

Western Central Pennsylvania Swim League

League Bylaws

<u>Rev.</u>	<u>Date of Revision</u>	<u>Reason for Revision</u>
01	August 27, 1999	Original bylaw establishment and adoption by member teams
02	September 6, 2012	Bylaws revised
03	August 26, 2014	Bylaws significantly restructured

League Name:

The organization shall be known and designated by the title of Western Central Pennsylvania Swim League, also known as the WCPSL.

Purpose:

The purpose of the Western Central Pennsylvania Swim League is to provide a format in which individual swim clubs can participate in an age group competitive swimming program.

Definitions:

Championships – Annual Championship meet held at the end of the season.

Champs Club – Club that is responsible for hosting the annual Championship meet.

Leadership Club – Club that is responsible to administer the Bylaws of the WCPSL.

Membership:

- 1) Leadership of the league for the season is automatically assigned to the club that hosted the previous season's Championship meet. This club is known as the Leadership Club for the season.
- 2) Annual membership dues of \$75 per club are due on the day of the annual Season Kickoff Meeting and no later than the date of a team's first meet. These dues are non-refundable, paid to the league team that is hosting the Championship meet for the season, the Champs Club.
- 3) New clubs may be admitted to join the league at the annual Season Kickoff Meeting upon 2/3 approval of all current member clubs in attendance at the meeting.
- 4) Existing clubs must remain in good standing from the previous season, having paid league dues and all Championship fees, in order to remain a member club for the upcoming season.

League Bylaws and Voting Rules:

- 5) This league and supporting bylaws exist for the sole purpose of benefiting the swimmers. The best interest of the swimmers will be considered in ALL situations.
- 6) These bylaws shall govern basic operation of the WCPSL and be administered by the Leadership Club for the season.
- 7) In the event that a situation arises that is not directly or clearly covered by these bylaws, it is the responsibility of the Leadership Club to facilitate a discussion among member clubs to arrive at a decision or to make a decision directly that is consistent with the intent of the bylaws and in the best interest of the swimmers.
- 8) When voting events occur, each member club shall be granted one (1) vote.
- 9) Bylaws may be amended at the annual season kickoff meeting, as approved by a 2/3 majority of member clubs.
- 10) Admittance of new clubs to the league must be approved by 2/3 of member clubs.
- 11) Remote voting on issues by member teams may be executed via e-mail, teleconference, web-based form, etc. if deemed necessary by the Leadership Club.

Annual Meeting:

- 12) An annual Season Kickoff Meeting will be held in August prior to each season, during which the following activities will occur:
 - a. League bylaws will be reviewed and any changes adopted.
 - b. Ownership for the next season's Championship meet will be assigned.
 - c. Championship meet details for the current season will be discussed.
 - d. Clubs will collaborate to establish a meet schedule for the season.
- 13) The annual league kickoff meeting will be scheduled by the Champs Club and facilitated by the Leadership Club.

Regular Season League Meets:

- 14) All meets will be governed by the rules of USA Swimming except in situations that are explicitly modified by terms established within this set of bylaws.
- 15) All swimmers swim in age groups consistent with their age as of October 1st.
- 16) An individual swimmer may compete in a maximum of three (3) individual events and two (2) relays.
- 17) The following age groups will be utilized by the league for all events:

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- a. 6 and Under
 - b. 7 – 8
 - c. 9 – 10
 - d. 11 – 12
 - e. 13 – 14
 - f. 15 – 18
- 18) Swimmers may “swim up” under certain conditions:
- a. Swimmers may swim up one age group for relays and have the relay still scored for the meet.
 - b. Swimmers may swim up one age group for an individual event, but the entry will be scored as an exhibition event. The time will be official for the swimmer, but will not be included in meet scoring or considered for an award.
- 19) There are no limitations on the number of individual club entries per event, but efforts should be taken to control the total length of the meet if possible.
- 20) The host team can request that each club be restricted to three (3) team entries per relay event.
- 21) All events are timed finals. Official times will be averaged times from two stop watches or the results of an electronic timing system.
- 22) Awards will be provided by the hosting team:
- a. Heat winner ribbons or equivalent recognition will be provided to swimmers.
 - b. Individual places will be awarded ribbons for 1st through 6th in all meets.
 - c. Relay places will be awarded ribbons for 1st through 3rd in dual meets and 1st through 6th in larger meets.
 - d. Efforts will be made to distribute ribbons at the conclusion of the meet.
- 23) Meet scoring and results will be managed as follows:
- a. All entries are official.
 - b. All times will be put in order of finish.
 - c. Scoring will be 6-4-3-2-1 for individual events and 8-4-2 for relays, regardless of the number of lanes at the host pool.
 - d. No team may score more than three places for individual events and two places for relay events.
 - e. Times and places shall be recorded at the meet and provided to each team. A full set of results will be provided by the hosting team to the opposing teams within five days, but preferably within one day of the event.

