

# Parochial Athletic League

## Volleyball Coaches Meeting

August 31, 2011

### MINUTES

#### Prayer

1. **Sign-ups** / fill out Intent forms with special considerations
2. **Introduction of Guests** – Juan Torres from Sutter Middle School
3. **Chain of Command**
  - Coach / School A.D. / Principal / P.A.L. Directors: Gerry for Boys / Jill for Girls
4. **Coach Expectations**
5. **Parent Expectations**
6. **School Assessment** - per team when schedules are created
7. **2011 – 12 P.A.L. Guidelines** are posted on the Girls website.
  - **Traveling**
  - **All Play Rule**
  - **Game change protocol**
  - **Playing Levels, Team Balance, Playoff Qualifications and Tie Breakers**
  - **Site Director Guidelines**
8. **Tournaments** prices fixed at \$125
  - Please inform participating schools of who will be used to officiate tournament games
9. **League play** – begins week of Sept. 12. Gate prices are maximum \$2.00 adults and \$1.00 students. Strongly recommended that tournament entry prices not exceed \$3.00 adults and \$2.00 students.
10. **No cell phones, iPods are allowed at the officials table.** Also only persons who have official duties are allowed at the table.
11. **Rosters** – Copies must be given to the site director the first week of league play.
12. **Certifications** – see below
  - Certifications must be shown every week at site.
  - Site directors need to verify the PCA certification date as the card says 1 year certification, but is actually good for 2 years.
13. **Medical Forms** -All schools will use a standardized permission form set forth by the Diocese. These forms must be with the coach at ALL times, (practice as well as games.) Forfeiting will occur without the completed forms and no scrimmaging will be allowed.
  - Medical forms cannot be held at the host site. Forms must be shown before every contest.
  - AD's and coaches must verify parent's signatures in the correct spots on emergency form for clearance of athlete.

14. A team can begin play with 5 players.
15. **Home team** is responsible to provide home book. Failure to provide one can cause the team to forfeit. *Officials have the right to assign the home book responsibilities to the most experienced scorekeeper available after discussion with the site director and both coaches. Whatever team is considered home book will also be considered the home team.*
16. **Linespersons** – each team is responsible to provide a linesperson for a match who is 18years or older or by mutual consent by both coaches and the official.
17. **When a game is forfeited** the school causing the forfeit will be billed for the officials and the game will not be allowed to be made-up. *Scrimmaging is not allowed under any circumstances. Causes for forfeiture:*
  - *No medical release forms for athletes*
  - *No coaches certification provided*
  - *Home team that cannot provide a home book if the visiting team does not have one*
  - *Less than 72 hour notification of inability to play for school function to director by athletic director.*
  - *Failure to provide a linesperson that is acceptable by the officials.*
18. **T.O.C.'s** will be held October 30 - November 4 tentatively
19. **JV rules** – service line up 3 feet and use volleylite ball
20. **Rule Changes effective 2010-11** – during warm-ups serving will now take place when the team has the court. Opposing teams will no longer serve against each other in warm-ups.
21. For tutorial on scorekeeping visit [vboasac.org](http://vboasac.org) where there is a powerpoint available.

## **CONTACT INFORMATION FOR GIRL'S P.A.L. 2011 - 12**

Jill Bennett  
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Best: web site: [www.girlspaleague.com](http://www.girlspaleague.com)  
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# PAL Guidelines for Coaching Certification Process

## NEW for 2010-2011

The PAL has adopted a multi-year certification process for member coaches. While coaches are still REQUIRED to be certified, the process beginning this school year (2010/2011) allows a longer certification for the various options available.

All PAL coaches are required to provide evidence of coaching certification (training, education, duties, etc.) on the craft of coaching. The PAL now provides for three different programs that a coach can receive certification with multi year recognition. The PAL will **not** reimburse a coach for their required certification process.

