

Southern Illinois Swim League By-Laws

Potential Updates 2023 (to be voted on at June meeting)

Article I NAME

- Sec 1.01 The League shall be called the Southern Illinois Swim League.
- Sec 1.02 The League is made up of the following teams: Anna, Carbondale, Du Quoin, Herrin, Marion, Mt Vernon, and Salem.

Article II LEAGUE COUNCIL

- Sec 2.01 The governing body shall be called the League Council and shall be made up of the representatives of each team.
- Sec 2.02 Each team has one vote. The team may bring more representatives to a league meeting but they shall not be allowed to vote.
- Sec 2.03 All decisions shall be made by a roll call vote, with a simple majority vote, effective immediately.
- Sec 2.04 A quorum shall consist of at least four teams of the seven teams. A quorum must exist for any business to be conducted.
- Sec 2.05 The council shall elect a President, Vice President, Secretary, and League Recorder. The Past President shall serve as an advisor to the Council. The President and Vice President shall serve a two year term. Under extreme circumstances the President may serve a second term. The Secretary and League Recorder may serve an indefinite term. If any of the elected people are not attending the meetings, the League Council may vote to remove them with a majority vote.
- Sec 2.06 The League Head Stroke Judge shall be appointed by the President and shall be a current USA Swimming or YMCA certified stroke judge.

Article III LEAGUE COUNCIL DUTIES

- Sec 3.01 The council shall meet at least 4 times a year: on the third Monday in March, the last Monday in June, on the Monday before the League Championship Meet and on the third Monday in September. Each council meeting shall begin at 6pm.
- Sec 3.02 The Council shall approve all new teams wanting to join the League.
- Sec 3.03 The Council shall establish fees for Championship awards.
- Sec 3.04 The Council shall have the right not to allow member teams to participate in the League Championship meet if all fees are not paid in full by the beginning of the Championship meet.
- Sec 3.05 The Council may conduct any business deemed necessary in the operation of the League.
- Sec 3.06 The council shall conduct the following business at the October meeting. The dates for the Invitational meets shall be set (sanctioned) for the following year. No additions or changes shall be made after this meeting. Possible by-law changes for the following year should be discussed.

Sec 3.07 The council shall conduct the following business at the March meeting. The dates for the Dual/Tri meets shall be set (sanctioned) for the upcoming season. No additions or changes shall be made after this meeting. All by law changes for the upcoming season should be finalized.

Article IV **PRESIDENT'S DUTIES**

Sec 4.01 Chair all scheduled Council meetings.
Sec 4.02 Select the site of the Council meetings.
Sec 4.03 Call additional meetings and hearings as needed.
Sec 4.04 Appoint necessary committees.

Article V **VICE-PRESIDENT'S DUTIES**

Sec 5.01 Chair all scheduled meetings in the absence of the President.
Sec 5.02 Perform duties assigned by the President.
Sec 5.03 Serve as Chairperson of Checking Committee at the Pre-Championship meeting. The Vice-President will chair the committee, along with a representative from each team, at this meeting.

Article VI **SECRETARY'S DUTIES**

Sec 6.01 Record minutes of Council meetings and distribute to appropriate team representatives.
Sec 6.02 See that an updated, complete minute book is passed on to the next secretary.
Sec 6.03 Notify teams of upcoming meetings.

Article VII **LEAGUE RECORDER'S DUTIES**

Sec 7.01 Receive and maintain up-to-date records of all League sanctioned Meets as a League Archives.
Sec 7.02 Verify that all League Records are established in a League sanctioned meet.
Sec 7.03 Verify that all members of a record setting relay team are from the same team.
Sec 7.04 Work with the Vice President at the Pre-Championship meeting to verify the accuracy of the times submitted for the meet.

Article VIII **PAST PRESIDENT'S DUTIES**

Sec 8.01 Advise the Council of past policy and practices and assist in any way helpful to the Council.

