BY-LAWS OF THE NORTHWEST CATHOLIC CONFERENCE

As Amended October 26, 2025

ARTICLE I NAME

The name of this conference shall be the Northwest Catholic Conference.

ARTICLE II OBJECTIVE

1. The general objective of the NWCC is to foster appreciation of Christian values, fair play and sportsmanship in athletic competition and to develop and encourage the moral, mental, social, physical growth and development of all student-athletes.

2. The specific objective of the NWCC Conference is to provide a structure in which member schools can work together to offer their students organized programs for athletic competitions in various sports.

ARTICLE III POLICIES

1. The Conference shall be responsible for administering boys' and girls' interscholastic athletic activities of its member schools.

2. The Conference will be responsible for organizing interscholastic competition for boys and girls participating in the following athletic activities: Volleyball, Basketball, Softball, Soccer, Cross Country, and Track & Field.

3. The Conference will not be responsible for conduct of the athletic programs at individual schools, except for those matters which are expressly addressed in these By-Laws.

4. The Conference will establish rules, guidelines, and procedures for all its interscholastic activities of member schools. Member schools are all required to abide by such rules, guidelines, and procedures in their interscholastic athletic programs.

5. The use of profanity or any abusive language by any player, coach or any official at the scorer's table will result in their ejection for the game and the bench. If it continues the game will be forfeited with the referee's decision as being final. **Pre-game conference between the referees and coaches to go over the rules is required.**

6. Violations of the rules duly established by this Conference shall render the offending school liable to sanction and/or expulsion by a majority vote of the voting membership, provided that, any sanctions shall be limited to the interscholastic participation of the offending school within the Conference.

ARTICLE IV MEMBERSHIP AND DUES

1. Member schools must be Catholic schools.
2. A fee will be assessed to each member school to defray Conference expenses. Such fees shall be paid prior to the beginning of each Activity. Sports in which fees will be charged are as follows:
    - Cross Country
    - Boys/Girls Volleyball

- Boys/ Girls Basketball
- Track & Field
- Softball
- Soccer

ARTICLE V **VOTING MEMBERSHIP**

1. The Conference will organize and hold Athletic Director meetings of member schools at least (4) times in each school year. Notice of the time and place of meetings shall be given before the start of the school year.

2. Conference matters may be discussed, considered, and determined only at meetings at which a quorum of the membership is present. A quorum shall be a majority of the member schools Athletic Directors or member school representatives.

3. Member schools shall be represented at meetings by its Athletic Director or other representative of the athletic program of the member school.

4. Each member school shall have one vote on general matters within the Conference. All Conference matters shall be decided by a majority vote of the voting membership at a meeting at which a quorum is present.

5. For all Conference matters limited to a particular sport, only those schools which are participating in that sport during the membership year shall be entitled to vote. A school which does not participate in a particular sport in the Conference shall not be entitled to have a vote on matters involving that sport.

ARTICLE VI **OFFICERS**

1. The officers of the Conference shall consist of the Executive Committee and a Secretary and a Treasurer, who may also be members of the Executive Committee.

2. The Officers shall be appointed to office by a majority vote of the voting Membership.

3. The term of office of each officer shall run for two (2) membership years, unless otherwise approved by the voting membership. There is no limit on the number of terms served.

4. General duties of each Officer shall be but not limited to:

    A. Executive Committee:
        1. Set all meetings for the present school year and send them out to all member schools. Call the first meeting of the year before the start of school.
        2. Preside over all meetings and decisions of the Conference.
        3. Maintain a file of all business transacted by the Conference and a current roster of Athletic Directors and coaches of each school.
        4. To cast the deciding vote in a dispute in which the membership is tied.
        5. Assure all Referee/Umpire assignors are under contract.
        6. Be the final say in all conference related matters.
        7. Serve on the Executive Board and Grievance Council.

8. Represent the conference in a Professional manner at all times.
9. Order awards for all Conference activities.
10. Compile and distribute AD and coaches contact list.
11. Set Conference schedule for each year.

