

MID-HUDSON ATHLETIC LEAGUE CONSTITUTION

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Approved:

Table of Contents

[MID HUDSON ATHLETIC LEAGUE CONSTITUTION](#)

[NAME](#)

[PURPOSE](#)

[ORGANIZATION LINE OF RESPONSIBILITY](#)

[RESPONSIBILITIES OF THE MHAL SUPERINTENDENTS](#)

[EXECUTIVE COMMITTEE](#)

[PROTEST AND COMPLIANCE COMMITTEES](#)

[APPEALS PROCEDURES](#)

[MEMBERSHIP \(Section IX/MHAL\)](#)

[LEAGUE MEETING](#)

[MERGING OF DISTRICTS](#)

[WITHDRAWAL FROM THE MHAL](#)

[ASSOCIATE MEMBERSHIP](#)

[CONSTITUTIONAL AND BY-LAWS AMENDMENTS](#)

[DUES](#)

[MHAL DUTIES AND RESPONSIBILITIES](#)

[AD HOC COMMITTEES](#)

[ADMINISTRATORS](#)

[ATHLETIC DIRECTORS \(ADs\)](#)

[SPORTS CHAIRS](#)

[COACHES](#)

[CHEERLEADER ADVISOR \(considered an activity, not a sport\)](#)

[MHAL SPORTSMANSHIP PHILOSOPHY](#)

[MHAL SPORTSMANSHIP CODES](#)

MID HUDSON ATHLETIC LEAGUE CONSTITUTION

NAME

The name of this organization shall be the Mid Hudson Athletic League (MHAL).(hereafter referred to as The MHAL or The League)

PURPOSE

The purpose of the MHAL shall be to contribute to the growth and development of the entire student body of the member schools. This will be accomplished by providing the structure for a comprehensive program of healthy and equitable competition.

The MHAL shall comply with all regulations as set forth by the following:

1. Commissioner of Education of the State of New York
2. NYSPHSAA rules, regulations and sports standards
3. The Constitution and by-laws of Section IX
4. The Constitution and by-laws of the MHAL

ORGANIZATION LINE OF RESPONSIBILITY

Mid Hudson Athletics League Member Superintendents
Executive Committee
MHAL Athletic Coordinator
President
Vice President
Athletic Directors
Sports Chairs
Coaches

RESPONSIBILITIES OF THE MHAL SUPERINTENDENTS

The Superintendent shall serve as the representative of the local school board, public or private, and act on behalf of that entity in matters of financial and policy matters. The Superintendents shall delegate the overall supervision of the MHAL to the MHAL Athletic Coordinator and the general administration of the MHAL to the Athletic Coordinator, Executive Committee, or elsewhere as outlined in this handbook.

EXECUTIVE COMMITTEE

The officers of the MHAL shall constitute the Executive Committee. Members of the Executive Committee will serve a two year term. Openings on the executive committee will be filled through nominations and voting

from the MHAL body. The Executive Committee will meet at least three times each year after each sport season and as necessary to conduct League business.

The duties of the Executive Committee are as follows:

Specific duties are, but not limited to:

- establish the remuneration for all MHAL Employees
- revise as necessary job descriptions of any MHAL employee
- has the authority to evaluate all MHAL employees
- accept resignations from MHAL employees
- As vacancies occur for the positions of any MHAL employee
 - Advertise and take applications
 - Interview candidates
 - Fill positions as necessary by majority vote on the Executive Committee
- act on the items that are presented by the MHAL Athletic Coordinator, President and/or Vice President
- act on matters of MHAL membership
- act on protests, compliance and ethics issues

The Executive Committee shall be made up of the following:

- MHAL Athletic Coordinator shall serve as the Administrator-in-Charge of the Executive Committee (non-voting)
- One Superintendent representative from Ulster County, One Superintendent representative from Dutchess County as chosen by the Superintendents.
- One Administrator from each division
- One Athletic Director from each Division
- Executive Committee vacancies may be filled at any time
- Nominated Candidates shall have majority 50% +1 vote of the ADs to be appointed

PROTEST AND COMPLIANCE COMMITTEES

The committee shall consist of the Executive Committee and will be chaired by the MHAL Athletic Coordinator. Teleconferencing is permissible for meetings.

