



## WEST JERSEY FOOTBALL LEAGUE

(Founded 2010)

(Revised 6/14/2016)

[www.westjerseyfootball.com](http://www.westjerseyfootball.com)

### Purpose:

Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

We are a tax exempt, non-profit educational organization that provides football schedules, regulations, guidelines, championships, awards and honors to its membership.

### 1. Contest Time

- a. Varsity – Home Team determines starting time. Schools shall not, however, be required to play on religious holidays.
- b. Frosh – Games should be scheduled on Thursday, Friday or Saturday opposite site of the Varsity Game.
- c. JV – Games should be scheduled on Monday opposite site of the Varsity Game.
- d. All Sub-Varsity Games shall consist of (8) minute quarters.
- e. All exceptions to the above shall be by mutual agreement.
- f. WJFL master schedules will be published and approved in January of the preceding football season. All divisional games must be played. If extenuating circumstances prevent the game from being played, then a formal written explanation/request must be filed from both schools to the WJFL President. The President will present the explanation/request to the WJFL Board of Governors for official acceptance/approval. Cross over games must be played unless both schools mutually agree to not compete. A formal process must be followed for league acceptance. The initiating party must submit a formal written request from the Athletic

Director and School Principal to both the opposing school Athletic Director and Principal as well as the WJFL President. The President will present the letter/request to the WJFL Board of Governors for official acceptance/approval.

If both parties agree to cancel the cross over game, then a letter should be sent to the League President from both parties declaring their intentions. The President will share the letters with the Board of Governors and place the request on the next meeting's agenda for the WJFL Board of Governors to approve.

- a. If the two schools cannot mutually agree to cancel the cross over game, then the game must be played as scheduled. All requests for not playing cross over games and letters to the opposing schools and League President must be postmarked by no later than 60 days after the WJFL meeting at which the schedules are approved.

## 2. Postponements

- a. Varsity – Postponed Varsity Games shall be rescheduled and played as per NJSIAA Guidelines.
- b. Sub-Varsity – Postponed Sub-Varsity Games shall be rescheduled by mutual agreement.
- c. Every effort shall be made to postpone games at least (2) hours prior to game time. The final decision shall be made by the Site Manager prior to the start of the game.

## 3. Officials

- a. It is recommended that (5) officials and (1) clock operator be assigned to work all Varsity Games and at least (3) officials to be assigned to work all Sub-Varsity Games.
- b. In the event that only (1) official is present for a Sub-Varsity Game, the game must still be played.
- c. All officials must be members of an NJSIAA approved chapter.
- d. Officials' fees shall be those negotiated by the South Jersey League of Leagues.

## 4. Admission

- a. Varsity Game ticket prices are a maximum of: Adult: \$4.00 and Student/Senior Citizens: \$2.00.
- b. Properly identified administrators and faculty of the competing schools shall not be charged admission. Guests pay admission.
- c. All league and recognized scouting passes shall be honored.

## 5. Marching Band Participation

- a. Both Football Teams must vacate the field at least (20) minutes prior to the start of the game.

- b. The Visiting Band will play pre-game for (12.5) minutes and clear the field (5) minutes prior to kick-off.
  - c. The Home Band will play the National Anthem.
  - d. Half-Time shall be (15) minutes. Half-Time may be extended up to an additional (5) minutes for a special event (ex., Homecoming, Senior Night, Field Dedication, Hall of Fame, etc.). The Home Band will perform during half-time.
  - e. Under no circumstances shall football players interfere in any way with the performance of a Marching Band either before the game or during half-time.
6. Sportsmanship  
Both teams shall line up at midfield at the conclusion of the game to shake hands in a show of good sportsmanship.
7. Crowd Control Procedures  
All member schools shall submit to the league and each visiting school a copy of their respective Crowd Control Procedures.
8. Video Exchange
- a. If either team videos from an end zone angle, that view must be shared with opposing team.
  - b. Film Exchange – each school is required to provide any 2 games films which are requested by the opposing school, including, but not limited to scrimmages, zero week, and playoffs. Film must be exchanged by Sunday at 12 noon.
9. Spotting
- a. Procedures for spotting by the visiting coaches are to be determined by the home school and must remain consistent throughout the season unless extenuating circumstances exist.
  - b. Spotting procedures shall be included in each school's Crowd Control Procedures.
  - c. Access to the home team press box, where a visiting team video's a game, and what equipment is permitted on school grounds (ie. Scissors Lift) will be at the discretion of the Home school, but these requirements must be documented in your pre-season security plan. These plans must be consistent for all games during a season.
10. Scouting  
The league does not restrict scouting or the use of videotaping for scouting purposes in scrimmages or games.

