

# **SOUTHEAST CONFERENCE SWIMMING & DIVING BYLAWS**

## **Boys and Girls**

Last revised: **(3/16/2022)**

### **I. RULES**

A. The Wisconsin Interscholastic Athletic Association (WIAA) and the National Federation of High Schools (NFHS) shall govern all meets unless otherwise stated in the by-laws.

### **II. CONFERENCE SCHEDULE**

- A. Conference dual meets shall start at 4:30pm, unless altered by prior mutual consent of all teams. (Minimum warm-up is 20 minutes). With prior mutual consent, schools may bring in another Conference school, but the meet shall be run as a dual. The Dual Meet Champions will be determined on a won - loss percentage.
- B. Dual meets will not be scheduled the week of the Conference Tournament Championship Meet. Dual meets will not be scheduled the day following a holiday.
- C. Due to cancellation, dual meets must be made up by the Friday before the week of the Conference Tournament Championship Meet unless circumstances beyond our control arise.

### **III. CHAMPIONSHIP MEET**

- A. **20** place scoring will be used.
- B. Each school may enter two relays in relay events. Both A and B relays can score where they finish in the race.
- C. Twenty-seven (27) additional entries for the remaining swimming or diving events.
- D. No limit on entries per individual swimming or diving events as long as item C is not exceeded.
- E. Entries for the Conference Meet shall be entered electronically (computer). No coach may act as Meet Manager or Data Entry person.
- F. Using the two-day format, if diving is held on Friday, warm-ups will begin at 4:30 p.m. and the competition will begin at 6:00pm. If a team hosts diving on Friday, the host team has the option of starting the swimming competition on Saturday with a suggested start time no earlier than 12:00pm and no later than 2:00pm. In the event of extenuating circumstances, the host school can propose an alternate start time for conference approval.
- G. Using the one-day format, diving warm ups shall start at 8:00am with competition starting at 9:30am. The swimming warm-ups will start at 12:30pm with competition starting at 2:00pm. If the diving portion of the meet should run past 12:30pm, the swimming warm ups will start immediately following the conclusion of the diving. The coaches meeting will be held when the pool is closed following warm ups and 15 minutes prior to the start of competition. (If national testing days fall on the day of the Conference Meet, diving will be on Friday night and swimming will not begin before 2pm on Saturday.)
  - 1. Meet Managers will individually determine when to hand out heat sheets.
  - 2. All substitutions and scratches must be made in writing to the Meet Manager upon arrival and prior to each school's warm-up and any additional changes at the coach meeting, which will be held 15 minutes prior to the start of competition. Meet Managers should provide a substitution/scratch sheet.
- H. Host schools for championship meets will rotate alphabetically by school name, and will host both the boy's and girl's Conference Meets, starting with this year's host following conference rotation. If a school declines to host it goes to the next alphabetical school based on the established rotation.

Note: If a school cannot host due to facilities, they have the option to host at another site at their own expense.

