

# **MCAA**

## ***Moon Crescent Athletic Association***

***Dated and approved 03/20/2023***

### ***CONSTITUTION and BY-LAWS***

#### **ARTICLE I.: NAME AND PURPOSE**

##### **Section 1. Name**

The name of this organization shall be the Moon Crescent Athletic Association Youth League Football, a non-profit organization, hereinafter referred to as 'MCAA'

##### **Section 2. Location**

The principal office of this organization shall be located in Moon Township, Allegheny County, Pennsylvania. The Moon Area School District's football stadium will be used for all home games. All district rules and guidelines will apply to all members and visitors. There is no parking allowed on sidewalks, grass or non-designated parking areas. There is no smoking on the entire campus. If any member does not abide by these new rules, they will be asked to leave the premises and possibly fined by the organization. If a member continues to disobey any of the rules, they may be asked to leave the organization.

##### **Section 3. Objectives**

The purpose of this organization shall be to organize, sponsor, direct, and conduct athletic, educational, cultural, and social activities for the youth of our community, as referenced in the pre-amble of this document. To purchase, take, lease, or hold real and personal property to effectuate the aforesaid purpose.

The MCAA shall be nonpolitical, nonpartisan, and nonsectarian.

The MCAA is an extension of the Moon Area School District Football program under the indirect control of the Moon Area School District Athletic Director.

The MCAA is an organization intended for the youth who reside within the school boundaries of the Moon Area School District. In order to participate in the MCAA as a participant, the youth must:

1. Have a permanent residence within Moon or Crescent Township and attend a Moon Area School, a private school, or home school or
2. Reside in another municipality where a youth football, cheer or dance program and/or school football, cheer or dance program is not offered to the child.
3. Any child currently living outside of Moon School District and having played consecutive years for MCAA may continue to play for MCAA until they age out of the program. This also applies to their siblings. Subject to league approval.
4. Any child playing for MCAA during the “covid year” 2020 who resides outside the MASD may continue to play for MCAA. Subject to league approval.

#### **Section 4. Fiscal Year**

The fiscal year of the MCAA shall begin January 1 of each year and end December 31.

### **ARTICLE II. MEMBERSHIP**

#### **Section 1. Membership**

Persons interested in the purpose of the organization and willing to subscribe to its policies and principles shall be eligible for membership. In order to become a member, upon registering all participants and their parent or legal guardian, must complete, sign, date the Registration Form, Parent and Participant Code of Conduct form(s), the Minor Waiver Form and comply with all signed documents. In addition to paying the noted registration fees, all members must either commit to a scheduled concession stand time/date and/or pay the amount stated to opt-out at registration.

The parents and/or legal guardian(s) of all boys and girls participating in the programs offered by this association are considered members and may attend, all meetings until such time that their child does not reregister for the coming season or another child in their household does not register to participate. In addition, a person may become a member of the organization by being elected as an Officer or Board of Director position by the general voting membership, or by being appointed to a role such as Football Head Coach, Cheer Head Coach or any other position by the Officers and Board of Directors for the length of his/her term, or by volunteering his/her time on behalf of the organization. Head Coach voting rights are effect from the first official practice until the last game of the season.

In order to become a voting member, a person must attend seven (7) MCAA monthly meetings, as described in Article V Section 1, in the previous twelve (12) months (Rolling 12 month period). The Secretary will keep the official record of attendance at the monthly meeting

## **Section 2. Disciplinary**

Any member (general member, officer, and board of director) found guilty of any of the following infractions may be suspended or terminated from membership, including elected or volunteered positions, and result in dismissal from the organization for or by:

- A. Violation of any provision of these by-laws or general rules of the organization.
- B. Disturbing the peace and harmony of any meeting, game, event or function of the organization.
- C. Slandering, liable, physical or mental abuse, physical contact or harm, willfully or wrongfully using abusive language or profanity toward:
  - 1. Any member of the MCAA
  - 2. Any member of the local, state or nationally affiliated organizations.
  - 3. Referee's and other individuals in attendance at MCAA events
- D. Fraudulently receiving or misappropriating any monies due the organization.
- E. Using the name of the organization for soliciting funds, advertising, etc. without the majority approval of the Officers and Board of Directors of the MCAA.
- F. Deliberately interfering with any official of the MCAA, in the discharge of his/her duties.

