

CAL

HANDBOOK

2016-2017

CAL Mission Statement

“Athletic programs offered by Cape Ann League member schools are an integral part of the education process. The Cape Ann League encourages and supports high quality competition while promoting sportsmanship and mutual respect among all athletes. Positive leadership in the preparation and development of athletes and reinforcement of good spirited participation by attendees at athletic contests support those values.”

(Approved, 2005)

Amesbury

North Reading

Georgetown

Manchester/Essex

Pentucket

Rockport

Hamilton/Wenham

Masconomet

Triton

Ipswich

Newburyport

Lynnfield

CAPE ANN LEAGUE HANDBOOK

TABLE OF CONTENTS

	<u>Page</u>
HISTORY OF THE CAL.....	1
CONSTITUTION OF THE CAPE ANN LEAGUE	
Article I - -Organization.....	3
Article II - - Membership.....	3
Article III - - Administration.....	3
Article IV - - Powers and Duties.....	4
Article V - - Meetings.....	4
Article VI - - Playing Requirements.....	4
Article VII - - Amendments.....	5
Article VII - - Voting by Email.....	5
RULES OF THE LEAGUE – GENERAL	
Officials.....	6
Job Description for Assignors.....	6
Scheduling.....	6
League Operations.....	8
Meeting Operations.....	9
Hyland Award.....	10
Player Regulations.....	10
Cooperative Teams and Middle School Waivers.....	10
Sport Director Responsibilities.....	10
Coach Behavior.....	11
League Make Up.....	11
Protest Procedure.....	12
Procedure for All-league and All-Star.....	13
GENERAL REGULATIONS WITHIN THE CAPE ANN LEAGUE	
A. Baseball.....	15
B. Basketball Boys and Girls.....	16
C. Cheerleading.....	17
D. Cross Country Boys and Girls.....	18
E. Field Hockey.....	19
F. Football.....	20-22
G. Golf.....	23-24
H. Ice Hockey.....	25
I. Indoor Track Boys and Girls.....	26-27
J. Soccer Boys and Girls.....	28
K. Softball.....	29
L. Spring Track Boys and Girls.....	30-31
M. Swimming – Coed.....	32
N. Tennis Boys and Girls.....	33
O. Volleyball.....	34
P. Wrestling.....	35
Q. Lacrosse Boys and Girls.....	36

CONSTITUTION OF THE CAPE ANN LEAGUE

Adopted April 3, 1961

Rewritten and Adopted April 15, 1970 and September 11, 1974. Reprinted with changes 10/18/76, 16/16/78, 10/20/80, 11/14/83, 11/18/85, 1/8/90, 9/14/92, 9/13/92, 9/12/94, 10/3/95, 9/8/97, 9/10/99, 9/11/01, 9/9/03, 2005, 2013, 2014, 2016

A. ARTICLE I – ORGANIZATION

- Section 1. This organization shall be known as the Cape Ann League.
- Section 2. The object of this organization shall be to promote and develop good sportsmanship in all interscholastic sports that may be deemed beneficial to the physical health and wellbeing of all participants.
- Section 3. The rules of eligibility of the Massachusetts Interscholastic Athletic Association (MIAA) shall be followed in the League.

B. ARTICLE II – MEMBERSHIP

- Section 1. Any Massachusetts Junior-Senior High School may become a member of the League upon application, and by a 75% vote of the League teams participating in that sport. Annual dues to be determined by League vote of members. Dues for 2015-2016 will be \$2,300 for a full membership.
- Section 2. Any school may be expelled from the League, if warranted by sufficient cause, by a $\frac{3}{4}$ vote of the league teams participating in that sport.
- Section 3. Any school may withdraw from the League by presenting this intention, in writing, at least two calendar years ahead of withdrawal date.
- Section 4. Associate membership may be granted to a non-league school in any sport upon $\frac{3}{4}$ votes of teams participating in that sport. Annual dues to be determined by League vote of members.
- Section 5. Every school with full membership in the league will be given, via the agenda, notification of any intent to consider disbanding or reorganization.
- Section 6. Disbanding or phasing out of the League will be done, if necessary, via the action of full membership schools and will be carried out over a period of one to two years and will be consistent with the constitution.

C. ARTICLE III – ADMINISTRATION

- Section 1. The President of the League shall be appointed at the Fall meeting for the next year rotation according to alphabetical order of full member schools (determined by dues) with Principal as President.
- Section 2. The Governing body of this league shall consist of at least one representative from each member school. This group should include either a Principal, Athletic Director, Faculty Manager or all.
- Section 3. The Commissioner shall be elected by the Governing Body of the League. Also elected by the Governing Body shall be a Secretary Pro-Tem to act in the absence of the Commissioner.

D. ARTICLE IV – POWERS AND DUTIES

- Section 1. The President or Commissioner shall call all regular and special meetings, appoint committees, conduct research, maintain liaison with the State Association (MIAA), and present awards to the Athletic Directors of sports champions at monthly meetings and the 2 Hyland Award winners at the annual CAL Banquet in June.
- Section 2. The Commissioner shall have charge of records, property, and money of the League and shall make such payments and bill schools as directed by the League. (No coach or AD has the authority to purchase any league plaques, ribbons, etc., without league approval first). Shall make an agenda prior to all meetings and send out meeting minutes which shall include a financial statement. Shall issue all league statements authorized by the league, shall make all schedules at all levels of league sports; and send varsity schedules to newspapers requesting; shall attend all meetings of the League as may be deemed necessary, shall issue at the end of each sport season the final varsity standings to all League schools, order Rule Books for ALL sports as requested by individual schools and will go on-line to communicate with all schools. The Commissioner fee shall be determined by League vote.
- Section 3. The League Members shall give interpretations of the rules and regulations of this league. It shall be the specific duty of the members to settle any and all disputes that may arise within the League. In regards to any violations of this constitution, the Governing body in executive session will discuss and vote on violations. If a majority feel censorship is necessary, a letter will be sent to the Principal of school involved explaining the violations.

E. ARTICLE V- MEETINGS

- Section 1. Meetings shall be held each month starting in August and ending in June.
- Section 2. All meetings must have a quorum of 2/3 of the member schools. Any school that does not have a member in attendance should call the Commissioner the next day to find out any pertinent information.
- Section 3. Each school shall be entitled to one vote which will be made known by the Principal or by his duly authorized representative.
- Section 4. An agenda is to be prepared by the League Commissioner and in the hands of the member schools at least one week prior to said meeting.
- Section 5. In all decisions not specified within this Constitution, the Robert's Rules of Order will prevail.
- Section 6. Banquet will be held in the month of June. The Sports meetings of the CAL will be held at 4pm on the same day as the banquet.

F. ARTICLE VI – PLAYING REQUIREMENTS

- Section 1. All Schools having League Varsity Sports (except football) MUST play those sports in the Cape Ann League, unless amended by a 2/3 vote of Athletic Directors.

G. ARTICLE VII – AMENDMENTS

Section 1. This Constitution may be amended by a two-thirds vote at the annual April meeting. Rules of the League may be amended by a two-thirds vote and general regulations by a majority vote at any of the regular scheduled meetings. Any proposed amendment must be presented to the League members at least ten days prior to said meeting. All changes in rules and regulations to become effective on adoption. (2/3 of 12=8, 2/3 of 13= 9)

H. ARTICLE VIII – Voting by email

Section 1. Because *Robert's Rules of Order Newly Revised*, 10th Edition, was published in 2000 it does not include detailed rules for conducting electronic meetings or taking electronic votes. Although RONR (pp. xx and 2) discourages conducting meetings by e-mail alone, it does approve of conducting votes by e-mail if

- they are authorized in the bylaws; and
- there are special rules in place to govern debate.

Reference this link for formal voting rules.

http://www.lwml.org/resources/meeting_helps/guidelines_e-mailvote.pdf

Rules and Regulations of the League

Officials

1. HIRING OF OFFICIALS shall be done by league commissioners in Ice Hockey, Indoor Track, Outdoor Track, Football, Boys Basketball, Swimming, Volleyball, Baseball, Boys Lacrosse, Girls Lacrosse, Field Hockey, Girls Basketball, Girls and Boys Soccer, Wrestling, Softball, and any other sports available, and deemed necessary by vote of league members. All officials not assigned by an assignor shall be assigned by the individual league members. All assignors' fees shall be determined by league vote. All assignors are expected to follow the assignors' job description as approved by the Cape Ann League
2. All officials' fees will be those recommended by the MIAA. Any fees not covered and in question will be set by league vote. CAL Varsity and JV track meets will pay MIAA recommended fees for certified track officials. CAL to pay for officials and trainer at CAL OPEN events.
3. If less than the required number of officials are present for a sub-varsity and/or varsity contest the contest must be played. (boys ice hockey must have 2 officials and football must have at least 3 officials)
4. If a game is postponed after the officials arrive, they will receive ½ a fee.

