

Greater Susquehanna Valley Aquatic League Constitution

I. ARTICLE NAME

- A. The name of the organization shall be the Greater Susquehanna Valley Aquatics League. Throughout this Constitution and Rules, Greater Susquehanna Valley Aquatics League will be referred to as the “League”

II. ARTICLE PURPOSE

- A. The purpose of the organization shall be to promote competitive swimming and good sportsmanship for girls and boys during the summer throughout the Greater Susquehanna Valley Aquatics League area swimming pools and clubs.

III. ARTICLE REVENUES

- A. The League is entitled to revenues from membership fees, assessed fines, and Championship Meet entry fees to enable the League to conduct the business of the League.

IV. ARTICLE MEMBERSHIP

- A. MEMBERSHIP- shall be open to any swimming pool, Team or Club, in the designated League service area which desires to field a team and to abide by the Constitution and Rules of the organization.
- B. The League service area shall include those locations not more than two hours’ driving time from any current League member (as determined by MapQuest or other online mapping service).
- C. Application for membership shall be presented at the September League meeting. Acceptance shall require a three-fourths affirmative vote. GSVAL Membership shall be determined within 60 days of application.

V. ARTICLE REPRESENTATION

- A. Each team is to appoint a minimum of one Team Representative to attend League Meetings and act as a liaison between their Team and the League. Team Representatives are to be the official conduit for communication between the League and the Teams.
 - i. Teams may appoint other members of their own Team to carry out any League business or committee work that the League has designated to that Team.
- B. Representation at a meeting from a simple majority of the Leagues teams is necessary to conduct the business of the League. A simple majority vote of said representative majority is necessary to decide any League issue.
- C. Each team is to have only one (1) vote.

- D. Any new team to the League must be a member of the League for one year before being granted the right to vote. Teams without a vote are able to voice their opinions or concerns.
- E. Contact information is to be provided by each Team and will be shared and published for use within the League and its Member Teams.

VI. ARTICLE EXECUTIVE OFFICERS, OFFICER RESPONSIBILITIES

- A. League Officers shall be and will serve as the Executive Committee:
 - i. President
 - a. The League President will organize and notify all member Teams concerning dates, times and places of all League associated meetings. The President will set and email an agenda for each Meeting and preside over each meeting.
 - b. The President will chair the Grievance and Meet Manager Committees.
 - c. The President shall be informed of all League business.
 - d. The President may call an Emergency Meeting at his discretion.
 - ii. Vice-President
 - a. The League Vice-President is to take over all responsibilities of the League President if the President is unable to carry out the duties of President.
 - b. The Vice President will Chair the Standing Committee for Records, and is charged with oversight of official League records keeping.
 - c. The Vice President shall Chair the Standing Committee for Meet Scheduler and must ensure that the League's Schedule is complete without scheduling conflicts before handing the schedule to the League Secretary for publication.
 - iii. Secretary
 - a. The League Secretary should take the minutes from each meeting and forward a copy of the Minutes to each Team in a timely manner after each League meeting.
 - b. The Secretary is expected to report the past meeting's minutes at every Meeting. The Secretary should be charged with maintaining all past meeting minutes.
 - c. The Secretary oversees the Team Rosters and is charged with maintaining the League Roster as additions and deletions are made through the season. The Secretary's Official Roster takes precedence over all other Team Rosters if a conflict occurs.

- d. The Secretary will publish the League Schedule before June 1st when it is received from the Meet Scheduler Committee.
 - e. Before the start of the Dual Meet Season, the Secretary is to publish a complete contact list for all teams that lists the Officers, Team Reps, Committees and Coaches (this may be sent to the web person for posting).
- iv. Treasurer
- a. The Treasurer should deposit any monies into the League Bank Account and pays all league bills/invoices
 - b. The Treasurer shall present an itemized treasury report to all League members at the Spring and Fall meetings.
 - c. The Treasurer will secure team insurance for teams choosing to purchase league insurance.
 - d. The League Treasurer is to pay all League bills and make League deposits in a timely manner