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- 24) Hosting and visiting teams must provide volunteers to support meet operation in quantities defined by the hosting team and communicated to visiting teams in advance of the meet.
- Teams will provide Timers to ensure that two are available for each lane.
 - Teams will provide Seeders to assist with coordination of swimmers
 - Teams will provide additional volunteers as needed or requested by the hosting team in order to execute an efficient, safe and timely swim meet.
- 25) Each team must provide at least one (1) and preferably two (2) Stroke and Turn officials at each meet that have completed a reasonable level of training and/or certification. Preferred levels of training in descending order of preference are:
- Certified USA Swimming official
 - Certified YMCA official
 - Certified PA or OH High School Swimming official
 - WCPSL league trained by USA Swimming officials
 - Formally trained by individual clubs/coaches
- 26) All Head Coaches must have Safety Training for swim coaches. If not, then a lifeguard must be present on the deck at all times during the meet.
- 27) The hosting team will provide meet information at least ten (10) days prior to the date of the meet. This information will include the meet entry file for Meet Format A or B listed at the end of these bylaws as well as all requirements for volunteers.
- 28) The hosting team may include one heat of an additional event that is not included in Format A or Format B if all attending teams agree to the inclusion in advance. An example would be an event such as the 500 Yard Freestyle or 400 Yard IM.
- 29) Meet entries must be generated from Team Manager and submitted to the hosting team per the timeline defined by the hosting team.

WCPSL Championships:

- 30) Scheduling date and location for the annual WCPSL Championships will be completed by the Champs Club for the season. This information will be finalized and communicated to all members clubs before the first of October, but preferably at or before the annual League Kickoff Meeting. The meet will follow the Champs Meet Format provided at the end of these bylaws.
- 31) The meet will be governed by the rules of USA Swimming except in situations that are explicitly modified by terms established within this set of bylaws.
- 32) The same age groups will be utilized for the Championship Meet.
- 33) All swimmers swim in age groups consistent with their age as of October 1st.

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- 34) All participating swimmers must have competed in at least four (4) Regular Season League Meets in order to compete in Champs.
- 35) Swimmers must have competed in an event during the current season within a Regular Season League meet in order to swim the event during the Championship Meet. NT and time trial times will not be accepted.
- 36) Swimmers must be entered with a best, official time (proof of time) obtained in a League Meet, USA Swimming meet or YMCA meet within the current season.
- 37) An individual swimmer may compete in a maximum of three (3) individual events and two (2) relays.
- 38) Swimmers may swim up one age group for relays and have the relay still scored for the meet. Swimmers may not swim up for individual events.
- 39) Each club is restricted to three (3) team entries per relay event.
- 40) The pool must be 6-lane or larger with electronic timing.
- 41) Hosting and visiting teams must provide volunteers to support meet operation in roles/quantities defined by the Champs Club and communicated to visiting teams.
- 42) USA Swimming officials must be hired by the Champs Club to officiate all sessions.
- 43) Individual and Relay Awards will be provided as follows for places 1-12:
 - a. Medals for places 1-3
 - b. Medals or ribbons for places 4-6
 - c. Ribbons for places 7-12
 - d. Heat winner ribbons or equivalent recognition
 - e. Participant medals for all swimmers
- 44) Championship Meet scoring will be structured as follows regardless of pool size:
 - a. Individual Events: Top 12 places; 16-13-12-11-10-9-7-5-4-3-2-1 points
 - b. Relay Events: Top 12 places; 32-26-24-22-20-18-14-10-8-6-4-2 points
 - c. No team may score more than three places for individual events and two places for relay events.
- 45) Team Awards will be provided by the Champs Club to participants as follows:
 - a. Team Trophies for 1st, 2nd and 3rd place by points (Big Team Category) determined by team scores.
 - b. Team Trophies for 1st, 2nd and 3rd place by points (Small Team Category) determined by team scores.

