

2015-  
2016

UCC  
ORGANIZATIONAL  
MANUAL  
YEARLY INFORMATION

UNION COUNTY CONFERENCE

2015-2016



*Tentative*

**MEETING DATES**

**2015-2016**

AUGUST	26
SEPTEMBER	16
OCTOBER	21
NOVEMBER	18
DECEMBER	16
JANUARY	06
FEBRUARY	10
MARCH	10
APRIL	14
MAY	12
JUNE	09

## CONFERENCE COMMITTEES

### **Sportsmanship / Issues Committee**

- Jim Reagan Sr.            Union Catholic
- Lance Jacobs             Dayton
- John Ahmuty              Roselle Catholic
- Darren Torsone          Cranford
- Ryan Miller                Scotch Plains-Fanwood

### **Appeals Committee**

- Jerry Butler                Oak Knoll
- Darren Torsone          Cranford
- Ryan Miller                Scotch Plains-Fanwood
- Gus Kalikas                Arthur L. Johnson

### **Controversies Committee**

- Linda Ionta                Union
- Steve Yesinko             Linden
- Scott Miller                Brearley
- Tom Lewis                 Rahway

### **Constitution Committee**

- Ann Clifton                Governor Livingston
- Sandy Mamary             Westfield
- Steve Yesinko             Linden
- Lance Jacobs             Dayton

### **Sports Alignment Committee**

- Matthew Ward             Kent Place
- Jerry Butler                Oak Knoll
- Nick Serritella            UCC
- Ann Clifton                Governor Livingston
- Pat Gist                     Oratory

## CHAIRPERSONS

### FOOTBALL

➤ Nick Serritella President Mid-State 38

### GIRLS TENNIS

➤ Sandy Mamary Westfield

### FIELD HOCKEY

➤ Gus Kalikas ALJ

### BOYS SOCCER

➤ Pat Gist Oratory

### GIRLS SOCCER

➤ Ann Clifton Governor Livingston

### VOLLEYBALL

➤ Jim Reagan Sr. Union Catholic

### GYMNASTICS

➤ Sandy Mamary Westfield

### CROSS COUNTRY

➤ Ryan Miller SPF

### WRESTLING

➤ Darren Torsone Cranford

### BOWLING

➤ John Ahmuty Roselle Catholic

### SWIMMING

➤ Sandy Mamary Westfield

### BOYS BASKETBALL

➤ Steve Yesinko Linden

### GIRLS BASKETBALL

➤ Rich Suchanski Roselle Park

### ICE HOCKEY

➤ Gus Kalikas ALJ

### WINTER TRACK

➤ Ryan Miller SPF

### BOYS TENNIS

➤ Sandy Mamary Westfield

### BASEBALL

➤ Darren Torsone Cranford

### SOFTBALL

➤ Steve Yesinko Linden

### GOLF

➤ Scott Miller Brearley

### SPRING TRACK

➤ Ryan Miller SPF

# **HOLIDAYS**

**2015-2016**

## **FALL**

LABOR DAY	MONDAY, SEPTEMBER 7
ROSH HASHANAH	SUNDOWN SEPTEMBER 13 THROUGH SEPTEMBER 14
YOM KIPPUR	SUNDOWN SEPTEMBER 22 THROUGH SEPTEMBER 23
COLUMBUS DAY	MONDAY, OCTOBER 12
THANKSGIVING	THURSDAY, NOVEMBER 26

## **WINTER**

NEW YEARS DAY	THURSDAY, JANUARY 1
MARTIN LUTHER KING DAY	MONDAY, JANUARY 18
PRESIDENTS DAY	MONDAY, FEBRUARY 15

## **SPRING**

GOOD FRIDAY	FRIDAY, MARCH 25
EASTER	SUNDAY, MARCH 27
MEMORIAL DAY	MONDAY, MAY 30

## UCC Divisional Alignments

2015-2016

<b>Sport: FOOTBALL (MID-STATE 38)</b>		
<b><u>DELAWARE</u></b>	<b><u>WATCHUNG</u></b>	<b><u>RARITAN</u></b>
H Central Bridgewater Hillsborough Franklin Montgomery Phillipsburg	Elizabeth Union Watchung Hills Plainfield Ridge Westfield Linden	North Hunterdon Scotch Plains-Fanwood Warren Hills Summit Immaculata
<b><u>MOUNTAIN</u></b>	<b><u>VALLEY</u></b>	<b><u>SKY</u></b>
Somerville Cranford Rahway Governor Livingston Voorhees North Plainfield	Del Valley Hillside Bernards Roselle New Providence Arthur L. Johnson	Jonathan Dayton Roselle Park Bound Brook Pingry Belvidere Brearley Manville South Hunterdon

