

CONSTITUTION OF THE NORTHERN LAKE COUNTY CONFERENCE

The purpose of this Constitution and By-laws is to define the governing body of the Northern Lake County Conference, its mission, and its operational procedure and policies.

The Northern Lake County Conference (NLCC) will serve its member schools in the organization and execution of interscholastic athletic and extracurricular activities which enrich the educational experiences and promote the core values of the conference. Athletic and extracurricular activities will be conducted according to the principles outlined in this Constitution and By-laws of the Illinois High School Association.

Vision Statement

The Northern Lake County Conference is a conference of affiliated high schools, to provide opportunities in academics, athletics, fine arts, and activities. Our students will strive for excellence, compete with integrity, and display respect in all that we do.

Mission Statement

The Northern Lake County Conference is committed to academic, activities, fine arts, and athletic excellence, strengthened by the diversity of our collective institutional membership. We support student development and the educational value of competition through a commitment to our core values.

Core Values

- Excellence - We compete at the highest level while affirming our distinct academic missions and providing high-caliber competitive experiences.
- Integrity - We act with mutual trust, placing emphasis on ethical conduct, and fair and equitable competition and programs.
- Respect - We commit to support each other and the conference through collaborating among one another, sharing ideas of diverse institutional perspectives, and promoting these varying perspectives.

Ratification Date: _____

Antioch High School	Lakes Community High School
Grant High School	North Chicago High School
Grayslake Central High School	Round Lake High School
Grayslake North High School	Wauconda High School

Constitution

Article I - Conference Name

This conference shall be known as the Northern Lake County Conference.

Article II - Conference Membership

The Northern Lake County Conference shall be composed of the following schools, with their respective colors and nicknames.

School	Colors	Nickname
Antioch	Cardinal and Grey	Sequoits
Grant	Scarlet and White	Bulldogs
Grayslake Central	Green and White	Rams
Grayslake North	Black and Vegas Gold	Knights
Lakes	Royal Blue, White and Red	Eagles
North Chicago	Red and White	Warhawks
Round Lake	Navy and Maize	Panthers
Wauconda	Purple and Gold	Bulldogs

Section 1 - Conference Membership

Each member school shall be assessed a conference membership fee agreed upon by the principal fees to cover the cost of operating the conference. The fees shall be used to cover the cost of awards, Assignment Chair Positions, and other expenses as determined by the principals.

Membership in the Northern Lake County Conference shall be granted, maintained, and revoked by a two-thirds (2/3) majority vote of the Superintendents or designees. All schools requesting to withdraw membership shall provide two (2) years notice. Each school district's Superintendent or designee will receive one vote.

Section 2 - Conference Expansion

The Conference will entertain a request for entry by non-member schools as follows:

1. When any existing member-school district opens a new school and wishes to add that school to the Conference.
2. When a member provides notice they will be withdrawing from the Conference.
3. When a non-member school proposes admission via a written request to the Superintendents.

Conference expansions requires a (2/3) majority vote of the current conference membership. Each school district's Superintendent or designee will receive one vote. Prior to any vote for expansion, a clearly written plan defining the creation of conference divisions, if applicable, shall be provided by the conference athletic directors.

Article III - Responsibilities

Section 1 - Administrators

Superintendents: Responsible for ratifying constitutional changes and Conference Membership.

Principals: Responsible for the management of the conference, including approval of all by-law changes, proposing

constitutional changes, and the annual budget.

Athletic Directors: Responsible for administering the athletic program and creating formal recommendations for athletic by-law changes

Assistant Athletic Directors: Responsible for assisting the Athletic Director in coordinating the athletic programs

Head Coach: Responsible for proposing by-law proposals to the Athletic Directors at the end-of-the-season meeting

Activities Directors: Responsible for administering the activities, clubs, and fine art programs

Section 2- Conference Personnel

Athletics-

A Conference President, Past-President, and Secretary shall be rotated annually through all member schools. The following task will be performed by each of the positions:

President Organize and lead all Conference A.D. Meetings; Complete all tasks required of a Conference President by the NLCC principals and IHSA or Illinois Athletic Directors Association. Attend the monthly NLCC Principal Meeting; Present all proposed by-law changes to the NLCC Principals

Past President Assist the current President whenever necessary

Secretary Keep the minutes for all monthly Athletic Directors meetings

Section 3 - Meetings

The administrators of conference schools shall meet regularly as stated below:

Superintendents: A monthly meeting will normally be held on the third week

of every month.

