

Fall 2022
(not quite back to normal)

Schedule:

Please be sure to print out the updated League Schedule from the website. Changes were made as late as the swim coach's meeting...

Insurance Accords:

Always due prior to Fall Reps meeting. If set to expire during the season, please send in the old one initially and the updated replacement a few days before it will expire.

Code of Conduct Affidavit:

All three reps, two if your team does not have diving, should review the required documents, sign the affidavit and bring the signed copy to the fall rep meeting.

Letters of Intent for Invitationals – If your invitational information (flyer and TM events file) is not on league site get it to the League webmaster ASAP. Your letter of intent is due at the fall meeting for League approval of the schedule.

Team Directories:

As your team makes changes to their board members/coaching staff please send an updated directory to the Chair and the Webmaster. Do not send changes in the body of an email... we only REPLACE the file on the website. We do not type individual information into the list.

New USAS ID's, etc. We will review ID's and Champs at the Winter meetings. Make sure you have current copies of USAS and USAD rules on deck. Please keep in mind that while we follow most of their rules, we do have a few things that the SAL does differently...

Review ALL SAL docs: OPS, By-Laws, Mandated Reporter, Code of Conduct, website documents, etc... Your team is responsible to follow any unusual circumstances and procedures discussed at the meetings and refamiliarize yourselves with the Operating Procedures every season.

Schedule "match-up" changes:

Swimming and diving will compete separately (similar to last season/just for this season as we hope to return to normal next season)

Divisions for 22-23:

Swim: (DO NOT CHANGE ANY COMPUTER CODES TO THE BELOW/KEEP C, SW, NW, E)

Div. 1 – CAC, CORE, CR, NAAC, PWAC, UMAC

Div. 2 – CBST, DCAA, HHAA, LMSD, SAC, UDAC

Div. 3 – CCA, PR, PVAC, SOUD, TOPS

Div. 4 – LMAC, MAC, NPAC, RAC, WCAC)

Dive:

Will only split into two divisions for our Division Championship Meet. Otherwise, the teams that have diving will compete over the entirety of the season. In other words, seven dual meets. Scores will not count for swim purposes this season. However, remember that when it comes to OFFICIAL events diving counts as an event.

If issues arise and teams need assistance – first go to division reps => then appropriate president => then league chair This is a winter sport – there will be weather issues – be understanding – most teams compete in school buildings so, do not have control over open/closed – be considerate and work together if weather impacts a meet

The website is updated daily at this time of year. **Updated meet templates will be up next week.** If you are looking for something or see something needs updating, please reach out to our Webmaster.

We need a Girl's Champs Chair. If you know of someone who is good with TM and MM, please have them reach out. We will NOT HAVE a final League Girl's Championship Meet without someone stepping up to help.

Weather and building issues- remember that there is a one-week rule for make-ups, no team may swim or dive alone, we must all work together for weather issues

Registrars –

- Releases – expectation of league is that if a release is requested the team receiving the request will respond within a couple of days even if not planning to release.
- Release emails to the registrars need to say the team releasing the athlete and the name of the athlete being released – do not need to say which team is requesting the release. Please only send the final release email. We do not need to be involved in the going back and forth discussion leading up to a release. All it does is fill up our inboxes. Also, do not copy any other Board members on release emails.
- Teams should ask for prior year rosters from SAL registrars and double check new people to be sure you do not miss any releases.
- Information for submitting rosters is in the OP's:
 - submit everything by due date on SAL schedule
 - submit additions whenever they occur
 - **Initial roster due date: October 5th**
 - **Deadline to be rostered to participate in dual meet #1 and first invitational: October 19th**
 - NO ROSTER **FILES** AFTER 10/19... send info in body of email (see last bullet below)
 - 10-day rule - athlete must be rostered 10 days before meet participation
 - for additions and initial rosters
 - send boys only TM file to boys' registrar (**include male swimmers and divers**)
 - send girls only TM file to girls' registrar (**include female swimmer and divers**)
 - send divers only TM file to diving registrar (**include female and male divers only**) NO SWIMMERS WHO ARE NOT DIVERS
 - Carefully roster with name you will use every time – nickname/middle initial etc.
 - Include USAS ID's if they are registered with USAS
 - Divers need D and division code– divers are registered as swimmers, but swimmers are not registered as divers. (Division – group; diver – sub-group) Even though we are competing separately this season be sure to use your normal division code

