



South Milwaukee Recreation Department Adult Basketball and Volleyball Rules and Regulations

In order to function efficiently and effectively, a sport league must have an established set of rules, policies, and procedures which must be understood by both the managers and players. Lack of knowledge of the rules will not be considered a valid excuse for violating them. The South Milwaukee Recreation Department urges managers, players, and sponsors to acquaint themselves with all rules, policies, and procedures for governing the program. Contact the Recreation Department with any questions.

TEAM SPONSORSHIP

A sponsor's establishment must be located in the city of South Milwaukee in order to be considered a City of South Milwaukee sponsor. Sponsors outside the city of South Milwaukee must pay the Non-City Sponsor fee. If you do not have a sponsor and reside in the City of South Milwaukee, you would pay the sponsor/resident rate (must have at least 5 resident players on the team). If you do not have a sponsor and reside outside the City of South Milwaukee and do not have at least 5 resident players on the team) you would pay the non-city sponsor/non-resident rate).

TEAM WITHDRAWAL

Any team withdrawing from a league prior to the schedules being published will be refunded **half the fee**. No refund will be allowed for a team withdrawing once schedules have been published.

LEAGUE START DATE

Leagues will begin the week of October 31st.

REGISTRATION DEADLINE DATE

The registration deadline is Wednesday, October 12.

The registration team fee must be in the Recreation Dept. office by October 12. Online registration is not an option.

REGISTRATION

Every player must be officially registered; having their name, address and phone number and email address on the official Player Registration Form on file at the South Milwaukee Recreation Department Office before he/she is eligible to play.

The Player Name on the Player Registration Form must be on file in the South Milwaukee Recreation Department Office at least by the day of the first game in which the player is to participate. Player Registration will only be accepted during regular Office hours when accompanied by the proper player fee. Supervisors are not authorized to accept player fees. Postmark will not be used when processing Player Registration. Player registration will not be accepted unless the proper player fee is paid in the Recreation Department Office. All eligible players must pay a player registration fee.

A player may not play on more than one team. However, if a player registers for two teams, the team he/she plays the first game with will be his official team.

Changes such as address and telephone number must be recorded on the Team Roster prior to playing.

PLAYER

A player who violates the league, player eligibility, or registration rule, or is guilty of unsportsmanlike conduct is liable to be suspended.

MANAGER

A manager is held responsible for playing only eligible players. A manager found guilty of playing an ineligible player, or unsportsmanlike conduct will be suspended.

TEAM

A team found guilty of having an ineligible player in the lineup will have all games in which ineligible player participated forfeited to its opponents.

SEPRC

SEPRC (Southeast Park and Recreation Council) is an organization of public recreation departments in Southeastern Wisconsin. Each department member of the association recognizes player suspension. The Council consists of Departments throughout SE Wisconsin, as far South as Kenosha County, North to Washington County, and West to Waukesha, and Jefferson County.

GAME OFFICIALS

Game Officials will be in complete charge of competing teams during a game, and are given the authority to remove the player or manager who, in their judgment, is unsportsmanlike in his/her conduct.

GENERAL INFORMATION

Managers, it is your responsibility to acquaint yourself and your players with all league rules, and control the actions of your players at all times. Read all Rules and Regulations carefully. Ignorance will not excuse you or your players.

All correspondence concerning makeup games and information pertinent to your league will be mailed to the team manager. If addresses or telephone numbers are changed, or managers are not at home for whatever reason, the Rec. Dept. cannot be responsible for the manager's lack of communication. This is a manager's responsibility. Manager must accept the consequences.

INSURANCE

Accident or injury insurance is not provided by the Recreation Department.

LEAGUE OFFICE is the South Milwaukee Recreation Department, 901-15th Avenue. Office hours: 8:00-noon and 1:00-4:30pm Mon-Friday. The office is closed on weekends and holidays.

ELIGIBILITY

Participants must be at least 18 years of age, who are not enrolled in high school. **High school students are not eligible.** Graduating seniors become eligible if they are 18, and after graduation.