- Principals: A monthly meeting will normally be held on the second week of every month.
- Athletic Director: A monthly meeting will normally be held on the first week of every month. An additional conference athletic scheduling meeting will be held the third week of September.
- Head Coaches: Each sport will have an end-of-the-season meeting. The meeting date will be documented in each sport's specific by-laws coordinated by resource AD.

Other conference administrators may be asked to meet regularly. The principals will create a schedule for other administrators/staff members to meet throughout the year. Several examples are listed below:

Assistant Superintendents, Assistant Principals, Activities Directors, Deans, Division Chairs, Counselors, Athletic Trainers, Teachers, Security Personnel, Secretaries, etc.

The principals will attempt to stagger meetings to avoid multiple staff members attending conference meetings at the same time.

Article IV - Athletics

Section 1 - Conference Sports

A conference sport is defined as any sport in which more than half of the conference schools in the Northern Lake County Conference participate.

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Boys' Cross Country	Boys' Basketball	Baseball
Girls' Cross Country	Girls' Basketball	Girls' Soccer
Football	Girls' Bowling	Softball
Boys' Golf	Competitive Cheerleading	Boys' Track
Boys' Soccer	Competitive Dance	Girls' Track
Girls' Tennis	Wrestling	Boys' Tennis
Girls' Volleyball		Boys' Volleyball

Sports shall be declared a conference sport once the threshold of one more than half the conference schools are participating in said sport.

Section 2 - Scheduling

A schedule for all conference sports shall be created at the Northern Lake County Conference scheduling meeting held annually, in September, and will include all recognized levels. The recognized levels will be stated in each sport's by-laws. For sports not meeting the threshold to be considered a conference sport, a schedule will still be created to ensure competition between conference schools.

Section 3 - Adding Sports

A member school adding a conference sport must declare its official intention before the

Northern Lake County Conference September meeting in order to be added officially to Conference the following school year. If member schools add sports after this time, member schools will add the new team(s) as their schedule allows. Individual participants from these schools will be allowed to compete at Conference tournaments for individual awards whenever possible.

Section 4 - By-laws and Championships

Each sport shall maintain a set of by-laws to govern the organization of play, scheduling procedures, meetings, All-Conference and Conference medals, and championship criteria in that sport. These by-laws shall be reviewed annually by the Head Coaches at their end-of-the-season meeting, unless more frequent meetings are needed.

The Northern Lake County Conference shall recognize only Varsity championships. A Conference Champion shall be declared in each conference sport. In the event of a tie, the championship shall be held jointly with each school receiving a trophy. The individual sport's by-laws may allow for a regular season and conference tournament champion.

Section 5- Eligibility

The rules of the IHSA shall apply to all Conference sports. A player may not participate against a single school at more than one level of competition on a given playing date or round of play against a conference opponent, except when noted in individual sport's by-laws. Schools may also request that athletes play at multiple levels in order to prevent the cancellation of contest. The request must be made by the school's athletic director and will only be allowed by mutual consent of competing schools.

The Northern Lake County Conference firmly adheres to and believes in the In Illinois Sex Equity Rules and Affirmative Action Policies of the Illinois High School Association.

Section 6 - Additional Athletic Positions

RESOURCE ATHLETIC DIRECTOR

An Athletic Director or Assistant Athletic Director shall be appointed Resource Athletic Director for all conference sports. The Resource AD will collect conference scores, attend the sports' end-of-the-season meeting, and bring recommended by-law changes to the Athletic Directors.

ASSIGNMENT CHAIR

The assigning of officials shall be the duty of the assignment chairperson. Each assignment chairperson shall be selected by the Athletic Directors and approved by the Principals. The salary and duties shall be stated in a contract (Appendix A) and Job Description (Appendix B) which shall be developed by the Athletic Directors, approved by the Principals, and issued and collected by a designated Athletic Director. The designated Athletic Director will also forward the Assignment Chair Completion of Duty Form (Appendix C) to the Conference Treasurer in order for the Assignment Chair to receive their contracted salary.

Section 7 - Admission

Admission policies shall be established by each respective school district for the Northern Lake County Conference contest. Should an admission be charged the following rates will apply:

Football	\$5 Adults	\$3 Students	\$2 Seniors	Free- Age five and under
All other sports	\$4 Adults	\$2 Students	\$1 Seniors	Free- Age five and under

Conference Tournaments' admission rates shall be determined by the host school.

NLCC passes may be used at all regular season conference and nonconference contests along with any Conference Tournament. Passes will not be acceptable for IHSA state tournament series and other non-conference tournaments.

Section 8 - Conference Receipts and Expenses

The cost of Conference meets and tournaments shall be prorated by the host school. Each sport's by-laws will determine the number of officials and judges required to operate the event.