- I. The Championship Meet pools need a minimum of six lanes, 25 yards, starting blocks, automatic timing.
- J. SEC Conference Swimming Warm-up Procedure:  
The schools will warm-up on a yearly rotating basis. Having warm ups 1<sup>st</sup> starting with the beginning of the season in *even years* will be B, C, F, H and IT, OC, P, T 2<sup>nd</sup> starting with the beginning of the season in *odd years* with the following warm up procedure: NOTE the warm ups will flip flop (even/odd years)
- |                       |  |
|-----------------------|--|
| 4 lanes designated to | 30-minute team warm-up                 |
| 2 lanes designated to | Extended Warm-up lanes for all schools |
- The warm-ups will be in assigned lanes with each school assigned a 30-minute warm-up which may include starts and relay exchanges. Two lanes will always be open for extended warm-ups for all schools. With the last 15 minutes open to all schools, with three lanes assigned to sprints, two lanes assigned to relay exchanges, and one lane assigned to circle swimming.
- K. **To be consistent with the WIAA rule, the following deadline entry shall be followed:** Schools may not make a change in an event not originally entered after the 4pm Tuesday deadline with the following exception: If there are extenuating circumstances, illness, injury, or school discipline issues that arise after the 4pm Tuesday deadline, a coach would be allowed to substitute for that participant(s), diver(s), and enter a participant(s) in any event to reach the 27 entry allowance if the school has no other eligible participant(s) for entry into the Conference Meet. A replacement swimmer would be placed in the outside lane of the slowest heat with open lanes. If no lanes are available in the first heat, then re-seeding will occur. The request to substitute must be made to the Meet Manager prior to or at the scratch meeting held the day of the meet. Final approval would rest with the “meet committee”, comprised of five individuals and 1 alternate coach: (the meet manager, two officials, two coaches and one alternate coach.)
- L. At the SEC Relay or Conference Meet, if a coach requests a meet committee meeting of the meet manager and/or head official, the meet committee must assemble and the coach must be allowed to state his/her case. Coaches cannot challenge WIAA or NFHS rules.
- M. Host school must provide a Licensed Athletic Trainer (LAT) on site at all conference meets (duals, SEC Relays, and championships).
- N. Seed Times/Seeding
1. Seed times must have been recorded from actual meet performances made during the current school season.
  2. Times must be submitted in hundredths. Meet Managers will add 9’s for any missing decimal(s).
  3. Times for individual events must be from that individual event. Splits from relays will be accepted only from the lead off swimmer.
  4. Coaches must be able to document, at the coach meeting, any challenged seed times by providing appropriate signed official meet results.
  5. Questioned times, which cannot be verified by producing official signed meet results will not be seeded and will be placed in the outside lane of the slowest heat.

#### IV. AWARDS

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|----------------------------------|--|
| A. Dual and Conference Champions | Four Bars (Two Boys & Two Girls)                 |
| B. All-Conference First Team     | Forty-two (42) Gold medals – 21 Boys, 21 Girls   |
| C. All-Conference Second Team    | Forty-two (42) Silver medals – 21 Boys, 21 Girls |
| D. All-Conference Third Team     | Forty-two (42) Bronze medals – 21 Boys, 21 Girls |
| E. Conference Relays             | First and Second place medals and two bars       |

All Conference is determined by the top three finishers in each event.

- Honorable mention swimmer/diver is determined by the head coach of each school and should be submitted to Athletic Director in charge of swim/dive following the

Conference meet and before the post season meeting.

**V. POOL INFORMATION**

Bradford	6 lanes 25 yard	Starting Blocks
RUSD AC	10 lanes 25 yard	Starting Blocks (Track Style)
Franklin	6 lanes 25 yard	Starting Blocks (Track-Style)
Horlick	6 lanes 25 yard	Starting Blocks
IT	8 lanes 25 yard	Starting Blocks
Oak Creek	6 lanes 25 yard	Starting Blocks
Park	6 lanes 25 yard	Starting Blocks
Tremper	6 lanes 25 yard	Starting Blocks

**VI. COACH MEETING**

The coach meeting will be held the Monday after the Boys' State Meet at Franklin High School at 6:00 pm for boys and girls coaches. The Athletic Director in charge of Swimming and Diving should email any changes in date or time of the meeting to the conference schools no later than two weeks prior to the meeting if a change is needed.

**VII. SEC CONFERENCE RELAY MEET INFORMATION**

- A. Entry Limits: Athletes may enter in only 4 (four) events. **A minimum of two, maximum of three** divers dive using Championship Meet Rules. Schools will be allowed 11 dives, divided by the number of divers from the school. *If a school chooses one diver to do 11 dives, the score is not eligible for team points and is considered exhibition.*
- B. Entries: You must designate your relay entrants and alternates on the relay cards before the coaches meeting. Scratches and replacements made only for illness will be taken before the coaches meeting. Diving forms are due before the conclusion of a team's warm-up and are to be turned into the Meet Manager.
- C. Format: Diving will take place during the meet between events #3 & #4, #6 & #7, and #9 & #10. All events are timed finals. Swimmers will be permitted to enter lanes 1 and 2 during diving to warm-up or cool-down. If anyone is caught abusing the warm-up or cool down procedure the lanes will be closed for the remainder of the meet
- D. Warm-ups: The warm-ups will be in assigned lanes with each school assigned a 30-minute warm-up, which may include starts and relay exchanges. Lane 1 through lane 4 will have a 30-minute team warm-up and lanes 1 and 6 will always be open for extended warm-ups for all schools.
- E. Coaches Meeting: The coaches meeting will take place **15** minutes prior to the start of competition. Scoring: 8th place scoring 18-14-12-10-8-6-4-2

