

## **West Chapter #5 Field Hockey Officials Association, Inc**

A Non-Profit Association

### **CONSTITUTION**

#### **Article I - NAME**

\*\* The name shall be known as the West Chapter #5 Field Hockey Officials Association and shall be herein referred to as the "Association." This chapter comprises Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester and Salem Counties.

#### **Article II - PURPOSE**

**Section 1** - The purpose of this association shall be:

- A. To provide competent, uniformed field hockey officials for all contracted organizations.
- B. To give better understanding of the rules of field hockey through proper interpretation and enforcement of said rules and policies
- C. To promote respect, confidence, and sportsmanship for all aspects of the game of field hockey both on and off the field.
- D. Maintain and improve the quality of umpiring practices through education, rating and training systems.

#### **Article III - LIMITS ON THE ASSOCIATION**

**Section 1** –

- A. The Association shall not set, request or collect game fees or related remuneration for members.
- B. Members who undertake games with any league, group, or team, other than the Association's contracted organizations do so independent of the Association.

#### **Article IV - MEMBERSHIP**

**Section 1 – ASSOCIATION** -This chapter shall be composed of all duly qualified and regularly approved members currently in good standing within this Association.

**Section 2 - ELIGIBILITY –**

- A. Membership shall be composed of individuals who are of good character and are recommended by the NJSIAA Examination Committee.
- B. An applicant shall submit a written application to the Executive Board and be at least 18 years of age.
- C. Consideration for membership shall be without regard to sex, race, color or creed.
- D. All members are independent contractors, **NOT** employees of the chapter assignor or NJSIAA.

**Section 3 - MEMBERSHIP CLASSIFICATION** – There shall be six membership classifications. Membership classifications shall be defined by the Board and approved by the Association.

- A. Active
- B. Inactive
- C. Cadet
- D. Transfer
- E. Lapsed Membership
- F. Associated Certified Official

**Section 4 - REQUIREMENTS FOR MEMBERSHIP** - Applicants for membership shall:

- A. Pass the annual NFHS Field Hockey exam.
- B. Successfully complete the annual NFHS Concussion course.
- C. Complete evaluation procedure approved by the Executive Board.
- D. Sign a General Release form approved by the NJSIAA.

**Section 5 - DUTIES** – It shall be the duty of all members to abide by:

- A. The Constitution and By-Laws of the Association.
- B. The Rules and Policies of the Association

**\*\*\*Section 6 – REGISTRATION**

**A. Registration by the Chapter will not be issued or renewed for anyone:**

1. Convicted, or adjudicated with a finding of fault, guilt or violation, in regard to an offense against a minor or any sexual offense unless/until such offense has been reversed by proper authority with jurisdiction over the matter.
2. Convicted, or adjudicated with a finding of fault, guilt or violation, in regard to an offense involving any illegal/illicit drug or controlled substance as prescribed by federal or state law or regulation, prior to five (5) years following the completion of any sentence/parole/probation period imposed for the offense.
3. Currently serving a sentence or a parole/probation period for any offense or adjudication of guilt imposed by any court, judge or administrative body, other than simple traffic violations.

**B. Currently Registered Officials**

1. When a currently registered official is indicted or charged with any indictable criminal offense or charged with a violation of any statute pertaining to minors, drugs or a controlled substance, such license will automatically be suspended, pending resolution of the indictment or charge. Conviction or adjudication of fault, guilt or a violation under any such indictment or charge shall result in immediate and automatic forfeiture of the officiating license.
2. Currently registered officials must inform the local chapter of any such indictment or indictable criminal charge immediately upon receipt of or upon having knowledge of such indictment or charge. Failure to notify the chapter shall itself be a basis for immediate and automatic forfeiture of the officiating license.

**C. Reinstatement/Reapplication for Registration.** An official whose registration has been forfeited, suspended or revoked or an applicant who is denied registration, under the provisions of this policy, may petition the chapter for reinstatement/reapplication based on the following:

1. If suspension, revocation or forfeiture of registration is based upon a conviction, adjudication or finding of guilt as a result of an indictable offense: The official/applicant may petition the chapter for registration one year after the completion of the parole/probation period; other than conviction of illegal illicit drugs, controlled substance where a 5 year probation period is used, or immediately upon dismissal or reversal of the charge or conviction (provided that offense was NOT involving a minor or a sexual offense).
2. If suspension, revocation, forfeiture or denial of registration is based upon any conviction, adjudication or finding of guilt involving a minor or sexual offense,

reinstatement/reapplication will not be permitted, unless/until such offense has been reversed by proper authority having jurisdiction over the matter.

