

# North Florida Football Conference

## By-Laws

### **SECTION I: MEMBERSHIP**

- A. The North Florida Football Conference was founded as a football conference on December 15, 2010 with the following schools as charter members: Aucilla Christian Academy, Florida School for the Deaf, John Paul II Catholic High School, Maclay School, Munroe Day School, Oak Hall School, Rocky Bayou Christian School, St. Francis Catholic High School, St. Johns Country Day School, and St. Joseph Academy
- B. Each member school has one vote on all conference business.
- C. Schools may be added to or removed from the conference by a two-thirds vote of the membership.
- D. School enrollment may not exceed 300 students.

### **SECTION II: OFFICERS**

- A. The conference will elect one officer each year to be the chief executive officer.
  - 1. The chief executive officer shall have the title of Commissioner.
  - 2. The Commissioner will be either a principal or athletic director from one of the member schools
- B. The conference will elect one divisional leader from both the north and south division.
  - 1. Divisional Leaders will be either a principal or athletic director from one of the member schools

### **SECTION III: DETERMINATION OF CHAMPION**

- A. Each team will play one game against all other conference schools in their division.
  - 1. Cancellations or Rescheduled Games. Every Conference game shall be played and completed by week 10 of the season. This shall be accomplished even if it requires the rescheduling or cancellation of non-conference games. It, therefore, is important that all conference games cancelled due to inclement weather be made up not later than Monday of Week 10. The North Florida

Football Conference is committed to protecting the integrity of the Conference Championship. Schools do not have the option to cancel a conference game by agreement unless forfeiture is involved.

2. Forfeitures. A school that fails to play a division school shall forfeit the game and shall become ineligible to participate in the North Florida Football Conference Championship. Should this occur, all conference games played by the school shall be considered non-conference games and shall not count in the conference standings.
  3. Interrupted Games: Conference games interrupted because of events beyond the control of the responsible administrative authority, at some point, must be continued from the point of interruption if the game affects a team's berth in the North Florida Football Conference.
- B. The divisions will be created according to logical geography and are as follows:
1. North Division-Aucilla Christian, John Paul II Catholic High School, Munroe Day School, Rocky Bayou Christian School
  2. South Division-Florida School for the Deaf, Oak Hall School, St. Francis Catholic High School, St. Johns Country Day School, St. Joseph Academy
- C. The teams that finish in their respective division will play at the conclusion of the regular season in a conference championship game to determine the champion.
- D. If there is a tie for first place, the following steps will be used to determine each place:
- 1) head to head competition
  - 2) overall winning percentage
  - 3) coin toss
- B. North Division teams will host the game on odd numbered years and South Division teams will host the game on even numbered years.
- C. The winner of the championship game will be named the conference champion.
- D. The championship game will be played on the Thursday after the completion of the regular season at 7:30

#### **SECTION IV: FINANCIAL OBLIGATIONS**

- A. All monies will be collected and distributed by the Commissioner.
- B. Each member school will pay annual membership dues to cover costs of awards and trophies purchased by the conference.
- C. Membership Dues will be billed by the school of the Conference Commissioner following the conclusion of the season.

- D. The gate for the championship game will be divided using the following percentages after expenses, including the FHSAA share and officials:
- 1) 50% to the conference
  - 2) 25% to the conference champion
  - 3) 25% to the conference runner-up

#### **SECTION V: AWARDS AND RECOGNITION**

- A. The conference will provide a championship trophy that will be presented at the conference championship each year to the winner of the game. This trophy will list the champion for each year and will be housed at the school of the reigning champion until the next year's championship game.
- B. The conference will provide a coach and player of the year trophy to be voted on by all members of the conference in a meeting to be held following the season.
- C. Following the season, teams will submit votes for all-division teams. The #1 seed in each division will get 6 votes; #2-4 votes; #3-3 votes; #4-2 votes; and #5-1 vote. After the teams have been assembled by the divisional coordinators, an online meeting will be called to determine the all-conference team. Divisional members will receive certificates while all-conference members will receive plaques and certificates to be distributed by the Commissioner.
- D. Each Monday by 10:00 AM, coaches who played in a conference game will call or e-mail their divisional coordinators with their nomination for a player of the week. Divisional Leaders will coordinate a ballot with the players name and stats from the week which will be e-mailed to all schools for a final vote. Votes must be received by 5:00 PM Monday so that winners can be announced to conference members and the press. The overall players of the week will receive a medallion and certificate distributed by the Commissioner.
- E. Following the completion of the season, all members will receive one vote to select a team and individual sportsmanship award winner. This will take place during an online meeting following the completion of the season. Members may nominate and advocate only teams/players from other member schools and each member may make multiple nominations

#### **SECTION VI: ANNUAL MEETING AND OTHER INTERACTION**

- A. The conference will hold an annual meeting each year on the Monday after Thanksgiving. All schools are highly encouraged to be represented.
- B. By-laws may be revised at this meeting each year by a two-thirds vote of all schools represented.

- C. All member schools will agree to a mandatory film exchange with all conference opponents prior to the week that the competition is scheduled.
- D. All policies, bylaws, and rules will be developed in conjunction with those of the FHSAA.