

DIOCESE OF HARRISBURG
CATHOLIC YOUTH ORGANIZATION (CYO)
GIRLS GRADE SCHOOL BASKETBALL
HARRISBURG AREA BYLAWS & PLAYING RULES
June 2015

BY-LAWS

ARTICLE I LEAGUE ADMINISTRATION

The league administration is made up of an executive board that consists of a Commissioner, Treasurer and Secretary. The executive board which shall be responsible for all matters related to the operations of the league. These responsibilities include such matters as investigating and deciding protests, league rule violations and parish player/coach/parent misconduct. If an executive board member is a coach or coordinator of the team or parish involved in the protest or schedule change, that person shall disqualify themselves from voting on the issue in question. If the board is deadlocked, then a vote is conducted from the group of coordinators with the majority vote ruling. Only one parishioner per parish can serve on the executive board at any given time. Each position will be elected by a majority vote of the league coordinators or other parish representatives who are in attendance at the yearly spring meeting. The executive board members will serve for a one year period as defined as June 1-May 31.

ARTICLE II LEAGUE COMMISSIONER

The executive board commissioner shall be the chief officer and be responsible for ensuring the league by-laws are enforced. The President will preside over league meetings; require parishes, by an established due date, to submit the number and type of teams they expect to participate each season and provide corresponding rosters for each team. The commissioner and other board members will establish play dates and gym locations for the yearly varsity, intermediate, and junior varsity league tournaments. These tournaments will be held in accordance with guidelines established by the executive board, parish coordinators and be in compliance with the Diocese of Harrisburg CYO Rules. The commissioner will work closely with the parish coordinators to create and distribute the yearly regular season game schedule in a timely manner. All issues related to league referees will be the commissioner's responsibility. The commissioner has the latitude to delegate any responsibilities as deemed necessary and appropriate to executive board members or any other qualified person. Finally, the Commissioner will be reimbursed for expenses incurred.

ARTICLE III LEAGUE SECRETARY

The secretary will be responsible for recording the league minutes and submitting them to the Commissioner for review and distribution. The secretary will provide oversight to the league web-site which includes, but not limited to, the league game results, standings, and general updates in a timely manner. Additionally, the secretary will provide assistance to the Commissioner and Treasurer as the need arises. Finally, the Secretary will be reimbursed for expenses incurred.

ARTICLE IV LEAGUE TREASURER

The Treasurer will be responsible for calculating, collecting, and depositing yearly league fees; disbursement of monies to the referee association and general league expenses as needed with oversight from the commissioner. Additionally, the Treasurer will provide assistance to the Commissioner and Secretary as the need arises. Finally, the Treasurer will be reimbursed for expenses incurred.

ARTICLE V SCHEDULED LEAGUE MEETINGS

Two regular yearly meetings scheduled one each in the fall (September) and spring (May) will be conducted. The fall meeting will include discussion and decisions related to the upcoming season such as declaration by parishes of the number and type of teams being entered in the league for the upcoming regular season, individual parish gym availability as well as league tournaments and locations. The May meeting will be primarily to discuss issues related to league guidelines/rules changes, evaluation of and/or complaints from the previous season, and election of the Executive Board for the upcoming year. Additionally, special meetings could be conducted as needed to address special situations.

ARTICLE VI VOTING AT LEAGUE MEETINGS

Each parish program that is a current member (participated in the most recent season) of the league is entitled to one vote when a call to vote is required. A majority carries a motion. A vote by proxy is not recognized.

ARTICLE VII PARISH PARTICIPATION

Any parish in the Dauphin, Cumberland, or Lebanon counties is eligible to apply for entry into the league. Approval for entry will require a two-thirds vote majority of the teams who were members of the league the previous year. All teams who wish to gain entry in the league must request such to the Commissioner at the September meeting prior to the upcoming regular season. Failure to do so will make them ineligible for league play that season. The league will accept newly consolidated programs resulting from combining existing programs if the parish leaders and the Diocese of Harrisburg approve the program consolidation.

ARTICLE VIII OTHER GENERAL BYLAWS AND GUIDELINES

Issues related to player eligibility, religious requirements, residency, team administrators, participation in multiple basketball programs, maximum allowed games, and any other topic not presented in these guidelines can be generally found in the Girls and Boys Athletic Policies – 14th edition, Diocese of Harrisburg, Catholic Youth Association, located at. <http://my.illfiles.com/00222137/Bylaws-17th-Edition-2015.pdf>

ARTICLE IX TEAM ROSTERS

There is no maximum limit to the number of players a team may roster but there is minimum number of five. Each regular season team roster must be submitted to the commissioner per the established due date but typically the date is approximately on or before November 15th of each year. The commissioner will review the roster for accuracy and completeness and submit them to the Director of CYO Basketball at the Diocese of Harrisburg on or before December 1 of each year.

