



# 2026 Handbook

## Division A

**KSC \* AR \* CSR \* HCC \* MVP \* PGP**

## Division B

**BBT \* WPT \* SBP \* PPR \* RCS \* IH**

## Division C

**WA \* BSR \* LC \* GM \* AST \* PGC**

## Division D

**WLS \* BWS \* WOW \* SVA \* NCR \* RST**

## Division E

**TP\* MC \* NR\* GV \* FW**

## Division F

**PR \* BNS \* TH \* FC \* OH**

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## Foreword

The Prince-Mont Swim League (PMSL) was founded in 1959 to sponsor and coordinate age-group competitive swimming programs during the summer months in and among member teams. The intent is to develop in the swimmers participating in this program a love for the sport, advanced aquatic skills, teamwork, and the principles of good sportsmanship.

The rules of the PMSL are predicated upon a program which:

(1) groups all participating teams into divisions with a team being assigned to a specific division by the Board of Directors, subject to the approval of the League Representatives; and

(2) provides a basic program of dual meets for each team, followed by a Division Championship Meet in which each team shall be permitted two (2) swimmers in each event, and, finally the All-Star Meet in which the top swimmers in each event at the Divisional Meets compete for awards.

PMSL is constantly striving to improve these rules to enhance an equitable basis for competition. All persons are requested to communicate immediately with the Board or Division Chairs at any time if inconsistencies or clarifications need to be resolved.

All persons participating or competing in the PMSL program are asked to comply at all times with the spirit and intent of these rules. Thus, through their individual and collective demonstration of sportsmanship and fair play in action, the achievements of the League's purposes may be enhanced.

### **Notice of PMSL Rule Changes in 2026:**

**Changes in the PMSL Rules are highlighted in light grey.**

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## 2026 USA Swimming Rule Changes Applicable to PMSL

1. The jurisdiction of the starting position has been modified from the Starter to the Starter or Stroke and Turn Judge. (Article 101.1)
2. The rules surrounding technical suits restrictions for 12 & Under athletes have been clarified. (Article 1012.8)
3. Swimmers must remain and finish the race in the same lane in which they started. (Article 102.21)
4. Rules have been updated related to the Butterfly Finish. (Article 101.3)
5. Rules have been updated related to the Backstroke Stroke and Finish. (Article 101.4)
6. Rules have been updated related to the Freestyle Finish (Article 101.5)
7. Rules have been updated related to the Individual Medley Turns. (Article 101.6)
8. Changes have been made in relation to Swimwear, specifically, therapeutic tape is no longer banned. (Article 102.8)

**For full details visit:**

[https://www.usaswimming.org/docs/default-source/governance/governance-lsc-website/rules\\_policies/rulebooks/2026-rulebook.pdf](https://www.usaswimming.org/docs/default-source/governance/governance-lsc-website/rules_policies/rulebooks/2026-rulebook.pdf)

## 2026 Division Seeding

### Division A

Kingfish Swim Club	KSC
Adelphi Recreation	AR
Cheverly Swim & Racquet Club	CSR
Hawthorne Country Club	HCC
Maximum Velocity Propulsion	MVP
Prince Georges Pool	PGP

### Division B

Belair Bath & Tennis	BBT
Whitehall Pool & Tennis Club	WPT
Strathmore Bel Pre	SBP
Prince George's Park & Rec	PPR
Roger Carter Seals	RCS
Indian Head	IH

### Division C

West Arundel	WA
Belair Swim & Racquet	BSR
Laurel City Swim Team	LC
Greenbelt Municipal Pool	GM
Accokeek Swim Team	AST
Prince George's Council	PGC

### Division D

West Laurel Swim Club	WLS
Brandywine Bue Waves	BWS
Westlake Village Swim Team	WOW
Smallwood Village Aquatic Club	SVA
New Carrollton Recreation	NCR
Russet Swim Team	RST

### Division E

Takoma Park	TP
Montpelier Community Association	MC
Northridge Swim Team	NR
Greenview Gators	GV
Fort Washington	FW

### Division F

Pointer Ridge Swim & Racquet	PR
Bannister Neighborhood	BNS
Temple Hills Swim Club	TH
Fountain Club Swim Team	FC
Oxon Hill Swim Team	OH

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## Code of Ethics

1. Each team has a dedicated group of parents who work hard to make the meets run smoothly. Because all PMSL pools were built primarily for recreation, few are ideal for competitive swim meets. Also, most pools have rules set by other than just swim team parents.  
If you are a visitor, be tolerant of problems and difficulties of the home team. They have to live with their pool and its problems more often than you do. If you have a suggestion for a solution to a problem, offer it tactfully. Gripping about things that can't be changed, accomplishes nothing.
2. Remember, all officials are volunteers, approximately half from each team. Assume that each official is doing his/her best to be accurate. Nothing is gained by challenging a judgment different from the one you think you would have made.  
If you are not a team representative and you think that there is an impropriety, a mistake or an unfair decision, take it up with your team or league representative, or an officer of the League. These are the people you have chosen to represent your team. They may be able to explain a puzzling action or decision and if a protest needs to be made, they are the ones authorized to take such action.
3. Remember that rules are made to provide a basis for fair competition and to help meets run smoothly. Use of rules to prove superior knowledge, harass the other team or to move the competition from the swimmers in the pool to the officials on the deck, frustrates the reason for rules.
4. Don't jump to conclusions. If the actions of a spectator, swimmer, coach or official seem strange to you, find out what the person is doing and why before assuming wrongdoing on his/her part.
5. Anyone can make a mistake - even you! If the error is made by another, correct it courteously through proper channels.
6. Officials and swimmers work close together. Even mumbled words may reach many ears. Watch your language!
7. The League strongly recommends that visiting teams observe and heed the host pool's rules and regulations pertaining to the safety and the conduct of its members, before, during and after all PMSL meets.

## Procedures for In-Water Starts

Please apply liberal amounts of common sense to make sure that we get safe and equitable take offs. Unusual or strange looking is not reason for disqualification.

### Starts for pools shallower than 4 feet at the start end:

- Swimmers shall step in feet first at the starter's command (like back stroke).
- Starting position is one hand on the wall or deck, and one or both feet on the wall.
- Wait for swimmers to become motionless after the "Take your marks."
- At the start the swimmers will push off the wall.

### Relay in-water take-offs:

- Swimmers should (will) step in after the start or after the swimmer from the other end has entered the water (getting in early is not a DQ unless interference with a swimmer).
- The swimmer should observe the swimmer coming at them and move accordingly.
- At the beginning of the exchange, the outgoing swimmer will have one hand on the wall or deck, and one or both feet on the wall. The outgoing swimmer may be in motion, and may release the hand so long as one or both feet remain in contact with the wall.
- Some part of the outgoing swimmer must be in contact with the wall or deck until the incoming swimmer has touched.
- The outgoing swimmer may not push off from the bottom of the pool.
- To judge the take-off, the take-off judges should (will) watch the outgoing swimmer, when the outgoing swimmer loses contact with the wall or the deck, check that the incoming swimmer has touched.
- This may be difficult to see from the side. Any doubt, the benefit of the doubt goes to the swimmer.
- Stroke & Turn Judges will be responsible to make sure swimmers push off the wall and not the bottom. This is not a Take-Off Judge call.

Other things that were considered and not allowed in setting the procedure for in-water starts:

1. Backstroke start will not be used for in-water start or relay exchange. For starts these are forward starts (not back), for relay take offs the outgoing swimmer needs to watch the incoming swimmer and move accordingly.
2. Legs will not be allowed for forward in water starts or relay exchanges. They really are not needed for a forward start, and it would impede the outgoing swimmer in moving to avoid the incoming swimmer.
3. Towels will not be allowed for forward in water starts or relay exchanges. They are not needed for forward start, they would tend to drift out and obscure observation, and make movement to avoid the incoming swimmer more difficult. It would also make it difficult to tell when the incoming swimmer has actually touched.

Sitting on edge of pool for take-off will not be allowed. This would probably result in a form of forward start off the deck and we do not want any form of forward start.



## **Training Sites**

Fairland Aquatics Center  
Laurel, MD

University of Maryland  
College Park, MD

## **For Information**

Email: [patuxentswim@gmail.com](mailto:patuxentswim@gmail.com)  
Website: [PAC.venitsports.com](http://PAC.venitsports.com)

### **New Swimmer Evaluations Held in July**

PAC offers evening practices and monthly  
payments/commitments

## Directory of Advertisers

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**NOTICE: The 2027 PMSL Season will begin on June 19, 2027 and end with the All-Star Meet on July 31, 2027, as voted upon at the April 13, 2026, PMSL General Meeting.**

## Referee Whistle Procedures

Please apply liberal amounts of common sense to make sure that we get safe and equitable take offs. Unusual or strange looking is not reason for disqualification.

- While the swimmers are exiting the water and the timers are recording the times, the referee signals the next heat to get ready behind the start by blowing a series (4 or more) of short whistles chirps.
- If it is a new event, the starter announces the event and the number of heats then announces "Heat 1". For subsequent heats the starter just announces the heat number.
- When the referee sees that all are ready, he or she blows a long whistle commanding the swimmers to move to the edge of the pool (or for backstroke, to step into the pool).
- For the backstroke, the referee blows another long whistle to bring the starters to the edge of the pool.
- When the referee is satisfied that the swimmers are in position, he/she turns the race over to the starter by an outstretched arm to the starter.
- The starter then says, "Take your marks," and proceeds as before.

# Prince-Mont Swim League Officers 2026

<b>President</b>	Craig Meledick
<b>Vice President</b>	Kelly Felder
<b>Secretary</b>	Jonathan Moncton
<b>Treasurer</b>	David Greene
<b>Past President</b>	John Venit



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New Swimmer Evaluations: July

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## **Division Chairs**

<b>Division A</b>	Becky Widman (AR)
<b>Division B</b>	Lindsay O'Keefe (WPT)
<b>Division C</b>	Tim Smith (BSR)
<b>Division D</b>	Andrea Koranteng (NCR)
<b>Division E</b>	Justin Eppard (GV)
<b>Division F</b>	Sharon Sweet (OH)

▪

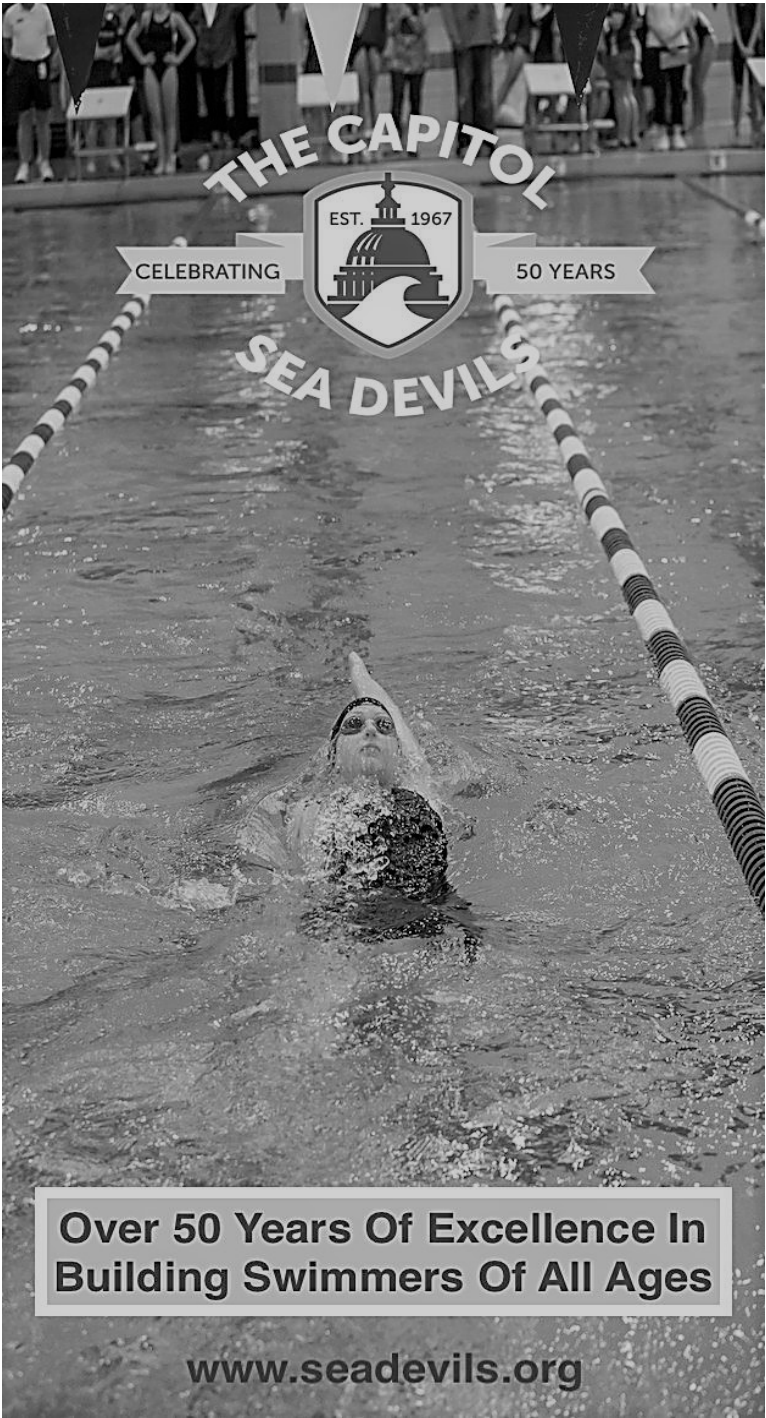
## **Division Data Managers**

<b>Division A</b>	Matt Hubbard (HCC)
<b>Division B</b>	Christopher Huffine (SBP)
<b>Division C</b>	Ken Wenzel (BSR)
<b>Division D</b>	Sean Bailey (NCR)
<b>Division E</b>	Jonalyn Greene (TP)
<b>Division F</b>	Aleemah Spence (TH)

