

# Mount Olive Junior Marauder's Football Association



## Constitution and By-Laws

Revised June 5<sup>th</sup>, 2016

# MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS

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# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **ARTICLE 1**

### **Name and Affiliations**

- 1.1 This organization shall be known as the Mount Olive Township Junior Marauders Football Association, MOJMFA (herein after referred to as the "Association").
- 1.2 The principle office of the Association shall be located in Mount Olive Township, New Jersey, at the discretion of the Board of Directors, with communication directed and addressed to PO Box 707, Flanders, NJ 07836.
- 1.3 The Association may choose to participate, join, or partner with, for specific purposes, organizations ascribing to the goals and purposes of the program. The organizations may include, but are not limited to: Mount Olive Township Recreation Department, Morris County Youth Football League, National Alliance for Youth Sports, and the National Youth Sports Coaches Association, Rutgers, etc.
- 1.4 Association letterhead is not to be used by anyone without permission of the Board of Directors, and then only for Association activities.
- 1.5 The Board of Directors has the obligation to endorse the protection afforded to the Association by virtue of the logo trademark as filed with the State of New Jersey. As such, the Board of Directors will determine all usage of such logo. No group, team, committee, or any other organization or entity may use the logo without permission by the Board of Directors. As necessary, the Board of Directors will declare those vendors that are authorized dealers to re-produce the logo and may, at its discretion, add a financial surcharge for use of the logo. Any team award, authorized by the Board of Directors that uses the trademark logo must use an authorized dealer to supply such award.

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## **ARTICLE 2**

### **Purpose and Objective**

- 2.1 It is the intent and purpose to instill in the players, parents, coaches and directors the ideals of good sportsmanship, honesty, loyalty, courage, and respect. The Association is determined to teach poise and character to all those involved as it relates to activities occurring on or off the field of play, and to build healthier bodies and stronger minds of our youth, at the same time teaching them about fair play and sportsmanship. The purposes, for which this Association has been formed, are to develop and promote community interest in the sport of football; to provide opportunities for participation in organized football to all children, and to provide training in football fundamentals. Additionally, it is the intent of the Association to prepare its players to be ready to play football at Mount Olive High School. The children will be taught the basics and fundamentals of the offense, defense, and special teams that may be used by the High School coaching staff. It is also the intent and purpose that the Association shall be organized and operated exclusively for charitable and educational purposes in the public interest.
- 2.2 This shall be accomplished by the Association through the execution of two programs:
- A. The “Instructional Level” program will consist of Flag, Pre-Clinic, Clinic, and Super Pee Wee teams. It is imperative that each Head Coach understands and follows the philosophy established by the MCYFL which states that the Instructional program is a teaching level. The spirit should be to provide a basic foundation and understanding of the game of football. Standings are not kept and scores are not to be reported to the league. No championships will be declared.
  - B. The “Senior Level” program will consist of Pee Wee, Junior Varsity (JV), and Varsity teams. Age, weight requirements, and rules of play are as dictated by the governing league.
- 2.3 This Association is not organized for the financial profit of its directors, officers, or members. The Association may not issue stock or distribute dividends, and no part of the net income or earnings of this Association shall be used for the benefit of any officer or member of the Association, or any private individual, except as outlined in Article 5.G. Any donation or contribution not specifically addressed in these by-laws shall be acted upon by the majority of the Board of Directors. The majority of the Board of Directors shall act upon any donation or contribution not specifically addressed in these by-laws.
- 2.4 This Association shall not participate in, or otherwise intervene in any political campaign on behalf of any candidate for public office, consistent with the practices of a 501C (3) type corporation.
- 2.5 It is the intent of the MOJMFA to abide by both the spirit of these rules as well as by the letter of these rules as they relate to all Officers, Directors, coaches, players and members.

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## **ARTICLE 3**

### **Meetings and Membership**

- 3.1 The Association shall meet no less than eleven (11) times a year, in the months of February, March, April, May, June, July, August, September, October, November, and December. Meetings shall be held at a designated time and location as agreed to by the Board of Directors or at such place as may be designated from time to time by resolution of the Board. The Board of Directors shall meet in January for the purposes of re-organization. No other business is to be conducted at the January meeting, unless otherwise noticed to the voting membership.
- 3.2 In the event of a change of a meeting, all voting members should be notified seventy-two (72) hours prior to the new date, by the Association Secretary. However, a regular meeting may only be changed by a majority vote of the Board of Directors. In case of inclement weather, a cancellation or postponement of a scheduled meeting should be made and all voting members of the association should be notified at least four hours before the start of said scheduled meeting.
- 3.3 A special meeting can be called by any director, or by a minimum of three voting members of the Association. This request should be made at least forty-eight (48) hours in advance, through the Association Secretary. An attempt will be made to notify all voting members. Any two directors may call a special meeting of the Board of Directors. Such meeting shall be conducted at either the Board of Directors designated location, or at the place designated by the persons calling for the special meeting.
- 3.4 At all regular meetings, a majority of Officers: three (3) when there are five (5) Officers, four (4) when there are seven (7) Officers, five (5) when there are nine (9) Officers, and so on, as well as three (3) voting members, who are not Officers, must be present to constitute a quorum. Except as otherwise provided under these by-laws, no business shall be considered by the board at any meeting that the required quorum is not present.
- 3.5 Every act or decision made by a majority of the directors present at a meeting duly held, at which a quorum is present, is the act of the Board of Directors, unless the By-Laws require a greater percentage or different voting rules for approval of a matter by the board, (i.e., capital expenditures). In the event that a director is unable to attend a voting meeting, they may sign a proxy vote to another director. This proxy vote must be in written form. However, the proxy vote may not count as a member present for purposes of quorum. The proxy vote is for the sole purpose of an absentee vote.

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3.6 A. Member of the Association: Current season parents and legal guardians of registered players, as well as current season head coaches and their coaching staff members, Directors, and Board Members may be Members of the Association. All Members of the Association primary living domicile must be located within the borders of Mount Olive Township and reasonable proof may be requested to confirm such residency. *Current season is defined as the most recent football season with date starting April 1 up to March 31 which is the end of the current season.*

B. Voting Member: To be a Voting Member of the Association, you must first be a Member of the Association. Voting eligibility is earned by a Member of the Association who has attended no less than four (4) regular meetings, excluding special meetings (as described in Article 3.3), during a twelve (12) month period, inclusive of the current meeting, and be of age majority in the State of New Jersey.

C. Association Meeting Attendance: Any person whose primary living domicile is within the borders of Mount Olive Township may attend meetings of the association, but must be a Member of the Association to express opinions or speak at those meetings.

*Guest speakers may be invited by a Member of the Association to attend and speak at an Association Meeting. Board approval is required prior to start of that meeting.*

D. Financial Standing: All Members of the Association must be in good financial standings with the Association. Any Member of the Association with unsettled financial obligations to the Association exceeding thirty (30) days past due is considered to not be in good financial standing. Members of the Association who are not in good financial standing will be suspended from the Association until such time as their debts are resolved.

