CONSTITUTION AND BY-LAWS

OF

CHIPPEWA VALLEY HIGH SCHOOL ATHLETIC BOOSTERS

Adopted May 6, 1992

Amended August 12, 1998

Amended May 30, 2006

Amended March 10, 2010

Amended May 12, 2010

Amended June 7, 2011

Amended June 2, 2015

Amended May 3, 2017

CONSTITUTION

ARTICLE I - ORGANIZATION NAME

l.l This organization shall be known as the "Chippewa Valley High School Athletic

Boosters" or "CVHS Athletic Boosters".

ARTICLE 11- PURPOSE

2.l The purpose of this organization shall be to support all forms of athletics in grades nine (9) through twelve (12) and. To promote interest in student participating in athletics and to promote interest in the student body and the community in attending all sporting events.

2.2 To provide financial assistance to the Chippewa Valley High School Athletic

Department on special items or programs not included in its normal budget.

2.3 To assist the Chippewa Valley High School Athletic Department and School Administration by providing parent and/or student volunteers for ticket sales, security, etc. for all school events.

2. 4 To act as "Role Models" of good sportsmanship at all school events, both home and away.

ARTICLE III - RESPONSIBILTY

3.1 The CVHS Athletic Boosters shall report directly to the Chippewa Valley High School Athletic Director and shall comply with the rules and regulations of the Michigan High School Athletic Association also known as MHSAA.

ARTICLE IV - MEMBERSHIP

4.1 All residents of the Chippewa Valley School District are eligible for membership.

4.2 Membership of this organization shall consist of voting (active) and non-voting

(non-active) members.

4.2a Voting members shall be those who have attended two (2) meetings in a calendar school year or those who have participated in CVHS Athletic Booster events in a calendar school year.

4.2b Non-voting members shall be honorary members, guests and members with less than two (2) meetings attended or no participation in CVHS

Athletic Booster events in the school year.

4.3 The CVHS Athletic Director and members of coaching staffs shall be honorary members of the CVHS Athletic Booster Club.

ARTICLE V - OFFICERS

5.l Officers of the CVHS Athletic Boosters will be referred to as the Executive Board and will be President, Vice, President, Secretary, and Treasurer, Co-Treasurer and Event Secretary.

5.2 All officers shall be elected annually by secret ballot at the regular meeting by voting members.

5.3 The newly elected Executive Board will take over and assume their positions officially in July of the calendar school year and will run the August meeting for the next calendar school year.

5.4 If there is not a candidate for President, the current Vice' President shall automatically be elevated to President for the following calendar school year.

5.4 The office of President can be filled by the same person for a maximum of 2 years.

5.5 In the event that the current President resigns, dies, or can no longer fulfill their official duties, the Vice' President shall automatically be elevated to the position of President for the remainder of the term.

5.6 A CVHS Athletic Booster member representative will be nominated and elected a non-voting member of the Executive Board.

ARTICLE VI - DUTIES OF EXECUTIVE BOARD/OFFICERS

6.1 PRESIDENT

6.1a Shall be the presiding officer of this organization and Chairperson of the

Executive Board.

6.lb Can appoint all committee Chairpersons

6.lc Shall coordinate all actives with the CVHS School Administration and the

CVHS Athletic Department.

6.1d Can be a co-signer of the CVHS Athletic Booster banking accounts, unless employed by the Chippewa Valley School District; in this case, the President cannot be a co-signer.

6.le Will conduct and run all CVHS Athletic Booster meetings.

6.2 VICE- PRESIDENT

6.2a Shall substitute in the President's absence.

6.2b Shall be ex, officio of all committees; without the right to vote.

6.3 SECRETARY

6.3a Shall keep minutes of all CVHS Athletic Booster meetings, including regular meetings, special meetings and directors.

6.3b Shall conduct correspondence of organization

6.3c Shall keep a roster of voting members and attendance of meetings

6.3d Shall review and distribute minutes of the previous meetings to members.

6.3e Shall deliver monthly minutes to the Chippewa Valley Board Office.

