

# New Hampshire Volleyball Coaches' Association Constitution

## **ARTICLE I NAME**

The name of this organization shall be: The New Hampshire Volleyball Coaches' Association

## **ARTICLE II INTENT AND PURPOSE**

The New Hampshire Volleyball Coaches Association is an organization of public school, private school, and college coaches and others who intend to give service to, promote, and stimulate interest in the game of volleyball within New Hampshire. The Annual membership fee, in an amount determined by the Executive Board, shall be payable in advance for each school calendar year to the Treasurer. Membership enables participation in decision making and gives full voting privileges to coaches.

## **ARTICLE III OFFICERS**

### **METHOD OF ELECTION:**

- A. All officers of the association shall be selected by a majority vote of those active members present at the annual August business meeting.
- B. The Executive Board will submit nominations for each office.
- C. Other nominations for each office may be made from the floor at the annual meeting in August
- D. If an officer must vacate the office before the end of a term, the executive board shall appoint an interim officer from the membership.

### **TERMS OF OFFICE:**

- A. President (or co-presidents) (3 year term)
- B. Vice President/Secretary/Treasurer (3 year term)
- C. Divisional Vice President I (3 year term)
- D. Divisional Vice President II (3 year term)
- E. Divisional Vice President III (3 year term)
- F. Divisional Vice President Boys' (3 year term)
- F. Past President (remains in term until following president's term is over- 3 year maximum)

### **DUTIES OF THE PRESIDENT (or CO-PRESIDENTS):**

- A. It shall be the duty of the President to preside at all regular and special meetings of the association.
- B. To help organize and run the Annual NH Volleyball Coaches' Association clinic.
- C. To oversee the post season special awards voting procedure and hire a neutral person to count the All State ballots
- D. To help organize the Senior All Star Games including getting insurance, compiling information and print the program, purchase T-shirts and gifts
- E. To order the All State and Team Academic certificates, Player of the Year and Coach of the Year Awards
- F. Signing ability on association checking account
- G. To see that all policies, rules, and regulations of the association are executed
- H. Establish reasonable fee for members of the association.

### **DUTIES OF THE VICE-PRESIDENT/TREASURER:**

- A. To assume the role of the President when the President is absent.
- B. To be responsible for the distribution of all official notices and minutes of meetings
- C. To maintain all records of membership, and collect all membership fees
- D. To serve as an information source for the membership
- E. To organize Coaches' Association Annual Clinic
- F. To organize Senior All Star Games
- G. Signing ability on association checking account
- H. To act as custodian of all funds of the association and pay all bills.
- I. To attend and keep a record of the minutes of all regular and special meetings of the association

### **DUTIES OF THE DIVISIONAL VICE PRESIDENTS:**

- A. Communicate with coaches and ADs within their division
- B. Facilitate communication between President and coaches in division
- C. Gather nominations and distribute official ballots for All State Team, Player of the Year, Coach of the Year
- D. Responsible for ensuring nominations and ballots are in on time

### **DUTIES OF THE PAST PRESIDENT:**

To be responsible for lending continuity, guidance and advice to the President and Executive Board.

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### ARTICLE IV EXECUTIVE BOARD

**COMPOSITION:** The Executive Board shall consist of the officers named in Article III.

**DUTIES:** The Executive Board shall determine all matters and procedures affecting the association, which are not covered specifically by the Constitution.

**MEETINGS:** The annual meeting shall be held in conjunction with the annual meeting of the association in August prior to each fall season. In addition, the Executive Board shall be empowered to hold any number of meetings deemed necessary by its members or by the President of the Association.

### ARTICLE V STANDING COMMITTEES

It shall be the duty of the Standing Committee set up by the President to report to the Executive Board prior to the annual meeting.

### ARTICLE VI POST SEASON

#### **ALL STATE TEAM, PLAYER OF THE YEAR, AND COACH OF THE YEAR PROCEDURES AND PROCESS**

It is the responsibility of the Executive Board to monitor and supervise the following:

#### **TIE BREAKING PROCEDURE FOR ALL STATE:**

- A. 1<sup>st</sup> The player whose team is not yet represented on the All State list
- B. 2<sup>nd</sup> The player whose team went the furthest in the tournament
- C. 3<sup>rd</sup> The player whose team is ranked higher in the regular season standings

#### **TIE BREAKING PROCEDURE FOR THE COACH OF THE YEAR:**

- A. The Coach whose team went the furthest in the tournament, unless one of the coaches in the tie vote was named Coach of the Year the previous year, then that Coach would not receive back to back Coach of the Year awards

#### **TIE BREAKING PROCEDURE FOR THE PLAYER OF THE YEAR:**

- A. There will be no tie breaking procedure used and both players would be named Player of the Year

#### **ALL STATE VOTING PROCEDURE:**

- A. Coaches may not vote for their own players for All State or Player of the Year
- B. Coaches may not vote for themselves for Coach of the Year
- C. Coaches must be paid members of the NHVCA to nominate and vote for All State, Player of the Year and Coach of the Year.
- D. Coaches must vote, fill out the ballots correctly and mail the ballot in on time. Consequence for not doing these things: Their players will not receive All State or Player of the Year honors nor will the coach be named Coach of the Year
- E. To be valid the ballots must be postmarked by the day after the semi finals.
- F. On the official ballot of each division there will be a line for a write in vote. A coach may choose to use one of his/her 12 votes to recognize a player from an opposing team that is not listed on the official ballot.

#### **ALL STATE SELECTION PROCESS:**

- A. Coaches nominate any number of players (coaches must be paid members of the NHVCA to nominate players (see All State Voting Procedures part C above)
- B. Coaches receive the ballot and must vote for exactly 12 players
- C. 18 players make the All State Team
- D. The top 9 players with the most votes are 1<sup>st</sup> Team All State
- E. The next 9 players with the most votes are the 2<sup>nd</sup> Team All State
- F. An Honorable Mention team will be the next 6 players with the most votes. If there is a tie – all those involved in a tie will be named.