Job Description for Assignors

1. Procure best MIAA approved officials possible. All League coaches should be given the opportunity once a year to evaluate officials. Evaluation procedure should be advised by commissioner in conjunction with coaches. All information discussed during the evaluations shall be considered privileged and confidential information not to be disclosed to officials, press, or anyone once the meeting is adjourned. Assignors who will be unavailable/abent for more than a week need to designate a contact person or procedure.
2. A documents shall be sent out to Athletic Directors, at least two weeks prior to the opening of the season:
 - a. Complete list of officials – name, address with zip code, social security number, home phone and business phone.
 - b. Master list of assignments for all schools.
 - c. Evaluation sheets for coaches.
3. Send out or notify ADs of any change made and why change was made.
4. In case of any protest, get all information from both officials and both schools and make a recommendation to Governing Body of the League.
5. Attend sports meetings and hold a clinic for all coaches prior to the opening of the season when there have been major rule changes.
6. League has eliminated expense portion of assignors pay. If you feel your expenses are over and above what is normal, you may request in writing from assignors a reimbursement.
7. Assignor will also assign non-league games, JV games and Freshman games.
8. Schools wishing Freshman officials will notify assignor.
9. Assignor will be paid a Varsity Fee for assigning Freshman & Middle School games.

10. Salary Schedule for 15-16: Football - \$1700, Field Hockey- \$1700, Girls Basketball- \$1700, Boys Basketball - \$1700, Ice Hockey- \$1700, Baseball- \$1700, Boys Soccer- \$1700, Girls Soccer- \$1700, Wrestling- \$1300, Softball- \$1700, Swimming - \$700, Winter Track - \$1700, Boys Lacrosse - \$1700, Girls Lacrosse - \$1700 and Spring Track - \$1700.
11. CAL recommends that each school pay a JV Fee to official if working a scrimmage.
12. To be used by all assignors when they send out questionnaire to their officials: Please list high school that you graduated from and any high school that you may have an affiliation with in the CAL.
13. All commissioners must attend 1 of the 3 MIAA meetings for Assignors/Commissioners yearly.
14. Each assignor will be on-line (e.g. Arbitor, Assign by web, etc..) with all communications on assignments and any and all official changes (postponements, etc...) for all Athletic Directors.
15. Each assignor may only assign officials that have been cleared through the MIAA process. The MIAA will issue a cleared list of officials and only those officials on this list may be assigned to officiate CAL events.

Scheduling

1. LEAGUE STANDINGS will be kept in all Varsity sports and plaques will be presented to the League Champions in each division in each recognized sport. League to purchase, in advance, all plaques and awards needed and each school will be billed for plaques won. Team plaques will also be given for CAL OPEN winners. In individual events in swimming, track and wrestling: Gold, Silver, & Bronze medals will be awarded. In cheering 2 trophies (1st and 2nd place) will be awarded for each division.
2. THE SCHEDULE OF GAMES in each sport will be made out by the Commissioner or league designee of the league and presented to the assembled league representatives for consideration as far as possible in advance. Schedules will be finalized and approved one month after receiving. Any mutually agreed schedule changes made on the CAL approved schedule must be given to the Commissioner when agreed. All CAL Spring Sports will schedule contests over April vacation.
 - a. All CAL schedules will rotate on a two year basis via the draw from a hat, this eliminates following the same opponents each other year.
3. If directed by a Tournament Committee to BREAK A TIE for Tournament play will follow this procedure (does not affect league standing which would remain as a tie-in football a, c, f, & g only):
 - a. Result against each other. (head to head)
 - b. Most wins in league.
 - c. Record vs. own division from top to bottom.
 - d. Record vs. other division from top to bottom.
 - e. Goals allowed. (Fld Hky, Ice Hky & Scr only).
 - f. Points allowed involving only those teams that are tied, and if still tied to go to next placed team. (Football only)
 - g. Coin flip.
5. Any CAL Varsity scheduled contest that has not been canceled prior to the MIAA first game date in that sport, will constitute a forfeit if school does not compete unless an opposing team has rescheduled another opponent.

6. All schools are responsible to have for all other league schools their Fall, Winter, and Spring schedules respectively for CROSS CHECKING prior to the beginning of AD meetings in August, December, and March. Schools must list playing sites on schedule.
7. Spring sports events held over a vacation, on Saturdays, or a holiday will begin at 10 AM unless changed by mutual agreement.
8. Home Athletic Director is responsible for canceling events. ADs should confer with each other if traveling problems may exist.
9. If at the end of the season with no bearing on the standings, both teams agree not to play, they will check with the commissioner first for approval. Once approved will be given as long as it does not affect points for Hyland award that would have a bearing on the overall winner, and if it does not affect MIAA tournament seeding.
10. No CAL Jamborees may be held on a school night (meaning school the next day).
11. Schools are to have end of the year dates (from their school) for January meeting to encompass schedule changes.
12. If school is having Mid-Terms, they have the prerogative to play afternoons on scheduled school night events. Schedules will not have events for next to last week in January that is set for mid-terms.
13. Any school with a team or squad not participating in a CAL event will pay a \$150 fee to the league. If a school chooses not to pay this assessment, they will not be allotted their share from the funds generated at the event. Schools selecting this option will be billed individually with their dues.
14. To be considered for CAL Awards in any sport, each school must play all schools participating in CAL approved schedule.

League Operations

1. Sports sponsored by the league: football, soccer, cross country, basketball, boys ice hockey, (co-ed) swimming, wrestling, indoor track, baseball, golf, tennis, outdoor track, field hockey, softball, lacrosse, and Girls volleyball and gymnastics.
2. BOMB SCARE/BLACKOUT – If game could not be played that same day or evening after delay, it will be played at a later date, keeping time and score the same.
3. The CAL shall be broken up into 2 DIVISIONS for all sports (Kinney/large and Baker/small). Divisions will be determined by MIAA total enrollment of grades 9 thru 12 or by league vote. Schedules will be set up by Commissioner. The teams in each division with best records will be declared CAL Divisional champions. Set up will be reviewed each year at the November meeting (using October 1st figures of that year) and any member may petition to change from one division to the other by a $\frac{3}{4}$ vote of full membership schools. MIAA figures will be for previous year. All other schedules will consist of 1 division for all schools involved (Volleyball, Wrestling, Ice Hockey, Swimming and Gymnastics).
4. ALL LEAGUE EVENTS: Coverage shall be set at a \$40 an hour rate not to exceed \$500. The following events that will need coverage: Field Hockey Jamboree, Cross Country Meet, Golf Open, JV Wrestling, JV Track Meet, Varsity Track Opens, Cheering Competition, and Varsity Wrestling Open.

5. All league events requiring admission will be set at **\$7.00** for adults and **\$5.00** for students. (Wrestling Open adults \$10 and student \$5.00)
6. All individual schools' CAL sports events that are postponed, must be rescheduled by the 1st AVAILABLE SCHOOL DAY date for both, providing officials are available. If cannot be made up on the first available date for both schools, then the home school AD must contact the league Commissioner for approval. Four in a row or five in one week must be mutually agreed upon. In Soccer, Field Hockey and Basketball, no team is required to play three in a row or four in one week. No School is required to go back to back in track meets due to postponements. Rescheduled wrestling meets do not need to be scheduled on Monday unless mutually agreed. If this rule is not followed by school or schools those in violation will forfeit event.
7. All games, meets, and matches in the CAL played in the afternoon will start at 3:45 in the Fall and 3:30 in the Winter & Spring (except Baseball & Softball – 3:45pm) unless school is not in session or mutually agreed upon. In the fall on or after standard savings time will begin at 3:00. Events scheduled on College Board dates – PSAT/SAT – will begin at 3:00.
8. NON-SCHOOL SPORTS HELD OUT OF SEASON – The CAL feels that all non-school teams should be following the general guidelines of the MIAA for all team sports in regards to seasons. Fall sports should be in the Fall, and the same for Winter and Spring, respectively. We feel that by having sports out of season on a non-school basis, you are forcing students at an early age to specialize and not giving them the opportunity to participate in different athletic activities. We sincerely believe in the aspect of participation and giving students options but feel that this should be done within season and not out.
9. Any associate membership will be billed % of total dues for # of seasons participating (1 season = 1/3rd, etc...).
10. CAL will not be involved with concessions at any league event. Host school will have full responsibility.
11. CAL policy is that no filming by drones of any sports may be done without the mutual agreement between opposing teams.