- person who sends diving roster will get list back - if an athlete is not on that list – they are NOT registered – contact diving registrar and ask for help if someone is missing (swim v dive rostered)
 - When emailing additions, provide name, birth date, sex, team name and team code – note if athlete is a swimmer or a diver. Info provided must be exactly as it is in your database (must be same everywhere – be careful with nicknames and middle initials). Send to the appropriate registrars per the above.
- Submitting results:
 - Submit swim results files on time per OPs/mail dive paperwork so that it arrives by deadline
 - As previously stated, diving scores will not be included with swim results this season

Official's clinics – Mike is working with our new coordinator. An email will be sent out as soon as dates, times and locations are established. Information will be posted on the SAL website. SAL official's certification is on a two-year cycle: if you have a parent with a current PIAA, YMCA, and/or USAS certification submit their name to Mike and Tim. Those parents do not have to attend a clinic. **ANYONE WHO IS NOT CERTIFIED PER THE ABOVE WILL BE REQUIRED TO ATTEND ONE OF THIS SEASON'S CLINICS.** If you have an official on deck for a meet that does not meet the requirements above your team will forfeit everything associated with the hosting of the meet and no record breaks will be honored.

Diving volunteer training clinic – ALL NEW PARENTS MUST ATTEND ONE – will learn to judge and work table. Check the website for location and time updates. If you are interested in hosting one, please reach out to me asap.

- Div. 1 – CR 10/26 at 6pm
- Div. 2 – CB. TBD
- Div. 3 – PR, PVAC, SOUD?
- Div. 4 – WCAC?

Senior awards – website has been updated – \$500 girl & boy in each division for graduating senior; be sure to share with your team – some years there are divisions without any applicants

Division champs' hosts:

Swim:

Div. 1 – CAC Both (CAC, CORE, CR, NAAC, PWAC, UMAC)

Div. 2 – UDAC Both (CBST, DCAA, HHAA, LMSD, SAC, UDAC)

Div. 3 – PR(M) and SOUD(F) (CCA, PR, PVAC, SOUD, TOPS)

Div. 4 – WCAC Both (LMAC, MAC, NPAC, RAC, WCAC)

Dive:

CBST (CBST, CAC, CR, DCAA, UDAC, HHAA, SAC)

WCAC (WCAC, CCA, MAC, NPAC, PR, PV, SOUD)

League Champs will be at LaSalle dates will be announced once confirmed.

The following committees were formed. Those leading each will be in touch...

- Senior Award (Melissa): Secretary with LMSD, CAC, TOPS, WCAC, PWAC, CCA, PR, SAC
- Hall of Fame (Mark): Swim and Dive Presidents (3)
- SAL Charities: Chair & Treasurer with UDAC, CBST, NPAC, MAC, LMAC, RAC, CORE, NAAC
- Nominating: Division Reps (4) *Wendy is taking the lead this season*
- Audit & Finance: Chair & Treasurer with PVAC, DCAA, HHAA, UMAC, SOUD, CR

THINGS WE STILL NEED FROM TEAMS:

(Teams listed under 2 or 3 below may not compete at this time)

1. YOUR **DIVING NUMBERS BY GENDER AND AGE GROUP** SO WE CAN SET TIMING FOR CHAMPS!!
If you haven't sent me your numbers please do ASAP as LaSalle needs our timing for this season.
2. **Code of Conduct Affidavit signed by reps: WCAC**
3. **Insurance Accords: UMAC, WCAC, NAAC, LMAC, TOPS, CAC (if your team is on this list your accord is either expired or is missing the below)**
 - A. Your team's name (no parent board names/if owned by a school dist. please have them put your team name in the Descriptions of Operations box) with team practice and home meet addresses
 - B. Showing coverage for Swimming and Diving (unless you do not have diving) Minimum coverage dates: September 1 through February 10
 - C. Listing the Suburban Aquatic League, Inc as Additional Insured (NOT just a Certificate Holder)(no team name with SAL) with limits of liability of \$1,000,000 or more.
 - D. Please make sure that the SAL address is:
Suburban Aquatic League, Inc.
c/o Roberta Lichter, Chair
4005 Smoke Road
Doylestown, Pa 18902
suburbanaquaticleaguechair@gmail.com
4. The following teams need to put on their calendar that they are set to expire and must have an **updated insurance accord** to me prior to expiration:

LMOR NOVEMBER
SOUD NOVEMBER
DCAA DECEMBER
PR DECEMBER

Reminder: All communications from the League are sent to each team's swim(2) and dive(1) representatives. It is their responsibility to forward all communications to the appropriate members and

staff. All representatives and coaches are responsible for any and all information discussed at meetings, as well as re-familiarizing themselves with League procedures each season.