Section 9 - Supervision of Contest

An administrator or designee representing each participating school shall be present at all home and away football and boys' basketball games. Host teams shall make every attempt to have an administrator or designee supervising all home events.

Section 10 - Protest Policy

A member school may officially protest a varsity contest for any violation of the Northern Lake County Conference Constitution or By-laws. Protest shall be filed by the Athletic Director of any member school under the following conditions:

1. The protest is to be specific and supported by evidence.
2. The protesting school must verbally file its intent to protest within 48 hours of the alleged violation with the affected school excluding Saturdays, Sundays, and school holidays.
3. A written protest must be filed with the Athletic Director of the school involved and the President of the Athletic Directors within 72 hours of the alleged violation excluding Saturdays, Sundays, and school holidays.
4. Each school not involved in the protest shall receive the documentation of the alleged violation and cast a vote allowing the protest to be heard by the protest committee. In order for the protest to be heard by the committee, there must be a majority vote. The protest committee will consist of a representative of each member school not involved in the protest. The committee members may be a school's Superintendent, Principal, Athletic Director, or Designee.
5. The committee shall meet within 5 days of the vote to hear the alleged violation.
6. Schools involved in the protest can be represented at the protest committee meeting, as appropriate, by:
 - A. Coaches of the team of each school
 - B. Athletic Director of each school
 - C. Principal or other designee
7. The school initiating the protest shall state and explain the grounds for the protest.
8. The school charged with the violation shall respond.
9. Members of the protest committee may make inquiries.
10. The protest committee will meet in private to reach its decision. A majority vote of the committee is required in order for the protest to be upheld.
11. If the committee does not reach a majority decision in favor of the protest the protest shall be dismissed without prejudice. In order for the protest to be upheld, the protest

committee has the following authority:

- A. Censure the offending school and/or coaches
- B. Order one or more contest forfeited
- C. Suspend the school from eligibility for Conference Championship or Conference Awards in the protested sport

Section 11 - Cooperative Team

The Northern Lake County Conference recognizes the need to create cooperative teams in order to increase or maintain athletic participation at members' schools. Schools wishing to form a cooperative team must follow all requirements of the IHSA. Additionally, schools wishing to form a cooperative team shall present their rationale for forming the co-op at a Principal's monthly meeting. If a majority of the conference schools agree to allow the cooperative team, the proper documentation shall be sent to the Illinois High School Association. After the cooperative team is approved by the IHSA, they may begin participation in conference competition as a cooperative team in that particular sport, assuming they have followed all other Northern Lake County Conference requirements. Each cooperative team must seek a renewal to remain as a cooperative team every 2 years. The renewal presentation by a school's athletic director to the conference principals shall include:

1. The number of athletes on the team from each school and the athletes' year in school.
2. The competitive record for the cooperative team.

Conference schools shall renew cooperative teams by a majority vote. If a majority of schools do not agree with the renewal of the cooperative team, the cooperative team shall be dissolved with each school provided the opportunity to continue completion with their own individual team.

Section 12 - Safety

All conference schools shall follow all severe weather policies and procedures and concussion protocols as outlined by the IHSA and NFHS for all practices and contests.

Section 13- Sportsmanship

The Northern Lake County Conference holds high expectations for sportsmanship and

expects coaches, athletes, students, and spectators to follow expectations set by the IHSA when participating in or attending NLCC competitions. Member school coaches, athletes, students, and spectators shall conduct themselves in an appropriate manner in connection with all conference events in which they participate. They shall conduct themselves as positive role models and represent their schools in a manner that exhibits the principles of sportsmanship. They shall exhibit respect and courtesy towards all participants.

Obscene, demeaning, or inappropriate cheers or taunts directed toward coaches, athletes, students, spectators, or officials have no place in high school sports. Any spectator not displaying appropriate behavior shall be removed from the event.

Questions of contest related unsportsmanlike behavior will be addressed between participating schools respectively. Further review may be requested at the Athletic Director's or Principal's monthly meeting.

The NLCC will recognize an All-Sportsmanship Team in each of the varsity sports it recognizes. One athlete from each school will be recognized at the last conference game of the season for team sports and at the conference tournament for individual sports.

In addition, a sportsmanship statement will be read preceding varsity contests where appropriate throughout the year.

Schools of the NLCC agree to act as both gracious hosts and visitors, respecting the property, facilities, and staff of each school and accepting responsibility for the conduct of its participants and fans.