- 1) **Positive Coaching Alliance** - an online course similar in nature to previous programs offered through the PAL. The difference is that we have eliminated the need for large group presentations. Each PAL school will establish a contract with the PCA for the desired number of online courses (these can be added to) as part of this new contract. Coaches will be required to log-on to the PCA site, designate the PAL as their affiliate program and complete the selected PCA Coaching program. Instead of a one year certification, the PAL is providing a two (2) year certification with this new online program. The cost of this program is \$15 and is paid by the school which can either charge the coach or cover this cost. Completion of this certification will also enroll the coach on a PCA certification list that will be monitored by the PAL and can be verified online without the need for cards.
- 2) **Catholic Coaching Certification** through the American Sports Education Program (ASEP.) Online course called Catholic Coaching Essentials (\$19.95) with a three year certification. An additional year (four year certification total) can be included if a coach completes a sport specific program (\$9.95) **if** it is available (not all PAL sports are offered on this site.) This certification program will be affiliated with the Sacramento Diocese / PAL and will be up and running within the next week.
- 3) **National Coaching Certification** - High School level certification with lifetime certification.  
Provided through:
  - 1) ASEP (see above) (\$59)
  - 2) National Federation of State High School Associations (NFHS) (\$52)

These coaching certification programs are offered in compliance with the PAL requisite for coaching training and preparation for coaching, training and working with the youth in the Parochial Athletic League. Coaches are encouraged to evaluate their own coaching aspirations and desires before selecting one of these certification programs. Each is unique and especially helpful in preparing for the tremendous responsibility for the care and direction of our youth program.

## GAME CHANGE PROTOCOL

If schedule changes need to take place for your specific school please follow the process below:

**ALL GAME CHANGES MUST BE INITIATED THROUGH THE ATHLETIC DIRECTOR OR PRINCIPAL TO ME **IN WRITING AT LEAST 72 HOURS** PRIOR TO THE PROPOSED CHANGE. Once approved I will forward the approved request to the affected Athletic Director, Site Director and Officials.**

Once I approve the change request the following procedure must take place by the requesting school:

1. Talk to the coach from the opposing team to let them know of your problem and that you will not be able to play on the scheduled day or time. **It will be up to you to figure out another date, time and location for the make-up.** I recommend the earlier the better.
2. Contact the site director and let them know there will be no game for you on that date or time.
3. Contact the official's assignor and let them know that you will not be having a game on that date as well as requesting an official for your make-up date.
4. Call or email me with the changes, once everything is in place.

## RULES OF PROTEST

The following procedure will be used in a PROTEST:

1. Written notification of intent of protest must be made in the official book before the game continues.
2. The official scorekeeper must mark the protest in the official scorebook at the point of game.
3. The director must receive the written protest within 48 hours of the game. The written protest must include the following:
  - A. The date time and location of game
  - B. Names of the officials
  - C. The rule and section of the Official Rules under which the protest is being made.
  - D. The decision and conditions surrounding the making of the decision.
  - E. All essential facts involved in the matter protested.
  - F. Signature of the Athletic Director and Principal

**PROTESTS CANNOT BE MADE ON JUDGEMENT CALLS**

## ALL PLAY RULE

‘Coaches are required to play every team member in every contest. The amount of playing time is up to the school authority/coach to determine. This rule is in effect during league, tournaments and playoffs. Coaches are not required to play students in games if the students have violated a school or team athletic policy/rule. Those students not eligible may not suit up for that contest. If a violation of this rule occurs, a forfeit will occur. Interpretation/modification of this rule can only take place after consultation of the P.A.L. Directors.’

The procedure for penalizing a coach for violation of this rule is as follows:

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|-----------------|--|
| First Offense:  | Forfeit that game. Tournaments will be required to enforce this rule as part of their tournament guideline and will be limited to that tournament.   |
| Second Offense: | Forfeit that game and loss of participation in playoffs. As well if the second offense is in a tournament they will also be immediately disqualified from that tournament.   |
| Third Offense:  | Coach, School A.D. and School Principal will meet with the executive council of the P.A.L. Commission (including the P.A.L. Diocesan Liaison, Girls’ Director and Boys’ Director) to discuss further sanctions against the coach/school. |

## TRAVELING TO SITES

Schools will have to potentially travel to different sites. Criteria when making schedules include:

- Location in relationship to all other schools
- Coach request for day of contest
- Schools that are sites for play
- Moving schools around so one school does not have to always travel

**Please know that all schools will probably have to travel at some point or level.** The goal is to make things equitable for all. Understand if you request a specific site I may not be able to honor your request (even if you have been at the site in previous years.) I will try and arrange schedules according to the length of travel.

Please share this information with your parents.

## PLAYING LEVELS

- Junior Varsity can be made up of 5<sup>th</sup> and 6<sup>th</sup> graders.
- Varsity can be made up of 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders. The only exceptions to this are cross country and golf where 5<sup>th</sup> graders may participate on the school team.
- Fourth grade and below may not compete in PAL programs besides the Little Dribbler Program.

