

SOUTHERN CALIFORNIA LACROSSE OFFICIALS ASSOCIATION

## Constitution and Bylaws



**SOUTHERN CALIFORNIA LACROSSE OFFICIALS ASSOCIATION**

**Constitution and Bylaws**

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# **SOUTHERN CALIFORNIA LACROSSE OFFICIALS ASSOCIATION**

## **Constitution and Bylaws**

### **ARTICLE I: Name**

This organization shall be known as the Southern California Lacrosse Officials Association (SOCALOA), a Not-For-Profit, Charitable Corporation of the State of California, and shall be referred to in this Constitution and Bylaws hereafter as the *Association*.

### **ARTICLE II: Purpose**

The Association shall provide high quality lacrosse officiating services through a certified education and training program, in order to promote knowledge of the rules, fair play, fun, and sportsmanship among all people involved in amateur boys' lacrosse contests from youth to high school in the CIF-Southern Section of Southern California.

The purpose of the association shall be to:

1. Educate and train lacrosse officials, coaches, players and all other amateur lacrosse participants on the rules of the game and mechanics of lacrosse officiating.
2. Assign, train, evaluate and mentor the best lacrosse officials in Southern California to help them reach the next level(s) of lacrosse competition officiating.
3. Maintain strong business and professional relationship(s) with lacrosse vendors, affiliates, academic institutions, administrators, and other officiating associations.
4. Create alliances with lacrosse officiating organizations across the nation to learn and improve officiating in Southern California.
5. Offer every official the opportunity to develop to their full potential through assessment, observation, evaluation and mentoring programs.
6. Maintain a fair and continuously updated ratings system that affords equitable game distribution to all officials based on their demonstrated abilities.
7. Advocate and enhance the assigning process to meet both the needs of competition and referee development.
8. Encourage the spirit of fair play and sportsmanship, and ensure that all participants are maintaining that spirit throughout each contest.

### **ARTICLE III: Membership**

#### **A. Eligibility**

1. Any persons who are physically and mentally fit and who are interested in and dedicated to the objectives of the Association and the development of the game of lacrosse and lacrosse officiating are eligible for membership and may become

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active members by giving satisfactory proof of his/her qualifications to the executive Board.

2. In order to better serve the lacrosse community with effective retention of officials from season to season, a limited amount of junior members or probationary members under the age of 18 may be admitted into the association or retained as determined by the Board.
3. The Association does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, selection and disciplining of members, selection of volunteers and vendors, and provision of services. Due to the physical and mental demand of lacrosse officiating, members must be able to prove that they are physically and mentally able to officiate for the Association to the satisfaction of the Board. The Association is committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.
4. Each member shall not have been convicted of a sexual offense, a crime against a minor, or a crime involving illegal drugs which would prohibit contact with minors.

### **B. Membership Status**

All members are independent contractors and shall be classified as follows:

1. **Probationary:** Application for membership shall be made in accordance with procedures and requirements as outlined by the Board. On approval by said Board, the applicant becomes a probationary member, with neither office-holding nor voting privileges.
2. **Certified:** A Probationary member may become Certified by a majority vote of the Board provided he/she has: (1) served at least two years as a Probationary member, (2) met all the requirements stipulated by the Board, and (3) been recommended by the Head Trainer.
3. **Transfer:** Transfer membership status will be acknowledged by the Board on receipt of a letter of recommendation from another recognized and accredited Lacrosse Officials Association. A Transfer member must apply for membership as do new applicants and shall be considered a Probationary member for one year before being eligible for Certified membership. The member may then become a Certified member provided he/she has met all Association requirements and has received the recommendation of the Head Trainer.
4. **Associate:** Associate members are non-officiating members. An Associate member shall pay dues, but he/she may neither hold office nor vote. Associate members may be restored to officiating status on written request to the Board. The Board shall determine the status, Probationary or Certified, when an Associate member begins or resumes officiating.