▪

## League Coordinators

<b>All-Star Meet Chair(s)</b>	Kelly Felder
<b>Data Manager</b>	Sean Bailey
<b>Ethics &amp; Grievances</b>	Craig Meledick
<b>Handbook</b>	Kelly Felder
<b>Officials</b>	Tim Smith
<b>Rules</b>	Kelly Felder
<b>Records</b>	Kristin Henrikson
<b>Power Ranking &amp; Meet Scheduling</b>	Kristin Hughes
<b>Website</b>	Michael Hughes



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# Pool Configurations

Team	Pool Length	# of Lanes	25 m/y Starting Depth	50 m/y Starting Depth	Turning Depth	BackStroke Flags	Special Conditions
AST	25 m*	6	38"	54"	54"	5 y	Part of 8 & U Relay Will Start in the Water
AR	25 m	6	5-12.6 ft	5-12.6 ft	5-12.6 ft	5m	
BNS	25 m*	6	5 ft.	5 ft.	3.5 ft.	5 y	Part of 8 & U Relay Will Start in the Water
BBT	25 m*	6	5 ft.	4.2 ft.	5 ft.	5 y	
BSR	25 m*	6	5 ft.	4.2 ft.	5 ft.	5 y	
BWS	25 m*	6	5 ft.	5 ft.	3.5 ft.	5 y	Part of 8 & U Relay Will Start in the Water
CSR	25 m	6	4 ft.	4 ft.	3.5 ft.	5 m	Part of 8 & U Relay Will Start in the Water.
FC	25 m	6	4.5 ft.	4.5 ft.	3.5 ft.	5 m	Part of 8 & U Relay Will Start in the Water.
FW	25 m*	6	9 ft.	9 ft.	3 ft.	5 m	Part of 8 & U Relay Will Start in the Water
GM	25 m*	6	4 ft.	8 ft.	4 ft.	5 y	
GV	25 y	6	7-13 ft	7-13 ft	7-13 ft	5 m	
HCC	25 m*	6	5 ft.	5 ft.	3 ft.	5 m	Part of 8 & U Relay Will Start in the Water
IH	25 m*	6	12 ft.	12 ft.	3 ft.	5 m	Part of 8 & U Relay Will Start in the Water
KSC	25 m	6	4.5 ft.	4.5 ft.	3 ft.	5 y	Part of 8 & U Relay Will Start in the Water
LC	25 m	8	5 ft.	5 ft.	3.5 ft.	5 m	Part of 8 & U Relay Will Start in the Water
MC	25 m*	6	4 ft.	12 ft.	4 ft.	5 m	
MVP	25 m	6	12 ft.	12 ft.	3 ft.	5 m	Part of 8&U Relay Will Start in the Water
NCR	25.77 m	6	5 ft.	11 ft.	5 ft.	4.8 m	No Bulkhead
	25 m/25 y	6	5 ft.	11 ft.	5 ft.	5 m	Bulkhead can be set to 25m or 25 y
NR	25 m*	6	5 ft.	5 ft.	3.5 ft.	5 m	Part of 8 & U Relay Will Start in the Water
OH	25 yds*	6	5 ft.	12 ft.	5 ft.	5 y	
PR	25 m*	6	12 ft.	3.5 ft.	12 ft.	5 y	Part of 8 & U Relay Will Start in the Water
PGC	25 m*	6	4 ft.	4 ft.	3 ft.	5 y	Part of 8 & U Relay Will Start in the Water
PGP	25m	6	12 ft.	5 ft.	5 ft.	5m	
PPR	25 m	6	5 ft.	5 ft.	3.5 ft.	5 m	Part of 8 & U Relay Will Start in the Water
RCS	25 y	6	5 ft.	5 ft.	3.5 ft.	5 y	Part of 8 & U Relay Will Start in the Water
RST	25 m	6	5 ft.	5 ft.	3 ft.	5 m	Part of 8 & U Relay Will Start in the Water
SVA	25 m*	6	5 ft.	5 ft.	3.5 ft.	5 m	Part of 8 & U Relay Will Start in the Water
SBP	25 m*	6	4.5 ft.	7.5 ft.	4.5 ft.	5 m	
TH	25 m*	6	5 ft.	5 ft.	3.5 ft.	5 m	Part of 8 & U Relay Will Start in the Water
TP	25 y	6	6-13 ft.	6-13 ft.	6-13 ft.	5 y	6 ft. in lane 1 to 13 ft. in lane 6; turning & starting depth are the same
WA	25 y*	6	12 ft.	5 ft.	12 ft.	5 y	
WOW	25 m*	6	4-5 ft.	4-5 ft.	3 ft.	5 m	5 ft. in lane 6 to 4 ft in lane 1; Part of 8 & U Relay Will Start in the Water
WLS	80 ft. 2 in.	6	12 ft.	5.5 ft.	12 ft.	5 m	
WPT	25 m*	6	5 ft.	4.5 ft.	5 ft.	5 y 3 in.	

\*After the pool length indicates that the pool has been certified in accordance with rule 20b.

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# **PRINCE-MONT SWIM LEAGUE**

## **I - RULES FOR SWIMMING COMPETITION**

### **1. General**

These rules are specifically designed for closed meets between PMSL member pools and shall govern the conduct of all swimming meets scheduled, sponsored, or sanctioned by the League. Rules of the United States Swimming shall be observed at all League meets unless modified by these rules. The PMSL season is defined as the period from May through September. The dual meet schedule shall be determined annually by no later than the Spring Meeting.

### **2. Competitor Eligibility**

- a. Each competitor shall be a bona-fide member of the Pool Club he/she represents during the current season. A bona-fide member is defined to mean a member of the pool or club who meets the criteria for membership of that pool or club. Competitors cannot represent more than one Club in this League during the same season at the same time. (For Leagues - Team switching-- see Sec. 1, Para. 3).
- b. The eligibility of a competitor to compete in a particular age group shall be determined by his/her age on 11:59 p.m. on the last day of May of the current season. Each team shall maintain an up-to-date roster of its swim team, containing the following information under each age group: an alphabetical listing of swimmers, and the birth date and sex of the swimmers. The roster shall be in the format prepared by PMSL. Copies of the roster shall be supplied to the Division Chair, Division Data Manager, and League Data Manager one week prior to the start of the League competition. Teams may add to or delete from this list during the

season. At dual meets, the current rosters shall be exchanged with the lineups by 8:00 PM on the Thursday prior to a meet so as to be a ready reference in case of eligibility disputes. If the eligibility of a swimmer is protested to the Referee, he/she may accept other evidence of eligibility. Protest of his/her decision is subject to PMSL protest rules. Inaccuracies and omissions are a valid basis for appropriate penalty by the League. In any case where a child's eligibility is in question, he/she shall be permitted to swim pending final resolution of his/her status.

- c. Participation in activities other than competitive swimming (e.g. diving, water polo, etc.) shall not prevent swimmers from competing in Prince-Mont League swimming competition even if such activities are associated with competitive swimming sanctioned by another League.
- d. In all meets (both dual and championship), a competitor may compete in his/her own or in a higher age group. A competitor may be moved up to a higher age group, but must compete at that age level for the entire meet - including relays. A swimmer shall declare his/her age group for a meet in the first event that he/she swims. (Note: A swimmer competing in the 10 & Under Butterfly shall declare his/her age group, either 8 & Under or 9-10, in the second event he/she swims.) A swimmer who swims out of his/her declared age group for that meet (up or down) shall be disqualified from that event. The event however shall count as one of his/her official swims and he/she may continue to compete for the remainder of the meet in the originally declared age group for that meet. A competitor may enter up to four events; no more than three events can be individual events in any given meet.
- e. The youngest age group shall be the eight-and-

under. Coaches are responsible for selecting youngsters who can swim the distance required without delaying the meet or endangering themselves. Top age group shall be 15 to 18 years.

- f. A swimmer may participate under protest. However, if the decision goes against him/her or if an irregularity is detected for the first time after the event has been completed, the points earned by the illegal entrant shall be canceled, the order of finish corrected and the meet score adjusted accordingly.
- g. Swimwear Design - PMSL follows USA Swimming rules with regard to eligible swimsuits for competition. In general, these requirements state that
  - 1) Swimsuits for men may not extend above the navel or below the knee and for women may not cover the neck or extend past the shoulders or below the knee.
  - 2) No zippers or other fastening devices are allowed, except for a waist tie on a brief or jammer.
  - 3) Suits must be of textile material and must not be made of any rubberized type of material such as polyurethane or neoprene.
  - 4) The swimmer must wear only one swimsuit in one or two pieces except it is permissible for the swimmer to wear a single set of garments underneath his or her competition swimsuit for modesty and/or privacy reasons.
  - 5) Waiver requests for medical, religious, or other reasons must be submitted to the League President at least 72 hours prior to the swimmer's first meet.

### **3. League-Team Switching**

- a. Each competitor shall be a bona-fide member of the Pool or Club he/she represents during the

current season.

- 1) Competitors may represent only one team in PMSL competition in any one season.
- 2) A swimmer that desires to represent a PMSL team who has represented another PMSL team the previous season may do so with the provision that he/she cannot switch teams again within a two-year period. Allowable exceptions are covered in paragraph 3), below. A team-Switching form must be submitted by the swimmer to be eligible to compete. (A form can be found on the league website and in this book; refer to the Table of Contents.)
- 3) The only exceptions to the two-year rule of paragraph 2) are:
  - a) the previous team has withdrawn from League competition; and
  - b) a change is made in the swimmer's residence.
- b. If a swimmer is claimed by two or more teams, or any related protests arise, the matter shall be adjudicated by the President and Board of Directors.

#### **4. Limitation on Entries**

- c. Dual Meets: The following limits shall apply unless mutually agreed upon between the two team Meet Managers prior to the day of the meet. Prior arrangements shall not be modified on the day of the meet:
  - 1) There shall be no more than twelve swimmers per team in an individual freestyle and backstroke event.
  - 2) There shall be no more than six swimmers per team in the butterfly, breaststroke and individual medley events.
  - 3) There shall be no more than three relay entries per team in a relay event.
  - 4) In the event that the host team cannot

accommodate the number of swimmers as stated in 1.4.a.1) through 1.4.a.3), above, the host team may appeal to the Chair of the Rules Committee prior to the date of the meet. The Chair of the Rules Committee may grant an exception to the number of swimmers specified above; however, the number of swimmers cannot be reduced below 3 heats for freestyle events and one heat for all other events.

- 5) Line-ups will be exchanged on Thursday evening. Both teams will send their line-up by email to the designated third party (as indicated on the PMSL website) no later than 8:00 PM on the Thursday preceding the meet. Three files will be sent to constitute the line-up: (1) a Meet Entries file, (2) a Roster file, and (3) a Meet Entries Report (sorted by event). All line-ups are final, except for substitutions allowed by 1.5.a. Relay names will not be submitted before the meet, but will be submitted before the relay events on the designated form. The fastest swimmer for each team shall be assigned lane 3 or 4; next fastest swimmer shall be assigned lane 5 or 2, etc. with the slowest swimmer assigned the outside lanes. (8 lane pool - 4/5, 3/6, 2/7, 1/8). The official line-up for the relays shall be turned into the lane timers before the start of the event.
  - 6) If a team regularly submits Line-up entries after the Thursday 8:00 p.m. deadline ... The League reserves the right to fine the offending team a \$50.00 late entry fee. If a team is assessed a late entry fee and the team feels that the fine is in error, a team may appeal the fine. All Appeals, with proof that the deadline was met, must be made via email to the PMSL President and Vice-President within 72 hours of receiving the late entry fee notice.
- d. Divisional Meets:

- 1) No swimmer may compete in the Division Meet without participating in at least two scheduled PMSL dual meets in the current season.
  - 2) Teams may not enter more than two swimmers per individual event in the Division Meet. Each team may enter only one relay team for relay events (See Section II). The regular order of events shall be used. The official line-up for the relays shall be turned into the lane timers before the start of the event.
  - 3) All entries shall be submitted electronically to the Division Data Manager. Submitted times shall be the best recorded dual meet time of the current season including any time swam as a legal entry in a PMSL dual meet, regardless of age group. If the swimmer applies for an event where he/she has no dual meet recorded time then he/she shall be assigned to the next slowest lane after those filled by official times.
- e. All-Star Meet
- 1) The best available swimmer or relay team in each event of each Division Meet qualifies for the All-Star meet. The next-fastest swimmers or relay teams in the Division meets from the entire League will also qualify for the All-Star Meet up to the maximum number of lanes available for three heats. If one or more of the eligible swimmers or relay teams is unable to participate, the next ranking swimmers or relay teams from the entire League shall be eligible to compete. However, a club qualifying a relay team may substitute eligible swimmers when necessary because of sickness, injury or absence of one or more of the swimmers on the qualifying team. All swimmers in relays must have participated in at least two dual meets. If no alternates are available, the lane will not be occupied for that event. Individual awards will be granted for first

through eighth place winners and ribbons will be awarded for ninth through sixteenth place.