*If any vendor, supplier, or other enterprise doing business with the Association falls in to arrears with the Association, then no business shall be conducted between that authority and the Association until all debts are settled, and confirmed by the Treasurer.*

3.7 Directors must be voting members of the Association upon installation.

3.8 The Government of the Association shall be vested in a Board of Directors, subject to the will of the membership. The Directors shall be elected in the manner prescribed in the by-laws.

3.9 The order of business at any regular meeting shall be as follows:

- A. Call to order and circulation of attendance sign-in sheet
- B. Reading and approval of minutes of previous meetings
- C. Reports of Officers
- D. Reports of Committees
- E. Old Business
- F. New Business
- G. Open Forum
- H. Adjournment

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## **ARTICLE 4**

### **Board of Directors**

- 4.1 The Association shall have a minimum of five (5) officers. Collectively they shall be known as the Board of Directors. The Board of Directors must consist of a President, Vice President, Treasurer, Secretary, and Coaching Coordinator. When possible, the Board of Directors may be increased to include the Director of Equipment, Director of Operations, Director of Concessions, Player Agent, or any other title deemed necessary and agreed upon by the current Board of Directors.
- 4.2 The Board of Directors must always consist of an odd number of voting directors.
- 4.3 The Board of Directors may, at any time, revoke or modify any or all of the Board's authority so delegated, increase or decrease the number of directors on the Board, and fill vacancies.
- 4.4 Each individual voting director shall have only one vote, regardless of the number of positions held.
- 4.5 The Directors shall be of the age of majority in the State of New Jersey, and the Directors shall serve without compensation. No Director will be personally liable for the debts, liabilities, or other obligations of the Association. Additionally, the Association, to the fullest extent permissible shall indemnify the directors of the Association under the laws of the State of New Jersey. Except as may be otherwise provided under provisions of law, the Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Association against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status, whether or not the corporation would have the power to indemnify the agent against such liability under these By-Laws. Term of office shall be as follows:
- A. The President, Vice President, Treasurer, and Secretary shall be elected by a majority vote of the voting membership of the Association, with the term to begin in an even number year for a term of two (2) calendar years, or until he or she resigns, is removed, or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever comes first.
  - B. Director of Concessions, Director of Equipment, Director of Fundraising, Director of Operations, Player Agent and any other newly created officer position shall be elected by a majority vote of the voting membership of the Association, with the term to begin in an odd number year, for terms of two (2) calendar years, or until he or she resigns, is removed, or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever comes first.
  - C. The Coaching Coordinator shall be chosen at the December meeting by a majority vote of the eligible voting membership of the Association. The Coaching Coordinator shall be elected to a one (1) year term, or until he or she resigns, is removed, or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever comes first.

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- 4.6 The activities of the Association shall be conducted, and all corporate powers shall be exercised by, or under the direction of, the Board of Directors.
- 4.7 It shall be the duty of the directors to:
- A. Perform any and all duties imposed on them collectively or individually by law, by Articles of Incorporation, or by these By-Laws.
  - B. Appoint and remove, employ and discharge, and, except as otherwise provided in these By-Laws, prescribe the duties of all officers and members of this Association.
  - C. Supervise all officers and members of the corporation to assure that their duties are performed properly.
  - D. Meet at such times and places as required by these By-Laws.
  - E. Register their addresses with the Secretary of the Association. Notices of meetings may be mailed, faxed, or electronically sent to them at such addresses, and shall be valid notices thereof.
- 4.8 The functions of the President, Vice President, Treasurer, and Secretary shall be described in "Robert's Rules of Order" most recent edition and are generalized in these By-Laws:
- A. The President is responsible for managing the Association within the stated By-Laws and the operating philosophies of the Association and its affiliations. The President shall preside over all Association meetings and oversee the orderly handling of Association business. The President shall be responsible for insuring that the decisions of the board of Directors are executed. The President is responsible to act as a representative of the Association in all dealings with the township and affiliations. The President, along with the Board of Directors shall review the Association's financial records on a monthly basis to validate the financial reports prepared by the Treasurer. The President is responsible for supervising the creation of all Association budgets. The President may form sub-committees, as listed under [Article 5.7](#), in order to accomplish these goals, whereby each sub-committee is to report to the President.
  - B. The Vice President is responsible to fulfill the duties of the President, in the event the President is unable to perform his or her duties. If no Director of Operations, Director of Equipment, Director of Concession, Player Agent or other newly developed Officer's position is on the Board of Directors, the Vice President will assume the duties of those positions. The Vice-President is also responsible for the development of an Association web-site, web-site management, as well as the coordination of registration, both on-line and in person. The Vice-President may form sub-committees, as listed under [Article 5.7](#), in order to accomplish these goals, whereby each sub-committee is to report to the Vice President.



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- C. The Treasurer shall be responsible for the financial viability of the Association. This includes the management of all revenue and expense related items related to the Association and managing to the approved fiscal budget. The Treasurer is responsible for developing the Association operating budget, and to present this budget to the Board of Directors by the April Association meeting. The Treasurer is also responsible for timely booking and disbursement of Association funds and executing the approved financial accounting procedures, which will include revenues, expenses, assets, and liabilities, as well as identifying Association revenue streams. The Treasurer administers all insurance, affiliations, and term contracts for which the Association is liable. The Treasurer is responsible for the administration and filing of all Association financial documents that the Association is required to register with the County, State, and Federal Government. The Treasurer is responsible to report the financial state of the Association on a monthly basis. The Treasurer shall institute any budget related sub-committee activities as required and the Treasurer shall maintain all Association records for a period of no less than seven years. The Treasurer may form sub-committees, as listed under [Article 5.7](#), in order to accomplish these goals, whereby each sub-committee is to report to the Treasurer.
- D. The Secretary shall record and distribute the minutes of all meetings. The Secretary shall disseminate in a timely manner all committee and Board decisions and/or information pertinent to future Committee and Board actions (i.e., special meetings, pending votes, etc.) to all committee and Board members. The Secretary shall also retain files and keep all Association records for a minimum of seven years. The Secretary shall be responsible to maintain the mailing address at the Flanders Post Office, or other location decided upon by the Board of Directors, by collecting and distributing Association mail and correspondence to the appropriate party. The Secretary may also assist in the administration of the voting process in all elections. The Secretary may form sub-committees, as listed under [Article 5.7](#), in order to accomplish these goals, whereby each sub-committee is to report to the Secretary.

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E. The Coaching Coordinator will be responsible for the information flow from the Mt. Olive High School head football coach to the Mt. Olive Junior Marauders coaching staffs. The person holding this position can elect to obtain the support of any Head Coach(s) or assistant(s) or other association members in the program to coordinate the development of the Football Program. The program must include goals and objectives for all levels based on the needs of the high school football program as well as the needs of the Junior Marauders football program. The program must be sanctioned and accepted by the Board of Directors. The program must address the short term and long term needs of the Junior Marauder football program. The position is also responsible for Junior Marauder league representation and has board approval to utilize internal resources, (i.e. Coaches and/or members of the association to attend monthly meetings as prescribed in the Morris County Youth Football League by-laws). The Coaching Coordinator is able to remove coaches who are in violation of MOJMFA by-laws or fail to adhere to program specifications, in accordance with the procedures outlined in [Article 7](#). The coaching coordinator will organize and provide training, scouting, and scrimmages as well as establish measurements which will be utilized to score progress with whatever tools are available. The criteria used to do the scoring will be outlined by the Coaching Coordinator and submitted to the Board of Directors for approval. The results of the scoring and any additional analysis will be forwarded to the Board of Directors at the conclusion of the regular season (November Association meeting). The Coaching Coordinator will also consistently report at coaches meetings, as well as at Association meetings, the results and the criteria used to do the scoring.