Article IX **COACH DUTIES**

Sec 9.01 The coach of each team will be required to attend a coaches meeting before the swim season begins. If he/she cannot attend, the assistant coach can represent the team. At the coaches meeting, there will be opportunity to discuss and ask questions on the SISL By-Laws.

- Sec 9.02 Integrity is a basic part of coaching, whether dealing with swimming events or entries. A coach should be accurate at all times.
- Sec 9.03 Email completed entry file to the hosting team by 7:00 p.m. the night before the Meet. Swimmers may compete in a maximum of 3 individual events and 2 relay events in a meet. Entry cards should be prepared for each swimmer and relay team (pinks and blues). Entry cards are provided by the hosting team. The names of the relay swimmers should be listed on the front of the card in the order they will swim. Instruct your swimmers to listen to the meet announcer and proceed to the bullpen with their entry card when their event is called. Relay teams should report to the bullpen as a group. Instruct your swimmers to follow the instructions of the bullpen clerks.
- Sec 9.04 Keep cards for two years.

Article X **RUNNING THE MEET**

- Sec 10.01 Before the season begins, make sure you have the following equipment: Scorer's table and chairs, flash drive, announcing system and table and chairs, award's clerk table and chairs, clipboards (for stroke judges, starter, meet referee, bullpen clerk, and timers), DQ slips for stroke judges, Starting system and a whistle, stopwatches (digital to 1/100 speed), backstroke flags, lane lines, and starting blocks.
- Sec 10.02 The week before the meet make sure the visiting team knows: Any special instructions about getting to your pool, How many officials they should bring, What time you expect them for warm-ups, What equipment to bring, Whom to contact in case of cancellation, Each team should provide 6 timers, 2 stroke judges, 1 scorer, 2 bullpen clerks, 1 awards clerk, and 2 runners for two shifts.
- Sec 10.03 Before the meet starts: remove ladders, diving boards, etc. from the pool, install lane lines, starting blocks, and backstroke flags (flags should be 15 feet from each end of the pool and 7 feet above the water), designate team, bullpen, officials and spectator areas, set up tables and chairs for announcer, starter, scorers, and bullpen clerk in such a way that allows them to communicate, set up awards clerks where scorer can pass information to them, provide shade for workers if needed.
- Sec 10.04 When the visiting team arrives: Show them to their designated area and inform the coach about the locker rooms, bullpen, and traffic patterns around the pool, Introduce each team's officials at the official's / timer's meeting.
- Sec 10.05 After the meet: Assure that the guest team has completed results and awards or make arrangements to get to them, Host team must send the League Recorder a copy of the Meet Results and score within 48 hours.
- Sec 10.06 **Announcers:** Have the PA system set up and tested before the guest team arrives, have the order of events sheet or a heat sheet before you, call swimmers into the bullpen several events before it is to be swum,

announce running score as it is received from scorers, at meet end, thank officials, swimmers and spectators.

Sec 10.07

Scorers: Each team shall provide one scorer per shift. The host team must send a copy of the results to the League Recorder within 48 hours after the meet. The Meet should be set up and seeded using Hy-tek software. Swimmers will be seeded by time using the software. All scoring will be completed on the computer using Hy-tek software. If two times per lane are used, the average of the two times is the official time. The computer may do the averaging. If three times per lanes are used, the middle time (not the average) is the official time. The scorer, not the timer or runners, will average the times. The official time must be written on the pinks and blues in ink by the scorer and circled. Each team should be given their cards at the end of the meet with the official times recorded on them. White copies of the DQ slips should be stapled to the individual's or relay's card. At Dual Meets, individual events are scored 5-3-1; relays are scored 5-3. At Tri Meets, individual events are scored 6-4-3-2-1; relays are scored 6-4-3. One team can sweep all points in individual events. Only one relay can score per team. The ribbons are awarded based on actual place. Any league records set during the Meet must have 3 timers on the lane (timers can not be family members or coaches). The original card must be sent to the League Recorder. After each group of events, give announcer the running score to announce. Send the Final score to the announcer as soon as possible after event #78.

