



# Awards Handbook for HSACs (High School Area Chairs)

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**US Lacrosse Mission:** As the sport's national governing body, US Lacrosse provides national leadership, structure and resources to fuel the sport's growth and enrich the experience of participants.

**US Lacrosse Vision:** We envision a future that offers everyone a lifelong opportunity to enjoy the sport of lacrosse.



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The awards handbook is maintained by US Lacrosse Games Administration staff. The awards process is administered locally by the US Lacrosse Area Chairs<sup>^</sup>. The Games Administration staff, through the area chairs, oversees the selection of four (4) area award/recognition categories

*\*An Area is defined in many ways; it could be an entire state, part of a state, a county, association or metropolitan, regional or chapter area. All areas are approved by US Lacrosse.*

#### Area Awards

1. All-American Award
2. All-Academic Award
3. Head Coach of the Year
4. Bob Scott/Jackie Pitts Award

**All forms can be found online on the High School Awards Pages for boys' or girls'.**

<https://www.uslacrosse.org/players/high-school>

**The site is updated by February 1<sup>st</sup> annually.**

<sup>^</sup>The term area chair encompasses Boys' High School Area Chairs and Girls' High School All-American and All-Academic Chairs.



## SECTION A—HIGH SCHOOL AREA CRITERIA

**All-American Formula:**                    **1 All-American allotted for every 6 qualified teams**

**All-Academic Formula:**                    **1 All-Academic allotted for every 6 qualified teams**

(Allotted numbers are rounded up at .5 or greater and rounded down less than .5)

### **Allotment Criteria to be a qualified team**

Teams that meet **ALL** the following criteria shall qualify to count towards All-American and All-Academic awards allotment in their Area:

1. Must be a member of a high school varsity team or scholastic club team playing a schedule between January and June.
2. Must monitor player academic eligibility and adhere to standard eligibility criteria for the school's varsity sports in their area.
3. Must be comprised solely of students who attend that school (unless, by governing association rule, players from other schools are allowed to participate on the team).
4. Must be a team in good standing within their area (i.e., not on probation).
5. Must receive recognition from the high school or equivalent administration for a scholastic club (in at least one of the following areas):
  - a. Varsity letters
  - b. Transportation
  - c. Equipment/uniform provision
  - d. Coaches stipend
  - e. Field use

*Only one team per school will be recognized for US Lacrosse High School Awards. In turn only one coach per school may participate in the vote.*

### **Annual Contact and Allotment Form:**

The *Contact and Allotment Form* must be completed and submitted online to US Lacrosse on an annual basis to qualify for area awards. This form must include (1) contact information for the area chair, (2) the number of qualified teams in an area and (3) a roster of qualified teams in the area that includes at a minimum the name and email of the head coach for each team.

1. Deadline to submit *Contact and Allotment Form*: February 15<sup>th</sup> annually.

### **Create/Separate/Merge New Area Form:**

A current coach or administrator within an established area who would like to create/separate/merge to a new area is eligible to submit a *New Area Form* which allows for the creation of a new area. The form must go through the existing Area Chair(s) and then submitted to US Lacrosse ([gamesadministration@uslacrosse.org](mailto:gamesadministration@uslacrosse.org)) for approval.

1. A new area must consist of no less than 10 qualified teams
2. If a group of teams choose to separate from an existing area they may not leave an existing areas if it would cause the existing area to have less than 10 teams.
3. Deadline to submit *New Area Form*: December 15<sup>th</sup> annually.



## SECTION B—AREA CHAIR

### **US Lacrosse Area Chairs:**

Area Chairs are nominated and selected by the head coaches within their Area/Region. If a formal coaches association does not exist, area chairs may be appointed by US Lacrosse.

#### **1. Chair Eligibility:**

- a. The Area Chair must be a current US Lacrosse member.
- b. The Area Chair shall serve a term of 2 consecutive years and is eligible for a maximum of 2 consecutive terms. They shall not serve more than 4 consecutive years. The US Lacrosse Games Administration Staff must approve any extenuating circumstances for a chair that needs to extend their term limits.
- c. Area Coaches Associations shall nominate their Chair at the end of season meeting or as soon as the vacancy is recognized. All newly elected or returning Chairs must send their Contact – Allotment Form to US Lacrosse via the online process. New Chairs must be recognized by US Lacrosse **prior to February 15<sup>th</sup> annually.**

#### **2. Chair Roles and Responsibilities:**

- a. Chairs shall support and encourage US Lacrosse membership and be supportive of the US Lacrosse mission and vision.
- b. Chairs shall be a current or former interscholastic coach or administrator within the area they are serving.
- c. Chairs shall represent and serve as the liaison for their coaching organization to US Lacrosse.
- d. Chairs shall administer and oversee the awards process for their area. This includes:
  1. Complete the annual Contact and Allotment Form.
  2. Compile and submit to US Lacrosse the list of ALL High School Varsity and approved Scholastic Club Head Coaches within their area via the electronic process.
  3. Communicate with all head coaches concerning the deadlines and procedures for the awards process.
  4. Distribute a ballot to all eligible head coaches in an area on all the awards, prior to the meeting where voting will take place.
  5. Maintain the confidentiality of the awards process and final results.
  6. Distribute awards to recipients in a timely manner
  7. If needed, Chairs are encouraged to contact US Lacrosse for guidance.