4.9 At the discretion of the core five Board members, additional Board Positions may be added to the Board of Directors. If the position is not a member of the Board of Directors, the functions noted in this section may be eliminated, transferred to committee consideration, or assumed by the Association Vice-President. The specific Director may organize sub-committees to accomplish the goals of their intended function, whereby each sub-committee is to report to that Director, as listed under [Article 5.7](#). Additional Board Positions may include, but are not limited to the following:

A. Director of Concessions: The Director of Concession will have the responsibility to manage all aspects of retail sales of the Association. Responsibilities include, but are not limited to the staffing of the concession building for each game, accounting for inventory to be sold at retail, as well as inventory control of food and food needs, shopping for weekly events, and stocking the building as needed. Additional responsibilities are to protect the Association's interest in the physical structure of the Concession Building and all of its assets by following an agreed upon plan with Mount Olive Junior Baseball and Softball Association for maintenance and upkeep, as well as for yearly opening and closing procedures.

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- B. Director of Equipment: The Director of Equipment shall chair the Equipment Committee, and be responsible for all equipment owned by the Association. The Director of Equipment must keep a running inventory and must present a pre and post-season inventory report to the membership. Additionally, this director shall be responsible for determining Association equipment needs for the calendar year and for presenting the Association's equipment needs for budgetary consideration by the end of the first quarter of the calendar year, no later than March. The process to procure the necessary equipment shall include purchasing from Association approved vendors, and by securing the most competitive price of the item. When possible, a minimum of three competitive prices should be evaluated. In no way shall the Director of Equipment incur expenses on behalf of the Association that have not been previously budgeted and approved. The Director of Equipment shall coordinate the issuance and return of all practice and game equipment. It shall also be the responsibility of the Director of Equipment to maintain all equipment in safe, playing condition, and to insure the Association that helmets are routinely reconditioned, and that all other protective equipment meets all current standards.
- C. Director of Fundraising: The function of the Director of Fundraising is to support the fundraising activities of the Association. The Director of Fundraising shall be responsible for, but not limited to, the following activities:
1. Develop and implement the overall campaign plan.
  2. Implements fundraising activities and monitoring system for assigned division(s); regularly updates account information and prepares ongoing evaluations.
  3. Will be responsible for preparing and implementing plans and strategies in accordance with the MOJMFA objectives.
  4. Develops and recommends approach strategy including setting dollar and/or participation goals.
  5. Works closely with volunteers and monitors activities as well as prepares regular progress reports and overall evaluations to the President and Board members.
  6. Provides information, fund-raising expertise, and advice on planning and coordination of campaigns to Campaign Chairs, committees and canvassers to assist them in the management of their campaigns.

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- D. Director of Operations: The function of the Director of Operations is to support the on-field activities of the Association. The Director of Operations shall be responsible for, but not limited to, the following activities: Scoreboard and P.A. coverage at all home games, field maintenance including the scheduling of field lining, goal post installation and removal, pep rally coordination, pictures and so on. The Director of Operations is also responsible for the coordination of Public Relations; including the issuance of press releases, and to provide publicity for the Association by organizing weekly game summaries, from each team, for the newspaper or for any other media outlet that is appropriate as determined by the Board.
- E. Player Agent: The responsibilities of the Player Agent include, but are not limited to assisting the Vice President with Registration, working along with the Coaching Coordinator on issues dealing with player personnel. This can include the responsibility to intervene on all matters of conflict as it may affect children, parents, coaches, placement on a particular team, or any unexpected event that may arise. The Player Agent will act as a liaison between a given situation, the coach (if applicable) and the Board of Directors. The Player Agent should not be a Head Coach. The Player Agent will be responsible for overseeing the process of Parental Complaints, as outlined in [Article 5.3.J](#).

4.10 In the event of a vacancy on the Board of Directors, a new director shall be appointed by approval of the remaining Board of Directors. For the vacancy of any office other than President, such vacancy may be filled by temporary appointment by the President until such time as the Board shall fill the vacancy. If the number of directors then in office is less than a quorum, a vacancy on the Board may be filled by approval of a majority of the directors then in office, or by a sole remaining director, if such applies. Vacancies on the Board shall exist (1) on the death, resignation, or removal of any director, and (2) whenever the number of authorized directors is increased. Any director may resign effective upon giving written notice to the remaining directors, unless the notice specifies a later time for effectiveness of such resignation. Any such resignation shall take place at the date of receipt of such notice or at any later date specified therein. The acceptance of such resignation shall not be necessary to make it effective. A person elected (or appointed) to fill a vacancy on the board shall hold office for the duration of the term of the director that they are replacing, or until death, resignation, or removal from office. Directors may be removed from office, with or without cause, at any time, by the Board of Directors, as permitted by, and in accordance with the laws of the State of New Jersey.

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- 4.11 The President shall appoint a nominating committee chairman at the October association meeting, to organize the selection of candidates who have volunteered to run for office for the upcoming election. Interested candidates shall contact the nominating committee in writing by the November Association meeting. All known candidates should be announced during the November meeting. Any other interested candidates should contact the Nominating Committee in writing within 5 days after the November meeting. Write-in candidates will not be allowed. The Nominating committee shall publish the list of candidates to the Association 10 days after the November meeting. The Nominating committee shall publish the list of candidates no later than 14 days prior to the December election. Elections will be held during the December Association meeting. The chairman of the Nominating Committee or an appointee therein, shall preside over the election process.
- 4.12 Absentee ballots will be accepted from voting members for election of directors, Constitution and By-Law changes, and Rules & Regulation ratification, provided such absentee ballots are presented to the Secretary prior to beginning of the Association meeting at which the election is being held. All such ballots must be written, dated, and signed by the voting member who is submitting such ballot. Faxed or emailed copies of absentee ballots are acceptable as long as they contain the required signature of the voting member submitting such ballot.

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## ARTICLE 5

### Operating Policy and Procedures

- 5.1 All rules pertaining to practices, games, and qualifications for participation within the football program will be as stated in the Constitution & By-Laws of the Morris County Youth Football League. All rules within [Article 5](#) can be adopted, amended, changed, or suspended, by an ordinary vote at any meeting of the Association.
- 5.2 All rules pertaining to participation within the Junior Marauders football program, that are not covered by the Morris County Youth Football League rules, will be as set forth in the Mount Olive Junior Marauders Football Association Rules and Regulations.
- 5.3 Rules of Operation:
- A. Attendance:
1. Players are expected to attend all practices, scrimmages, and games, and participate in the manner as described in the player code of conduct.
  2. Only legitimate absences that have been excused by the Head Coach or his / her designee(s) are permissible. It is the responsibility of the player to contact the Head Coach, or his / her designee(s), if he or she cannot attend a practice session, scrimmage or game.
  3. Players are expected to arrive promptly at the scheduled time, in full uniform and equipment. Unexcused tardiness and the failure to arrive at the field by the pre-determined time on game-day may result in the player not being permitted to play. The Head Coach will be responsible for the distribution of the weekly itinerary and schedule to be presented to the team on a timely basis, usually no later than by the last practice of the week.
  4. Unexcused Absences and Tardiness:
    - (a) An unexcused absence is defined as occurring when a player does not attend a practice, scrimmage, or game, and does not give prior notification to the Head Coach or his / her designee.
    - (b) Playing time will be determined at the sole discretion of the Head Coach, consistent with the established philosophy as indicated in [Article 2](#).

