

CONSTITUTION OF THE NORTHWEST CONFERENCE

Revised – May 8, 2019

ARTICLE I – NAME

The name of this organization shall be the Northwest Conference. The sports of baseball, basketball, cheerleading, cross country, football, golf, soccer, softball, track, volleyball, wrestling and the league scholastic bowl are governed by this conference.

ARTICLE II – OBJECTIVE

The objective of this conference shall be to encourage physical development and promote good sportsmanship. The conference shall accomplish this by governing athletics and athletic relations among members of the conference. Strict adherence to this constitution and the rules of the Ohio High School Athletic Association shall be required of all members of this conference.

ARTICLE III – MEMBERSHIP

SECTION I The members of this conference shall be the schools of Ada, Allen East, Bluffton, Columbus Grove, Crestview, Delphos Jefferson, Lincolnview, Paulding, Spencerville.

SECTION II These schools shall constitute the full membership of the conference until other arrangements are made according to the following:

1. New schools will be admitted by a 2/3 vote of conference schools.
2. In the event a member school, its representatives, fail to comply with or violates the rules and regulations of the conference, or conducts itself in a manner that negatively reflects on the conference; said school may be requested to submit a full written account of the circumstances to the commissioner for review by the conference at a special meeting. After review by the entire conference, the following action or actions may be taken relevant to the nature and degree of the intent:
 - A. Take no action
 - B. Request the conference commissioner to communicate the concern to the respective school officials.
 - C. Request the conference commissioner to send a reprimand to the respective school officials stating specific suggestions for improvement.
 - D. Place said school on probation for one year, at the end of which, a final review will determine the status of the school in question.
 - E. Suspension of said school by a 2/3 vote of the member schools. The school in question will be given a minimum of 10 days notice of the intended vote, and prior to said vote, the school will be given the opportunity to present its case to the conference. A suspended school may seek re-entry into the N.W.C. after a period of three years.
3. 2/3 vote of the membership is required to expel a member.

4. Requests for entering or leaving the Northwest Conference must be submitted in writing at least two weeks before a regularly scheduled meeting and signed by the superintendent, high school principal and athletic director of the school.
5. Withdrawal from the conference is acceptable only after all conference obligations have been met.

ARTICLE IV – CHAMPIONSHIPS

SECTION I All conference members must play a full varsity conference schedule in each sport in which they field a team as soon as they can be worked into the schedule.

SECTION II For purposes of recognizing conference champions, sports will be divided into two categories.

TEAM SPORTS will include those sports in which a school winner is arrived at through the congregate performance of all team athletes, and not by the individual performances of a predetermined number of participants. These sports are – by season – golf *, football, volleyball, soccer, basketball, baseball and softball

*Golf is the only NWC sport that plays a regular season schedule, and also has a conference tournament at the end of the season that affects final NWC honors.

INDIVIDUAL SPORTS will include those sports in which a school winner is arrived at by compiling individual accomplishments of one or more athletes. These sports are – by season – golf*, cross country, swimming, tennis, wrestling and track and field.

SECTION III A TEAM SPORT will be recognized by the conference when a majority of the member schools participate and request conference recognition. The sport must have majority participation for two years to be recognized as a conference team sport and qualify for post-season awards and all-conference team selection. If the sport drops below these standards, it will be dropped as a conference team sport after two years below the standards. To be eligible for a conference championship, each member school must play all other schools that are competing in the respective team sports.

SECTION IV An INDIVIDUAL SPORT will be recognized by the conference when at least four schools field enough participants to generate a “team” score, and a majority of schools participate in a conference meet or tournament. Each conference school must declare by a date requested by the Commissioner, the INDIVIDUAL sports they expect to compete in for each season. If fewer than four schools participate as a team in an INDIVIDUAL sport, there will be no team trophies or Don Bachman Award points given in that sport for that year.

SECTION V In varsity contests, registered officials must be provided as follows: two for baseball, three for basketball (boys and girls), one for the conference cross country meet, five for football, two for soccer, two for softball, a minimum of five for the conference track meet, two for volleyball, and a minimum of four for the conference wrestling meet.

ARTICLE V – BYLAWS

SECTION I The officers of the Northwest Conference (Executive Committee) shall be a President, President –Elect, and Secretary-Treasurer/Commissioner. The officers have the authority to appoint committees of conference principals and athletic directors as the need arises.

SECTION II Each school in the Northwest Conference (in alphabetical order) is to take the responsibility of fulfilling the office of President, elected at the May meeting of the year. The high school principal or designated administrative representative of that particular school is to take over the duties of the presidency at the August meeting for a period of one year. Conference voting will be in alphabetical order beginning with the conference President’s school during the year of that presidency.

SECTION III The president shall preside at all meetings of the conference. In the event of the president’s absence, he shall designate the President Elect to preside at that particular meeting.

SECTION IV The conference shall employ a permanent Commissioner/Secretary. The salary of the Commissioner is to be the sum of \$6000 per school year (July 1 – June 30) plus expenses to be paid equally by the conference schools. The commissioner’s annual salary shall be paid in two equal installments in December and June of each school year.

1. Expenses include mileage at current federal mileage rate, phone calls, and any materials needed to perform instructed duties such as computer, cartridges, paper, etc. Email should be used as much as possible to lower costs.
2. The commissioner will be evaluated annually using the enclosed evaluation tool and the commissioners log book, The president, past-president and president-elect will comprise the evaluation committee.

