

By-Laws of  
The Nassau County Soccer Officials Association  
Amended – Fall 2025

Article I – Name of Association

Name. The name of the association shall be The Nassau County Soccer Officials Association (NCSOA).

Article II - Purposes

Purposes. The purposes for which the association are organized are (i) the promotion and betterment of amateur and youth soccer in Nassau County, (ii) the promotion of uniform interpretation of soccer rules, (iii) the maintenance and support of a uniform standard of qualifications and credentials for soccer officials, and (iv) the promotion of high standards of integrity, morality and sportsmanship among soccer officials, soccer coaches, school district athletic directors and youth, high school and amateur soccer players in Nassau County.

Article III - Board of Directors

Section 1- The business and operations of the Association shall be directed by a Board of Directors. The Board of Directors shall consist of nine (9) members constituted as follows:

A- The President, the First Vice-President. The Second Vice-President shall each be members of the Board of Directors.

B- The Secretary-Treasurer and/or the Secretary and the Treasurer (if separate members hold those two offices) shall each be members of the Board of Directors.

C- The outgoing President, if he or she so accepts appointment as a member of the Board of Directors, shall be a member of the Board of Directors.

D- The remaining members of the Board of Directors shall be elected to two year terms by a plurality of votes at which more than 50% of the members entitled to vote thereon are present. Election of members to the Board of Directors shall be upon nomination and vote of the general membership of the body by closed ballot.

Section 2- Vacancies in membership of the Board of Directors occurring between elections shall be filled by appointment by the majority of then members of the Board of Directors. The appointee shall serve for the lesser of the (i) remainder of the term of the director whose term has been shortened, or (ii) the net election of Board of Directors. It is the intent of this provision to maintain a full membership on the Board of Directors.

Section 3 - General Powers. The Board of Directors has the power and duty to direct the operations, the affairs and the policies of the Association, to bring into effect and maintain the purposes of the Association as set forth in these by-laws, and to render decisions in the best interest of the Association.

Article IV – OFFICERS

Section 1- The officers of the Association shall include (i) a President, (ii) a First Vice President, (iii) a Second Vice President and (iv) either a single Secretary -Treasurer, or an individual Secretary and an individual Treasurer. The elected term of each officer shall be two years. Election of officers shall be by closed ballot and officers shall be elected by a majority of

members who vote at the time of the election. Only active members shall have the right to be elected as an officer, and only active members may hold an office. Upon an officer's resignation as a member (or as an officer), retirement as an active member or an officer, upon the death of an officer, his or her term in office shall terminate.

Section 2 – For purposes of effective governance and transition, it is the intention of the Association that upon the expiration of the term in office of the First Vice-President, the First Vice-President shall be elected as President for a two-year term. It is the intention of the Association that upon the expiration of the term in office of the Second Vice-President, the Second Vice-President shall be elected as First Vice-President for a two-year term.

Section 3 - The new officers of this Association shall assume their duties on the earlier of the night of the annual Association end of season dinner or December 1.

Section 4-The President shall preside at all regular and special meetings of the Association and the Board of Directors. The President (and other representatives chosen by the President) shall arrange and attend meetings with BOCES and the Nassau County Coaches Association prior, during and after the season as the President and the Board of Directors deem reasonable and necessary.

Section 5- In the absence of the President, the First Vice President shall assume the duties of that office and in the absence of both, the Second Vice President shall assume the duties of the office of the President.

Section 6 – The duties of the Secretary shall consist of (i) keeping minutes and records of the meetings (regular and special) of the Association and the Board of Directors, (ii) making such records and minutes of meetings available to the Association in a timely fashion, maintaining a directory of Association members, distributing such rule books, qualifying examinations, materials and information to the members as may be reasonably deemed to be necessary by the Board of Directors, the Officers and the President. The duties of the Treasurer shall include the receiving, disbursing and accounting for all membership dues, other revenue and all funds of the Association, keeping an accurate and written account of all such transactions and funds and the preparation of an annual financial report for presentation at the annual meeting.

#### Article V – Members of the Association

Section 1 - The membership of the Association shall consist of five classes of membership: (i) candidate, (ii) probationary, (iii) active, (iv) inactive, and (v) honorary.