VII. ARTICLE STANDING COMMITTEES

A. Records Committee

- i. the Vice President is to Chair the Records Committee.
- ii. The Records Committee is to keep a complete and accurate record of top swim times in all age groups.
- iii. All League sanctioned Meet results are to be sent to the Committee's Records Keeper.
- iv. Home teams will be responsible for e-mailing meet results to the records keeper and the opposing team, by **age group and male/female to each team** and within two days of the completion of the meet, along with notification of any records broken. The records committee will then notify the web person to post the records that were broken.
- v. One signed copy of the original meet sheets, as well as the original timer sheet(s) from any event(s) in which a League record is broken (signed by all three timers in that lane), should be mailed or scanned and sent to the League Record Keeper within two days of the completion of the meet.
- vi. Both yard and meter short course records will be recorded. Conversions are not permitted to break records.
- vii. The League is not responsible for recording pool or team records.

B. Meet Scheduler

- i. The Vice-President shall Chair this Committee.
- ii. Before the first Spring Meeting, each team is to supply open meet dates at their venue for scheduling purposes. The League Scheduler shall prepare a tentative meet schedule to be submitted for League consideration at the first spring meeting
- iii. The meet schedule is based on a 2-year Home and Away cycle.
- iv. Sum each team's championship point totals over the previous 2 years.
- v. Sort the point totals from largest to smallest and split the league teams into two divisions.

C. Hy Tek Meet Manager

- i. The Meet Manager Committee will be Chaired by the President.
- ii. The President will determine the best candidate to administrate the use of Hy-Tek's Meet Manager program.
- iii. The Meet Manager Administrator will offer instruction to League Members in the operation of the program.
- iv. The Meet Manager Committee will send out the program templates for use in this League so that all teams are using the same format.

D. Web Site Committee

- i. Post league documents, roster, meet schedule, meet results
- ii. Update information throughout the swim team season.

E. Grievance

- i. There shall be a Grievance Committee composed of the League President as Chairperson and two (2) members at large, appointed by the Chairperson. (one member per team and members are not to be from the Chairperson's team).
- ii. There shall also be two (2) alternates appointed from two (2) other teams, other than that of the chairperson, to be used in the event that any of the regular members of the grievance committee cannot serve on the grievance being heard, or if they will be unavailable on the date the committee is to meet.
- iii. Grievances shall be submitted by e-mail to the Chairperson of the Grievance Committee within forty-eight (48) hours of the violation and confirmed by an emailed copy to all League Officers. All

grievances must be submitted by the coaches listed on the team roster. Grievances will not be accepted in any other manner. All grievances that have been properly submitted must be acted upon within ten (10) days. The team that a grievance is levied upon is to have the opportunity to reply on record to the grievance, before a decision is made. The decision of the committee shall be final and binding.

- F. Teams may hold only one Executive Committee position at a time. A Team that is the holder of an Executive Committee post may appoint any person from their team to physically carry out the duties of that post.

VII. ARTICLE MEETINGS

- A. A minimum of four (4) meetings shall be held at the discretion of the President. Notification must be given two weeks prior to the date of the scheduled meetings. The first meeting will be held during the month of April, and the last meeting following league championships, prior to September 30th.
- B. Emergency meetings may be called by the President with two days' notice for the sole purpose of conducting the business for which it was called.
- C. The Roberts Rules of Order Revised shall be used as the parliamentary authority to govern the League in all cases for which they are applicable; and in which they are not inconsistent with the Constitution or the Official Rules of the League.
- D. League business to address at the Spring Meeting shall include, but not be limited to;
 - i. Review and acceptance to any changes to the League's Constitution,
 - ii. Review and adoption of any changes to the USA-S Technical Rules, any League Modifications to the Leagues Modified Rules
 - iii. Review the financial status of the league and decide on payment of dues
 - iv. Review the League's dual meet schedule and make changes as needed
 - v. Review the rotating schedule of Championships and accept the host team's plans for Championships including the date(s) and venue.
 - vi. Any other League business is to be addressed at this time.

VIII. ARTICLE CONSTITUTION AND RULES CHANGES

- A. Any proposed changes to the Constitution shall be submitted to the League President and Secretary, and to each member team at least one week prior to any scheduled meeting. Given a quorum (one more than one-half of member teams), the Constitution will be changed by a three-fourths affirmative vote of the total membership present.