## SECTION C— PLAYER AWARDS

### **US Lacrosse ALL-AMERICAN Definition**

US Lacrosse All-Americans are the best players from their area. They exhibit superior skills and techniques, possess exceptional game sense and knowledge, and embody good sportsmanship.

### **Eligibility for Final Nomination**

- Players must be members of their varsity lacrosse team or approved scholastic club program.
- Players must have played in a majority of their teams' games for the current season.
- Players must be a starter or significant contributor to their team.
- Players must be of outstanding character and be in good academic standing in their school.
- Any player that has received a diploma from a secondary school will **not** be eligible for All - American status during post-graduate study.
- Strong consideration is given for players who have received All-State, All-County, or All-District Team honors in the current season. \*
- A player who violates their school or program's written contract or code of conduct may be excluded from consideration. Any and all violations must be disclosed to the area chair prior to the vote.
- Sportsmanship and safe play are attributes that must be considered. In this regard, an account of the number of cards (Women's Game) or Unsportsmanlike fouls (Men's Game) attained by a player in the current season should be considered during nomination and voting. If a player has a substantial amount of cards or unsportsmanlike fouls, it is recommended that the Area Chair request testimony from the nominating coach as to how the player's fouls are not lessening of their sportsmanship.

*\*US Lacrosse recognizes that the hierarchy of honors differs from state to state. Chairs should contact US Lacrosse if their coaches' association feels adjustments are necessary.*



## **ALL-ACADEMIC QUALITY DEFINITION**

A US Lacrosse All-Academic Player is one who exhibits exemplary lacrosse skills, good sportsmanship on the field, represents high standards of academic achievement in the classroom, and volunteers within their community.

### **Criteria/Eligibility Guidelines: (Must meet ALL of the following)**

- A High School All-Academic Form for the player must be completed and submitted to the Area Chair through the online submission process.
- Players must be a **junior or senior**.
- Players must have played in majority of their teams' games for the current season
- Player must be a starter or significant contributor to their team
- Players shall have left their mark beyond the lacrosse field and classroom by making significant contributions of service to the school and/or community.
- Player has minimum cumulative (freshman year through application deadline) grade point average 3.7 GPA out of a 4.0 academic scale. If in doubt, please ask the school guidance counselor for assistance determining acceptable GPAs for a 5.0 scale or weighted GPA.
- Nominations must include transcripts with a signature from their schools Guidance Counselor.
- Nominations must include information on any significant community service that was completed.
- A player who violates their school or a program's written contract or code of conduct may be excluded from consideration. Any and all violations must be noted on the player's final nomination form.
- Sportsmanship and safe play are attributes that must be considered. In this regard, an account of the number of cards (Women's Game) or Unsportsmanlike fouls (Men's Game) attained by a player in the current season should be considered during nomination and voting. *If a player has a substantial number of cards or unsportsmanlike fouls, it is recommended that the Area Chair request testimony from the nominating coach as to how the player's fouls are not lessening of their sportsmanship.*
- Any player that has received a diploma from a secondary school will **not** be eligible for All - Academic status during post-graduate study.

\*A head coach must fully complete and submit the US Lacrosse All-Academic Nomination Form through the online system.



**ALL-AMERICAN AND ALL-ACADEMIC NOMINATION PROCESS AND TIMELINE:**

1. Contact & Allotment Form submitted to US Lacrosse: **February 15<sup>th</sup> annually**
2. Head Coach Roster submitted to US Lacrosse: **February 15<sup>th</sup> annually**  
*(Allotment cannot be confirmed until head coach roster is received; awards will not be posted without a roster of head coaches.)*
3. US Lacrosse Starts Distributing Certificates: **Starting April 1<sup>st</sup> annually**
4. Awards nominations due to Area Chairs: **See USL website**
5. Awards results to US Lacrosse from Area Chairs: **June 20<sup>th</sup> annually**  
***Must be submitted through the online portal***  
*(All Awards NOT submitted by June 20<sup>th</sup> will be forfeited)*
6. USL National Announcement of Awards: **Around July 1<sup>st</sup> annually**

**Note:** **Upon approval from US Lacrosse,** areas may announce their awards locally. *This permits recognitions on a local level to coincide with end of the season banquets and varying school calendars across the country. Approval MUST be received to avoid errors in announcement.*



### **US LACROSSE JACKIE PITTS AWARD** **(Women's Game Player)**

This award recognizes a senior player in each area who goes above and beyond in service to her team, school, and community. An athlete, who truly honors the game of lacrosse, is invested in the development of the game in her community, and is an exemplary member of her team. This player exemplifies the fundamentals of lacrosse, works hard to improve her game, and exemplifies the spirit of the game both on and off the field. Academically, she is an outstanding student and a valued role model in her school.