- 2) The designated person shall be notified by 8:00 p.m. the Tuesday preceding the All-Star Meet, so that a replacement swimmer can be invited to fill that vacancy.
- 3) Any scratches occurring after 8:00 p.m. on the Tuesday preceding the All-Star Meet can only be replaced by the next available alternate swimmer from the entire League.

## **5. Substitutions**

a. Dual meets:

- 1) Substitutions may be made when necessary because of competitor sickness, injury or absence with the authorization of the Referee.
- 2) A competitor who is already entered in three individual events may not be a substitute in any other event.
- 3) A competitor who has swum in three individual events may be a substitute in one relay event.
- 4) Authorized substitutions shall be reported to the Computer Operator at least 30 minutes prior to the scheduled start of the meet.
- 5) After the start of the meet, no substitutions may be made except with the approval of the Referee.

b. Division Meets: Open substitutions will be permitted after the seeding meeting until 8 p.m. the Tuesday preceding the Divisional Meet for \$5 per substitution. After 8 p.m. on the Tuesday preceding the Divisional Meet, substitutions will be permitted only in the event of injury, sickness or absence from the entire meet. Substitutions shall be submitted to the Divisional Data Manager no later than ½ hour prior to the scheduled start of the meet. Sickness or injury during the meet may be allowed as an exception with the approval of the Referee.

c. All-Star Meet: Substitutions are authorized only as

permitted in paragraph 4.c.(1) of Section I, and as determined by the League.

## **6. Heats**

- a. All heats are official. All swimmers are official.
- b. The fastest swimmers shall be placed in the last heat.
- c. When heats are required in Division Meets, places will be awarded on a time basis between heats.
  - 1) Competitors shall be grouped into heats according to the best recorded dual meet time of the current season including any time swam as a legal entry in a PMSL dual meet, regardless of age group. The fastest swimmers shall be placed in the second heat.

## **7. Lanes**

- a. There shall be a minimum of six lanes. Swimming lanes shall have a minimum width of five feet of unobstructed water. All lanes shall be separated by ropes with floats. Lane ropes shall be anchored at or slightly below water level. When ropes are required to define a wall interruption, the rope shall be placed to prevent any portion of the wall from projecting into the lane. All lanes must be cleared of obstruction such as diving boards, ladders, underwater steps, etc. Pennant markers placed 5 yards or 5 meters from the end of the pool and not less than three feet above the water level shall be used to warn swimmers of the end of the pool. A minimum of two pennant markers shall be over each lane.
- b. In dual meets lanes shall be assigned on a basis mutually agreeable to the official representatives of the competing teams. In the event of disagreement, lanes will be assigned by the Referee as follows: The host team shall use the odd-number lanes, the visiting team shall use the even - numbered lanes (See Sec. III, Para. 1).
- c. For the All-Star Meet, contestants shall be assigned

to lanes in descending order (fastest to slowest) of the time recorded in the Division Meets. The pattern for a six-lane pool shall be lanes numbered 3, 4, 2 5, 1, and 6; for an eight-lane pool, lanes numbered 4, 5, 3, 6, 2, 7, 1, and 8.

## 8. Events

- a. For team meets, the events listed in Section II shall apply and shall be run in the order indicated, except as provided for under Section IV, paragraph 1.a. For team meets held in pools of length greater than 25 meters and not equipped with turning boards, pennant flag finishes shall be used for individual events. In such cases, the event length shall be 25 yards and 50 yards, or 25 meters and 50 meters, at the discretion of the host pool. For any given meet, this provision may be waived by mutual consent between the competing teams, in which case, individual events will be swum at the length of the pool instead of the distances above.
- b. For Division and All-Star meets, the events listed in Section II shall apply and shall be run in the order indicated, unless modified by the League, or as provided for under Section IV, Paragraph 1.a.
- c. In relays, length shall be as near to 25 yards or meters as feasible.

## 9. Officials

- a. The following officials represent **minimum** dual meet requirements unless otherwise noted:

Referee – 1	Announcer – 1	Head Timer – 1
Head Judge – 1	Starter – 1	Computer Operator - 1
Clerk of Course – 1	Roving Timer – 1	Roving Timer - 1
Assistant Clerk of Course – 1	Stroke and Turn Judges – 2 (Note: MAX 4)	Timers – 3 per lane
Chief Judge (optional) - 1		

For duties of officials see Sec. IV.

- b. For dual meets three Timers shall be assigned to each active lane by the Head Timer and Referee. It is mandatory that three Timers be assigned to each lane for Division and All-Star Meets.
- c. At Dual Meets, there shall be a minimum of two Stroke & Turn and a maximum of four Stroke and Turns on deck, Alternate Stroke and Turn Officials may be used (e.g., for rotation/relays), but the total number of officials on deck fulfilling the role of Stroke and Turn must not exceed four. Stroke and Turn Officials that are shadowing (i.e., are not making official calls) do not count towards the four Officials on deck.
- d. At **Divisional Meets**, there shall be four Stroke & Turn Officials on the deck, with no more than one official from the same team assigned to the same lanes. Alternate Stroke and Turn Officials may be used (e.g., for rotation/relays), but the total number of officials on deck fulfilling the role of Stroke and Turn must not exceed four. Stroke and Turn Officials that are shadowing (i.e., are not making official calls) do not count towards the four Officials on deck.
- e. Approximately one week prior to the date of a dual meet, the meet manager of the host team shall contact the meet manager of the visiting team(s) to work out the details for supplying officials. Unless otherwise agreed to, each team will furnish the following officials and equipment:

**Host Team:** Referee, Head Timer, Stroke and Turn Judge, Clerk of Course, Computer Operator, Announcer, Runners, half the Timers and watches, Roving Timer, and Team Representative. (The Team Representative shall not be the Coach.)

**Visiting Team:** Starter, Head Judge, Assistant Clerk of Course, Stroke and Turn Judge, half the Timers and

watches, and Team Representative. (The Team Representative shall not be the Coach.) In all meets the host team will provide the starting device and the visiting team will provide a backup.

- f. Officials for the Division and All-Star Meets shall be assigned by the League.
- g. Each member team of the League shall insure that persons in the following capacities are qualified: Referee, Head Judge, Head Timer, Lane Timers, Starter, Stroke and Turn Judges, Chief Judges, Relay Take-off Judges, and Roving Timers. The Meet Manager and Team Representatives will meet 30 minutes prior to the start of the meet (and prior to the officials' meeting) to verify that all Referees, Starters, Chief Judges and Stroke & Turn Judges are listed on the approved PMSL Officials' List or have a verifiable note approving them from the PMSL Officials' Chair.
- h. At each meet, the Referee, Head Judge, and Head Timer shall list on the appropriate league Form, the roster of qualified officials prior to the start of the meet. The roster shall be signed by the Referee, Head Judge, and Head Timer and turned over to the computer operator who will retain it along with copies of the Meet Results until at least 14 days after the day of the last League event of the current season.
- i. Under no circumstances are unqualified persons to be used as officials in any League meet. The Referee may delegate to the appropriate official the responsibility to instruct and qualify his or her personnel.
- j. For the Division and All-Star Meet, the following officials represent minimum requirements:

Referee – 1	Announcer -1	Starter – 1
Head Timer – 1	Head Judge -1	Stroke and Turn Judges – 4

Clerk of Course – 1	Computer Operator – 1	
Assistant Clerks of Course -2	Chief Judge – 1	Timers – 3 per lane

- k. The on-deck officials (Referee, Starter and Stroke & Turn Judges) shall be required to wear appropriate attire, as may be determined by the League, while participating in a League meet.

## 10. Starting

- a. Starting blocks shall not be used in PMSL competition.
- b. Starts shall be by an electronic starting device (e.g., Colorado Starting System).
- c. Relay swimmers will not use a running start from the edge of the starting platform. Any violation of this rule will result in a mandatory disqualification. A running start is defined as more than the distance of one forward step movement across the deck to the edge of the pool from an initial stationary position. Disqualification of a swimmer from this rule shall be made by the take-off judges and must be dual confirmed.
- d. All starts at meets shall be made in a minimum water depth of 48 inches (4 feet). (Note: For the purpose of racing starts, the water depth is the measured depth of the pool one meter (1 m) from the starting end.) All starts at team practices shall be made in a minimum water depth of 60 inches (5 feet).
  - 1) If a pool or a facility has one end of the pool with water depth of at least 48 inches and the other end of the pool is less than 48 inches, then all starts will take place at the end of the pool with the depth of at least 48 inches. (Note: In this situation, the two legs of the 8 & Under Relay that start at the end of the pool that is

- less than 48 inches will start in the water.)
- 2) If a pool has both ends of the pool with water depth less than 48 inches, then all starts will begin in the water. (Note: In this situation, the starter will instruct all swimmers to enter the pool feet first. Failure to follow the instructions of the starter will result in the swimmer's disqualification.)
  - 3) If a pool has some lanes that meet the 48 inch water depth criteria for starts and other lanes which are less than the 48 inch water depth requirement, the teams may choose to use all lanes with starts beginning in the water for all lanes OR the teams may choose to use only those lanes that meet the 48 inch water depth criteria for starts (i.e., a six lane pool may now be used as a five lane pool).
- e. Specific to backstroke starts:
- 1) All backstroke starts shall be in the water, backward starts. The swimmer may use legs as handgrips, from volunteers. The starter shall ask the swimmers to "raise your hand if you want legs" after the first long whistle and direct a volunteer to each lane that requests legs.
    1. The feet of such legs shall be on deck, with the back of the heel even with the pool edge, not the gutter. Leg volunteers shall not hold on to or lean on someone else, or alternate structure for support.
    2. The swimmer's toes must not curl over the gutter or deck edge.
    3. Officials, timers, and swim team members shall not be volunteer legs.
  - 2) Towels may be used for the start of backstroke events only to improve grip but may not be used to gain a competitive advantage.
    1. Towels will not be allowed for forward starts, forward in-water starts, or relay exchanges.

2. The position of a towel must not interfere with the observation of turns, finish touches, or relay exchanges by the stroke and turn officials, take-off judges, or timers.
3. The towel must be removed after the start.
4. Only a single towel may be used, multiple layered towels are not permitted, nor may towels be folded.
5. It is the responsibility of the Referee or Starter to enforce this rule. Should they fail to enforce it, the race will continue without any disqualifications.

## **11. Disqualifications**

- a. Disqualifications shall be governed by the rules contained in the current USA SWIMMING Official Swimming handbook and shall be strictly enforced at all meets by the Referee.
- b. In case of disqualification, the referee or designate will notify the Team Representative or designate as to the reason why the swimmer was disqualified.

## **12. Protests**

- a. Protests involving starts, turns, strokes and other swimming technicalities.
  - 1) Any protest or complaint of this type shall be lodged by the Team Representative with the Referee within 30 minutes after the event has been recorded.
  - 2) For each meet, each team shall designate a Team Representative to present and/or handle protests of this type. No protest or complaint lodged by another person will be considered valid nor will it be entertained.
  - 3) Decisions rendered by Referees on protests of this type shall be binding upon all parties involved. Appeals may be as stated under Section 12. b. below.
- b. Protests involving League rules in meets other than a Divisional or All-Star Meet.