B. Secretary:
   1. Keep minutes of all meetings and send copies of those minutes to each member school and the Executive Committee.
   2. Send out notices of upcoming meetings to each member school.
   3. Send out master schedules of sports competition before the first schedule game.
   4. Serve on the Executive Committee and Grievance Council

C. Treasurer:
   1. To manage the receipt of all fees and the payment of bills
   2. Collect all dues from each member school in a timely manner.
   3. Purchase rule books as needed.
   4. Prepare and distribute financial statements periodically during each membership year.
   5. Serve on the Executive Committee and Grievance Council

ARTICLE VII **INTERSCHOLASTIC COMPETITION**

1. The NWCC shall manage and administer interscholastic competition of all member schools in the following interscholastic sports: Cross Country, Soccer, Boys/Girls Volleyball, Boys/Girls Basketball, Track & Field and Softball.

2. The Conference may delegate to a committee responsibility for administration of any sport. At least two schools shall be represented on any such committee.

3. Member schools must participate in no less than two sports offered by the conference during each membership year. This requirement may be waived for a member school by the Commissioner upon showing of undue hardship in a particular school year.

4. Unless otherwise agreed, member schools may not have tryouts, practice, or play as a team in the following sports before the date specified by the Executive Committee in July preceding the start of school.

Note: The Conference may approve exceptions to the above dates for tryouts or to accommodate participation in off-season camps, on a case-by-case basis.

5. For each conference interscholastic sport, the Conference scheduler and Executive Committee will undertake the following responsibilities:
   A. Determine member schools participating in a sport and assess nonrefundable fees for such sport, which shall be paid to the treasurer before the start of the specific sport season.
   B. Prepare a schedule for games in the sport at the general meeting of that sport. The format should include season dates, rules and statistics to be maintained.
   C. Maintain the standings of competition during the season and post all standing on the conference website.

D. Organize post-season playoff and award procedures.

6. At 7th and 8th grade teams may split gold/silver even if there is only one division and the rosters are frozen for the playoffs. If there are two divisions and two teams at a grade level the split options are gold/gold and gold/silver. There will not be an option to choose silver/silver. When teams are split their rosters are frozen and must remain so for the playoffs. The vote was unanimous at the May 2023 meeting.

7. 4th graders must be split evenly within your 5th grade or Junior Varsity teams.

8. All teams (5^{th}-8^{th}) must submit a roster with the athlete's name, grade, and uniform number (when available). Also included in the roster will be the Head Coaches name and telephone number (if ok'd by the coach). All rosters must be turned in to the Conference before their first game. Once all rosters are in the conference will send a complete set of rosters to all AD's to be kept at the scores table. Can access the google doc.

9. All rosters must be turned in to the Conference by the scheduled due date (please see conference schedule). Rosters will then be available to all schools via Google Docs as a shared doc.

Note: Teams **are not** allowed to double roster players.
Teams may pull up players to create a roster of 8 but all rostered players must play prior to the pulled-up player(s). In basketball, all players must follow the 6-quarter playing rule.

ARTICLE VIII ELIGIBILITY

1. Players may play up a grade level but not down unless approved by Athletic Directors.

2. All players must be full-time students of the school and must be registered at the school prior to the first game of the season.

3. Each player dressed on the bench must play in a league game. If a team does not play all of their players, they will forfeit the game. Playoffs are included. Grades 4th-6th should have equal playing time. At 7th and 8th grade, play time should be a reflection of ability, effort, attendance at practices, and commitment to the team. If a dressed player is not playing due to a school rule/policy, it must be reported to the officials/score table/opposing coach prior to the game starting.
    a. PLAYING TIME GRADES 4-6: Every student enrolled in the program who meets eligibility requirements will play a reasonable amount of time in every game and have equal playing time throughout the season.
    b. PLAYING TIME GRADES 7-8: In grades 7 and 8 , playing time should reflect ability, effort, attendance at practices, and commitment to the team. coaches at the 7th and 8th grade level should work collaboratively with parents in helping all student athletes understand that not everyone who is on the team will play equal amounts. However, playing time for all is expected at

the 7th and 8th grade level. A reasonable guideline is for each athlete to play for the equivalent of at least one quarter (25%) of each game.

c. Basketball: All players can only play in six (6) quarters a day.
   Example: (3) quarters in the 6th grade game
   (3) quarters in the 7th grade game
   Note: Once a player enters the game, no matter how much time there is on the clock it will constitute a complete quarter.