Sec 10.08

Bullpen Clerk: Each team is to provide its own bullpen clerk. Line up swimmers in correct events and lanes and assure the entry card reflects the correct name and lane assignment (correct if necessary). May combine two events if there are enough empty lanes to accommodate all swimmers (notify the starter or deck referee and correct the lane assignment on the swimmers' entry cards). Don't completely mark out the old information, draw a line through it and write above it.

Sec 10.09

Starter/Meet Referee: There must be 1 Starter and 1 Meet Referee for a meet to be considered legal. Hold the official's and timer's meeting prior to the start of the meet and explain proceedings to timers and officials. Direct timers to stand where they can see the start light and to start their watches on the light. You are in command of the swimmers and the pace of the meet. Starters cannot start a race until the timers are ready and at the correct end of the pool. Order of finish should be noted on the Starter's or Meet Referee's heat sheet.

Sec 10.10

Stroke Judges: Stroke Judges should attend the SISL yearly training unless they are a certified USA Swimming Official or YMCA Official. It is imperative that you know what each stroke should look like. Attend the official's meeting and collect your clipboard, DQ slips, and pen. Position yourself where you can best observe the three swimmers on your side of

the pool. Team's stroke judges should be opposite of each other. Always give swimmers the benefit of the doubt. Make sure that the event number and lane number is correct on your DQ slips and be sure to sign the slip.

Sec 10.11 **Timers:** Each team should have digital stopwatches (to 1/100 second). At Dual Meets, each lane should have a least 2 timers – 1 from each team. 1 timer should write the times on the entry cards; switch occasionally. Get your watch, clipboard and pencil prior to the Pre-Meet Meeting. Check the entry card that you receive for each swimmer to verify the event and lane number as well as the swimmer's name. Face the starter and listen for instructions at the start of each race. The instant a flash of light appears from the starting system is the instant you start your watch. Stop your watch the instant any part of the swimmer's body touches the wall. A timer observing any infraction CANNOT write a DQ. Record each timer's time on the entry card. **Do not average the times.** Hand the time card to the runner to be transported to the scorers' table. After times are recorded, clear the watch for the next race. The head timer will time all events as a back-up timer in case of malfunction.

Sec 10.12 **Runners:** You will get the cards from the swimmers and give to the timers. Make sure you give the cards to the correct lane. After the timers have recorded the times on the cards, get the cards from them and take to the scorer's table. It is helpful to put the cards in lane order for each heat for the scorer's table while you are walking them over. Check in with the stroke judges frequently to collect DQ slips and take to Meet Referee to sign. Get signed DQ slips from Meet Referee and take to the scorer's table. Take labels to the awards table. Each team does this a bit differently, so make sure you know what is expected of you for each meet.

Article XI SWIMMER'S ELIGIBILITY

Sec 11.01 A swimmer may compete on a SISL team in the town where they would attend public high school. If that town does not have a SISL swim team the swimmer will compete with the SISL team closest to his or her residence. In the event a swimmer or team has extenuating circumstances the Council may grant leniency. Coaches may protest any violation using the protest procedure in Article XVI.

Sec 11.02 Any swimmer who wishes to compete for a team other than the SISL team outlined in Sec 10.01 must get a signed release from that team. If the release is denied, the family may petition the League Council for permission to switch teams.

Sec 11.03 A swimmer's age is determined as of June 1st each year.

Sec 11.04 A swimmer may not compete for a SISL team and at the same time compete for a team in another summer league or conference in the same

season. This shall not apply to a swimmer swimming for a SISL team and a USA or YMCA team at the same time.

Sec 11.05 Short time visitors are not permitted to compete unless he/she is a resident for four or more weeks of the summer.

Sec 11.06 Deadline to register new swimmers to a team is June 30th.

Article XII **LEAGUE COMPETITION RULES**

Sec 12.01 Current USA Swimming technical rules apply to all SISL meets, except where otherwise noted.