### **Article V – OFFICERS, ELECTIONS AND THE BOARD**

**Section 1 - OFFICERS** – Elected Officers of the Association shall be: President; 1<sup>st</sup> Vice President/Cadet Trainer; 2<sup>nd</sup> Vice President/Testing; Secretary; Treasurer; Assignor; and Lower Level Assignor. Appointed positions of the Association shall be Interpreter and Supervisor of Officials. Officers must be active or inactive members of the Association in good standing.

**A.** The officers of this Association shall be the governing body, shall serve as the Executive Board and shall rule on all matters not specifically covered by the Constitution, By-Laws and Rules and Policies. The duly elected officers shall have the power to fill a vacancy in any office, except President, between annual elections. If a vacancy in the office of the President occurs then the 1<sup>st</sup> Vice President shall fill that vacancy.

**B.** The term of office shall be for two years. The offices of President, 2nd Vice President, Secretary and Assignor shall be elected on odd years. The 1st Vice President, Treasurer and Lower Level Assignor shall be elected on even years. The Interpreter and Supervisor of Officials shall be appointed by the Executive Board on odd years.

**C.** The Officers of this Association shall constitute an emergency committee to act on any matters demanding immediate attention between meetings.

**D.** The Board shall establish Rules and Policies to ensure compliance with the Constitution and By-Laws of the Association. No rule or policy shall be established to be contrary to the duly amended Constitution or By-Laws.

**E.** The Board shall have the authority to retain legal guidance or other professional services deemed to be in the best interest of the Association, its members and/or officers.

### **Section 2 - ELECTION OF OFFICERS –**

The election of Officers will take place, at the discretion of the Board, and in the following manner:

**A.** By written Ballot at the final business meeting using a simple majority of the membership in attendance; **OR** .

**B.** Electronic voting in a manor determined by the Board. The voting will open at 12:00 noon two days prior to the date of the final business meeting and close at 6:00pm on the evening of the meeting using a simple majority of the voting membership.

**C.** Newly elected officers shall take office January 1<sup>st</sup> of the new year.

### **\*\*\*Article VI – MEETINGS**

**Section 1** – NJSIAA requires all members to attend an annual rules and interpretation meeting conducted by an approved interpreter in order to be eligible to officiate.

**Section 2** – The Board shall establish and announce a minimum of four annual meetings with an attendance requirement and order of business.

### **Article VII - FINANCIAL RESPONSIBILITIES**

**Section 1** - The Association is a non-profit organization.

**Section 2** - Association fees and fines. The Executive Board shall establish deadlines for payment of all financial responsibilities.

- D. Annual membership Fees.
- E. Assignors' Fees
- F. Fines

**Article VIII - NEW CHAPTERS**

The Association agrees to aid NJSIAA in the establishment of new chapters whenever such action is in the best interest of servicing member schools.

**Article IX – AMENDMENTS TO CONSTITUTION AND BY-LAWS**

The Constitution and/or By-Laws of the Association may be amended, added to, or repealed by an appointed Executive Committee and approved by two-thirds vote of the membership present at any duly instituted meeting, provided that copies of the document changes have been sent by the secretary to the membership at least one week prior to that meeting.

**Article X – PARLIAMENTARY AUTHORITY**

Rules and Policies to implement the Constitution and By-Laws shall be established by the Executive Board or an appointed Executive Committee. Where any matter is not addressed in the Constitution or By-Laws of the Association the most current version of Roberts Rules of Order (revised) shall prevail.

**Article XI – QUORUM AND RATIFICATION OF AMENDMENTS**

***Section 1 – A quorum for:***

- A. An Executive Board meeting shall be two-thirds of the voting members of the Board.
- B. A general meeting shall be by majority of eligible active members present to vote.

***Section 2 – Ratification of Amendments***

- A. By-Laws shall be ratified and may be amended by two-thirds vote of eligible active members present at a general meeting. Proposed amendments to the By-Laws shall be read in final form and voted on at the next general meeting.
- B. Amendments shall take immediate effect upon approval by the membership, unless otherwise stated.

**Article XII – PETITION AND GRIEVANCES**

The Board shall establish procedures for the resolution of grievance or other petitions presented before the Board.

**Article XIII - DISSOLUTION POLICY**

The Association shall continue in perpetuity unless terminated by a vote of two thirds of active members. Upon dissolution, any asset of the Association shall be liquidated after

paying final expenses. Any remaining assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code. Additionally, upon dissolution, all members and officers shall held harmless and have no liability or compensation from or to the Association or parties associated with the Association.

**Article XIV - CONFLICT OF INTEREST POLICY**

No person in the position of authority may benefit personally from a decision he or she could make with regard to any transactions made by the Association.

**Article XV – COMMITTEES**

The Association President shall have the authority to establish ad hoc or special committees.

**\*\*\* These areas must be included by order of NJSIAA**