ARTICLE X LEAGUE FEES

The league fees collected from each parish will be calculated by the number of teams each parish schedules for the upcoming season. The total of fees charged will be the amount needed to cover costs associated with conducting the yearly league tournaments (referee fees and trophies/awards), the fees required to be paid to the Diocese CYO Program, referee association fees, and general operating costs as determined by the executive board. The yearly parish fee is due with roster submittals. Any fees submitted late will be assessed a \$50 late charge. Any program that has not submitted the total amount of fees and/or late fees by December 1 (start of regular season), may, at the discretion of the Executive Board, not be allowed to play until payment is submitted. If the lack of payment persists,

the program could be eliminated from the schedule for the entire regular season and league tournament play, at the discretion of the executive board.

ARTICLE XI PLAYER INSURANCE

Insurance is the sole responsibility of each parish as they relate to their players, coaches and other participants participating in the CYO program. Executive board members cannot be held liable. Each team is required to provide a time clock operator/scorekeeper for each home game located at the scorer's table. Scorekeepers and timekeepers are expected to be instructed to ensure competence of carrying out their duties. The home team is required to furnish a scoreboard operator for each game and the home team scorebook is considered the official book. The home team must furnish a first aid kit to be located at the scorer's table. Failure to furnish a first aid kit may result in a forfeiture of the game. Additionally, each home team must provide a game manager to monitor crowd control and other potential outside elements and is responsible for the overall security of the property, assets, and everyone attending the games.

ARTICLE XIII REGULAR SEASON SCHEDULE

The executive board is responsible to develop and distribute a regular season schedule each year. The development of the schedule can be completed by anyone the commissioner appoints. The schedule will include games for Varsity, Intermediate, Junior Varsity and Novice level of play for teams that were entered by the parish coordinators at the fall league meeting. The schedule will include game dates, location, times, and home and visitor teams. The schedule, when complete, will be distributed to the parish representatives who in-turn are expected to supply copies to all interested parties of their parish program. Additionally, this schedule will be posted to the league website and revised as needed.

ARTICLE XIV GAME SCHEDULE CHANGES

After publication of the league playing schedule, any changes must be submitted by the home team representative to the Commissioner, or their designate, no later than three days in advance of the new date. This notification should include a new date, time and game location. The change must be agreed upon between the parish coordinators and the head coaches involved. The minimum three day notice is necessary to ensure there is adequate time to notify the referee association to allow for communication to the referees. If the three day notice is not provided and the referees show up for a cancelled game, the home team will be responsible to pay the referee fees.

ARTICLE XV PROTESTS / COMPLAINTS

Protests and/or complaints where game results and/or league rules and bylaws are in question shall be submitted in writing to the commissioner within forty-eight hours of the protested issues/contest. A fee of \$10 should accompany the protest, the proceeds of which shall enter the general fund of the league. A written response to the protest will be rendered to the submitting party and other parties involved as soon as all the facts are gathered by the executive board and a decision is finalized. The league will only accept complaints that violate league rules.

ARTICLE XVI UNEXPECTED GAME CANCELLATIONS

Game cancellations, for reasons other than routine rescheduled games, must be conveyed to the league Commissioner, or their designate, no later than three hours before the game or games were scheduled to be played. Any cancellations must be agreed upon by the coordinators and these decisions are expected to be communicated to all interested/affected parties through any means possible. The Commissioner will be responsible to ensure the

website is updated and the referee association is contacted. All cancelled games (except weather cancellations for Intermediate and Novice levels) are expected to be rescheduled at the earliest convenience of each parish and coordinated through their respective coordinators.

ARTICLE XVII GAME FORFEITS

A team found to using an ineligible player shall forfeit any game in which said player participated in. A team not appearing for a game within 15 minutes of its scheduled start time shall forfeit the game, unless in the opinion of the Executive Board, there was valid reason for not appearing on time. A home team that changes a scheduled game without prior knowledge and agreement with the visiting team's coordinator and/or head coach shall forfeit the game. If a team forfeits a game, the forfeiting team will be responsible for any referee fees, if any apply.

ARTICLE XVIII LEAGUE WEBSITE

The Executive Board is ultimately responsible to maintain the website. This includes payment for the yearly maintenance, content, structure, and updates/modifications. Home team parish personnel such as coordinators and/or coaches are responsible to input game results during the regular season.

ARTICLE XIX REFEREE PAYMENT & SCHEDULE

The home team coach is responsible to pay the referee fees on the floor at game time. All games at all levels of play must have two referees for each game. The commissioner or their designate, is responsible to schedule the referees. This will be done on a weekly basis through communication to the referee assignor and the use of the most updated master schedule.