All players must pay the specified player registration fee that is not transferable or refundable.

If a player has a change of address, he or she must report this change to the Rec Department to maintain eligibility.

Games in which ineligible players participate will result in forfeits and player suspension. Falsification of information will result in suspension of both player and manager. Managers must know their players and be sure of their eligibility.

If the Rec Dept recognizes an ineligible player it will declare that person(s) ineligible.

All players must show proof of eligibility upon request by the Recreation Department.

If eligibility is challenged, the burden of proof rests with the individual being challenged.

REGISTRATION

The Entry Form, preliminary roster, and entry fee must be submitted on the established registration date. The entry fee is **not** refundable after the registration date. A **minimum of eight players** must be listed on the preliminary roster.

Every player must be officially registered; having their name, address and phone number and email address on the official Player Registration Form on file at the South Milwaukee Recreation Department Office before he/she is eligible to play.

The Player Name on the Player Registration Form must be on file in the South Milwaukee Recreation Department Office at least by the day of the first game in which the player is to participate. Player Registration will only be accepted during regular Office hours when accompanied by the proper player fee. **Supervisors are not authorized to accept player fees.**

Postmark will not be used when processing Player Registration.

Player registration will not be accepted unless the proper player fee is paid in the Recreation Department Office. All eligible players must pay a player registration fee.

Player fees are not transferable from one player to another and are not refundable.

A player may not play on more than one team on any one evening. However, if a player registers for two teams, the team he plays his first game with will be his official team.

Managers and players are fully responsible for their own eligibility. **Failure to register will result in forfeiture of all games the ineligible player played.**

Changes such as address and telephone number must be recorded on the Team Roster prior to playing.

NEW TEAM PLACEMENT AND ACCEPTANCE GUIDELINES

1. Previous year Sponsors will have **1st priority**.
2. Previous year Teams with a New Sponsor will have **2nd priority**, however a resident sponsor will have priority. To be considered a previous year's team, the team must have at least 6 players returning from the previous year's team.
3. New Resident Sponsored Teams will have **3rd priority**.
4. Non-Resident Sponsored Teams will have **final consideration**.

Within each priority level - teams will be accepted according to their time of registration based on a first-come, first-serve basis and the number of open slots within a league.

Payment must be made with a sponsoring business check showing the name of the business on the check – personal checks will not be accepted. **Self-Sponsored Teams** must submit a roster at the time of registration with a minimum of **five resident players** (*names, addresses and phone # required*) in order to be considered a **Resident Sponsored Team**.

The Recreation Dept. will reserve the right to reject a team based on a limited number of open spots within a league, late registration, past behavior, non-compliance with league rules and other reasons deemed detrimental to the league.

RELEASES

A player cannot register with any other team unless released by the manager.

Any player released must return all equipment upon request to the manager or sponsor. A manager is not required to release a player until such equipment is returned.

If a player has not played in any of three (3) consecutive games and has been ready to play, the player may obtain a

release from the South Milwaukee Recreation Dept. A released player may not sign with another team within the same league or on the same day as that from which he/she is being released.

TEAM ROSTERS AND ADDING PLAYERS

There may be an unlimited number of players on the Team Roster. No player can be added to the team roster **after the Last Friday in January**. Rosters will be available for each team manager to examine.

GRACE PERIOD

A 5-minute grace period will be in effect for the first scheduled game or match of the evening. **All other games or matches must start at the scheduled time – no grace period.** The game must be started once you have the minimum number of players (4) present between the scheduled game time and the time limit.

FORFEITS

A team forfeiting a game for any of the reasons listed below must pay the **\$30.00 forfeit fee** prior to the next game. If a forfeit fee is unpaid, it will result in the team's immediate exclusion from the league and loss of contract privileges for the next season. After the second (2nd) forfeit, the team will be dropped from the league, however if the team pays the **\$30.00 forfeit fee** the sponsor will not lose its contract privileges.