Sec 12.02 Age group divisions shall be as follows: 6 years and Under, 7 and 8 years, 9 and 10 years, 11 and 12 years, 13 and 14 years, and 15 through 18 years. A swimmer's age is determined as of June 1st.

Sec 12.03 Organized practices for teams will not begin until the day after Memorial Day.

Sec 12.04 Any meeting(s), clinic(s), or group gathering(s), organized in any manner by any SISL team(s) or its representative(s), where a swimmer meets with any coach(s) for any type of in water, dry land skills or training shall be prohibited until the day after Memorial Day. An exception shall be made if all SISL teams are notified at least two weeks in advance with all information about the clinic. These shall then become open clinic(s) available to all SISL swimmers and non SISL swimmers.

Sec 12.05 Distances and strokes for each age group (See table 1, page 10).

Article XIII **ETHICS AND DISCIPLINARY ACTION**

Sec 13.01 Any team, which had repeatedly submitted unverified times for the Championship Meet, will appear, along with their coach, before an Ethics Committee that consists of one representative from each team.

Sec 13.02 At the appearance before the Ethics Committee, the coach and team will have an opportunity to explain and/or defend themselves.

Sec 13.03 If the Ethics Committee feels the coach and team should be disciplined; they may place the coach and team on probation for a period of time deemed appropriate by the committee.

Sec 13.04 If, during the probationary period, any other irregularities occur the team could face expulsion from the Championship Meet, or suspension from the League.

Article XIV **DUAL/TRI MEETS**

Sec 14.01 A swimmer is limited to three (3) individual and two (2) relay events, one free and one medley. Any swimmer exceeding the limits will be disqualified from all of his/her events and those points earned shall be deducted from that teams final score.

Sec 14.02 Teams can enter as many swimmers as they want in an event. Swimmers from any heat can score.

Sec 14.03 At Dual Meets, Individual events are scored 5-3-1; Relays are scored 5-3

- Sec 14.04 At Tri Meets, Individual events are scored 6-4-3-2-1; Relays are scored 6-4-3
- Sec 14.05 One team can sweep all points in individual events. Only one relay can score per team.
- Sec 14.06 In the event of a 1-2 sweep by one team in a relay event, the 2nd place points go to the other team provided they have a legal relay finish; if no legal relay finish, the points are dropped. (No team may score more than 5 points in a Dual Meet for relays.) The ribbons are awarded based on actual place.
- Sec 14.07 Disqualified swimmers shall receive a participation ribbon.
- Sec 14.08 In all 6 and under events, swimmers shall compete in accordance with USA swimming rules. All 6 and under swimmers will be judged and scored as all other events. If they require "in water" starts or assistance, no person shall touch the swimmer after the start of the race and until that swimmer is finished. If any contact occurs during the race the swimmer is disqualified.
- Sec 14.09 A swimmer may swim his/her own age group or advance for not more than three (3) individual events and two (2) relays. A swimmer may not swim the same stroke and distance in two different age groups. Points earned in each age group by an individual stay in that age group if high point trophies are awarded.
- Sec 14.10 In order to be sanctioned by the SISL, a Dual/Tri meet must follow these guidelines. The meet must have a minimum of four (4) Stroke and Turn Judges, a Starter and a Meet Referee (6 officials total). In extreme circumstances, the Starter or Meet Referee may also serve as a Stroke and Turn Judge for the start end of the pool (5 officials total). There must be a minimum of two (2) timers per lane. The meet must have been approved as a sanctioned meet at the March meeting.
- Sec 14.11 If a meet is canceled due to a storm or for any other reason, event #40 must be completed for the meet to count as a full meet.
- Sec 14.12 Starter or Meet Referee needs to record the order of finish for every race to enable timing adjustments to be made if there is a problem. If an adjustment needs to be made, take first place finish time and add .01 to the next finisher. Please keep the order of finish with the cards until the end of the season.
- Sec 14.13 Meet entry file should be emailed to hosting team by 7:00 p.m. the night before the meet. Seed the meet using the Hy-tek software. Host team will provide pink and blue cards for the meet.
- Sec 14.14 The host team must send results out within 48 hours of the meet end. The League Recorder gets a PDF of the full meet results. The opposing team gets a PDF of the full meet results, PDF of score and an electronic file of their team's results.