- 1) When protests of this type arise before, during or after a meet, the parties concerned shall make all possible efforts to resolve their differences. Failing this, the protest may be referred in writing by the league Representative, with a \$25 fee to the Division Chair within three days from the date of the meet. Upon receipt of such protest and fee, the League president shall appoint a protest committee made up of himself/herself (or the Vice President if the President's team is involved or for some other reason he is not available) and three or more League members representing pools in Divisions other than that in which the protest originated. The League President shall serve as protest committee chair. The protest committee shall have authority to examine any and all meet records or other evidence deemed pertinent to the matter under investigation and to require that all parties to the protest submit written statements outlining the facts in the case or appear before the committee.
  - 2) Decisions rendered by the protest committee shall be final and binding upon all parties involved. If the protest is upheld, the \$25 fee shall be refunded.
- c. Any disputes arising out of a Divisional or All-Star Meet shall be resolved by the League's Board if a protest is submitted in writing within three days to the Division Chair and League President. In this case, the Board shall exercise all powers of a protest committee as outlined in Section I, Para. 11.b(1) and (2). A \$25 fee shall accompany the protest sent to the League President.
  - d. No protest of any nature shall be entertained later than three days after the day of the alleged violation. However, protests relative to the swimmer's eligibility may be lodged at any time

during the current season.

- e. Each pool shall preserve all meet records for meets that it hosts and shall produce these records without delay upon the request of the chair of a protest committee. Meet records may be disposed of no sooner than 14 days after the day of the last League event of the current season.

### 13. Scoring

a.

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	Individual Events	Relay Event
Dual Meets	5 - 3 - 2 - 1	<b>10 - 6 - 4 - 2</b>
Division meets	7 - 5 - 4 - 3 - 2 - 1	14 - 10 - 8 - 6 - 4 - 2

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Ties: Points of that place and the next lower place should be divided between the competitors' teams, but the swimmers get duplicate ribbons.

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b. Determining Official Time: Lane Timers are responsible for recording the times shown on their watches. The Data Manager shall determine the Official Time as follows:

- 1) If three watches record times, the middle (median) time shall be the Official Time.
- 2) If two watches record times, the Official Time shall be the average of the two recorded times.
- 3) If only one watch records a time, that time shall be the Official Time.

c. Determining Official Place: Official placement shall be determined by the Official Time, except in the circumstances outlined below.

- 1) The Order of Finish shall determine placement when:
  1. Only one watch records a time; or
  2. Only two watches record times and those times differ by more than 0.3 seconds.
- 2) The Order of Finish may only override the placement determined by Official Times when:
  1. The swimmers competed in the same heat;

and

2. The Official recording the Order of Finish observed a different relative order of finish and made a written record of that observation immediately following the heat. "Different relative order of finish" means the Official determined that one swimmer finished ahead of another swimmer, even if the exact placement of all swimmers in the heat was not determined.
  - 3) The Data Manager is responsible for applying this rule. Official Times shall not be changed; however, the official order of finish shall be adjusted, if necessary, to match the recorded Order of Finish.
- d. In dual meets, teams may score for only two places in individual events and relay events, but ribbons will be awarded to swimmers according to place. A team must have at least two entries in an event to receive points for two places. If only one swimmer is entered, the team gets points of one place only, and the other team, with two or more entries, still receives points from just two places. The team with only one entry receives the highest score available (i.e. first, second, or third)
  - e. All scores announced at the conclusion of swim meets are considered unofficial until 3 days after the meet. During the interval both meet managers or alternates will independently rescore the swim meet. If they disagree on the score, the difference shall be resolved by the Division Chair. The Division Chair will certify the official scores of meets.

## 14. Ties

- a. When ties occur in dual meets, the team with the most first place winners shall prevail. Second, third, and fourth places shall be used as necessary. A relay event counts as a single first or second place

in breaking a tie. If the teams are still tied after this procedure is completed, the meet shall be declared a tie.

- b. A first-place tie at a Division meet shall be swum off at the conclusion of the meet or as otherwise agreed upon by the respective coaches to determine which swimmer will automatically qualify for the All-Star meet. The time recorded during the regular event shall be used for All-Star seeding. Meet scores and duplicate awards shall not be changed as a result of the swim-off. All other ties shall be swum off at the end of the meet in order to determine the order of eligibility for the All-Star Meet.

## **15. Determination of Division Champions and Order of Finish**

- a. The champion team in each Division is determined by combining the won-lost dual competition record, and the standing in the Division Meet.
- b. Points will be given 8 - 6 - 4 - 2 - 1 - 0 for first, second, etc. in won-lost dual competition. If two or more teams finish the regular dual meet schedule with identical records, the points for the places in question will be split evenly among the teams.
- c. Points for the order of finish for the Divisional Meet will be 6 - 4 - 3 - 2 - 1 - 0. If two or more teams finish the Divisional Meet with identical meet points, the points for the places in question will be split evenly among the teams.
- d. The champion team in each Division is determined by combining the won-lost dual competition record, and the standing in the Division Meet. The points earned by each team in parts (b) and (c) are combined. The team with the most combined points is declared the champion team for the Division.
- e. If there is a tie in the combined number of points (part d), the winner of the dual meet between the

two teams will be declared Division Champion. Order of finish will be determined similarly if there is a tie between two other teams.

## **16. Awards**

- a. Individual awards will be given to at least competitors who place first, second, third, fourth, fifth and sixth in all dual meets. For dual meets, these awards shall be provided by the host team at the immediate conclusion of the meet.
- b. Suitable duplicate awards will be given for all ties in all Meets.
- c. A suitable award shall be given annually to each Division Champion by the League.
- d. Awards shall be given to swimmers who place first through eighth and ribbons will be given to swimmers who place ninth through sixteenth in the League All-Star Meet.
- e. The league shall provide all awards for Division and All-Star Meets.
- f. PMSL record pins shall be awarded at the end of each season to swimmers who establish a new record time or who become co-holders of the existing record time in any event. Certified league records in dual meet competition will also be recognized at this time. Current records, maintained by the records chairperson, shall be posted weekly on the PMSL website.

## **17. Meet Venues**

- a. PMSL swim meets can only occur in league-approved pools. The home pools of all PMSL teams are league-approved pools.
- b. If a team's home pool is not available for a home meet, they should arrange another PMSL-approved pool for the meet. The visitor's home pool can be chosen as the alternative venue. If this occurs, the meet will still be managed (e.g., assignment of officials, lane assignments, etc.) as a home meet. For example, if Team A is the home team and

Team B is the visitor team, but the meet is swum at Team B's pool, the meet will still be run as a home meet for Team A.

- c. A team can seek league approval for an alternative pool and use of this pool as a replacement pool for a home meet if the following conditions are met:
  - 1) At least 2 weeks before the event, the team provides the league with a written request for approval of an alternative pool. This request will explain the reason for the change, the reason why no existing PMSL-approved pool is suitable, demonstrate insurance coverage for meets held at that pool, and provide basic pool information equivalent to the pool information for PMSL-approved pools in the PMSL handbook for that year.
  - 2) Within 1 week of receiving a written request with the required information, the league will determine whether to approve the alternative pool. Once approved, information about the pool will be distributed to all teams in the affected Division by the Division Chair or the League President.
- d. A visiting team must receive at least 5 days' notice of a change in venue and must receive a description of the new venue equivalent to the venue information in that year's PMSL handbook. The written notice will also explain where to park at or near the venue.
  - 1) If the 5 days' notice requirement is not met, and if the home team's pool remains unavailable, then the meet shall be swum at the visiting team's home pool if available.
  - 2) If neither pool is available, then Section III, Rule 14 shall be followed.

## **18. Location of Division and All-Star Meets**

- a. All-Star Meets shall be held, whenever possible, in 6 or more lane pools measuring 25 yard/meters in

- length with no in-water starts.
- b. Divisional Meets shall be held, whenever possible, in 6 or more lane pools measuring 25 yard/meters in length with diving starts allowed at a minimum of one end.
  - c. Pools selected for these events (a. & b.) shall have lanes approximately 5 feet in width. Lanes shall be free of obstructions such as ladders or steps and shall be separated by ropes with floats.

## 19. Conversion Tables

- a. Conversion times shall be acceptable for seeding Divisional Meets using dual meet times or the All-Star Meet using times from the Divisional Meets.
  - 1) The time will be in seconds divided by the factor shown.
  - 2) For events swum in 50 yard/meter pools, 2 percent is subtracted to compensate for fewer turns.

Pool	Course	Divide by	Event
NCR(*NBH)	25.77 meters	1.03	All Events
Bulkhead	25 yards	0.90	
WLS	80 feet 2 inches	0.98	All Events
OH, TP, TB and WA	25 yards	0.90	All Events

\*NBH – Non-Bulkhead Set-up

In order to ensure compatibility with available software products, the League may multiply the times by the inverses of the above factors rounded to two decimal places.

## 20. Records

- a. The League shall maintain an up-to-date set of records of the best performance established in League competition. These records shall be maintained current for each event swum in League

competition.

- b. PMSL Meet performances are admissible for League records when pools are of standard 25 or 50 yd/m size (3 inches short of 25 yd/m or 6 inches short of 50 yd/m and any deviation over standard size shall not cause a record to be disallowed.) However, no performance is admissible unless it shall have been timed with no less than three watches, or recorded using an automatic timing system. Records will include dual meet performances when swum in standard size measured pools, as defined above, which have been certified for record purposes by the Rules Committee. Individual swimming times in all relay events shall not be considered for individual League Records.
- c. It shall be the responsibility of the host team Meet Manager in a dual meet to submit any PMSL records achieved to the Records Chair on the PMSL report forms prescribed for reporting league records within 72 hours after completion of the meet.

## **21. Strokes and Turns**

These shall be defined in the current USA SWIMMING Official Swimming Handbook.

## **22. Warm Up**

- a. A coach or the Team Representative must be on deck, pool-side while their team warms up.
- b. Swimmers will enter the pool feet-first, from one end of the pool only, except when the coaches have cleared the lane for one-way sprints.
- c. Restrictions on racing starts due to water depth in I.9.d. apply during warm up.
- d. Coaches are responsible for the safety of their team during warm up.

## **23. Training Requirements for Officials**

Beginning in 2010, the League will require Referees, Starters, Chief Judges and Stroke & Turn officials to

have documented attendance at one or more PMSL required Clinics. Stroke & Turn (S&T) officials must pass the required S&T test. Referees, Starters, and Chief Judges must pass both the Referee/Starter exam and the S&T exam with a score of 80% or higher. Certifications will be valid for two summer swim seasons. USA Swimming credentials are also accepted and should be submitted to the officials' chair.

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**NOTE: Current list of certified Officials for each team on [www.princemont.org](http://www.princemont.org)**

## II – Rules and Events for Team Meets and Order of Swimming

1. An 8 and under swimmer may swim in 10 and under Events, and an 8 and under and a 10 and under may swim in 12 and under Events without losing eligibility to swim in his/her regular age group Events. **Interpretation** - This means for example, that an 8 and under may swim 10 and under Fly and 12 and under IM and still swim in the 8 and under Back or Free, as well as the 8 and under relay. Also, a 10 and under can swim 12 and under IM plus two 10 and under Events and as a 10-year-old in relay.
2. Refer to Section I, Para. 2 through 6 for competitor eligibility.
3. A ten-minute break shall be taken after Event 46.
4. At Divisional Meets, a 10 minute break shall be taken between the breaststroke and backstroke events.
5. 8 and under Mixed Freestyle Relay: Each team may field as many teams as assigned lanes; however, each official relay team must have 2 boys and 2 girls unless only one swimmer of a given sex has swum in the meet. If this situation is encountered, the only official relay team shall be one swimmer of a given sex and three swimmers of the other sex. **Interpretation** - The rule states that there can only be one relay team if a team cannot field teams of 2 boys and 2 girls. If a team has one 2 boy and 2 girl team, it cannot field a 1x3 or 3x1 team also.
6. The graduated ages for the Freestyle Relay shall be 9-10, 11-12, 13-14, 15-18 years. Team members in this Relay must swim in the above age order. Each shall swim 50 yards/meters.
7. Each Medley Relay team shall consist of four eligible swimmers from any age group. Interpretation – Four swimmers for each relay team, each to swim one-fourth of the prescribed distance in the following order: first, backstroke; second, breaststroke; third, butterfly; and

fourth, freestyle. The 200 yard/meter Medley Relay will be scored as a Relay Event.

8. No competitor shall swim more than one leg in any relay race.

## **Recommendations**

### **1. Extra Heats**

It is recommended that there be at least three swimmers in every heat. However, no team is required to drop swimmers out of the fast heat to accommodate extra heats.

### **2. Dual Confirmation**

It is suggested that during relays, additional officials be placed at each take - off end to confirm take-off violations. The Referee shall NOT be used as a take-off judge during relay events.

