

North Carolina High School

Field Hockey Association

Bylaws

NAME

The name of the Association is the North Carolina High School Field Hockey Association

PURPOSE

The purposes of the Association are to provide high school age girls in North Carolina with the skills and opportunity to play field hockey and to promote the spirit and sportsmanship of the game of field hockey.

This includes

- 1) organizing and executing a league calendar of play days, games, and tournaments for its member teams,
- 2) providing a framework of game regulation that will ensure a safe environment in which to conduct the games,
- 3) creating a collaborative partnership between the various constituencies of the Association, governing Board, coaches, referees, parents and players so the Association maintains an atmosphere of learning, enjoyment and good sportsmanship, and
- 4) Educating coaches, parents and the community about field hockey, and to promote the sport at all levels.
- 5) Organizing the State Tournament, including location, officials, trophies, and monies collected.

MEMBERSHIP

Full Membership

Membership in the Association is limited to varsity teams that consist of players entirely from a single high school. All teams must adhere to the eligibility requirements of the North Carolina High School Athletic Association - or their appropriate governing body.

All head coaches **MUST** be registered as a "Women's Division Head Varsity Coach" with US Field Hockey Association. It is also highly recommended that all players be members of USFHA as well.

Conference Organization is as follows:

Western: Asheville, Charlotte Catholic, Freedom, Patton, Myers Park

Central: Mt. Tabor, Northwest Guilford, Reagan, Reynolds, West Forsyth, East Forsyth

East: Chapel Hill, East Chapel Hill, Jordan, Riverside, Carrboro

The decision to join the Association must be made by the start of the school year. A team can register by contacting the President of the Executive Committee.

A member school must

1. participate and promote the purposes of the Association.
2. be prepared to play a schedule consisting of field hockey games with member teams within their conference and share equally in travel with opposing teams.
3. send a representative to annual coaches meetings, and division representative to biannual board meeting.
4. agree to provide visiting teams with adequate playing facilities - including a properly-marked field.
5. agree to pay any dues or assessments as may be established from time to time.
6. agree to abide by the rules of the Association as they are promulgated from time to time.
7. notify the Executive Committee at the annual coaches meeting as to how many teams they will have for the upcoming season (JV and Varsity).
8. notify the Association by July 1 as to who their organizational representative will be for the coming year.
9. be responsible for informing their individual players and coaches concerning league rules and regulations, and ensuring compliance.

TERMINATION / EXPULSION

The Board may remove a member, either with or without cause, by a majority vote of the Board.

A team member may be removed from the Association for failure to comply with Association requirements. This will require a majority vote of the Board members present.

DUES AND FEES

Each team shall pay an annual fee of \$150.00 or a fee to be determined by the Board. These fees will be used to operate the Association, with some fees being used for the funding of the tournament.

ORGANIZATION

EXECUTIVE COMMITTEE

The Executive Committee consists of the following officers: President, Vice President, Secretary and Treasurer. There will also be a representative from each conference, a representative from the Board of Officials, and an Athletic Director. Each conference will rotate to hold offices within the Executive Committee. The Athletic Director representative will be from the conference which is in office. All Executive Committee members and members of the Board shall be members of US Field Hockey Association.

Executive Committee members shall act as chairmen of any additional committees deemed necessary by the Executive Committee or the board of Directors.

Duties and Powers

The Executive Committee shall be responsible for the overall direction and operation of the Association.

Actions by the Executive Committee or the Board of Directors may be taken without a formal meeting. Decisions may be made following phone conversations and email communication as long as all parties involved have the opportunity to participate adequately.

The Executive Committee shall have and exercise all the powers and authority in the management of the business and affairs of the Association, except that the Executive Committee shall not have the authority or power to

1. Adopt, amend or repeal the bylaws,
2. Amend or repeal any resolution of the Board
3. Commit the Association to activities that will result in charges in excess of \$500.00

The Committee, however, is encouraged to utilize Board members in the decision-making process and to request a vote of the full Board when, in their best judgment, the issue at hand is of sufficient importance to warrant it.

The Executive Committee will assign all member teams to conferences. The criteria for determining the number of conferences and where to place teams will include the number of teams, their geographical location, skill level, etc.

Conflict of Interest

No coach or officer of the Association shall vote on any issue in which he/she has a vested interest - financial or otherwise.

BOARD OF DIRECTORS

The Board of Directors shall consist of members of the Executive Committee and one representative from each conference. All Executive Committee and Board members shall be members of US Field Hockey Association.

Eligibility

To be eligible for the Board of Directors, a candidate must

- Be a head coach of a member team for full length of term
- Does not have a child currently participating on a member team

Elections

Board members who are Conference Representatives shall be elected by the team members of each Conference. If a Conference Representative is elected to the Executive Committee, then a replacement Conference Representative must be selected by that conference's teams to fill the vacancy.

Term of Office

Conference Representatives shall serve a one-year term. Conference Representatives shall be limited to two consecutive terms.

Duties and Powers

The Board of Directors shall be responsible for the overall direction and operation of the Association. The Board is responsible for the establishment of committees.

Actions by the Board of Directors may be taken without a formal meeting. Decisions may be made following phone conversations and email communication as long as all parties involved have the opportunity to participate adequately.