Article XV **INVITATIONAL MEETS**

- Sec 15.01 All Invitational meets must be approved as a sanctioned meet at the September meeting the previous year.
- Sec 15.02 If an invitational meet is canceled due to a storm or for any other reason, half of the events must be completed for it to count as a meet.

Article XVI **LEAGUE CHAMPIONSHIP MEET**

- Sec 16.01 The League Championship meet shall rotate among the member Teams. The order will be as follows: Anna, Carbondale, Herrin, Salem, Mt. Vernon, Du Quoin, Marion. Championship materials including a meet backup with records updated should be passed on at the October meeting.
- Sec 16.02 The meet will be held on the last Saturday of July.
- Sec 16.03 To be eligible for the meet, a swimmer must have participated in no less than three (3) SISL sanctioned meets and/or SISL Dual/Tri meets. The swimmer must swim at least two (2) individual events at a meet for it to count as a required meet. Six and under swimmers are only required to swim one (1) individual event.
- Sec 16.04 Each swimmer is limited to three (3) individual events and two (2) relay events.
- Sec 16.05 There is no exhibition swimming allowed in the meet. Entries with “no time” are not allowed.
- Sec 16.06 Each team is limited to three (3) entries per event in the 25 meter events, two (2) entries for all other individual events and one (1) entry per team for relay events.
- Sec 16.07 The meet shall follow the USA swimming technical rules during relays. Two (2) different Meet Officials must verify an “early” takeoff.
- Sec 16.08 Times entered into the meet must have been established in the current SISL season and against another SISL team in a sanctioned SISL meet.
- Sec 16.09 All teams shall be allowed to use times established in a yard pool, but the times must be converted to meter times using the following conversion factor: Herrin and Carbondale pools-1.11 x the yard time. To convert yards to meters, multiply the yard time in seconds (i.e. 1:30 would be 90 seconds) by the conversion factor.
- Sec 16.10 Each team must have their line-ups for the meet completed prior to the Pre-Championship meeting. The lineup must be completed using the League approved software system.
- Sec 16.11 All meet line-ups will be checked by committee at the Pre-Championship meeting. This committee will be chaired by the League Vice-President and will consist of one (1) representative from each team as well as the League Recorder. The League Recorder, or designated representative, must be in attendance and have on hand printed/emailed copies of all sanctioned meet results held during the season. The committee will do a

- simple check of each team's entries at the discretion of the Vice-President.
- Sec 16.12 All entries must be finalized at the Pre-Championship meeting. No late entries will be accepted after that meeting is done. A psych sheet will be printed at the meeting and passed out for preview. The psych sheets will be collected at the end of the meeting by the President. The President keeps a copy until after the Championship Meet.
- Sec 16.13 Place ribbons are to be given for the first eight (8) places in each event, including relays. Participation ribbons should be given to all others, including DQ's. Trophies are to be awarded to the top three (3) individual high point winners in each age group for boys and girls. Relay points shall not be counted for high point trophies. Duplicate awards shall be given in case of identical times or points. Traveling trophies will be given for 1st, 2nd, and 3rd place teams. These will be returned at the June meeting.
- Sec 16.14 Any team, which has repeatedly submitted unverified times for the Championship Meet, will appear, along with their coach, before an Ethics Committee put together by the President. At the appearance before the Ethics Committee, the coach and team will have an opportunity to explain and/or defend themselves. If the Ethics Committee feels the coach and team should be disciplined, they may place the coach and team on probation for a period of time deemed appropriate by the committee. If, during the probationary period, any other irregularities occur the team could face expulsion from the Championship Meet, or suspension from the League.
- Sec 16.15 A Sportsmanship Award will be given to the team with the highest score in three (3) areas: Team spirit, Attitude towards Opposing Teams, and Overall competitive Attitude. Each team will score the other teams. The total will be submitted to the League President at the Pre-Championship meeting. A traveling plaque will be presented to the winner at the Championship meet. This will be returned at the June meeting.
- Sec 16.16 Each team will provide officials for the meet. The Head Stroke Judge(s) and the host teams will approve and be responsible for the selection and placement of the stroke judges. The host team is responsible for selecting the Head Scorer.
- Sec 16.17 Starter or Deck Referee needs to record the order of finish for every race to enable timing adjustments to be made if there is a problem. If an adjustment needs to be made, take first place finish time and add .01 to the next finisher. Please keep the order of finish with the cards until the end of the season.
- Sec 16.18 There will be three (3) timers for each lane. The middle time will be the official time.
- Sec 16.19 Substitutions will be allowed at the Pre-Championship Meeting only. Substitutions will be allowed only for swimmers scratched for the entire meet. The substitutes must already be entered in the meet. Substitutes