4. The penalty for using ineligible players will be retroactive. The offending team will forfeit games in which the ineligible player participated.

5. Eligibility problems will be handled by vote of the member schools who participate in that sport. In difficult cases, the Executive Committee will have final say.

6. Academic eligibility shall be decided by each school and not the league.

7. New players may be added to the roster and are eligible to play once the Executive Committee is notified and they have practiced with their respective team one week before he/she is eligible to play.

A. All players must be within the following age limit for each grade. 8th grade students will be permitted to play more than one season of Varsity competition as long as he still is within the rules below.

8th Graders cannot be 15 years old before Sept. 1, of each school year.
7th Graders cannot be 14 years old before Sept. 1, of each school year.
6th Graders cannot be 13 years old before Sept. 1, of each school year.
5th Graders cannot be 12 years old before Sept. 1, of each school year.

B. Jr. Varsity teams will consist of 3rd, 4th, 5th, and 6th graders, and Varsity teams will consist of 7th and 8th graders.

C. If a school has multiple teams at the 5th or 6th grade level, teams must be split evenly based on the ability level of the players. If a school has multiple teams at the 7th or 8th grade level, they may be split “A” and “AA”. i.e. “A” is the higher ability team, and “AA” is the lower ability team.
   a. If 5th or 6th grade has “A” and “AA” divisions, teams may be split appropriately.

ARTICLE IX MOVING PLAYERS UP OR TO ANOTHER TEAM

1) If you have an 8th grade "A" team and you have an 8th grade "AA" team you may bring up any player(s) from the "AA" team to have a max of 8 players for the "A" game. You may not bring an "A" player to play on a "AA" team.

2) If you have an 8th grade "A" team and have 2 8th grade "AA" teams you may not bring down an 8th grade "A" player under any circumstance and can bring an 8th grade "AA" player from the other team(s) to have a max of 8 players on the "A" or "AA" Team. **"A" player must play before a "AA" player.**

3) If you have an 8th grade "A" team and have a 7th grade "A" team you can bring up any player(s) to have a max of 8 players for the "A" game. You **cannot** bring a "A" player down from 8th grade to play on the 7th grade team.

4) If you have an 8th grade "AA" team and have an 8th grade "A" team and do not have a 7th grade "AA" team, at the beginning of the season you **must designate your 5 best players** on the 8th grade "A" team, who will not be eligible to play on the 8th grade "AA" team if you need them. The rest of the 8th grade "A" players will be eligible to play on the "AA" team.

5) If you have a 7th grade "A" team and a 7th grade "AA" team you may bring up any "AA" player to have a max of 8 players for the "A" game. You **cannot** bring an "A" player to play on a "AA" team.

6) If you have a 7th grade team and 7th Grade "AA" team and the "AA" team needs a player(s), **See #4 above** or you can bring up a 6th or 5th grader to play on the "AA" team.

7) If you have a 6th Grade "A" team and 6th Grade "AA" team and the "AA" team needs a player(s), **See #4 above** or you can bring up a 5th grader to play on the "AA" team.

8) 5th graders may move up to 7th grade to have a max of 8 players. **5th graders are not allowed to play up at the 8th grade level. Exceptions may be voted on by the Athletic Directors.**

ARTICLE X CONFERENCE DIVISIONS, CONFERENCE GAMES, GAME SCHEDULES, PROTEST, FORFIETS AND REPORTING OF GAMES

1) **Each school will provide the conference with team counts for each level one week prior to scheduling games. Once team counts are in, the conference will make sure each level has a balanced (or close to it) number of teams. If any levels are not balanced, the conference will move teams up to a level based on their previous year's record to assure the level is balanced. Schools who have a team at each level will not be moved to balance levels.**

Example: If a school has a team at the "A" level and the "AA" level in the same age group they will not be moved.

2) All games will be scheduled by each school except for 5th grade basketball, which will be scheduled by the conference. Changes in starting times or dates must be approved by the commissioner and both schools.

   a) The Assignor of the sport must be notified of all game changes.

3) Failure to attend a scheduled home or away game will result in a forfeit for your school unless prior mutual consent was arrived at between the AD's and an approval has been obtained from the commissioner.