The files of the conference pertaining to finances shall be audited every two years. At the conclusion of this two-year period the commissioner will give all financial files (check register, paid invoices/receipts, etc.) to the out-going president for review at the regularly scheduled meeting of the conference. A report of the review will be given to the full conference at a regularly scheduled meeting of the league in the following league year. The files of the conference will also be audited upon the departure of the league commissioner prior to the final installment of the commissioner's salary being paid. It would be expected that this final audit would be done on an expedited basis following the conclusion of the outgoing commissioner's duties.

The duties of the Commissioner shall be:

1. Schedule all contests and game sites for Conference Varsity Sports
2. Determine Tournament and Meet Sites and announce at the May League meeting for the following year's sports season.
3. Assign officials in the conference sports of football, basketball (varsity only), baseball, softball, volleyball (varsity & junior varsity), and wrestling.
4. Attend all official conference meetings and sessions.
5. Order and distribute the approved All-NWC awards, trophies.
6. Prepare and present financial report at each conference meeting.
7. Prepare and submit copies of the conference directory to all schools by the November meeting of each year.
8. Responsible for press releases relating to the conference.
9. Collect all conference fees from member schools.
 - a. Payment to be made to the commissioner between August 1 and November 1 each year.
10. Schedule all meetings, secure a meeting place, notify all responsible groups well in advance, and prepare the agenda with the cooperation of the conference president and distribute agenda to all schools.
11. Keep records of information turned in by athletic directors and make a summary report at the end of each season on all conference contests and tournament results, along with records pertaining to the selection of all-conference players. These records will become part of the permanent records of the conference.
12. Prepare and distribute congratulatory notes, condolences, thank you notes, or any other necessary courtesies on behalf of the conference.
13. Act as the spokesman of the conference as deemed necessary and authorized by the conference. In the event when the conference deems it necessary for the commissioner to represent the conference with the media regarding issues that fall out of the normative reporting by the commissioner, and when these issues have direct implications on the member schools, it is the responsibility of the commissioner to have any prepared statements approved by the President of the conference and copies sent to other Principals of the conference prior to any speaking engagement.
14. Preside at all coaches' meetings of the different sports for the selection of the All-Conference Teams.
15. Keep the constitution and by-laws updated as directed by Conference President.
16. Establish a master schedule for all NWC sports.
17. Attend at least one varsity event at every conference school during the school year.
18. Coordinate with conference schools the conference Scholastic Quiz Bowl Tournament.
19. Keep a log of all commissioner activities for each year to be gone over at the evaluation meeting.

SECTION V The terms of office for the officers of the Northwest Conference shall be no more than one year, except for the position of commissioner/secretary. The commissioner/secretary shall hold office on a yearly basis (position to be reviewed at the end of each school year – May meeting) contingent upon his satisfactory performance of the duties of his office or until such time as he wishes to relinquish his office.

SECTION VI Regular meetings of the Northwest Conference will be held at a central location in the months of August, November, March and May. Athletic Directors will meet three times a year at a central location in the months of September, January, and April. All-Conference selection meetings will be held as follows:

Volleyball – First Sunday after last regular season game

Football – First Monday after last regular season game

Soccer – as determined by the commissioner

Boys/Girls Basketball – First Monday after last regular season game

Baseball/Softball – Second Monday after last scheduled league game

SECTION VII Special meetings may be called as needed by the President giving one week’s notice prior to the date of the meeting. If a school cannot send a representative to the meeting on that date, they must contact the commissioner and the meeting date will be changed.

SECTION VIII Each member school must have a representative at each regularly scheduled conference meeting. If not represented, a reprimand will be issued by the commissioner and conference president to that member school. If a school is not represented at a second regularly scheduled meeting in the same school year, the conference schools may, by a 2/3 vote, place the school on probation for one school year. If the attendance problem continues, the school may be expelled from the conference.

SECTION IX The order of business at regular meetings shall be conducted according to Roberts Rules of Order. The following will be the order of business:

Convene

2. Roll Call
3. Read and approve minutes of preceding meeting
4. Treasurer’s report
5. President’s report
6. Unfinished business
7. New business
8. Miscellaneous
9. Adjournment

SECTION X All conference members shall sign contracts in which they agree to participate in scheduled games, meets or matches. The contracts are subject to existing OHSAA Regulations or mutual agreement between the participants.

1. The conference schedule shall run for two years on a home and home basis.
2. The schedule shall rotate every two years, unless conditions dictate otherwise. A 2/3 majority vote needed to change this policy.

SECTION XI This constitution may be amended only by a 2/3 affirmative vote of the conference schools. To amend this constitution, the amendment must be presented in writing at any regular meeting and be voted on at the next regular meeting.

ARTICLE VI – GENERAL REGULATONS

SECTION I –POSTPONED GAMES

If a conference game is to be canceled or postponed, the host school should consult with the visiting school within a minimum of three hours before game time to determine if the conditions are such that the game cannot be played. (Field conditions, road conditions, widespread illness in the school, etc.) Furthermore, each school will have the authority to postpone the game if conditions warrant, prior to officials assuming control of the contest. OHSAA rules will be applicable once the game begins.

1. Any games missed in any sport will be made up on a mutually agreeable date by the schools involved.
2. If a date cannot be agreed upon, both schools will submit two possible playing dates to the commissioner.
3. A committee consisting of the commissioner and two principals from other conference schools will assign a playing date from the four dates submitted by the opposing schools.

