

**NEW JERSEY INTERSCHOLASTIC LACROSSE
OFFICIALS ASSOCIATION (N.J.I.L.O.A.) CONSTITUTION (AS AMENDED 2/28/11)**

ARTICLE ONE (Name)

This organization shall be known as the New Jersey Interscholastic Lacrosse Officials Association (“the Association”).

ARTICLE TWO (Purpose)

The purpose of the Association is the promotion and welfare of the game of men’s interscholastic lacrosse within the State of New Jersey by:

- a. providing its membership with guidelines for professional conduct and standards of practice to improve the game and level of officiating;
- b. providing training, classification and maintenance of an adequate membership of qualified and competent officials through self-improvement, study of the rules, mechanics, and techniques of game management;
- c. encouraging high standards of ethics, fair play and sportsmanship, and a better understanding among officials, coaches, athletic directors, and players; and
- d. providing game assignments for all levels of New Jersey interscholastic men’s lacrosse games.

The Association will at all times act without regard to race, sex, color, creed or other lawfully protected qualification.

ARTICLE THREE (Governance)

An Executive Committee shall govern the Association. The Association may further subdivide itself for administrative purposes.

Section One (Executive Committee)

- a. The Executive Committee shall consist of the President, Vice-President, Assignor, Secretary-Treasurer, five Executive Committee Members, and President Emeritus.
- b. The President, Vice-President, and Executive Board Members will have a term of two years. The President and Vice-President may only serve two consecutive terms in each office. Executive Committee Members may serve more than two consecutive terms if elected. If an emergency appointment is necessary mid-term, that appointment shall not count against the term limits.
- c. To be nominated as President or Vice-President the nominee must be a Member of the Executive Committee and an Active Member in the Association. If no one

from the Executive Committee accepts a nomination, the nomination will be open to all Active Members.

- d. At the mandatory meeting at the start of each season, the Executive Committee shall announce how many seats on the next year's Executive Committee will be open and the date by which and how any person seeking to run must file his/her notice of intention to seek election. At the time of the election, Members will be given access to an on-line service provided by the Association. Members may only vote once and all votes will be anonymous. Any candidate who is on the ballot shall be allowed to post on-line and have available to all Members one e-mail of two hundred words or less advocating why he/she should be elected. The Secretary/Treasurer or designee shall be responsible for and advising the Members of the results as soon as they are received and no later than 10 days from the vote cut-off date.
- e. A High School Coach or Athletic Director shall not hold a position on the Executive Committee or the position of President, Vice-President, Secretary-Treasurer or Assignor.
- f. The Executive Committee will meet a minimum of four times per year.
- g. A year starts at the conclusion of the High School Varsity State Final game and ends at the conclusion of the High School Varsity State Final game the following year.
- h. Five or more voting members shall constitute a quorum for meetings of the Executive Committee.
- i. The President Emeritus, Secretary/Treasurer, and Assignor do not vote on any issue.

Section Two (President)

- a. The President shall preside or appoint an Executive Committee Member to preside at all Executive Committee and Membership meetings.
- b. The President shall Act as Liaison to the NJSIAA, NJILCA, and the NJILL on behalf of the Association or assign a designee to do so.
- c. The President shall appoint the Assignor and the Secretary/Treasurer.
- d. The President shall fill by appointment of an Active Member any vacated terms of office.
- e. The President shall maintain the integrity of the Constitution.

Section Three (Vice-President)

- a. The Vice-President shall perform the duties of the President when the President is unable to do so.
- b. The Vice-President shall be responsible for maintaining the integrity of the Constitution.
- c. The Vice-President shall be responsible for recruiting new members.
- d. The Vice-President shall be responsible for the cadet training program.
- e. The Vice-President shall always serve as the Chair of the Cadet and Recruitment Committee.

Section Four (Secretary-Treasurer)

- a. The Secretary-Treasurer shall maintain membership status files (including members on probationary or suspension status) and disseminate information to Executive Committee and the NJSIAA.
- b. The Secretary-Treasurer shall keep a record of dues paid and owing.
- c. The Secretary-Treasurer shall dispense all approved funds.
- d. The Secretary-Treasurer shall keep minutes of all meetings.
- e. The Secretary-Treasurer shall record and report all player/coach disqualifications.
- f. The Secretary-Treasurer shall always serve as the Chair of the Audit, Budget and Fees Committee.
- g. The Secretary-Treasurer shall receive an annual stipend to be determined by the Executive Committee.

Section Five (Assignor)

- a. The Assignor shall be responsible for the assigning and re-assigning all officials, including scrimmages, regular season games, tournament and playoff games.
- b. The Assignor may appoint and use Re-Assignors to assist in the re-assignment of games.
- c. The Assignor and any Re-Assignors shall make all assignments without regard to any factor other than availability and ability to perform officiating duties.
- d. The Assignor shall notify the Executive Committee of all problems or issues involving officials, coaches, Athletic Directors, fans or facilities.