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5. **Affiliate:** Affiliate membership may be granted to a lacrosse official who is an active member of another lacrosse officiating association, who must have current liability insurance for lacrosse officiating. An affiliate member shall pay dues in an amount determined by the Board but may neither hold office nor vote. These members must have fulfilled their training and certification requirements with his/her primary lacrosse officiating association. As a result, he/she does not have to fulfill the SOCALOA training and certification requirements.
6. **Honorary:** Honorary members are those people who have been so identified by the Board because of their service to the Association or to the sport of lacrosse. Included are those who seek membership in the Association, but do not elect to participate in the activities of the organization. An Honorary member shall be exempt from payment of dues, and he/she shall not be eligible to hold office or vote.
7. **Junior:** Probationary members who are still enrolled in high school at the time of certification by the Board shall be Junior members. He/She shall officiate games, pay dues or fees, but will have neither office-holding nor voting privileges. Once a Junior member has graduated from high school his/her status shall change to Certified member.
8. **Volunteer:** Someone, approved by the Board, who gives time, effort and talent to the needs or cause of the Association without profiting monetarily is a Volunteer. He/She shall not pay dues, hold office, nor have any voting privileges.

### C. Membership Resignation

Any member may resign by filing a written resignation with the Secretary. This written resignation shall be presented to the Board by the Secretary at the first meeting after receipt. Resignation of membership shall not relieve the resigned member of the obligation to pay any dues, assessments or other charges previously accrued and unpaid prior to the receipt of such resignation. If a resigned member should re-apply, his/her application would be treated as that of a new member.

### D. Leave of Absence

A member may request a leave of absence by submitting a request in writing to the Board. If accepted, this leave will be honored for the subsequent season of the related sport. The member may return; with all previous benefits during this period, unless limited by other reasons.

### E. Membership Reinstatements

Upon written request signed by a former member and filed with the Secretary, the Board may, by the affirmative vote of a majority of the Board, reinstate such former member to membership upon such terms as the Board deems appropriate.

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### **F. Membership Requirements**

1. All active members shall be required to attend a majority of all meetings of the association during the lacrosse season, and must comply with any other requirements of the Association. Failure to attend the required number of meetings or comply with any other requirements of the Association may result in suspension from the Association subject to the action of the Board.
2. All active members must comply with California state guidelines for independent contractors.
3. All members who officiate lacrosse contests must complete the required training hours annually as determined by the majority of the Board for such contests.
4. Depending on the institution governing teams, leagues, or tournaments, members may be required to provide a background check to such an institution through a third party in order to provide officiating services. Under said circumstances, the member may have to pay for such background check(s) without reimbursement or compensation.

## **ARTICLE IV: Governing Body**

### **A. Structure**

An initial Board of Directors of three (3) members shall be the governing body of the Association and shall be referred to in this Constitution and Bylaws as the *Board*. As the initial Board, these members shall hold the offices of President, Secretary and Treasurer. The President shall serve an initial term of six (6) years, and then the office of President shall serve four (4) year terms thereafter. The Secretary shall serve an initial term of five (5) years, and then the office of Secretary shall serve four (4) year terms thereafter. The Treasurer shall serve an initial term of four (4) years, and then the office of Treasurer shall serve four (4) year terms thereafter. The initial Board shall be:

Sean Connally – President  
Ozhan Kashkooli – Secretary  
Deron Hansen – Treasurer

In the third year of the initial Board, the office of At-Large Director shall be elected to a four (4) year term. In the fourth year of the initial Board, the office of Vice President shall be elected to a four (4) year term. After the Vice President is elected, the Board shall consist of five (5) members.

### **B. Board Powers and Duties**

The Board shall:

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1. Be made up of members of the Association who are not also Board members of another youth or high school lacrosse officiating association.
2. Control and be responsible for all property and funds of the Association.
3. Fix membership dues, initiation fees, training fees, assigning fees, and assessments.
4. Determine requirements of membership.
5. Determine qualifications and policies for assigning officials.
6. Initiate education, certification, and training programs.
7. Have the authority to interpret and execute the various provisions of this Constitution and Bylaws and other matters related to the Association not specifically provided for in this Constitution and Bylaws.
8. Form sub-units of officials where needed according to the growth and/or demand of the service area. In addition, the Board shall appoint the initial leadership of said sub-units.
9. Appoint a Head trainer and CIF Liaison.
10. Appoint an assigning authority/supervisor of officials. This position shall be called Assignor.
  - a. At its own discretion, the Board may choose to appoint more than one Assignor to fulfill these duties.
  - b. The Board shall review the performance of Assignor(s) annually. Renewal, placing on probation, or removal of the Assignor(s), shall require a two-thirds ( $\frac{2}{3}$ ) - majority vote of the Board.
  - c. The membership may call for a vote of removal of an assignor at the annual meeting. A three-fourths ( $\frac{3}{4}$ ) - majority of Certified members shall be required for removal.

