

Raiders Bylaws

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Bloomfield Raiders Youth Football & Cheerleading Organization

Proposed Bylaws (Revised November 2012)

1.0 Name

The name of the League is the BLOOMFIELD RAIDERS YOUTH FOOTBALL, INC CORPORATION ("BRYF"). The League shall be commonly known as THE BLOOMFIELD RAIDERS FOOTBALL AND CHEERLEADING ORGANIZATION. Hereafter in these Bylaws, the BLOOMFIELD RAIDERS YOUTH FOOTBALL AND CHEERLEADING shall be referred to as BRYF.

2.0 Purpose

The primary objective of this Organization shall be to provide a safe learning environment that promotes the physical wellbeing and fitness of the youth and to educate them in the skill and fundamentals of football, cheerleading and other educational endeavors. The Organization will operate as a non-stock, non-profit Organization.

3.0 Membership

3.1 Eligibility for League Participation

Residents of the town of Bloomfield, providing proof of residency via a recognized authority (e.g., CT driver's license), between the Leagues ages of seven (7) through fourteen (14) are eligible to participate as players in the BRYF with parental and medical approval. Adherence to the age and weight requirements is the responsibility of the Parent, Head Coach and President of the BRYF. No player or cheerleader shall be issued a uniform without the appropriate proof of age, medical certificate, registration form and waiver documents with the parent/guardian signature.

3.2 League Organization

The organization of the league will consist of a Board of Directors, Executive Board, Ad-hoc Members and Members.

4.0 Election Rules and Quorums

4.1 Election of Executive Board

The Board of Directors will be elected at an open meeting, to be held in January of the current year, nominated at the annual dinner in December of the previous year by paper ballot. The Board of Directors shall be elected on the basis of their character, their adherence to the objectives of the organization and their reasonable ability to perform the duties of the Board. Any interested person(s) may be nominated and or elected to a Board position within the following guidelines.

The offices of President, Vice-President, Head Football Coach and Head Cheer Coach can only be held by individuals who have been involved as a board member with the Organization for a period of two or more years.

Individuals who have been associated with the Organization for a period of one year and are nominated by a member of the Board of Directors can hold other positions. The Board of Directors may approve exceptions to the requirements by two-thirds majority vote. The election meeting must be publicized in the Bloomfield Journal or website for public at large at least two weeks prior to the meeting.

4.2 *Board of Directors and Executive Board Members*

The Board of Directors shall be limited to 16 individuals who are duly elected by a majority vote of the membership during our annual banquet in December of the current football season. Membership includes any individual with a vested interest in the organization (i.e. Parents, Guardians, Volunteers, etc.).

All Board of Director positions are for a two year term. After the term has expired all board members must be nominated if they wish to continue as a board member.

The Executive Board shall consist of the President, Vice President, Secretary, Treasurer, League Representative, Cheerleading Director and Director of Football. These positions will be determined during the first Board of Directors meeting in January by vote of Board members only.

Any Board member demonstrating conduct detrimental to the Organization shall be removed by a three-quarters ($\frac{3}{4}$) majority vote by the Board of Directors.

4.3 *Voting Rights & Elections*

Any Executive Board member missing three (3) consecutive Board meetings without notifying a member of the Board of Directors and receiving an excused notation in the minutes will lose voting rights for the remainder of the year. Appeals may be made to the Board of Directors in writing, no later than OCTOBER 1st of the current year. Executive Board approval for reinstatement of voting rights must be by a two-thirds majority vote, by a paper ballot. Board Members without voting rights may still participate in Board discussions related to motions, but cannot make motions or vote on them. Any Board Member missing a total of 6 meetings during the current calendar year will automatically be dismissed. A dismissed member can appeal for reinstatement, which would require a two-thirds majority vote, by paper ballot. Any change in voting status will be reported, as they occur, by the Secretary.

A nominating committee, comprised of Executive Board and Head Coaches as ad-hoc members, will present nominations for each Executive Board position. Executive Board members may make additional nominations for positions at the nomination meeting held in December. Individuals nominated do not need to be present to be elected.