Section 14- Unmanned Aerial Vehicles (Drones)

The use of unmanned aerial vehicles ("UAV"), also known as drones, is prohibited for any purpose by any persons at Northern Lake County Conference events. School's shall refuse admission or entry to anyone attempting to use a UAV; and if necessary, shall remove anyone attempting to use a UAV and/or confiscate the UAV until the event has been completed.

For purposes of this policy, a UAV is any aircraft without a human pilot aboard the device.

Section 15- Banned Spectator Policy

When a spectator has been banned from attending athletic and/or extracurricular events at an NLCC school, the NLCC school that has banned the spectator shall communicate this

information to all NLCC schools. This communication will include the contest or events that the banned spectator may attempt to attend.

Any spectator who has been prohibited from attending an athletic and/or extracurricular event by any school of the NLCC, as provided by the Illinois School Code, 105 ILCS 5/24-24 shall similarly be prohibited from attending any NLCC event where the prohibiting school is involved in competition. All members' schools of the NLCC shall enforce such prohibition immediately upon receipt of written notice from the prohibiting member school.

Article V - Activities and Clubs

Section 1 – Conference Activities and Clubs

Conference competitions and events for activities and clubs may be scheduled as Activity Directors deem appropriate.

Section 2 – Scheduling

A schedule for conference competitions and events for clubs and activities shall be created at a Northern Lake County Conference scheduling meeting with Activity Directors at a time deemed appropriate.

Section 3 - Adding Activities

A member school adding a conference activity or club shall declare its official intention before the Northern Lake County Conference scheduling meeting in order to be included in the conference competitions or events. If member schools add activities or clubs after this time, member schools will add the activities and clubs as the schedule allows.

Section 4 – By-laws and Championships

Each conference activity or club competition shall maintain a set of by-laws to govern the organization of the event, competition, procedures, meetings, medals, and championship criteria, where appropriate. These by-laws shall be reviewed annually by the Activity Directors, unless more frequent review is needed.

Section 5 – Eligibility

The rules of the IHSA shall apply to all Conference competitions and events for activities and clubs, where appropriate.

The Northern Lake County Conference firmly adheres to and believes in the Illinois Sex Equity Rules and Affirmative Action Policies of the Illinois High School Association.

Section 6 – Miscellaneous

Sections 12, 13, 14, and 15 of Article IV are applicable to all Conference competitions and events for activities and clubs.

Appendix –

- Appendix A - Contract for Assignment Chair
- Appendix B - Assignment Chair Job Description
- Appendix C - Assignment Chair Completion of Duty Form
- Appendix D - Academic All-Conference
- Appendix E- Prohibited Spectator Form
- Appendix F- Sportsmanship Mission Statement

Appendix A

Northern Lake County Conference

Athletic Assignment Chairperson: Contract

Assignment Chairperson: _____

Sport: _____

Salary: _____

Year: _____

1. The Assignment Chairperson agrees to perform the duties of his/her position according to the NLCC Assignment Chair Job Description.
2. The official assignments and contracts issued by the Assignment Chairperson shall be according to the officials' pay scale established by NISOC.
3. One copy of this contract shall be signed and returned to the designated Northern Lake County Athletic Director.

Athletic Director

Date

Assignment Chairperson

Date

Appendix B

Assignment Chairperson Job Description

The expectation of the Northern Lake County Conference is that the Assignment Chairperson shall provide the member schools with top quality officials for their Conference and non-Conference contests. Assignments will be made in the parameters of this job description, the Assignment Chairperson Contract, the Constitution on the Northern Lake County Conference, and the By-laws and Terms and Conditions of the Illinois High School Association. The Assignment Chairperson is employed as an independent contractor of the Northern Lake County Conference upon the recommendation by a majority vote of its athletic directors.

The responsibilities of the Assignment Chairperson are as follows:

1. Hiring of Officials:
 - A. All school are to be notified of their officials' assignments and given a list of all officials' addresses, phone numbers, and IHSA I.D. numbers no later than the first day of practice in each respective season for the entire season. Host schools must be notified by the official's assignor of any changes or substitutions prior to a scheduled athletic contest.
 - B. The Assignment Chair shall be responsible for the implementation of a procedure, approved by the Conference athletic directors, by which officials shall be rated and reviewed.
 - C. The Assignment Chair shall attend the monthly NLCC Athletic Director's meeting or the NLCC Pre-Season or Post-Season Coaching Meeting, if so requested.
 - D. If a contest is cancelled at least 2 hours before the scheduled start time, the official(s) assigned to the contest shall not be paid. If the contest is cancelled between two hours prior to the scheduled start time and the scheduled start time, the official(s) assigned to the contest shall receive $\frac{1}{2}$ pay. If the contest begins, but must be cancelled before becoming a completed game, the official(s) shall receive full pay.
2. Financial Obligations
3. The salary for the Assignment Chair shall be a flat fee and listed on the assignors contract.