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## B. Awards:

1. Championship Jackets/Plaques: Senior Program (Pee Wee to the Varsity) teams that attain a championship in their respective division are eligible to receive championship awards funded jointly by the Association and the player's parents/guardian, or through other means, provided there are funds available. Additionally, any Saturday program contact-level team that goes undefeated may also be eligible to receive an award. Funding of these awards will be consistent with the process detailed above. The determination to fund the jackets will be made by the Board of Directors. Any decision made by the Board of Directors to fund a Championship award will be separate and exclusive of any decision to fund the purchase of an Undefeated Award when, in any season, there is a league champion as well as an undefeated team. This determination should be made no later than the first business meeting after the conclusion of the season. Additionally, the determination as to what type of award (jacket, sweat shirt, vest, etc.) to be purchased will be made by the Board of Directors. Undefeated teams from the Saturday program may not declare themselves champions of any kind and the jackets can only denote the undefeated season.
2. Jim Rybasack Memorial Award of Excellence: The Association will present this award at a time to be determined by the Board of Directors. Jim Rybasack was a founder of the Jr. Marauder Football Program. Jim Rybasack passed away after a long illness, not before he dedicated over twenty-five (25) years to the football youth of Mount Olive. In 1991 Jim Rybasack was inducted in to the Morris County Football Hall of Fame, and, as a great supporter of youth in Mount Olive, a coach, a father, a grandfather, and a friend to all, the Association has decided to remember Jim Rybasack with a yearly award in his honor.
  - (a) Requirements: Any graduating Varsity or Junior Varsity player who has played at least three (3) seasons for the Junior Marauders is eligible.
  - (b) Criteria: The award is based on the player's ability to demonstrate team leadership, loyalty to the sport, loyalty to the team, and loyalty to the coaches. The recipient must demonstrate qualities of sportsmanship, and show a commitment to the team. Player must be goal-oriented both on and off the field, and must never give up, even against the toughest odds.
  - (c) Voting: The current season's Varsity Staff (Head Coach and all Assistant Coaches) in addition to all other coaches actively coaching on any level in the Association (and is in good standing) as long as said other coach coached the candidates in any previous season. Each eligible coach will cast one (1) vote. It will be the responsibility of the President to appoint a proctor to manage the process and confirm eligibility of all voters in the process.

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(d) The Head Varsity Coach will present a list of eligible candidates to the proctor who will then present such list to the eligible voters. In the event of a tie, all candidates will be co-recipients of the award. The award winner(s) will receive a trophy in addition to having his/her name engraved on the Jim Rybasack Memorial Award of Excellence plaque. The plaque is to be displayed in a public location, to be determined based on logistical options.

3. Perfect Attendance: All players who attend every practice and every game may receive a perfect attendance award, to be determined by the Head Coach at the conclusion of the season. To be eligible for this award, the player must attend every event (practice, game, team event, etc.) from the date that is determined to be the official first practice, as dictated by the MOJMFA as well as by the MCYFL rules, through the last game event, or session of the season as published by the Association. There are no exceptions, and no excuses are valid. Perfect attendance is just that: PERFECT. Disputes are handled exclusively by the Head Coach. The Head Coach's determination is final. The manner in which this award is to be memorialized will be up to the discretion of the Head Coach with approval from the Board of Directors.
4. Trophies: At the discretion of the Board of Directors, players may be eligible to receive a participation trophy, medal or other award, provided that they have not been expelled from the team for disciplinary reasons, quit the team without approval of the Head Coach, or have failed to provide medical clearance as stated in [Article 5.3.E](#), under Operating Policies and Procedures.

## C. Behavior, Members of the Association & Guests:

1. It is expected that all Members of the Association & Guests will conduct themselves in a proper manner, according to the established philosophies of the Association, and as stated in the MOJMFA Code of Conduct Documents as applicable.
2. Members of the Association & Guests must not make communication with the opponent, officials, or league reps on behalf of the team or on behalf of the MOJMFA. Communication with league reps, officials and opponents is done solely by the Coaching Coordinator, or League representative as authorized by the MOJMFA. Failure to conform is a violation of the Code of Conduct Regulations.

## D. Removed



# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **E. Behavior, Player:**

1. All players must conduct themselves in a proper and respectful manner to their coaches and their fellow teammates at all times as stated in the Players Code of Conduct of the MOJMFA. It is expected that all players shall refrain from any behavior which may discredit themselves or the Association, or may cause personal injury / harm, such as the use / abuse of alcohol, drugs or tobacco.
2. Any flagrant behavioral infractions, as listed below, shall not be tolerated, and may lead to the immediate dismissal of the player, as determined by the Board of Directors.
  - (a) Use of profanity, vulgarity, and/or abusive language to a coach or fellow teammate.
  - (b) Gross insubordination.
  - (c) Fighting between teammates or with the coaches at practices, scrimmages or games.
  - (d) The use / abuse of alcohol, drugs or tobacco.
3. Any minor behavior infractions during the practices, scrimmages and regular season games shall be handled in the following manner:
  - (a) First offense: Head Coach will issue a warning to the player and notify parent and/or guardian of said warning.
  - (b) Second offense: Head Coach will notify parent and/or guardian and advise of the player's possible suspension or dismissal from the program.
  - (c) Third offense: This may result in the automatic dismissal from the program for the remainder of the season, forfeiture of the registration fee, and all awards and trophies that the player would have been eligible to receive.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **F. Equipment and Uniforms:**

1. Once equipment and uniforms have been distributed, they become the sole responsibility of the player, his or her parents and/or guardians. Only protective equipment (helmet, shoulder pads) issued by the Association may be worn during any practice, game or scrimmage. Washing instructions for the game uniforms will be distributed when uniforms are handed out. Failure to follow manufacturer's directions for proper laundering of the game uniforms will decrease the life-span of the uniforms. Any loss and/or damage to said equipment will result in a monetary fine to the player, parents and/or guardians to cover costs for repair and/or replacement.
2. Equipment is only to be worn for practices, scrimmages, and games of the Mount Olive Junior Marauders Football Association. Game jerseys may be worn to school on Fridays, prior to regular scheduled season Junior Marauder football games, at all High School football games, and at any other sponsored Association event.
3. All uniforms and equipment are to be returned in good, clean condition on the designated day(s). If equipment is not returned on the designated days, and no other arrangements have been made the Treasurer will issue a bill to the family. Acceptance of said equipment is an agreement to the above.
4. All players are responsible for purchasing non detachable plastic molded football cleats, athletic cup and supporter, mouthpieces, practice pants, and any other equipment deemed necessary to properly and safely participate in organized football. No metal chin strap clips are allowed to be used. Any player attempting to participate in play while improperly dressed, according to these rules of play as well as to those rules established by the MCYFL will result in that player being deemed ineligible to play.