Forfeit may occur for the following reasons:

- Insufficient number of players required to start the game
- Leaving the court in defiance of an official's decision.
- Playing an ineligible player or a player not properly registered before the game.
- Failure to leave the court/gym in a timely fashion as directed by an official.
- Unsportsmanlike behavior, by either one or both teams or players, with the game rising to a level of being a travesty in the opinion of the game officials.

A team cannot be credited with a forfeited game win unless four (4) eligible players are present. The score of a forfeited game is (2-0). If both teams have insufficient number of players, the official will declare a double forfeit (score 0-0)

Upon a team's second forfeit in the season, the team will be automatically dropped from the league and will forfeit all fees paid.

TEAM DISBANDED OR DROPPED

In case a team disbands or is dropped before the season's schedule is completed, all remaining games will be credited to its scheduled opponents and schedules will be revised. Players on a team that disbands or is dropped after the **Last Friday in January** shall not be permitted to register on any team for the balance of the season.

Any team that disbands, or is dropped from the program for two (2) forfeits will automatically lose its right to register as a returning team the following season.

POSTPONEMENTS

The Recreation Department positively does not permit the postponement of a game nor any schedule adjustments after the official schedule has been printed.

Games will only be postponed or rescheduled under the following conditions: poor weather conditions or extreme emergencies; school activity presenting a conflict with gym use; and school closing etc. Postponed games will be rescheduled at the discretion of the South Milwaukee Recreation Department.

It is the Manager's responsibility to call the Recreation Department office prior to their next league game to learn when their make-up game has been rescheduled. You are to do this in the event that you have not received notification. The Rec. Dept. cannot accept responsibility for teams not notified because of failure of mail to arrive, or for a manager not

calling to find out when a game has been rescheduled.

Schedule changes will **NOT** be granted to any team as a special favor or for any reason.

If, at the end of the season a previously postponed game has no bearing as to league awards, the game need not be rescheduled. Every attempt will be made to reschedule all called-off games.

SCORING

If there is a discrepancy, managers are to consult with the supervisor, official and scorekeeper at the time. After the official examines the scorebook, his decision is final.

SCHEDULES

Schedules will be post online at www.smrecdept.org. Managers will be issued schedules (if they want them) in sufficient quantity to supply all team members. Teams will play 12-15 games depending on the number of teams assigned to each league. **There is no post-season play.**

PROTESTS

Protests are accepted only involving player eligibility.

PLAYER ELIGIBILITY PROTEST REQUIRE

Protests on ineligible players will be accepted anytime during a team's season of play and must be filed by a manager. The protesting manager must announce to the official and supervisor that they are protesting a certain player (name the player) prior to the game being played.

The protest must then be filed in writing the next day, accompanied with a **\$30.00 Protest** Fee during regular office hours at the Rec. Dept. office. The protest must name ineligible players and show reasonable logic and knowledge that the alleged person(s) are ineligible in order to be accepted.

If protest is allowed, the players are declared ineligible, all games that the ineligible players played throughout the entire season will be declared a forfeit; and these players will be suspended for one (1) year, and the manager will be suspended for three or more games. Standings will be adjusted.

EQUIPMENT

All players must wear proper attire for their league. Players who wear jerseys supplied by the Recreation Department are to wear a T-shirt underneath. All players must wear tennis shoes.

A player who refuses to return any equipment to the manager or sponsor upon demand will be suspended until equipment is returned or restitution is made for such equipment.

Any manager refusing to return equipment to the sponsor upon demand will be suspended until equipment is returned or restitution is made for such equipment.

CHANGE OF MANAGEMENT OR SPONSORSHIP

When there is a change of manager/sponsor, the change must be filed immediately with the South Milwaukee Recreation Department.

The Recreation Department must be notified of any change in manager's address or telephone number. We cannot be responsible for any information received by a team when the team manager's address has been changed. In addition, when a manager goes on vacation or will be out of town for any length of time, he/she must request all information be sent to an assistant manager, who in turn will be responsible for informing all players.

COMPLAINTS

All complaints regarding officials or game conditions must be made in writing.