Section 2- The minimum requirements for membership in this Association in each category are as follows:

Candidate Members must be no less than 18 years of age, pay his/her clinic and examination fees, pass the state exam with a grade of 75 or higher, receive a satisfactory grade on his/her field examination and pay his/her dues to the Association for the upcoming season.

Probationary Member- is a member who during his/her last season as an Active Member failed to meet one or more of the requirements as set forth by NYSPHSAA and/or has been placed on a probationary status by the Board of Directors for violations of any of the items (i)-(v) as set forth below.

Active Member- a member actively officiating soccer in Section VIII competitions who

has completed all the points set forth in items (i) through (v) below, complied with the Constitution and By-Laws of this organization and passed the required examinations with a score of 75 or higher. In order to remain an Active Member in good standing, an Active Member must officiate through Section VIII and meet all standards in the then current season. To remain an Active Member in good standing in the Association, an official must (i) pass the National Federation, State or other approved rules examination prior to each soccer season, (ii) observe the constitution and bylaws of the Association, (iii) give satisfactory evidence of proficiency in the mechanics of and of competent performances related to boys high school soccer, (iv) attend a minimum number of meetings of the Association, including the mandatory meetings for that year as determined by the Board of Directors, and (v) pay the annual dues assessed by this Association.

**Inactive Member-** a member in good standing who no longer officiates games for Section VIII. All requests to take Inactive Member status must be made in writing to the Secretary of the Association and approved by the Board of Directors. A member may remain as an Inactive Member for one year and then return to his/her former level of officiating and membership. A member who is an Inactive Member for two consecutive years must have the approval of the Board of Directors to return to his/her former level of membership. Any member inactive for longer than two years must be recertified by attending the new candidates' class (no fee) and pass the written and field tests. An Inactive Member will pay one half the current dues during his/her inactive seasons. A member who incurs a disability which prevent such member from officiating must send a letter to the Secretary to request a leave of absence, which approval of such leave of absence and return to previous status of membership must be approved by the Board of Directors.

**Honorary Lifetime Member -** An Honorary Lifetime Member of the Association is a former Active member who has been a member in good standing for at least 10 years and offered status as an Honorary Lifetime Member by the Board of Directors. An Honorary Lifetime Member shall not be required to pay annual dues.

**Section 3-Transfers-** A member of another approved New York high school association (NYSCOS) may transfer into the Association with the same or similar status such transfer held in the previous approved New York (NYSCOS) high school association after verification from such prior approved high school association, and further provided that such other New York associations (NYSCOS) provides reciprocal transfer rights to members of the Association. To remain a member in good standing upon transfer to the Association, an official must (i) pass the National Federation, State or other approved rules examination, (ii) observe the constitution and bylaws of the Association, (iii) give satisfactory evidence of proficiency in the mechanics of and of competent performances related to the boys high school soccer, (iv) attend a minimum number of meetings, which include the mandatory meetings for that year, as determined by the Board of Directors, and (v) pay the annual dues assessed by this association.

#### Article VI - Amendments

**Section 1-** These by-laws can be amended at any regular or special meeting by a two-thirds vote of the members present at a duly called meeting of members, provided that written notice of the proposed meeting has been sent by the Association to each member of the Association by electronic mail or otherwise no less than ten (10) days prior to such meeting, which notice shall also include the full text of the proposed amendment.

**Section 2-** The Board of Directors may at any time request the Secretary-Treasurer and/or the Secretary to have members vote by electronic methods and/or US Post Office mail.

## Article VII

**Quorum.** A quorum to transact Association business at any regular or special meeting shall consist of not less than one third (1/3) of all members of the Association in good standing. A quorum of the Board of Directors shall consist of a majority of the Board of Directors.

## Article VIII – Rules Interpreter

The Board of Directors (by a majority vote of Directors) shall appoint the official Rules Interpreter for the Association for a term of one or two years, as the Board of Directors deems to be in the best interests of the Association. The Rules Interpreter or his designated appointee shall assume the responsibility of administering the candidate school for proposed new applicants and members of the Association. The Rules Interpreter shall be responsible for the training and testing (written and field) for all new candidates. The Rules Interpreter shall be reimbursed for the reasonable expenses incurred by him/her for travel and lodging to and from the New York State Soccer Officials Interpretation Meeting.