<b>Sport: BOYS SOCCER</b>			
<b><u>Watchung Division</u></b>	<b><u>Mountain Division</u></b>	<b><u>Valley Division</u></b>	<b><u>Sky Division</u></b>
Westfield Plainfield Elizabeth SPF Union	Linden Governor Livingston Cranford Summit ALJ	Rahway Jonathan Dayton Brearley Oratory New Providence	Hillside Roselle Roselle Catholic Roselle Park Union Catholic
<b>13 Games</b>	<b>13 (15) Games</b>	<b>13 (15) Games</b>	<b>13 Games</b>
<p>Play every divisional opponent 2 times (home and away).</p> <p><b>Watchung Division</b> –Crossover with each Mountain opponent 1 time.</p> <p><b>Mountain Division-</b> Crossover with each Watchung opponent 1 time (with possibility of 2 random Valley crossover games - discussion point).</p> <p><b>Valley Division-</b> Crossover with each Sky opponent 1 time (with the possibility of 2 random Mountain crossover games – discussion point).</p> <p><b>Sky Division-</b> Crossover with each Valley opponent 1 time.</p>			

<b>Sport: GIRLS SOCCER</b>			
<u>Watchung Division</u>	<u>Mountain Division</u>	<u>Valley Division</u>	<u>Sky Division</u>
SPF Westfield Union Cranford	Oak Knoll New Providence Summit Rahway Governor Livingston Union Catholic	Elizabeth Kent Place Brearley ALJ Jonathan Dayton Linden	Plainfield Roselle Park Roselle Catholic Hillside Benedictine
<b>12 Games</b>	<b>14 Games</b>	<b>15 Games</b>	<b>14 Games</b>
Play every divisional opponent 2 times (home and away).			
<b>Watchung Division</b> –Crossover with each Mountain opponent 1 time.			
<b>Mountain Division-</b> Crossover with each Watchung opponent 1 time.			
<b>Valley Division-</b> Crossover with each Sky opponent 1 time.			
<b>Sky Division-</b> Crossover with each Valley opponent 1 time.			

<b>Sport: FIELD HOCKEY (ESSEX-UNION)</b>		
<u>Red Division</u>	<u>White Division</u>	<u>Blue Division</u>
Oak Knoll West Essex Kent Place Montclair Summit Glen Ridge	MSDA MKA Millburn Cranford Arthur L. Johnson Columbia	Westfield Newark Academy Governor Livingston Union Livingston

<b>Sport: GIRLS VOLLEYBALL</b>		
<u>WATCHUNG</u>	<u>MOUNTAIN</u>	<u>VALLEY</u>
Cranford Union Catholic Roselle Park Westfield Scotch Plains-Fanwood Elizabeth	New Providence Kent Place Summit Rahway Linden Plainfield Oak Knoll	Arthur L. Johnson Union Roselle Park Roselle Governor Livingston Dayton Benedictine Hillside

<b>Sport: GIRLS TENNIS</b>		
<u>WATCHUNG</u>	<u>MOUNTAIN</u>	<u>VALLEY</u>
Oak Knoll Scotch Plains-Fanwood Kent Place Summit New Providence Westfield	Dayton Union Governor Livingston Roselle Park Plainfield Cranford	Rahway Arthur L. Johnson Elizabeth Union Catholic Linden Roselle

<b>Sport: GYMNASTICS</b>	
Arthur L. Johnson	Scotch Plains-Fanwood
Cranford	Union Catholic
Dayton	Union
Westfield	

<b>Sport: CROSS COUNTRY</b>		
<b>WATCHUNG</b>	<b>MOUNTAIN</b>	<b>VALLEY</b>
Westfield	Cranford	Roselle
Linden	Union Catholic	Kent Place
Union	Rahway	Benedictine
Scotch Plains-Fanwood	Summit	Roselle Catholic
Elizabeth	Governor Livingston	Oak Knoll
Plainfield	Hillside	New Providence
	Arthur L. Johnson	Dayton
		Oratory