In the event that the protest involves the school of any member of the Executive Committee or the MHAL Athletic Coordinator, a substitute will be appointed to serve for that case from the remaining non-affected members

- Only protests that contain a specific violation of a sport rule will be entertained, protests on judgment calls will not be entertained.
- the Committee will act only on written protests addressed to the MHAL Athletic Coordinator that have been submitted within the 72 hour period following the contest in which the incident occurs
- a valid protest requires that the AD, Coach, and Superintendent of the school initiating the protest sign the document forwarded to the MHAL Athletic Coordinator
- the MHAL Athletic Coordinator and/or League President will convene the Committee to hear the protest
- all parties concerned are invited to attend the hearing portion of the process and may be required to participate
- only Executive Committee members will deliberate the issue, this will occur in private

- the outcome of the deliberations will be made available to the schools involved in writing
- the decisions will be reached by simple majority vote and shall be final
- upon reaching a decision, the Executive Committee will notify all MHAL member schools of the decision
- possible disciplinary actions could include, but not be limited to, :
 - letter of reprimand
 - forfeiture of contests
 - suspensions for any or all MHAL competition
 - exclusions from any or all MHAL competition
 - litigation

SPECIAL NOTE:

In order to operate a successful organization of member schools, it will be the responsibility of each school to agree to comply with the general regulations of the MHAL. It is the responsibility of the MHAL to guarantee this compliance.

APPEALS PROCEDURES

A member school may appeal a decision of the Executive Committee by following the guidelines listed:

- the appeal must include the Superintendent's, Athletic Director's and the Coach's signatures in order to be acted upon
- the appeal shall be submitted to the MHAL Athletic Coordinator within a seventy-two (72) hour period of the decision of the Executive Committee
- the MHAL Athletic Coordinator will contact the MHAL Superintendents and obtain a vote of the membership on the issue. Teleconferencing is acceptable. A 75% affirmative vote of the Superintendents is required to overturn a decision of the Executive Committee.

MEMBERSHIP (Section IX/MHAL)

Any public or private school may apply to the Athletic Coordinator for MHAL membership, however, it is the Section's responsibility to provide for league affiliation for those schools desiring affiliation. A duplicate letter of interest must be submitted to the Section IX Athletic Council along with an application for membership to Section IX. All Section IX criteria, including deadlines are applicable. A 2/3 vote is needed by the MHAL Athletic Directors to determine how MHAL league representatives to the Section IX Council shall vote on requests for acceptance into the MHAL.

Any private or parochial school in the MHAL must abide by the rules of the NYSPHSAA, Section IX, and the MHAL that currently apply. In order for a school to remain in good standing, it must continue to comply with any changes in these rules that occur.

LEAGUE MEETING

A quorum shall be two thirds (2/3rds) of the member schools. A quorum is required to conduct official business and/or take any official action on an issue. The Athletic Coordinator shall call for at least one meeting each month during the school year, and may call for meetings at other times as needed. The MHAL membership is

encouraged to provide the MHAL Athletic Coordinator and/ or President with agenda items. Voting will be one vote per member school. The vote may be cast by the Superintendent of Schools, a designated administrator, or the athletic director. All business requires a majority vote (50% +1) of the quorum present.

A General Meeting will be convened at the request of either Superintendent Representative, the Athletic Coordinator or a League Officer. At the General Meetings, all MHAL Superintendents are requested to attend. In the event that a Superintendent is unable to attend, a proxy may be named, and that individual will be permitted to act on behalf of the Superintendent. It is expected that the proxy will carry written authorization from the Superintendent as proxy.

Robert's Rules of Order will be followed when any meeting of the MHAL is conducting business.

MERGING OF DISTRICTS

As per NYSPHSAA and Section IX policy

WITHDRAWAL FROM THE MHAL

In the event that a member school requests withdrawal in total or for an individual sports team to enter competition in another organization the MHAL membership shall act on the request at a General Meeting.