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- c. Team Age Group Trophy for 1st place for each Age Group/Gender determined by combined points from individual events.
- d. Individual Trophies for 1st and 2nd place for each Age Group/Gender determined by individual events.

46) Teams participating in the Big Team and Small Team categories will be established for each meet based on the number of entered swimmers from each team, with the goal being to have an equal number of league clubs in each category. If an odd number of teams participate in the meet, the median team will participate as a Big or Small team depending on whether their number of participants is closer to the next larger or next smaller team.

47) Fees for WCPSL Championships are as follows, paid to the Champs Club at least two weeks prior to the meet:

- a. Individual Events: \$5.00
- b. Relay Events: \$8.00

48) Assignment of the hosting team for the Championship meet, the Champs Club, will be assigned on an annual basis at the League Kickoff Meeting for the following season. Teams are provided with the option to host Champs on a rotating basis. If they decide not to host, the option is provided to the next member club on the list.

Member Club	Option Season	Decision/Result
Riverside	2010	Champs Meet Held
Slippery Rock	2011	Champs Meet Held (Westminster)
Grove City	2012	Champs Meet Held (Westminster)
Hopewell	2013	Champs Meet Held (Steubenville)
Northgate	2014	Champs Meet Held (Steubenville)
Carlynton	2015	Declined Option to Host Champs
East Liverpool & Blackhawk	2015	Accepted – BSDS Stepped-up to Help WAVE in 2015
Tri-County	2015	Declined Option to Co-Host Champs
Blackhawk	2016	Accepted for 2016
Keystone Oaks	2017	
Oxford	2018	
Montour	2019	
Riverside	2020	

Note that the above list of Champs Clubs is to be updated in the bylaws each season by the Leadership Club, but is not considered to be a revision to the bylaws.

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Swim Meet Schedule of Events – A Format