<b>Sport: SWIMMING</b>		
Westfield	Union	Dayton (Co-Ed)
Governor Livingston	Kent Place	Linden (Co-Ed)
Scotch Plains-Fanwood	Oratory	Arthur L. Johnson (Co-Ed)
New Providence	Summit	Union Catholic (Co-Ed)
Plainfield	Oak Knoll	Elizabeth (Co-Ed)
	Cranford	

<b>Sport: BOYS BASKETBALL</b>			
<b>WATCHUNG</b>	<b>MOUNTAIN</b>	<b>VALLEY</b>	<b>SKY</b>
Roselle Catholic	St. Marys	Cranford	Arthur L. Johnson
Linden	Scotch Plains-Fanwood	Summit	Brearley
Elizabeth	Union	Governor Livingston	Dayton
Patrick School	Union Catholic	Hillside	New Providence
Plainfield	Westfield	Rahway	Oratory
			Roselle
			Roselle Park

<b>Sport: GIRLS BASKETBALL</b>			
<b>WATCHUNG</b>	<b>MOUNTAIN</b>	<b>VALLEY</b>	<b>SKY</b>
Cranford	Governor Livingston	Dayton	Benedictine
New Providence	Arthur L. Johnson	Elizabeth	Brearley
Patrick School	Linden	Hillside	Kent Place
Roselle Catholic	Plainfield	Oak Knoll	Roselle
Union	Scotch Plains-	Rahway	Roselle Park
Westfield	Fanwood	Union Catholic	St. Marys
	Summit		



<b>Sport: WRESTLING</b>	
<b>WATCHUNG</b>	<b>MOUNTAIN</b>
Brearley Roselle Park Elizabeth Westfield Governor Livingston Cranford SPF	New Providence Arthur L. Johnson Rahway Linden Union Plainfield Summit

<b>Sport: Bowling</b>		
<b>DIVISION A</b>	<b>DIVISION B</b>	<b>DIVISION C</b>
Arthur L. Johnson Linden Union Roselle Catholic SPF Westfield	Elizabeth Dayton Rahway Governor Livingston Union Catholic Cranford Summit Rahway	Roselle Park Oratory St. Marys Plainfield Roselle Hillside Patrick School

<b>Sport: BASEBALL</b>			
<b>WATCHUNG</b>	<b>MOUNTAIN</b>	<b>VALLEY</b>	<b>SKY</b>
Governor Livingston Cranford Elizabeth Union Westfield SPF	Arthur L. Johnson New Providence Linden Dayton Union Catholic	Brearley Roselle Catholic Roselle Park Oratory Summit	Hillside Roselle Plainfield Rahway St. Marys

<b>Sport: SOFTBALL</b>			
<b>WATCHUNG</b>	<b>MOUNTAIN</b>	<b>VALLEY</b>	<b>SKY</b>
Arthur L. Johnson Elizabeth Governor Livingston Cranford Westfield	Linden Benedictine Union Scotch Plains- Fanwood Roselle Park	Brearley Rahway Dayton New Providence Roselle Catholic Summit Union Catholic	Hillside Kent Place Plainfield Roselle St. Mary's Oak Knoll

<b>Sport: BOYS TENNIS</b>		
<b>WATCHUNG</b>	<b>MOUNTAIN</b>	<b>VALLEY</b>
Governor Livingston New Providence SPF Summit Westfield	Cranford Dayton ALJ Elizabeth Oratory	Linden Plainfield Roselle Park Union Union Catholic

<b>Sport: SPRING TRACK</b>		
<b><u>WATCHUNG</u></b>	<b><u>MOUNTAIN</u></b>	<b><u>VALLEY</u></b>
SPF Westfield Summit Union Linden Elizabeth Plainfield	Arthur L. Johnson Cranford Hillside Governor Livingston New Providence Rahway Union Catholic	Oak Knoll Oratory Brearley Roselle Catholic Kent Place Dayton Roselle Roselle Park Patrick School

<b>Sport: GOLF</b>			
<b><u>WATCHUNG</u></b>		<b><u>MOUNTAIN</u></b>	
<b><u>Group A</u></b>	<b><u>Group B</u></b>	<b><u>Group C</u></b>	<b><u>Group D</u></b>
Westfield Oratory SPF Governor Livingston	Summit Arthur L. Johnson Cranford New Providence Dayton	Union Catholic Roselle Park Brearley Union	Hillside Plainfield Elizabeth Roselle