ASSOCIATE MEMBERSHIP

Associate membership in the MHAL is permitted. In order for a non-member school to participate, the district shall submit an application to the MHAL Athletic Coordinator. Upon review of the application, the MHAL Athletic Coordinator will make a recommendation to the Executive Committee.. An affirmative vote of 2/3rds is required for adoption. If pertinent, the Athletic Coordinator will notify the Section IX administration of the decision.

NOTE: Districts with Associate Membership may participate in sports meetings, but do not have a vote at the Athletics Directors' or General meetings.

CONSTITUTIONAL AND BY-LAWS AMENDMENTS

Constitutional Amendments

- Any proposed constitutional amendment will be placed on the agenda of an athletic director's workshop and debated at that meeting. Action on the proposal will be taken at the next meeting. An affirmative vote by 2/3 of the full membership of the League will be necessary for approval and to send the proposal to the Executive Committee.
- An affirmative vote by 2/3 of the Executive Committee will be necessary for final approval of an amendment.
- Any amendment that is approved by the process above will become effective on July 1 of the subsequent school year.

By-Laws Amendments:

▪ The Sports by-laws and procedures will be reviewed and updated after each sports season at the athletic directors' workshops. The time schedule for submission and action on the by-laws will be prior to the start of each respective sport season.

● An affirmative vote by 2/3 of the full membership of the athletic directors will be necessary for approval.

BUDGET

The Section Nine budget will be presented to the league athletic directors for approval. A two thirds majority vote is required. The MHAL representatives on the Sectional Athletic Council shall vote accordingly on budget adoption. The ROIA (league budget) is formulated by Orange/Ulster BOCES.

DUES

Each member school shall pay dues based upon the adopted budget.

MHAL JOB DESCRIPTIONS

MHAL ATHLETIC COORDINATOR

The Athletic Coordinator is directly responsible to the Executive Committee.

All activities and functions undertaken by the MHAL are the responsibility of the Athletic Coordinator.

Specific duties include, but are not limited to:

- Provide schedules for all sports and levels of MHAL competition
 - Oversee the assignment and reassignment of officials*
 - Resolves any scheduling conflicts between member schools
 - Functions as a resource person to MHAL Athletic Directors and school personnel
 - Shall serve as the official League communication link between the MHAL, NYSPHSAA, Section IX and the OCIAA
 - Represent the league and provide for supervision and medical personnel at MHAL Championship Events
 - Procure sites for MHAL playoff and Championship Events (in cooperation with sport chairs)
 - Serve as Treasurer at MHAL playoff and Championship Event and oversee the MHAL Scholarship Funds*
 - Prepare Agendas for Athletic Directors workshops, General, Executive and special Meetings in conjunction with the League President and Vice President
 - Arrange MHAL Website management *
 - Maintain MHAL records, including the Handbook, Constitution and by-laws of the MHAL
 - Acquire and distribute awards as per MHAL Policy*
 - Assist in the establishment of new athletic programs in the MHAL
 - Provide information to the media concerning the MHAL and its events
 - Assist in planning and scheduling of all pre and post season meetings in cooperation with sport chairs
 - Form in conjunction with the League President and/or Executive Committee and Chair ad hoc committees.
 - Attend Section and OCIAA meetings to represent the MHAL
 - Shall perform additional duties as directed by the MHAL Executive Committee
- *these duties shall be performed in cooperation with Orange-Ulster BOCES Interscholastic Athletic Office

MHAL DUTIES AND RESPONSIBILITIES

The officers of the MHAL shall consist of a President and Vice-President

The MHAL President shall:

- Preside over all meetings of the Executive Committee and General Assembly and shall call all regular and special meetings of the Association in the absence of the MHAL Athletic Coordinator and perform all other duties pertaining to the office of an executive
- Provide and approve agenda for meetings in cooperation with the MHAL Athletic Coordinator and League Vice President.
- Appoint ad hoc committees in coordination with the League Athletic Coordinator and/or Executive Committee.

The MHAL Vice-President shall perform the duties of the President in his/her absence.

The officers for the coming year shall be elected at the last meeting of the MHAL Athletic Directors in the school year. The President shall be elected for a term of two years beginning July 1st. The Vice-President shall be elected for a term of two years beginning July 1. A majority (50% +1) of the total membership of the MHAL Athletic Directors shall be necessary for the election of officers. Nominations for President and Vice President will come from members who hold Executive Council positions.