## **ARTICLE V: Election of Directors**

### **A. Procedures for Nominating Directors**

At a previously published general meeting, the Secretary shall make available a list of all Certified members in good standing except the Directors continuing in office beyond the date of the Election.

A committee appointed by the President, the Nomination Committee, shall solicit nominations from the floor for each position open for election that year. Each nominee must be present and shall be asked to accept or refuse nomination. There shall be a minimum of one (1) nominee, with no maximum, for each open position.

### **B. Election of Directors**

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At a previously published general meeting, the Secretary shall deliver an election ballot to each Certified member present. The time, date, and place of the election shall be determined by the Board. Notice of the Election Meeting shall be e-mailed to each member at such address as appears on the books of the Association not less than fourteen (14) days prior to such meeting. Members may submit a request to the Secretary that the notice of the Election Meeting be mailed to their address as appears on the books of the Association.

This ballot shall list the nominated candidates in office order, and shall direct that any ballot carrying more than one (1) mark for each open position be declared invalid. A committee appointed by the President, the Election Committee, shall tally each ballot and report the results to the Board. Ties shall be recorded and broken by a runoff vote.

All election results shall be recorded, published and retained as part of the Association records by the Secretary. Returned ballots shall be retained by the Secretary and shall be available to the Board at the next Board meeting. Elected Board members shall serve a term of office of four (4) years.

In the event of vacancies on the Board within 90 days of the resigned Director's election, the nominee receiving the next highest number of votes cast in the Board election shall be appointed to the unexpired term of the resigned Director. If there was only one nominee for the vacated position or the vacancy occurs more than 90 days after the resigned Director's election, the Board shall be empowered to appoint a replacement, whose term shall be until the next election; upon which that person may be nominated for the vacant position or any other office up for re-election.

### **ARTICLE VI: Directors**

#### **A. President**

The President shall be the presiding officer of Association meetings and shall be Chairperson of the Board. The duties and powers of the President shall be the same as are usually attached to such office, and other duties as described in this Constitution and Bylaws.

The President shall have the following duties and responsibilities:

1. Perform duties as directed by the Bylaws in accordance with Association policies and procedures.
2. Appoint and dissolve Committees with approval of the majority of the Board.
3. Attend Board and Association meetings.
4. Handle general Board and Association correspondence.

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### **B. Vice President**

The duties and powers of the Vice President shall be the same as are usually attached to such office, and other duties as this Constitution and Bylaws, or the Board, directs. In the temporary absence of the President, the Vice President shall assume the duties and responsibilities of the President. If a permanent vacancy of the office of the President arises, the Vice President will become President until the vacated President's term of office expires and a new election can take place, regardless if the permanent vacancy is within 90 days of the next scheduled election or not.

The Vice President shall have the following duties and responsibilities:

1. Perform duties as directed by the Bylaws in accordance with Association policies and procedures.
2. Attend Board and Association meetings.

### **C. Secretary**

The duties and powers of the Secretary shall be the same as are usually attached to such office, and other duties as this Constitution and Bylaws, or the Board, directs.

The Secretary shall have the following duties and responsibilities:

1. Perform duties as directed by the Board in accordance with Association policies and procedures.
2. Handle Board of Directors and Association business, including notification of meetings, preparation of agendas, taking minutes, and communications to membership.
3. Attend Board and Association meetings.
4. Handle general Board and Association correspondence.
5. Develop and maintain association rosters and records.
6. Handle general Association business, personally or by phone.

### **C. Treasurer**

The duties and powers of the Treasurer shall be the same as are usually attached to such office, and other duties as this Constitution and Bylaws, or the Board, directs.