- e. The Assignor shall supply the Executive Committee with a copy of regular season, tournament and playoff assignments.
- f. The Assignor shall submit a year-end report to the Executive Committee.
- g. The Assignor shall receive an annual stipend to be determined by the Executive Committee. The Assignor may share the stipend with the Re-Assignors as the Assignor and Executive Committee deem appropriate.

Section Six (Committees)

- a. The following committees are established:
 - i. Attendance Committee. The purpose of the Attendance Committee shall be to accurately record attendance at all meetings.
 - ii. Audit, Budget and Fees Committee. The purpose of the Audit, Budget and Fees Committee shall be to oversee all financial aspects of the Association and to provide the Members with a written report on or before the next season's first mandatory meeting summarizing in sufficient detail the preceding year's income, expenses and any unusual financial events.
 - iii. Banquet and Awards Committee. The purpose of the Banquet and Awards Committee shall be to organize the annual Banquet and Awards given by the Association.
 - iv. Cadet and Recruitment Committee. The purpose of the Cadet and Recruitment Committee shall be to recruit new candidates and provide a training and testing program to enable Cadet Officials to become Active Members.
 - v. Clinic Committee. The purpose of the Clinic Committee shall be to provide an annual Clinic available to all Members on practical and game situation training.
 - vi. Ethics Committee. The purpose of the Ethics Committee shall be to investigate and provide a recommendation on all written complaints which may lead to disciplinary action and to provide the Membership with training on the appropriate issues.
 - vii. Fee Negotiation Committee. The purpose of the Fee Negotiation Committee shall be to handle all negotiations of officiating fees with NJSIAA or any other entity with authority to establish game fees. The Fee Negotiation Committee shall be created one year before the conclusion of any fee contract. It shall consist of the President, Secretary-Treasurer, Assignor and two Active Members who shall be appointed by the President and approved by the Executive Committee from a list of Active Members who volunteer to serve.

- viii. Resolutions Committee. The purpose of the Resolutions Committee shall be to receive and present all proposed changes to the Constitution and other procedures of the Association.
- ix. Rules Interpretation Committee. The purpose of the Rules Interpretation Committee shall be to provide the Members with notice and training on any Rule changes and interpretation of all Rules. At least one member of this committee shall attend every meeting of the general membership.
- b. With the exception of the Fee Negotiation Committee, the President shall appoint an Active Member to serve as Chair of each Committee for a term of one year except that the Secretary-Treasurer shall always serve as Chair of the Audit, Budget and Fees Committee and the Vice-President shall always serve as the Chair of the Cadet and Recruitment Committee. An Active Member may serve as the Chair of more than one Committee.
- c. With the exception of the Fee Negotiation Committee, each Committee shall have, in addition to the Chair, at least three Active or Inactive Members who shall also serve a one year term. Active and Inactive Members may serve on more than one Committee.
- d. With the exception of the Fee Negotiation Committee, the Chair shall appoint all Members of a Committee. The Association shall encourage eligible Members to volunteer to serve on Committees.
- e. With the exception of the Fee Negotiation Committee, the Chair and Members of each Committee shall be appointed at the first meeting of every new year and the members of each Committee shall be appointed by the second meeting of each new year.
- f. There shall be no term limitations for the Chair or other Committee Members.
- g. Each Committee shall meet as necessary, file a report to the Executive Committee at year end and report to the membership as necessary.
- h. The Rule Interpreter for the NJIOLA shall be appointed by the President and shall serve as a member of the Rules Interpretation Committee.

ARTICLE FOUR (Membership Requirements)

Section One (Members)

Membership in the Association shall be classified as follows:

- a. Cadet Official: A Cadet Official must be eighteen years of age or older, of good moral character and fitness, and meet all other requirements of the Association for membership. A written application and dues must be submitted. A Cadet Official

must attend a program provided by the Association and pass a written examination in order to become an Active Member.