4) The home team will furnish the official scorekeeper, timekeeper, and a leather ball. Opposing team's scorekeeper is permitted at the official table. Only officials are permitted at the table. No coach shall be permitted to coach his team while keeping score or game time.

5) **All games must be reported to John Collins, by the home team within 48hrs or the home team will be asset a forfeit for all games not reported.**

6) All rescheduled games need to be done within 48hrs or they will become forfeits' for both teams involved.

7) Any team with 3 or more forfeits in a season will not be allowed to participate in conference finals. This pertains to 7th and 8th grade teams only.

8) All protests must be lodged with the referee during and/or immediately after the game. The protesting team must contact the Executive Committee no later than 24hrs after the game. The Executive Committee will convene with particular sport's Directors to discuss the protest and come up with a final decision.

9) All ties affecting the playoff standings will be decided by the drawing of cards at the first AD meeting of the year.

ARTICLE XI ADMISSIONS FEES

A. Game Admission: Schools can do a free will donation or use these fees:
   1. $1 for grade school/high school students
   2. $1 for Grandparents
   3. $2 for adults
   4. $5 for a Family

ARTICLE XII REFEREE FEES

A. Each home school is responsible for paying the ref fee which will be published prior to the start of season and will be listed in that sports rules. Fees will be determined by the Assignor and the Executive Committee.

ARTICLE XIII STUDENT ATHLETE EXPECTATIONS

The criteria below could include, but are certainly not limited to, the following provisions:

» Submitting all documentation within an established timeline.

» Meet basic academic requirements.

» Undergo a yearly physical examination or present a letter attesting to the athlete's physical fitness

» Meet the age requirements of the league/conference.

» Attend school the day of a game. An athlete who was absent from school due to illness is not allowed to play in a game on that given day. Absence from school on a Friday should not affect Saturday and Sunday participation if the athlete has recovered sufficiently to play.

Display Respect for Teammates, Opponents, Coaches, & Officials

Student-athletes must be respectful at all times towards their teammates, opponents, coaches, and officials. All student-athletes must also respect the spectators and fans. Athletes are expected to show good sportsmanship, play by the rules, and gracefully handle winning and losing. Losing self- control, using inappropriate gestures, "trash talking," verbalizing foul or abusive language, arguing a referee's call or a coach's decision, or displaying

other signs of disrespect should be reasons for immediate disciplinary action. These expectations are also detailed in the Student-Athlete Code of Ethics below.

All student-athletes are expected to exhibit the following behaviors:

» Play the game for the game's sake.

» Be generous in winning and graceful in losing.

» Display good sportsmanship towards all opponents, coaches and officials.

» Work for the good of the team.

» Accept the decisions of the officials gracefully.

» Always conduct yourself with honor and dignity. This includes during and after school, games, practices, and trips to other schools and facilities.

» Recognize, applaud, and encourage the efforts of your teammates and opponents.

» Show respect for your coaches, assistant coaches, fans, and personnel from other schools.

Probation or Suspension from NWCC sanctioned events

Student-athletes may be suspended from participating in NWCC competition for the following behaviors:

» Inappropriate language, as deemed by the coach, officials, or school administration.

» Physical or emotional abuse of teammates, op- posing players, coaches, spectators, or officials.

» Unsportsmanlike behavior before, during, or after a contest

» Destruction of a schools' facilities and equipment

» Disrespect toward a coach, player, parent or official in games

» Several "Code of Ethics" violations from above

Any Student-Athlete who does not follow the guidelines above may be asked to leave the game and/or sports facility. A Student-Athlete who is ejected from a game will be suspended from attending the next scheduled game. If the Student-Athlete attends the next scheduled game the team will forfeit the game and every game thereafter until the suspension is severed.

ARTICLE XIV PARENT AND/OR GUARDIAN EXPECTATION

Parents, guardians, and spectators must conduct themselves in an appropriate manner and act as positive role models for all participants. The essential elements of character building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when parents reflect these 'six pillars of character.' Therefore, it is critical for parents, guardians and spectators to display the following behaviors:

»Trust in their child's ability to have fun as well as to perform and achieve excellence on their own

»Help their child to learn the right lessons from winning and losing and from individual

accomplishments and mistakes

»Respect their child's coaches, teammates, and fellow parents as well as the players, parents, and coaches from opposing teams.