Nominations to the board of Directors shall take place at the December Banquet. Individuals who accept nominations shall be placed on the ballot for election at the January meeting. Elections will be done by secret ballot with each voter selecting sixteen (16) candidates for the Board of Directors. Executive Board members must be present to vote. No absentee ballots are allowed. The Executive Board must still approve anyone nominated and running unopposed for the positions. The Secretary and Vice President shall be responsible for counting the ballots and

certifying the winners. A randomly selected individual from among the voters shall verify the results of the election. The newly elected Executive Board members take office in January.

If a tie vote for any Executive Board position occurs, up to four additional polls will be taken unless the tie is broken. If after five polls the position is not filled, voting is tabled to the next Executive Board meeting. At the next Executive Board meeting, the tabled position for election must be the first item on the agenda. Voting will continue for up to five polls, unless the tie is broken. If a tie still exists at the end of five polls, a coin toss will be used to determine the winner. If a tie vote goes into the 2ND Executive Board meeting the newly elected Executive Board Members will have the voting rights as described above.

Head Coaches are to be selected by paper ballot by the Executive Board at a meeting after the Executive Board elections. Anyone applying unopposed for a Head Coaching position, must still be approved by the Executive Board. The Executive Board will elect head coaches and SHALL approve all coaching staffs after careful review of their applications.

4.4 Quorums

A quorum shall be established by the presence of 50% of the Executive Board, but must include 50% of the Board of Directors.

5.0 Board of Directors and Executive Board Responsibilities

5.1 Duties of the Board of Directors

The Management of the Organization shall be vested in the Board of Directors, which shall serve in an executive capacity, and shall have chief responsibility for the administrative matters of the Organization. The Board of Directors are responsible for all League policy decisions, establishments of rules, resolution of disputes, fund raising, general governing, football, and cheerleading. All Board of Directors are considered members of the Executive Board (including but not limited to President, Vice President, Treasurer, Secretary, League Representative, Director of Football, Cheerleading Director, Equipment Manager, Medical / Safety Director, Registration Coordinator, Concession Director, Merchandise Director and Marketing/Event Coordinator. Any decisions made at the executive board meeting must be approved at the board meeting.

5.2 Positions of Executive Board

The officers of the Organization shall be the President, Vice President, Secretary, Treasurer, League Representative, Cheerleading Head Coach and Football Head Coach elected by the Board of Directors to serve a 2-year term. The President with the approval of the Board shall fill vacancies with an officer that's already a member of the Board.

5.3 President

The President is the Chief Executive Officer of the Organization and shall preside at all meetings of the Board of Directors and Executive Board and shall be a member ex-officio of all committees. He/she shall direct those policies of this Organization and perform such other duties as may be deemed necessary by the Organization for its proper and efficient administration. He/she shall also serve as Past President if not elected President by the newly installed Board of Directors. The President also has the responsibility of overseeing the performance of the program and its participation in the current league. He/she may make decisions based on the best interest of the

Organization. These decisions may be in reference to any part of the operation of the program or its participation in the league. His/her decisions are subject only to the Executive Board. Upon written appeal of the affected party the President's decision may be overturned by a majority vote of the Executive Board. The President is excluded from this vote. The President shall also establish a by-laws/rules and regulation committee at the Annual Meeting for purpose of reviewing the current by-laws and rules and regulations for amendment as needed.

5.4 Vice President

The Vice President is responsible for interfacing with the town on issues concerning the Organization as well as the President. He/she will replace the President if the President cannot perform his/her duties. He/she will also serve the remainder of the President's term in case of removal. The office of Vice President in this case will be filled by a vote of the Executive Board. The Vice President shall also be responsible for coordinating volunteers for the announcing of home games, all newspaper announcements, coordination of reporters and making sure all head coaches report the game results. The Vice President shall be a part of the Registration, Budget and Marketing committees.

5.5 Secretary

Responsible for all correspondence involving the Organization and shall keep minutes and attendance of all meetings involving the Executive Board. The Secretary shall also provide an address/phone listing of Executive Board Members to the entire Board. The Secretary is responsible for creating and sending all correspondence as directed by the Executive Board including all letters, memos, notices, etc. The Secretary shall coordinate and maintain all injury information and insurance filings for the league. This includes providing required correspondence by insurance company and other impacted organization. The Secretary shall be a part of the Registration, Banquet and Fundraising committees.

