**Proposal Changes:**

1. Change the membership term from 3/1 – 2/28 to one that runs from 9/1 -8/31
   * Early Bird registration would run from 9/1 to 12/31.
   * Would allow new teams joining a chance to become members during the first part of the school year.

**Proposal for By-Laws for the Michigan High School Lacrosse Coaches Association**

* **100- Name and Purpose**
  + 100.10- Name: The name of the organization shall be the “Michigan High School Lacrosse Coaches Association”, heretofore called ‘MHSLCA)
  + 100.20- Purpose: To promote the growth and appreciation of Boy’s High School lacrosse in collaboration with the Michigan High School Athletic Association and US Lacrosse.
    - 100.21- To cooperate with the MHSAA to improve the growth of lacrosse in Michigan.
    - 100.22- To work collaboratively with the MHSAA in the organizing, pre-seeding, seeding and execution of the state playoff tournament
* **200- Membership** 
  + 200.10- All Boy’s High School Coaches, public or private, whose programs have paid for a membership with the association AND are affiliated with the MHSAA shall be eligible for membership and all the benefits the membership provides.
  + 200.11- All coaches of boy’s lacrosse in the State of Michigan are eligible for an Associate Membership and all the benefits an associate membership may provide including but not limited to: high school assistant coaches of all levels, coaches of youth programs, and high school Athletic Directors
  + 200.12- All members must renew their membership yearly. Beginning in the 2016-17 school year, membership terms run from 9/1 of the current year to 8/31 the following year. (For example, 9/1/16 to 8/31/17).
  + 200.20- Membership rights include, but are not limited to:
    - Voting rights for all MHSLCA awards and decisions (1 vote per SCHOOL)
    - NOCAD Liability Insurance
    - Nominating privileges for All MHSLCA sponsored awards, which includes but is not limited to, All State, All Regional, Coach of the Year, Gene Reilly Unsung Hero, and Coaching Recognition awards.
    - Consideration for all US Lacrosse sponsored awards. Note: some awards may require US Lacrosse membership.
    - Membership into the Michigan High School Coaches Association
  + 200.30- All members, Head Coaches, Associate Members, and AD’s are eligible for committee membership on a volunteer basis.
  + 200.40- Each school in good standing has ONE vote for all decisions decided by a vote of the MHSLCS’s general membership.
    - To be considered a school in good standing refers to the proper submission of Association paperwork and the timely payment of dues. It also requires that the school’s standing isn’t revoked due to conduct (See Section 900 )
* **300- Dues**
  + 300.10- Membership dues for MHSLCA are $60 for a Head Coaching membership, $40 for an Associate Membership (non-voting membership)
    - 300.11- A school may purchase a program membership for $150 which includes 1 Head Coach and up to 4 Associate Member ships.
    - 300.12- The MHSLCA may offer an “Early Bird” membership to encourage people to register and pay dues early and decrease the administrative burden during the season. The Early bird period will run from 9/1 to 12/31
  + 300.20- Annual membership dues will be used to cover Association expenditures including, but not limited to:
    - All State certificates, All-Regional certificates, and mailing of certificates to coaches not in attendance at end of year meeting.
    - All mailing and communication, including website hosting and maintenance
    - Refreshments/meals for coaching traveling to MHSLCA meetings
    - Costs associated with the Annual Coaching Clinic
    - Other expenses approved by a vote of membership or a decision of the Executive Board.
* **400- Officers**-
  + 400.10- There shall be four officers of MHSLCA. These officers will comprise the MHSLCA’s Executive Committee.
  + 400.20- **PRESIDENT-** The President shall be a High School lacrosse coach, Head Coach or otherwise, and must be registered, paid, and in good standing with MHSLCA and MHSAA.
    - 400.21- The term for the role of President shall be two years and will take place in even numbered years. A President may run for consecutive terms but his final term will be followed by a one year transitional role as an advisor to the incoming President.
    - 400.22- The election of the President will be by a simple majority of the voting membership present at the season ending meeting.