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1	Open Age (All ages)	2
3	Medley Relay – 200 yards/meters	4
5	10 and under	6
7	Butterfly – 25 yards/meters	8
9	11-12 years	10
11	Butterfly – 50 yards/meters	12
13	13-14 years	14
15	Butterfly – 50 yards/meters	16
17	15-18 years	18
19	Butterfly – 50 yards/meters	20
21	8 and under	22
23	Freestyle – 25 yards/meters	24
25	9-10 years	26
27	Freestyle – 50 yards/meters	28
29	11-12 years	30
31	Freestyle – 50 yards/meters	32
33	13-14 years	34
35	Freestyle – 50 yards/meters	36
37	15-18 years	38
39	Freestyle – 50 yards/meters	40
41	100 yards/meters	42
43	8 and under	44
45	Breaststroke – 25 yards/meters	46
47	9-10 years	47
48	Breaststroke – 50 yards/meters	49
	11-12 years	
	Breaststroke – 50 yards/meters	
	13-14 years	
	Breaststroke – 50 yards/meters	
	15-18 years	
	Breaststroke – 50 yards/meters	
	8 and under	
	Breaststroke – 25 yards/meters	
	12 and under	
	Individual Medley – 100 yards/meters	
	13-14 years	
	Individual Medley – 100 yards/meters	
	15-18 years	
	Individual Medley – 100 yards/meters	
	8 and under	
	Freestyle Relay – 100 yards/meters	
	Graduated Age (9-10, 11-12, 13-14, 15-18)	
	Freestyle Relay – 200 yards/meters	

### III - MEET PROCEDURES

1. The host team must provide a pool that meets the requirements outlined in I. Rules for Swimming Competition, 7a. Lanes and 8a. Events.
2. The host team Meet Manager shall contact the visiting team Meet Manager 72 hours in advance of the meet. The starting time shall be in the morning not earlier than 8 a.m. nor later than 10 a.m. Traditional starting time is 8:30 a.m. The starting time shall be agreed to by the Meet Managers of both teams. The Meet Managers shall also come to a mutual agreement as to the number and source of officials 72 hours prior to the meet. The visiting Meet Manager shall have the privilege of visiting the host facility 72 hours prior to the meet to inspect the facility for purposes of selecting odd or even numbered lanes. In the event this right is not exercised, the provisions of Sec. I Para. 7. b. prevail.
3. The host pool shall be placed in final readiness at least 30 minutes prior to the meet time. (See section V.)
4. All officials including the Team Representatives shall report to the meet manager at least 30 minutes prior to meet time.
5. When directed by the announcer, swimmers may take a short warm-up swim after which they will return to their assigned places and hold themselves ready to report immediately to the Clerk of Course when their events are called.
6. Fifteen minutes before the meet time, the Referee assembles all officials, checks assignments, and issues instructions to render them qualified. The Head Timer checks the assignments of Lane Timers and Roving Timer. The Starter and Head Timer conduct a check of the stop watches. The Referee instructs and coordinates the Stroke Judges and Turn Judges.
7. The Clerk of Course checks-in the swimmers for the first events five minutes before the meet time and

keeps three or four events ahead at all times with the help of the Assistant Clerk of Course and the Announcer.

8. No event will be delayed pending the late arrival of a competitor nor to rest a competitor, except as a result of a false start, and where the Referee determines that a delay or reordering of events is appropriate.
9. Once swimmers have reported to the Clerk of Course, they must remain in that location until directed or escorted by the Clerk of Course to take their places on the lanes. Once reported, they shall receive no coaching or assistance. Any swimmer so coached or assisted shall be subject to disqualification by the referee. Actions such as allowing backstroke swimmers to secure a handhold on teammate's ankles for starting, or placing towels on pool edges when necessary for starting shall not be construed as coaching or assistance within the intent of this paragraph.
10. Coaches, Team Representatives and swimmers shall remain in their assigned areas during the meet. Each Team shall be assigned a team area as designated by the host team, and as much as possible, equal in terms of placement in the general area relevant to close proximity to the starting line and clerk of course. Coaches, Team Representatives, and swimmers shall conduct themselves in a manner that does not interfere with the progress of the meet.
11. Spectators shall be strictly controlled, and reasonable measures shall be taken to ensure that spectators do not interfere with officials in the performance of their duties.
12. The Head Timer signals the Referee when all timers are ready. The Referee blows his/her whistle which is the cue for the Starter to take charge of the swimmers. For each event, the Roving Timer times the swimmer coming in first place except when replacing a Lane Timer. After the conclusion of each event, the Head

Timer proceeds down the Lanes and collects the time sheets, checking that the official time is recorded properly. The Head Timer or Runner delivers timer sheets to the Computer Operator who records all swimmers' times, DQs and places. The Head Judge then verifies the results and approves them for announcing and posting. The Announcer should announce the scores from time to time during the meet.

13.

- a. The Computer Operator will print copies of the Meet Results, one for each team, which will be verified and signed by both teams. If any PMSL records are claimed, the Official League Record form will note such achievements and be sent to the Records Chair by the Host Team Data Manager.
- b. It is suggested that at Divisional Meets provisions be made so that each participating team may have a copy of the Meet Results after the meet.

14. All meets shall be swum and completed as scheduled unless extraordinary conditions or situations prevent it. In the event that a meet must be rescheduled or completed at another time, it shall be rescheduled by mutual agreement of the Meet Managers to be completed prior to the next PMSL-scheduled meet. Teams shall use the original meet line-up for the re-scheduled meet. Substitutions can be made in accordance with rule I.5.a. In case of dispute over rescheduling, the Division Chairperson's decision shall prevail, unless the dispute involves his/her team, in which case the dispute will be resolved by the Board of Directors. Failure to complete the meet prior to the next PMSL scheduled meet will result in forfeiture of the meet and a \$100 fine per team. The Board of Directors may then still reserve the right to schedule the meet at a neutral location prior to the divisional meet. The \$100 fine per team will not be refunded in

this case.

15. No swim team representative, coach, or team member from either team shall be permitted to be bodily thrown into the pool by another team member or participant.
16. At the conclusion of the meet, the Host Manager is responsible for:
  - a. Ensuring that the meet is entered into the league-approved computer software and that the Computer Operator prints Meet Results which will be verified and signed by both teams. The Meet Results must be electronically delivered to the Division Data Manager within 24 hours.
  - b. Ensuring that the Team Data Manager electronically delivers copies of the Meet Results and Team Rosters to the Division Chair and other Team Data Managers in his/her Division within 24 hours.
  - c. In the event of an inter-divisional dual meet, it is the responsibility of both the home and visiting team to comply with the provisions of 15. a. and 15. b.
17. All teams are responsible for delivering results to their local media in a timely manner.
18. Preplanning by both teams and the respective Meet managers is essential. Remember that the objective is to hold an enjoyable, smoothly functioning and fast-moving meet, starting at the appointed time and ending approximately three hours later, with a minimum of bother and harassment. To this end, all persons concerned should cooperate to the utmost with the Meet Manager and the Referee.
19. Alcohol and smoking of any kind including, but not limited to, cigarettes, vapes, and recreational substances, are not permitted at any PMSL event. All violators of this rule shall be removed from the premises.

## IV - DUTIES OF OFFICIALS

Each of the assigned officials have specific duties assigned to them to provide a fair and well-run meet. (See Section I, Para. 9) A disqualification can be made only by the official within whose jurisdiction the infraction has been committed. The duties of the officials shall be as outlined in the applicable rule of the current USA SWIMMING Official Swimming Handbook. All officials shall be familiar with the content of the Handbook. (See Section I para. 23. for training requirements for officials.)

### 1. Referee

Any conduct which the Referee deems to be inherently unsafe to a swimmer or other individuals should be dealt with by appropriate sanction which may include disqualification or barring the offender from further competition or the meet area.

- a. The order of events, as stated in Section II, shall not be changed, added to, or altered, except by the Referee.
- b. He/she has full authority over all officials and shall assign, instruct, and qualify them. He/she shall enforce the rules and decisions of the PMSL, and shall decide all questions relating to the actual conduct of the meet, the final settlement of which is not otherwise assigned by said Rules.
- c. Disqualifies competitors for any non-stroke and turn-related violations of the rules that he/she personally observes, such as obstructing another competitor by swimming across lanes or otherwise interfering shall disqualify the offender subject to the discretion of the Referee.
- d. While the swimmers are exiting the water and the timers are recording the times, he/she signals the next heat to get ready behind the start by blowing a series (4 or more) of short whistles (chirps).
- e. When he/she sees that all officials are ready, he/she

blows another long whistle commanding the swimmers to move to the edge of the pool (or for backstroke, to step into the pool). The swimmers shall respond by taking position sufficiently close to the forward edge of the pool that they may promptly respond to the Starters command by assuming a position with at least one foot on the forward edge of the pool. For backstroke starts, a second, long whistle will bring the swimmers to the edge of the pool facing the starting end with both hands placed to start.

- f. When he/she is satisfied that the swimmers are in position, he/she turns the race over to the Starter by an outstretched arm to the starter indicating to the Starter and Judges that he/she is ready for competition to resume, the Judges and Timers are in position and that the course is clear before each start.
- g. He/she shall give a decision on any point where the opinions of the Judges differ. He/she may interfere in a competition at any stage after the start to ensure that the racing conditions are observed.
- h. Should a foul endanger the chance of success of a contestant, the Referee shall have the power to allow him/her to swim in the next round, or should the foul occur in the final, he/she may order it re-swum. In case of collusion to foul another contestant, the Referee may, at his/her discretion, disqualify the contestant for whose aid the foul was committed, as well as the contestant doing the fouling.
- i. With Head Judge and Head Timer, prepares roster of qualified officials.
- j. Coaches and team representatives having entrants in any event on the program shall not be allowed upon the starting platform or deck of the pool, which must be clearly designated, during the progress of any competition. (Exception as noted in Sec. III, Para. 9.) Upon being appraised of a violation of this rule, the Referee shall remove such offender immediately. Coaching of contestants during the progress of an

event shall not be permitted.

- k. A Referee should not interfere unless there is a disagreement between officials responsible for the decision or unless there is an infraction of the rules.
- l. The Referee shall modify the rules according to the needs of handicapped swimmers in accordance with USA Swimming guidelines.

The Referee shall have the power to recommend to the League President punitive action for any conduct at a meet, which is deemed detrimental to the best interests of the League. Each club shall be responsible for the actions of its representatives with regard to the conduct of the meet.

## **2. Starter**

- a. For each new event, the starter, upon hearing the series of short whistles/chirps from the Referee, announces the event and the number of heats, then announces "Heat 1". For subsequent heats, the starter just announces the heat number.
- b. After the Referee's single long whistle, the Starter directs the swimmers "take your marks," to which they must respond immediately (for forward starts) by assuming a starting position by having at least one foot at the front edge of the pool deck. Sufficient time should follow "take your marks" to enable swimmers to assume starting positions, but no swimmer shall be in motion immediately before the starting signal is given.
- c. Any swimmer starting before the starting signal is given shall be disqualified if the Referee independently observes and confirms the Starter's observation that a violation occurred. The Starter must initiate the disqualification call with the Referee before the heat is started. Swimmers remaining on the deck shall be relieved from their starting positions with the "stand up" command and may step back.

- d. If the starting signal has been given before the disqualification is declared, the race shall continue without recall. If the Referee independently observes and confirms the Starter's observation that a violation has occurred, the swimmer or swimmers who have false started shall be disqualified upon completion of the race. The Starter must initiate the disqualification call with the Referee.
- e. A recall signal shall be given promptly if an unfair start occurs. No swimmer shall be charged with a false start if a recall signal is given (whether intentional or inadvertent.)
- f. Starters will record the Order of Finish for every heat. Starters record the order of finish on their heat sheet for every race by writing down the lane numbers as the swimmer's touch. Ex: 456123 tells me that lane 4 was 1<sup>st</sup>, lane 5 was 2<sup>nd</sup>, lane 6 was 3<sup>rd</sup>, etc.
- g. The Starter's Order of Finish is only used if there is a question regarding the validity of a time (i.e., a timer's watch malfunctioned and a time was not recorded for a swimmer or there are only two watches and they are not within 0.3 seconds of each other, or there is only 1 watch time and we need to confirm that the watch time agrees with the order of finish.

### **3. Judges**

- a. Head Judge
  - 1) With the Referee and Head Timer, the Head Judge compiles the roster of qualified officials.
  - 2) The Head Judge verifies that the electronic results accurately reflect the proper times, DQs and places for each event.
- b. Chief Judges (optional)
  - 1) Teams may agree to use 1-2 chief judges as part of the officiating team. The CJs must be referee certified and will be responsible for

vetting DQs with the Stroke and Turn officials, promptly relaying the information to the referee, and making a recommendation to the referee on their acceptance. The Referee will make the final decision on acceptance of All DQs.

- 2) A CJ may be used to record the Order of Finish for the 25 y/m events.
- c. Take-off Judges: The Referee shall appoint, instruct and deploy take-off Judges. Independent dual confirmation by appointed Take-off Judges is required for disqualification. Take-off Judges shall not raise a hand if a violation is observed. The Take-off Judges shall use a disqualification slip (D.Q. slip) to indicate the Event, Heat and Lane Number and which swimmer left early during the relay (2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> swimmer). The D.Q. slips are turned over to the Referee and the Referee will issue a disqualification if the D.Q. slips confirm a dual confirmation.
- d. Stroke and Turn Judges
  - 1) The Stroke and Turn Judges shall be familiar with the USA SWIMMING rules governing turns and touches for Freestyle, Breast, Back and Butterfly strokes, as well as the Individual Medley.
  - 2) The Stroke and Turn Judges shall operate on both ends of the pool, and ensure that the rules relating to the style of swimming designated for are being observed and determine that when turning or finishing, the swimmer complies with the turning and finishing rules applicable to the stroke used.
  - 3) Report all disqualifications to the Referee on the appropriate form.