In the event of problems regarding individual members, the procedure will generally be as follows, subject to the differing requirements of each individual situation:

- 1. A member must file a complaint either electronically (email) or in writing to the board of directors at the following email address: [mcaaexecutive@gmail.com](mailto:mcaaexecutive@gmail.com) within 72 hours of the alleged incident.
- 2. The accused member shall be informed of the complaint and his/her accuser(s) shall be made known to the accused member within forty-eight (48) hours of the complaint being filed.
- 3. The Officers and Board of Directors, by a majority vote of the quorum, will rule on the validity of the complaint based on the information received. If the accused member is an Officer or Board of Director, he/she shall still have a vote during this process.

If the complaint is deemed valid, the accused member will be notified immediately by certified letter. All interested parties shall present their grievances to the Officers and Board of Directors and the accused member shall be allowed to present rebuttal at the next regular scheduled membership meeting or special meeting, if necessary. The accused member will be given one (1) opportunity to conform to the Officers and Board of Directors' demands, which were agreed upon by the Officers and Board of Directors, by a majority vote of the quorum.

In cases of extreme behavior whose conduct is considered to be detrimental to this organization or in the event of continued non-conformance by the accused relating to a prior matter, the accused individual's membership can be suspended or may include expulsion from the organization. The Officers and Board of Directors, by a 2/3 (two thirds) vote of the quorum, shall have the power to request an internal trial on the matter where the accused member shall be allowed to defend himself/herself and the Officers and Board of Directors, by a 2/3 (two thirds) vote of the quorum, shall have the power to recommend a suspension and the duration of the suspension or expulsion to be voted on during a trial. If the accused member is an Officer or Board of Director, he/she shall still have a vote during this process. The Officers and Board of Directors shall have the power to, by majority vote, suspend any and all parties involved in the complaint until a trial is held.

- a. The members who have voting rights shall be the jury.
- b. The Board of Directors (President, VP, Secretary, and Treasurer) shall be the party who oversees the proceedings to make sure all parties is given a fair process. If the accused is a Board of Director, the remaining three directors shall appoint an officer to fill the vacant position for this purpose only.
- c. The accused may elect to have legal counsel.
- d. After both sides are allowed to present their facts, the jury shall vote by secret ballot on the suspension or expulsion recommend by the Officers and Board of Directors as stated above. A majority vote is needed to convict the accused member. Members who have voting rights, Officers, and Board of Directors are all allowed to vote. This includes the accused member if they have voting rights.
- e. Only one member may be tried at a time.

If the accused member is exonerated, the organization shall bear the legal cost (if any) of the falsely accused member.

### **Section 3. Termination**

Any member, who leaves the MCAA for any cause after equipment and uniforms have been distributed, forfeits his/her right to a refund of any fees paid. In addition, any member who leaves the MCAA for any cause is required to turn in any equipment and/or uniforms within 30 days of the last equipment return date. If they fail to comply, a letter will be sent to the last known address for the participant requesting payment for the amount of the equipment and/or uniform to be paid in full. If they do not respond or comply within 10 days of the date of the letter, the MCAA will contact the District Magistrate to begin court proceedings to obtain full reimbursement including all court costs.

## **ARTICLE III: OFFICERS AND BOARD OF DIRECTORS**

### **Section 1. Officers**

The officers of the MCAA shall be President, Vice-President, Treasurer, and Secretary.