ARTICLE XX SANCTIONS

Sanctions will be imposed for any action not consistent with league philosophy and/or approved operating procedures. Sanctions will apply to any action that is deemed ethically inappropriate or which shows lack of commitment to the league first and foremost. Ignorance is not a defense. Deliberate "intent" and past behavior will be considered in all events being reviewed for sanctions. A \$100 fine will be levied against a parish for a first offense and up to a one year suspension, for that level of play, may be imposed. If the inappropriate behavior/actions continue, the program will incur the fine plus a one year program suspension for all levels of play related to that parish. The parish senior and coordinator will be notified of the fine and suspension action for any offense.

ARTICLE XXI SUSPENSIONS – COACHES AND PLAYERS

If a coach or player draws two technical fouls in a single game, he/she will be suspended for the following game. For the second such offense in the same season, the coach or player will be suspended for thirty days. For the third such offense in one season, the coach or player will be suspended for an entire season which could mean spanning parts of two seasons. **The coach or player is forbidden contact of any type with the team during the game(s) for which the coach or player is suspended.** If any of the events take place during the last regular season game, the suspension will be imposed during the playoffs or league/diocesan tournaments if the team is scheduled to participate. If the team is not scheduled to participate in playoffs or league/diocesan tournaments, the suspension will be imposed at the start of the next season if the coach is still involved in CYO basketball. The suspensions will apply to regular season league games, league tournaments, and diocesan events. Failure to abide by the conditions of the suspension will result in an expulsion of the coach from the league indefinitely and the disqualification of the coach's team for one full basketball season which could span more than one season.

GENERAL PLAYING GUIDELINES

A. There shall be five levels of play; Varsity, Intermediate, Junior Varsity, Intermediate II and Novice.

Varsity – 8th grade and below

- Scores maintained on scoreboard throughout the game with a declared winner at end of game.
- Scores submitted to web-site by home team after game is completed
- Standings are maintained on web-site
- The league champion will not result from the varsity team with the best regular season record but rather the league standings will be used to establish the league tournament brackets.
- The number of times each team plays each other will be determined by the coordinators at the fall meeting.
- Every effort will be made to schedule all games at this level for 1 hour 15 minutes and no games will start later than 8 PM.
- All games cancelled at this level are expected to be rescheduled.
- No playoff games will be scheduled whereby more than one team is tied for the best regular season record.
- Overtime, 3 minute overtime will be played until a winner is determined.
- This level of play allows for full court press at all times.
- Playing time for players is up to the discretion of the head coach.

Intermediate – 8th and below

- Scores maintained on scoreboard throughout the game with a declared winner at end of game.
- The number of times each team plays each other will be determined by the coordinators at the fall meeting.
- Every effort will be made to schedule all games at this level for 1 hour 15 minutes and no games will start later than 8 PM.
- This level of play is not expected to reschedule if games are cancelled.
- Overtime – 3 minute sudden death
- This level of play allows for full court press at all times.
- Due to this being an instructional level of play the coach is expected to give all players equal (approximately) playing time. However the final playing time decision will be at the discretion of the coach.

Junior Varsity – 6th and below

- Scores will be maintained on the scoreboard throughout the game with a declared winner at end of game.
- Scores must be imputed to the web-site by home team after the game is completed
- Standings are maintained on web-site
- The league champion will be determined by the results of the year-ending league tournament and not the regular season best record. The final standings will only be used for seeding purposes of the league tournament.
- The number of times each team plays each other will be determined by the coordinators at the fall meeting.
- Every effort will be made to schedule all games at this level for 1 hour 15 minutes and no games will start later than 8 PM.

Junior Varsity – 6th and below (continued)

- All games cancelled at this level are expected to be rescheduled.
- No playoff game will be scheduled for teams that end the regular season tied with the best win/loss record.
- Overtime, 3 minute overtime will be played until a winner is determined.
- This level of play allows for full court pressure at all times
- The bulk of the playing time is expected to go to the best players since this is considered a competitive level of play but it is also expected that every player will get in the game.

Intermediate II – 6th and below

- Scores maintained on scoreboard throughout the game with a declared winner at end of game.
- The number of times each team plays each other will be determined by the coordinators at the fall meeting.
- Every effort will be made to schedule all games at this level for 1 hour 15 minutes and no games will start later than 8 PM.
- This level of play is not expected to reschedule if games are cancelled.
- Intermediate II players can be rostered J.V.
- Overtime – 3 minute sudden death
- This level of play allows for full court press at all times.
- Due to this being an instructional level of play the coach is expected to give all players equal (approximately) playing time. However the final playing time decision will be at the discretion of the coach.