### **US LACROSSE BOB SCOTT AWARD:** **(Men's Game Player)**

This award recognizes a senior player in each area who goes above and beyond in service to his team, school, and community. An athlete, who truly honors the game of lacrosse, is invested in the development of the game in his community, and is an exemplary member of his team. This player exemplifies the fundamentals of lacrosse, works hard to improve his game and exemplifies the spirit of the game both on and off the field. Academically, he is an outstanding student and a valued role model in his school.

#### **Criteria**

- Players must be members of their varsity lacrosse team or approved scholastic club program.
- High School SENIORS (Post Graduate students are not eligible)
- Players must be of outstanding character, be in good academic standing in their school (eligible) and demonstrate good sportsmanship and safe play.
- Resume and/or Letter of Recommendation referencing years of lacrosse involvement and their contributions to the game, school, and community.
- Letter of Recommendation referencing athlete's commitment to personal development within the game.
- Player is a starter or significant contributor (plays over half a game on average).
- Athlete can be, but is not required to be an All-American or All-Academic candidate.
- Completion of the Jackie Pitts nomination form by head coach or athletic administrator.

*One Jackie Pitts or Bob Scott Award Allowed Per Area (Co-winners will not be accepted)*

#### **NOMINATION PROCESS AND TIMELINE**

1. Nominations submitted online to Area Chair by Area Coaches: **See USL website**
2. Final selections submitted online to US Lacrosse by the Area Chairs: **June 20<sup>th</sup> annually**  
**(All Awards NOT submitted by June 20<sup>th</sup> will be forfeited)**
3. USL Announcement of Awards: **Around July 1<sup>st</sup> annually**



## SECTION D— Coach Award

### **US Lacrosse Coach of the Year**

This award honors those Head Coaches in each area from both the men's and women's game who exemplify the ideals of the game of lacrosse. The award is intended to recognize the individuals overall coaching performance and contribution, not just coaching wins - although they may be considered. The Selection process is to be administered by the Area Chair in conjunction with the player awards.

### **Criteria/Eligibility Guidelines**

1. This award is only available to Head Coaches
2. Areas may only select one men's game coach and one women's game coach (co-award winners will not be accepted)
3. Nominees must be members in good standing within their area and a member of US Lacrosse
4. Nominees must demonstrate outstanding sportsmanship on and off the field at all times.
5. Nominees must demonstrate excellent rapport with their players, officials, and other coaches at all times.



## SECTION E— VOTING PROCEDURES FOR ALL AWARDS

### **VOTING PROCEDURE:**

1. The Chair shall inform **all head coaches** regarding the date, time, and location where a written ballot vote will occur and shall give at least two weeks' notice prior to the meeting. If a face to face meeting cannot occur due to uncontrollable circumstances, then a vote can be sent out by electronic ballot to the head coaches within the area.
2. The Chair will send a list of awards to be voted upon, as well as a list of individuals who have been nominated and deemed eligible for those awards **prior** to the meeting. If a vote is not being conducted at a face to face meeting and is instead being conducted by electronic ballot it shall be open for at least one week or until all head coaches have returned their votes. Coaches may choose not to participate.
3. Coach members will rank the players on the final ballot from 1 (highest) to X (lowest) based on the number of players on the ballot.
4. The Chair will tally the points per nominee and the award slots will be filled based on the points received.
5. TIE votes will be resolved as follows: a re-vote by the coaches (or committee) including **ONLY** the tied candidates.

### **NEW ALL-AMERICAN NOTE:**

*In order for the All-American process selections to be determined by a committee the following must be adhered to:*

- 1. A hard vote of all member coaches must be administered with a simple majority voting in favor of using a committee for selections.*
- 2. All member coaches must be given the opportunity to apply to serve on the committee*
- 3. All member coaches must have input in the selection of the committee members.*
- 4. The process must be revisited annually and re-voted upon every two years.*

### **ALL-ACADEMIC NOTE:**

*If the quantity of submissions for All-Academic for a given area is substantial, an area may elect to use a committee to vote OR narrow the pool of nominations to facilitate the voting process. This must be decided by a majority vote of the area coaches and not solely by the area chair.*



## SECTION F— GRIEVANCE PROCESS

### **US LACROSSE GRIEVANCE PROCESS**

US Lacrosse will review all formal grievances that have been submitted to the Area Chair and to [gamesadministration@uslacrosse.org](mailto:gamesadministration@uslacrosse.org). **A formal grievance can only be submitted by a head coach or school administrator.**

Grievances must be submitted in writing to US Lacrosse and the Area Chair no later than June 25<sup>th</sup> annually. **No grievances will be accepted after June 25<sup>th</sup>.**

The following information must be included in/with the grievance.

- a) Name and Position of individual filing the grievance. (anonymous submittals will not be reviewed)
- b) School/Club Name and Address
- c) Reason(s) for grievance:
  - 1) Process
  - 2) Ethics
  - 3) Other (please explain)
- d) Any documented proof relevant to the grievance