INJURY

The South Milwaukee Recreation Department shall not be responsible for any injury, which may be incurred by players during official games, nor does the Recreation Department supply first aid materials. The Recreation Department recommends that all players have some type of insurance to cover them for injuries, and that all teams provide their own first aid kit with needed supplies.

LEAGUE STANDINGS

Standings will be posted online at www.smrecdept.org. Managers are required to keep their own standings, as it will be helpful in the event that questions arise concerning the accuracy of the official standings. If you do not have access to our website, you are encouraged to call 9414 766 5081) or stop at the Recreation Dept. to obtain a copy.

AWARDS

Team awards will be presented to the 1st and 2nd place teams in each league. T-shirts will be presented to the 1st place team in each league.

LEAGUE WINNERS

Priority for determining winners:

League record – Record among tied teams – Total points among tied teams

- The team with the best record at the end of the season shall be declared the league champion.
- If two teams tie, the team that defeated the other team they are tied with the most often will be declared the league winner. If the two teams tied-split the season in games won/lose, the total number of points scored between the two teams will determine the winner. NOTE: the scores submitted to the Recreation Department by the gym supervisor will be official. We encourage you to check with the official scorekeeper and double check the official score prior to leaving the gym. For example, if team-A plays team-B twice during the season and wins twice then team A would be declared the League Winner. Should both team A and B split the season – the team that scores the most total points between the two teams when they played each other will be declared the winner. If a team scores an equal amount of points co-winners will be declared.
- When more than two teams are tied, who have played each other an equal amount of times - games played will be tallied among the tied teams and the team with the most wins will be declared the winner. If a tie still exists among the top two teams- team records will again be counted, if there is another tie in record - points will be counted to break the tie. NOTE: the scores submitted to the Recreation Department by the gym supervisor will be official. We encourage you to check with the official scorekeeper and double check the official score prior to leaving the gym.
- If after counting points, a tie still exists- we will recognize a tie in the league.

BASKETBALL PLAYING RULES

The current Official National Federation High School (NFHS) Basketball Rules will govern play with exceptions of League Rules provided by the Recreation Department. The only exceptions are mentioned in this booklet. We recommend all managers procure the above rulebook.

LENGTH OF GAME, TIME-OUTS AND OVERTIME

Each game shall consist of two 20-minute halves with three (3) minutes between halves. There will be a running clock stopping only for timeouts - the clock will run during free throws. The clock will run according to regulation rules only during the last minute of each half. If a team calls a time out, the clock will not start until the ball has officially been placed in play according to Official National Federation Basketball Rules.

Time-out periods will be one (1) minute in length, and each team is entitled to **two (2) charged time-outs per half**.

OVERTIME PERIOD

A three (3)-minute overtime will be played if the game ends in a tie after the 2nd half. If the game is still tied after the overtime, second three (3) minute overtime will be played. If the game is still tied after the second overtime, the players remaining on the court will each shoot one (1) free throw. The team making the most free throws will be declared the winner – this process will continue until a winner emerges.

Each team is entitled to a one (1) minute overtime time-out in an overtime period. There are no carryover timeouts from the regulation game into the overtime period.

Pressing will not be allowed when a team has a 20-point lead in the 2nd half.

If the ball hits the gymnasium ropes, rings, etc. at any of the gymnasiums, the team last in possession loses the ball and the defensive team then becomes the offensive team, putting the ball into play on the side.

CONDUCT, ACTION, DISCIPLINE AND SUSPENSION

It shall be the responsibility of the manager to control the actions of his/her players on the bench and on the court. Managers, coaches and players are responsible for their conduct from the time they reach the gym until they leave.

Only official members of a team are to sit on the bench; this includes players, manager, and sponsor.

The manager shall be the only person to confer with an official on a disputed play. Such conferences must be kept to a minimum and be conducted in a sportsmanlike manner. Keep in mind that constant arguing, harassment or intimidation will not be tolerated and could mean ejection and suspension.

