

MCPSAC, Inc.

Protest Procedures

Approved: May 2, 2016

Protest:

1. Either coach may issue a protest at any point in a contest. The protesting coach must notify the opposing coach(es) and have all officials indicate, in writing, in all scorebooks, at the point of infraction. For sports that do not have an official and/or an official scorebook, the protesting coach must write up a document specifically indicating what they are protesting and all coaches involved must sign it. A signature of an opposing coach does not indicate agreement; it simply indicates awareness that a protest is occurring. In cheerleading, a coach may protest when they become aware of the infraction and must have the head judge sign the protest.
2. The protesting coach must notify his/her Athletic Director who will consult with one of the league executive officers: Dennis Fries, Jack Milner or Scott Barker.
3. The protesting coach, with written verification from his/her Athletic Director, must write a complete explanation of the protest (including the rule violated). In order to establish a time-line, the date and time (real and event time) of the incident in question must be part of the submitted, dated protest. The written protest must be delivered, and in the hands of the sport liaison, sport chairperson, league executive committee, and opposing school's Athletic Director(s) involved in the protest within 48 hours from the time of the protest.
4. **The decision and disposition of the protest will be rendered, in writing and dated, by the sport liaison** within 72 hours upon receipt of such protest. If the sport liaison is involved in the protest, the Executive Director will appoint another individual to make the ruling on the protest. The liaison (or designee) must get written statements from the opposing coach(es) and all officials prior to reaching his/her decision. The decision must be delivered, and in the hands of the Athletic Directors involved within 72 hours. Copies of the decision must be delivered to the sport chairperson and the members of the league executive committee.

Appeal process:

1. An appeal of the protest decision must be made in writing by the Athletic Director, delivered and in the hands of the sport liaison (or designee), sport chairperson, the members of the league executive committee, and the opposing Athletic Director(s) involved within 48 hours upon receipt of the liaison's (or designee's) decision.
2. The league executive committee will act on the appeal and render its' decision within 48 hours. Any member of the executive committee that was part of the protest may not vote on the appeal.
3. Copies of the appeal and the subsequent decision must be rendered in writing, dated, signed by (or emailed from) the league Executive Director or President. It must be delivered to the sport liaison, sport chairperson, and the Athletic Directors of all schools involved.

Notes:

1. All protests must be confined to MCPSAC, Inc. Interscholastic Varsity contests.
2. If the above time frames are not adhered to, protests and appeals will not be addressed.
3. Saturdays, Sundays, holidays, snow days, and school vacation days do not count in the above.
4. In the absence of the Athletic Director, the procedures above may be performed by the Athletic Director's designee.
5. The Principal and Superintendent reps to the executive committee will not be part of this process.
6. All parties will do their very best to speed up the above timelines whenever possible.