Meeting Operations

1. ALL INFORMATION concerning CAL matters should come from the Commissioner and not the individual ADs or Coaches, unless so directed by the Governing Body of the CAL.
2. ALL CAL MEETINGS ARE OPEN and any reporters or concerned people may attend. Any AD wishing to go into executive session over any topic should speak to the Commissioner prior to the meeting. If personalities are involved, the meeting will be in executive session with no reporters present.
3. "Elliott Roundy Distinguished Service Award" – Selected by the ADs at their February Meeting and presented at the March banquet.
4. CAL AD OF THE YEAR nomination to District A will be recognized at the June CAL Awards Banquet.
5. All CAL schools are to invite Retired ADs and former Distinguished Service Award Winners to the CAL Banquet in June and the League will pay. Names will be reviewed at the February AD Meeting.
6. The June AD Meeting Luncheon will be covered by CAL Treasury.
7. CAL will give an Assistant Coach Award at June Banquet. ADs to nominate in January.

8. Commissioner to bill schools in September for all yearly expenses. Award bills based on past 3 years for estimate and a running figure will be available for all schools in September for the past year.

Hyland Award

1. THE JOSEPH M. HYLAND ALL-Sports Trophies will go to 2 schools in the League (**Kinney Division:** Lynnfield, Masconomet, Newburyport, North Reading, Pentucket, and Triton **Baker Division:** Amesbury, Georgetown, Ipswich, Hamilton-Wenham, Manchester-Essex and Rockport)

OBJECTIVE:

- A school will put forth a document with the following information for the June AD's meeting:
 - Schools winning percentage against CAL opponents
 - Participation rates in athletics
 - Sportsmanship awards for that year
 - Academics

Player Regulations

1. Any boy or girl in the CAL who is participating in sports may participate in only one sport during each Fall, Winter and Spring season. Cheering is not considered a sport for this rule.
2. Any time a player is thrown out of a game, the officials and/or umpire MUST fill out the MIAA form.
3. PLAYER OF THE YEAR AWARD- Each sport will select ONE in one divisional sports and TWO in two divisional sports.
4. Uniform Colors – To follow rule books. Exceptions will be covered at AD meeting prior to the beginning of each session. If you do not have the correct uniform (home & away) color, you must call the AD of opposing team the day before.
5. Posters must be in good taste for athletic events.
6. Freshman Teams may use sophomores providing you have a minimum of Freshman equal to the number necessary to play and they make up the majority of the team. Home AD must notify visiting AD whenever doing this.

Cooperative Teams and Middle School Waivers

1. CAL supports school teams having both co-op and Middle School waivers if the school has the need and receives a positive vote at a regular scheduled league meeting.
2. CAL unanimously supports any and all schools in the CAL wishing to request a waiver of the MIAA for Co-ops (thru the District A Committee) between CAL Schools, and for Middle School students to participate on Sub-Varsity & Varsity high school teams in all MIAA Sports.

Sport Director Responsibilities

1. Athletic Directors will be assigned to a sport as SPORTS DIRECTOR. Responsibilities of sports director within the league:
 - a. Attend and run Coaches All-Star selection meeting.
 - b. Direct meeting of coaches at end of season and report recommendations to ADs.
 - c. Deal with individual coaches in that sport on any problems, questions, or disputes.
 - d. Run CAL or CAL/NEC Events. Host school AD is to cooperate with facilities and anything else.
 - e. Select Coach of the Year , Athlete of Year , and Team Sportsmanship Winner at end of season meeting for 1 divisional sports, & 2 of each for two divisional sports, except Tennis, that will select (1) each.
 - f. Send to all newspapers in Directory and Commissioner copy of All-League selections (list, names, grade, positions & school).
 - g. Responsible for having plaques and certificates at end of season meeting (receiving from Commissioner).
 - h. Turn in financial report of any League Event to Commissioner listing income and expenses along with a check if a profit, as well as all outstanding bills with amount and addresses.
 - i. SPORTS MEETINGS will be held at the conclusion of each season when necessary. This meeting will be for All-Star selections, awards, and for constitutional recommendations. All coaches will attend annual individual sports meetings in June prior to Banquet.
 - j. COACH OF THE YEAR – Each sport will select. Awards will be made at the Banquet in June. The previous year's Spring Coaches of the Year and the current year's Fall and Winter Coaches of the Year will be introduced and presented with a plaque (each school pays for # received) at March banquet.
 - k. A Certified Trainer, Doctor, Licensed Trainer, or Certified EMT is to be hired for all league events. Sport director of event is responsible for the hiring. Person hired will make final decision as to whether or not and injured athlete will be allowed to re-enter (participate). CAL will follow MIAA rules on trainers, doctors, and EMTs for all sports.

Field Hockey	Mary Ryan	Fall Cheering	Dan Thornton
Football	Craig Genuardo	Softball	Mary Ryan
Boys and Girls Basketball	Sean McInnis	Boys and Girls Tennis	Glen Gearin, Tom Gallagher
Boys and Girls Soccer	Guy Prescott	Golf	Mike Bierwirth
Boys and Girls X-Country	Glen Gearin	Boys and Girls Outdoor Track and Field	Kyle Hodsdon
Boys Ice Hockey	Dave Johnson	Baseball	Craig Genuardo
Wrestling	Dan Thornton	Volleyball	Dave Johnson
Boys and Girls Indoor Track and Field	Tom Gallagher	Boys and Girls Lacrosse	John Daileanes
Gymnastics	John Daileanes	Swimming	Paul Murphy

Coach Behavior

1. MIAA suspension rule extends until the visiting team has left. Official, AD, or coach is responsible.
2. Coaches upset with officials are to first call the Commissioner and AD in charge of the sport, NOT the officials. Complaint should be in writing.

League Make-Up

1. League make-up is determined by school enrollment. Overall Student Population is the indicator used for enrollment.
2. League enrollments will be adjusted every two years based on October 1 data from the final year of the enrollment cycle
3. Where there are less than 10 CAL teams that play a particular sport, there will be one league.
4. Where there are 10 or more teams that play a sport, there will be both a Baker Division and Kinney Division
 - 4A When there is an even number of teams that play a sport (i.e. 12), the Divisions will be divided in half, based on overall school enrollment (i.e. 6 and 6)
 - 4B When there is an odd number of teams that play a sport, (i.e. 13), the Division will be divided by the (Top 6) being in the Large, the (Bottom 6) in the Small. The "Middle Team" (i.e. 7th) will be placed based on where their numbers are closer (i.e. Are they closer in overall student population to 6th or 8th). The 7th team in this case will be placed in either Large or Small and create two divisions of 6-7 or 7-6.

CAL Protest Procedure

Protested Contests

Judgment calls by officials cannot be contested. The only thing that can be protested is a mis-interpretation of a rule or guideline. Additionally, no protests can be made at sub varsity contests.

- A. Regular season games with Non-League opponents will follow MIAA Protest Guidelines.
- B. State Tournament games with all opponents will follow MIAA Protest Guidelines.
- C. Regular season games between CAL Schools (regardless of whether or not that school is a league member in that sport - i.e. Rockport Girl's Basketball - will use the following Protest Procedure:

1. Game Officials and coaches should attempt to resolve the conflict during the game by consulting Rule Book for that sport, CAL Constitution, & MIAA Blue Book.
2. If no resolution is made, protesting coach needs to note (in writing) the reason for protest and the current game situation and have opposing coach and game officials sign either the score book or the piece of paper the protest is written on.
3. At the conclusion of the game, no score should be reported to newspapers or updated on school web sites and/or social media. The AD in charge of sport should and league commissioner should be contacted and have the situation explained. Those two people will gather information and attempt to make an informative decision on the matter.
4. If the AD in charge of sport and league commissioner cannot come to an agreement, an email would be sent to League ADs as soon as reasonably possible and a vote would be taken electronically or by phone to resolve the matter. Nine out of twelve AD's must vote for the vote to be formal/

* Please note: If an AD happens to be a coach involved in the contest, they can neither participate in discussions with ADs nor can they be allowed to vote. Their input would have been gathered by AD in charge of the sport and league commissioner and, like any other coach, that information will be part of league discussions.

* Every effort for resolution should be made within 12-24 hours of the contest in question.

CAL Procedure for All-Star Selection

1. Any athlete that has been suspended by the MIAA Chemical Health Rule during the season is ineligible for CAL All-Star recognition. Any coach or player ejected from a contest will not be considered for league-wide recognition. This includes all MIAA contests.

2. Each team is allowed to place a predetermined number of All-Star players on the team.

FH/SOC/Baseball/Softball

1st place = 5 nominations

3rd place = 3 nominations

2nd place = 4 nominations

4th-6th place = 2 nominations

Basketball/Ice Hockey/Volleyball/Golf

1st place = 3 nominations

6th place = 1 nomination

2nd-5th place = 2 nominations

3. This number is based on division standings. In the event that not all games are completed, the standings as of the night of the meeting will be used (ranking teams from 1-13 based on points earned – 2 points for a win, 1 point for a tie).
4. If a coach wishes to exceed the specified number, it must be passed by a 2/3 vote of the coaches.
5. Coaches should email AD in charge of sport their First Team All-Star Nominations **3 days prior to meeting** so that All-League ballot can be made.
6. Each coach is allowed to nominate those players from All-Star list who he/she feels are worthy of First Team All-Star status. Coaches would discuss their player(s) and then using All-League ballot – vote.
7. Once First Team All Star team is selected – nominations for Player of the Year candidates would come from this team.
8. **Coach of the Year-** Every varsity coach is automatically nominated. Coaches may endorse certain coaches.
9. **Sportsmanship Award-** Voting procedure will follow:
 - No team allowed to vote for self
 - Name of school on ballot
 - Vote at final meeting, teams with coach disqualification will not be considered
 - Vote for one school in each division.
10. BALLOTS should be made for First Team All-Star team, Coach of the Year, Player of the Year and Sportsmanship Award. School name should be on all ballots.