### **Section 2. Duties of the Office - Officers**

President: shall preside at all meetings of the MCAA; shall be responsible for the operation of, and enforcement of MCAA Constitution and By-laws, together with the other Officers and Board of Directors; shall appoint all standing committees and special committees; shall sign all contracts, with the Treasurer, as authorized by the Officers and Board of Directors; shall brief all MCAA Personnel on all rules, regulations, and policies; shall issue directives as to conduct; or correspondence from agencies under direct or indirect control; shall be an ex-officio member of all committees. Shall maintain liability insurance required by the league and MASD. Shall maintain Directors and Officers Insurance.

Vice-President: shall, in the absence of the President, perform all the duties of the President; shall work with other Officers and committees to carry out such duties and assignments delegated to him/her by the President.

Secretary: shall distribute notice of Membership, Regular or Board, and Special Meetings; shall keep a permanent record of the minutes of said meetings; shall be Custodian of all official records of the MCAA; shall keep a roster of all members; shall receive the MCAA mail and other correspondence. Shall also be responsible for conducting the election

proceedings.

Treasurer: shall disburse the MCAA funds as approved by the Officers and Board of Directors; shall be responsible for the records of all funds; shall be bonded if so directed by the Officers and Board of Directors; shall provide monthly and annual reports of MCAA funds; shall prepare and submit an annual budget for the approval of the MCAA Membership.

### **Section 3. General Guidelines for Officers**

The Officers shall follow the official rules of the MCAA.

The President, Vice-President, Treasurer, and Secretary shall administer the MCAA's fiscal affairs. Withdrawal of funds from any of the MCAA's depositories shall require signatures of any two Officers, with a majority approval of the Officers and Board of Directors. The Secretary must note the approval of the minutes.

The Officers and Board of Directors, by a majority vote of the quorum, shall have grounds to dismiss any officer who misses two consecutive meetings without contacting the President or Vice-President of the organization prior to those meetings and explain the reason for his/her absence.

No officer of the MCAA shall hold more than one elected office.

### **Section 4. Board of Directors**

The Board of Directors consists of members, known as Commissioners, for the specific areas of- Football, Cheerleading, Equipment, Concession Stand, Field, Safety, Programs, Special Events.

### **Section 5. Duties of Office - Board of Directors**

**Football:** shall be responsible for all matters relating to the operation of the football teams; shall prepare an annual budget for submission to the MCAA;

**Cheerleading:** This position shall be supported by a second, voting member (Co commissioner). Shall be responsible for all matters relating to the operation of the cheerleading teams; shall prepare an annual budget for submission to the MCAA.

**Equipment:** shall be responsible for the issuance, care and collection of all football equipment and uniforms; shall assist the Football Commissioner in the preparation of an annual football budget, as it relates to equipment, inspection, inventory, procurement, and distribution.

**Equipment/Fields:** shall be responsible for the issuance, care and collection of all football equipment and uniforms; shall assist the Football Commissioner in the preparation of an annual football budget, as it relates to equipment, inspection, inventory, procurement, and distribution

S shall be responsible for the set-up, break-down, and general condition of the playing fields, and associated equipment such as, but not limited to, benches, line markers, goal posts, chains and down markers, viewing stands, trash barrels, public address system, clock and score board, sanitary facilities, and all personnel needed to operate such equipment, for each home game.

**Concession Stand:** shall be responsible for the operation of the concession stand including, but not limited to, set-up and break-down of stand, procurement of food and supplies, acquisition and maintenance of equipment, assignment of personnel needed, provision of snacks and drinks to game participants after each home game, clean-up and storage of all food and equipment.

**Programs:** shall manage all aspects of the publication of a program book including, but not limited to, the solicitation of advertisements, collection of fees, acquisition of rosters, schedules, and photos, lay-out, printing, and sale of program, as well as printing and distribution of plates, plaques, and thank you letters to advertisers

**Communications:** shall manage and be responsible for all content, accounts, programs registration & fees, notifications, and postings to the MCAA web page; shall manage all email communications within the organization's gmail account; shall serve as Liaison between MCAA & MASD's Athletic Director; shall manage facilities requests; shall also serve as Clearance Manager, with responsibility to track, notify, and publish the status of all volunteers.