## 11. Championships

- a. There shall be separate divisional championships based on divisional wins, losses and ties.
- b. Points shall be awarded: 2 points for a win, 1 point for a tie and 0 points for a loss.

## 12. Chain Crew

- a. Varsity Games – It is recommended that adults work the chains.
- b. Sub-Varsity Games – It is recommended that the Chain Crew be on the home side of the field.

## 13. Medical

It is recommended that a First Aid Squad attend all Home Varsity Games and that a physician is also present on the sideline.

## 14. Criteria For Establishing Divisional Alignments

- a. Full Schedule with Competitive Balance
- b. Enrollment, Group Size & Power Points (as per NJSIAA)
- c. Geography
- d. Thanksgiving Day
- e. Strength of Program (winning percentage over a two year period of time)
- f. Divisional Balance
- g. If the strength of program of a school is deemed to be well above or well below the Group size classification for its enrollment, that school can be placed in a division with and play crossover games with schools that exceed one group size larger or smaller as classified by the NJSIAA General Classification.

## 15. Scheduling Considerations

- a. Balance of Home & Away Games
- b. Avoidance of Either (4) Consecutive Away Games
- c. Perceived Rivalries
- d. Shared Stadiums

## 16. General Rules of All-Star Voting

- a. Each school is required to have one coach or representative in attendance at league All-Star Meetings.
- b. Nominations must be submitted in advance.
- c. Coaches may not vote for their own athlete, except when all schools are not represented. At this time, coaches may nominate/seed players from the school of the absent coach and may also vote for their own athletes.
- d. First team selections receive plaques.
- e. Second team selections receive certificates.
- f. Dates for All-Star Voting will be established by the respective sports chairperson (A.D.) at the Pre-Season Workshop.

- g. Athletic Director/Chairperson will submit All-Star names to the appropriate Conference League Officer.
- h. The league and individual conferences will submit both first and second team All-Star Squads to the press.
- i. Where voting takes place, each coach will be given the opportunity to comment briefly on each of their nominees prior to voting.

#### 17. Appeals

- a. A member school may lodge an appeal to move either up or down (1) Division within the respective school's group size. In other words, Group I schools will not play Group III or Group IV schools and Group II schools will not play Group IV schools except for Thanksgiving Day Games. (The WJFL will use the NJSIAA General Classification Grouping in scheduling in these cases – not the NJSIAA 5 Group Football Classification.)
- b. All appeals must be submitted by the Athletic Director in writing to the League Chair within (1) week after the Divisions are announced.
- c. All appeals shall include detailed reasons for the request and a summary of the steps taken previously to either improve the program or justify the movement.
- d. The League Divisional/Scheduling Committee and the League Chair shall render a decision prior to the final schedule and divisions being issued.

#### 18. League Officers

- a. The administrative structure of the league shall be a Board of Governors consisting of the respective Leagues' Presidents.
- b. All league committees shall be comprised of representatives from each respective conference.
- c. Standing league committees shall include the following: Appeals, Constitution/By-Laws, Divisional Alignments, Scheduling, & All-Star.
- d. Additional committees may be created as determined by the Board of Governors.

#### 19. Membership

All member schools must be either full or federated members of the NJSIAA and abide by all the rules and bylaws of the NJSIAA

#### 20. League Expenses

- a. All expenses encumbered shall be shared equally by the respective conferences.
- b. League expenses shall include all of the following: Pre-Season Meeting, All-Star Selection Meeting, All-Star Plaques and Certificates, League Meetings & Sportsmanship Luncheons – as well as other costs approved by the Board of Governors.
- c. Dissolution Clause: Upon dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section

501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes of to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

#### 21. Admission of New Member Schools

- a. Any school(s) applying for membership in one of the respective conferences or leagues, and is (are) accepted into said conference or league, will automatically be accepted as a member of the WJFL. Placement of the new school(s) into a WJFL Division is strictly a decision that will be made by the Joint Football Committee.
- b. Any school(s) requesting admission to the WJFL must receive a two-thirds majority vote from the entire WJFL Membership. Placement of the new school(s) into a WJFL Division is strictly a decision that will be made by the Joint Football Committee. The Joint Football Committee reserves the right to invite any school(s) into the league for the good of the conference. A two-thirds majority is needed to finalize acceptance of the invitee(s).

#### 22. Leave of Member Schools

- a. Any member of the respective conference or league being granted leave of their respective conference or league will not be denied leave from the WJFL.
- b. Any school requesting leave from the WJFL, with the intent to remain in their respective league or conference, must receive a two-thirds majority vote from the entire WJFL. Petitions to leave must be presented at the WJFL Scheduling Confirmation Meeting in January after the completion of the first year of a schedule rotation.