Number of First Team All-Star Selections is based on the number of players on the field or court x 1.5.

- Baseball: 15
- Basketball: 12
- Field Hockey: 17
- Football: 17 for each division
- Ice Hockey: 11
- Lacrosse: 17
- Soccer: 17
- Softball: 15
- Volleyball: 9
- Indoor Track – Performance based at the CAL Meet
- Outdoor Track - Performance based at the CAL Meet

- Tennis - Performance based league play
- Wrestling- Performance based at the CAL/NEC Meet
- Swimming- Performance based at the CAL Meet
- Cross Country - Performance based at the CAL Meet
- Golf - Performance based at the CAL Invitational
- Cheering - Each team is allowed to place a predetermined number of All-Star players on the team. The place is determined by the overall score at the CAL Cheering competition.

1 st place = 4 All Stars	4 th -8 th place = 2 All Stars
2 nd -3 rd place = 3 All Stars	9 th -12 th place = 1 All Star

1. COACHES' RESPONSIBILITY

It shall be the coach's responsibility to display the essential elements in the Coaches Code of Ethics- "Honesty and Integrity" when marking his selections. This implies that the voting should be as objective as possible in that the players that truly fit the criteria best should receive top priority. This is to emphasize that any maneuvering in a misguided attempt on the part of the coach to bring honor to one who is less deserving is highly unethical and unfair to the athlete and the school he represents.

2. METHOD OF VOTING

All ballots must be written and must be identifiable by school so as to indicate the selections made by the individual coach or his representative. These votes to be open only to the inspection of head coaches or designee of that particular sport.

3. ANNOUNCEMENT OF FIRST TEAM ALL STAR

To be made alphabetically by school if not designated by position. The number of votes cast for each individual in determining the final tabulation shall be considered privileged and confidential information not to be disclosed to players, press, or anyone once the meeting is adjourned and all ballots should be destroyed.

4. MECHANICS AND GENERAL RULES

- a. In all ballots, those selected must receive a majority of points.
- b. First Team All Star selections receive plaques.
- c. The coach will receive the number of nominations pertaining to their final standing (or current standing) in the league as stated in #2 above

In the case of a tie vote, the procedure will be to make a second ballot with the two names and take a second vote. In the event of a second tie, both names will make the First Team All Star team.

- d. Athletic Director in charge of sport will be responsible for running All-Star selection meetings.
- e. The Player of the Year is automatically on the First Team All Star team.
- f. In individual competition sports such as Boys and Girls Tennis, Boys and Girls Indoor Track, Boys and Girls Outdoor Track, Wrestling, Golf, and Swimming – The first place finisher at the CAL meet will automatically be First Team All Star Team.
- g. Each team is allowed to place a predetermined number of First Team All-Star players on the team (see "c"). This number is based on final standings. In the event that not all games are completed, the standings as of the night of the meeting will be used (ranking teams from 1-13 based on points earned - 2 points for win, 1 point for tie). If a coach wishes to exceed the specified number, it must be passed by a two-thirds vote of the coaches.

5. FIRST TEAM ALL STAR VOTING PROCEDURE

Each coach is allowed to nominate those players from the All-Star list who he/she feels are worthy of FIRST TEAM ALL STAR TEAM status.

Sample Cape Ann League Voting Ballot

Player of the Year

Kinney Division: _____

Baker Division: _____

Coach of the Year

Kinney Division: _____

Baker Division: _____

Sportsmanship Award

Kinney Division: _____

Baker Division: _____

GENERAL REGULATION WITHIN THE CAPE ANN LEAGUE

A. **BASEBALL**

1. Game will start at 3:45 PM and 10:00 AM (on Saturdays, Vacations and Holidays).
2. All games will be seven innings unless otherwise covered by the official rules. The rules pertaining to baseball in the latest issue of the sporting news official rules of baseball shall be in effect.
3. Notification of cancellation due to inclement weather must be made as soon as reasonably possible. If a field is unplayable and the game is the first of two CAL scheduled games and the visiting team's field is playable then the site will be switched. Call school as early as possible.
4. Ball: any baseball that meets major league specifications may be used.
5. Visiting teams will not have batting practice, unless the field is available. Availability of the field shall be determined by the coach of the home team.
6. Infield practice will begin at 3:20PM. The home team will take infield for 10 minutes first, the visiting team will take infield for the last 10 minutes.
7. JV Games should be umpired by coaches if umpires fail to show.
8. Teams will be allowed a period not to exceed 15 minutes in order to warm-up in the event of late arrival by either visitors or umpires. Time to begin when late party arrives on field and not parking lot. This includes infield and outfield.
9. **SUBSTITUTION RULE-** The substitution rule that is used by the MIAA in tournament play will be adopted.
10. Coach of the Year Award selected at end of season meeting in memory of Bob Horvath, Manchester.
11. **Suspended or tied games will resume from point of stoppage.**
12. Freshman games will have no inning start after 2 hours of playing time, ie; games starts at 3:30, then no new inning after 5:30 PM, unless mutually agreed to before the game.
13. Second time to mound by coach in an inning you can replace the pitcher and have him take a field position.
14. Must be a player coaching the bases, **or a coach/adult in uniform and must wear a full helmet.**
15. Baseball MVP award to be named the Dick Scanlon Award. There will also be a Horvath Award given for the Baker division and a Carey Award given for the Kinney Division.
16. Pitchers must wear helmets at all time during batting practice.

B. BASKETBALL – BOYS AND GIRLS

1. Two officials assigned by the league commissioner will be employed for all Varsity and JV games. No local person, or teacher employed in a league school system may be used in a Varsity contest in which that school is involved. One official may be used in case of emergency (if mutually agreed), or a JV official may work the game if both coaches agree to same.
2. The basketball commissioner should be informed of a postponed game immediately, and will be responsible for assigning officials if ones scheduled cannot do.
3. A responsible adult must be assigned as timekeeper for each Varsity game. A sincere effort should be made to get an adult on the score-book for each Varsity game.
4. Home AD determines the length of freshman and JV games – 7 or 8 minute quarters.
5. All games are to be played in the high school gym unless otherwise agreed. Wrestling and Basketball doubleheaders may be held if mutually agreed to by the schools scheduled for basketball games.
6. **15 Minutes** will be allowed after completion of the JV game for boys and girls. It is recommended that immediately following the conclusion of the JV game that time be put on the scoreboard clock and be allowed to run off. The game may begin sooner than the afore-mentioned time if both coaches agree.
7. Posters shall be allowed in the gyms. However, they are to be in good taste, put up by the home team only, and no mention is to be made on said posters of the visiting team or any of their players. This applies to the regular season only.
8. Horns and musical instruments will not be allowed in the gym. However, organized “pep groups” under school supervision are encouraged.
9. Sports Director and coaches at end of season will make All-League and All-Star selections..
10. Selection of All-Stars will be done at Coaches meeting set at June meeting.
11. Basketball roster, including name, height, grade, position and number should be given to all schools prior to the opening of the season. This is at the home team’s discretion.
12. Boys Player of the Year Award will be named the Sherm Kinney Player of the Year.
13. Rules clinic to be held prior to opening of season only if major rule changes have been made (not on a Friday night).
14. Three games will be played at home sites: Freshmen @ 3:30, JV @ 5 & V @ 6:30pm; unless times are changed by home school.
15. No basketball practices on December 25- Christmas Day.
16. Any special programs (youth basketball, etc) will not exceed 10 minutes running time and will be played between the JV & Varsity games.
17. Mandating that each school has a visible shot clock.