**Safety:** shall serve as MCAA representative to USA Football and manage the Heads Up Program; shall be certified through USA Football as Player Safety Coach (PSC); responsible for tracking all Football coaching certifications, training team Safety Coaches, and implementation and management of an MCAA Safety Program, as written and published in an annual Safety Manual; shall brief the Board of Directors on all accident/incident reports and recommended changes. Also responsible for the allocation and management of the on-field game day medic.

**Special Events:** shall be responsible for all matters relating to banquets, recognition events, picture day, parties, dances, and planning others events to make the season fun; shall prepare an annual budget for submission to the MCAA.

**Fundraising:** Shall be responsible for proposing, planning, and organizing fundraising efforts. May construct a committee for fundraising efforts throughout the season. Is responsible for reporting profit and expenditures of each fundraiser to the board of

directors. Is responsible for keeping records of fundraising efforts for future use.

No officer of the MCAA shall hold more than one elected office unless appointed by the President.

## **Section 6. General Guidelines for Board of Directors**

The Board of Directors shall follow the rules of the MCAA.

The Officers and Board of Directors, by a majority vote of the quorum, shall have grounds to dismiss any Board of Director who misses two consecutive meetings without contacting the President or Vice-President of the organization prior to those meetings and explains the reason for his/her absence.

No elected Board of Director of the MCAA shall hold more than one elected office. Head football coaches are not considered to be an elected Board of Director.

## **Section 7. Governance**

The governing body of the MCAA shall consist of the Officers and Board of Directors.

They shall decide all matters pertaining to the finances of the MCAA, rules, regulations, And policies, and are responsible for the enforcement of all rules set forth by the governing League.

## **ARTICLE IV. ELECTIONS**

### **Section 1. Officers**

The Officers shall be elected by a secret ballot by the members of the MCAA who have voting rights, as described in Article II Section I. This election shall take place at the first meeting in November, with the term of office commencing the following January 1, for a two-year term. The officers will hold two-year terms alternating President and Treasurer in even years and Vice President and Secretary in odd years. Current Officers are eligible for re-election. To be eligible for nomination and election for an officer position, candidate must have held a board of director position for a period of one year.

### **Section 2. Board of Directors**

The Board of Directors shall be elected by a secret ballot by the members of the MCAA who have voting rights, as described in Article II Section I. This election shall take place at the first meeting in November, with the term of office commencing the following



January 1 and ending the following December. Current Directors are eligible for re-election.

Sitting board members and officers name's will be added to the ballot in the position that they currently hold without the need for nomination unless they notify the nominating committee.

### **Section 3. Members**

- A. Members are defined in Article 2 Section 1.
- B. Absentee ballot will be allowed with good reason as long as the Officers and Board of Directors, by a majority vote of the quorum, have given prior approval.
- C. Absentee ballot must be delivered to the Secretary no later than one day prior to the election meeting.
- D. Any Officer or board of director whose position is currently up for voting will be added to the ballot without nomination unless they notify the nominating committee.

All elected or appointed members can be removed from their positions for reasonable cause by following the steps outlined in Article II Section 2. The date of suspension will be noted in the minutes of the meeting during which the action was taken, and the former board member will be notified in writing of his/her discharge.

A position vacated by a member prior to the expiration of their term will be filled by a person appointed by the President and approved by the Officers and Board of Directors by a majority vote of the quorum.

## **ARTICLE V. MEETINGS**

### **Section 1. Membership Meetings**

There will be 18 membership meetings per year. There will be a monthly meeting the second Wednesday of every month. There will be two (2) meetings in the following months: May, June, July, August, September, and October. These second meetings will occur on the last Wednesday of the month. Attendance at these eighteen (18) meetings will count towards voting eligibility.

Meeting schedule: October (2), November (1), December (1), January (1), February (1), March (1), April (1), May (2), June (2), July (2), August (2), September (2).

The Officers and Board of Directors, by a majority vote of the quorum, can change the dates of the meetings.