Awards: Medals will be awarded to the top 2 finishers.

**F. Southeast Conference Relay Meet Line-Up Format:**

Order of Events: 400 Medley Relay (4 x 100 = 100 Back + 100 Breast + 100 Fly + 100 Free)  
850 Freestyle Crescendo Relay (50 + 100 + 200 + 500)  
200 Breaststroke Relay (4 x 50 Breaststroke)  
Diving (4)  
200 Butterfly Relay (4 x 50 Butterfly)  
800 Freestyle Relay (4 x 200 Freestyle)  
400 I.M. Relay (4 x 100 I.M.'s)  
Diving (4)  
200 Freestyle Relay (4 x 50 Freestyle)  
200 Backstroke Relay (4 x 50 Backstroke)  
100 Freestyle Relay (4 x 25 Freestyle) The #2 & #4 relay swimmers must do a in water relay exchange  
Diving (3)  
200 Medley Relay (4 x 50 = 50 Back + 50 Breast + 50 Fly + 50 Free)

- 400 Free Relay (8 x 50 Freestyle) (4 swimmers will swim twice and must swim in the same order the second time through- #1, #2, #3, #4, #1, #2, #3, #4)
- G. The conference relays will take place at the same school as the conference meet, using the same rotation.

## **VIII. MULTI-SPORT BYLAWS (Updated 8-19-15)**

1. SEC AWARDS POLICY - TEAM AND INDIVIDUAL SPORTS:
  - a. "Team" sports include: Baseball, Football, Boys Volleyball, Girls Volleyball, Boys Soccer, Girls Soccer, Boys Basketball, Girls Basketball, and Softball. All Conference awards for team sports will be determined by a nomination and selection process.
  - b. "Individual" sports include: Boys Cross Country, Girls Cross Country, Boys Tennis, Girls Tennis, Boys Golf, Girls Golf, Wrestling, Boys Swimming, Girls Swimming, Boys Track, Girls Track, and Gymnastics. All-Conference awards for individual sports will be determined by finish at the Conference Meet.
  - c. Championship Bars will be awarded to Team Conference Champions and Team Conference Meet Champions. In the event of co-champions, a championship bar will be given to each co-champion.
  - d. First Team All-Conference members will be awarded individual gold medals.
  - e. Second Team All-Conference members will be awarded individual silver medals.
  - f. Third Team All-Conference members will be awarded individual bronze medals.
  - g. Honorable mention members may be selected, certificates will be awarded.
  - h. A player may not be on both First Team and Second Team All-Conference.
  - i. When selecting SEC All-Conference First and Second Teams. ALL TIES MUST BE BROKEN.
  - j. Coaches will nominate candidates they feel worthy of All Conference recognition. Only Southeast Conference statistics should be used as criteria for nomination. While speaking on behalf of the players, non-conference statistics may be included, but the coach MUST separate conference statistics versus non-conference statistics when explaining.
  - k. Head coaches are required to attend the conference post season meeting as scheduled for their sport(s).
    - l. Head coaches in football, b/g basketball, b/g soccer, b/g volleyball, softball, and baseball must submit All Conference nominations prior to their post-season meeting as directed.
    - m. No deserving player will be excluded from all-conference nomination if the head coach fails to submit appropriate nomination information. Other coaches may nominate deserving players from opposing teams, if the head coach fails to comply with this requirement.
2. In addition to the individual SEC sport bylaws, coaches are responsible for following all WIAA rules and regulations, as presented in the most current "Senior High School WIAA Handbook" and the applicable "Season Regulations" handbook.
3. The Southeast Conference embraces positive sportsmanship, which provides expectations for coaches, athletes, officials, and fans. School officials and coaches will be provided with guidelines to good sportsmanship. The coach has the responsibility to review the concepts of sportsmanship with their athletes at all levels.
4. The coach of the HOST school in ALL varsity contests has the responsibility to report Conference Varsity results to the Milwaukee Journal-Sentinel. In addition, each school's coach has the responsibility to report varsity results to their appropriate local media/newspaper. It is important that ALL varsity conference results (conference meets, too) for all sports are reported to the Milwaukee Journal-Sentinel.