When an official requests the name of a particular player due to ejection from a game, the manager is required to comply with the official's request. The penalty for not supplying such information to the referee or Recreation Department may be suspension for the manager.

Teams who are warming up to play the next game will position themselves in such areas that will not disrupt the course of the game being played, and they definitely will keep all balls from going onto the court while another game is in progress. Teams warming up must make a special effort not to harm spectators or other players.

Drinking of intoxicating beverages and smoking by any team member on South Milwaukee School Board property is prohibited. Violation will result in player or team suspension.

An official may order an ejection of a participant for any of the following causes:

- Prolonged disputing of an official's decision.
- Protesting a decision in an unsportsmanlike or disorderly.
- Making oral threats to do physical harm to anyone.
- Making any physical contact with an official (touching, grasping, shoving, striking, assaulting).

- Fighting with anyone (players, staff, spectators etc.).
- Using profanity and vulgar language.

ZERO TOLERANCE

There will be a Zero Tolerance Rule for fighting and retaliation for hard fouls. All players will be ejected from the game and suspended for a minimum of three (3) games. Each incident will be reviewed on an individual basis. Players can be suspended for more than three (3) games if it is warranted.

DISCIPLINE GUIDELINE AND SUSPENSIONS

Those who demonstrate livid short bursts of unsportsmanlike conduct without physical force and accumulate two (2) technical fouls in a game - the result will be ejection and a three (3) game suspension.

With excessive unsportsmanlike conduct, players may be suspended for more than three (3) games.

Those using physical force and/or fighting will be suspended for no less than one (1) year.

Two (2) ejections during the season will result in suspension for the remainder of the season and may also extend into the next season. A suspended player cannot be active until such suspension is lifted.

A suspended player cannot be on the team bench or have any voice in running the team. At times suspended persons may not even be allowed in the school or gym.

If a player continues to play or is an active participant in any way, further disciplinary action will be taken. If a manager has knowledge of such suspension, he/she is also subject to disciplinary action.

Any player who accumulates four (4) technical fouls for unsportsmanlike conduct during the course of the season will be suspended for three (3) consecutive games.

The Recreation Director can discipline and suspend without recourse, any participant for the following causes: use of an ineligible player, fraudulent player registration, fraudulent contract registration, and failure to return equipment upon demand by the manager or sponsor.

Any player, suspended from a league is suspended from all leagues until the suspension is completed. This included basketball, volleyball and softball. Suspensions carry over into the next season.

ELIGIBILITY SUSPENSION

A manager who plays a player who is not legally registered or is ineligible in any way shall be liable for suspension for up to one (1) year.

A player who plays as an ineligible player, who falsifies registration, or fails to register and pay the appropriate player fee, or is ineligible in any way shall be liable for suspension for up to one year.

A team who has played an ineligible player shall lose all games in which the ineligible player participated.

Suspensions concerning false registration, lack of registration, player eligibility, or falsification of a team contract or roster may not be appealed.

MEETING TO DISCUSS THE SUSPENSION

A suspended player may request a hearing with the Recreation Director concerning their suspension.

A player formally suspended for a more than three games may appeal the suspension by request, in writing, to the Recreation Director within one week after the individual's formal suspension. Failure of the offending player to make such an appeal within the specified period shall constitute an absolute waiver of such appeal right.

VOLLEYBALL PLAYING RULES

The current Official National Federation Volleyball Rule Book will be used. The only exceptions are mentioned in this booklet. We recommend all managers procure a rulebook. You may purchase it from National Federation of State High School Associations, P.O. Box 20626, Kansas City, MO 64195-0606 (1-800-776-3462.)

Net height is approximately 8'.

A ball is out-of-bounds and becomes dead when it touches a wall, objects mounted flush with a wall, or objects on the floor outside the court without interfering with a player's legitimate effort to play the ball, touches the ceiling or overhead obstructions beyond the vertical plane of the net and its out-of-bounds extension.

All volleyball leagues are now played using rally scoring, therefore the first serve will alternate between teams each set. The team who wins the coin toss gets to choose serve, receive, or side and has the advantage of getting their choice for the first and third set.