4. The Assignment Chair must provide all schools with a detailed bill for all officials assigned. The billing will include names, IHSA I.D. numbers, addresses, phone numbers and social security numbers for each official. The school will pay the official directly from the information provided by the Assignment Chairperson.

Appendix C
Assignment Chairperson
Completion of Duty Form

Assignment Chairperson: _____

Sport: _____

Salary: _____

Year: _____

Please remit payment to the Assignment Chairperson listed above.

Resource Athletic Director Date

President of the Northern Lake County Conference (A.D.) Date

Appendix D

NLCC - ALL-ACADEMIC

Eligibility:

1. SOPHOMORE, JUNIOR, OR SENIOR ONLY
2. MUST BE A MEMBER OF A VARSITY TEAM
3. MUST HAVE A 3.5 (ON A 4.0 SCALE) OR BETTER CUMULATIVE AVERAGE
4. ALL SPORTS IN WHICH A MEMBER SCHOOL PARTICIPATES ARE ELIGIBLE (I.E. BOYS' BOWLING, GIRLS' FIELD HOCKEY, LACROSSE, ETC.)

Appendix F Sportsmanship

The Northern Lake County Conference expects coaches, athletes and spectators to follow expectations set by the IHSA when participating in or attending NLCC competitions. Obscene, demeaning or inappropriate cheers or taunts directed toward athletes, officials or fans have not place in high school sports. Any spectator not displaying appropriate behavior will be asked to leave.

The NLCC will recognize an All-Sportsmanship Team in each of the varsity sports it recognizes. One athlete from each school will be recognized at the last conference game of the season for team sports and at the conference tournament for individual sports.

In addition, a sportsmanship statement will be read preceding varsity contests where appropriate throughout the year.

Sportsmanship Behavior Expectations

The Coach:

- Inspires in his/her athletes a love for the game and the desire to win.
- Teaches that it is better to lose fairly than to win unfairly.
- Leads players and spectators to respect officials by setting a good example.
- Is the type of person he/she wants his/her athletes to be.

The Official:

- Knows the rules.
- Is fair and firm in all decisions. Calls them as he/she sees them.
- Treats players and coaches courteously and demands the same treatment.
- Knows the game is for the athletes and lets them have the spotlight.

Participant Expectations:

- Accept and understand the seriousness of your responsibility and the privilege of representing your school and your community.
- Learn the rules of the game thoroughly and discuss them with parents, fans, and fellow students.
- Treat opponents the way you would like to be treated. Taunting will not be accepted.
- Wish opponents good luck before the game and congratulate them in victory or defeat.

- Respect the integrity and judgment of the game officials.
- Obey the rules and regulations set forth when a guest of any NLCC host school.

Spectator Expectations:

- High school athletics are learning experiences for students, and sometimes mistakes are made.
- Praise student athletes in their attempt to improve themselves as students, athletes, and individuals.
- A ticket is a privilege to observe the contest, not a license to verbally assault others.
- Learn the rules of the game.
- Show respect for the opposing players, coaches, spectators, and support groups.
- Respect the integrity and judgment of the game officials.
- Recognize and show appreciation for an outstanding play by either team.
- Refrain from the use of any controlled substances before and during contests.
- Use only those cheers that support and uplift the teams involved.
- Obey the rules and regulations set forth when a guest of any NLCC host school.

Shared expectations:

- All spectators must be properly attired and must wear shirts at all times. (A sports bra is not considered a shirt.)
- Face painting is acceptable. Spectators must be recognizable.
- Noisemakers that disrupt the game or performance are not acceptable.
- Signs and banners are permitted so long as they stay within the realm of good sportsmanship.
- Decisions regarding the above guidelines will be made at the discretion of the home event staff.

Spirit Leader Expectations:

- Understand the seriousness of your responsibility and the privilege of representing your school and your community.
- Learn the rules of the game.
- Wish opponents good luck before the game and congratulate them in victory or defeat.
- Treat opposing cheerleaders the way you would want to be treated.
- Establish standards of desirable behavior.
- Select positive cheers which support your team without antagonizing the opponent.
- Use discretion in selecting times to cheer.
- Give encouragement to all players and recognition to outstanding performances.

- Respect the integrity and judgment of the game officials.
- Encourage a positive alternative when booing or an inappropriate chant begins.
- Obey the rules and regulations set forth when a guest of any NLCC host school.