The Treasurer shall have the following duties and responsibilities:

1. He/She shall be responsible for the safekeeping and accounting of Association funds.

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2. Shall be required to provide an expense report and annual budget at the annual meeting and any time at the request of the Board.
3. Make financial reports to the members at general membership meetings and to the Board at Board Meetings regarding financial status of Association funds.
4. Maintain Association finances including accounts receivable and preparing checks for signature. Checks require two signatures; the Treasurer must be one of the two signatures. Other Board members shall be authorized signatures as determined by the Board.
5. Perform duties as directed by the board of Directors in accordance with Association policies and procedures.
6. Attend Board and Association meetings.

### **D. At-Large Director**

The duties and powers of the Secretary shall be the same as are usually attached to such office, and other duties as this Constitution and Bylaws, or the Board, directs. The Board shall outline the duties and responsibilities of this office, and this officer shall be responsible to the Board for their performance in such duties and responsibilities.

The At-Large Director shall have the following duties and responsibilities:

3. Perform duties as directed by the Bylaws in accordance with Association policies and procedures.
4. Attend Board and Association meetings.

### **E. Subordinates**

Officers may, with Board approval, appoint Association members as subordinates to assist them in their duties. Subordinates will serve as ex-officio non-voting members of the Board.

## **ARTICLE VII: COMMITTEES**

The President shall appoint and dissolve Committees with the approval of the majority of the Board. Committees shall perform such duties and responsibilities as outlined by this Constitution and Bylaws and as directed by the Board. The Committees shall be responsible to the Board for their performance in such duties and responsibilities. Committees shall serve during the term of the President. Such Committees may include, but are not limited to: Nomination & Election; Training; Ethics; Ratings; Audit.

- A. The Nomination & Election Committee shall consist of at least three (3) people, who solicit nominations from the floor for each position open for election that year.

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The Committee shall tally each ballot and report the results to the Board. Ties shall be recorded and broken by a runoff vote.

- B. The Training Committee shall consist of the Head Trainer, who shall serve as Chairperson of the committee, and any other certified trainers or observers selected by the Head Trainer and approved by the Board, who are either certified by the Head trainer or US Lacrosse to train lacrosse officials.
- C. The Ethics Committee shall consist of three (3) members who shall, at the request of the Board only, investigate an ethical issue regarding any member. They will be responsible for contacting all parties involved, filing a report together, and recommending a course of action to the Board. Upon reviewing all the testimony and documentation, the Ethics Committee members will determine a course of action via a majority vote, which will be recommended to the Board. The Board will then use the recommendation to determine a final course of action.
- D. The Ratings Committee shall consist of three (3) or more members, and may include the Assignor(s) and Head Trainer. All members must be certified trainers or observers. This committee shall be responsible for determining the performance rating of each official and shall be updated not less than annually.
- E. The Audit Committee, consisting of three (3) Certified members, shall audit the accounts of the Association not less than annually and provide a report to the Board, which shall also be available to the membership at the annual meeting.

## **ARTICLE VIII: RATIFICATION AND AMENDMENT OF THE CONSTITUTION AND BYLAWS**

This Constitution and Bylaws shall be ratified by a two-thirds ( $\frac{2}{3}$ ) vote of the Certified members in good standing present at the first general meeting of the Association duly called and held, notice of such vote having been sent in writing to the Certified members at least thirty (30) days before such meeting.

This Constitution and Bylaws may be amended or repealed by a two-thirds ( $\frac{2}{3}$ ) vote of the Certified members in good standing present at any general meeting of the Association duly called and held, notice of such vote having been sent in writing to the Certified members at least seven (7) days before such meeting. Amendments may be proposed by the Board on its own initiative, or upon petition of any twenty percent (20%) of Certified members, which shall be addressed and delivered to the Board. All such proposed amendments shall be presented by the Board to the membership with or without recommendation.

## **ARTICLE IX: LIABILITY**

### **A. Member's Liability Coverage**

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All members who officiate games shall be required to have current liability insurance at all times during the year

### **B. Board Liability Coverage**

The Board shall be required to have current liability insurance at all times during the year.