Substitution is **NOT** mandatory however, when substituting in the women's program, eligible substitutes must enter the game when their team's server moves from the server's spot. Substitutes will enter at the spot left of the server.

Setting a serve will be legal.

In Coed Volleyball Leagues when playing the ball, if the ball is contacted more than once on your side then a woman must contact the ball.

When playing with five (5) players, three (3) or more must be female.

When playing with six (6) players, three (3) or more must be female.

All eligible players present must rotate in and out of the game at the spot after the server. Players must rotate and line up Male/Female.

GENERAL RULES

Food or beverages are **NOT** allowed in the gym at any time.

Teams who are warming up to play the next game will position themselves in such areas that will not disrupt the course of the game being played, and they definitely will keep all balls from going onto the court while another game is in progress. Teams warming up must make a special effort not to harm spectators or other players.

Only official members of a team are to sit on the bench.

The manager, or captain on the floor shall be the only one to confer with an official on a disputed play. Such conferences must be kept to a minimum and be conducted in a sportsmanlike manner. Keep in mind that constant arguing, harassment or intimidation will not be tolerated and could mean ejection and suspension.

Children must be supervised, or you will be asked to leave the game to watch your children. Children must stay off all gym equipment, and **no one** is allowed in the balcony.

VALUABLES

Please do not bring valuables to the games. Recreation Department personnel have been instructed to refuse any person asking to have valuables kept or locked up during a game. Players are requested to leave their valuables either at home or with their team manager. Do not leave your valuables in the locker room. The Recreation Department is not responsible for lost or stolen articles.

SWEARING AND PROFANITY

Swearing and the use of profanity will not be tolerated. If the referee hears a player violating this rule, and in his judgment feels other players and spectators have heard the violation, the referee will issue a technical foul. If the official hears this type of language but cannot identify the person, a team technical will be issued. It is our intention to clean up the leagues from those players who use abusive and profane language.

DUNKING AND HANGING ON THE RIM

Dunking or hanging on a rim is not permitted. If a basketball backboard or hoop is damaged, the penalty is player suspension until payment is made for the damaged property. If payment is not made, the team may be expelled from the league and the sponsor will not be invited back the following year. Please, your cooperation is required to eliminate abuse of equipment.

JEWELRY

Because of safety reasons for the players and their opponents, all players are not permitted to wear (necklaces, rings, jewelry, barrettes, etc.) while participating in games. There are no exceptions to this rule. Players will not be allowed to cover jewelry with tape or BAND-AID. No type of hat, cap, etc. may be worn other than a sweatband. Bandannas and "do rags" will not be allowed as sweatbands. Sweatbands must be one continuous piece of material. Pieces of cloth tied in a knot are not allowed as a sweatband. Also, women may not wear hair clips that are made of any metal or plastic substances. Only scrunches and rubber bands are allowed to hold hair back. Taping studded earrings is not permissible. This is a WIAA safety rule that must be enforced by all coaches and referees.

ALCOHOL & TOBACCO - There is to be no use of any tobacco product or consumption of alcoholic beverages at or during any contest; this includes participants, coaches, fans, etc. Staff will have the authority to prohibit participation if they have probable cause that a person has been consuming alcoholic beverages.

CONTROLLED SUBSTANCES GUIDELINES

The use or possession of controlled substances is prohibited on School District of South Milwaukee property, including all facilities used for South Milwaukee Recreation programs and all athletic and extra-curricular activities.

The suspected use of a controlled substance prior to participation or during any South Milwaukee athletic, extra-curricular, or recreation program is a violation of the School District of South Milwaukee guidelines. No individual is allowed to participate in or be in attendance as a spectator while using, under the influence of, or possessing a controlled substance.

Violation will result in the individual(s) being asked to leave the facility, as well as face possible suspension from future related events or programs and possible referral to the South Milwaukee Police Department. Failure to leave the facility will result in the South Milwaukee Police Department being contacted.