to keep spectators at a minimum of an arm's length from the sideline/fence line. Spectators, players and coaches alike shall observe the rules of etiquette considered good form for tennis, specifically including, but not limited to: cheering only after immediate point and being considerate of other matches taking place.
15. Games not made up by the completion of the last week of the schedule and having no bearing on the league championships or post season tournament may not be rescheduled.
17. During the regular league season, only one designated coach, per team contest, will be allowed to call a time out to coach a player (singles) or players (doubles) during one normal changeover each set. The one designated coach from each team may talk to their player(s) during this time. State rules will be applied at Sub-Districts.
18. Boys can begin practicing for WCD3 and State tournament play twenty school days prior to the first day of the state tournament, as defined in Article 17.3.2 of the WIAA Handbook.
19. Each participating school will bring at least one can of unopened match balls for each entrant into the league tournament for use during the tournament.
20. The PCL will hold a league tournament at the end of the regular season. Tournament will be double elimination. Every effort will be made to eliminate or reduce any loss to instructional time for student/athletes when scheduling the league tournament

## **PCL TRACK**

1. The National Federation of State High School Association Track and Field Rules shall govern track and field.
2. Special regulations regarding track and field are printed in the WIAA Handbook and State Track Syllabus.
3. Additional regulations are set forth by the PCL.
4. **MEET TIME:** 3:30 p.m. unless other arrangements are made by mutual agreement of the participating schools.
5. **LANE ASSIGNMENTS AND TIME SCHEDULE:**
  - a. Dual Meets - see chart at end of track section
6. **LONG, TRIPLE JUMP, SHOT PUT, AND DISCUS THROW**

If a host school wants to run a “varsity only” competition, then entry limits will be 6 athletes per school for a dual meet. Top 8 will advance to finals, with no more than 4 athletes from each school advancing. JV to follow – 3 attempts total. It must be understood that following the varsity competition all athletes who want to jump or throw will be given an opportunity for up to 3 trials with meet officials conducting the competition. Marks will be recorded, but not used in team scores.
7. **HIGH JUMP AND POLE VAULT**

No entry limit will be placed. Athletes are allowed to warm-up over cross bars under the condition that event judges/supervisors are present and supervising during warm-up. This will be for all meets through the PCL league meet.
8. **JAVELIN**

For all PCL meets, the javelin will be considered a competitive event and be scored and conducted in the same fashion as all other events.
9. **HOST EVENT RESTRICTIONS**

Should a PCL school be unable to host a scored event on the day of the meet (i.e. Pole Vault, Javelin, Discus), the visiting school(s) may conduct a varsity event on the day prior to the scheduled meet to establish legal marks for scoring purposes only. The results of this pre-meet competition shall be authorized by the respective athletic director on the PRE-MEET EVENT RESULT SHEET. (attached)
10. **OFFICIALS**

MEET OFFICIALS – An adult official shall be mandatory for each event. Student helpers may be used.  
GAMES COMMITTEE – The hosting school will establish a GAMES COMMITTEE to rule at all relays, championships and qualifying meets.
11. **ALL RELAYS**

Varsity team in lanes 2 and 3; JV teams in lanes 5 and 6.
12. **UNIFORMS**

School issue (National Federation Rules). Coaches are encouraged to review the details of the uniform rules closely and carefully.

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13. **SCORING:**

Scoring will be as follows:

- a. Dual Meets: Top three individuals will score; any number of participants 5-3-1
- b. The host school is responsible to record the results of each event, including names, marks, and scoring. The host school will provide a copy of the final results to all participating schools soon after the close of the meet.
- c. The host school shall make every effort to record marks for every athlete.

14. **PCL SUB-DISTRICT MEET**

The administration and organization of this meet shall be the responsibility of the league, athletic directors, commissioners and the host school.

15. **MEET ENTRIES**

All athletes must be entered into their events on athletic.net no later than 8:00 PM the night before the meet. Changes can be made at the meet if necessary. Failure to enter the athletes would result in referral to the Athletic Director/building. Further non-compliance would result in possible league sanctions.