#### **4. Head Timer**

- a. Times each event in order to substitute for any Timer if required.
- b. The decision of the Head Timer as to the exact

- time of each watch shall be final and absolute.
- c. Instructs Timers to clear watches after each event.
  - d. With Head Judge and Referee, prepares roster of qualified officials.
  - e. Assigns Roving Timer in a dual meet to time the first-place swimmer in each event for record purposes.

## 5. Lane Timers

- a. Each Timer shall look at the starting device and start his/her watch the instant of the flash, rather than by sound.
- b. Holds watch securely. Starts and stops the watch with the same type of finger movement.
- c. If a timer misses a start, the Head/Roving Timer should be notified.
- d. Stops the watch immediately when any part of the swimmer touches the solid end of the pool. In the cases where finishes are not at the solid end of the pool, the finish shall be when any part of the swimmer passes through the vertical plane of the designed finish line.
- e. Timers do not clear their watches until given the "Clear Watches" signal by the Head Timer.
- f. In a lane, if the time of two watches agree, that time shall be the official time. If three watches disagree, the time of the intermediate watch shall be the official time. If times from only two watches are available for any lane, the average of the two watches shall be the official time. The digits representing thousandths of a second shall be dropped with no rounding.
- g. Manual times shall be recorded to the hundredths.
- h. The Head Timer and Roving Timer shall start their watches at the start of every event. The former's time shall be used, should any watch fail to start properly or stop properly.
- i. All Timer's after an event has started, should watch the swimmer in their own lanes and not the watch.

## **1. Clerk of Course**

- a. The Clerk of Course shall have assistants and should be provided with the names of competitors in all events prior to the start of the meet. He/she should have the swimmers wait behind the start, until the Starter takes control of the event.
- b. He/she shall control his/her assistants and assign them such duties as will assist in the prompt dispatch of all events.
- c. He/she makes sure the swimmers are in their proper lanes.

## **6. Team Representatives**

- a. Each team shall designate a person to be the official Team Representative during the meet. This person should not serve in any other official capacity. Coaches shall not be the Team Representative. Responsibilities include:
- b. Reporting to the host pool not later than 30 minutes before the meet is scheduled to begin.
- c. Ensuring his/her team remains in their assigned areas.
- d. Responsibility for the conduct of the team at all times.
- e. Consulting with the Referee on any questions pertaining to the USA Swimming and League Rules, conduct of the meet or decisions of officials. He/she may not consult with the Referee while an event is in progress.
- f. Lodging protests involving turns, strokes and other technicalities within 30 minutes after the event has been recorded.
- g. The Team Representatives are to be stationed at pool side so they are in a position to receive reports of disqualifications from the Referee.
- h. The Team Representative shall remain on deck after the meet until released by the referee.

## **2. Computer Operator**

- a. The Computer Operator shall enter the times in all

events for all swimmers and shall note all disqualifications.

- b. He/She compiles and prints the team scores and ensures that all teams receive a copy of the Meet Results.
- c. He/She shall provide all data in electronic form to the Host Team Data Manager.
- d. He/She shall ensure that the Team Roster is current and consistent with that received by the Clerk of Course at the start of the meet.
- e. Under the direction of the Computer Operator (the **Computer Operator may use the Ribbons Label** program if purchased with the software Program), the awards table prepares the awards in the name of swimmer, team, stroke, distance, swimmer's time, age group, and date.

## **V - CHECK LIST FOR MEET MANAGER AT ALL MEETS**

### **1. Preparation of Pool Area**

- a. Remove diving boards, ladders, and other obstructions, if any in swimming lanes. (see Sec. I, Para. 7.a.)
- b. Install rope floats and pennant rope. (See Sec. I, Para. 7.a.)
- c. Set up tables for Clerk of Course and Computer Operator with umbrellas, test P.A. system.
- d. Designate team areas with adequate shade.
- e. Determine start and finish points for all events and positions of officials.
- f. Have pool filled to highest level.
- g. Rope off spectator and scoring areas. (Optional)
- h. Have helpers and officials on hand, ready, and briefed on duties no later than 15 minutes before meet is to start.
- i. Designate a place to post results visible to all spectators and competitors.

### **2. Equipment List**

- j. The Host Pool shall provide:

- 1) Tables with umbrellas for Clerk of Course, Computer Operator, and Announcer, and chairs.
- 2) Ropes, floats, lane markers and backstroke flags.
- 3) P.A. system.

k. The Host Team shall provide:

- 1) Officials' Roster Form and League Record Forms, individual place ribbons for at least places 1 through 6 (PMSL ribbons only and the same ribbons for all competitors) for dual meets.
- 2) Clipboards for Referee, Starter, Stroke & Turns and Lane Timers.
- 3) Pencils with erasers, one dozen - sharpened.
- 4) Allotted number of accurate stopwatches for host team timers.
- 5) Electronic starting device with portable microphone, loudspeaker, and strobe light for Starter (e.g., Colorado Starting System).
- 6) Stapler (loaded), paper clips.
- 7) Scissors, Scotch tape, rubber bands.
- 8) Runners.
- 9) League approved Version of Team and Meet Management Software.
- 10) Computer, printer, cables, paper, and power source to run Computer Software.

l. The Visiting Team shall provide:

- 1) Allotted number of accurate stopwatches for visiting team timers.
- 2) Backup electronic starting device with microphone, loudspeaker, and strobe light for Starter (e.g., Colorado Starting System).

**3. General Administration of Meet**

- m. Safety MUST be a primary concern in the conduct of a meet.
- n. START ON TIME!
- o. Permit competitors to warm-up in the water.
- p. Raise or otherwise display the American flag with appropriate ceremony.
- q. The Announcer introduces the coaches and teams.

- r. Start the meet.
- s. Periodically give results of the events completed and the score.
- t. Announce the meet results. Summarize briefly.
- u. The Host Team's Data Manager will print a copy of the official Meet Results and team scores and provide the copy to the visiting team representative at the conclusion of the meet. The Host Team's Data Manager will also E-mail a copy of the official Meet Results to the following personnel: The Division Chair, the Division Data Manager, the visiting team's Data Manager, the Record's Chair, and the League Webmaster within 24 hours of the completion of the meet.
- v. The Meet Manager emails a copy of the Official's Roster to the League Officials' Chair and Division Chair to be received within 72 hours.

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# Prince-Mont Swim League By-Laws

## 1. Article I - Name

The name of this organization shall be the Prince-Mont Swim League (hereinafter referred to as the League).

## 2. Article II - Purposes

The purposes of the League are to sponsor competitive and developmental swimming events and activities in and between the member swimming teams; to develop in the children affected by this program, a love for the sport, advanced aquatic skills, teamwork, and the principles of good sportsmanship. The League may also sponsor activities involving such member teams, provided such activities are not inconsistent with the purpose of the League as set forth above.

## 3. Article III - Members

**1. Eligibility:** Bona fide swimming teams shall be eligible to apply for membership in the League. These member teams may be associated with community, military installations, private, and apartment pools operating their swimming facility in the summer months and shall consist primarily of family memberships.

**2. Application:** Application for membership in the League shall be submitted to the President, in writing, on the form prescribed by the League for this purpose. The applicant shall furnish all of the information called for on the application form and shall attach thereto a copy of the Constitution and/or By-Laws containing the team's organizational description and membership qualifications. Applicants shall agree to participate to the fullest extent practicable in League programs, activities, and meetings.

**3. Election:** New teams shall be accepted for membership to the League, subject to majority approval by the Board of Directors.

**4. Continuation:** Member teams of the League who participated in the scheduled activities of the League during the preceding summer season must submit their renewal applications to continue as members by reapplying no later than April 30 preceding the summer swimming season.

**5. Termination:** Membership in the League may be voluntarily surrendered by written notification by the team's League Representative to the President of the League not later than April 1 as to intent not to participate in scheduled summer swimming activities for that year.

a. In any case in which the Constitution and/or By-Laws of a member team are changed in a manner relating to the team's or pool's status or to eligibility for membership in the team, the President of the League shall be promptly advised in writing as to the exact nature of such change(s).

b. Membership in the League shall automatically terminate on (1) the failure of the member to pay the annual dues and designated assessments by April 30th or (2) the failure to pay any assessment voted by the League within 60 days of the date set for payment thereof; or (3) the member no longer meets the conditions of eligibility set forth in Section I of this Article or (4) failure to provide a current copy of a certificate of general liability insurance. In the case of automatic termination of membership under condition (3), the termination shall be effective on the date of receipt of the notice of termination of membership by the team's League Representative, such notice to be issued by the President pursuant to the instruction of the Board of Directors on the ascertainment of the facts as to ineligibility.

c. Membership in the League may be revoked if the conduct and/or practices of the member team are found to be in conflict with the best interests of the League or contrary to the purposes of the League as set forth in Article II, by a two-thirds vote of the League Representatives present and voting.

d. In any case of contemplated revocation of a team's League membership, the President, pursuant to instructions of the Board of Directors, shall issue to the team's League Representative a notice in writing setting forth the specific grounds on which the contemplated revocation is based and to provide the team with an opportunity to show cause why the team's membership should not be revoked. An opportunity for a hearing before the Board with respect to such notice shall be granted the member team if requested within 10 days of receipt of the notice by the team in writing to the President of the League, such hearing to be on a date and at a place set by the President and to be held not less than ten (10) days nor more than (30) days from the date of receipt of the League's notice by the member team. At such hearing, any other League member team may also present evidence with respect to which the hearing is being held. The President or his designated representative shall preside at any such hearing and the Board shall, within 30 days of the conclusion of the hearing make a recommendation as to the action to be taken pursuant thereto. Such recommendation shall be mailed to the League Representatives not less than 21 days before the meeting of the League Representatives at which the recommendation is scheduled for consideration.

#### **4. Article IV - League Representatives**

**1. Designation:** Each member team shall designate a representative, one alternate representative and a team data manager to the League to represent the organization. League Representatives and Alternates must be separate

individuals, and along with the meet managers, may not be paid employees of the team. Such representatives shall continue to act until a successor has been designated by the member team. Each member team shall keep the Secretary of the League currently advised as to the name, address, telephone number and Email address of the League Representative, alternate and team data manager, and must also advise the Secretary not later than April 30th of each year, upon reapplication, the identity of the persons who will represent the member team during the ensuing summer swimming season. The designated representative, alternate, and team data manager shall be members in good standing of the member team by whom named. Failure to designate a team data manager will result in the League representative assuming all duties of the team data manager.

**2. Voting:** Each member team shall be entitled to cast only one vote in League matters, such vote to be cast by the designated League Representative, or, in his/her absence, by the Alternate or the Team Data Manager.

**3. Functions:**

a. The League Representatives (including Alternate or Team Data Manager authorized to vote in lieu of the League Representative as stated in Section 2) shall constitute the governing body of the League, and shall, subject to the provision of these By-Laws, have full authority to act for and on behalf of the League in conduct of its activities. League Representatives will coordinate the League's activities with their respective teams, and act as liaison between the team and League Officials. They will attend all League meetings or send an Alternate. (\$5 fine if team is not represented.) League Representatives are to cooperate with the Division Chair in preparing for the Divisional Meet. The League Representatives shall ensure that Team Data Manager submits a team roster (noting all instances of swimmers who have switched from another

League's team from the previous season) to the League Data Manager at least one week before the first meet.

b. The Team Data Manager is responsible for ensuring that the Team for which they represent is utilizing a League approved version of Team and Meet Management software for Windows. The Team Data Manager will provide the team roster to all other Team Data Managers, the Division Data Manager, and the Division Chair before the start of the season and as changes occur. He/She shall also ensure that the **electronic** data results from home meets are sent to the Division Data Manager and all other Team Data Managers in their respective divisions within 48 hours after the completion of the Meet. The Team Data Managers are to cooperate with the Division Data Manager and the Division Chair in preparing for the Divisional Meet.

## **5. Article V - Divisions**

The League shall be grouped by Divisions of member teams. The Divisions shall be identified alphabetically in order of competitive strength (A, B, C, etc.) beginning with the highest ranked Division. It shall be the policy of the League, as far as possible, to group member teams in these Divisions in order of the competitive strength of their respective teams, and to schedule five or six teams in each division. When six-team Divisions are scheduled, the Divisions shall be filled, beginning with the highest ranked Division. Each year, the Divisions will be regrouped in the following manner: The Integrated Method (III) shall be followed, unless, by ordinary motion, the League Representatives vote to follow the Overall Team Performance Method (I) or the Individual Swimmer Performance Method (II).