GREATER SUSQUEHANNA VALLEY AQUATICS LEAGUE RULES

I. MEMBERSHIP FEES

- A. Each team will send a \$25.00 annual registration fee to the League Treasurer. A team will be barred from League competition until this requirement is met. This registration may be waived for any given season by majority vote of the member teams.

II. GOVERNING RULES

- A. A USA-S Rule Book shall be supplied to each Team by the League, along with a current copy of the Greater Susquehanna Valley Aquatics League Constitution & Rules.
- B. All rules that govern swimming shall be in accordance with the Technical Rules, (blue pages), of the USA Swimming (USA-S) Rulebook, or the most current version of the USA Swimming Rulebook, except for those Rule Modifications specified herein.
- C. League Rule Modifications are permitted and will be noted in the following paragraphs. When there is a conflict with the USA Swimming Rulebook and League Rule Modifications, the League Rule Modifications take precedence.
- D. A majority vote of the teams attending the Spring League Meeting, or at any other scheduled League Meeting before the start of the League's competition, USA-S Technical Rules, changes to the Rules as noted in the USA Swimming Technical Rulebook, and League Rule Modifications are to be reviewed and voted on and if accepted are effective as of June 1 and shall be used throughout the season.
- E. Special consideration will be given in situations pertaining to existing equipment and existing venues, upon approval of the League if the League deems those considerations to be acceptable and are not a hindrance to safe competition.

III. MEET POSTPONEMENT OR TERMINATION

- A. If it is agreed by the coaches and/or parent representatives of the teams involved that a meet is to be postponed, the League Vice President and League Secretary shall be notified. Preferably, the new meet date is to be decided within 48 hours, if a postponed meet cannot be swum by the Thursday prior to Championships, meet will be considered cancelled.
- B. If a meet is terminated during or prior to event 50, it will be restarted from event one (1) on another date. If a meet is terminated after event 50, it will be declared official.

IV. DECK OFFICIALS

- A. Each team shall supply half of the Deck Officials (one stroke and one turn). Officials should have experience as a swim official or should be certified as a swim official in USA-S, YMCA. It is recommended that a certified Referee and a certified Starter be used.
- B. No coaches of League teams shall officiate at any League Meet
- C. In the 8 & under age groups, disqualification shall be made as in other age groups. Every age group is to be judged equally, no distinction should be made for young or novice swimmers. This results in consistent calls by officials and will help the swimmer in correcting strokes.
- D. The League is not requiring an Administrator Official
- E. Recommended, USA rules state that you must have a referee and starter as two different positions. If the home team cannot provide both and the visiting team opposes, then the visiting must provide a starter or referee. If the visiting team cannot provide such an official then the referee decides jurisdiction.

V. ROSTERS

- A. A team member is anyone listed on a team's roster as of the first Dual Meet.
- B. The age update on the team roster will be reflective upon May 31st of that current year.
- C. Each team will submit a Team Manager roster via email to the League Secretary and web site manager to be posted prior to June 10.
- D. After the roster submission deadline indicated at the beginning of this paragraph has expired, new additions and deletions to a Team's roster must be made as follows:
 - i. Team Representatives or Coaches, (or a responsible person as indicated on the team's contact sheet), must report all roster additions or deletions to each team including the meet manager contact and the League Secretary one day, (24 hours) via email prior to a Dual Meet that the new swimmer(s) will be entered into.
- E. In any roster dispute, the League Secretary's official roster stands.

VI. SWIMMER ELIGIBILITY

- A. A swimmer's age shall be determined by his/her age as of May 31st. The League President or Grievance Committee may require proof of age of any swimmer if this becomes a matter of a grievance.