5.6 Treasurer

The Treasurer is responsible for keeping the books and heading the Budget Committee to create an operating budget for each year. This Budget committee shall consist of the President, Vice President, Equipment Manager, Marketing Coordinator, Cheerleading Director, Concession Director, Football Director and any other interested Executive Board members. The projected budget is due by the March meeting.

The Treasurer along with the President, Equipment Manager and Cheerleading Director will be responsible for the purchase of major equipment and uniforms. All purchasing must be presented to and approved by the Executive Board. Members making unauthorized purchases may be subject to assuming responsibility for payment. Invoices for reimbursement or for purchases must be presented to the treasurer as soon as reasonably possible and under no conditions shall these invoices be held past a scheduled meeting date without notification to the treasurer (via e-mail). All purchasing exceptions can only be made collectively by the President, Vice President, and Treasurer by unanimous agreement. The Treasurer shall deposit all funds of the organization and provide an accurate record of all receipts and expenditures and shall provide a financial report at each regular meeting. The Treasurer is responsible for providing for any audit and/or annual filings necessary including all non-profit organization status codes. The Treasurer shall also maintain such bank accounts as required. The Treasurer's accounts shall be examined annually by an auditing committee, consisting of 3 members. If satisfied that the Treasurer's accounts are correct, they shall sign a statement of fact at the end of the annual report. The outgoing

Treasurer shall assist the audit committee with the annual audit. Upon completion of the audit the outgoing Treasurer shall be required to release all financial documents pertaining to the Raiders Organization to the audit committee.

6.0 Board of Directors

6.1 Duties of the Board of Directors

- The Board of Directors will consist of the 16 members duly elected by the membership back in December at the annual banquet. Executive Board members, Cheerleading Director, Football Director, League Representative, Equipment Manager, Director of Concession, Marketing Director, Banquet Coordinator and Registration Coordinator and any person duly elected at the January meeting three non-positions.
- The Board of Directors will approve or reject head coaches recommendation and shall approve all coaching staffs after careful review of their applications and consideration of the recommendation of the interview committee.
- Each person on the Board of Directors, regardless of the number of positions held, has one vote at Board meetings.
- It is the decision of the Board of Directors on how to use all moneys donated or earned by the Organization. This includes all moneys earned by the Concession and/or Marketing.
- The Board of Directors will set registration fees and have a registration committee headed by the Registration Coordinator and assisted by the Treasurer, Cheerleading Director, Football Director, Vice President and President.
- All Board of Directors members and Head coaches must participate at registration sessions.
- All Registration fees are non-refundable.
- The Board of Directors is required to meet once a month.
- Special meetings may be called by direction of the President or any four Board of Directors.
- Only the Organization President and Treasurer may sign or authorize checks. The Board of Directors may make exceptions to this rule by two-thirds majority vote.
- The President, in conjunction with the Vice President and Football Director will coordinate all aspects of pursuing and constructing future fields for the Organization.
- The Board of Directors shall also have right to nominate persons for all committees and sub – committees.

6.1(a) Coaching Oversight Committee

The Coaching Oversight Committee will be comprised of Football Director and/or Cheerleading Director as applicable and two Board Members appointed by the Board of Directors. The Coaching Oversight Committee will be tasked with investigating any claims or allegations against a volunteer, to include members of the Coaching staff and all individuals identified as volunteers.

6.2 League Representative

- Responsible for attending all Connecticut Youth Football League (CTYFL) meetings and report back information to the Board of Directors. He/she will bring to the CTYFL all correspondences,

dues, payments, insurance premiums and other statements needed for the program involvement.

- The League Representative is expected to make decisions, and vote on issues based on the direction and best interest of the Raiders Organization.
- Responsible for the review and delivery of all registration material for participation in the current League. He/she must attend league events as required by the current league. This includes volunteering and coordinating the necessary volunteers for league playoffs, championships, and regional events.
- The League Representative will be responsible for securing the referees for all home games.
- The League Representative shall be a part of the Registration committee.