Members signing the attendance sheet, which will include the printing and signing of their name, will document the official attendance at a meeting. Members will have until the completion of the next meeting to get their names on the official attendance for the prior meeting by proving their presence. After that a request must be made to the Officers and Board of Directors requesting a change and the member must prove beyond a reasonable doubt that they were at a meeting.

A reminder will be announced at the beginning and the end of each meeting for members to sign the attendance sheet and to verify that their names were on the meeting minutes from the previous meeting.

## **Section 2. Officers and Board of Directors Meetings**

Officers and Board of Directors shall meet on the second Wednesday of every month, at a time and place to be determined by the President. A minimum of six consecutive Board meetings must be held in a fiscal year. The meetings shall be held to further discuss and vote on issues brought up at the Membership meetings. These meetings are known as Board meetings.

## **Section 3. Annual meeting**

The Annual meeting of the MCAA shall take place on the second Wednesday in October for the purpose of conducting the election of officers and board members.

## **Section 4. Special Meetings**

Special Meetings may be held at any time and place determined by the President or upon the written request of at least three (3) members of the Officers and Board of Directors, for the purpose of conducting specific business that is vital to the MCAA, and cannot wait until a regularly scheduled Membership meeting.

## **Section 5. Meeting Notice**

Notice of time and place of the Membership Meeting shall be given to all Members by

the President. Subsequent meetings will be announced at each previous meeting. Notice of time and place of the Board Meetings shall be given to all Officers and Board of Directors by the President at least five days prior to each meeting.

Notice of time and place of the Special Meetings shall be given to all Members by the President at least two days prior to each meeting; less if appropriate given the severity of the reason for the meeting

## **Section 6. Quorum**

A majority (one more than half) of the Officers and Board of Directors shall constitute a quorum at any meeting.

Once a quorum at a meeting has been established, the continued presence of a quorum is presumed to exist only until an Officer or Director notices that a quorum is no longer present.

## **Section 7. Proceedings**

Robert's Rules of Order shall govern the proceedings of all meetings, except where inconsistent with the Constitution and By-laws of the MCAA.

# **ARTICLE VI- COACHES, ASSISTANT COACHES, AND PARTICIPANTS**

## **Section 1. Senior Football Head Coach**

Any individual wishing to be considered for the senior football head coach must submit a letter of interest to the Football Commissioner. The football commissioner who was voted into office in the annual meeting shall receive letters of interest for senior football head coach for the upcoming year. Letters of interest will be received from the annual meeting up to and including the membership meeting held in January of the current year. The football commissioner shall select a group of at least three (3) football advisors ("The Committee") to aid in his selection process. Any individual wishing to be considered for the senior football head coach may not be on the committee. The committee may

petition the Officers and Board of Directors to extend the deadline for letters of interest by receiving the majority approval of the Officers and Board of Directors. The senior head coach from the previous year shall be given consideration for that position in the current year. The committee will recommend the senior football head coach candidate to the Officers and Board of Directors for approval. The Officers and Board of Directors may interview the candidate prior to making final approval. A majority vote of the quorum of the Officers and Board of Directors is needed to confirm the candidate. The senior head coach must be able to receive criminal and child abuse clearances, complete USA Football's Level 1 Certification or Re-Certification course, and must be willing to sign and support any and all MCAA policies and events. This includes, in addition to their game and game preparations, volunteering up to (but not limited to) 1 hour during home games to help with game day operations.

## **Section 2. Head Coaches (Cheer)**

Any individual wishing to be considered for a Cheer head coach must submit a letter of interest to the respective Commissioner. The respective commissioner who was voted into office in the annual meeting shall receive letters of interest for the upcoming year. Letters of interest will be received from the annual meeting up to the time of registration of the current year. The respective commissioner may petition the Officers and Board of Directors to extend the deadline for letters of interest by receiving the majority approval of the Officers and Board of Directors. The cheer head coaches from the previous year shall be given consideration for that position in the current year. The respective commissioner will recommend the cheer head coaches candidates to the Officers and Board of Directors for approval. The Officers and Board of Directors may interview the candidates prior to making final approval. A majority vote of the quorum of the Officers and Board of Directors is needed to confirm the candidates. The cheer head coaches must be able to receive all applicable clearances ( Child abuse, PA state Police, and FBI fingerprint clearance if warranted) and must be willing to sign and support any and all MCAA policies and events. This includes, in addition to their game and game preparations, volunteering up to (but not limited to) 1 hour after their scheduled home game to help out with game day operations. In addition, at away games coaches must fill water containers for the next scheduled game.