for a scratch must have proof of eligibility, such as meet results showing they have a time in that event.

Sec 16.20 Championship scoring: Individual 7-5-4-3-2-1, Relay 14-10-8-6-4-2.

Article XVII LEAGUE RECORDS

Sec 17.01 The swimmer must be timed by three (3) timers, with the middle time being the official time. No family members or coaches are allowed to time or to record the times for the swimmer trying to break a league record. In dual meets, if there are only two (2) timers on a lane the third timer should come from the official backup timer. It is the responsibility of the coach of that swimmer attempting to set a record to notify the meet referee and starter well in advance of that event.

Sec 17.02 To establish a League record, a swimmer must have participated in at least three sanctioned meets. The record can be broken before the swimmer has swam three meets, but the record will not be recognized as official until the three meet rule has been met.

Sec 17.03 The original pink or blue cards should be sent to the League Recorder as soon as possible so records can be updated in a timely manner. Also, email a photo to the League Recorder and President. If a record is broken at an invitational that is using lane sheets instead of cards, the original lane sheet must be sent in to the League Recorder with the swimmer and time highlighted.

Article XVIII PROTEST PROCEDURE

Sec 18.01 Only Coaches may file a protest at SISL meets.

Sec 18.02 A protest may be lodged orally with the Meet Referee within 30 minutes of the end of the meet.

Sec 18.03 A protest which cannot be settled by the Meet Referee shall be confirmed in writing to the League President within 24 hours. The President shall notify the other team involved and at his/her discretion refer it to the League council.

Sec 18.04 The President cannot be a Championship Meet Referee because he/she is the main step of the protest procedure.

Sec 18.05 A protest of a team's Championship meet lineup has to be asserted at the Pre-Championship meeting. The council will resolve the protest prior to the end of the meeting.

Article XIX AMENDMENTS

Sec 19.01 Proposed amendments to the by-laws may be presented in writing at the October meeting. The proposed amendments shall be read, discussed and then tabled for any further action until the March meeting. At the March meeting, the proposed amendments shall be subject to further discussion and a vote. To be effective, a proposed amendment must receive approval of two thirds of the voting members present. If an

amendment is to be added and or changed during the swimming season the vote must be full agreement.

Sec 12.05 Table 1

STROKE	6&u	7-8	9-10	11-12	13-14	15-18
Medley Relay		100 m	100m	200m	200m	200m
Butterfly		25m	25m	50m	50m	50m
Freestyle Sprint	25m	25m	25m	50m	50m	50m
Individual Medley			100m	100m	100m	100m
Backstroke	25m	25m	25m	50m	50m	100m
Freestyle Distance		50m	50m	100m	100m	100m
Breaststroke		25m	25m	50m	50m	100m
Freestyle Relay		100 m	100m	200m	200m	200m