- B. The girls' and boys' age groups shall be 8 & under, 9-10, 11-12, 13-14, and 15 and over.
No person who is nineteen (19) years of age prior to June 1st is eligible for League competition.
The meet manager template will reflect these age group titles.
- C. Swimmers may move up one (1) age group in any dual meet and must remain in that age group for the entire dual meet.
- D. No swimmer may appear on more than one (1) GSVAL swim team roster during a swim season at a time.
- E. If for any reason, a swimmer decides to change teams prior to the first League Dual Meet; he/she may do so without penalty.
- F. When a swimmer has to change teams during the season, the swimmer may do so without penalty if the appropriate roster updates are made.
- G. An individual will be allowed to enter and be eligible to score in four (4) events per meet, no more than three (3) of which may be individual events. Penalty for competition in more than the stated number of events is disqualification from any events which exceed this four (4) event limit without nullification of previous performance.
 - i. The exception to this rule is; if the swimmer is entered in more than the allowed number of events, he/she can enter the extra events as Exhibition or as Time Trial attempts.
- H. The scorers and Referee are to be notified prior to such exhibitions or time trials attempts.
 - i. Such Exhibitions or Time Trial attempts are not to be scored for individual or team points for the meet in which they occur.
 - ii. Swimmer's Times recorded for the Exhibition or Time Trial attempt may be used for personal use or for seeding in an upcoming Meet.
 - iii. Swimmer's Times recorded for the Exhibition or Time Trial may not be used for League Records.
- I. League rules allow alternates to be listed in relays. Alternates are not counted as entering an event unless the alternate swimmer actually participates in that event.

VII. SCORING

- A. HyTek's Meet Manager and Team Manager Programs, should be used by each team for every League Dual Meet, including the League Championship Meet or any League Invitational Meet as available.

- B. When Meet Manager Templates are used they shall be supplied by the League to the teams for use during the regular season. Modifications to the template or meet set up should not be used.
- C. Teams may use electronic timing touch-pads or some other form of secondary electronic timing, (such as plungers) at Meets at their discretion. If such automatic or semi-automatic time recording equipment is used, USA-S Timing Rules (102.24) will be followed.
- D. The League recommends the use of (3) timers with manual digital stopwatches per lane.
- E. Home Teams shall provide two (2) timers per lane, one of which will be the Head Lane Timer and the visiting Team shall supply one (1) Timer per lane.
- F. If three (3) Timers per lane are not available, USA-S Timing Rules protocols should be followed.
- G. USA-S Dual Meet scoring will be used in all meets. Scoring shall be; individual 5-3-1-0, Relay scoring is League modified to be 6-3-1-0. Only two (2) entries from each team may score points per event.
- H. Meet winners shall be determined by a majority winner of 10 award points, one (1) for each of the 10 age groups. With a 5 to 5 score, a tie shall be declared.

VIII. SETTING NEW SWIMMING RECORDS

- A. A copy of previous records are to be kept at the scoring table and on the team's Meet Manager equipped computer, and also given to the chief scorer and Referee, so it can be immediately known if a new record has been set, thereby adopting a standard way of certifying times. These records are to be supplied by the League Record Keeper.
- B. Yard records can only be broken in a yard pool and meter records can only be broken in a meter pool – conversions may not be made
- C. League records may be set only in the age group in which the swimmer participates during that meet.
- D. A swimmer can only establish an age-group record in a league-sanctioned meet. Exhibition and Time Trial attempts are not eligible for League Records.
- E. League records are to be verified during the meet. However, if a record is found during a review of scoring sheets, and can be verified by both teams, this constitutes a record.

- F. One signed copy of the original meet sheets, as well as the original timer sheet(s) from any event(s) in which a League record is broken (signed by all three timers in that lane), should be mailed/scanned to the League Record Keeper within two days of the completion of the meet.
- G. All league records may be broken in sanctioned League Dual Meets and the League Championship Meet, as per USA-S and League Rules. All League records shall be kept by the League Record Keeper. This person will then share the records with the web site committee to post the records on the web page.

IX. CONDUCT OF MEETS

- A. Smoking shall be prohibited on deck. Sportsmanship and common courtesies shall be observed at all times.
- B. All rules that govern swimming shall be in accordance with the Technical Rules, (blue pages), of the most current USA Swimming (USA-S) Rulebook.
- C. League Rule Modifications are permitted and are noted in this document's paragraphs. When there is a conflict with the USA Swimming Rulebook and League Rule Modifications, the League Rule Modifications take precedence.
- D. Meet manager entry files and roster must be submitted to the home team by 8 pm on the day prior to the official meet. The home team should send the entry file at least a week in advance.
- E. Changes such as scratches or additions to events may be made in an event, if submitted in writing by the coach and with initialed approval by the Referee, at least three (3) events prior to the start of the changed event.
- F. Timers are to move rather than swimmers in 25 yard/meter events. All events are to start from the blocks, (start end of the pool).
- G. Swimmers will be called to the blocks by whistle per the USA-S "Start" guidelines or by voice command (e.g. "Swimmers, step up" or "Backstrokers into the water"), if necessary. Swimmers should learn to respond to the whistle signals to align themselves with the swimming community at large.
- H. The USA-S false start rule is modified to allow one (1) false start for all age groups per heat.
- I. The USA-S "no show" rule is to be modified to disqualify a swimmer that misses their start to be disqualified for that event only, not for the entire meet.