### **C. Assignor Liability Coverage**

All Assignors shall be required to have current liability insurance at all times during the year.

### **D. Binding & Obligation**

No Member, Director, or Officer shall have authority to bind or obligate the Association unless specifically authorized by a majority of the Board.

## **ARTICLE X: EXISTENCE AND ASSETS ON DISSOLUTION**

### **A. Existence**

This Association shall continue in perpetuity unless terminated by a vote of three-fourths ( $\frac{3}{4}$ ) of its Certified members.

### **B. Assets on Dissolution**

Upon dissolution, any assets of the Association shall be liquidated. After paying expenses of termination of its affairs, any balance shall be distributed equally among the Certified members as designated at the last official meeting held.

## **ARTICLE XI: REGULAR ASSOCIATION MEETINGS**

The time, date, place and agenda for meetings shall be fixed by the Board. Meetings may be canceled by a majority vote of the Board. Written notice of regular Association meetings shall be e-mailed to each member at such address as appears on the books of the Association not less than fourteen (14) days prior to the first such meeting of each season.

1. The annual meeting of the association shall be held at the call of the Board, prior to October 1st of each year.
2. Regular meetings shall be held during the lacrosse season as determined by the Board.

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3. A quorum shall consist of fifty percent (50%) of the Certified members of this Association.

### **ARTICLE XII: SPECIAL ASSOCIATION MEETINGS**

A special meeting of the members may be called at any time by the President and shall be called at any time on written request of the majority of the Board or one-third ( $\frac{1}{3}$ ) of the Certified members. Said requests are to be filed with the Secretary, stating the purpose of the meeting. Written notice of special Association meetings shall be e-mailed to each member at such address as appears on the books of the Association not less than fourteen (14) days prior to such meeting.

### **ARTICLE XIII: BOARD MEETINGS**

The Board shall meet at such time and place as it may determine; or on call by the President, or on petition of the majority of the members of the Board.

### **ARTICLE XIV: COMMITTEE MEETINGS**

Committees shall meet at such time and place as they may determine; or on call by the President; or on petition of a majority of the members of the Board. Committees shall be required to announce their meeting to the Board no less than 48 hours before the date and time of the meeting. The minutes of the meeting shall be submitted to the Secretary no more than 48 hours after the meeting.

### **ARTICLE XV: RULES OF PROCEDURE**

Robert's' Rules of Order, Revised, shall govern all sessions of this Association, the Board, and the Committees wherever applicable, except when such rules conflict with the Constitution and Bylaws of the Association. A quorum for conducting business in a general membership meeting shall be fifty percent (50%) of the Certified membership. A quorum for Board meetings shall be eighty percent (80%) of the Directors.

Voting for election of Board members shall be by secret ballot. There shall be no proxy voting nor mail voting. Resolutions shall be passed by a simple majority unless contrary to the Constitution and Bylaws. Meetings shall be open unless the President recommends otherwise for an executive session, having the approval of a majority of the Board.

### **ARTICLE XVI: FISCAL YEAR**

The fiscal year shall be July 1 through June 30.

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### **ARTICLE XVII: REPORTS**

A term report shall be made to the membership by the ongoing officers at a time and method designated by the Board. Other reports shall be made when deemed necessary by the Board. Prior to each officiating season all Association Policies shall be available for review by membership.

### **ARTICLE XVIII: DUES, INITIATION FEES AND ASSESSMENTS**

Dues, initiation fees and assessments shall be determined by the Board and are non-refundable unless attaining a majority of the Board approval and shall be fixed annually at a regular meeting of the association. If no action is taken, the current level and policy regarding dues and assessments shall remain in place until action is taken.

### **ARTICLE XIX: OFFICIATING FEES**

The Association shall accept fees for officiating services as set by or agreed to by the majority of the Board. No official shall work for less than the established fee without Board approval.