6.3 Football Director

- Responsible for the coordination and operation of all football activities together with the input of the President and Vice President.
- Responsible for working with the Director of Leisure Services to organize and establish practice plans for all teams prior to the start of the new season.
- Responsible for coordinating football clinics related to the needs of all coaches.
- Responsible scheduling practice field usage and communicating scrimmage needs during the pre-season. This includes ensuring field safety measures are taken for all players.
- Provides input to the President, Vice President and Treasurer for the purchase of any new equipment or uniforms.
- Shall be part of the Registration and Budget committees.
- Shall bring any situation to the attention of the Executive Board concerning coaching staff, child treatment, or operations within its responsibilities. All issues brought before the Executive Board must be in writing and submitted to the Secretary of the Organization for placement on file.
- Shall communicate all business of the Executive Board and/or Board of Directors meeting to Head Coaches.
- Responsible for developing an annual recruiting plan for all needed football teams, encourage and continue enrollment numbers for the football program. Plan should be developed at the beginning of each year to submit for board approval.
- Responsible to work with Football Coaches to organize and establish practice plans for all teams prior to the start of the new season and for creating and distributing a skill mastery guideline
- Responsible for providing football information and education to parents.
- Responsible for working with the Registration Coordinator and Football Coaches to recommend a plan related to splitting and forming additional teams for the same division due to heavy enrollment.
- Will work with the Registration Coordinator, Team Parent Coordinator & Football Coaches in organizing the necessary volunteers required for post-season work, coverage and paperwork of the current league.

- Assist Equipment Manager in preparation and collection of all equipment and uniforms, distribution and proper fit of all equipment.
- Assist with recommendation of Head Football and Assistant coaches for the organization.

6.4 *Cheerleading Director*

- Responsible for the coordination and operation of all cheerleading activities, including selection of coaches.
- Responsible for interfacing with the CTYFL league by attending meetings and competitions as required and provides a detailed report back to the Organization.
- The Cheer Director is expected to make decisions, and vote on issues based on the direction and best interest of the Organization.
- Responsible for organizing the necessary volunteers required to attend Cheerleading Competitions.
- Responsible for coordinating cheerleading clinics and practice schedules. Works with the Treasurer and Equipment Manager for the purchase, distribution and collection of cheerleading equipment and uniforms.
- Shall follow Purchasing guidelines approved by the Board. Shall be a member of the committee to establish a projected budget.
- Shall be part of the Registration committee.
- Responsible for a full inventory report given to the Executive Board once per year at the March meeting.
- Responsible for creating and distributing to head coaches a skill mastery guideline.
- Responsible for filing all necessary paperwork for competition and post season competitions.
- Shall bring any situation to the attention of the Board concerning coaching staff, child treatment, or operations within its responsibilities. All issues brought before the Board must be in writing and submitted to the Secretary and a copy shall be placed in the Organization file.
- Assist with recommendation of Head Football and Assistant coaches for the organization.
- Shall communicate all business of the Executive Board and/or Board of Directors meeting to Head Coaches.

6.5 *Equipment Manager*

- Responsible for purchasing all equipment and uniforms working directly with the President, treasurer and Executive Board.
- Responsible for distribution and collection of all equipment and uniforms.
- Responsible for knowing proper fit of equipment.
- Responsible for refurbishing and replacing equipment and uniforms.
- Responsible for giving full inventory to the Board once a year at the March meeting.
- Responsible for supplying and maintaining each team with First Aid Kits prior to the first practice.

- Responsible for supplying and maintaining each team with appropriate number of footballs and equipment repair kits.
- Responsible for proper operation and certification of weight scale at practice and home games.
- Shall follow Purchase Order Standards approved by the Board.
- Shall be a member of the Budget Committee.

6.6 Medical / Safety Director

- Duties will include coordinating safety issues as it applies to both football and cheer teams. Duties to include but not limited to:
 - Background checks of coaches
 - Purchase of safety materials in conjunction with equipment director
 - Maintaining first aid kits
 - Coordinating any training required by the league
 - Coordinating EMT staff for game day (home games only)
 - Being available for practices and games.