- J. Home coach is to contact away coach the night before competition about meet conditions and any exhibition.

X. LEAGUE CHAMPIONSHIP MEET

- A. USA-S Technical Rules along with any applicable League Rule Modifications, and any rules under “CONDUCT OF MEETS” that apply to the Championships Meet, as well as the rules listed in this section, shall govern the League Championship Meet at all times. In any rule conflicts concerning the Championships Meet, any special Championship Meet rules take precedence, followed by any League Rule modifications, then the USA-S Rules.
- B. Each swimmer must have competed in **two (2)** league dual meets to qualify for championships.
- C. **Seeded** entry times for Championships shall be only those swum during the dual meet season.
 - i. Exception to above will be relays as composite times are permitted.
- D. An individual will be allowed to swim four (4) events, no more than three (3) of which may be individual events.
- E. A swimmer can only compete in the age group events corresponding to the swimmer’s league age. There are no swim-ups for the league championship meet.
- F. Only swimmers and relay teams entered into the championship meet using the meet announcement procedure shall be eligible to compete. No corrections or changes of events entered or additional entries will be accepted after the meet program has been submitted to the program printer.
- G. Scoring is as follows for a 6 lane or 8 lane pool following USA-S:
 - i. 6 lane individual event points: 16-13-12-11-10-9-7-5-4-3-2-1.
 - ii. 6 lane relay event points: 32-26-24-22-20-18-14-10-8-4-2.
 - iii. 8 lane individual event points: 20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1.
 - iv. 8 lane relay event points: 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2.
- H. Awards for the league championship meet shall be as follows:
 - i. A trophy for the top six (6) point (1st - 6th) placing teams.
 - ii. An age-group trophy for each of the ten (10) 1st place age-group teams.
 - iii. A heat winner award for every individual & relay team heat winner.
 - iv. 6 lane pool individual awards: 1st place Trophy, 2nd – 6th place Medals, 7th – 12th place Ribbons.

- v. 6 lane pool relay awards: 1st place Trophy, 2nd & 3rd place Medals, 4th – 6th place Ribbons.
- vi. 8 lane pool individual awards: 1st place Trophy, 2nd – 6th place Medals, 7th – 16th place Ribbons.
- vii. 8 lane pool relay awards: 1st place Trophy, 2nd & 3rd place Medals, 4th – 8th place Ribbons.
- I. The League will accept any and all profits gained from the entry fees, and also accept the responsibility for any losses. Should a legitimate League deficit occur that cannot be covered by the League's account, each team will assume an equal share of the deficit.
- J. Except for Championships entry fees, the Championships Meet Host teams have control of all fund-raising during Championships and are entitled to those revenues.

APPENDIX

Historical Record of By-Law Edits and Changes

- 5 May 2019* By-Laws Approve by roll call vote (11-0) **GSVAL League Team Members:** Central Columbia, Jersey Shore, Lewisburg, Lock Haven, Loyalsock, Mifflinburg, Rockets, Selinsgrove, Sunbury/Norry, Tri-Town, Wellsboro, Williamsport
- 22 March 2022* Danville Dolphins swim team unanimously (11-0) voted into the league to replace CCAC. **GSVAL League Team Members:** Danville, Jersey Shore, Lewisburg, Lock Haven, Loyalsock, Mifflinburg, Rockets, Selinsgrove, Sunbury/Norry, Tri-Town, Wellsboro, Williamsport
- 4 May 2022* Rules Article X.B Amended. Unanimously passed (8-0) reducing the number, three to two, dual meets to qualify for championships. ~~Each swimmer must have competed in three (3) league dual meets to qualify for championships.~~
- Rules Article X. C. Amended. Unanimously passed (8-0) **Seeded** entry times for Championships shall be only those swum during the dual meet season. ~~No time (NT) should be submitted if swimmer did not swim the event during the dual season.~~