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**TRACK EVENTS**

3:30 800M RELAY/G  
 110M HURDLES/B  
 100M HURDLES/G  
 100M DASH/B  
 100M DASH/G  
 1600M RUN/B  
 1600M RUN/G  
 400M RELAY/B  
 400M RELAY/G  
 400M DASH/B  
 400M DASH/G  
 300M HURDLES/B  
 300M HURDLES/G  
 800M RUN/B  
 800M RUN/G  
 200M DASH/B  
 200M DASH/G  
 3200M RUN/B  
 3200M RUN/G  
 1600M RELAY/B  
 1600M RELAY/G

**FIELD EVENTS**

3:30 SHOT PUT/B \*(Girls to follow)  
 SHOT PUT/G  
 DISCUS/G \*(Boys to follow)  
 HIGH JUMP/G \*(Boys to follow)  
 HIGH JUMP/B  
 JAVELIN/ B,G (open runway)  
 3:45 POLE VAULT/G \*(Boys to follow)  
 POLE VAULT/B  
 LONG JUMP/B (open pit)  
 LONG JUMP/G (open pit)  
 TRIPLE JUMP/B (open pit)  
 TRIPLE JUMP/G (open pit)  
 5:00 LONG JUMP/B (finals)  
 LONG JUMP/G (finals)  
 TRIPLE JUMP/B (finals)  
 TRIPLE JUMP/G (finals)

**DUAL MEETS (lane assignments)**

ODD RACES (Home gets odd lanes)

EVEN RACES (Home gets even lanes)

\*After first meet – Lanes determined by seeding  
Mark

**SCORING HEIGHTS**

HIGH JUMP/B 5'0"  
 HIGH JUMP/G 4'0"  
 POLE VAULT/B 8'0"  
 POLE VAULT/G 6'0"

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**PRE-MEET EVENT RESULT SHEET**

Event \_\_\_\_\_ Date \_\_\_\_\_

Site \_\_\_\_\_ Judge \_\_\_\_\_

Next day meet \_\_\_\_\_ @ \_\_\_\_\_  
(visiting school) (host school)

The following event was conducted on the day immediately preceding the scheduled PCL meet because the host school is unable to host this event on the day of the meet.

**The Event Judge must initial each item below:**

- \_\_\_\_\_ 1. Each of the athletes in this event meets the participation requirements as a member of the school's team, the PCL, and the WIAA.
- \_\_\_\_\_ 2. A maximum of six competitors from one school attempted a trial at this event.
- \_\_\_\_\_ 3. All marks were achieved under the standard rules of competition for this event.
- \_\_\_\_\_ 4. This completed form, including all signatures, will be presented to the meet officials at the start of tomorrow's meet.
- \_\_\_\_\_ 5. Each of the athletes who participated in this event understands that they will be limited to one less event within the 4-event limit for tomorrow's meet.

Athlete Name	Grade	School	Best Mark	Place
1				
2				
3				
4				
5				
6				

Judge Signature: \_\_\_\_\_

Coach Signature: \_\_\_\_\_

Athletic Director Signature: \_\_\_\_\_

## **PCL VOLLEYBALL**

### **1. OFFICIAL RULES**

- a. The National Federation of High School Rules and Guidelines will be followed for girls' Volleyball.
- b. The only exceptions will be those rules and regulations that appear in the official Washington State Interscholastic Activities Association Handbook and Guidelines and the Pierce County League Sport Guidelines.

### **2. OFFICIALS**

For league varsity matches two (2) rated officials shall be used. Home school will provide all lines people. It is recommended, for varsity matches, to have trained adults to serve as the lines people. No one in uniform is allowed to serve as the lines people. Two scorekeepers are required. One is to keep the official score and a second to run the clock and track libero substitutions.

### **3. PRE-MATCH WARM-UP**

Pre-match warm-up procedures will follow the WIAA Bound For State Regulations.