- b. Active Member: An Active Member must pay all dues (including any applicable late fees) take and pass the annual written examination, and comply with all other Association requirements including attendance at a specific number of meetings. Only Active Members may officiate varsity, tournament and playoff games. An Active Member must work a minimum of number of assigned games per year to be determined by the Executive Committee.
- c. Inactive Member: Officials who are unable to work during a current season but wish to remain in the Association may take inactive status. An Inactive Member is not required to attend the meetings and cannot accept any assignments officiating New Jersey interscholastic games. An Inactive Member may serve as a Member of any Committee, but shall not serve as the Chair. An Inactive Member shall pay dues but will not have NJSIAA (New Jersey Interscholastic Athletic Association) insurance. An Inactive Member seeking to become Active Member shall notify the Secretary-Treasurer in writing and pay the applicable dues no later than January 1 in order to become eligible for that year. The Executive Committee shall confirm that the Inactive Member has passed the written examination required of all Active Members and paid the required dues.
- d. Transfer Member. A Member of a recognized lacrosse official's association in another State may apply in writing to the Association to become an Active Member by providing the appropriate documentation, passing the same written examination and paying the required dues. However, if the other lacrosse official's association does not grant similar reciprocal privileges to other associations, the applicant may only apply for membership as a Cadet Member.
- e. Probationary Member: Should any Member fail to abide by the rules of the Association which causes a complaint to be made and investigated by the Ethics Committee, the Executive Committee may place the Member on probation for one year. While on probation, a Probationary Member may officiate interscholastic games, and must pay dues pass the same test for Active Members and attend the same number of required meetings but cannot hold office in the Association or officiate any tournament or playoff game.
- f. Suspended Member: Should any Member fail to adhere to the established rules of the Association or conduct themselves in a manner not consistent with the standards of the Association which causes a complaint to be made and investigated by the Ethics Committee, the Executive Committee may suspend the member for one year. A Suspended Member must adhere to all requirements for an Active Member except that a Suspended Member may not officiate any interscholastic, tournament or playoff game, hold office in the Association or serve on the Executive Committee or any other Committee.

- g. Expelled Member: Should any Member fail to adhere to the established rules of the Association or conduct themselves in a manner that is grossly inconsistent with the standards of the Association which causes a complaint to be made and investigated by the Ethics Committee, the Executive Committee may expel the Member from the Association.

Section Two (Dues)

Dues shall be paid in an amount to be established annually by the Executive Committee. Late fees shall apply to dues received after a date established determined by the Executive Committee. No Member will receive game assignments if dues and applicable late fees have not been paid in full.

Section Three (Meetings)

- a. The Association shall hold meetings on days, times and locations determined by the Executive Committee provided that all Members receive no less than two weeks' written notice of any meeting.
- b. At least one meeting per year shall be mandatory for all Active, Probationary and Suspended Members.
- c. At the mandatory meetings, the Association will (1) schedule all elections and motions to amend the Constitution, (2) announce any disciplinary decisions, (3) distribute mandatory test results, (4) provide Committee reports, (5) provide training including on all new Rules, and (6) open the meeting for new business.
- d. At least one member of the Executive Committee shall be in attendance at all meetings.
- e. At least one member at the Attendance Committee shall be in attendance at all meetings and shall be responsible for recording attendance.
- f. At least one member of the Rules Interpretation Committee shall be in attendance at all meetings.
- g. The number of meetings required annually of each Active, Transfer, Probationary or Suspended Member shall be established by the Executive Committee.

Section Four (Mandatory Testing and Certification Procedures)

- a. There shall be each year an open book, mandatory test taken by each Active, Transfer, Probationary or Suspended Member.
- b. The Association will send to all Active, Transfer, Probationary and Suspended Members the test and all necessary information on or before January 15 of each year. It shall be the Member's obligation to request and obtain the test materials if they are not timely received.

- c. Every Active Transfer, Probationary and Suspended Member shall take, submit on a timely basis and pass the test.
- d. If that Member fails the test, a re-test will be offered at a date, time and location to be determined by the Executive Committee. Failure to take and/or pass the re-test shall cause that Member to be subject to further discipline.
- e. To the extent requested, all Members shall complete and submit any Certification or other information required by the NJSIAA.
- f. An Active Member must pass an on-field test in his/her first or second year to be eligible to be assigned varsity games. Such tests will be regularly administered by the Clinic and Training Committee.

Section Five (Member Discipline)

- a. No Member shall:
 - i. fail to pay dues;
 - ii. fail to attend the required number of meetings;
 - iii. fail to take and pass the required examination;
 - iv. breach any contractual obligation to officiate;
 - v. accept any New Jersey interscholastic men's lacrosse game assignment from any one other than the NJILOA Assignor and Re-Assignors;
 - vi. engage in any independent assigning for any New Jersey interscholastic men's lacrosse game;
 - vii. engage in conduct in conflict with the established purposes and procedures of the Association and the National Federation Code of Ethics;
 - viii. express to any member of the general public (including, but not limited to, coaches, athletic directors, fans and the press) any opinion or criticism of another official's performance; or
 - ix. fail to comply with any discipline or sanction imposed by the Association.
- b. In the event a Member fails to comply with any requirement of the Association, disciplinary proceedings may be instituted.
- c. Any complaint of any violation shall be made in writing and submitted to the Ethics Committee. Where applicable, a complaint may be initiated by a Chair of a Committee, i.e. for failure to attend the required number of meetings, failure to pay dues, etc.