6.3f Shall maintain a list of all registered members with current addresses, phone numbers, email addresses, etc.

6.3g Shall notify all members at least one week in advance of upcoming meetings or events.

6.4 TREASURER & CO-TREASURER

6.4a Shall receive and dispense all funds, keep an accurate record thereof and present reports at each CVHS Athletic Booster meeting.

6.4b Must prepare an annual report and present the report at the June CVHS Athletic Booster meeting.

6.4c Shall co-sign all banking accounts and have all accounts/checks co-signed by one other Executive Board member.

6.4d If Treasurer is an employee of the Chippewa Valley School District they cannot co-sign on banking accounts.

6.4e Shall deliver monthly Treasurer's report to the Chippewa Valley Board

Office.

6.5 EVENT SECRETARY

6.5a Shall process applications and keep accurate records of Millionaire Party events to the State and Chippewa Valley Board Office.

6.5b Shall Co-chair/Assist Chairperson of Millionaire Party.

6.5c Shall ensure that all and State laws and Millionaire Party regulations are being adhered to.

ARTICLE VII - NOMINATIONS AND ELECTIONS

7.1 Nominations for officers (Executive Board) shall be made at the regular April

CVHS Athletic Booster meeting.

7.2 Elections of officers (Executive Board) shall be held at the regular May CVHS Athletic Booster meeting.

7.3 A majority of all secret ballot votes cast by voting members present, or by proxy, shall be necessary to elect an officer/Executive Board member.

\*\*ELIMINATION OF CURRENT ARTICLE VIII - BOARD OF DlRECTORS\*\*

ARTICLE VIII - FISCAL AND MONETARY POLICIES

8.1 The fiscal year for the CVHS Athletic Boosters shall be from July 1st to June 30th.

8.2 All monies earned by the CVHS Athletic Boosters shall be pledged to support the athletic programs. In the event of dissolution, all such monies shall revert to the Chippewa Valley High School Athletic Department.

8.3 The Executive Board, by majority vote, may dispense not exceeding $500 at the discretion in the organization's interest.

8.4 The Chippewa Valley High School Athletic Boosters is a not for profit Organization and will remain not for profit for its entire existence.

ARTICLE IX - ORDER OF BUSINESS

9.1 The order of the regular CVHS Athletic Booster meeting shall be as follows:

1. Call to order

2. Minutes of preceding meeting read

3. Treasurer's Report presented to members

4. Athletic Director's report presented

5. Reports from Committees

6. Unfinished business

7. New business

8. Adjournment

ARTICLE X - AMENDMENTS

10.1 Proposed amendments to this Constitution - By-laws shall be read by the Secretary at a regular meeting and left on the table until the next regular meeting when a vote on such amendments shall be taken.

10.2 A two-thirds (2/3) vote of the quorum, or eight (8) of eleven (II) voting members shall be necessary for adoption of amendments.

10.3 By-laws may be adopted, amended or repealed at any regular meeting by a two- thirds (2/3) vote of the quorum.

BY-LAWS

ARTICLE I - QUORUM

1.1 Eleven (II) voting CVHS Athletic Booster members shall constitute a quorum.

1.2 A quorum must be present at any regular CVHS Athletic Booster meeting to conduct organization business.

1.2 Special or committee meetings do not need a quorum.

ARTICLE II - MEETINGS

2.1 There shall be a regular meeting of the CVHS Athletic Boosters once per month at

7:00 pm. Changes may be made at the discretion of the Executive Board.

2.2 Special meetings may be called at the discretion of the President.

2.3 In the event of school closing, the regular meeting can be held at a pre-arranged upon off-site location or at the school if the CVHS Administration allows. In the

event of inclement weather, the meeting will automatically be re-scheduled, providing the President feels a quorum will attend. If not, the Executive Board can cancel meeting.

ARTICLE III - IMITATIONS

3.1 The formation of this organization shall not be misconstrued as an opportunity to dictate policy in the functioning of the CVHS Athletic Department or not to

bring undue pressure upon the coaching staff in the performance of their duties.