6.7 Registration Coordinator

- Responsible for coordinating all aspects of Registration activity for the Organization as required by the League.
- Shall establish and chair committees to plan Registration sessions and collect required fees, contracts and forms.
- Must attend all registration sessions.
- Must work with League Representative and Cheerleading Director to meet established deadlines for paperwork submission to League.
- Must be a member of the Budget Committee.
- Coordinate efforts with Head Coaches to ensure all players and cheerleaders meet required registration standards.
- Update teams' databases and provide a copy to all head coaches (rosters, game day rosters, absentee forms, etc.).
- Responsible for organizing, distributing, and collection of all forms required by the current league.
- Responsible to make sure all forms submitted are correctly filled out as required.
- Must attend book signings deemed necessary by the league.

The Registration Coordinator is empowered to disallow participation, or remove players/cheerleaders from practice or games, which jeopardize league liability rules as a result of failure to have the required forms deemed necessary by the current league. Such occurrences must be reported to the Executive Board at its next meeting.

6.8 Concession Director

- Responsible for the operation of the Concession.

- Responsible for the delegation of the concession duties.
- Responsible for soliciting volunteers at registration sessions.
- Shall follow Purchasing guidelines approved by the Executive Board.
- Shall be a member of the Budget Committee.
- An Executive Board representative or designee must be on hand at all times while concession is open.
- Responsible for all purchases using funds approved by Executive Board. The concession will remain open to the conclusion of all games. All goods must be secured from open areas at the end of events.
- Responsible for organizing league pizza party as required.

6.9 Merchandise Director

- Responsible for coordinating all merchandise at all home games, special events and others as required.
- Responsible for delegation the selling of merchandise duties
- Must notify the Executive Board before purchasing additional merchandise.
- Responsible for all inventory and funds obtain from selling of Organization merchandise.
- All items must be accounted for and funds given to the treasurer for deposit.

6.10 Marketing/Event Coordinator

- Responsible for all aspects of marketing. This includes renewal of existing sponsors and canvassing new sponsors.
- Responsible for creating/maintaining sponsor/advertising mailing list as well as the responsibility to do 2-3 mailings.
- Shall follow Purchase Standards approved by the Board.
- Shall be a member of the budget committee.
- Responsible for coordinate annual picture day event.
- Responsible for coordinating the Annual End of Season Awards Banquet.
- Responsible to coordinate any other special event(s) approved by the Executive Board.
- Responsible for fundraising and other duties that may be directed or approved by the Executive Board to help aid the Organization. The Executive Board may set direction of fundraising or required activities.

Responsible to hold and schedule parents meetings at the start of the season to introduce the Executive Board, provides a League overview and answer questions with the assistance of the President, Vice President, Football Director and Cheer Director.

7.0 Coaching Staff

All assistant coaching positions are held to the end of the year of the current season. Anyone who has been dismissed from a coaching position by the EB due to infringement of the rules cannot hold a position within the Organization. All coaches are expected to attend football or cheerleading clinics directed by

the EB. All coaches are expected to attend both cheerleading competition of the current league and regular scheduled football games. All coaches are expected to volunteer for league and post-season events as required by the current league. All coaches are required to participate in ALL pre-season clinics and/or classes to be declared eligible to coach in the upcoming season. A complete mandatory background check in accordance with Section 9.1 must also be completed.

7.1 Head Coach (Football and Cheer)

Any one desiring to be Head Coach must submit an application to a member of the Executive Board and participate in an interview process with the Executive committee made up of: The President, Vice-President and Football Director or Cheerleading Director as applicable. Post interview the committee will then make a recommendation to the Board of Directors for the position of Head Coach.