C. CHEERLEADING

1. Location and dates of competition will be recommended each year at the June meeting. The site will be of suitable size to accommodate crowd and cheerleaders. Outside judges will be hired by directors. All judges must have cheering knowledge and background. They should arrive at least 45 minutes prior to competition and must not mingle with crowd or cheerleaders. There will be five judges. A timekeeper will be provided.
 - a. Score sheets will be those used by the MIAA (state).
 - b. Judges should mark their sheets after the routine is done. Full attention should be on squad or the entire performance. Sheets will be collected after each team competes. There will be no holding of sheets.
 - c. Judges will be paid the going rate for competitions.
2. Fall participates – Football/Soccer; Winter – Basketball/Hockey.
3. A spirit award will be awarded at each completion. Each squad is voted on by each member on all squads. Squad members are not to vote for themselves. Voting will take place before completion and the coach will provide her squad's choice when signing in. The fall award will be known as the Beth Brodie Spirit Award, and the winter as the Jennifer Cuddy Spirit Award.
4. All League Cheerleaders will be selected from each sport. Each coach will select one girl from her squad who has shown great ability and responsibility. These names will be announced at each competition. Plaques will be provided. Coaches will be present.
5. COACH OF THE YEAR – 2: One for fall and one for winter to be known as the Millie Canavan Coach of the Year Award. Coaches/teams will vote for Coach of the Year and Spirit Award winners respectively at the competition in the time allotted between the last routing and the awards ceremony.
6. Coaches meeting two weeks prior to each competition.
7. SAFETY – All coaches must be informed on latest techniques and any deviation from these techniques will penalize your squad. Safety Judges decisions are FINAL.
8. SPECTATOR BEHAVIOR – Coaches report to AD or person in charge of game if any problems occur and to own AD. Coaches should make their home fans aware of appropriate behavior.
9. Will draw for places at each meeting prior to competitions.
10. There will be a penalty/safety judge at competitions who will watch warm-ups and routines to be sure rules are not being violated or ignored.
11. The Cheering Competition will be split into 2 divisions.
12. Competitions will be broken up into 3 Divisions to be done by enrollment– Baker, Kinney & Coed: Masco, P, T, . NR Baker:, Ips, Lynfd, HW, AMES, G, Nbpt,& M/E. Plaques to first and Second place teams in each division.
13. **Open division will be allowed for non-CAL schools at a fee TBD.**

D. CROSS COUNTRY – BOYS AND GIRLS

1. Every team has the responsibility of clearly marking its course, whether by guides who know the course, maps, or freshly painted markers. The start and finish lines should be clearly indicated. Opponents must be notified of course changes by the first meet of the season. Maps are available upon request 1 week prior to the meet.
2. Each visiting team has the option of notifying the home team, one week before the meet, of its intention to practice on the home course as he sees fit on an agreed day. Failure to notify the home team one week prior to the race, the visiting team shall forfeit this option.
3. All runners must wear their school colors in full view. They must wear a complete uniform.
4. Scoring a dual meet will involve the total score of the first five runners from each team. The 6th and 7th men/women will not figure in the scoring, but will displace. Thus a tie score would be broken by the sixth man/women rule. Team must have a minimum of 5 runners. Any team with less than 5 must forfeit meet.
5. If time allows you may walk course.
6. Meet Director to be hired by CAL for final meet, if necessary, with the responsibilities as delegated by League.
7. League to have EMT/Trainer present at CAL Open.
8. If water stations are set-up, water must be available for both teams.
9. RUNNER OF THE YEAR will be based on the dual meet season.
10. No restrictions on number of participants in a meet unless limited by size of starting area.

E. **FIELD HOCKEY (updated 8/24/16)**

1. Varsity games first. Halves to be 30 minutes in length, Intermission up to 10 minutes – as determined by coaches and officials. JV and Freshman games are 25 minutes halves unless mutually agreed upon.
2. Nation Federation Rules to be followed.
3. Scoring for League Championship will be two points for a victory and one point for a tie, and 0 for al loss.
4. Substitution according to rule book.
5. Schedule will be for Monday, Wednesday and Friday, or Tuesday, Thursday to fit schedule.
6. Field Hockey Play- day to be held before start of season.
7. Coaches will meet on the last week of the schedule for All- Star and constitutional revisions.
8. Sportsmanship Trophy will be called the Nonie Hodges Sportsmanship Award & will be purchased by the league and paid for by the winner.
9. Table and chairs **(4)** placed at 50 yard line for timer, scorer, and assistant from opposing team. Timer should also have **audible device (horn)**.
10. Coaches will meet prior to the start of the season.
11. All teams must have home (white) and away (dark) uniforms.
12. Only positive comments will be made by coaches at All-Star selection meeting in discussion of players.
13. **Schedule to have 2 Divisions (Kinney Division- Lynnf, Masco, Nbypt, NR, Pent, and Trit: Baker Division – Ames, Gtown, HW, Ips, ME, HW and Rkpt playing own twice and other division once. All games count.**
14. Mercy Rule: Play first half. When score differential is 5, the clock will continue to run through-out the second half. This includes timeouts, injuries, goals, & penalty strokes. If the coaches mutually agree at the half and the score differential is 4, the above procedure could be put in place.
15. Coach of the year nomination process: coaches who wish to nominate a colleague may do so at meeting – Coach of the year award to be named after Gail Kelleher, Amesbury.
16. Field Hockey Commissioner when assigning officials will designate lead official.
17. If there is a visible clock available that is the official clock and shall remain on until the clock runs down to zero.
18. CAL All-Star game will be played on the Sunday following the regular season.
19. It is recommended to have team benches opposite the spectators.

F. FOOTBALL

GENERAL RULES

Football will be conducted under the rules of the MIAA and its modifications of the NCAA rules. The League may make other modifications as allowed by the MIAA.

A. TEAM AND DIVISIONS

The CAL League consists of the following schools and divisions:

<u>KINNEY</u>	<u>BAKER</u>
MASCO	AMES
NBPT	HW
PENT	IPS
HW	LYNF
TRI	ME
NR	

B. UNIFORMS

In Divisional games, the visiting team will wear white jerseys and the home team will wear colored jerseys. JV & F will wear same as V for their games with common opponents (Ex: V team is away and wears white, then F game on Thurs & JV game on Saturday or Monday – will wear white).

C. BALL

The Varsity game football will be supplied by the team in possession for all home and away games. The ball must be new or nearly new and meet rule specifications.

D. PRESS BOX

Priority of Press Box: 1- Home films, 2- Visiting films, 3- Home Cable, 4- Visiting Cable. If home team coaches are not in the press box, then the visiting coaches are not allowed in the press box. If home team coaches are in the press box, then home rule will determine if visitors are allowed in the press box.

E. COACHING MEETING

Coaches in all divisions will meet before the season to review rule changes. Coaches in all divisions will meet at the end of the season to select All-Star Team. There will be 2 All-Star Teams one for each division selected by the Head Coaches (or representative) representing that division.

F. FILM/TAPE POLICY/SCRIMMAGES

Last two game films must be exchanged unless two others are mutually agreed upon between coaches. If one team has a bye week one scrimmage tapes should be exchanged and team with by should not be able to tape week one game while scouting. Video recorded while scouting can only be taken between the 20 year

lines. Exchange must be made the day after the V game. The CAL follows the MIAA rule of no films being taken by drones unless there is mutual consent between opposing teams.

G. OFFICIALS

Varsity games will use 5 board officials. JV and Frosh games will use a minimum of two board officials, or one board official and one person learning to become a varsity board official. Officials will arrive approximately one-hour before the start of the varsity.

H. MEDICAL PERSONNEL

A doctor, inter, certified EMT or certified trainer should be present at all football games. It is recommended that an ambulance or emergency vehicle be present at varsity games.

I. CHAIN CREW

The home team will be responsible for providing a chain crew of four adults (cannot be HS students). The chain crew should be on the field no later than 15 minutes before game time and should report to the head linesman for instruction. This meeting is not optional.

J. SCOREBOARD OPERATOR

The home team shall provide a clock operator for the Score Board. If the clock operator is a board official, then the time on the score board will become the official time of game. If the clock operator is not a board official, the official time will be kept on the field. The clock operator should be mature and knowledgeable person and should report the officials for instruction before the game.

K. LENGTH OF GAME

The length of periods in varsity games will be 11 minutes in all divisions. The length of the periods on Thanksgiving Day may be increased to maximum of 12 minutes by mutual agreement of both coaches. Exception: if it is possible that either team may participate in the MIAA Play-offs, the length of the periods must be 10 minutes. The length of periods in Frosh and JV games will be 10 minutes. Exception: periods may be shortened by the site administration at the start of the games if impending darkness becomes an issue.

L. MIAA TIE-BREAKER

The MIAA football-tie breaker will be used for all varsity games between teams in the same Division that end in a tie at the end of regulation time. The tie-breaker rule will be optional for all other teams and must be agreed upon by both coaches before the game if it is to be used.

M. SCHEDULING FROSH AND JV GAMES

Frosh games will be scheduled for Thursdays or Fridays. If varsity is home, Frosh and JV are away. Home schools can make changes as needed. Frosh Coach will notify opponents in advance if they must use Sophomores. JV games will be scheduled for Saturday mornings at no later than 10:00 AM or Monday's. If varsity is home, JV and Frosh game is away. JV Coach will notify opponents in advance if they must use Seniors.

N. POSTPONED GAMES

A mandatory two and on-half hour notice must be given for a postponement by the home team to the visiting team and to the officials. Varsity games postponed on Saturday must be played within two days following the postponement (Sunday or Monday).