## Article IX - COMMITTEES

**Section 1-Ethics Committee-** The Ethics Committee shall consist of the immediate past President and two members of the Board of Directors as voted by the Board of Directors, The duties of the Ethics Committee shall be to investigate charges of alleged misconduct and other violations of Association rules and duties made against members of the Association, including the alleged misconduct of players, coaches and other participants and the conditions of any game officiated by the members of the Association.

**Procedures.** After receiving a complaint, the Ethics Committee shall responsibly investigate the allegations contained in the complaint. The findings and recommendations of the Ethics Committee shall be made to the Board of Directors. A member charged with any offense shall have the right to be heard in person or in writing before the Board of Directors.

**Consequences of Ethic Committee Findings and Recommendations Adopted by the Board of Directors.** A member may be expelled, suspended, placed on probation, fined and/or disciplined as determined by the Board of Directors. Any member expelled or suspended by this Association has the right to appeal the decision of the Board of Directors to the state association having jurisdiction over this matter.

**Notice of Discipline.** When a member has been expelled or suspended, the Secretary of the Association shall notify all concerned.

**Fines assessed against a member** shall be paid no later than 30 days after a decision has been made by the Association. The Association shall refund fines paid by members whose appeals have resulted in a reversal of the Board of Directors' discipline.

**Fines** will be assessed for violations of the Association by-laws as follows: \$25 fine for a member's first offense in any year, \$50 for the second offense in any year and \$100 for the third and final offense in any year.

## Article X –Varsity Status

**Section 1 – Promotion to Varsity Status.** Members of the Association who wish to move up to Varsity level status must (i) be a member of the Association for no less than 2 years, (ii) officiate a minimum of ten games during the prior season at the junior varsity and/or middle school level, (iii) possess satisfactory ratings from the prior year's games, (iv) achieve a minimum score

of 85 on the written test required by all members of the Association for the current “move-up” year, and (v) be a member in good standing of the Association.

Section 2 - Except as provided in Section 3 below, officials working/accepting ten regular season games shall maintain his/her official status level. Varsity officials must accept/officiate at least ten regular season games that shall be eligible to work Section VIII playoff games, sectional, regional and state tournament contests.

Section 3 – Removal from Varsity Status. Members of the Association may be moved from their status as varsity level officials if the ratings for such member official(s) result in such official(s) placing in the bottom ten (10%) percent of the rated Varsity officials for two consecutive years. Officials placing in the bottom ten (10%) percent of rated officials in any season shall receive written notice from BOCES and the Association notifying them of such ratings, which shall include notice of possible loss of varsity level status after the first year of such bottom ten (10%) ratings if such member’s ratings do not improve during the following season.

#### Article XI - Attendance at Meetings and Examinations

Section 1- The Association shall ordinarily conduct 5 meetings per season. Meetings shall consist of (i) a required rules interpretation meeting, (ii) a mandatory test review meeting, (iii) a middle school and modified rules review and Association nominations, (iv) an elections meeting and playoff procedure review (mandatory), and (v) an annual dinner meeting. All members will get credit for the dinner meeting.

Section 2- A member who fails to fulfill the required attendance of meetings or fails to take the annual written exam will be disciplined by the Board of Directors.

Section 3- A member in good standing who fails to attend the annual rules interpretation meeting of the Association, or another approved New York High School Soccer Officials Association (NYSCOS) may have his/her schedule revoked immediately or until he/she qualifies for a schedule.

#### Article XII – Fees and Dues

Section 1 - Annual Association dues and fees charged for the candidates’ school shall be established by the Board of Directors and approved by the members. Membership dues shall be paid by November first for the following soccer season. A late fee will be assessed for all unpaid dues paid after a date to be determined by the Board of Directors.

Section 2- New candidates will pay a registration fee for the candidate school to be determined by the Board of Directors as well as dues for their first season of membership in the Association.

#### Article XIII – ETHICS

Members of the Association are required to conduct oneself in a professional manner, have a thorough knowledge of the rules and mechanics of soccer officiating, wear the official uniform as adopted the New York State Association and the Association, report to the assigned game location in sufficient time (no less than 15 minutes) prior to the start time of the game, conduct pre-game responsibilities with the home school representatives, visiting school representatives and his officiating partner(s), strive for consistency and control during the game, and take all actions to assist and aid any fellow official to officiate a quality level game and better themselves as officials, to avoid making inappropriate statements to coaches, teams, affiliates or the news media concerning a soccer game.