Representatives of the League in Section IX or State Agencies shall be the President and Vice-President; and shall hold office until a successor is named, and be fully empowered to represent the League in all matters brought before such agency.

AD HOC COMMITTEES

Ad-Hoc Committees may be formed at the discretion of the President in conjunction with the Executive Committee and/or MHAL Athletic Coordinator. Committees may include but are not limited to: nominating, ethics, safety, by-law/constitution and nominating.

ADMINISTRATORS

- Assume the responsibility for the overall security at an athletic event. The MHAL requires that there be certified personnel responsible for supervision at all contests. Additionally, supplemental security personnel shall be assigned when it is anticipated that the spectator number may exceed 200 persons.
- Remove any spectators from the contest site who are showing evidence of behavior that, in the opinion of the administrator, is unacceptable.
- Stabilize the crowd by being visible at events where there is a history of difficulty, nature of the event warrants, and crowd size becomes a factor.
- Provide support for the Athletic Director by ensuring that all non-participants display acceptable behavior or are removed promptly.
- Provide an adequate number of signs to ensure that the visiting team and all of the spectators know where to sit, dress, park, etc.

ATHLETIC DIRECTORS (ADs)

The Athletic Directors will serve as the technical administrative body within the MHAL. Specifically, the ADs are charged with the responsibility for compliance with all MHAL, Section IX, and NY State guidelines at each member school.

Specific duties include, but are not limited to:

- recommend guidelines for all MHAL competition to the Executive Committee
- communicate with the Athletic Coordinator as needed, serve as a Sports Chair in at least one sport area
- meet with various Sport Chairs as needed
- recommend specific rules, regulations, and policies for the MHAL sport offerings
- meet with all MHAL ADs at least once each month during the competitive seasons
- assist the Athletic Coordinator in the development of the agenda for the monthly meetings
- assist the Assistant Chairperson with the creation of sports schedules
- recommend Sports Chairs from within each individual school when needed
- Take responsibility for the supervision of the athletic portion of the event. This includes all persons from both schools (coaches, players, officials, support staff, and press).
- Provide all coaches with the opportunity to be current with reference to NYSPHSAA, Section IX, MHAL, OCIAA, local, and any other rules, regulations, or guidelines.
- Assume responsibility for the visiting school's personnel and officials by designating loading areas, dressing rooms, play area access, and other areas as needed.
- Ensure that spectators are not on the playing areas during the contest.
- Prohibit the use of any artificial noise makers and signs except those of 'Welcome' and those needed to maintain crowd control at events
- Prohibit spectators who do not exhibit proper public attire from attending events, shirts are required, no body paint- face paint only
- Provide all in attendance with first aid coverage and provide access to emergency transportation.
- Limit spectators based upon the facility's ability to safely handle the crowd.
- File protests when necessary in accordance with the procedures outlined elsewhere in this handbook.
- Game day decisions require home school to contact game officials. Late decisions may result in payment of fee as per Section IX contract.
- All Athletic Directors are to serve as Sports Chairman and/or Assistant for at least one sport.

SPORTS CHAIRS

The Chairs are responsible for the communication link between the coaches and the ADs.

Specific duties are, but not limited to:

- Forwarding all information, handbooks etc. regarding the season, including championships to both ADs and Coaches
- recommend rule, policy, and competition adjustments to the ADs
- hold coaches meetings as deemed necessary to effectively conduct the sport season
- communicate the concerns of the coaches to the ADs
- compile end-of-season reports within one month after each season's end for the Athletic Coordinator and report same to the ADs

COACHES

Coaches are charged with carrying out all of the MHAL, Section IX, and the NY State policies, rules, and regulations as they pertain to each sport.