### **I - Overall Team Performance Method:**

1. A numerical list of all the member teams which competed during the prior season shall be compiled in

accordance with the order of finish within each Division beginning with the highest ranked Division.

2. The list shall be revised by interchanging the position of the member team which finished first in each of the lower ranked Divisions with the member team above it.

3. If any member teams on the revised list withdraw from competition, the vacancies on the list shall be filled by advancing the remaining teams accordingly.

4. New member teams entering competition shall be added to the list in order of receipt of application.

5. The list established by this procedure constitutes the order of seeding for the new season. Member teams will then be assigned in a Division to seeded positions 1 through 6 in accordance with their positions on the list, beginning with the highest ranked Division. In no case, however, shall there be fewer than 4 seeded teams in a Division.

6. The order of seeding within each Division will establish the schedule of dual meets for six-team Divisions in accordance with the following grid:

First Meet:	1-6	2-5	3-4	4-3	5-2	6-1
Second Meet:		1-5	2-4	3-6	4-2	5-1
6-3						
Third Meet:	1-4	2-3	3-2	4-1	5-6	6-5
Fourth Meet:	1-3	2-6	3-1	4-5	5-4	6-2
Fifth Meet:	1-2	2-1	3-5	4-6	5-3	6-4

(The numbers 1 through 6 indicate the seeding positions within the Divisions.)

7. The order of seeding within each Division will establish the schedule of dual meets for five-team Divisions

in accordance with the following grid or a schedule approved by the Board of Directors:

First Meet:	1-Bye	2-3	3-2	4-5	5-4	
Second Meet:		1-4	2-Bye	3-5	4-1	5-3
Third Meet:	1-5	2-4	3-Bye	4-2	5-1	
Fourth Meet:	1-3	2-5	3-1	4-Bye	5-2	
Fifth Meet:	1-2	2-1	3-4	4-3	5-Bye	

(The numbers 1 through 5 indicate seeding positions within the Division.)

## **II- Individual Swimmer Performance Method:**

1. Simulated dual meets will be run by computer between all combinations of teams in the League for each week of the previous dual meet season and the Divisional Meets. Data will consist of the top two official times from each team for each event of each week. Each team will receive a score equal to the number of teams defeated by simulation on a given week. The scores from the six weeks of simulation will be averaged to give an overall score. Teams will be ranked by overall score, highest to lowest. Alternatively, at the discretion of the Board, the simulated dual meets may be run by computer between all combinations of teams in the league using the Divisional Meet data only.

2. New member teams entering competition shall be added to the list in order of receipt of application unless suitable records of prior competition, acceptable to the Board of Directors, are available. In this case, a new member team may be treated as an ordinary member team in establishing placement on the list.

3. Separation into Divisions proceeds in accordance with steps 5 and 6 of the Overall Team Performance Method above.

### **III- Integrated Method**

1. The teams initially will be listed as in the Overall Team Performance Method, following Article V Section I, #s 1, 2, 3 & 4.

2. Scores will be assigned to each team as defined in Article V Section II, the Individual Swimmer Performance Method.

3. The score of the team which finished first in B Division will be compared to that of the team immediately above it. The lower team on the list will interchange positions with the higher team if the score of the lower team is higher. This process will continue until a team with a higher score is reached. Each successive team down the list will repeat this process. There is one restriction, the integrity of Division standings restriction: a team cannot move above another team which placed higher within its Division during the previous season.

4. New member teams will be added according to step 2 of the Individual Swimmer Performance Method.

5. Separation into Divisions will proceed according to steps 5 and 6 of the Overall Team Performance Method.

### **6. Article VI - Officers and Directors**

**1. Directors:** The Board of Directors of the League (hereto after referred to as the Board) shall consist of the Officers of the League, Immediate Past President serving in an ex-officio capacity, and the Division Chair for each Division. The Board shall be the responsible administrative body of the League and shall perform the functions provided for in these By-Laws. They shall meet pursuant to the call of the President, or as otherwise provided by the By-Laws.

**2. Officers:** The Officers of the League shall be a President, Vice President, Secretary, and Treasurer.

**3. Eligibility:** The President and Vice President shall be selected from present or former League Representatives, Alternate, or team data manager whose teams are League members. The Secretary, Treasurer, and Division Chairs may be selected from the membership of any member team.

**4. Voting:** The presiding officer shall cast his/her vote only to break a tie, and the Immediate Past President shall serve in a non-voting capacity. An individual member of the Board entitled to vote by virtue of being an officer shall not also vote by virtue of also being a Division Chair and/or holding another officer position on an acting basis.

**5. Powers and Duties of Officers and Directors:**

a. The President shall have general management and control of the business of the League, subject to the Board of Directors. He/she shall be the Chief Executive Officer of the League, call and preside at all meetings, appoint all committee members at the direction of the Board, serve as ex-officio member of all Standing Committees, and promote the interests of the League in all ways.

b. The Vice President shall have and exercise all the powers, authority, and duties of the President during the absence or disability of the latter. He/she shall serve as Chair of the Rules Committee.

c. The Treasurer shall have custody of all funds of the League, depositing same in a Federally insured institution. He/she collects the League's revenues, signs all checks for disbursement of funds, and provides and maintains complete financial records of the League to provide a report at each meeting. He/she shall be duly

bonded at the League's expense to protect the financial interests of the League. The President shall also sign checks in the absence of the Treasurer.

d. The Secretary shall prepare and maintain full records of all meetings of the League and the Board, including complete returns of all elections. He/she shall conduct all correspondence pertaining to his/her office and keep a current list of membership.

e. The Immediate Past President shall mean the outgoing individual who served as the President of the League except when that person becomes a former President by virtue of removal from office by action of the Board, or if the President should fail to serve out the term for which he was elected for any reason. In that case, the position of Immediate Past President shall not be filled by appointment or election, but shall remain vacant until another person becomes the Immediate Past President. The Immediate Past President shall serve at the pleasure of the President as an advisor and resource to the President.

f. The Division Chairs shall coordinate the League's activities within their respective Divisions, and act as the liaison officer between their Division and the Board. He/she shall have accessible team rosters and copies of all meet results in the division and be informed of any league records broken in the division. He/she shall instruct the League Representatives in the Division as to the rules pertaining to the Divisional and All-Star Meets, be responsible for overseeing the Divisional Meet, assign officials for the Divisional Meet with advice and concurrence of the League Representatives; and have a program printed if the Division desires. He/she will serve on the Rules Committee.

g. The Division Data Manager shall coordinate the League's Computer data within their respective Divisions. He/She shall receive electronic meet results via Email or

data transfer from the Team Data Manager from the home team of the scheduled meet within 48 hours of the completion of the meet. He/She shall ensure that the Division's meet data is provided to the League's Data Manager within 48 hours. He/She shall be responsible for collecting the entries from each team and seeding the Divisional Meet for their respective Division along with the Division Chair. In addition, he/she shall provide the Divisional electronic meet results to the League Data Manager for use in seeding the All-Star Meet within 24 hours of the completion of the Divisional meet.

h. The authority for general direction and control of the affairs of the League shall be vested in the Board of Directors. Their authority shall extend to, but not be limited to, such actions as the following, subject to the approval of the League Representatives:

1) Establishing application fees, annual dues, and any necessary special assessments;

2) Accepting or rejecting new member team(s);

3) Establishing, publishing and enforcing swim rules for the League;

4) Electing of Officers and Directors to fill vacancies as herein provided; and

5) Fixing the amount and character of, and approving, surety bonds required of the Treasurer handling or housing custody of League funds.

## **6. Elections:**

a. Officers: The Officers shall be elected with staggered terms so as to assure continuity of the programs of the League as follows:

▪

1) On the odd numbered years, the President and the Secretary shall be elected; and

2) On the even numbered years the Vice President and the Treasurer shall be elected.

3) Officers shall be elected at the first meeting of the League of the new swim year. The election shall be by plurality vote of those member teams present and voting.

4) The President shall appoint a Nominating Committee to prepare a slate of candidates. However, this shall not preclude nominations from the floor.

5) Newly elected officers shall assume their duties as of the close of business at the meeting which they were elected or when appointed as provided below.

6) Upon resignation or vacation of the office of President, such office shall be assumed by the Vice President until the next regular election. For any other office resigned or vacated, the Board shall appoint one of the League Representatives to hold such office until the next regular election.

b. Division Chairs: The Division Chair shall be elected each year at the meeting of the League in May and shall serve a term of one year.

1) Division Chairs are elected by the League Representatives from the teams comprising that Division.

2) Division Chairs shall assume office immediately following their election.

3) If a Division Chair vacates their position during their tenure, the League Representatives from the impacted

Division shall elect a new Division Chair for the remainder of the tenure. The election shall be completed within one week of the position being vacated. If, however, the position is vacated within the week of a critical Division Chair duty (e.g., Divisional Meet), and the League Representatives for the impacted Division cannot meet within 48 hours of the critical Division duty, the Board of Directs may temporarily appoint a Division Chair. A permanent Division Chair shall be elected as soon thereafter as possible to confirm or replace the appointed individual.

## **7. Article VII - Regular and Special Meetings**

1. Regular meetings of the League shall be held at least three times a year on such dates and at such places as may be determined by the President. Additional meetings may also be held. For the purpose of conducting any meeting, 25% of all member teams must be present to constitute a quorum. Notices of such meetings must be announced to the League Representatives not less than 14 days prior to the meeting date.

2. Special meetings of the League shall be called by the President if such meetings be requested by at least four of the League Representatives. Special meetings may also be called at the discretion of the President or the Board. Notice of such meetings must be announced to the Representatives not less than seven days prior to the date of the meeting by mail, telephone or by E-Mail.

3. Regular meetings of the Board shall be called by the Secretary at the request of the President. Four voting Board members shall constitute a quorum.

4. Special meetings of the Board shall be called by the Secretary at the request of the President or any four members of the Board. Not less than three days advance

notice shall be given and four Board members must be present to constitute a quorum.

5. Failure of a League Representative or designated alternate to attend a regular or special meeting shall be cause for assessment of \$5 to the team, this sum payable with the annual dues.

## **8. Article VIII – Dues**

1. Dues shall be assessed in the amount determined by the Board and League Representatives each year, payable not later than the date of April 30th and preceding the commencement of the schedule of the competitive swimming season of each year.

2. Any unobligated balance remaining after each year's operation will be retained by the League.

3. League funds shall be used to defray normal operating costs, and to procure medals, awards, prizes, and ribbons etc., to be presented to individuals or teams in the course of the League's program. Disbursements shall be consistent with the approved budget. Exceptions to the budget shall be approved by a majority vote of the Board.

## **9. Article IX – General Liability Insurance**

1. Swim Clubs/Teams that sponsor/host swim meets must submit a Certificate of General Liability Insurance in the amount of \$500,000 listing the swim facility that hosts swim meets as the "insured."

2. A current copy of the Certificate of General Liability Insurance must remain on file with the league throughout the swim season.

## **10. Article X - Standing and Special Committees**

1. Standing Committees are those for Rules, Records, Clinic for League Officials, Grievance and Ethics, and All-Stars.

2. Special Committees shall be appointed by the President as required.

3. Each Committee with the exception of Rules shall consist of a Chair appointed by the League's President and such other persons as are selected by the Committee Chair.

4. The USA SWIMMING Representative and alternates shall be appointed by the President, and shall attend the meetings of the USA SWIMMING Board of Managers, function on such committees as designated by that Board, and serve at all times as liaison between the League and the USA SWIMMING.

## **11. Article XI - Parliamentary Authority**

1. The rules contained in Robert's Rules of Order, Revised, shall govern the League in all cases to which they are applicable and in which they are not inconsistent with these By-Laws or the special rules of order of this League.

## **12. Article XII - Amendments**

1. These By-Laws become effective immediately upon approval by the League Representatives and shall remain in effect until amended in accordance with provisions contained herein.

a. Amendments may be proposed in writing by an Officer, a Board member, or a League Representative.

b. Proposed amendments, if approved by a majority of the Board, shall be presented for discussion at the next designated general meeting of the League.

c. The proposed amendments must be circulated to each member at least 14 days prior to voting thereon. Two-

thirds vote of those League Representatives present and voting will be necessary for adoption.

2. Copies of these By-Laws shall be made available to all member teams.

### **13. Article XIII - Emergency Suspension of By-Laws**

These By-Laws may be temporarily suspended in whole or in part, in the event of an emergency, to be determined by the Board with the approval of two-thirds of the League Representatives present and voting. The exact article to be suspended shall be identified as well as the anticipated duration of time for such a suspension.