### **ARTICLE XX: ASSIGNMENTS**

- A. The Association shall not guarantee assignments to any members.
- B. In the event that the Assignor is not paid directly by a lacrosse vendor or other institution, any member working those games shall pay a "per game" scheduling fee, as determined by the Board at the annual meeting. Failure to pay the assigning fee may result in disciplinary measure by the Board.
- C. Members may not accept assignments for any game, clinic, or practice session under the jurisdiction of the Association, or in any manner represent the Association, unless authorized by the Board or the Assignor, except in an employment-related obligation. Game contract assignments received shall be considered accepted and honored; all cancellations must be made within the first twenty-four hours except in extreme emergencies and then only with the concurrence of the Assignor.

### **ARTICLE XXI: ASSOCIATION APPOINTMENTS**

#### **A. Assignor**

The Board shall appoint (an) Assignor(s).

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The Assignor(s) shall:

1. Be fair and impartial to all.
2. Put qualified, available officials on games that are appropriate to their level.
3. Serve as a liaison between the Board and to whomever the Association provides services. It is the responsibility of the Assignor to accurately represent Association and Board policies and to solicit Board approval on any decisions that must be made.
4. Make sure the officials have the information necessary to arrive at the game site and that they have all contact information for the site.
5. Provide game administrators the necessary information to communicate with officials.
6. Maintain a record of availability of all active members as well as their qualifications, certifications, and performance rating to actively officiate. These criteria shall be used by Assignor to determine assignments.
7. Assign active officials to individual schools, conferences, and leagues.
8. Review the assignments he/she has made throughout the season to ensure that he/she, as the assignor, has not given himself/herself more games as compared to what he/she has assigned others who are of his/her same performance rating or higher.
9. Notify all members, lacrosse contest vendors, administrators, or other school officials of duties prior to the start of the lacrosse contests.
10. Be compensated in an amount to be determined at a meeting prior to or at the annual meeting. If no action is taken, the current level of compensation shall remain in place for the next season or until action is taken by the Board.
11. Have a mechanism in place that allows coaches, program directors, and/or school administrators to provide feedback after games

### **B. Head Trainer**

The Head Trainer shall be appointed by the Board for a term of two years. He/She shall assume duties and powers as are usually attached to such office, and other duties as this Constitution and Bylaws, or the Board, directs. He/She shall be responsible for the Association's instructional training, certification, and rating programs. With Board approval he/she may appoint subordinates to assist in his/her duties. He/She shall be compensated for services as determined by the Board. The Head trainer may also be a member of the Ratings Committee.

The Head Trainer shall have the following duties and responsibilities:

1. Perform duties as directed by the Board in accordance with Association policies and procedures.
2. May attend Board meetings.
3. Attend Association meetings.

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4. Develop instructional materials and meeting instruction schedules.
5. Appoint members of both the Training Committee and Ratings Committee with Board approval.
6. May order rule books and instructional materials.
7. Provide general supervision to instructional programs.
8. Keep record of completed training requirements of all members who officiate or will officiate for the upcoming season.
9. Certify members to officiate when they have completed all annual training requirements approved by the majority of the Board.
10. Provide records of observations, evaluations, and recommendations of ratings of officials to the Ratings Committee.
11. May serve as the Chairperson of the Ratings Committee.

### **C. CIF Liaison**

The CIF Liaison shall be appointed by the Board for a term of two years. He/She shall assume duties and powers as are usually attached to such office, and other duties as this Constitution and Bylaws, or the Board, directs. He/She shall be responsible for serving as a liaison between the Association and CIF schools/teams.

The CIF Liaison shall have the following duties and responsibilities:

1. Perform duties as directed by the Board in accordance with Association policies and procedures.
2. May attend Board meetings.
3. Attend Association meetings.
4. Serve as a liaison between the Association and CIF related entities
5. Handle questions that may arise from CIF coaches about rules and mechanics
6. Review game film provided by CIF coaches or administrators
7. Observe officials during CIF contests as directed by the Board
8. Serve as the single point-of-contact for a SOCALOA referee to report an incident or an ejection from a CIF contest. The CIF Liaison will also be responsible for reporting the incident or ejection to the appropriate CIF administrator(s) in a timely manner.

## **ARTICLE XXII: CONDUCT OF MEMBERS AND DISCIPLINARY MEASURES**

All members of the Association shall abide by the Constitution and Bylaws, Policies, Rules and Regulations, Ethical Standards, and Requirements of the Association. Failure to comply with these provisions will subject the member to disciplinary action by the Board, with or without recommendation from any other Association committee.