Novice – 5th and below

- Scores will be maintained on the scoreboard throughout the game with a declared winner at the end of the game.
- No scores or standings will be posted on the website.
- No league champion will be declared at end of the season.
- The number of times each team plays each other will be determined by the coordinators at the fall meeting.
- No overtime
- This level of play does not allow full court pressure, zone defense or double teaming other than inside the paint.
- Due to this being an instructional level of play the coach is expected to give all players equal (approximately) playing time. However the final playing time decision will be at the discretion of the coach.
- Games at this level will play as follows:
 - Twenty (20) minute running clock for each half
 - Half-time will be five (5) minutes
 - The clock will stop during timeouts, injury situations, and in the last minute of each half in accordance with PIAA rules.
 - Each team is awarded one (1) 30 second and (1) 60 second time out per half. Unused timeouts do not carryover from the first to the second half.
 - Players will be permitted to step over the free throw line as part of their follow-through on foul shots as long as they begin behind the line and make a reasonable attempt to adhere to the rules.
 - This level of play requires man to man coverage but does not allow a star player of one team to continually rotate to the ball handler of the other team.

Novice – 5th and below (continued)

- This level of play requires players to move back to the three point arc on change of possession, allowing for the team that has possession to cross the half court line before the opposing players can approach the ball handler with pressure

B. Multiple Varsity and Junior Varsity teams require the approval of the coordinators by a majority vote at the fall meeting. Intermediate and Novice level of play do not need to request approval to field more than one team at that level of play.

C. A player can be rostered on both the Varsity and Intermediate levels simultaneously. A player rostered on either the Junior Varsity or the Novice cannot be rostered on the Varsity or Intermediate level of play. A player rostered on the Novice level cannot be rostered on the Junior Varsity or Intermediate II level. ***A player on the Intermediate II level may be rostered J.V.*** No player can start both a Varsity and Intermediate game on the same day or start both a JV and Intermediate II game on the same day.

D. Every Varsity team must have 5 players identified as starters on their roster. These starters are expected to be the best skilled players on the Varsity team and start each game. None of these five starters can swing to the intermediate level. If a starter is unavailable to attend a game, a swing replacement can be used but that swing replacement cannot start the intermediate game on the same day.

E. All games at every level will have two PIAA referees scheduled to officiate. A game can be started if only one referee appears for any level of play. If no referee's show up for a Novice game, coaches from both teams can agree to use any persons they feel comfortable with using so the scheduled game can proceed. If no referees show up for a scheduled game at other than the Novice level, wait fifteen minutes past the scheduled start time and then cancel the game. If the game was varsity or junior varsity level, re-schedule it as soon thereafter as possible. If the game was at the Intermediate level of play, the game does not have to be rescheduled. Notify the Commissioner or their designate, of the referee non-show or if less than two referees show up for a scheduled game. The executive board will contact the referee assignor to discuss and resolve the issue.

F. There will be four quarters (six minutes each) to each game at all the Varsity and JV levels of play. In the event of a tie for a Varsity or JV game, a three minute overtime period will be provided to determine a winner. If the tie persists, additional three minute periods will be provided until a winner finally occurs.

G. Any team ahead by 40 points or more after half-time triggers the Mercy Rule which means the clock is required to continuously run with the exception of time outs called by either team. This rule, once triggered, remains in effect throughout the completion of the game. This rule applies to all levels of play.

H. All teams participating in the CYO are expected to field a Varsity and Junior Varsity level team. A parish can request a Varsity/JV exception from the current members, with good cause, with a majority vote needed to grant the exception. Parishes must also request an exception from the group to field more than one Junior Varsity team with a majority vote needed to grant this exception. Parishes can enter one or more Intermediate and Novice teams without any approval needed. Exceptions are requested and voted on during the fall meeting.

I. League Tournaments - The league will continue to sponsor tournaments at the Varsity, JV and Intermediate levels of play. All parishes will be assessed for these tournaments at the beginning of each season if they have a league team participating at this level. Only league teams can participate in this tournament. Participation in the league tournaments is optional but all parishes will be assessed a fee at the beginning of the year as part of their league fees. The fee is not refundable if the team chooses not to participate.

The regular season results will be used to develop the brackets for the Varsity and JV tournament. The tournaments will be bracketed to allow for i.e. 12 vs. 1, 11 vs. 2, 10 vs. 3, etc. The winners will continue in the championship bracket(s) until they incur a loss. The losers will then enter the consolation bracket. Only league officials can develop or modify league tournament brackets.

Since the intermediate level of play doesn't record wins and losses nor maintain standings, the Executive Board will use any available information and have total discretion in developing the brackets for this tournament.

A team trophy and individual awards (up to 15 per team) will only be provided to the Varsity, Junior Varsity, and Intermediate tournament winners and second place finishers.

The winner of the Varsity and Junior Varsity tournaments will be declared the league winner for that season. The winner of the intermediate tournament will only be considered the winner of that tournament since the league does not recognize a season winner at this instructional level of play.