Approved by League Representatives

April 19, 1997

Revised by League Representatives

May 14, 1998

Revised by League Representatives

April 24, 1999

Revised by League Representatives

March 31, 2001

Revised by League Representatives

April 27, 2002

Revised by League Representatives

March 27, 2010

Revised by League Representatives

April 13, 2012

Revised by League Representatives

April 27, 2018

Revised by League Representatives

April 28, 2025

## League Records

### PRINCE-MONT SWIM LEAGUE RECORDS

*Updated thru 2025 All-Stars (7/26/2025)*

METERS RECORDS						
Age Group		Distance	Time	Date	Name(s)	Club
Medley Relay *						
<b>18 &amp; Under</b>	Boys	200 M	1:48.69	7/19/25	G. Abelende, J. Brown, C. Cupples, J. Donnick	HCC
	Girls	200 M	2:03.95	7/24/21	A. Donnick, T. Tompkins, J. Woolsey, K. Cupples	HCC
Butterfly						
10 & Under	Boys	25 M	15.04	7/28/12	Ryan Mathis	KSC
	Girls	25 M	15.13	7/31/21	Sydney Campbell	RST
11 & 12	Boys	50 M	29.88	7/23/16	Joseph Hayburn	WPT
	Girls	50 M	30.40	7/15/23	Sydney Campbell	RST
13 & 14	Boys	50 M	27.04	7/28/18	Joseph Hayburn	WPT
	Girls	50 M	29.63	7/27/13	Morgan Hill	SBP
<b>15 – 18</b>	Boys	<b>50 M</b>	<b>25.07</b>	<b>7/19/25</b>	<b>Clinton Cupples</b>	<b>HCC</b>
	Girls	50 M	29.28	7/25/15	Morgan Hill	SBP
Freestyle						
8 & under	Boys	25 M	15.50	1968	Mike Clairmont	SSY
			15.50	7/24/10	Anthony Nguyen	WOW
	Girls	25 M	15.32	7/13/19	Sydney Campbell	RST
9 & 10	Boys	50 M	30.38	8/6/05	Matthew Gibson	TP
	Girls	50 M	30.28	7/31/21	Sydney Campbell	RST
11 & 12	Boys	50 M	27.22	7/23/16	Joseph Hayburn	WPT
	Girls	50 M	27.69	7/8/23	Sydney Campbell	RST
13 & 14	Boys	50 M	25.31	7/28/18	Joseph Hayburn	WPT
	Girls	50 M	27.54	6/29/13	Morgan Hill	SBP

15 – 18	Boys	100 M	51.91	7/31/21	Joseph Hayburn	WPT
	Girls	100 M	58.15	7/23/22	Addy Donnicks	HCC
<b>Breaststroke</b>						
8 & under	Boys	25 M	20.53	1979	Jimmy Mackey	RMS
	Girls	25 M	20.27	7/20/19	Sydney Campbell	RST
9 & 10	Boys	25 M	18.04	7/30/05	James Michael	MVP
	Girls	25 M	17.69	7/31/21	Mia Moore	GM
			17.69	7/31/21	Sydney Campbell	RST
11 & 12	Boys	50 M	34.95	7/20/19	Joseph Wills III	KSC
	Girls	50 M	36.67	1991	Lauren Briscoe	FP
13 & 14	Boys	50 M	31.90	7/23/16	Ryan Mathis	KSC
	Girls	50 M	34.48	1988	Ruth Kominski	SBP
15 – 18	Boys	50 M	28.64	7/22/17	Sterling Smith	TB
	Girls	50 M	33.59	7/23/22	Alexandra Tompkins	HCC
<b>Backstroke</b>						
8 & under	Boys	25 M	18.20	7/17/10	Anthony Nguyen	WOW
	Girls	25 M	19.50	1976	Rhian Medlin	GA
			19.50	1978	Danielle Mackey	RMS
			19.50	7/22/19	Sydney Campbell	RST
9 & 10	Boys	25 M	16.44	7/28/12	Anthony Nguyen	WOW
	Girls	25 M	16.55	7/31/10	Sydney Mathis	KSC
11 & 12	Boys	50 M	30.16	7/23/16	Joseph Hayburn	WPT
	Girls	50 M	32.31	6/29/24	Leila DeBacker	SBP
13 & 14	Boys	50 M	27.31	7/28/18	Joseph Hayburn	WPT
	Girls	50 M	30.81	7/30/11	Bridie Burke	MVP
15 – 18	Boys	50 M	25.39	7/23/22	Joseph Hayburn	WPT
	Girls	50 M	29.61	7/23/22	Addy Donnicks	HCC

## Individual Medley

12 & under	Boys	100 M	1:08.53	6/25/22	Tyler Kominski	SBP
	Girls	100 M	1:11.06	7/27/13	Gabrielle Standfield	TB
<b>13 &amp; 14</b>	<b>Boys</b>	<b>100 M</b>	<b>1:02.36</b>	<b>7/26/25</b>	<b>Allen Bui</b>	<b>LC</b>
	Girls	100 M	1:07.34	1984	Pam Franklin	KS C
			1:07.34	7/31/10	Geordie Enoch	BSR
<b>15 – 18</b>	<b>Boys</b>	<b>100 M</b>	<b>58.26</b>	<b>7/19/25</b>	<b>Kai Henrikson-Brandt</b>	<b>CS R</b>
	Girls	100 M	1:05.82	7/23/22	Addy Donnack	HC C

## Freestyle Relay

8 & under	Mixed	100 M	1:12.18	2001	M.Gentry, K.Drummond, R. Alloway, E. Taylor	TP
9 – 18	Boys	200 M	1:51.06	7/31/10	J. Bendana, A. Todd, J. Miller, J. Tomlin	TP
	Girls	200 M	1:58.02	7/28/12	J. Boucree, S. Mathis, A. LeMone, A. Barber	KS C

*\*200 Medley Relay (18 & Under) was added as an official event in 2009.*

*Abbreviations for teams no longer in Prince-Mont:*

BCC = Bethesda Chevy Chase Country Club

FP = Forest Pool

GA = Green Acres

MSR = Marlton Swim & Recreation

RMS = Rockville Municipal Swim Club

SSY = Silver Spring Y

TB = Theresa Banks Swim Club

# PRINCE-MONT SWIM LEAGUE RECORDS

Updated thru 2025 All-Stars (7/26/2025)

YARDS RECORDS						
Age Group		Distance	Time	Date	Name(s)	Club
<b>Medley Relay *</b>						
18 & Under	Boys	200 Y	1:38.71	7/29/17	M. Jackson, S. Smith, S. Barbour, K. Young	TB
	Girls	200 Y	1:52.90	7/27/19	A. Donnick, A. Tompkins E. Dugan, N. Dugan	HCC
<b>Butterfly</b>						
10 & Under	Boys	25 Y	14.08	1980	Mark Henderson	FW
	Girls	25 Y	13.88	7/14/12	Gabrielle Standfield	TB
11 & 12	Boys	50 Y	26.95	7/30/16	Joseph Hayburn	WPT
	Girls	50 Y	27.56	7/29/17	Nisa Ellis	KSC
13 & 14	Boys	50 Y	24.53	7/2/16	Ryan Mathis	KSC
	Girls	50 Y	27.12	8/3/02	Allison Stevens	WLS
15 – 18	Boys	50 Y	23.18	6/24/17	Sterling Smith	TB
	Girls	50 Y	25.92	7/29/23	Addy Donnick	HCC
<b>Freestyle</b>						
8 & under	Boys	25 Y	14.16	1979	Mickey Gray	MSR
	Girls	25 Y	14.09	7/27/19	Sydney Campbell	RST
9 & 10	Boys	50 Y	27.82	7/9/05	Matthew Gibson	TP
	Girls	50 Y	28.18	1984	Terry Long	SBP
			28.18	1995	Tiffany Crudup	TB
11 & 12	Boys	50 Y	24.44	7/30/16	Joseph Hayburn	WPT
	Girls	50 Y	25.21	7/29/23	Sydney Campbell	RST
13 & 14	Boys	50 Y	23.11	7/30/22	Omar Mourad	WPT
	Girls	50 Y	24.53	7/30/16	Keyla Brown	AR
15 – 18	Boys	100 Y	47.00	7/30/22	Joseph Hayburn	WPT
		100 Y	53.11	7/27/19	Jasmine Barry	TP

**Breaststroke**

8 & under	Boys	25 Y	18.45	1992	Steve Davis	OH
	Girls	25 Y	18.18	7/27/19	Sydney Campbell	RST
9 & 10	Boys	25 Y	16.83	6/26/10	Michael Kelley	MVP
	Girls	25 Y	16.52	1978	Joann Duymovic	BCC
11 & 12	Boys	50 Y	31.60	1974	Steve Giovinazzo	TH
	Girls	50 Y	33.13	7/11/09	Bridie Burke	MVP
13 & 14	Boys	50 Y	28.88	7/27/19	Michael Venit	WA
	Girls	50 Y	31.71	7/29/17	Jasmine Barry	TP
15 – 18	Boys	50 Y	25.52	7/29/23	Michael Venit	WA
	Girls	50 Y	29.89	7/27/19	Jasmine Barry	TP

**Backstroke**

8 & under	Boys	25 Y	16.58	6/26/10	Anthony Nguyen	WOW
	Girls	25 Y	17.30	1976	Rhian Medlin	GA
9 & 10	Boys	25 Y	14.90	1978	Abe Reybold	MC
	Girls	25 Y	14.88	7/17/10	Sydney Mathis	KSC
11 & 12	Boys	50 Y	27.18	7/16/16	Joseph Hayburn	WPT
	Girls	50 Y	29.50	7/29/06	Amina Wilson	TP
13 & 14	Boys	50 Y	26.21	7/9/16	Ryan Mathis	KSC
	Girls	50 Y	27.91	7/9/11	Bridie Burke	MVP
15 – 18	Boys	50 Y	23.41	7/30/22	Joseph Hayburn	WPT
	Girls	50 Y	27.70	7/17/10	Amina Wilson	TP

**Individual Medley**

12 & under	Boys	100 Y	1:02.07	6/18/22	Tyler Kominski	SBP
	Girls	100 Y	1:04.13	7/18/09	Bridie Burke	MVP
13 & 14	Boys	100 Y	57.23	7/29/23	Tyler Kominski	SBP
	Girls	100 Y	59.87	7/9/11	Bridie Burke	MVP
15 – 18	Boys	100 Y	51.10	7/29/23	Michael Venit	WA
	Girls	100 Y	59.77	7/27/19	Jasmine Barry	TP

## Freestyle Relay

8 & under	Mixed	100 Y	1:05.17	1982	R. Kominski, T. Long, I. Solomon, R. Kominski	SBP
9 – 18	Boys	200 Y	1:39.85	7/30/22	B. Bartels, I. Mourad, O. Mourad, J. Hayburn	WPT
	Girls	200 Y	1:46.47	7/29/17	E. Alston, N. Ellis, J. Eborn, S. Mathis	KSC

*\*200 Medley Relay (18 & Under) was added as an official event in 2009.*

*Abbreviations for teams no longer in Prince-Mont:*

BCC = Bethesda Chevy Chase Country Club      RMS = Rockville Municipal Swim Club

FP = Forest Pool      SSY = Silver Spring Y

GA = Green Acres      TB = Theresa Banks Swim Club

MSR = Marlton Swim & Recreation

## 2026 Meet Schedule

### 2026 PMSL SCHEDULE

Date	Div A	Div B	Div C	Div D	Div E	Div F
6/13/2026	KSC@PGP	BBT@IH	WA@PGC	WLS@RST	NR@MC	TH@BNS
	AR@MVP	WPT@RCS	AST@BSR	BWS@NCR	GV@FW	FC@OH
	CSR@HCC	SBP@PPR	LC@GM	SVA@WOW	TP@PR	
6/20/2026	MVP@KSC	RCS@BBT	AST@WA	NCR@WLS	TP@GV	PR@FC
	HCC@AR	PPR@WPT	BSR@GM	BWS@SVA	NR@FW	OH@TH
	PGP@CSR	SBP@IH	LC@PGC	RST@WOW	BNS@MC	
6/27/2026	HCC@KSC	PPR@BBT	GM@WA	SVA@WLS	TP@FW	PR@OH
	CSR@AR	WPT@SBP	LC@BSR	WOW@BWS	MC@GV	BNS@FC
	MVP@PGP	IH@RCS	PGC@AST	RST@NCR	TH@NR	
7/4/2026	KSC@CSR	BBT@SBP	WA@LC	WOW@WLS	NR@TP	PR@TH
	AR@PGP	WPT@IH	PGC@BSR	RST@BWS	FW@MC	OH@BNS
	HCC@MVP	PPR@RCS	GM@AST	NCR@SVA	GV@FC	
7/11/2026	AR@KSC	BBT@WPT	BSR@WA	WLS@BWS	MC@TP	BNS@PR
	MVP@CSR	RCS@SBP	AST@LC	WOW@NCR	GV@NR	FC@TH
	PGP@HCC	IH@PPR	PGC@GM	SVA@RST	FW@OH	
7/18/2026 (Divisionals)	AR	SBP	BSR	NCR	NR	BNS
7/25/2026	<b>All-Star Meet at WPT</b>					



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