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### **A. Disciplinary Measures**

1. Any member found guilty of violating the Bylaws of the association may be censured, fined, placed on special status, have membership classification changed, suspended, and/ or expelled from active membership in the following manner:
  - a. The report of violation shall be referred to the Executive Board for investigation and action. Any member suspected of committing a violation, or any witness, has the right to appear before the Board to explain or clarify a case.
  - b. Written notice must be provided to any member against whom there is an accusation(s) of a violation(s).
  - c. The Board shall allow the member(s) suspected of violation(s) an opportunity to appear before the Board.
  - d. After investigation, The Board, by majority vote, may censure, fine, place on special status, change membership classification, suspend, and/ or expel from the association for a period determined by the Board.
  - e. Specific actions which may result in the disciplinary action(s) mentioned above include but are not limited to:
    - i. Failure to pay dues and or any other fees as scheduled.
    - ii. Failure to properly manage their availability in the assigning system.
    - iii. Failure to attend a previously scheduled game assignment.
    - iv. Showing up tardy to previously scheduled game assignments.
    - v. Failure to carry out association obligations and responsibilities.
    - vi. Violation of attendance requirements at scheduled meetings.
    - vii. Conduct deemed detrimental to the Association or individual members.
    - viii. Conduct deemed detrimental to the sanctity of the game of Lacrosse.
2. If an executive board member is unable to competently fulfill their defined duties or demonstrate a basic competence in proper communication (in person, by letter, or electronically) or any other skills deemed necessary by the Board to administer the Association, then he/she may be placed on probation by a two-thirds ( $\frac{2}{3}$ ) - majority vote of the remaining Board members for 30 days. Once the probationary period ends, the remaining Board members will either decide to extend the probationary period or may vote to have the Board member(s) removed from office by a two-thirds ( $\frac{2}{3}$ ) - majority of the remaining executive board members.
3. The membership may call for a vote to remove a member of the Board for actions deemed detrimental to the Association at the annual general meeting. A three fourths ( $\frac{3}{4}$ ) - majority vote of Certified members will be required to remove the Board member from office effective immediately.

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### **B. Grievances and Appeals**

The following procedures shall govern all grievances and appeals:

1. Any member may submit a grievance, of any type, in writing to the Board. Such submission must state the date, circumstances, and parties involved, and must be signed by the submitting member or e-mailed from the member's account as it appears on the books of the Association.
2. The Board shall review, and respond to the submitting member, in writing, within seven (7) days of receipt of the grievance.
3. The submitting member may publish, at the member's option, the grievance and Board response.
4. Any member of the association who desires to appeal a decision or action shall have the right to submit in writing a statement of appeal to the Board. The executive Board shall, in a timely manner, make the final determination regarding the action being appealed.
5. Grievances or appeals involving a member's rating as determined by the Ratings Committee must first be submitted by the grieving member to the Ratings Committee Chairperson who will then have 48 hours to provide a justification for rating. This correspondence must also be copied to the Board Members.
6. If the grieving member is still not satisfied with the justification submitted by the Ratings Committee, then he/she may submit an appeal to the Board. The Board will then determine if the Ratings Committee acted in gross negligence or malice, which must be determined by a two-third ( $\frac{2}{3}$ ) - majority vote. If the Board determines that the Ratings Committee did not act in gross negligence or malice, then the rating of the grieving member shall stand.

## **ARTICLE XXIII: MISCELLANEOUS PROVISIONS**

### **A. Depositories**

The Board and the Treasurer shall appoint a bank, trust company, or other depository in which shall be deposited from time to time the money and or securities of the Association. All deposits shall be maintained and documented under a single master account by the Treasurer.

### **B. Checks, Drafts, and Notes**

All checks, drafts, or other orders for the payment of money and all notes or other evidence of indebtedness issued in the name of the Association shall be assigned by the Treasurer, or agent(s) as shall from time to time be designated by resolution of the Board. All such checks, drafts, notes and orders shall require the signature of the Treasurer and

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any other Board Director, as specified by the issuing authority. Amounts in excess of \$500, except regular member game fees, require the approval of the majority of the Board.

