

Tennessee High School Rugby By-Laws

Preamble

Tennessee High School Rugby (THSR) is organized under the authority of USA Rugby and is operated exclusively to promote and foster the growth of high school rugby football and to educate the public and players in the game of rugby union as played under the laws of the International Rugby Board. THSR will have concurrent jurisdiction over its members in all matters pertaining to the administration of rugby activities to include but not to be restricted to scheduling, discipline, and related matters.

Article I Name

The name of the organization shall be the Tennessee High School Rugby hereinafter referred to as "THSR" or "the league".

Article II Membership

2.1 Qualification: The membership of THSR shall be composed of high school rugby conferences within Tennessee. An eligible conference must contain at least four (4) competitive teams.

2.2 Delegates: Each member conference shall provide one delegate as its representative. These delegates will attend the general and special called meetings of the league and have complete authority to act on behalf of their conference on all matters brought before this assembly.

2.3 Voting: Each member conference will have a weighted vote equal to the number of confirmed teams that competed and paid league dues during the most recent competitive season. Additionally, the State Commissioner will have a weighted vote equal to the largest member conference. All votes related to the management of THSR, including (but not limited to) items of business, officer elections, and membership, shall be determined using this weighted vote method.

2.4 Application for Membership: Applications for membership may be submitted at any regularly scheduled meeting. Members are expected to keep all information current and give permission to publish information on the web page. These applications must contain the following information:

- A. Name, address, and phone number of officers
- B. Name, address, and phone number of coaches and administrators of each team within the conference.

C. An official permanent mailing address

2.5 Admission: After submitting an accepted application, a club will be admitted to THSR with a $\frac{3}{4}$ affirmative vote at a regularly called meeting

2.6 Resignation: A conference may resign from THRS at any time with or without cause. The resignation must be submitted in writing to the Commissioner, who will record the action in the minutes of the next regularly called meeting. The resigning conference will remain liable for its share of the financial obligations of the Union for the fiscal year in which the resignation was submitted.

**Article III
Meeting of Members**

3.1 Schedule: Regularly scheduled meetings will be held each year. Special meetings may also be called during initial organization and under extreme circumstances. Notice will be provided to each conference either in writing, by confirmed e-mail, or direct telephone contact.

3.2 Notice of Meetings: Notice of time and place of the regular meetings will be made available to all delegates 7 days prior to the meeting.

3.3 Attendance and Quorum: Each conference is required to provide a Delegate at each officially called meeting. Conferences failing to provide a delegate to any regularly scheduled meeting are subject to a fine. A quorum will be established when delegates are present that represent greater than $\frac{1}{2}$ of playing clubs with THSR jurisdiction. However, a quorum may only be established when two (2) delegates and the commissioner (or his/her designated representative) are present.

**Article IV
Officers**

4.1 Board of Delegates: The Delegates shall administer the affairs of THSR. They may make or cause to be made for THSR in its name, any description of contract which THSR may lawfully enter into, and they may generally exercise all such powers which the League by these by-laws or otherwise, are authorized to exercise, except such powers as are reserved for the officers of the League.

4.2 Commissioner: It is the duty of the Commissioner to preside over meetings of the Board of Delegates and supervise officers, appoint committees, encourage membership, and to supervise THSR functions and responsibilities.

4.3 Administrative Officer: It is the duty of the Administrative Officer to maintain the following:

- A. Minutes of Meetings
- B. Current Financial Records
- C. Official Contact List of the Union

4.4 The Commissioner may assign chairperson of Committees or Representatives for rugby unions.

4.5 Terms: Elections shall be held at the Annual Meeting and serve for a period of one (1) year and/or shall hold office until their respective successors have been elected.

4.6 Removal from Office / Vacancies: Any Officer may be removed from office at any time by a $\frac{3}{4}$ majority vote of the Delegates physically present at a regularly scheduled meeting. Additionally, an Officer may resign at any time with or without cause. If any vacancy shall occur in any office for any reason, the Delegates shall elect a successor.