SECTION II – TICKETS

It is recommended that ticket prices will be as follows for all conference games:

- | | | |
|--|--------|--|
| A. Football, Boy’s Basketball | | |
| 1. Adult (presale) | \$5.00 | |
| 2. Student (presale) | \$4.00 | |
| 3. General admission at the gate | \$7.00 | |
| B. Volleyball, Girl’s Basketball, Wrestling | | |
| 1. Adult | \$5.00 | |
| 2. Student | \$4.00 | |
| C. All other conference sporting events (if choice is to charge for these) | | |
| 1. Adult | \$5.00 | |
| 2. Student | \$4.00 | |
| D. Junior High/Freshman events: | | |
| 1. Adult | \$4.00 | |
| 2. Student | \$3.00 | |

Presale tickets shall be sent by home schools at least one week in advance to the visiting school. Home schools are to inform the visiting school as to the number of tickets to be sold. Home schools are to inform visiting schools of the number of tickets that would be available the night of the game.

Passes: The commissioner of the conference shall distribute to each member school seasonal visitor passes. In addition to conference passes, member schools will also honor Northwest District Board administrator passes. The number of conference passes to be used per contest are as follows:

1. Fall Season: 30
2. Winter Season: 20

LIFETIME PASSES: Lifetime pass recipients will serve a minimum of 20 years at the same school as a board-approved coach, athletic director or administrator in the NWC (grades 7-12) and are to be recommended to the conference by member school principals. Passes are non-transferable for use during the regular season at NWC sites only.

SECTION III – OFFICIALS

The following pay scale is recommended for use by the conference for officials:

Varsity/Junior Varsity Volleyball	\$75
Junior High Volleyball	\$40-\$50
Varsity Football	\$70
Junior Varsity Football	\$45
Freshman Football	\$35-\$45
Junior High Football	\$35-\$45
Varsity Soccer	\$65
Junior Varsity Soccer	\$45
Varsity Basketball	\$70
Junior Varsity Basketball	\$45
Freshman Basketball	\$35-\$45
Junior High Basketball	\$40-\$50
Varsity Baseball	\$70
Varsity Softball	\$65
Junior Varsity Baseball/Softball	\$40-\$50
Junior High Baseball/Softball	\$35-\$50

Note: The number of officials used may vary by schools for sub-varsity contests. As a result the rate of pay may vary dependent on the total number of officials used/needed.

SECTION IV – SCHOLAR/ATHLETE AWARDS

To qualify for academic team honors, a student/athlete must have earned a varsity letter and maintained a grade point average as noted during the grading period of the sport. Letter winners with GPA's of 3.5 and higher will be named as Gold Scholar Athletes. Those with GPA's of 3.0 to 3.499 will be named as Silver Scholar Athletes. Individual schools will have the option to present student/athletes with an appropriate certificate.

SECTION V – DON BACHMAN NWC AWARD OF EXCELLENCE

The Don Bachman NWC Award of Excellence will be awarded yearly to the conference school which accumulates the most points as listed below. The commissioner will be responsible for tracking the conference standings throughout the year.

1. Points are to be awarded according to each school's placement in league standings for each varsity conference sport and academic team standings.
2. Points will be awarded in reverse order. For example, with 10 teams in a conference sport, the first place team would receive 10 points, the second place team would receive 9 points, and so forth down to the last place team receiving 1 point.
3. In sports for which less than 10 teams participate, points will be awarded in the same manner but would be based on the number of teams participating. For example, with 8 conference schools sponsoring a sport, points would be awarded on an 8-7-6-5-4-3-2-1 basis.
4. In the case of a tie in the standings, the points will be added together and then divided among the tied teams.
5. Only conference-sponsored sports would be used in determining the award.
6. A traveling trophy will be used to honor the winner. Each school that wins the award will have the choice to put a banner in their gym at the school's cost.

ARTICLE VII – SPECIFIC SPORTS REGULATIONS

SECTION I – ALL-CONFERENCE SELECTION MEETINGS

1. Recommended meeting dates are noted below. It is understood that the commissioner may reschedule selected meeting dates with notice to all league schools due to weather concerns, previously scheduled meeting conflicts or other issues as determined by the commissioner.
Volleyball – First Sunday after last regular season game
Football – First Monday after last regular season game
Soccer – First Sunday after last regular season game
Boys/Girls Basketball – First Monday after last regular season game
Baseball/Softball – Second Monday after last scheduled league game
2. For each All-Conference Meeting, the commissioner will email a letter to each head coach prior to the meeting stating the time, place and purpose of the meeting. Following this contact, the coaches will nominate players by sending pertinent information to the commissioner. This letter may be sent to each school's athletic director for distribution to the head coach.
3. The commissioner will prepare a ballot listing all players nominated and return a copy of that ballot to all schools prior to the meeting.
4. The commissioner will publicize the results of the all-conference balloting as soon as possible following the selection meeting. All newspapers/media related to the conference schools will be notified by the commissioner.
5. In the event of team ties in the conference standings for the championship multiple trophies will be awarded. There will be no runner-up trophies awarded.
6. Individual awards will be presented as follows for all conference sports:

- a. First-team honorees receive a conference plaque.
 - b. Second-team honorees receive a conference certificate.
 - c. Honorable mention honorees receive a conference certificate
 - d. Player of the Year in each sport receives an individualized conference plaque.
 - e. Coach of the Year in each sport receives an individualized conference plaque. Coach of the Year ballots will be prepared by the commissioner with all head coaches in a sport listed. Coaches will vote on a 3-2-1 ranking numerical scale for the top 3 coaches in the conference and may not vote for themselves.
7. A school must have a representative present at the conference selection meeting for each sport. If a school is not represented at a meeting, that school will be assessed a \$100 fine payable to the conference. Individual athletes from that school will still be eligible for all-conference honors. A written (absentee) ballot will be accepted for voting purposes. A phone vote will also be accepted the night of the meeting. Both absentee and phone votes will be deemed to meet the requirement of a representative present at a conference selection meeting.