#	Event Name	#	Event Name
1A	Girls 11-12 200 Yard Freestyle	2A	Boys 11-12 200 Yard Freestyle
1B	Girls 13-14 200 Yard Freestyle	2B	Boys 13-14 200 Yard Freestyle
1C	Girls 15-18 200 Yard Freestyle	2C	Boys 15-18 200 Yard Freestyle
3	Girls 6 & Under 25 Yard Butterfly	4	Boys 6 & Under 25 Yard Butterfly
5	Girls 7-8 25 Yard Butterfly	6	Boys 7-8 25 Yard Butterfly
7	Girls 9-10 50 Yard Butterfly	8	Boys 9-10 50 Yard Butterfly
9	Girls 11-12 50 Yard Butterfly	10	Boys 11-12 50 Yard Butterfly
11	Girls 13-14 100 Yard Butterfly	12	Boys 13-14 100 Yard Butterfly
13	Girls 15-18 100 Yard Butterfly	14	Boys 15-18 100 Yard Butterfly
15	Girls 6 & Under 25 Yard Backstroke	16	Boys 6 & Under 25 Yard Backstroke
17	Girls 7-8 25 Yard Backstroke	18	Boys 7-8 25 Yard Backstroke
19	Girls 9-10 50 Yard Backstroke	20	Boys 9-10 50 Yard Backstroke
21	Girls 11-12 50 Yard Backstroke	22	Boys 11-12 50 Yard Backstroke
23	Girls 13-14 100 Yard Backstroke	24	Boys 13-14 100 Yard Backstroke
25	Girls 15-18 100 Yard Backstroke	26	Boys 15-18 100 Yard Backstroke
27A	Girls 6 and Under 100 Yard IM	28A	Boys 6 and Under 100 Yard IM
27B	Girls 7-8 100 Yard IM	28B	Boys 7-8 100 Yard IM
29	Girls 9-10 100 Yard IM	30	Boys 9-10 100 Yard IM
31	Girls 11-12 100 Yard IM	32	Boys 11-12 100 Yard IM
33	Girls 13-14 200 Yard IM	34	Boys 13-14 200 Yard IM
35	Girls 15-18 200 Yard IM	36	Boys 15-18 200 Yard IM
37	Mixed 8 & Under 100 Yard Medley Relay		
38	Mixed 9-10 200 Yard Medley Relay		
39	Mixed 11-12 200 Yard Medley Relay		
40	Mixed 13-14 200 Yard Medley Relay		
41	Mixed 15-18 200 Yard Medley Relay		
42	Girls 11-12 100 Yard Freestyle	43	Boys 11-12 100 Yard Freestyle
44	Girls 13-14 100 Yard Freestyle	45	Boys 13-14 100 Yard Freestyle
46	Girls 15-18 100 Yard Freestyle	47	Boys 15-18 100 Yard Freestyle
48	Girls 6 & Under 25 Yard Freestyle	49	Boys 6 & Under 25 Yard Freestyle
50	Girls 7-8 25 Yard Freestyle	51	Boys 7-8 25 Yard Freestyle
52	Girls 9-10 50 Yard Freestyle	53	Boys 9-10 50 Yard Freestyle
54	Girls 11-12 50 Yard Freestyle	55	Boys 11-12 50 Yard Freestyle
56	Girls 13-14 50 Yard Freestyle	57	Boys 13-14 50 Yard Freestyle
58	Girls 15-18 50 Yard Freestyle	59	Boys 15-18 50 Yard Freestyle
60	Girls 6 & Under 25 Yard Breaststroke	61	Boys 6 & Under 25 Yard Breaststroke
62	Girls 7-8 25 Yard Breaststroke	63	Boys 7-8 25 Yard Breaststroke
64	Girls 9-10 50 Yard Breaststroke	65	Boys 9-10 50 Yard Breaststroke
66	Girls 11-12 50 Yard Breaststroke	67	Boys 11-12 50 Yard Breaststroke
68	Girls 13-14 100 Yard Breaststroke	69	Boys 13-14 100 Yard Breaststroke
70	Girls 15-18 100 Yard Breaststroke	71	Boys 15-18 100 Yard Breaststroke
72	Mixed 8 & Under 100 Yard Freestyle Relay		
73	Mixed 9-10 200 Yard Freestyle Relay		
74	Mixed 11-12 200 Yard Freestyle Relay		
75	Mixed 13-14 200 Yard Freestyle Relay		
76	Mixed 15-18 200 Yard Freestyle Relay		

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Swim Meet Schedule of Events – B Format