3.2 This organization shall be limited in their expenditures of any funds for any purpose or manner, which shall violate the rules of the MHSAA.

ARTICLE IV - REQUEST FOR EQUIPMENT OR FUNDS

4.1 Requests for equipment and/or funds can only be submitted no later than 1 week prior to the August/December meeting. The spending committee will be formed, which will include voting members of the CVHS Athletic Boosters. The spending committee will present recommendations to the general membership at the August/December meeting. Recommendations will be voted on for approval at the following meeting September/January.

4.2 If a majority vote is not reached, or if further review is needed, a request shall be tabled until the following meeting for final discussion and vote.

ARTICLE V - ATHLETIC SCHOLARSHIPS

5.1 The Chippewa Valley Athletic Boosters shall provide at least one (1) scholarship based on the financial need, providing no other scholarship or grant has been awarded to recipient.

5.2 Additional scholarships may be awarded if funds are available; up to 10 ~ $500.

5.3 The following criteria must be met by student-athletes:

1. Cumulative GPA 2.8

2. Participant in any sport at CVHS in any high school year

3. School- Community service

4. Must not be a recipient of any full 4 year scholarship at the time of this award

5. Members in the CVHS Athletic Boosters by parent or guardian is a weighing factor in determining recipient but not a requirement

ARTICLE VI - SPECIAL PROJECTS &t MISCELIANIOUS CONSIDERATIONS

6.1 Chippewa Valley High School Athletic Hall of Fame

The CVHS Athletic Boosters will provide the funds to the CVHS Wall of Fame

Committee to pay for the plaques for both the recipient and the school.

6.2 Championship T-Shirts

6.2a Funds are limited to the current MHSAA allowed amount (must check the MHSAA current monetary value yearly) per t-shirt if the team has them custom made. The reimbursement limit on an individual athlete (ec. Wrestling) purchasing a pre-made t-shirt at a MHSAA district, regional or state final event is NEVER to exceed the current MHSAA allowed amount of $25.00 (a combination of t-shirts earned through 2 or more varsity sports).

6.2b Eligible recipients are team members on the current calendar school year roster at the time of the championship; also the head coach, assistant coaches, managers and athletic trainer.

6.2c The following is a list of the minimum level needed to be reached to be eligible for this award:

Football- qualifying to participate in the state play-offs

Division, District or Regional champion in any varsity sport

6.3 Fashion Show

The CVHS Athletic Boosters have hosted a fashion show for several years honoring student's athletes. This fashion show is not necessarily hosted every year and is not a required activity of the CVHS Athletic Boosters.

If there is enough interest to host a fashion show to honor our student athletes the following criteria will be met:

6.3a. Choosing of the student athlete models is done by the current President and the President has the right to include current Executive Board members or the current Chairperson of the fashion show. All models are subject to the final approval of the current President and Executive Board.

6.3b Parent/Guardian is an active member of the CVHS Athletic Boosters.

6.3c Parent/Guardian has volunteered or donated to help with Athletic Booster activities at any time during the student athlete's high school years; to include some of the following volunteering activities:

x concession stand helper/set-up/clean-up

x apparel sales

x 50/50 ticket sales

x any ticket sales for CVHS Athletic Booster activities

x chairperson/committee member of any fundraiser sponsored by boosters

6.3d In the event that there are not enough models, the following criteria will be considered:

x Parent/Guardian has volunteered with the above mentioned activities at any time of student athlete’s years at CVHS.

x Parent/Guardian has helped in student athletes particular sport and can prove such involvement (ex. Running separate concession for such sport).

x In the event parents have not volunteered in any way at all, the current president, at their discretion, will have student athletes nominated by secret ballot by members of the CVHS Athletic Boosters and selected by current Executive Board and President.

x In the event that the numbers of models are toe excessive; a lottery type system can be implemented after the initial criteria is met and numbers are sufficient; again at the discretion of the current President.

6.3e Number of models should try to be no less than 30. The number of models shall be at the discretion of the current President of the CVHS Athletic Boosters.