## **Assignor / School Protocol and Procedures**

### **A. General Duties**

- Develop a list of officials to work the Union County Conference Varsity games as per the need of individual member schools.
- Develop a database of officials (ARBITER) that includes names, current addresses telephone numbers (cell, work, home) and current email. If not using the Arbiter than a written database of officials must be completed.
- Develop a personal communications system that includes a telephone with an answering service capabilities, fax machine, cell phone, and e-mail.
- Assignor must return the intent form received from the Union County Conference Secretary / Treasurer indicating his/her intention to continue in the league assignors position by the date specified,

### **B. Pre-Season Duties**

- Have all officials assignments listed on the Arbiter with addresses, phone numbers, (home, cell, work) and e-mail.
- Provide printed schedules of officials' assignments for the upcoming season, which includes the full name of each official.
- Meet with coaches during pre-season coaches meetings.

### **C. During Season Duties**

- Communicate with athletic directors in a timely manner regarding changes, additions, and cancellations via telephone, fax, or e-mail.
- Maintain high accessibility.

### **D. Post Season Duties**

- Include Reports: Coaches will submit negative officials to their athletic directors, who will in turn submit the report to the assignor. The assignor will use this information when considering future assignments.
- Attend Union County Conference Post Season Meetings if requested.

### **E. Assignor, School, Officials procedures for schedule cancellations, postponements, additions, and changes**

- **Cancellations:** assignors will contact the school by phone, fax or e-mail with the change. If the change is on a day of the contest, the assignor will contact the home school by phone.

- **School:** School will inform the officials of the postponement. If a make-up date has been established, the school will inquire as to the officials' availability (unless assignor requests something differently) if available; the official will be assigned to the make-up date. The school will then contact the assignor to inform him/her of the postponement, make-up date and the status of the originally assigned officials. The assignor will be responsible for assigning officials for make-up dates as needed. If officials cannot be reached, the school is to leave a message via voice-mail or e-mail for the assigned officials informing them of the postponement and then contact the assignor.
  
- **Schedule additions & Changes:** Schools will request assignments of officials for scheduling additions and changes at least 24 hours prior to the contest. The school is to contact the assignor by phone, fax or e-mail if the requested two days in advance. If the request is being made 24 hours prior to the contest, the school should make phone contact with the assignor.
  
- **Payment of Officials:** If an official(s) is on site and a game is not played due to weather, opponent no show, or other circumstances, a full fee is due.
  
- **Compensation:** Assignors will be paid at the end of the season after submitting an invoice to the secretary/treasurer of the conference which includes the assignors name, address, phone number, description of the service provided and amount due. **Fees:** Each assignor will be paid one game fee per level assigned unless otherwise approved by the Union County Conference.

## **Guideline for By-Law Procedures**

- All business before the Conference must be presented by a member school at a regularly scheduled meeting of the Conference.
- If a member school would like an item to be placed on the monthly meeting agenda, the director should contact the Secretary / Treasurer prior to the meeting.
- Noisemakers and pep signs are not permitted at any Conference indoor sponsored athletic events. Pep signs are not permitted at outdoor sponsored events.
- It shall be the responsibility of each Athletic Director to insure that there are no disruptions of pre-game or during game activities at Conference athletic events.
- Approval of the Master Schedule by the Conference once received from the scheduler and will serve as the Master Schedule of the Conference.
- NJSIAA and Union County schedules take precedence over any Conference schedule.
- Conference contests take precedence over independent contests in scheduling at all levels for rescheduling postponed contests if no date can be agreed upon.
- Conference schools will be issued Conference Athletic Admission Passes for all Conference athletic events including the Mid-State Football games.
- Coaches are responsible for their team members and spectators at visiting facilities. Directors of Athletics are to be contacted immediately if their school, as visitors, misuses or abuse the home school facilities and / or does not cooperate in controlling spectators and team members.
- If a Director of Athletics finds it impossible for his / her school to be represented at a Conference meeting, he / she shall inform the President by phone prior to the meeting and make every effort to send a representative.
- The agenda for Conference meetings should be sent to all schools in advance of each meeting. It is also recommended that a yearly activities calendar be established for all Conference activities.
- All recommendations or suggestions regarding By-law revisions from Conference Sports Committee meetings will be reviewed on a two (2) year cycle beginning with the 2006-2007 school year.
- Indoor Conference regulations should be posted in all gymnasiums and enforced.