### **4. STARTING TIMES**

Game times will be 5:45 p.m. for junior varsity with varsity starting no earlier than 7:15 p.m. with proper warm-up. Junior varsity warm-ups will start at 5:30 p.m. regardless of whether officials are present. Non-deciding games will be played if started before 7:00 p.m. All games started will be finished.

### **5. LENGTH OF MATCH**

The varsity match shall consist of best three (3) of five (5) games. The first four (4) games will be rally score to 25 with no cap and the fifth and deciding game will be rally score to 15 with no cap. Teams will not switch sides at the 8<sup>th</sup> point.

The junior varsity match shall consist of the best two (2) of three (3) games. The first two games will be rally score to 25 with no cap and the third game will be rally score to 15 with no cap. If time permits all 3 JV games will be played regardless of outcome.

### **6. PARTICIPATION LIMITATION**

Each invitational tournament must count toward the team and individual game limitation.

### **7. MATCH LIMIT**

According to the Washington State Interscholastic Activities Association Handbook rules.

### **8. GAME BALL**

Any ball of top-grade leather will be used as the game ball that is stamped with the NFHS stamp.

### **9. TIE BREAKING CRITERIA FOR TOURNAMENT PLAY**

- a. Two Way Ties – Refer to Section IV on page 13
- b. Multiple Ties (three or more tied teams) – Refer to Section IV on page 13.

## **PCL WRESTLING**

For any rules not specified by the Pierce County League the NFHS and WIAA regulations for wrestling will be followed.

### **LEAGUE STANDINGS**

1. A league champion will be determined by the results of head to head dual meets in the league. The team with the best record of wins/losses in league competition will be named PCL champion. The team winning that award is free to purchase a trophy or award. The league will not provide it.
2. In the event that a team competes against an opponent in a dual meet and in a tri-dual meet in the same season, the dual match will count towards the league standing and the tri-dual result will be ignored – this standard applies also to double dual meets (4-teams).

### **PRE MEET PROCEDURES**

1. Coaches are expected to communicate their lineups via email to the host school 24 hours prior to the match, ideally immediately following practice on the previous day. Changes that occur during that 24 hour period prior to the match should be communicated as soon as possible
2. During weigh-ins all coaches and volunteers that are to be allowed on the mat during matches should be introduced to opposing schools.
3. Coaches will exchange identical copies of their roster by weight for that day during the weigh in
4. Coaches have the right to challenge a skin check for their own wrestlers or a wrestler from another team. A challenge will ask for a second official's opinion on a skin safety ruling. A challenge to a skin check on an opponent should only occur when a coach has a legitimate concern about the health of their own wrestler.
5. Host school is responsible for providing qualified adults to operate as timers and score keepers in the varsity contest.

### **MEET FORMAT**

1. Each block of the league season will consist of two tri-dual meets and one dual meet.
2. Thursday is the preferred day for PCL wrestling matches
3. PCL matches will not be scheduled during the winter break
4. Each team will be obligated to host one double-dual meet and/or one dual meet during the season.
5. Adjustments to format may need to be made to accommodate site specific issues. It is the responsibility of the host school to communicate those changes 24 hours or more prior to the meet
6. The girls schedule will consist of two all-league meets and for the remainder of the season my travel with the boy's team or schedule non-league meets.
7. Boys matches will be wrestled first, followed by girl's matches
8. The order of matches will be drawn during weigh-ins with all schools present
9. Teams are free to move the day of a contest or the weigh in and start times as needed by mutual agreement of the coaches
10. The format for PCL wrestling meets will be as follows. In tri-duals the host team should always be considered team "C" and wrestling last. The school with the farthest distance to travel should be considered team "B"



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**Dual Meet**

5:00 pm Weigh-In

6:00 pm Wrestling begins

**Double Dual on TWO MATS:**

4:00 pm: Weigh-In all wrestlers, all teams

5:15 pm: Wrestling begins

- Wrestling order for either format will be: Jv Boys, Jv Girls, Varsity Boys, Varsity Girls

**BENCH CONDUCT AND SPECTATOR CONDUCT**

1. The host school is responsible for providing a crowd supervisor at all PCL wrestling contests.
2. All coaches are expected to assist in managing the behavior of spectators as needed, especially those from their school
3. Only coaches introduced during the weigh in are allowed to be on the floor or bench during matches
4. Coaches and wrestlers are expected to demonstrate sportsmanship and appropriate behavior at all times.