SECTION II – BASEBALL/SOFTBALL

GENERAL INFORMATION

1. The Northwest Conference baseball/softball schedule will start on the Monday of the 2nd week of the OHSAA assigned start date and continue on Mondays and Thursdays throughout the season.
2. Contracts for umpires, except for rescheduled games, are the responsibility of the conference commissioner.
3. 5:00 p.m. will be the start time for conference games (unless different through mutual agreement of schools).
4. All conference games must be played by the final date of the state tournament.
5. The game ball is regulated by the OHSAA.
6. In case of rain delay during a conference game, the resumption will be at the point of interruption.

ALL-CONFERENCE SELECTION PROCEDURE

Meeting Date: Second Monday following the last regularly scheduled league game

1. The commissioner will prepare a ballot listing all players nominated. Each head coach or designee will vote for the top 20 players in the league. A coach may not vote for players from his/her own school. Voting will be on a 20 point scale with 20 points going to number one player, 19 points going to the number two player, etc.
2. The 11 players receiving the highest number of votes (plus ties) will be honored as First-Team All-Conference selections. First-Team All-Conference selections will receive a plaque designating their selection. The top vote-getter will be honored as the Conference Player of the Year and will receive a plaque designating this and First-Team conference honors.

3. Second-Team All-Conference will consist of the next 10 players (plus ties) receiving the highest number of votes in the selection of first team. A conference certificate will be issued to these players.
4. Honorable Mention All-Conference will consist of the next 20 point-getting (plus ties) players not making the second team. A conference certificate will be presented to these players.
5. The top vote getting head coach will be named Conference Coach of the Year and receive a plaque so designated.
6. The commissioner will publicize the results of the all-conference balloting as soon as possible following the selection meeting. All newspapers/media related to the conference schools will be notified by the commissioner.

SECTION III – BOYS/GIRLS BASKETBALL

GENERAL INFORMATION

1. Conference schedules will be formulated by the commissioner.
 - A. The schedule will rotate every two years. All conference game (boys and girls) will have JV start times of 6:00. JV games (boys and girls) will be played in seven (7) minute quarters.
 - B. Freshman games will be played at the opposite site of the girls varsity/JV contests. Game time to be mutually agreed upon by competing schools.
 - C. All league junior high schedules will be prepared by the commissioner. By mutual agreement, schools may adjust the start time and/or dates of the scheduled games to minimize travel inconveniences.
2. Scorers and timers are to be qualified students or adults.
3. Officials will be assigned by the commissioner for Varsity games only.. If a game is postponed, the host athletic director should determine the availability of the assigned officials for the rescheduled date. Those that are available should be contracted for the new date. The commissioner will contract Varsity officials that are still needed for the rescheduled date after hearing from the host athletic director.
4. JV officials will be provided by assigned varsity officials as coordinated by the home school athletic director.
5. The game ball will be determined by the OHSAA tournament ball. The host school will provide warm-up balls for all levels of play.

Game Management:

- A. The home school is to send to the visiting school at least 20% of the seating capacity for presale. The 20% is to be a combination of student and adult tickets.
- B. Host schools are to provide adequate seating directly behind the visiting team bench for game personnel (players, stats, managers).
- C. Facilities should be provided to allow for one person per school for videotaping. Home and visiting facilities should be as similar as possible.
- D. Visiting administrators should make their presence known to the host school game administration so that seating location is known in the event that the host administration determines help is needed with the visiting fans

ALL-CONFERENCE SELECTION PROCEDURE:

Meeting Date: First Monday following the last regularly scheduled game.

1. The commissioner will prepare a ballot listing all players nominated. Each head coach or designee will vote for the top 15 players in the league. A coach may not vote for players from his/her own school. Voting will be on a 15 point scale with 15 points going to number one player, 14 points going to the number two player, etc.
2. The 6 players receiving the highest number of votes (plus ties) will be honored as First-Team All-Conference selections. First-Team All-Conference selections will receive a plaque designating their selection. The top vote-getter will be honored as the Conference Player of the Year and will receive a plaque designating this and First-Team conference honors.
3. The second 5 players (plus ties) will be named to the second team. A conference certificate will be issued to these players.
4. Honorable Mention All-Conference will consist of the next 10 point-getting (plus ties) players not making the second team. A conference certificate will be issued to these players.
5. The top vote getting head coach will be named Conference Coach of the Year and receive a plaque so designated.
6. The commissioner will publicize the results of the all-conference balloting as soon as possible following the selection meeting. All newspapers/media related to the conference schools will be notified by the commissioner

RESCHEDULING OF CONTESTS

If a team is involved in the football playoffs, they will play their first conference boys basketball game no later than the third Friday after the last football playoff date for that school.

Any games missed will be made up on a mutually agreeable date by the schools involved. If a date cannot be agreed upon, both schools will submit two possible playing dates to the commissioner.

A committee consisting of the commissioner and two principals from other conference schools will assign a playing date from the four dates submitted by the opposing schools.