### **Head football coaches (other than Senior Football Head Coach)**

Any individual wishing to be considered for a football head coach must submit a letter of interest to the Football Commissioner. The football commissioner who was voted into office in the annual meeting shall receive letters of interest for football head coaches for

the upcoming year. Letters of interest will be received from the annual meeting up to and including the membership meeting held in January of the current year. The committee referred to in Article VI, Section 1 along with the Senior Football Head Coach ("The New Committee") shall recommend the head coach candidates to the Officers and Board of Directors for approval. Any individual wishing to be considered for a football head coach may not be on the new committee. They must reclude themselves from the new committee and the football commissioner shall replace that person with another football advisor. If the football commissioner needs to reclude himself or herself, the Senior head football coach will replace them with another football advisor. The new committee may petition the Officers and Board of Directors to extend the deadline for letters of interest by receiving the majority approval of the Officers and Board of Directors. The football head coaches from the previous year shall be given consideration for that position in the current year. The Officers and Board of Directors may interview the candidates prior to making final approval. A majority vote of the quorum of the Officers and Board of Directors is needed to confirm the candidates. The football head coaches must be able to receive criminal and child abuse clearances, complete USA Football's Level 1 Certification or Re-Certification course, and must be willing to sign and support any and all MCAA policies and events. This includes, in addition to their game and game preparations, volunteering up to (but not limited to) 1 hour after their scheduled home game to help out with game day operations. In addition, at away games coaches must fill water containers for the next scheduled game.

### **Section 3. Assistant Coaches**

The head coach of each team may select a number determined by the head coach/advisor and the respective commissioner of assistant coaches or assistant advisors to aid in the training and direction of the participating players. All assistant Coaches and assistant Advisors are subject to the majority approval of the Officers and Board of Directors. The assistant coaches/advisors must be able to receive criminal and child abuse clearances, complete USA Football's Level 1 Certification or Re-Certification course, and must be willing to sign and support any and all MCAA policies and events. This includes, in addition to their game and game preparations, volunteering up to (but not limited to) 1 hour after their scheduled home game to help out with game day operations. In addition, at away games coaches must fill water containers for the next scheduled game.

## **ARTICLE VII- FINANCES**

### **Section 1. Funds**

The Officers and Board of Directors shall make all decisions relative to the finances of the MCAA. It shall place all income in an MCAA treasury, and direct the expenditures of it in such a manner as to be fair and equitable to all participants and teams, with no team given an advantage over another, nor with respect to equipment, etc.

### **Section 2. Solicitation**

The Officers and Board of Directors shall solicit funds for the MCAA, and not allow contributions to individuals or specific teams.

### **Section 3. Financial Records**

A summary of deposits and expenditures is to be presented and approved by the Officers and Board of Directors on a monthly basis.

### **Section 4. Fund Raising for Individual Groups**

No individual group fundraising will be conducted, except if permitted by the Officers and Board of Directors. All fundraising will be pre-approved by the Officers and Board of Directors. All fundraising will benefit the general fund, except if permitted by the Officers and Board of Directors. If the Officers and Board of Directors grant permission for an individual group fundraiser, the collection and remittance of monies will be handled exclusively by the individual group holding the fundraiser and shall not be administered through the MCAA.

## **ARTICLE VIII. DEFINITIONS**

### **Section I – Team**

A team is defined as any group of children representing the Association in either football, dance team, cheerleading, or any other as specified by the Association.