**SUB DISTRICT TOURNAMENT**

1. A PCL championship tournament will be held every year one week prior to the regional tournament to determine the wrestlers representing the PCL.
2. The format of the tournament will be a 16 entry double elimination tournament scoring to 6 places.
3. The "true 4<sup>th</sup> place" model will be used that allows the winner of the consolation bracket to challenge the loser of the 3<sup>rd</sup> / 4<sup>th</sup> match for the qualifying spot in the event that those wrestlers have not wrestled previously in the tournament. Team points will be changed; the 4<sup>th</sup> place ribbon will be awarded to the true 4<sup>th</sup>.
4. Each school will be given only two entries per weight class.
5. The wrestlers will be seeded to 8 spots. After 8 spots have been assigned the remaining wrestlers will be randomly assigned to the bracket.
6. Two wrestlers from the same school can be seeded. There is no guarantee that a school has a seeded wrestler
7. Wrestlers will not compete against a team mate in the first round, and not in the second round if possible
8. Once a wrestler has been placed into a bracket they may not change weight classes. If they fail to make weight at that class they will be disqualified.
9. Any and all changes after seeding has occurred need to be requested directly to the tournament director via email or phone call.
10. Within 24 hours of the start of the tournament no substitutions may be made. Wrestlers withdrawn for any reason will not be replaced in the bracket at that point.
11. Prior to 24 hours of the start of the tournament a non-seeded wrestler may be replaced with another non-seeded wrestler. A seeded wrestler who is withdrawn will cause the bracket to be redrawn moving all other seeds up. That seeded wrestler will be replaced with an unseeded wrestler.
12. If there are byes they will go to the highest possible seed.
13. At the tournament a games committee will be established with two coaches and the tournament director. The decisions of that committee are to be final.

## **SEEDING MEETING AND PROCESS**

1. A seeding meeting will be held at the completion of the league schedule more than 48 hours in advance of the PCL tournament.
2. All head coaches and league commissioner are required to be in attendance unless permission is granted by the league commissioner for an assistant coach to replace a head coach that cannot attend.
3. Assistant coaches are welcome to attend the meeting but are not given a vote in consensus matters. Each school will be given one vote and the league commissioner will break any ties.
4. It is the responsibility of head coaches to bring all league and season records for their entries as well as any scorebooks, records, or documents that inform seeding.
5. Coaches and athletic directors are responsible for ensuring that a wrestler will be academically eligible to compete prior to the seeding meeting.
6. Seeding will begin at 106 and continue until all weight classes have been filled
7. Any attempt to manipulate seeding for preferential matchups could result in a coach losing the right to nominate their own athletes for seeds. Every effort will be made to place the best wrestlers in the highest seed possible.
8. The following criteria will be considered in placing a wrestler
  - a. League record at weight class and competition level (V / JV)
  - b. Head to head results with other nominees
  - c. Results with common opponents
  - d. Season record at weight class
  - e. Previous sub/ district/ state finish
  - f. Coaches Appeal and Vote
9. Coaches will nominate a wrestler for a seed beginning with #1. The above criteria will be applied to all #1 nominees. A wrestler nominated for #1 will automatically be nominated for #2 if not selected for that slot and so on.
10. An uncontested nominee will be placed as nominated
11. Fewer than 8 seeds may be given if no coaches nominate a wrestler for a seeded position. Once that point has been reached all wrestlers will be randomly assigned.