At a playoff school's request, a conference girl's game will also be rescheduled because of football playoff involvement. Rescheduling would follow the same format as listed above.

Any other contest postponed because of weather conditions will follow the format for rescheduling as detailed in Article VI, Section 1 on page 6.

SECTION IV – CHEERLEADING

GENERAL INFORMATION

1. OHSAA ruling regarding cheerleaders on the floor should be strictly followed during a contest.
2. The home squad cheerleaders or a representative should be on hand to greet visiting squads and to answer questions in regards to cheering sections, changing areas, etc.

3. For basketball contests the individual squads and/or advisors/coaches should set rules in regards to order of cheering during time-outs.
4. Home squad cheerleaders may use halftime of contests for dance routines and cheerleading activities.
5. Pyramids and mounts will be permitted only with the permission of the home school.
6. The individual schools will govern their own pre-season and off-season training requirements as there are currently no such standards set by the OHSAA. If the OHSAA were to set guidelines and standards for such off-season activities, they should be strictly followed.
7. The individual schools will set the standards for uniforms worn by each cheerleading squad.

SECTION V – CROSS COUNTRY

GENERAL INFORMATION

1. Week-day cross country meets will normally start at 4:30 p.m.
2. There is no conference schedule of week-day cross country meets.
3. The Conference Champion will be decided by the Northwest Conference Championship Meet.
4. The host school will be determined at a league meeting prior to the yearly schedule planner of the league being approved. Meet starting times are to be determined by the host school. All pertinent meet information should be sent to the member schools at least one week in advance.
5. The Northwest Conference Championship Meet will be held on the last Saturday prior to the first OHSAA-sponsored tournament (District).
6. All state Cross Country rules will apply at the Championship Meet.
7. A Northwest Conference champion trophy will be awarded to the first-place team in both Boy's and Girl's Cross Country if the number of teams warrants a championship based on the teams entered. Junior High Boy's and Girl's competition is sanctioned by the NWC provided the minimum number of schools sponsoring teams meets the requirements outlined in Article IV, Section III on page 2.
8. Awards:
 - A. Plaques to Top five finishers in both Boy's and Girl's races.
 - B. Ribbons awarded to places 6-25 in varsity races.
 - C. Medal to top three Junior High finishers in both boy's and girl's race.
 - D. Ribbons to 4-15 places in junior high races.
 - E. A First-Place NWC trophy will be awarded to JH Boys and Girl's provided the team participation numbers are met.
 - F. Runner of the Year (both boys and girls): Coaches will vote on this award at the conference meet and a plaque designated as such will be presented.
 - G. Coach of the Year (both boys and girls): Coaches will vote on this award at the conference meet and a plaque designated as such will be presented.

SECTION VI – FOOTBALL

GENERAL INFORMATION

1. There will be a full conference schedule set up by the league commissioner. All Northwest Conference Football teams will fully adhere to the conference schedule.
2. All varsity contests will be played on Friday nights (subject to field availability) starting at 7:00 p.m. unless a field conflict arises. All junior varsity contests will be played on the following Saturday at the opposite site of the varsity contest beginning at 10:00 a.m. unless a mutual agreement has been determined by the participating schools.
3. All member schools will follow the junior high schedule set up by the conference commissioner.
4. The home team will provide dressing facilities to accommodate the visiting team.
5. The visiting coaches will be provided a source for observation. (Press box, etc.)
6. All teams are to provide their own source of communication (wireless phones) with their field coaches.
7. Playing fields shall be properly marked for game conditions. The host school will have responsible persons for the scoreboard clock, down markers, and chains.
8. The use of videotaping equipment while scouting is prohibited.
9. On game nights, no visiting fan tunnels are permitted on the host playing field without prior permission.

Varsity Contests:

1. Officials: The conference commissioner will hire 5 Class I officials for all league contests. The athletic directors will confirm with the contracted officials at least one week prior to the contest.
2. Game Expenses: All expenses will be the responsibility of the home school unless another agreement has been made by the participating schools.
3. Uniforms: The home team will wear dark colored jerseys and the visiting team will wear light colored jerseys. Any school unable to meet this requirement is responsible for notifying their opponents at least two days before the contest.
4. Warm-ups: Each school should schedule themselves ample amount of time to permit proper warm-up. All schools should be off the field by 6:45 to allow the home school band to perform their pre-game show.
5. Special Activities: Each school is to notify the visiting school and officials of any special event such as parent's night, homecoming, etc. one week prior to the contest.
6. Coin Toss: The coin toss for all conference games will be at 6:40.
7. Halftime and Band Show: There will be a 20 minute intermission between the 2nd and 3rd quarters of the contest. Each school's band show shall not exceed 8 minutes to ensure that each school has ample warm-up time with the three minute mandatory warm-up time.
8. Game Ball: There will be no designated ball as the conference ball. Each school is to provide their own game balls and are responsible for the upkeep of them during the contest.
9. Video Exchange: A video exchange will take place between the contesting schools one week prior to the contest. The video to be exchanged will be the previous two weeks games/scrimmages unless an agreement has been made on others.
10. Sportsmanship: All games should begin and end in good sportsmanship. Head coaches should shake hands before the contest and all players and coaches will shake hands after the contest. Any signs, posters, etc. displayed must not be demeaning to the opponent or their school.