### **Section 2. Head Coach**

A Head Coach is the person solely in charge of a team.

### **Section 3. Assistant Coach**

An Assistant Coach, the person assisting the Head coach or Advisor of a team.

#### **Section 4. Two-Thirds Vote as defined in Robert's Rule of Order**

On a twelve (12)-member board, a two-thirds vote shall be eight (8).

### **ARTICLE IX. – AMENDMENTS**

#### **Section 1.**

Proposed changes to the by-laws may be made during the general membership meetings. Discussion and/or recommended changes will be heard and the author will have the option of altering the proposed change prior to the official reading of the proposal.

#### **Section 2.**

A majority vote of the members with voting rights (see Article II Section I), officers, and board of directors present at a membership, annual, or special meeting may amend this Constitution and By-Laws. Any amendment may be voted upon if it has been read at two (2) previous, consecutive membership meetings.

#### **Section 3.**

Annual Constitution & By-Law amendments must be voted upon at the April membership meeting. Amendments may be entertained at other times of the year if, by a majority vote of the quorum, the Officers and Board of Directors deem it in the best interest of the MCAA. Such amendments are still subject to Article IX, Section 1 and 2.

### **ARTICLE X. - DISSOLUTION**

Upon the dissolution of the corporation or the organization, the Board of Directors or governing staff shall, after paying or making provision for the payment of all of the liabilities of the corporation or organization, dispose of all the assets of the corporation or organization in such manner, or to such organization(s) organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization(s) under section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law), as the Board of Directors or governing staff shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation or organization is then located, exclusively for such purposes as said Court shall determine, which are organized and operated exclusively for such purposes.

## **ARTICLE XI. MISCELLANEOUS**

### **Section 1.**

Items not covered by this Constitution and By-Laws shall be decided by a majority vote of the quorum of the Officers and Board of Directors.

### **Section 2.**

League rule on weight limitations are that any player fighting to make weigh as a Senior Football player, and will be ineligible to play the next year, and has four or more years with at least one of the four years as an eligible Senior Football player in the MCAA program, will receive a Senior Gift.

### **Section 3.**

Cheerleaders will be given a senior gift(s) of equal value to the senior football players. Cheer participants who are eligible for a senior gift must have four or more years in the MCAA program; two of which must be at the senior level. The only exception to this rule would be if the participant were also eligible to cheer or dance at the High School level during his/her second year of the senior level of MCAA.

### **Section 4.**

Any member of the MCAA unable to meet the expense of the registration fee set by the organization for their child (ren) may ask the Officers and Board of Directors for consideration to be excused from this fee or a portion of this fee. The member must attend an Officers and Board of Directors meeting in person and explain their situation so the Officers and Board of Directors may vote on their acceptance or not. Any member that is approved by the Officers and Board of Directors will be subject to the following conditions:

- A. Member will be required to assist and work a minimum of 6 hours per child throughout the season during the home games. This is in addition to any other game day (pre-season / regular season / playoffs) time that is required.
- B. Any member that fails to comply will forfeit their child (ren) rights to the season's end of the year banquet and any gift(s) provided to the participants by the organization (MCAA).
- C. Further non compliance will result in the participant(s) of the member being



deemed ineligible to participate in any MCAA activities the following year unless full restitution has been made from the current year they were granted approval from the Officers and Board of Directors to waive that current years registration fee. Also, the Officers and Board of Directors will need to vote to accept the member and their child (ren) back into the organization (MCAA) after all monies have been settled.