4.7 Elections: Nominations will be accepted from the floor at the Annual General Meeting. Election results will be determined by a popular vote of all eligible voting delegates present at the meetings. Weighted votes, as defined in Section 2.3 will be used, only after a quorum has been established as provided in Section 3.3.

4.8 Elected officers may also concurrently perform their official duties and represent a club as a delegate and/or as a proxy delegate. Consequently, each officer will have a vote provided that they have been appointed as a delegate and/or unless otherwise defined within these by-laws.

Article V Finances

5.1 Dues: Each member conference will pay yearly dues as specified by a vote of the delegates. Dues shall be determined by a declaration of competitive clubs. Dues shall be determined annually by a vote of the conference delegates.

5.2 Budget: The Administrative Officer shall create and maintain the budget. A budget will be proposed and ratified by the delegates at each Annual Meeting.

5.3 Fines, Fees, and Assessments:

- A. Truancy: Failure to provide a delegate to a regularly scheduled meeting will result in a \$25 fine.
- B. All-Star Assessment: TBD
- C. Referee Society Assessments: The referee society has complete authority to assess individual member clubs for referee assignments and administration.

- D. Contracts and Checks: All checks, documents, contracts, and other financial instruments shall be signed only under the appropriate authority given by the Board of Delegates.

Article VI Policies and Procedures

6.1 Player Safety and Development: This must be the number one goal of all involved.

6.2 USA Rugby Policy: The League will adhere to all policies and procedures of USA Rugby, included but not limited to:

- A. CIPP
- B. Insurance Requirements
- C. Player and Club Eligibility

6.3 Disciplinary Policy: The Commissioner may set disciplinary action against conferences for failing to meet policy and procedures of the League. Commissioner's decisions are final except when a team makes an appeal to the Delegates. Appeals and complaints must be presented to the Commissioner and the Delegates in written format brought before THSR at a regularly scheduled meeting. All disciplinary items must be submitted to an officer not fewer than 5 days prior to the meeting, with notice given to all parties surrounding the incident/dispute. At the meeting, the Commissioner shall read the charges into the minutes with a recommended action (if any), all parties directly involved will have an opportunity to speak, and then the delegates will determine the validity of the charges and confirm any remedy. All action must be approved by a 2/3 affirmative vote of the delegates using the voting procedure described in Section 2.3. Under no circumstances can any type of financial punitive damages be considered. All action may be appealed to the territorial governing body and/or USA Rugby.

6.4 Alcoholic Beverages and Drugs are strictly prohibited: Conferences that disobey this rule will face strict disciplinary action and repeated or severe abuses shall be considered grounds for termination. It is a NO TOLERENCE rule. Clubs within the conferences are not permitted to display any type of alcohol, tobacco or obscene related advertising on its official kit (pubs, saloons, bars, etc.).

6.5 Tours: Any team touring outside the United States, and any conference or club within a conference hosting a touring side from outside the United States, must inform the League and local union of its itinerary 30 days prior to the scheduled tour.

6.6 Communication: The preferred mode of communication shall be electronic mail and/or postings on the web site.

6.7 All-Stars: The Commissioner shall appoint the coach for the all-star program.

6.9 Player Participation: All players, coaches, and other official volunteers must be CIPP compliant and other USA Rugby Requirements. The league expects that all players shall have the opportunity to play games on a regular basis. Part of the learning process is the players managing their own club following the guidelines of their schools.

6.10 Association with Schools: It is the desire of the League that teams become directly affiliated with their schools following all requirements of the school district. Each team should have an academic advisor that is involved with club development.

6.11 Parent Involvement: It is the desire of the league that parents become involved at all levels and capacities.

6.12 State Championship: THRS shall have complete authority to create and manage a competition schedule to determine a State Champion.

Article VII Amendments

7.1 The by-laws may be amended at any time during a regularly scheduled meeting with an affirmative vote of $\frac{3}{4}$ weighted vote as defined in Section 2.3.