The Board of Directors shall have and exercise all powers and authority to manage the business and affairs of the Association.

Conflict of Interest

No coach or officer of the Association shall vote on any issue in which he/she has a vested interest - financial or otherwise.

Team Representatives

The Team Designate in their respective division is the liaison between the organization, club administrators and coaches, the Association Board of Directors and the Executive Committee. This responsibility involves maintaining good communication between all parties. Team Designates are expected to attend all meetings, or ensure that a replacement delegate is present.

Indemnification of Officers, Directors and other Authorized Representatives

To the extent that a director, officer or other agent of the Association has been successful on the merits or otherwise in defense of any action, suit or proceeding in which such person was a party as a result of serving as a director, officer or agent of the Association, such person shall be indemnified against expenses actually and reasonably incurred by such person in connection herewith.

COMMITTEES

Each committee shall consist of at least one Board member and may include other interested individuals not on the Board. In order to increase representation across the state, each conference must choose separate representatives for each elected position (Conference Representative, Awards Committee, and Tournament Committee).

Finance. The Finance Committee is responsible for the Association finances, managing the bank account, collect any fees and paying out funds for approved purposes.

Membership. This committee shall collect membership applications, handle questions and issues relating to membership.

Communications and Public Relations. This individual shall be responsible for distributing information to all member teams (bylaws, field information, officials, etc.).

Growth. This committee shall promote the growth of field hockey in North Carolina by assisting the conferences in the regional efforts to add teams, officials, etc.

Tournament. The Tournament Committee is responsible for the successful implementation of the year-end tournament. Most members of this committee will come from the sponsoring team.

Seeding Committee. This committee shall, upon completion of regular season games, seed teams for tournament play.

Rules Committee. This committee, under the direction of the Director of Rules, shall help ensure promulgation of new rules to the membership, and proper interpretation and implementation of all rules of the game of field hockey.

MEETINGS

The Executive Committee will meet two times each year: A State Coaches meeting/Board meeting will be held in January of each year. The Executive Committee will meet in July of each year.

The Board of Directors will meet a minimum of two times each year: Summer and Winter.

The full membership meeting will be held at a designated location in January. Meeting will rotate throughout the state - Raleigh/Durham/Chapel Hill, Triad, and Western Carolina. [The goal is to move the meeting around the state.] The Executive Committee reserves the right to alter the location based on availability of a viable meeting place. All coaches / Team Designates will submit their fall game schedule in July.

Notice of meetings will be made well in advance by email and/or telephone.

Each conference may conduct meetings of all member teams as the teams deem necessary.

GRIEVANCE PROCEDURES

All bona fide grievances from individual members shall be directed first to the appropriate Conference Director. If that director is unable to resolve the issue satisfactorily, the director shall bring the grievance to the Executive Committee for discussion, handling, and resolution.

The decisions of game officials (judgment calls or their interpretation of the rules) are final and are not subject to these grievance procedures. Grievance with respect to officials shall be handled as any other grievance. The Executive Committee will forward such grievances to the Head of Officials, as deemed appropriate.

MISCELLANEOUS

Checks

The Association Treasurer shall sign all checks and notes.

Sunday Activities

No games, practices or team meetings, etc., may be held on Sundays. Social events (such as a team awards ceremony) may be held on Sundays.

OPERATIONS

Time Table

January:	State Coaches Meeting; 1 st Executive Committee Meeting
July 1:	Deadline for team schedules; 2 nd Executive Committee Meeting
August:	Team practices start; games begin
November:	End-of-Year Tournament

The Association shall be notified of a team's desire to join no later than the beginning of the school year. The team can then be placed in an appropriate conference before the planned scheduling meeting.

Duration of the Season

Practices begin in August; games begin in August. Teams shall adhere to these dates or their own school guidelines (NCHSAA or NCIHSAA). Conditioning may begin one week prior to the first scheduled practice.

End-of-Season Tournament

The end-of-season tournament will be held in early November.

The First Round of the Play-offs (quarter finals) shall be completed by the Saturday preceding the scheduled Final Four Tournament

The Seeding Committee will review team head-to-head competitions, team records, and strength of schedules to seed the teams for the tournament. Eight teams will qualify for the tournament and be seeded.

Additional fees may be charged for teams selected for the tournament.

Specific seeding rules will be determined by the Seeding Committee.

The three conference champions will be determined by their win percentage within their conference and obtain the first 3 seeds in the State Playoffs. In the event of a conference tie, a "powerball pick" will determine the higher seed. The remaining 5 spots will be determined by their conference record with the same tiebreaker scenario.

State Quarterfinals: To be completed on Nov.1 (for 2008).

Format will be: 1v8, 2v7, 3v6, 4v5 to be played at the higher seed.

State Semi-finals: To be played the Friday after the quarterfinals, with the winner of 1v8 vs. 4v5, and 2v7 vs. 3v6.

Game to be played at a designated site, which is to be rotated each year.

State Finals: To be held the Saturday following the semi-finals.

One official from each conference will be scheduled for the State semi-finals and the State finals. (Head official, sideline official and table official.)