It is the decision of the school how teams are created (ie. who plays on a competition team vs. a recreation team)

## TEAM BALANCE

- Each team should be made up of at least 10 players.
- If a school has both a recreation team and a competitive team at the same level (ie. varsity) the squads need to be balanced in number.
- If a squad of any team is less than 10 players prior approval needs to be made with the P.A.L. director.

## QUALIFICATIONS FOR PLAYOFFS

- A player must compete in at least half of league games in order to qualify participating in playoffs.
- Competitive leagues with 6 or fewer teams will advance the top three schools to the Tournament of Champions. Competitive leagues with 7 or more teams will advance four schools to playoffs

## TIE BREAKERS FOR PLAYOFF ADVANCEMENT (VOLLEYBALL AND BASKETBALL)

- Head to Head Results
- If all teams have beaten each other and all advance to playoffs then names will be pulled from a hat to determine seeding for T.O.C.
- If all teams have beaten each other and one or more teams will not qualify for T.O.C.'s then a playoff between the schools will occur if timing permits. The teams will pick numbers to determine who has a first game bye. The other two teams will play
  - (Basketball) 1 – 10 minute quarter (2 timeouts) stop time. Players are allowed 2 fouls before being disqualified. Bonus occurs after 7 fouls and the 'all play' rule is in effect.
  - (Volleyball) 1 game to 15 with 2 timeouts. The 'all play' rule is in effect.
- The winner will play the team with the bye to determine seeding for the T.O.C. This playoff should occur at the last league date at the conclusion of the scheduled games.
- If timing doesn't permit for a playoff, a point differential between the schools involved will occur. A maximum of 15 points differential will be used. Please notify Jill, the site director and the officials if this is a possibility.
- **For Flag Football see 'Girls Flag Football Tie Breaker System'.**

## PAL SITE DIRECTOR RESPONSIBILITIES

The PAL contracts with your school to identify a person as the Site Director. You will be the liaison between the site of competition and the PAL Director, and will monitor games at your site, make sure the games run smoothly, identify concerns and forward those concerns to the League Director. If you have a problem with a coach who is abusive, uncooperative or not adhering to the PAL Guidelines and Policies (a copy of which you should receive from your Athletic Director), you must identify the school, coach and situation to the League Director as soon as possible. Each coach has been required to sign the "Coaches Agreement" acknowledging their agreement to "...uphold the mission and philosophy of the Parochial Athletic League by insisting on fair play, support of the officials and exemplary sportsmanship at all times." Other responsibilities include:

1. Open all facilities and or gates; open bathrooms and make sure they are clearly marked. Admission prices: (No more than) Adults \$1.50; students \$1.00.
2. Greet coaches and officials prior to game time; direct them to any facility for their use.
3. Check with each coach for their emergency cards for ALL team members. Count and verify against the number of students suiting up. Any team or coach without emergency cards will have to forfeit that game. In addition, they may NOT scrimmage at the site. Also check to see if the team has some kind of first aid equipment to deal with minor emergencies, especially cuts or blood exposure.

4. Check with officials to see if they have questions about the game rules or local ground rules. Inform the league director if officials are late or do not show. Let the officials know where you are in case of injury, emergency phone access, etc.
5. Circulate during games. Watch the crowd and make sure no one is heckling the officials or the players. If any fan, coach or player gets out of hand you may warn them and possibly remove them from the game or from the site if you feel it is necessary. Please file a written report with the league director if you have this type of problem.
6. Along with the coaches from both teams, sign the official book to record that the game followed PAL guidelines.
7. Keep the games flowing efficiently with a minimum of delay.
8. Keep track and post league results each week. Also post any changes to the schedule. Please inform league director with results after each completed league night.

Girls Director: Jill Bennett - 733-3673 [jbennett@girlspaleague.com](mailto:jbennett@girlspaleague.com)

Boys Director: Gerry Lane - 428-6060, ext. 203, [laneg@jhssac.org](mailto:laneg@jhssac.org)

***Note: Any player, coach or fan who swears at an opposing player, official or coach or who causes a fight will be removed from the game if the site director deems it necessary. If the coach is removed the game can only continue if the team has an assistant coach or school AD. (The assistant coach must be identified prior to the game, no walk-ons are allowed).***