ALL-CONFERENCE SELECTION PROCEDURE

Meeting Date: First Monday after last regular season game

Forms will be sent to each coach for nominations. Each school will be allowed to nominate unlimited positions plus a specialty. These are to be returned to the commissioner by a designated date. A complete list will be returned to the coaches before the voting date. Coaches will meet at the end of the season (as noted above) for voting. Voting will be by position as each coach will have the opportunity to talk about each nominated athlete. Once the communication is complete, coaches will secret ballot for their choice. Coaches are not allowed to vote for their own athletes. The votes will be based on a point system with the top scorer receiving all-conference rights. If there is a tie for either 1st or 2nd team, each will receive the voted on position and it will not affect the number of positions for the other. The cost of the awards will be defrayed through the conference. The positions will be as follows:

Offense	1st Team Positions	2nd Team Positions	Honorable Mention
Wide Receiver	3	3	6
Offensive Line	5	5	10
Quarterback	1	1	2
Running Back	3	3	6
Defense	1st Team Positions	2nd Team Positions	Honorable Mention
Defensive Line	4	4	8
Linebackers	4	4	8
Backs	4	4	8
Specialist	1	1	2

At the end of the voting for positions there will be another vote for two special awards determined by the coaches, and Coach of the Year. Each coach will have the opportunity to nominate an athlete for this and be given the chance to speak for the nomination. The voting will be secret ballot. Individualized plaques will be presented for each of these awards.

JUNIOR VARSITY CONTESTS:

1. Officials: It is recommended to have at least three registered officials.
2. Game Expenses: All expenses will be the responsibility of the home team unless another agreement has been made by the participating schools.
3. Site and Time: The game will be played on the Saturday following the Friday contest at the opposite site beginning at 10 a.m. unless an agreement has been made prior to the contest.
4. Uniforms: The uniform to be worn will be the same as what was worn during Friday's contest.
5. Game Ball: There will be no designated ball as the conference ball. Each school will provide their own game balls and will be responsible for the upkeep of them during the contest.

JUNIOR HIGH CONTESTS:

Junior High contests will be played according to the schedule set by the conference commissioner.

1. Officials: It is recommended to have at least three registered officials.
2. Game Expenses: All expenses shall be the responsibility of the home team unless another agreement has been made by the participating schools.
3. Site and Start Time: The league schedule will be set by the conference commissioner. The start time is recommended to be 5 p.m.
4. Uniforms: The home team will wear dark colored jerseys and visiting team will wear light colored jerseys. Any schools unable to meet the requirement are responsible in notifying their opponents at least two days before the contest.
5. Game Ball: There will be no designated ball as the conference ball. Each school is to provide their own game balls and is responsible for the upkeep of them during the contest.

SECTION VII – FOOTBALL (MARCHING) BAND

GENERAL INFORMATION

1. The home school takes the responsibility to inform the visiting band of the facilities and other arrangements on Monday preceding the game. Flexibility is considered to of the utmost importance. The visiting band will be permitted free admission for four chaperones per bus plus a minimum of one advisor per thirty band members. It would be helpful for directors to request the number of passes at least a week in advance.
2. Both bands are to receive one half of the allotted twenty minutes for half time. This includes enter and exit time. (Approximately 8-9 minutes for the show)
3. Homecoming and other special activities are to be done at pre-game.
4. Pre-game is to start at fifteen minutes before game time by the scoreboard clock. Bands will be encouraged to combine for the Star Spangled Banner as an illustration of the conference's commitment to good sportsmanship. Details are to be worked out prior to the game: i.e., field, placement, arrangement, entrance, exit. Bands should face either the home stands or flag.
5. Appearance is optional; however, the host school should be notified as soon as possible in advance if the visiting school's band will not perform.
6. The home band director should reserve ample and appropriate seating for visiting bands.

SECTION VIII – GOLF

GENERAL INFORMATION

Match Routine

1. The Northwest Conference will play a full double round-robin schedule on days determined by course availability.
2. Conference matches may be conducted as dual matches or tri-matches pending the approval of schools involved. Scoring will be based on dual matches.
3. The Northwest Conference will abide by all OHSAA Rules.
4. The Northwest Conference will abide by USGA Rules except where local course rules prevail.

5. In case of a tie at the end of nine holes, the fifth player's score will be compared.
6. Disqualified golfer -- A disqualified golfer is defined as one who is otherwise eligible but commits an infraction during a match or is determined after a match is completed to have committed an infraction.

Ineligible golfer -- A golfer who has participated in a match and after the match has been completed is determined to be ineligible by OHSAA rules.

If a school is determined to have used an ineligible golfer during a match, that match will be deemed a forfeit for the school regardless of whether the golfer's score was used to calculate the team score for the school. The individual medalist points for all golfers in the match will be recalculated after the ineligible golfer's score is removed from consideration.

7. A season-ending tournament will also be played at a course to be determined each year. The tournament will be rotated in alphabetical order among member school home courses. A shared home course will be included in the rotation one time and will not be scheduled for each school that uses that as its home course. The host school will be responsible for securing the tournament site each year. The commissioner will be responsible for publicizing the date and site to conference coaches, collecting the tournament fee from each participating school, and arranging for tournament awards. These awards will consist of six first place individual awards and individual awards for the Tournament Medalist, plus second and third place medalists.

League Champion

Northwest Conference Champion will be determined a point system based on the conference schedule standings and the league tournament. Points will be awarded according to the order of finish in dual matches and the tournament as follows:

First	9	Sixth	4
Second	8	Seventh	3
Third	7	Eighth	2
Fourth	6	Ninth	1
Fifth	5		

Final standings will be determined by adding the point value finish in both dual match competition and the league tournament. To be crowned conference champion, the team must have competed against all other conference teams.