    - 400.23- The President shall be the person primarily responsible for the business of MHSLCA and will include, but not be limited to:
      * Plan and Schedule all MHSLCA meetings
      * Attend all MHSLCA meetings
      * Appoint Committee Chairs to facilitate in the execution of MHSLCA business.
      * Communicate to Secretary any formed Committees and designated Chairs so the By-Laws can be amended to include the committee
  + 400.30- **Vice President-** The Vice President shall be a High School lacrosse coach, Head Coach or otherwise, and must be registered, paid, and in good standing with the MHSLCA and MHSAA.
    - 400.31- The term for the role of Vice President shall be two years and will take place in even numbered years. A Vice President may run for consecutive terms.
    - 400.32- The election of Vice President will be by a simple majority of the voting membership present at the season ending meeting.
    - 400.33- The Vice President shall have as a primary responsibility assisting the President in the execution of MHSLCA business. Other roles include, but are not limited to:
      * Attend all meetings/teleconferences/webinars necessary for the execution of MHSLCA business
      * Chair the All-State Committee and manage the selection process for this award.
        + All information for the honor teams should be communicated to the MHSLCA membership and given to the Secretary so he may place in on the website.
        + Any changes to the process for All-State Selection should be agreed upon by the Executive Board, or if appropriate, the membership and communicated to all member schools.
  + 400.40- **SECRETARY**- shall be a High School lacrosse coach, Head Coach or otherwise, and must be registered, paid, and in good standing with the MHSLCA and MHSAA.
    - 400.41- The term for the role of Secretary shall be two years and will take place in odd numbered years. A Secretary may run for consecutive terms.
    - 400.32- The election of Secretary will be by a simple majority of the voting membership present at the season ending meeting.
    - 400.33- The Secretary’s primary responsibility is to communicate all relevant material to the MHSLCA membership using all reasonable vehicles- email, website, mailings, etc. Other Secretary responsibilities include, but are not limited to:
      * Attend all meetings/teleconferences/webinars
      * Distribute and/or post on the website meeting agendas and minutes for membership to view.
      * Inform membership of meetings and topics via email
      * Maintain an current set of MHLCA By-Laws
      * Record All-State Honor Team selections and post on website for historical context.
      * Distribute All State certificates to MHSLCA Coaches in collaboration with the Vice President (All State Chair) and the President
      * Maintain a list of paid members
      * Maintain the MHSLCA website with current update information and awards for the MHLCA membership.
      * Work collaboratively with all Committee Chairs and US Lacrosse Area to communicate relevant news to MHSLCA members.
  + 400.50- **Treasurer**- The Treasurer shall be a High School lacrosse coach, Head Coach or otherwise, and must be registered, paid, and in good standing with the MHSLCA and MHSAA.
    - 400.51-The term for the role of Treasurer shall be two years and will take place in odd numbered years. A Treasurer may serve consecutive terms.
    - 400.52- The election of Treasurer will be by a simple majority of the voting members present at the season ending meeting.
    - 400.53- The primary responsibility of the Treasurer is to ensure the fiscal solvency of the Association and to communicate this information to the Executive Committee. Other responsibilities include, but are not limited to:
      * Attend all meetings/teleconferences/and webinars held by the Executive Committee and General Membership.
      * Assist the President in the conducting MHSLCA business
      * Maintain fiscal records for the MHSLCA
      * Collect dues for membership, including those dues that are collected by additional vehicles such as line payment services.
      * Communicate with the Secretary and Committee Chairs (such as the All-State Committee Chair) which programs are in good standing and eligible for post season awards.
      * Present an annual budget statement for disbursement at the season ending MHSLCA meeting.
  + 400.60**- US Lacrosse Association Area Representative**- The US Lacrosse Area Rep shall be a High School lacrosse coach, Head Coach or otherwise, and must be registered, paid, and in good standing with the MHSLCA, MHSAA, and US Lacrosse.
    - 400.61- The term of the role of US Lacrosse Area Representative is unspecified. US Lacrosse allows a HSAC to serve 2 year terms with a maximum of two consecutive terms. 400.62- Vacancy of this position requires it to be filled by a simple majority of voting members present at the MHSLCA season ending meeting. If the position becomes vacant and the Executive Committee determines it needs to be filled, the Executive Committee can appoint an interim person until an election can be held at the season ending meeting. The US Lacrosse Area Chair is open to all members in good standing of MHSLCA including those that serve on the Executive Board.