O. SUSPENDED GAMES

If a game is suspended by the officials (lightning, lights) and cannot be finished after a delay, the game will be continued at the point of stoppage on a different day. The Coach of the team that is behind in the score may elect to end the game with the final score being that at the point of suspension.

P. COACHES MEETING

Coaches will meet before the season to review rule changes. Coaches will meet at the end of the season to select:

- Coaches of the Year
- Shriner's Coaches
- Agganis All-Stars and Coaches
- Sportsmanship

Q. DETERMINATION OF MIAA TOURNAMENT PLAY-OFF TEAMS

The CAL will follow the MIAA rating system for tourney qualification.

R. TEAM-BAND RELATIONSHIP

Some schools have traditionally had school community involvement at varsity games beyond the actual game, such as the band. We recognize that all parts of the school community have worked hard and that respect, communication and cooperation should prevail. This section is to allow flexibility for various degrees of involvement.

If band activities (or other non-football activities) will take place before, during half-time or at the end of the game, a program including the nature of the events, participants, and time allotments should be prepared by the home team in cooperation with the opponent for use by both school and the officials.

If there is no pre-game activity, the following paragraph is disregarded. If a pre-game activity is planned, both teams should leave the playing area no later than 20 minutes prior to the start of the game. The pre-game activities should end and the band should have left the playing area 5 minutes prior to the start of the game. If the band is late they shall play the national anthem only. During half-time performances the home team band will have 12 minutes and the visiting team hand will have 8 minutes.

G. GOLF

1. An eight –person team will be used with no alternates. The best six out of eight scores will count for team totals. Tri-match will be the same format: use 6 foursomes. In a tie situation, will the 7th score, then the 8th best score. If still, tied, match will stand as a tie.
2. **Scheduling will be two divisions of 6 by enrollment, playing everyone once. Scoring will be stableford.** Stableford system scoring will be the following:
 - a. The point system will be Double Bogey 1, Bogey 2, Par 4, Birdie 6, Eagle 8, Db Eagle 10.
 - b. A match shall consist of nine holes.
 - c. Coaches are expected to arrange their players according to ability & merit.
 - d. Visitors take Honors at first hole; thereafter the player with the lowest score at the hole played takes the honor at the next hole.
 - e. Players are responsible for checking scores after leaving green at each hole.
 - f. When playing holes with different pars for boys & girls. The girls will play one tee up and same par.
3. One or two members of the faculty (coaches) shall accompany each team. A team consists of 8 members.
4. League standing shall be determined by total points as follows:
 - a. Team win: two points
 - b. Team half or tie: one point
5. In the event of inclement weather, the home team shall communicate with its opponent as soon as reasonably possible on the day of the match for postponement or be prepared to play subject to forfeiture. Matches will be replayed at the convenience (only in regards to course availability) of both teams, but must be replayed. Golf pro will make decision if course is not playable.
6. Teams must at all times follow USGA rules except as modified by local rules and show consideration for club members and club property. USGA and local rules shall not be waived by team members.
7. In the event that it becomes necessary to interrupt a match because of inclement weather or darkness (as determined by the coaches or course Pro), all players need to have completed hole #5 for the match to be considered. If all players have finished at least 5 holes, the team score will be the best 6 out of 8 scores for the number of holes completed by all players. (If some players have completed 9 holes but all players have completed 7 holes at the time the match is terminated, the scores of all players will be determined by the number of points obtained through 7 holes.)
8. All schools must follow home course rule in regards to spectators on the course (Following courses do not allow spectators: HW, M/E, Lynfd, NR & Nbpt). Players and spectators are not permitted to have cell phones in operation on the golf course & coaches are to make all aware of this rule.
9. If any controversy should arise during a match that cannot be resolved by the foursome involved, a provisional ball may be played and a final decision will be made by the Coaches and or Course Pro at the conclusion of the match.
10. CAL Golf Open will begin at 9 AM and all teams will bring two players for a total of 24. The Stableford System will be used.
11. Coaches meeting will be at the CAL Open.
12. CAL Player of Year in Golf will be selected by coaches at the Coaches Meeting on the day of the CAL Open.
13. Players must adhere to the MIAA State Dress Code. All must wear spikeless shoes (soft spike). Shorts will be allowed during the regular season.
14. When players complete their round, they ARE NOT to go back on the course, they should go to a designated area only.
15. Teams must use scorecards and attest scores with each other and turn cards in at the end of the match signed.

H. BOYS ICE HOCKEY

1. Each team should have two sets of game jerseys, with same number on both.
2. Goal tender should be allowed to be a captain.
3. Three 15 minute periods. Ice surface must be done before start of each game, unless there are back to back games.
4. There will be 2 All-Star coaches, they will be the Coach of the League Champs and the Coach of the Year, or if the same person, the coach of the second place team.
5. Annual required **pre-season meeting** coaches, league commissioner, rink managers, and any other personnel that might have a direct bearing on the play of the games. **Varsity and JV Schedules** will be coordinated at this meeting **and all varsity schedules will be forwarded to the CAL Ice Hockey Director within 2 weeks of this meeting.**
6. Policy for postponements: if unable to play, notify other team and commissioner two hours prior to your game.
7. Recommend that two board officials whenever possible be hired for JV games.
8. HOME TEAM supplies and Athletic Trainer at games.
9. Running game time will be automatic as soon as one team achieves and 8 goal advantage. Example: 8-0 running time, 8-1 regular time, 9-1 running time.

I. INDOOR TRACK BOYS & GIRLS (updated 8/12/14)

1. Any competitor should be a practicing participant and not a member of any other winter athletic team.
2. All competition will be done in running flats unless facilities permit otherwise.
3. All teams are to come dressed for competition.
4. Athletes must stay in their designated area when not competing or warming up.
5. Warming up may be done on all sides of the track except the finish straight away. Do not interfere with any race in progress.
6. All varsity athletes must wear their school uniform.
7. No food or drink should be brought into the field house. If you mess up your area, please police it before you leave the meet. Please leave the field house cleaner than you find it.
8. We try to score all meets as a dual meet. If we have a Jamboree, Relay, or Championship Meet, they will be scored 10-8-6-4-2-1. Every school should remember to bring one set of starting blocks. All competitors entering the Shot Put Event will be required to use the Shot provided by the League.

9. ORDER OF EVENT # OF ENTRÉE'S

- a. High Hurdles----- 3
- b. 50 m dash-----3
- c. 1 mile Run-----4
- d. 300 m-----4
- e. 600 m-----4
- f. 1000m-----4
- g. 2 mile run-----4
- h. Mile Relay-----1

ORDER FOR LEAGUE MEET

Trails Girls 55 m HH
Boys 55 M HH
Girls 55 m Dash
Boys 55 m Dash
Finals 2 Mile Run
Boys HH (to be run during 2 mile)
Girls HH (to be run during 2 mile)
55 m Dash
300 m
600 m
1000 m
4 x 200 Relay
4 x 800 Relay
4 x 400 Relay

***Rule 23: No JV Heats @ Varsity Meets**

Shot Put will begin as soon as possible. HJ (girls & boys) will begin at the conclusion of the Dash & Hurdle events. SP & HJ – 4 Entries. Girls run first unless otherwise noted.

10. The high jump bar will start at 4'2" and move up in 2" increments for girls. Once the girl competitors are done, the high bar will be placed at 5'1" and move up in 2" increments for boys. For both girls and boys the crossbar will move up 1" when a divisional standard does not fall on the 2" increase. Five-man-alive-rule will prevail for swift completion of the **event**. The high jump competition will start immediately after entering the field house. Coaches, tell your athletes to sign up immediately with the high jump official.
11. The boy's shot put will start immediately after entering the field house. The girl's shot put will begin when the boy's finish. In tri-meets all athletes will get 4 throws and no finals. In Dual meets each shot putter will be given 3 throws in the trails and only the top 4 athletes who make the final get 2 additional throws. Coaches, please tell your athletes to sign up immediately with the shot put official.
12. Each athlete in a dual meet may compete in one field event, one running event, and the relay event. In the League meet each athlete may compete in 2 field/1 running events 2 running/1 field events (relay to count as a running event).
13. If there is a need to run more than one heat of a sprint or hurdle event, namely the 50, High Hurdles, and 300, your fastest competitors will run in the heat 1 provided there are enough lanes, followed by your next fastest in heat 2, etc.