ALL-CONFERENCE SELECTION

1. The All-Conference golf teams will be determined by using a 12-point, season long scoring system and a 54 point tournament scoring system.
2. Each league opponent will be scored as a dual match, and each match will consist of a total of 12 points. Only six players per team are allowed to receive points, and points will be distributed so that each player receives a point total for that match. A player disqualified at any point during or after a match will not receive medalist points. The match medalist will receive 12 points, with each following place decreasing by one point. If there are ties for any places in the match, the points will be added for those places, divided by the number of ties involved, and then evenly distributed. Example: 3 players tie for fourth place. Add $9 + 8 + 7$ points = 24 – divide by 3 = 8 – award 8 points to each player tied for fourth place.

3. Medalist points for the league tournament will be determined in the same manner as the dual matches starting with 54 points for the tournament medalist.
4. The 7 players (plus ties) scoring the highest number of combined points in conference matches and the league tournament will be honored as First Team All-Conference, and will receive a plaque designating their selection. The player scoring the highest number of points will be named Conference Player of The Year, and will receive a plaque designating this and First-Team conference honors.
5. The next 6 players (plus ties) according to the point totals will be named Second Team All-Conference, and will receive a conference certificate.
6. Honorable Mention All-Conference will consist of the next 12 golfers (plus ties), and they will also receive a conference certificate.
7. The Conference Coach of The Year will be voted upon by the coaches, and will receive a plaque honoring his/her selection.
8. The commissioner will publicize the results of the All-Conference selections as soon as possible following the selection meeting. All newspapers/media related to the conference schools will be notified by the commissioner.

SECTION IX– SCHOLASTIC BOWL

GENERAL INFORMATION

1. The Northwest Conference will hold a Scholastic Bowl competition once per year on a date selected by the host school in conjunction with the school advisors. Performance at this competition will determine the conference champion.
2. The location and date of the Scholastic Bowl will be determined at the May conference meeting the year prior to its running. The location will be on a rotating schedule established by the commissioner.
3. Four-person varsity teams will be established by each school and will compete against each other school. Four-person junior varsity teams are optional, but are encouraged.

ALL - CONFERENCE SELECTION

1. The school with the best overall win/loss record in head-to-head competition will be declared the conference champion.
2. A Northwest Conference champion trophy will be presented to the first-place varsity teams. Plaques (up to six) will be presented to each student on the first -place varsity team. In the event of a first-place tie, multiple trophies/plaques will be presented. Individuals on the second place team or teams will receive 2nd Team Northwest Conference certificates. There will be no awards for junior varsity competition. There will be no runner-up trophies awarded.
3. Results of the competition will be forwarded to the commissioner immediately upon completion of the Scholastic Bowl, and the commissioner will inform all area media of the results.

SECTION X – SOCCER

GENERAL INFORMATION

1. Schools will use two officials for all varsity contests. As per OHSAA regulations, officials must be either Class 1 or Class 2. Officials will be assigned and hired by individual

schools who may use an OHSAA approved assignor. In an emergency situation, schools may agree to play the game with only one OHSAA registered soccer official.

2. The conference schedule will follow the master schedule as approved. If a conflict occurs, by agreement of both schools, the date may be changed.
3. The conference schedule will be for varsity teams. The host school will determine the start time of the contest to be agreed on with the visiting school. Schools may schedule a JV contest either prior to or following the varsity contest.
4. Athletic directors will submit specific varsity conference dates and game times to the commissioner no later than April 1 of each calendar year. The commissioner will then produce a composite NWC soccer schedule for distribution to all schools and the media.
5. The scoreboard operator will be an adult or qualified student.
6. The host school will provide the game balls for the contest.

ALL-CONFERENCE SELECTION

Meeting Date: First Sunday after last regular season game.

1. The commissioner will prepare a ballot listing all players nominated. Each head coach or designee will vote for the top 22 players in the conference. A coach may not vote for players from his/her home school. Voting will be on a 22 point scale with 22 points going to the number one player, 21 points going to the number two player, etc.
2. The 12 players receiving the highest number of votes (plus ties) will be honored as First Team All-Conference selections. First Team players will receive a plaque designating their selection. The top vote-getter will be honored as the Conference Player of the Year and will receive a plaque designating this and First-Team conference honors.
3. The second 11 players in the voting (plus ties) will be named to the Second Team. A conference certificate will be issued to these players.
4. Honorable Mention will consist of the next 22 point-getting players (plus ties). A conference certificate will be issued to these players.
5. The top vote-getting head coach will be named Conference Coach of the Year and will receive a plaque so designated.
6. The commissioner will publicize the results of the All-Conference balloting as soon as possible following the selection meeting. All newspapers/media related to the conference will be notified by the commissioner.
7. For the purposes of determining league standings a win in conference play will count as 3 points and a tie in conference play will count as one point. League standings/champion will be determined by the points accumulated during league play.

SECTION XI – TRACK (BOYS/GIRLS)

GENERAL INFORMATION

1. The Northwest Conference will have a conference track meet at both the high school and junior high levels. The conference meets will determine the conference champions.
2. Location of the conference track meets will be determined at the May conference meeting the year prior to its running.
3. The host schools shall pay the meet manager and all other necessary officials. Fees will be paid as set by the conference. The host school will retain any profit after expenses.

4. The conference meet will be run on a Thursday/Saturday format unless the host school desires to run it on Saturday.
5. All entries will be faxed or emailed to the meet manager. The scratch meeting will be held at the discretion of the host school prior to the meet.