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- G. Hardships: Any requests for special considerations, i.e., waiver of registration fee, reduction in registration fee, should be brought to the attention of the President and/or Treasurer. The President and Treasurer will review the hardship candidate's request and review each case on an individual basis based on its merits. Once approved, the following may be utilized to cover such expense:
1. Contact the Township of Mount Olive Recreation Department and confirm if any programs in town are available to cover candidate's costs. If a program does exist, the candidate will be directed to the Township of Mount Olive Recreation Department to enter such program.
  2. If no program exists, the Association may request the candidate to volunteer in some capacity to cover costs. The hardship candidate may be required to complete a volunteer contribution sheet in lieu of the registration fee. The volunteer contribution sheet will indicate the amount of hours of volunteer activity that the candidate will contribute during the season. Volunteer activity can include time working in the concession/retail stand, field lining, field maintenance, or any activity where volunteers are needed to benefit the program.
- H. Injured Players: The head coach is responsible for submitting an injury report to the coaching coordinator for any injury to a player during MOJMFA or MCYFL event within 48 hours. The [First Aid incident report](#) form provided by Mt Olive Township Recreation Department should be used when an injury happens and follow up care may be required. The [Non First aid incident report](#) should be used for any incident you feel needs to be documented. If you are not sure if an injury requires reporting you should confirm it with the coaching coordinator. Any injured player who is physically able should continue to attend practices, scrimmages and games as a spectator to show his or her continued interest in the team. Any player not playing because of a serious illness or injury may not resume play until the player has submitted a doctor's note, clearing them to play. If no attempt is made to submit a medical clearance, that player shall not be eligible to participate and/or receive any awards that the team may win. A player injured in a game must be removed for at least one play or until he or she is fit to resume play as outlined by the MCYFL by laws.
- I. Insurance: Any injuries requiring medical attention or any form of hospitalization must be claimed on the parent's medical insurance policy. Any amount not covered can be submitted to the Township of Mount Olive Recreation Department. The Mount Olive Township Sports Accident Policy may change over time, but there are critical things to consider if a potential claim exists: There may be a significant deductible, the policy is a supplemental and secondary policy, injuries must be reported to the Mount Olive Township Recreation Department within seventy-two (72) hours of the occurrence, a claim must also be submitted to the town's insurance company within a reasonable period. Proper procedures on how to file the claim, the time frame

# MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS

allotted, and the deductible information can be obtained by contacting the Recreation department. The Parent/Guardian is responsible for any medical expenses not covered by the insurance companies.

## J. Parental Complaints:

1. Parents are encouraged to discuss any outstanding issues or matters with their team Head Coach, as it relates to their child. This shall not be done during a practice, scrimmage or game. Under no circumstances should a parent walk out onto the playing field to discuss a problem during a practice, scrimmage, or game. Outstanding issues or matters with the coach should be discussed after practice, scrimmage or game so as not to cause a distraction to the team. Parents must wait twenty-four (24) hours before contacting a coach regarding any game related issues. Parents are expected to behave consistent with the terms outlined in the Parent Code of Conduct.
2. Parents can choose to forward any complaint directly to the Player Agent, or Coaching Coordinator. However, an attempt should first be made to resolve any and all outstanding issues with the Head Coach prior to escalating to the Player Agent or Coaching Coordinator. All complaints addressed to the Player Agent or Coaching Coordinator must be submitted in writing, in order to validate its legitimacy.
3. The Player Agent or Coaching Coordinator, upon receipt of the complaint, may:
  - (a) Invite all involved parties (coach, Head Coach, and parents) to a special meeting.
  - (b) Hear testimony from all involved parties.
  - (c) Privately reach a decision concerning the events.
  - (d) Inform all parties involved, including the Board of Directors, of the decision.
4. Should said complaint be a request for removal of a coach, procedures must be followed, per [Article 7](#): Removal of Coaches, as stipulated in the Mount Olive Junior Marauders Football Association Constitution & By-Laws.

K. Practices: Practices will be held a maximum of five (5) times a week, including scrimmages and games, until school starts. After school starts, there will be a maximum of four (4) practice sessions per week, one (1) of which must be a "non-contact" session as outlined in the MCYFL by-laws. Players are expected to arrive at practice on time, and should be picked up on time after practice. During the school year, practices should end no later than 8:00 PM.

L. Registration and Fees: The Board of Directors will determine the yearly registration fees by January of each year, where possible, and will establish any discount for early registration along with regular registration fees. The MOJMFA reserves the right to limit registration totals and to declare a registration cut-off based on factors such as but not limited to, inventory of equipment, number of declared teams, availability of coaches, and available money in the treasury. Once

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registration is closed, it may be re-opened at the discretion of the Board as well as the Registration committee on a case by case basis.

- M. Refund Policy: The Board of Directors may refund the cost of registration in whole or in part based on the following schedule. No refund will be issued until all issued equipment has been returned and confirmed as such by the Director of Equipment and the Head Coach of the player's level.
1. Any player who leaves the program before August 1 may be eligible to receive a 100% refund of the registration fees paid. The Board of Directors may also refund 100% of the registration fee to any player that receives equipment but never shows up to play ,or uses the equipment through August 31.
  2. Any player who leaves the program between August 1 and August 14 may be eligible for a full refund of their registration fees, minus a \$45.00 helmet recondition and pant replacement fee.
  3. Any player who leaves the program between August 15 and August 31, may be eligible for a 50% refund of the registration fee paid.
  4. Any player who leaves the program on September 1 or later will receive no refund of their registration fees.
- N. Season Ending Banquets: The MOJMFA will not fund any banquet or post-season party for any team in part or in total with the exception of the Varsity Team. The MOJMFA may fund a Varsity only banquet or similar celebration if the Board of Directors agrees to do so by a simple majority of votes by the Board of Directors. Based on available funds, the MOJMFA may pay for part or pay for the entire cost of a Varsity Banquet (dinner, luncheon, or any other appropriate celebration), with the assumption that there are volunteers who are willing to organize and to coordinate the details of such an event. The volunteers must work through a banquet committee chair in order to communicate with the Board of Directors. The determination to fund a banquet will be made at the September Association meeting. The MOJMFA will only pay for players and for an invited guest chosen to speak at the event. The MOJMA will not pay for the cost of the banquet for the coaches.
- O. Stranding Philosophy: The MOJMFA advises parents to stay at all events sponsored by the Association. The MOJMFA will do everything in its power to end the event at the scheduled time. It is imperative that all participants are picked up at the pre-arranged time and location as to not create a stranded child situation. Cases of stranded children will be documented by the Association, and adults that consistently strand their children will be handled on a case-by-case basis at the discretion of the Board of Directors. Penalties may include the removal of the child from the program.

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P. Team Assignments: Players will be placed on a team, according to age, weight, and experience. Initial assignments are tentative and players may be moved from one team to another, at any time, at the discretion of the Board of Directors, the Registration Committee, and the coaching staff involved, within the limitations of the Morris County Youth Football League. All moves regarding weight shall be made by the third Monday of the August practice. All player moves will officially be made through the Board of Directors.