14. Please make sure that when your athletes finish a 50, High Hurdle, or 300 yard dash they stay in their lanes at the end of the race and remain against the wall until the officials tell them it is okay for them to leave. Failure to do so could and probably will create problems.
15. Rules and information about our League Meet will be handed out once the season begins. CAL Standards will be the same as the lowest divisional standards as listed in the MIAA Indoor Tournament Format.
16. Two-Milers will be timed by the coaches and laps remaining to be run will be counted by the coaches as well. As of now, we will have one heat. This is no easy task. Please Cooperate.
17. Officials: Starter, Clerk, 3 Finish line, 1 Shot Put, and 1 High Jump.
18. 4 x 200 & 4 x 800 will be added at the League Meet and will be scored.
- 19. When FAT timing is not in use- hurdles, dash & 300 will be run 1v1, 2v2, 3v3.**
20. Athlete of the Year Award will be selected by nominations and vote by coaches at seeding meeting.
21. Lynx system will be used for Open League meet.
22. League will be two divisions by enrollment (any co-op teams will be added together):
 - a. **Boys Large: Masco, Nbypt, NR, Pent & Trit**
 - b. **Boys Small: Ames, HW, Ips, Lynfd, & M/E**
 - c. **Girls Large: Masco, Nbypt, NR, Pent & Trit**
 - d. **Girls Small: Ames, HW, Ips, Lynfd, & M/E**
23. JV Heats will not be run at Varsity meets.
24. CAL Open – will have 1 Boys and Girls Champion.
- 25. CAL Open high jump height to start at lowest qualifying height and then move up in 2” increments.**
- 26. Long Jump will be run as an exhibition event at league meet in 2012-13. 2 male and 2 female entrants per school – 3 jumps each.**
- 27. Relays will not start in League Meet until the high jump has concluded.**
- 28. Schools must exchange rosters and line-ups before the meet. Two alternates allowed for the relay. A competitor may not be replaced. A copy of the roster must be handed to the head official before the meet begins.**
- 29. If the outcome of a meet has already been decided coaches have the right to change the composition of the mile relay.**

J. SOCCER – BOYS AND GIRLS

1. Scoring for league championship will be two points for a victory and one point for a tie.
2. If a game called due to any extenuating circumstances not covered in the Rule Book (i.e. thunderstorms, darkness, etc.) following will be effective:
 - a. If 60 min. of play have been completed, the game will be terminated.
 - b. Suspended games with less than 60 min. will be played the next closest available day in its entirety.
3. Coaches meet on the Wed. evening prior to the end of the season to pick All- Star Team at 7PM.
4. All schools follow rule book specifications in relation to field preparation:
 - a. Corner flags
 - b. Benches for both teams
 - c. Field properly lined
 - d. Nets
 - e. Recommended Minimum field size – 65 yds X 110 yds
5. Ball persons will be provided by home team.
6. Three good quality soccer balls to be provided by home team.
7. JV schedule follows Varsity schedule as same school.
8. Recommend Team benches be away from spectators but on the same side as each other.
9. List of soccer rosters with names, grade, and numbers be sent out to all league schools by Athletic Director prior to the start of the season.
10. Varsity games will be 2- 40 minutes halves and JV will be 2-35 min. halves with 2 – 40 min. halves y mutual agreement.
11. 10 minutes for half-time.
12. Recommend an EMT or equivalent be at all soccer games.
13. Teams will have a minimum of a 15 minute warmup.

K. SOFTBALL (updated 8/24/16)

1. Length of games and game procedure:
 - a. 7 innings Varsity
 - b. JV game to be 7 innings unless bus commitments or mutual agreement of coaches warrant a change.
2. Dress:
 - a. Full uniforms required.
3. Free substitution rule for JV only (see Baseball Rule). On any day, a player may only play in a total of 7 innings, not including doubleheaders.
4. Proper bases, spiked in position must be used & home rule regarding double bases.
5. There will be two umpires assigned for varsity and one for JV. Umpires may be asked to leave a JV game to cover a Varsity game (home AD or Coach).
6. That an ASA approved ball and bat be used (as stated in the Nat. Fed. Rule book).
7. Infield practice will begin at 3:25pm unless visiting team is late and if so, will begin whenever they arrive. The home team will take infield for 15 minutes first; the visiting team will take infield for the last 15 minutes. Teams allowed warm-up time of 15 minutes for late arriving teams. Time begins once players are at bench area.
8. All schools must have batting and running helmets.
9. If a tied or suspended game does not reach the legal game status of 4.5 innings, the game will be replayed from the point of interruption. If tied after 4.5 innings, game will resume from point of suspension.
10. If a field is unplayable and the game is the first of two CAL school games and the visiting team's field is playable, game site will be switched. Call school as early as possible.
11. Freshman & JV games will have no inning start after 2 hours of playing time- i.e. game starts at 3:45, then no inning after 5:45PM, unless mutually agreed prior to the game.
12. If one team cannot make-up a game with another and that failure affects tournament, qualifications, then it will be declared a forfeit following CAL make-up rule.
13. Pitchers must wear masks at all times during batting practice.
14. **Mercy Rule – 12 runs, home team must always get their last at bat if trailing.**
15. **Subvarsity maximum number of runs scored in an inning is 12. Once that is achieved, offense and defense will change.**
16. International tie breaker rule – when a softball game is tied at the end of nine innings, the International tie breaker rule goes into effect. At the start of each inning a runner (player who recorded the last out from the previous inning) is placed at 2b with the intent of accelerating opportunities to score and bringing the game to a speedier conclusion.

L. SPRING TRACK BOYS AND GIRLS (updated 8/22/16)

1. Order of events for dual and tri-meets since all meets are co-ed. First Flight:
 - a. Girls: shot put, long jump, high jump, Pole Vault
 - b. Boys: discus, triple jump (a cone should be used for marking purposes), javelin
 - c. 400H, 1 Mile, 100M Hurdles, 100M, 2 Mile, 800M, 400M, 4 x 100 Relay, 200M, 4x400
2. 200M Dash must be run on curve.
3. Cal Varsity Open Meet will be held at the end of the season.
4. 400M Relay distance once around track- with equal distance between each leg; stagger for three passes.
5. Mile Relay- 4 equal legs of 1 lap each.
6. Recommended that home school for each dual meet & or Tri-Meet hire eight officials.
7. The number of competition in the Pole Vault is limited to 4 contestants per team.
8. Each participant must wear school uniform for dual and league competition.
9. An athlete may participate in 4 events (2-2) – two track and two field (relay is considered a track event). CAL Championships follow state rules (3/3)
10. Varsity and JV coaches have seeding meeting prior to the CAL meets.
11. No false start- one and gone.
12. Only 2 alternate should be listed for each relay team
13. The lowest qualifying standards out of all Division II, III, IV will be used for the CAL Open Meet as found in the outdoor Track Format.
14. That all competitions start at 3:30 or 15 minutes after the visiting team arrives. Theoretically, if the visiting team arrives at 3 PM the meet would start at 3:15 PM and in case the lengthy travel or bus breakdown if the visiting team arrived at 3:30 PM. Then the meet would start at 3:45 PM.
15. The One Mile will start 15 minutes after the field events begin. All running events beginning with HH will begin no later than 4:45 pm will the help of Asst Coaches timing.
16. The ONE MINUTE RULE – 10 minutes after running event.
17. All schools must provide 6 starting blocks for all home meets.
18. If a meet has been decided coaches have the right to change the composition of the mile relay.
19. Boys & Girls hurdle height to correspond with State meet heights.
20. Triple Jump marks should correspond to State Meet.
21. Races should be run in meters when/where possible.
22. 10 minutes time limit for end of 400 hurdles to start of field events.
23. Competitor who scratches on the 1st day of a 2 day meet is allowed to compete on the second day
24. JV schedule will include Boys and Girls
25. Each entrant in a field event is allowed 3 attempts. The top 4 advance to the finals and are given 2 more attempts. Finals will be held in reverse order of placement(best competitor last). All five attempts count for final standings. Tri-meets: 4 attempts and no finals.
26. The number of entrants in an field event is a maximum of 4.
27. Boy's Javelin 1st flight followed by Girl's Javelin. Coach must be present when athletes are practicing, and the football field may be used if deemed the safest area by the home AD.
28. At the CAL Open trials for the 100M, 200M, & HH will take place during the field events. The 2 Mile will take place between the 100M & the 200M. the 4 X 400M relay and the 4 X 100M relay will be run on seed times, not standing in meet. This should match the state meet as closely as possible.
29. In order to host Home meets must have 2 jumping pits.
30. Pole Vault Certification form must be file in Athletic Director's Office.

31. The high jump bar will start at 4'2" and move up in 2" increments for girls. Once the girl competitors are done, the high jump bar will be placed at 4'11" and move up 2" increments for boys. For both girls and boys the crossbar will move up 1" when a divisional standard does not fall on the 2' increase. Third-man-alive-rule will prevail for swift competition of the event
32. There will be no JV heats at varsity meets.
33. On the Pole Vault, the bar will be raised 6" starting at 8' for boys and 6' for girls. Pole vaulters receive a 10 minute rest after participating in a running event.
34. Schools must exchange rosters and line-ups before the meets. Two alternate for the relay. A competitor MAY NOT be replaced. A copy of the roster must be handed to the head official before the meet begins.
35. Any race of or above 800M will be limited to 5 entrants – unless mutually agreed to change. Any race below 800M, the race will be limited to 4 entrants for dual meets and 4 entrants for tri meets.
36. CAL Open JV Meet will allow seniors to compete.