ALL-CONFERENCE SELECTION

1. Eight places will be scored in the conference meet. Medals will be presented to the first three finishers in each event with ribbons presented to placers 4-8.
2. A Northwest Conference league champion trophy will be presented to the first-place team. Multiple trophies will be presented in the event of a first-place tie.
3. At the conclusion of the high school meet, head coaches may nominate an Athlete of the Year for both the boys' and girls' teams. The top vote getting male and female athletes will be named Athletes of the Year and will receive plaques so designated.
4. Head coaches will also vote on the Coach of the Year for both the boys and girls teams. The top vote getting coaches will receive plaques for Coach of the Year honors.
5. A first-place NWC team trophy will be awarded to the JH champions for both boys and girls. Individual meet scoring and awards will be the same as the HS meet.

SECTION XII- VOLLEYBALL

GENERAL INFORMATION

1. The commissioner will assign two officials for all varsity contests. At least one must be a Class 1 official.
2. The conference schedule will follow the master schedule as approved. If a conflict occurs, by agreement of both schools, the date may be changed.
3. Each scheduled contest should involve a reserve and varsity team.
4. Scorers and timers will be qualified students or adults.
5. The host school will provide two line judges for both the reserve and varsity matches.
6. A standard pre-match warm-up schedule will be for 20 minutes after the coin toss as follows:
 - A. First 4 minutes both teams on their own side of the floor.
 - B. Serving team next 6 minutes on the court.
 - C. Receiving team next 6 minutes on the court.
 - D. Last 4 minutes, both teams serving.
7. The host school will provide volleyballs for both teams.
8. All league schedules will be prepared by the commissioner. By mutual agreement, schools may adjust the start time and/or dates of the scheduled games to minimize travel inconveniences.

ALL-CONFERENCE SELECTION

Meeting Date: First Sunday after last regular season game.

1. The commissioner will prepare a ballot listing all players nominated. Each head coach or designee will vote for the top 14 players in the league. A coach may not vote for players from his/her own school. Voting will be on a 14 point scale with 14 points going to number one player, 13 points going to the number two player, etc.

2. The 8 players receiving the highest number of votes (plus ties) will be honored as First-Team All-Conference selections. First-Team All-Conference selections will receive a plaque designating their selection. The top vote-getter will be honored as the Conference Player of the Year and will receive a plaque designating this and First-Team conference honors.
3. The second 7 players (plus ties) will be named to the second team. A conference certificate will be issued to these players.
4. Honorable Mention All-Conference will consist of the next 14 point-getting (plus ties) players not making the second team. A conference certificate will be issued to these players.
5. The top vote getting head coach will be named Conference Coach of the Year and receive a plaque so designated.
6. The commissioner will publicize the results of the all-conference balloting as soon as possible following the selection meeting. All newspapers/media related to the conference schools will be notified by the commissioner

SECTION XII – WRESTLING

GENERAL INFORMATION

Seeding-Procedures as per National Federation Rules will be observed for the Northwest Conference Tournament. The top four wrestlers are seeded.

1. Wrestlers will be seeded by their regular season record.
2. Any challenge should be settled through coach's discussion. A vote by head coaches should determine the seed. A tie vote warrants a coin toss to determine the seed.
3. A coach may decline a seed if the seed meeting is before extra byes and unseeded wrestlers are drawn.
4. After all seeds are placed on the bracket in a weight class, byes will be placed by random selection of pills.
5. When all seeds and byes in a weight class are drawn, unseeded wrestlers will be placed in the bracket by selection of pills bearing the number of remaining lines. Unseeded wrestlers will be placed in sequence according to the alphabetical listing of schools. After drawing each weight class, the school at the top of the list will rotate to the bottom of the list.
6. A scratch meeting will be held on the day of the conference meet. At the meeting, scratches, changes and weight classes with changes in seeds will be redrawn.

Weigh-ins will be conducted according to OHSAA and National Federation rules.

Conduct of Tournament:

1. The conference meet will be double elimination. Championship and consolation finals in each weight class will be run simultaneously in the third session.
2. Regulations adopted by the National High School Athletic Association Wrestling Rule Book will be observed.
3. The format of the conference meet will be a pool format, if the host school has the ability to use three mats. If only two mats are available, it will be a bracket format.
4. The conference wrestling meet will be held the week prior to the first state-sponsored meet.
5. A pass list will be provided to managers, administrators, etc.

6. Officials for the conference meet are to be hired by the commissioner.

ALL-CONFERENCE SELECTION

1. Conference Champions and Conference Runners-up in each weight class will be determined at the NWC Wrestling Tournament.
2. A Northwest Conference league champion trophy will be presented to the first-place team. Multiple trophies will be presented in the event of a first-place tie.
3. There will be no Honorable Mention recognition in wrestling.
4. Medals will be awarded to places 1-3 in each weight class.
5. Head coaches will vote on the Wrestler of the Year at the conference tournament. The top vote-getting wrestler will receive a plaque so designated.
6. Head coaches will vote on the Coach of the Year at the conference tournament. The top vote-getting coach will receive a plaque so designated.
7. A junior high tournament will be sanctioned by the NWC provided the number of schools sponsoring teams meets the requirements outlined in Article IV, Section III on page 2. A first-place NWC trophy will be awarded at the conclusion of the junior high tournament. Medals will be awarded to the top 2 finishers in each individual weight class for junior high competition.