#	Event Name	#	Event Name
1A	Girls 6 and Under 100 Yard IM	2A	Boys 6 and Under 100 Yard IM
1B	Girls 8 and Under 100 Yard IM	2B	Boys 8 and Under 100 Yard IM
3	Girls 9-10 100 Yard IM	4	Boys 9-10 100 Yard IM
5	Girls 11-12 200 Yard IM	6	Boys 11-12 200 Yard IM
7	Girls 13-14 200 Yard IM	8	Boys 13-14 200 Yard IM
9	Girls 15-18 200 Yard IM	10	Boys 15-18 200 Yard IM
11	Girls 6 & Under 25 Yard Freestyle	12	Boys 6 & Under 25 Yard Freestyle
13	Girls 7-8 25 Yard Freestyle	14	Boys 7-8 25 Yard Freestyle
15	Girls 9-10 50 Yard Freestyle	16	Boys 9-10 50 Yard Freestyle
17	Girls 11-12 50 Yard Freestyle	18	Boys 11-12 50 Yard Freestyle
19	Girls 13-14 50 Yard Freestyle	20	Boys 13-14 50 Yard Freestyle
21	Girls 15-18 50 Yard Freestyle	22	Boys 15-18 50 Yard Freestyle
23	Girls 6 & Under 25 Yard Breaststroke	24	Boys 6 & Under 25 Yard Breaststroke
25	Girls 7-8 25 Yard Breaststroke	26	Boys 7-8 25 Yard Breaststroke
27	Girls 9-10 50 Yard Breaststroke	28	Boys 9-10 50 Yard Breaststroke
29	Girls 11-12 50 Yard Breaststroke	30	Boys 11-12 50 Yard Breaststroke
31	Girls 13-14 100 Yard Breaststroke	32	Boys 13-14 100 Yard Breaststroke
33	Girls 15-18 100 Yard Breaststroke	34	Boys 15-18 100 Yard Breaststroke
35	Girls 9-10 100 Yard Freestyle	36	Boys 9-10 100 Yard Freestyle
37A	Girls 11-12 200 Yard Freestyle	38A	Boys 11-12 200 Yard Freestyle
37B	Girls 13-14 200 Yard Freestyle	38B	Boys 13-14 200 Yard Freestyle
37C	Girls 15-18 200 Yard Freestyle	38C	Boys 15-18 200 Yard Freestyle
39	Mixed 8 & Under 100 Yard Medley Relay		
40	Mixed 9-10 100 Yard Medley Relay		
41	Mixed 11-12 200 Yard Medley Relay		
42	Mixed 13-14 200 Yard Medley Relay		
43	Mixed 15-18 200 Yard Medley Relay		
44	Girls 6 & Under 25 Yard Butterfly	45	Boys 6 & Under 25 Yard Butterfly
46	Girls 7-8 25 Yard Butterfly	47	Boys 7-8 25 Yard Butterfly
48	Girls 9-10 50 Yard Butterfly	49	Boys 9-10 50 Yard Butterfly
50	Girls 11-12 50 Yard Butterfly	51	Boys 11-12 50 Yard Butterfly
52	Girls 13-14 100 Yard Butterfly	53	Boys 13-14 100 Yard Butterfly
54	Girls 15-18 100 Yard Butterfly	55	Boys 15-18 100 Yard Butterfly
56	Girls 6 & Under 25 Yard Backstroke	57	Boys 6 & Under 25 Yard Backstroke
58	Girls 7-8 25 Yard Backstroke	59	Boys 7-8 25 Yard Backstroke
60	Girls 9-10 50 Yard Backstroke	61	Boys 9-10 50 Yard Backstroke
62	Girls 11-12 50 Yard Backstroke	63	Boys 11-12 50 Yard Backstroke
64	Girls 13-14 100 Yard Backstroke	65	Boys 13-14 100 Yard Backstroke
66	Girls 15-18 100 Yard Backstroke	67	Boys 15-18 100 Yard Backstroke
68	Girls 8 and Under 50 Yard Freestyle	69	Boys 8 and Under 50 Yard Freestyle
70	Girls 11-12 100 Yard Freestyle	71	Boys 11-12 100 Yard Freestyle
72	Girls 13-14 100 Yard Freestyle	73	Boys 13-14 100 Yard Freestyle
74	Girls 15-18 100 Yard Freestyle	75	Boys 15-18 100 Yard Freestyle
76	Mixed 8 & Under 100 Yard Freestyle Relay		
77	Mixed 9-10 200 Yard Freestyle Relay		
78	Mixed 11-12 200 Yard Freestyle Relay		
79	Mixed 13-14 200 Yard Freestyle Relay		
80	Mixed 15-18 200 Yard Freestyle Relay		

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Swim Meet Schedule of Events – Champs Meet Format