#### **PLAYER OF THE YEAR:**

- A. Four players will be selected, one from each of the four divisions
- B. The nominee should be a superior player and can be in any grade
- C. Each varsity coach may submit only one nominee per school.
- D. Each coach must vote for only one player from their division
- E. On the official ballot of each division there will be a line for a write in vote. A coach may choose to use his/her vote to recognize a player from an opposing team that is not listed on the official ballot.

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## **COACH OF THE YEAR:**

- A. Awarded to one varsity coach in each division
- B. Must demonstrate a high level of sportsmanship towards officials and opponents
- C. Must promote the sport of volleyball in a positive manner

## **JV COACH OF THE YEAR:**

- A. Awarded to one Junior Varsity coach in each division
- B. Must demonstrate a high level of sportsmanship towards officials and opponents
- C. Must promote the sport of volleyball in a positive manner
- D. Will appear on the same official ballot as All-State, Player of the Year, and Coach of the Year.
- E. Program must be paid member of the NHVCA for JV coach to be recognized.

## **TEAM ACADEMIC AWARD:**

- A. Honors varsity volleyball teams that are successful in the classroom
- B. Nominee teams must have a previous school year cumulative grade point average of 3.0 or better
- C. All Qualified teams who fill out the paperwork will receive this award.

## **GUIDELINES FOR SENIOR ALL STAR GAMES**

### **Information**

The Senior Games will take place on Saturday evening one week after the tournament is over

Girls': Each division will have 2 separate teams so there will be 6 total teams participating in a round robin tournament.

Boys': The boys will have 2 teams and play the best 3 out of 5

### **Expectations of Coaches and Players:**

Please hold one evening practice during the week prior to the Senior Games

Players will wear their team uniform at the games

Players are expected to show up to play in the games

Have the players call you if they are unable to make it then use an alternate player

Get your roster to the President as soon as the players have been notified and commit to participating in the games

There will be no cost to the players for playing in the Senior Games

### **Choosing the team:**

Each team will consist of approximately 12 players

All seniors who make the All State Team will automatically be invited to play in the Senior Games

Some of the Seniors not selected to the All State Team, but nominated by their coach to play in the Senior Games, will be randomly selected by the Senior Games coaching staff to fill the remaining spots for the Senior Games

Try to have as many schools as possible represented

No more than 3 players should be chosen from the same team, unless they all made the All State Team or if there are not enough nominations turned in

### **Choosing the Coach:**

The two teams that played in the current year's finals from each division are responsible for coaching the Senior All-Star teams. If for some reason you are unable to fulfill this obligation it is your responsibility to find a replacement.

### **During the game:**

Please do not play to win

Play to showcase our best senior players

Let all the players play in each of the rounds

No more than 2 players from the same school should play at the same time

### **Awards:**

Each Senior Games player and coach will receive a T-shirt

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## **Admission for spectators:**

Adults \$3.00

Senior Citizens \$2.00

Students: \$1.00

The President or co-presidents have the right to adjust the admission fee of the Senior Games without a formal amendment to the Constitution.

## **Officials:**

We will ask the NHVOA to give us 8 officials for the games (6 for the girls and 2 for the boys).

We will pay them \$50 and give them a T-shirt.

## **Awards Ceremony**

Players of the Year and Coaches of the Year will be honored at the conclusion of the Senior Games with a plaque

All State Players will be honored at the conclusion of the Senior Games with a certificate

## **ARTICLE VII ORDER OF BUSINESS**

The order of business of the association shall be as follows:

1. Call to order.
2. President's Report
3. Secretary/Treasurer Report
4. Volleyball Committee Report
5. Old Business
6. New Business
7. Election of Officers
8. Adjournment

## **ARTICLE VIII AMENDMENTS**

The constitution may be amended by a two-thirds vote of the active members present at the annual business meeting.

## **ARTICLE IX**

Robert Rules of order shall be the reference of the organization for any parliamentary procedure.

## **ARTICLE X DEADLINES**

- A. Fee Deadlines – fee deadlines are firm, if a coach is not paid prior to the deadline, they will not be considered a member in good standing and thus their program will not be eligible to nominate nor receive awards at the conclusion of the season.
- A discounted membership fee will be applied if a program pays prior to the first day of the fall season.
  - Regular membership fee deadline for the fall season is September 30.
  - Regular membership fee deadline for the spring season is April 30.
- B. Nomination deadlines – nominations for All-State and Player of the Year will NOT be accepted after these dates.
- Fall season nomination deadline is September 30.
  - Spring season nomination deadline is April 30.
- C. Official Ballots – official votes from coaches for All-State/Player of the Year/Coach of the Year will NOT be accepted after these dates.
- Fall season voting deadline is the day after semifinals.
  - Spring season voting deadline is the day after the conclusion of the regular season.
- D. All deadlines stated above are postmark deadlines if using regular mail or email posted dates is using electronic submissions.

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August 14, 2010 Amendments made by 2/3 vote at the Annual Meeting

Article III Duties of President – add H

Article VI All State Selection – statement added to A for emphasis  
– F changed

Guidelines for Senior All Star Games – add section “Choosing a Coach”

Admission at senior games – add Senior Citizen

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August 13, 2011 Amendments made by 2/3 vote at the Annual Meeting

- Article VI      Post Season –  
                    All State Voting Procedure – add F  
                    Player of the Year – add E  
                    JV Coach of the Year – add section  
                    Section on Admission for spectators – statement added about changing fee
- Article X      Deadlines  
                    Entire article is to be added.