- In all freshman Conference events, only freshman shall participate unless mutually agreed upon by all schools involved.
- All Conference contests, meets, matches, etc. in all sports at all levels sponsored by the Conference must be played. Contests may only be cancelled by mutual agreement. (Should one school opt out to play the scheduled contest, it must be played). Forfeits will be awarded should a team refuse to play.
- All minutes of the Conference meetings are to be sent to member schools prior to the next meeting.
- The proper “chain of command” should be followed by all conference member schools when involved in disputes and / or controversies. The coaches involved should resolve the matter. If it cannot be resolved, the Director of Athletics should resolve the matter. If this fails, the administrative heads of the involved schools should resolve the matter. Finally, if all above procedures fail, the schools involved should follow the procedures outlined in the Constitution.
- Any official who shows up for a contest without proper notification of a postponed or cancelled contest will be paid.
- The admission price for all Union County Conference games will be home rule.
- Starting times for all conference contests are the discretion of each member school BOE / Home Rule). Non-Traditional starting times in all conference contests must be mutually agreed upon.
- Schools must be represented at all post season meetings. It is recommended that the sport chairperson sent out notification of meeting date.
- Any school in violation of Sport By-Laws will be reported to the President of the Union County Conference.
- Officials working a contest alone are to receive a check and one half.

## **Procedure in the Event of Lightning**

➤ Termination, or temporary suspension, must always take place when an electrical storm is imminent. The decision to terminate or suspend a game / meet / event when an electrical storm is imminent may be made by either the host school or the official (NJSIAA Regulation)

### **MANAGEMENT**

**Evacuation:** If lightning is imminent or a thunderstorm is approaching, all personnel, athletes and spectators should evacuate to available safe structures or shelters. A list of the closest safe structures should be announced and displayed on placards at all athletic events.

**Thirty-Minute Rule:** Once lightning has been recognized, it is recommended to wait at least 30 minutes after the last flash of lightning witnessed or thunder is heard. Given the average rates of thunderstorm travel, the storm should move 10-12 miles away from the area. This significantly reduces the risk of local lightning flashes. Any subsequent lightning or thunder after the beginning of the 30-minute count should reset the clock and another count should begin.

When one contest is suspended on a site due to thunder being heard and/or lightning being observed, all contests on that site will be suspended.

## **Procedure Before a Game is Terminated**

➤ The host school management has full responsibility for determining whether or not conditions are such as to postpone or start a game / meet. Schools must know that once a game/meet/event has started, the officials (s) have jurisdiction for terminating same prematurely.

**TERMINATION, ONCE THE GAME HAS STARTED, IS NOT THE PEROGATIVE OF A COACH OR SCHOOL MANAGEMENT, AND THE ACTION OF REMOVING A TEAM FROM THE EVENT PRIOR TO THE CONCLUSION OF THE GAME / MEET / EVENT, REGARDLESS OF THE CIRCUMSTANCES, WILL RESULT IN SEVERE PUNITIVE ACTION BY THE NJSIAA CONTROVERSIES OR EXECUTIVE COMMITTEE.**

The following procedures should be implemented before termination of the event by the official(s):

1. Coaches and / or players should be penalized for misconduct as provided for in the playing rules.
2. Continued misconduct should result in the coach (es) of the teams being advised to correct the situation or be faced with the possible termination of the game.
3. Officials should confer and, if they consider the circumstances warrant, teams should be directed to their respective bench areas while coaches, Athletic Directors, and administrators of the school discuss, in the center of the field or in a private area, an attempt to restore control of their teams and / or spectators.
4. When it is apparent to the game official(s) and the host administration that to continue the event would present a clear and present danger to the safety and welfare of any party, the game should be terminated and the school's head coach advised accordingly. This should not be a unilateral decision: however, if the responsible parties are unable or unwilling to control their teams and /or spectators, the official(s) must inform the head coach (es) of the teams that the game is terminated.
5. Officials must not rule on a forfeiture of any prematurely terminated events; only conferences and / or NJSIAA have the jurisdiction to determine forfeits. All games terminated due to control problems, will require a comprehensive report to the NJSIAA Central Office and the Chapter Secretaries by the officials and the Principals of the involved schools. The report(s) will be forwarded to the League / Conference for a hearing by them prior to any action by the NJSIAA.