    - 400.63- The primary responsibility of the US Lacrosse Area Representative is to be the interface between the High School Association and US Lacrosse. The role includes, but is not limited to:
      * Attend all Association meetings/teleconferences/webinars for the Association and US Lacrosse.
      * Convey all US Lacrosse changes to the Executive Committee and to ensure the dissemination of important information to MHSLCA membership
      * Represent MHSLCA in all US Lacrosse matters
      * Must be a member in good standing with US Lacrosse, MHSLCA, and MHSAA
      * Attend the annual US Lacrosse convention and report back to membership all important information.
        + MHSLCA currently offers a stipend of $500 to defray the cost of the Area Reps attendance. The stipend is for lodging and travel expenses.
        + A report of the US Lacrosse experience shall be made to the Executive Committee within 30 days of the end of the convention.
      * Encourage all MHSLCA members to consider becoming US Lacrosse members.
      * Chair of the US Lacrosse sponsored All American Committee and ensure that the selection of Academic All American and Field All Americans is done according to the guidelines proscribed by US Lacrosse.
      * Work collaboratively with the Secretary of MHSLCA to post US Lacrosse Award winners and communicate the winners to the membership
* **500- Committees-**
  + 500.10- The Executive Committee shall consist of the officers listed in Section 400
    - 500.11- The President shall serve as the Chair of the Executive Committee
    - 500.12- It shall be the duty of the officers of the Executive Committee to conduct business in a manner consistent with the MHSLCA By-Laws
  + 500.20- Officers may create various committees, each with an appointed Chair. If no members are willing to serve as Chair, then members of Executive Committee, if they wish, may serve as Chair.
  + 500.30- Vacancies of an MHSLCA officer position shall be filled through temporary appointment by the President of the MHSLCA and ratified by the remaining members of the Executive Committee
  + 500.40- The Executive Committee is authorized to appoint committees for the purpose of studying or considering specific issues.
  + 500.50- All Head Coaches, Associate Coaches , and Administrators in good standing with the MHSLCA are eligible for committee membership on a volunteer basis
  + 500.60- Committees can make written recommendations to the Executive Committee. Alternatively, recommendations can be made in via teleconference but supporting documents should be made available in advance for review. Recommendations can be approved and acted on by the Executive Committee or be presented to the general membership for a vote.
    - Items presented to the general membership require a two-thirds vote of members in good standing. This vote can be done at a meeting, via email, or via the website.
  + 500.70- Current established Committees include:
    - 500.71- **All State Selection Committee**- The All State Committee is chaired by the Vice President. (See Section 700 for guidelines pertaining to All State Selection)
    - 500.72- **Hall of Fame Committee**- The Hall of Fame Committee is chaired by an appointee of the President and approved by the Executive Committee
    - 500.73- **Academic All State Committee**- The Academic All State Committee is chaired by an appointee of the President and approved by the Executive Committee.
    - 500**.**74**- Education Committee-** The Education Committee shall organize the Coaches clinic and provide resources for new coaches.
* 600- **Meetings, Voting, Quorum**
  + 600.10- Meetings of the members of MHSLCA shall be scheduled and communicated to all members.
    - 600.11- The season ending meeting shall take place on the Sunday after the MHSAA State Championships at a place determined by the President and/or Executive Board. The season ending meeting will conduct all open business, including the announcement of All State Honor Teams, US Lacrosse All American selections, Coaching Awards, Officer elections and other items deemed necessary by the President
      * The Executive Board will do everything possible to give the MHSLCA general membership a voice in the Association’s business.
  + 600.20- Officers may call additional meetings as deemed necessary to conduct the business of the MHSLCA.
  + 600.30- In conducting official business, a quorum is considered to be established based on the number of Head Coaches present. If the number of coaches is consistently below 50% of the membership, the Executive Committee will convene immediately to determine what measures can be instituted to increase membership participation.