5.4 Minimum Age Requirements: The child must turn 8 before August 1 or be entering third grade to play contact football.

5.5 Team Placement Appeal Process: Parents/Guardians can appeal team placement by placing the request in writing to the Head Coach, who must notify the Coaching Coordinator, also in writing. The Coaching Coordinator will bring the request to the Board of Directors for a decision. The Board of Directors will act on the request within one (1) week from the date of receipt by the Association Secretary. A minimum two-thirds (2/3) majority of the Board is required for approval. All appeal decisions must be consistent with the By-Laws of the Morris County Youth Football League, if applicable.

5.6 Central Conference:

A. The Central Conference is part of the MCYFL and provides an additional opportunity for players to gain more game experience. The intent and rules as governed by the MCYFL provides this opportunity for additional playing time to individuals that are given limited opportunities during weekend games. The Central Conference is available to the upper 3 levels of the Senior Division: Varsity, JV, and Pee Wee, as well as to the Super Pee Wee level in the Instructional Program. Participation in the Central Conference is not mandatory and may not be feasible, but the Association encourages participation when it is warranted. The Board of Directors will make a determination each year as to whether or not each of the four divisions within the MOJMFA will participate in the Central Conference. The Board of Directors will make this determination by working in cooperation with the Coaching Coordinator and with the specific Head Coach of each of the four levels. Any person seeking a Sunday level or Super Pee Wee Head Coaching position should be prepared to coach and/or staff appropriately for participation in the Central Conference.

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## **B. Philosophy and Goals of the Central Conference:**

1. The Central Conference is a developmental division of the Morris County Youth Football League that is intended to give significant playing time to those players who are not getting much playing time in our regular games. This division is the place where these players can develop their skills in game conditions and experience football by playing against teams of similar skills, talent levels, and/or experience. This division is not a place for the outstanding player in our regular games to be shifted to another position and be given additional playing time. Coaches are still encouraged to give playing time to Central Conference players in regular season games.
2. The goals of the Central Conference are to develop more players in the league, to get more playing time for more players, and to equalize the playing field as much as possible for new players or for players that need additional time and experience to develop the skills necessary to play at the appropriate level.
3. Games may most likely be played on Monday night, or on dates scheduled by the MCYFL, based on field and lighting availability. Parents are encouraged to plan accordingly as to not interfere with school work and/or other family commitments. Previously established game rules and standards of eligibility will apply. The number of players that each team must declare as inactive or ineligible will be regulated by the MCYFL.
4. Each Head Coach will determine player eligibility and team rules to include, but will not be limited to which players dress to play and which players show up but do not play. Responsibilities and roles of ineligible players to the team will also be determined by the Head Coach and reviewed with these players prior to the start of the Central Conference season. Decisions on player positioning and playing time will be made by the Head Coach, and should be reviewed with the team in advance.
5. Eligible Central Conference players are permitted to play up one level in Central Conference games. For example: a Clinic player can play Super Pee Wee Central Conference, a Super Pee Wee player can play Pee Wee Central Conference, a Pee Wee player can play JV Central Conference, and a JV player can play in the Varsity Central Conference game.
6. Central Conference games will not count as a practice during the week.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **5.7 Standing Committees:**

- A. Standing committees are defined as those committees which must be established for each calendar year, for a term of twelve (12) months.
- B. Each standing committee will consist of a chairperson, who is appointed by the Board of Directors, plus volunteers selected by that chairman who are eligible to vote as of the date of appointment.
- C. All standing committee chairpersons shall be appointed by the Board of Directors no later than the March Association meeting each calendar year. If no new appointment is made, the current chairperson will remain in their position in a hold-over capacity for the remainder of the calendar year.
- D. As needed, additional Committees may be added by a majority vote of the Board of Directors. The Board of Directors may appoint a committee chairperson, who in turn may select volunteer members of that committee.
- E. Standing committees may include:
  - 1. By-Laws/Rules Committee: Responsible for, but not limited to or liable for, any proposals, amendment revisions or questions in regards to the validity of rules governing the Mount Olive Junior Marauders Football Association, as mentioned in the by-laws.
  - 2. Concessions Committee: Responsible for, but not limited to, or liable for maintenance of concessions facilities; scheduling volunteers to run concessions during all home games, and special events (i.e. pep rally). The chairperson has the responsibility to keep control of inventory, food and beverage supplies, and monthly income reports. The Chair will work directly with the Director of Operations (or the Vice President if there is no Director of Operations) in order to keep the entire Board of Directors aware of the status of the committee.
  - 3. Equipment Committee: Responsible for, but not limited to, or liable for, proper maintenance to playing equipment; properly fitting players throughout the season; maintaining inventory on all equipment and field supplies purchased by the Mount Olive Junior Marauders Football Association. Responsible for the distribution and collection of all equipment necessary to safely and properly play football for the Association.



# MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS

4. Fields Committee: Responsible for, but not limited to, or liable for the proper field maintenance required to play. This includes the lining of the field as well as the removal and the installation of the goal posts, if necessary. This committee will be responsible to make sure that the player scale(s) are both calibrated on an annual basis (as per Morris County Midget Football League rules). The committee will also be accountable for the delegation and supervision of the set-up and breakdown of our home facility, on game days. Appropriate coverage for the operation of the scoreboard and PA system is also a primary responsibility of this committee, and fall under the category of game day procedures.
5. Fundraising Committee: Responsible for, but not limited to, or liable for coordination and scheduling of all fundraising drives, sponsored by the Mount Olive Junior Marauders Football Association.
6. Head Coach Nominating Committee: Members of this committee will be appointed by the Coaching Coordinator and approved by of the Board of Directors. This committee will review applications/resumes for any Head Coaching positions, as outlined in [Article 6.3](#). This committee should begin the process by the March meeting and have a recommendation to the Board of Directors by the April meeting each year. The Committee will consist of an odd number of members. Committee members may not be MOJMFA Board members or candidates for any Head Coaching position.
7. Nominating Committee: Responsible for collecting nominations for all upcoming vacancies on the Board of Directors each year, as outlined in [Article 4.11](#). Committee shall announce all nominees at the November and December Association meeting, at which point all voting members shall elect the following year's officers.
8. Publicity Committee: Responsible for, but not limited to, or liable for maintaining positive exposure through the local media, the community, the schools, and the township.
9. Registration Committee: Responsible for, but not limited to, or liable for updating and revising registration forms; validity of all letters and forms regarding registration; scheduling and coordinating registration drives; orchestrating mailings through veteran letters, mailing lists, etc., and accounting for all incoming registration forms.

# MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS

## ARTICLE 6

### Coaches

- 6.1 Any Member of the Association that expresses interest in a Head Coach position cannot be denied an opportunity to apply. To be a Head Coach on any contact level, one should have coached for a minimum of two (2) years within the Mount Olive Junior Marauders Football Association, and be a voting member of the Association. In the event there are no volunteers who meet the above requirements, the position will then become available for coaches with less tenure to be considered.
- 6.2 Candidates for Head Coach must submit their qualifications, in writing, to the Coaching Coordinator by the March Association meeting.  
*A Head Coach vacancy may be opened up directly after the March meeting by the Coaching Coordinator or Board of Directors to non-Members of the Association if no Member of the Association has stepped up as a candidate by the March meeting to fill an open Head Coaching position. Article 3.6 will still apply and Article 6.1 is waived so that a head coach may be selected under these conditions.*
- 6.3 The Coaching Coordinator, along with the Head Coach Nominating Committee (as described in [Article 5.7.E.6](#)), will review all candidate applications. They will then recommend the selection of the Head Coach, pending approval by the Board of Directors by the April Association meeting. Initially one Head Coach will be appointed for each team including Flag, Pre-Clinic, Clinic, Super Pee Wee, Pee Wee, Junior Varsity and Varsity. In the event that any Instructional Level program (Pre- Clinic, Clinic and Super Pee Wee) has enough player registrations to warrant two or more teams, the Coaching Coordinator, along with the Head Coach Nominating Committee will determine the selection of additional Head Coaches to that team (ex. Pre-Clinic Red, Pre-Clinic Gold, etc.) pending approval by the Board of Directors. The Flag Program will have one coordinator, regardless of the number of teams that are formed. Each Flag Head Coach will be appointed by the Flag Coordinator with approval of the Coaching Coordinator and Board of Directors. Additionally, the division of players that make up each roster will be made by Head Coaches of each team on that specific level (ex. Pre-Clinic Red, Pre-Clinic Gold whereby Head Coaches will work together to make two separate Pre-Clinic Teams). This “Draft” process, and the eventual rosters created by this process, must be approved by the Coaching Coordinator, and approved by the Board of Directors.
- 6.4 If a Head Coach resigns prior to the end of the current football season, or cannot fulfill his duties, the replacement of that Head Coach shall be made by the Coaching Coordinator, on an interim basis. The individual appointed will carry out the duties of the Head Coach, for the duration of the season.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

- 6.5 Head Coaches will select their own Assistant Coaches, subject to the approval of the Board of Directors and in accordance with these by-laws. The names of the Assistant Coaches of the Varsity, Jr. Varsity, Pee Wee, Super Pee Wee, Clinic, and Pre-Clinic, and Flag levels should be submitted to the Coaching Coordinator, by the June Association meeting. Additions made at a later date are also subject to review by the Coaching Coordinator and Board of Directors. All coaches, head and assistant, must be certified through the National Youth Sports Coaches Association, or possess an equivalent certification that is accepted by the Township of Mount Olive as well as by the Association. All Assistant Coaches must ultimately be approved by the Board of Directors.
- 6.6 Any member of the Association may challenge the appointment of an Assistant Coach with a specific complaint. The President will instruct the member to submit his complaint in writing, within seventy-two (72) hours. The complaint will then be presented to the Board of Directors. A decision should be made within seventy-two (72) hours of receipt of said complaint, by the Board of Directors.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

- 6.7 All coaches that are interested in holding a position of either Head or Assistant football coach, at any level must satisfy conditions to become eligible to coach, this includes all State and Local Requirements. It is the position of the Board of Directors that individuals that expect to coach must also have an understanding and appreciation of the operations of the MOJMFA. In order to ensure this understanding, coaching candidates must take a proactive position to get a first-hand view of what it takes to make the program work. Coaching eligibility is based on a 4-Point Merit System. Any person wishing to Coach Football in the MOJMFA must earn 4 points. A Head Coach may seek an exception if he does not have enough eligible members of his staff that meet the above requirements. Points are earned as follows:
- A. 1 point is earned for attending a minimum of three (3) MOJMFA monthly business meetings during the year (starting immediately). For example, attendance at 2 meetings will result in zero points. Attendance at 6 meetings will earn 1 point. Attendance is confirmed by your signature at the meeting sign in.
  - B. 1 point is earned for every off-season coaching clinic or meeting that is held by the Association. Clinics held by the MOJMFA Coaching Coordinator, the High School Coach, or by any other authorized speaker and approved by the MOJMFA will be eligible. Attendance is confirmed by your signature at the meeting sign in.
  - C. 1 point is earned for MOJMFA equipment hand (Max 1 point for equipment hand out) out as well as for equipment return attended in the pre and post season. A minimum commitment of 2 hours per session is required to earn a point. This includes equipment set-up, break down, and any other task needed to successfully fit our players for the upcoming season. Attendance is confirmed by the sign in sheet which will show the time in and the time out at these events.
  - D. The MOJMFA reserves the right to award points based on extraordinary volunteer efforts or situations. These circumstances will be reviewed by the Coaching Coordinator with a recommendation to be approved by the Board of Directors.
- 6.8 Meeting these criteria is no guarantee that a coaching position will be available.
- 6.9 Any coach who receives a bench foul resulting in a financial debt to the Association will be banned from coaching and/or attending any and all Association events, including team gathering, until such time as the debt is paid by the offending coach as determined by the MCYFL. Similarly, any coach who maintains an un-paid debt with the Association for a period of 30 days or longer past due (i.e. for non-payment of merchandise) will also lose all coaching privileges as mentioned above. During this period of suspension, said coach must surrender his sideline pass to the Coaching Coordinator.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

6.10 *Coaching Intern* - Head Coaches may, at their own discretion, appoint one Coaching Intern, subject to the approval of the Board of Directors and in accordance with these by-laws. The purpose of the Coaching Intern role is to attract younger people into the program who have an interest in potentially becoming Assistant or Head Coaches in the future. Coaching Interns cannot be over the age of 21 and must have no children in the program. The names of prospective Coaching Interns for the all levels should be submitted to the Coaching Coordinator, by the June Association meeting for Board review and approval. Additions made at a later date are also subject to review by the Coaching Coordinator and Board of Directors. All Coaching Interns must, without exception, be certified through the National Youth Sports Coaches Association, or possess an equivalent certification that is accepted by the Township of Mount Olive as well as by the Association. MOJMFA may, at its discretion, sponsor the coaching certification for said Coaching Intern(s). Coaching Interns are not required to satisfy the requirements of the coaching point system; however attendance at Association meetings, coaching clinics, and other league functions is strongly encouraged. Additionally, if the Coaching Intern will be under the age of 18, parental/guardian consent is required. The responsibilities of Coaching Interns may vary by team and are determined by the Head Coach based on team needs. The Head coach is ultimately responsible for the activities of the Coaching Intern on the field. Coaching Interns under the age of 18 must be supervised by an adult Head or Assistant Coach at all times. Coaching Interns are required to adhere to current Coaches Codes of Conduct.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **ARTICLE 7**

### **Removal of Coaches**

- 7.1 The Head Coach of each team shall have the right to recommend the dismissal of an Assistant Coach, from his team, subject to review by and approval by the Coaching Coordinator and approved by the Board of Directors.
- 7.2 All other requests for dismissal of an Assistant Coach must be submitted to the Head Coach of that team, in writing and signed by the complainant. The Head Coach will then evaluate such a request and forward it to the Board of Directors and Player Agent (when the Player Agent is not a member of the Board of Directors). The recommendation of action to be taking will be made by a majority of the Board of Directors and the decision of the Board will be final.
- 7.3 Removal of a coach may be accomplished by the either of the following sequence of events:
- A. A formal complaint must be submitted in writing and signed by the complainant. Said formal complaint must be addressed to the Board of Directors. Said formal complaint must be reviewed within forty-eight (48) hours, excluding weekends and holidays, either at the next Association meeting, or at a special meeting of the Association, to be called by the President; or
  - B. The Coaching Coordinator, may, at his discretion, recommend discipline of a coach, based on the failure of that individual to conform to the philosophies established by the Coaching Coordinator and agreed to by a majority of the Board of Directors. Discipline may include warning, suspension, or removal of said coach as determined by the Board of Directors. The said coach will have the opportunity to be heard at an in-person hearing prior to any decision by the Board of Directors. The decision of the Board of Directors is final.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **ARTICLE 8**