#	Event Name	#	Event Name
Morning Session			
1	Mixed 11-12 200 Yard Medley Relay		
2	Mixed 13-14 200 Yard Medley Relay		
3	Mixed 15-18 200 Yard Medley Relay		
4	Girls 11-12 200 Yard Freestyle	5	Boys 11-12 200 Yard Freestyle
6	Girls 13-14 200 Yard Freestyle	7	Boys 13-14 200 Yard Freestyle
8	Girls 15-18 200 Yard Freestyle	9	Boys 15-18 200 Yard Freestyle
10	Girls 11-12 50 Yard Butterfly	11	Boys 11-12 50 Yard Butterfly
12	Girls 13-14 100 Yard Butterfly	13	Boys 13-14 100 Yard Butterfly
14	Girls 15-18 100 Yard Butterfly	15	Boys 15-18 100 Yard Butterfly
16	Girls 11-12 50 Yard Backstroke	17	Boys 11-12 50 Yard Backstroke
18	Girls 13-14 100 Yard Backstroke	19	Boys 13-14 100 Yard Backstroke
20	Girls 15-18 100 Yard Backstroke	21	Boys 15-18 100 Yard Backstroke
22	Girls 11-12 50 Yard Freestyle	23	Boys 11-12 50 Yard Freestyle
24	Girls 13-14 50 Yard Freestyle	25	Boys 13-14 50 Yard Freestyle
26	Girls 15-18 50 Yard Freestyle	27	Boys 15-18 50 Yard Freestyle
28	Girls 11-12 100 Yard IM	29	Boys 11-12 100 Yard IM
30	Girls 13-14 200 Yard IM	31	Boys 13-14 200 Yard IM
32	Girls 15-18 200 Yard IM	33	Boys 15-18 200 Yard IM
34	Girls 11-12 100 Yard Freestyle	35	Boys 11-12 100 Yard Freestyle
36	Girls 13-14 100 Yard Freestyle	37	Boys 13-14 100 Yard Freestyle
38	Girls 15-18 100 Yard Freestyle	39	Boys 15-18 100 Yard Freestyle
40	Girls 11-12 50 Yard Breaststroke	41	Boys 11-12 50 Yard Breaststroke
42	Girls 13-14 100 Yard Breaststroke	43	Boys 13-14 100 Yard Breaststroke
44	Girls 15-18 100 Yard Breaststroke	45	Boys 15-18 100 Yard Breaststroke
46	Mixed 11-12 200 Yard Freestyle Relay		
47	Mixed 13-14 200 Yard Freestyle Relay		
48	Mixed 15-18 200 Yard Freestyle Relay		
Break			
Afternoon Session			
49	Mixed 8 and Under 100 Yard Medley Relay		
50	Mixed 9-10 200 Yard Medley Relay		
51	Girls 6 and Under 25 Yard Butterfly	52	Boys 6 and Under 25 Yard Butterfly
53	Girls 7-8 25 Yard Butterfly	54	Boys 7-8 25 Yard Butterfly
55	Girls 9-10 50 Yard Butterfly	56	Boys 9-10 50 Yard Butterfly
57	Girls 6 and Under 25 Yard Backstroke	58	Boys 6 and Under 25 Yard Backstroke
59	Girls 7-8 25 Yard Backstroke	60	Boys 7-8 25 Yard Backstroke
61	Girls 9-10 50 Yard Backstroke	62	Boys 9-10 50 Yard Backstroke
63A	Girls 6 and Under 100 Yard IM	64A	Boys 6 and Under 100 Yard IM
63B	Girls 7-8 100 Yard IM	64B	Boys 7-8 100 Yard IM
65	Girls 9-10 100 Yard IM	66	Boys 9-10 100 Yard IM
67	Girls 6 and Under 25 Yard Freestyle	68	Boys 6 and Under 25 Yard Freestyle
69	Girls 7-8 25 Yard Freestyle	70	Boys 7-8 25 Yard Freestyle
71	Girls 9-10 50 Yard Freestyle	72	Boys 9-10 50 Yard Freestyle
73	Girls 6 and Under 25 Yard Breaststroke	74	Boys 6 and Under 25 Yard Breaststroke
75	Girls 7-8 25 Yard Breaststroke	76	Boys 7-8 25 Yard Breaststroke
77	Girls 9-10 50 Yard Breaststroke	78	Boys 9-10 50 Yard Breaststroke
79	Mixed 8 and Under 100 Yard Freestyle Relay		
80	Mixed 9-10 200 Yard Freestyle Relay		

Note: The above meet format may be inverted at the discretion of the Champs Club to have the younger swimmers compete in the morning and the older swimmers compete in the afternoon.