    - 600.31- If less than half of the member schools are represented at a meeting, the Executive Committee may consider using an electronic system to solicit a higher level of participation.
  + 600.40- The outcome of official votes shall be determined by a simple majority.
* **700- All State Honor Teams**
  + 700.10- The Chair of the All-State Committee will be the Vice President. If the Vice President is unable to chair this committee, then the President will appoint an interim Chair. The Chair will follow all published procedures for the selection of All State Honors.
    - 700.11- If changes to the process for the selection of All State are to be recommended by the Chair, the Chair must make those recommendations in writing to the Executive Board for consent. If possible, the recommendations approved by the Executive Committee will submit the changes in writing to the general membership for either feedback.
  + 700.20- The process for All State selections shall be posted for review by the membership and any changes made to the process will be posted on the MHSLCA website and communicated via email to the Head Coaching membership.
* **800- Post Season Awards**
  + 800.10- The MHSLCA shall sponsor the following post season awards and the awards will be voted on by members present at the end of season meeting. Nominations for all awards will be done in advance of year end meeting in the interest of the membership’s time.
    - 800.11- Coach of the Year- Divison 1
    - 800.12- Coach of the Year- Division 2
    - 800.13- Assistant Coach of the Year- Division 1
    - 800.14- Assistant Coach of the Year- Division 2
    - 800.15- Mr. Lacrosse (MI Player of the Year)- most points in All American voting
    - 800.16- Don Lutz Spirit and Dedication Award
    - 800.17- MHSLCA Man of the Year Award
  + 800.20- MHSLCA members shall participate in the selection of US Lacrosse sponsored awards and the awards will be voted on by members electronically in accordance to the rules proscribed by US Lacrosse. Though not at this time required, it is recommended that all nominees for US Lacrosse sponsored awards be US Lacrosse members.
    - 800.21- US Lacrosse Coach of the Year
    - 800.22- US Lacrosse Bob Scott Award
    - 800.23- US Lacrosse All American
    - 800.24- US Lacrosse All Academic800.24- Gerry Carroll Jr. Award
* **900- Conduct**
  + 900.10- All MHSLCA members are expected to adhere to the Code of Ethics as presented in the MHSAA Handbook
  + 900.20- If misconduct occurs, any member and/or school may be temporarily or permanently dismissed from membership in the MHSLCA. Dismissal from MHSLCA includes the suspension of all benefits that membership provides, including the option to nominate for All State.
  + 900.30-Dismissal and suspension must be determined by a unanimous vote of the Executive Committee and will be reserved for only the most egregious offenses. Both dismissal and suspension can only be made after a just and fair hearing from all parties
* **1000- Appeals**
  + 1000.10-The MHSLCA shall have a clear method for adjudicating grievances and appeals. Each member shall have a right to appeal to the Executive Committee due to actions taken or penalties imposed by MHSLCA.
  + 1000.20- Only members can bring an appeal. A player or parent may not bring an appeal to the Executive Committee. Athletic Directors of member schools may bring an appeal.
  + 1000.30- Process for Appeal
    - Member provides written notice of appeal and supporting statements or other appropriate documentation to the President. The member may, if desired, request an in person meeting, or, if more feasible, a teleconference. The Executive Committee has the right to decide whether such meeting will occur.
    - The President will present the appeal to the Executive Committee on the basis of the written documentation and the testimony gathered at the interview/teleconference.
  + 1000.40- Decisions of the Executive Committee on any appeal shall be final.
  + 1000.50- All decisions of the Executive Committee shall be consistent with the principals and values of the MHSLCA, MHSAA, and US Lacrosse and the athletes they serve.
* **1100- Amendments**
  + 1100.10- Any amendment to the MHSLCA By-Laws must be presented to the members in writing no less than thirty days prior to a meeting that a vote will be taken.
    - 1100.11- All members should have a say in amendments and the MHSLCA will consider votes amending the By-Laws to be done electronically, if at all possible.
    - 1100.12- Any successful amendments to the By-Laws shall have, at a minimum, two thirds support of the member programs. If, after an attempt to get a two thirds quorum fails, the Executive Committee shall have the right to accept and modify amendments.