M. SWIMMING - COED

1. Follow State MIAA Rules and National Federation Rule Book.
2. Dual season play each school once.
3. Home teams with pools without diving boards do not lose points (CAL general rule). If have a diving board, points given to whoever competes (home and or visitor).
4. Extra heats (as necessary): 100 IM, 50 Fly, 50 Free, 200 Free Relays, 200 Medley Relay, 50 Back, to Breast, 100 Free – These would be JV heats that would be scored.
5. Home coach to contact visitors 48 hours prior to meet to confirm time, extra heats, and lane assignments.
6. **LEAGUE MEET: (Will be Boys vs Boys & Girls vs Girls in each event)**
 - A. Score to 16 places.
 - B. Limit of 4 entries per team per event.
 - C. 500 Free 7:00 qualifying time needed.
 - D. Relays:

a. 200 Free	limit of 4 entries	only 2 may score
b. 200 Medley	limit of 4 entries	only 2 may score
c. 400 Free	limit of 2 entries	
 - E. Diving:
 - a. Diving to start & finish before start of meet: Pre-lims-6dives & finals – 2 dives
 - b. Order of finish 1. Number of successful dives 2. Score
 - c. Minimum of 6 successful dives in 5 different areas needed to score
7. **AWARDS:**
 - A. Dual Meet Champion.
 - B. League Meet Champion.
 - C. **Medals at open: 1-3 (gold, silver, bronze) for each event**
 - D. 1 Male & 1 Female Player of the Year
 - E. **Open meet will follow MIAA Tournament – boys vs boys & girls vs girls.**
8. No 20 minute break during swim meet (per rule book) because of time restraints & JV Meets – unless mutually agreed by coaches ahead of time.
9. First Team All-Star: Top male & female finisher in each event at the CAL Open will be First Team All-Star, and the second and third place finishers in each gender will be Second Team All-Stars.
10. CAL will hold an additional combination diving/relay invitational.
11. Coach of the Year Award will be named after Tim Troy, former coach @ North Andover.
12. **Mercy rule (stop scoring) is eliminated for all regular season meets.**
13. Once the league schedule is voted, all other meets are non-league

N. TENNIS – BOYS AND GIRLS

1. USTA Rules to be followed.
2. Eastern Massachusetts Tennis Coaches Association is governing body.
3. 12 Point tie breaker when a set reaches 6-6 in games.
4. The visiting team will be allowed a 10 minute warm-up and ten players will be held to a 5 minute warm-up with their opponent. Second round matches are allowed a 10 minute warm-up.
5. Coaching may occur between sets or on changeovers with the exception of the first game of any set. Coaching may only be done by designated head coach.
6. The server shall call out the score in a loud clear voice before serving the next point. If the receiver questions the score, he should do so the (before the serve is next made).
7. **The order of match play will be determined by the home team.**
8. Teams are to be dressed properly. Players must wear complete uniforms.
9. Recommend to have JV matches with 1 pro set. Visiting team to call if not having JV players prior to coming.
10. Teams will supply 5 new cans of yellow USLTA approved tennis balls per match.
11. CAL Open Tournament will be seeded by tennis Director and coaches at annual meeting before tournament. Coaches of the Year to be site directors of the Open.
12. Serves must be practiced before match begins.
13. Line and foot calls appeals should come from players not coaches. If player appeals to their coach, coaches should observe and confer and then talk to their players at the next switch – at the sides of the net. If disputes continue both coaches will be put on the court to monitor line calls as a last resort.
14. Line-up juggling, as defined by MIAA is illegal. MIAA rule to be completely understood and followed by all. Coaches will exchange written line-ups prior to warm-up.
15. Open will be held the first weekend of April vacation.
16. All team winners in CAL Open will receive plaques.
17. In Tennis Open will play AT two sites and will use twelve (12) point tie breaker and no add up to the semi-finals.
18. Coaches will select 1POY, 1 COY, 1 Sportsmanship & 1 group of all-stars. Vote on Player of the Year at Spring Seeding Meeting. Criteria to be: Record, Sportsmanship and Character.
19. Schedule will consist of 1 match vs all teams and divisions will be set by enrollment/vote of schools.
20. **If the outcome of a match has already been decided (i.e.: one team has won 3 matches) then the coaches, by mutual agreement, can agree to shorten any remaining matches by substituting a “Super Tiebreak” in place of a 3rd set. The “Super Tiebreak” is first to 10 points and it follows the format of the 12 point tiebreaker.**

O. VOLLEYBALL

The following rules are from the North Shore Volleyball League and adopted by the CAL.

1. MIAA handbook and its Rules and Regulations shall govern all activities.
2. NCAA Volleyball Guide shall be followed unless exceptions are noted below.
3. NCAA Volleyball Scorebook shall be considered official with the use of the line-up sheet at the back of the book strongly recommended.
4. At the pre-season meeting all coaches must make sure that the Assignor of Officials has directions to their facilities.
5. The league will hire the services of a Commissioner/Assignor of Officials who will assign two officials per contest (unless an AD orders otherwise). She/he will provide AD's and coaches with a packet containing master schedule with officials note done same on game-by-game basis. The packet should also include a roster of all officials with name, address, telephone number (home & work) and SS numbers for payroll purposes.
6. HOME School should provide a leather game ball such as a Tachikara SV5Wor Baden or other which is approved by both coaches. If the ball provided by the home school is not the recommended one and the visiting school has one, it shall be used as the game ball. Home team provides all practice balls.
7. If a team is late, the coin toss will occur ten minutes after the arrival of the visiting team. The warm-up period, starting after the coin toss shall be in accordance with NCAA Rules with the exception of Home Team receives 1st warm-up.
8. The winning team should call in the score of the match to the Globe & Herald immediately after the contest. Each team is responsible for notifying local newspapers.
9. Any new rules or corrections/additions to the above shall be proposed to the coaches at a pre-season or post-season meeting. A simple majority of those present (considering standard rules re a quorum), can approve or disapprove said proposal.
10. **Varsity games are scheduled after the JV game at approx. 5:30. JV games are at 4. Will be a 20 minute break between V & JV game.**

P. WRESTLING (updated 8/12/14)

1. All schools to wrestle all other schools in the league one dual meet each year. Schedule to begin December and score standings will be: Win -2, Tie – 1, Loss 0.
2. CAL wrestling tournament to be held in each year. Coaches to recommend site and date.
3. Tournament will determine individual class champions and the league will purchase the awards.
4. An adult, when possible, must be assigned at the score table to supervise scores and times.
5. Criteria to be used for CAL SEEDING MEETING (held Sat. AM of meet): Federation Rule Book.
6. All meets begin at 6:30pm unless mutually agreed upon by both schools. Wed. & Thurs. weigh-ins will be 1 hour prior to starting time. If late the team will have one opportunity to weigh-in.
7. That at least 1 high quality referee be assigned to the CAL Open Meet.
8. CAL Open – Open to only schools in CAL & NEC for Varsity & for JV. The league will have 1 admission fee: Students \$5 & Adult \$10.
9. Coach of the Year selection will take place at the Varsity Tournament by a vote of the coaches.
10. Voting for CAL Wrestler of the Year to take place at CAL Open Finals (5-3-1) point system. Each coach must vote for three wrestlers.
11. Varsity Open Tournament rotation: The NEC will host the tournament on even numbered years and the CAL will host the tournament on odd numbered years. The school rotation for the CAL is as follows: Georgetown, Lynnfield, Pentucket, Masconomet, Triton. If a school is to forgo their opportunity to host the bid will go to the next availed school.
12. JV Open Tournament will follow the same rotation as the varsity open tournament.
13. At the Varsity CAL Open Tournament two Outstanding Wrestling Trophies will be awarded. One trophy will go to the winner of the lower weight class (106-145) and one will go to the winner of the upper weight class (152-heavy weight).
14. By unanimous vote of head coaches, they may eliminate an official from the finals at the CAL Open.
15. CAL to purchase 1st, 2nd, and 3rd place medals for CAL Open.
16. CAL to purchase tournament bracket sheets for CAL Open.

Q. LACROSSE – BOYS & GIRLS

1. Boys follow National Federation Rules and Girls follow US Lacrosse – Women's Div. Rules.
2. Schedule will be by Total enrollment- two divisions for boys, and two divisions for girls.
 - a. **Boys: KINNEY: MASCO, PENT, TRI, NBPT, NRBAKER: HW, IPS, LYNF, ME, GTWN**
 - b. **Girls: KINNEY: MASCO, PENT, TRI, NBPT, NR BAKER: HW, IPS, LYNF, ME, GTWN**
3. Girls will play overtime as outlined in their rule book.