»Give only encouragement and applaud positive accomplishments, whether for their child, his/her teammates, their opponents, or the officials.

»Show respect towards all officials and their decisions.

»Never coach their child or other players during games and practices, unless they are one of the official coaches of the team

Below are a list of major responsibilities and behaviors that parents and/or guardians MUST adhere to:

Act in Accordance with Catholic Values
Parents/guardians are expected to support and encourage their child's efforts. All comments from the stands should be supportive of the team's efforts. No negative comments and criticisms should ever be directed towards student-athletes. In addition, public criticisms directed towards coaches, Athletic Directors, and/or NWCC Administration are unacceptable. In addition, it is expected that parents/guardians act as role models for their children by putting wins and losses in their proper perspective.

Let the Coaches Coach and the Referees Ref:
Parents/guardians should make no attempt to instruct players or the team from the stands. In addition, questioning, criticizing, or berating the coach and/or the referees does not set a good example for the young athletes involved in the contest. It is up to the Athletic Director and/or the NWCC Administration to help parents/guardians realize that they will be asked to leave a game if they are not able to maintain a standard of acceptable behavior.

Engage in Respectful Communication
Parents/guardians should communicate directly with the coach, athletic director, and/or the commissioner on matters of concern. They must do so at appropriate times, and not immediately before, during, or after a game. While it is a given that parents/guardians act as advocates for their own child, it is important for parents/guardians to understand that coaches, athletic directors, and the NWCC make decisions that benefit the group, not the individual. Sometimes decisions that benefit the group conflict with individual needs and desires, but such is the reality of being a member of a team. Under no circumstances should parents/guardians be verbally abusive towards coaches, athletic directors, and/or anyone associated with the NWCC. Parents/guardians must be respectful with their tones of voice, as well as thoughtful with the words they choose to use.

Support the Conference
Under no circumstances may parents of student- athletes publicly criticize a school, coach, athletic director and/or conference administration. All matters of concern regarding any aspect of the NWCC must be expressed directly to the school's Athletic Director or the Executive Committee.

It is important for parents/guardians to realize the amount of time and effort it takes to run an effective and efficient interscholastic athletic programs and conference. The level of commitment that coaches, athletic directors, conference officials and school administrators put forth demands the respect of all parents involved.

Parents/guardians who cannot adhere to a reasonable level of respectful behavior and expectations WILL have their privileges of attending games revoked.

In addition, under no circumstance should parents/ guardians sit on the bench or coach their child during games. Parents/guardians do not have these rights and privileges unless they are asked to serve as an official volunteer coach.

Sports Parent/Guardian Code of Conduct

The purpose of the following Sports Parent/Guardian Code of Conduct is to help define appropriate parental/guardian actions that support the mission of the Northwest Catholic Conference. Parents/guardians should read and understand the Code of Conduct.

As a parent/guardian, I therefore agree to the following:

1. I will not force my child to participate in sports.

2. I will remember that the game is for youth, not adults.

3. I will learn the rules of the game and the policies of the league.

4. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy towards all players, coaches, officials, and spectators at all games and practices.

5. I (and my guests) will not engage in any kind of unsportsmanlike conduct (booing, taunting, etc.) or any other form of harassment towards any official, coach, player or parent.

6. I (and my guests) will not use any profane language or gestures.

7. I will not encourage in any behaviors or practices that would endanger the health and well-being of the athletes.

8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.

9. I will demand that my child treat other players, coaches, officials, and spectators with respect.

10. I will teach my child the importance of hustle, playing fairly, and doing one's best.

11. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.

12. I will emphasize the importance of skill development over winning and losing.

13. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my own child.

14. I will respect the officials and their authority during games, and will never publicly

question their decisions.

15. I will respect the coaches for the time they donate, and I will never publicly confront, question or criticize them.

Any parent and/or guardian who does not follow the guidelines above may be asked to leave the game and/or sports facility. A parent and/or guardian who are ejected from a facility will be suspended from attending the next scheduled game. If the parent and/or guardian attend the next scheduled game the team will forfeit the game and every game thereafter until the suspension is severed.