- d. The Ethics Committee will investigate the complaint and report, within 30 days, its findings and recommendation to the Executive Committee.
- e. Within 7 days of receipt of any Ethics Committee report and recommendation which recommends probation, suspension or expulsion, the Executive Committee shall give the Member written notice of the complaint and recommendation. If the recommendation is for probation, the Member shall have 7 days to submit to the Executive Committee a written presentation of any facts or other information. The Executive Committee shall then make a decision within 7 days on the recommendation of probation. Any finding placing a member on probation is not appealable. The Executive Committee shall notify the Secretary-Treasurer who will record the decision and notify the member, in writing. The notification shall include the details of the disciplinary action and the member's rights under the Constitution.
- f. Probation may only be imposed for a period of one year subject to extension as discussed herein.
- g. If the Ethics Committee recommendation is for suspension or expulsion, the Executive Committee shall hold a hearing within 14 days. The hearing shall be conducted by the Association's counsel or other Active Member designated by the Executive Committee provided that person is not a voting member of the Executive Committee. The Member who is the subject of the complaint will be permitted to appear at the hearing and present any facts or other information or submit the same information by written presentation. A Member of the Ethics Committee shall present the evidence supporting the complaint. A decision shall be reached at the conclusion of the hearing. The Executive committee shall notify the Secretary-Treasurer who will record the decision and notify the member in writing. The notification shall include the details of the disciplinary action and the member's rights under the Constitution.
- h. Suspension may only be imposed for a period of one year subject to extension as discussed herein.
- i. A decision to suspend or expel a Member may be appealed by written request by the Member to the Executive Committee. The request for an appeal hearing must be made within 10 days of the decision. The appeal shall be heard by the Executive Committee at a meeting within 30 days where all Members shall have the right to be heard, but not vote, on the appeal. The Member who is the subject of the complaint may present facts or other information in person or by written presentation. A Member of the Ethics Committee shall present the evidence supporting the complaint. The appeal hearing shall be conducted by the Association's counsel and one Active Member designated by the Executive Committee provided that person is not a voting member of the Executive Committee and was not involved in the original hearing. A decision shall be reached at the conclusion of the hearing. There shall be no appeal from a decision of the Executive Committee to expel or suspend a Member following the appeal

hearing. The Executive Committee shall notify the Secretary-Treasurer who will record the decision and notify the member in writing.

- j. An Expelled Member may not re-apply for membership in the Association.
- k. At the end of each year, the Executive Committee shall review the status of all Probationary and Suspended Members and decide whether to reinstate, keep on probation or suspension, or take any further disciplinary action. If warranted, the Ethics Committee may be asked to submit a supplemental report and recommendation and/or an additional hearing may be held at the request of the Executive Committee or the Member at issue.
- l. Applicable State Requirements: The Association and its Members recognize and agree to be bound by those requirements imposed by the NJSIAA and any other entity with authority over the Association. Subject to change, those requirements include the following:
 - i. Membership in the Association will not be issued or renewed for anyone
 - 1. Convicted, or adjudicated with a finding of fault, guilt or violation, in regard to offense against a minor or any sexual offense unless/until such offense has been reversed by proper authority with jurisdiction over the matter; or
 - 2. Convicted, or adjudicated with a finding of fault, guilt or violation, in regard to 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; or
 - 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.
 - ii. All Members
 - 1. When any Member 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, the Member will automatically be suspended, pending resolution of the indictment or charge. Conviction or adjudication of fault, guilt or a violation under any indictment or charge shall result in further suspension of the officiating license.
 - 2. All Members must inform the Association 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 Association shall itself be a basis for immediate suspension.

iii. Reinstatement

1. A Member who has been suspended or an applicant who is denied membership, under the provisions of this section, may petition the Association for reinstatement/reapplication based on the following: The official/applicant may petition the Association 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 period is used, or immediately upon dismissal or reversal of the charge or conviction (provided the offense was not involving a minor or a sexual offense).
2. If suspension, revocation, forfeiture or denial of Membership is based upon any conviction, adjudication or finding of guilt involving a minor or sexual offense has been reversed by proper authority having jurisdiction over the matter.

ARTICLE FIVE (Miscellaneous)

If a conflict exists between the Association's Constitution and Robert's Rule of Order, the Constitution shall govern. This Constitution may be amended by vote of the membership. Proposed changes shall be submitted in writing to the Chair of the Resolution Committee who shall make a recommendation to the Executive Committee who shall make the proposed changes available in writing to the membership no less than one week prior to a mandatory meeting. Only Active Members shall have a vote. Changes in the Constitution may be subject to approval by the NJSIAA.