### **Supervision**

- 8.1 The MOJMFA is committed to provide a safe environment and to prevent child abuse and sexual misconduct. The MOJMFA will make every reasonable effort to exclude any adult with a legally documented history of child abuse/molestation or any other conviction or record that would bring unnecessary risk to the health and safety of the participants of this organization. Therefore every coach in the organization must complete a “Coaches Background Check”. Additionally, the Association will take appropriate action on all allegations of child abuse and/or sexual misconduct. All allegations will be reported immediately to the authorities for investigation and the Association will cooperate fully with any such investigation. The following represent the preventative measures of the Association with regard to abuse:
- A. Physical, mental, and verbal abuse towards any of the participants, coaches, or volunteers involved in MOJMFA activities is not permitted.
  - B. Inappropriate touching of any kind is forbidden.
  - C. The Association will provide more than one (1) adult working at or overseeing every activity. If a child needs special attention, one-on-one training or individual instruction for example, it will be handled with the assistance or presence of another adult, as specified in these by-laws.
  - D. Coaches should not socialize with the participants outside of the sponsored activities of the Association.
  - E. Coaches should never ride alone with the child or participant in the car. Procedures will be established and memorialized in these by-laws for coaches to follow in the event a participant is stranded at an activity.
  - F. Parents are encouraged to attend sponsored activities.
- 8.2 Supervision: During all events, scheduled or unscheduled, there must be at least two (2) Association approved certified coaches and/or adults per team present at all times. Failure to provide at least two (2) Association approved certified coaches and/or adults per team will result in an automatic end to that event until such time as the proper supervision arrives. An event will be defined as, but not limited to: team practice, special technique sessions, film meetings, team parties, or any event that requires a coach to be with the team. Failure to abide by this policy may result in the suspension of all offending coaches, to be determined by the Board of Directors.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **ARTICLE 9**

### **Amendments**

- 9.1 This Constitution and by-laws, or any part thereof, may be amended or repealed. Any voting member of the Association, in good standing, can propose an amendment change, but only those eligible to vote, can vote. Any amendment or repeal shall be brought to the by-law committee for consideration. The by-law committee shall present the proposed amendment with a recommendation for action by the association. The process is as follows:
- 9.2 By-Law amendment(s) proposals must be presented in writing by a voting member to the Association at or prior to the February Association meeting and no later than the May Association meeting. The first reading of the proposed change will be presented to the Association at the next regularly scheduled meeting where it will be openly discussed and modified if necessary. Once discussed and/or modified, the new proposal should be included in the meeting minutes and distributed to the Association. After the second reading at the next regularly scheduled Association meeting the proposal will be acted upon with a motion and a final vote. No modifications can be made at the second reading. A two-thirds (2/3) vote of those in attendance, who are eligible to vote, in favor of the proposal, is required. Any proposal that does not achieve the necessary two-thirds (2/3) vote is rejected.



# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **ARTICLE 10**

### **Parliamentary Authority**

10.1 The rules contained in Roberts Rules of Order, most recent edition, shall govern the Association in all cases to which they are applicable and which they are not inconsistent with this Constitution and By-Laws, or any special rules of order, that the Association may adopt.

# **MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS**

## **ARTICLE 11**

### **Dissolution**

11.1 This Association may be dissolved, first, by a two-thirds (2/3) vote of the Board of Directors, where all directors (whether the Board consists of five or seven members) are in attendance, and then approved by two-thirds (2/3) majority of the voting membership in attendance in person or by proxy. Upon dissolution, all Association debts shall be liquidated and any remaining monies, if any, shall be distributed to the Township of Mount Olive Recreation Department for a public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of the State of New Jersey.

**MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION  
CONSTITUTION & BY-LAWS**

**ARTICLE 12**

**Invalidity**

12.1 The invalidity of any part of this Constitution and By-Laws shall not impair or affect the enforceability of the remaining provisions of this document.

# MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS

## ASSOCIATION BYLAWS SIGNATURE PAGE (Mount Olive, NJ)

PLEASE PRINT CLEARLY

Date Bylaws were \_\_\_\_\_ by the chapter \_\_\_\_\_  
(Insert ADOPTED, AMENDED, REVISED as appropriate) (Date)

\_\_\_\_\_  
Signature - President Date

\_\_\_\_\_  
Name, Address and phone # - Please print

\_\_\_\_\_  
Signature - Vice President Date

\_\_\_\_\_  
Name, Address and phone # - Please print

\_\_\_\_\_  
Signature - Treasurer Date

\_\_\_\_\_  
Name, Address and phone # - Please print

\_\_\_\_\_  
Signature - Secretary Date

\_\_\_\_\_  
Name, Address and phone # - Please print

\_\_\_\_\_  
Signature - Coaching Coordinator Date

\_\_\_\_\_  
Name, Address and phone # - Please print

# MOUNT OLIVE JUNIOR MARAUDERS FOOTBALL ASSOCIATION CONSTITUTION & BY-LAWS

## REVISIONS

Initial Form	Approved April 5 <sup>th</sup> 2012	
Revision	Approved March 7 <sup>th</sup> 2013	Addition of Article VI 6.11 Coaching Intern
Revision	Approved November 7 <sup>th</sup> 2013	Article 6.2 Removal of February Submittal for Head Coaching Intent Article 6.3 Removal of Head Coaching Vacancy
Revision	Approved December 5 <sup>th</sup> 2013	Article 4.5 C Coaching Coordinator Election
Revision	Approved February 6 <sup>th</sup> 2014	Article 6.7 Deleted – One year probation. Article 5.7E6 Revised requirements of Head Coaching Nominating Committee
Revision	Approved March 6 <sup>th</sup> 2014	Article 9.2 Revised by-law change requirements
Revision	Approved May 7 <sup>th</sup> 2015	Article 3.6 Revised Membership Requirements Article 6.1 – 6.4 Revised Head Coach Process
Revision	Approved April 7 <sup>th</sup> 2016	Article 1.3 Revised Partner wording Article 2.3 Added Reference to Article 5.G Article 4.1 Clarified Board of Directors Article 4.2&4.4 Added voting directors Article 4.11 Revised Nominating Process Article 4.12 Removed Proxy Ballots Article 5.C Extended Behavior to Members & Guests Article 5.D Removed Parents Behavior (Redundant) Article 5.F.3 Charged for Non-Returned Equipment Article 6.7 Added State and Local Requirements
Revision	Approved May 5 <sup>th</sup> 2016	Article 5.3.H Revised Injury Reporting Article 8.1 Removed SafeKids Program Article 9.2 Added Voting Member Requirement