Journal Sentinel contact information (as of 12-13-08):

Sports Dept. Phone Number: 414-224-2310 or 800-456-5943 and enter 92310#  
Phone Number to Report Game Results: 414-224-2310 or 800-456-5943 and enter 92310#  
Sports Dept. Fax Number: 414-456-5943 – when auto-attendant answers enter 92049#  
Sports Dept. Email: prepsplus@journalsentinel.com

5. Video scouting is allowed in all sports.
6. SEC Conference Tournament/Meet hosts will be rotated on the basis of alphabetical listing, following the rotation order...

Bradford  
Case  
Franklin  
Horlick  
Indian Trail  
Oak Creek  
Park  
Tremper

7. The SEC will annually award “Academic” All-Conference Awards to those individual student athletes selected by their school. Student athletes must participate in SEC sanctioned sports in order to be eligible for the Academic All-Conference award. An “Award of Merit” medal will be given to each school’s winner. Rationale and guidelines for this award are provided in the SEC Constitution.

All Selections will meet the following criteria:

1. Athlete must be a senior.
2. Athletes must have earned a varsity letter.
3. The GPA shall be 3.5 or better to be considered.
4. Each school will develop their own method of selection, using the above criteria.

8. The SEC will annually award “Sportsmanship” All-Conference Awards to those individual student athletes selected by their school. Student athletes must participate in sports sanctioned by the SEC in order to be eligible for the Sportsmanship All-Conference award. An “Award of Merit” medal will be given to each school’s winner. Rationale and guidelines for this award are provided in the SEC Constitution.

All Selections will meet the following criteria:

1. Athletes must have earned a varsity letter.
2. Each school will develop their own method of selection.

9. The SEC will annually determine an All-Sports Champion winner. The traveling plaque will be awarded to the single school that accumulates the most points in conference dual meet play. The rationale and point system to determine the winner is outlined in the SEC Constitution.

10. In the event contests are cancelled, other than summer baseball, it is the responsibility of the Host School Athletic Director to call the opposing school, by 1:30 pm the day of the game.

All cancelled conference games should be rescheduled with the following format in mind:

1. By mutual consent, of both schools, pick the first available date.
2. Conference games have priority over non-conference games.
3. All games should be played prior to the end-of-season meeting, only unusual circumstances must prevail before a conference varsity game is not made up.
4. Rained out games that will involve the determination of the conference champion must be made up.

5. In the event of a Freshman/Sophomore or Junior Varsity game preceding the varsity competition, that event may not continue after two and one half hours of time.

11. When nominating a school for the "Team" Sportsmanship Award, you must include a reason for your nomination. Only those schools appropriately nominated will appear on the ballot for voting. A point system will be used to determine the winner. If there are three schools nominated the point system will be 3, 2, and 1. If two schools are nominated the point system will be 2 and 1, etc. The school with the highest point total is the winner. First place ties should be broken. Guidelines and expectations are provided in the SEC Constitution.

12. The SEC will annually determine an All-Sports Team Sportsmanship winner. The traveling plaque will be awarded to the single school that accumulates the most individual Team Sportsmanship Awards.

13. The Southeast Conference "Season Pass" (100 are distributed annually to each SEC school) will be accepted at all conference athletic events, including SEC sponsored conference meets/tournaments, as well as home non-conference events. The pass is not intended for use at away non-conference events. This pass cannot be used at WIAA sponsored events.