- D. Each participant's parent/guardian are required to work at minimum one game of concession stand duty during scrimmages and/or regular season games throughout the season or pay the opt-out fee. In the event that MCAA obtains additional games, i.e., playoff rounds and/or championship game OR due to a high number of opt-out participants, additional coverage may be necessary. If there are no volunteers, participants parent/guardian will be picked at random and expected to work concession stand for an additional shift. If any member does not pay the \$125/1<sup>st</sup> child, \$100/2<sup>nd</sup> child, \$75/3<sup>rd</sup> child opt-out fee **at registration**, they are required to work their scheduled time OR must find a replacement to work for them. If the member or their replacement does not work their scheduled duty, they will be required to pay the MCAA a \$125.00 fee within 10 days of their previously scheduled concession stand duty time. Failure to pay the late fee will result in your child to not be permitted to attend the end of year banquet or receive end of year gift. The above pertains to each participant of the organization. Coaches/team parent are not excluded from concession stand duty.
- E. Head Cheer and Football coaches are not required to work concessions shifts
- F. Parents are required to submit a check made out to MCAA in the amount of \$125.00 prior to any MCAA equipment being dispersed. This check will be held by the treasurer and returned to the parent / guardian un cashed once they complete their required concession shifts. Concession stand opt out parents are exempt provided that they paid the entire opt out fee.

**Section 5.** Any member of the MCAA unable to meet the expense of the fundraising fee set by the organization for their child (ren) may ask the Officers and Board of Directors for consideration to have this fee put on loan in the requesting member's name. The member must attend an Officers and Board of Directors meeting in person and explain their situation so the Officers and Board of Directors may vote on their acceptance or not. Any member that is approved by the Officers and Board of Directors will be subject to the following conditions:

- A. The member's child (ren) will receive all gear / apparel provided to the participants for practices only. All game day gear / apparel will be held by that participants head coach / advisor until all monies due to the organization (MCAA) have been paid in full.

- B. All monies due to the organization (MCAA) must be paid in full by the end of the regular season. Any member that fails to comply will forfeit their child (ren) rights to the season's end banquet and any gift(s) provided to the participants by the organization (MCAA).
- C. Further non compliance will result in the participant(s) of the member being deemed ineligible to participate in any MCAA activities the following year unless full restitution has been made from the current year they were granted approval from the Officers and Board of Directors to loan that current years fundraising fee. Also, the Officers and Board of Directors will need to vote to accept the member and their child (ren) back into the organization (MCAA) after all monies have been settled.
- D. Any member in violation of the fundraising loan deems themselves to be ineligible to hold any MCAA position on the Officers and Board of Directors. Furthermore, the offending member will not be allowed to hold any Coaching / Advisor position in any capacity. To regain eligibility to an Officer, Board of Director or Coaching / Advisor position a penalty of ineligibility of at least one year must be served from the time all monies have been settled and the current Officers and Board of Directors vote to deem the member eligible again.

**Section 6.** This section is concerning End of Year Banquets and End of the year gift and will apply to all Football, Cheer, & Dance

- A. End of Year Gifts will be the decision of the MCAA Board
- B. No Football player or Cheerleader will be allowed to attend the End of Year Banquets or receive End of Year gift if any money is owed to MCAA, whether from registration, fundraising, concession stand, extra uniform items, or any other fees owed to MCAA.
- C. Any member who responds to the banquet as attending and does not attend the event, will be required to pay MCAA for the amount of each person they responded for in full within 10 days of the scheduled event. On the 11<sup>th</sup> day, MCAA will begin a proceeding with the District Magistrate for reimbursement for the cost of each dinner, including all court costs. End of Year gifts will be held until all monies are paid to MCAA.
- D. Further noncompliance will result in the participant(s) of the member being deemed ineligible to participate in any MCAA activities the following year unless full restitution has been made from the current year. Also, the Officers and Board

of Directors will need to vote to accept the member, and their child(ren) back into the organization (MCAA) after all monies have been settled.

- E. Any member in violation of owing money to MCAA deems themselves to be ineligible to hold any MCAA position on the Officers and Board of Directors. Furthermore, the offending member will not be allowed to hold any Coaching/Advisor position in any capacity. To regain eligibility to an Officer, Board of Directors, or Coaching/Advisor position, a penalty of ineligibility of at least one year must be served from the time all monies have been settled and the current Officers and Board of Directors vote to deem the member eligible again.

**Approved: 04/11/2023**

**Revised: 12/13/2023**













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