Specific duties include, but are not limited to,:

- advise their AD on matters that will maintain and strengthen the quality level of the sport
- attend all meetings of the sport called by the Sport Chair
- comply with the requests of the Sports Chair
- participate in the evaluation of the officials per Sports Chair procedure
- Assume direct responsibility for the conduct of players at all times.
- Teams are to sit together, coaches of JV teams are to supervise their teams during the Varsity contest and the Varsity coaches are to supervise their teams during the JV contests. An area directly behind the team playing shall be designated as the non-playing team seating area.
- The coach shall be the last person to leave the playing area and ensure that all of the players are in the dressing room.
- The coach shall be the last person to leave the dressing room ensuring that the facility has been left in satisfactory condition.
- Assume the responsibility for the total training of the players including, but not limited to, skills of the game, attitudes, sportsmanship, and an understanding of the game.
- Serve as a positive role model by displaying a professional behavior at all times.
- Be cordial to opponents.
- Report all scores to the following newspapers (varsity only):
- *Daily Freeman, Times Herald Record, Poughkeepsie Journal* , Coaches may contact other media outlets, if they so desire.
- Where tradition exists, acknowledge tradition in a positive manner
- Avoid making comments to the opposing players, coaches, or staff after the game has begun.

CHEERLEADER ADVISOR (considered an activity, not a sport)

- Be an ambassador for the school district.
- Assume direct responsibility and supervise all cheerleaders at all times for their department.
- Squads are expected to sit together. The Varsity is to sit behind the Junior Varsity during the Junior Varsity contest, and the Junior Varsity is to sit behind the Varsity during the Varsity contest.
- The coach is to be the last person to leave any facility to ensure that all is in order.
- The coach will instruct in not only the area of skill, but will also teach attitudes and conduct that are conducive to the continuation of good relations between the competitors.
- Display friendship and cordiality toward the coach and squad of the competitor school.

MHAL SPORTSMANSHIP PHILOSOPHY

The Mid Hudson Athletic League is committed to promoting the ideals of sportsmanship. These include the concepts of ethical conduct and fair play by all who participate in, officiate, or attend our events and activities. We stand in opposition to all instances and activities which do not support the high standards of athletic competition and do not insure the wellbeing of our participants. We expect that a high standard of citizenship and respect for others will be evident at all interscholastic events. All coaches, participants and spectators shall honor the NYSPHSAA and Section 9 sportsmanship codes.

MHAL SPORTSMANSHIP CODE

Spectators

It is the responsibility of the spectator to:

- Cheer positively. Profanity and/or degrading language or gestures are prohibited
- Avoid actions which offend visiting teams, individual players, and or officials
- Show appreciation of good play by both teams.
- Treat all visiting teams and officials in a respectful, professional and appropriate manner.
- Abide by all rules and regulations of the game.
- Remain off the playing area at all times.
- Accept victory and defeat with grace and dignity
- Recognize that improper behavior reflects negatively on yourself, your school, your team and your community.
- Use of any artificial noise makers are prohibited
- Signs, except those of ‘Welcome’ and “spirit” and those needed to maintain crowd control at events, are also prohibited. Welcome and spirit signs must be affixed to designated walls or other immovable objects.
- Wear appropriate public attire at events, shirts are required, no body paint-face paint only

Student Athletes

It is the responsibility of the athletes to:

- Demonstrate self-control and respect for other athletes, officials, coaches and spectators at all times.
- Remember that participation in interscholastic athletics is a privilege, and should not be abused.
- Treat opponents with respect.
- Respect the integrity and judgment of the officials
- Remember that you are a representative of your school. Improper behavior reflects negatively on you, your school, your family and your community.
- Understand, and abide by all rules and regulations of the game.
- Accept victory and defeat with grace and dignity.

Coaching Staffs

It is the responsibility of coaches to:

- Promote good sportsmanship by setting a positive example while coaching your student-athletes.
- Respect the integrity and judgment of all sports officials
- Approach the athletic competition as a healthy and constructive exercise, not a life and death struggle.
- Recognize that the student-athletes in any individual or team sport are young men and women with human frailties and limitations, who are capable of making mistakes
- Refrain from the use of crude or abusive language with players, opponents, officials, or spectators.
- Instruct players on the importance of sportsmanlike behavior and remove players from competition who demonstrate unsportsmanlike behavior.
- Avoid behaviors that will incite players, opponents, or spectators.
- Abide by the Section 9 Coaches code of conduct.