### **C. Books and Records**

The Association shall maintain offices and records at such places as the Board may from time to time determine. The books, accounts, and records of the Association shall be open to inspection by any member of the Board at all times, and open to inspection by the Association membership at such times, and subject to such regulations as provided by statute.

### **D. Audits**

The accounts of the Association shall be audited not less than annually by a committee (Audit Committee) consisting of three (3) Certified members who shall be appointed by the President, with the approval of a majority of the Board. The Audit Committee shall provide a report to the Board, and such report shall also be available to the membership at the next Election Meeting.

### **E. Training**

Member training and certification requirements shall be established by the Head Trainer and approved by the majority of the Board. It is the resolve of this Association that all Probationary, Certified, Junior, and Transfer members be part of a continuing training and education program, and that all members shall strive to work together to provide the most capable officiating staff possible.

### **F. Agreement to Provide Services**

All Probationary, Certified, Junior and Transfer members shall be required to complete and sign at the beginning of each season, and prior to their first assignment, an Agreement to Provide Services, to be in effect for a term of one (1) year. The Agreement shall include, but is not limited to, the following:

1. Members are independent contractors in their officiating capacities and not employees of the Association, or of any Officer of the Association, or of any other person or entity for whom the members work as officials. All members of the Association recognize this status and understand that the Association, and its Officers, are not employers, and therefore the members may not collect Worker's Compensation from the Association or any person or entity for injuries sustained while officiating.
2. Because members are independent contractors in their officiating capacities, they are solely responsible for any and all Federal, State, and local taxes and payments owed by the member, and that the Association, and its Officers, will not participate

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in any said payments or withholding, nor the filing of the corresponding reporting documents.

3. Because members are independent contractors in their officiating capacities, and recognize this status, they are solely responsible for any and all medical insurance they, and or a physician, may deem necessary. In addition all members are responsible for being healthy and physically fit to perform their duties as contracted between the member and the teams, schools, or leagues to provide officiating services at the scheduled date, time, and location.
4. Because members are independent contractors in their officiating capacities, and recognize this status, they shall provide, at their own expense, evidence of liability insurance in their name. The Secretary shall keep such evidence with the Agreement in the Association records.
5. Because members are independent contractors in their officiating capacities, and recognize this status, they shall indemnify and hold harmless the Association and or all of its Officers and Directors.
6. Because members are independent contractors in their officiating capacities, and recognize this status, acceptance of assignments constitutes a contract between the member and the teams, schools, or leagues to provide officiating services at the scheduled date, time, and location.
7. Because members are independent contractors in their officiating capacities, he/she shall provide officiating services to teams, schools and leagues, as assigned by the Association for fees negotiated by the Association or determined by the governing body. The Association shall not guarantee game assignments to any Contractor. Contractors shall pay a "per game" scheduling fee, as determined by the Board prior to the start of each season.
8. Because members are independent contractors in their officiating capacities, he/she shall acquire such equipment and training, at Contractor's expense, as necessary for Contractor to adequately discharge the assignments arranged by the Association.
9. Because members are independent contractors in their officiating capacities, he/she must meet any testing and certification requirements that Association deems required to perform as a lacrosse official. He/She shall indemnify and hold harmless the Association regarding their health, mental health, and level of physical fitness to perform his/her officiating services.

### **G. Conflicts of Interest:**

The Board shall develop policies to deal with a conflict of interest between the Association and teams, schools, or leagues; the Board and teams, schools, or leagues; members of the Association and teams, schools, or leagues.

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**ARTICLE XXIV: EFFECTIVE DATE**

These Constitution and Bylaws shall become effective when ratified by a two-thirds ( $\frac{2}{3}$ ) vote of the Certified membership present at a meeting at which a quorum is present.

1. First submission of Bylaws to the membership: May 25, 2016
2. Final and Formal adoption of Bylaws by the membership: June 8, 2016

Amir Ozhan Kashkooli (Secretary):

Sean Connally (President):

Deron Hansen (Treasurer):

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**ARTICLE XXV: AMENDMENTS**