The Head Coaches are responsible for the team players/cheerleaders, his/her coaching staff, and the entire operation of the team. This includes:

- Submitting required registration forms, maintaining rosters, equipment, uniforms, schedules, reporting game overviews to the Vice President.
- He/she will distribution of all league handouts to the entire staff and scheduling attendance at cheerleading competition or football games or scrimmages of the current League.
- He/she will appoint coaching responsibilities and will make decisions involved with the coordination and performance of his/her team.
- The Head Coach must present their recommendation of Assistant Coaches to the Executive Board by the March meeting or an alternate meeting date set by the Executive Board for approval by the Executive Board. Each head coach shall be responsible for the actions of his/her assistants.
- Responsible for holding individual team parents meetings at the start of the season, if needed.
- Provide each parent with a written code of ethics outlining the coaching philosophy and the team rules including assigning a team parent to be responsible for MPR and Chains for home games.
- Adhering to the Coaches Code of conduct of the NYSCA.
- Additional meetings are at the discretion of the Head Coach unless he/she is directed to have a meeting by the Executive Board.
- Communicating all game and event information to parents and football players / cheerleaders.
- Responsible to have accessible a first aid kit and all football players / cheerleader medical information forms.
- In the case of Resignation or Removal of a Head Coach, the most Senior Assistant Coach will serve as Head Coach until a new Head Coach is recommended by the Executive Committee and appointed by the Board of Directors.

7.2 Assistant Coaches

All Assistant Coaches must submit an application to the Head Coach for initial approval. The Head Coach then will submit his/her desired coaching staff to the Director of Football, who will in turn present recommendations to the Executive Board for approval by the March meeting or the meeting date set by the Executive Committee. Assistant coaches are expected to support all league activities and are required to help out the majority of the time.

8.0 Termination or Suspension

Any player, coach, or Executive Board member may be suspended from the Organization's activities by a 2/3 vote of the Executive Board. A written grievance must be filed and submitted to the Secretary before any action can be taken. After review of the grievance, termination may take place if agreed by a 2/3 vote of the Board of Directors. Executive Board members and coaches are to be considered for termination for not meeting responsibilities of their position. Coaches are to be considered for termination for actions contrary to the Organization's philosophy and rules. Players may be suspended for a period determined by the Executive Board due to actions detrimental to the Organization's philosophies and rules. Any coach, who is not certified by CTYFL by the final registration period, will not be listed as a coach on the final team roster submitted to the League. The Board of Directors has the final authority to suspend, expel, or reinstate any coach, player or Executive Board member. Any coach or volunteer accused of sexual harassment will be automatically suspended pending outcome of the investigation.

8.1 APPEALS

Appeals of the actions of the President, taken in the best interest of the Organization, are outlined under the duties of the President.

Any decision by the Executive Board may be appealed in writing to the Executive Board. The appeal is submitted to the Secretary. Upon receiving an appeal the President must respond with a Board Meeting within seven (7) days to revoke the issue. All Executive Board members will receive copies of the appeal. The party involved shall be made aware of the time and date of the meeting. The involved party does not need to be present at the meeting, and his presence is for the convenience of the Executive Board if there are any additional questions that the Executive Board would like answered. An appeal needs a majority vote of the Executive Board to overturn the decision. An issue can only be appealed once. The Executive Board decides whether an issue has been appealed before.

Parents who have complaints about specific coaches must present their complaint in writing to the President and must attend the disciplinary meeting or the Executive Board will not consider the complaint.

If a complaint is not resolved, the person(s) with the complaint can request a meeting in writing with the Board of Directors through the President.

9.0 BACKGROUND CHECK AND COMPLAINT PROCEDURES

9.1 Mandatory Background Checks

Background Checks are mandatory on all people, to include but not limited to; those individuals whose name appears and/or position appears on official paperwork and/or

association Bylaws, Coaches (Cheerleading & Football), Executive Board members either elected and/or appointed and any other persons, volunteers or hired workers, who provide a regular service to the League, and/or have repetitive access to, or contact with, minor(s), juvenile(s) football participants, and Cheerleading participants.

9.2 Annual Checks

Background Checks will be performed on an annual basis. System(s) used can either be Sex Offender Registry or Criminal History Records and/or both.

9.3 Repetitive Access

Repetitive access is defined as any supervised contact with participants to include but not limited to the following sanctioned activities; practice, games, competitions and fundraising.

9.4 Annual Applications

All volunteers applying for positions as a Head Coach, Assistant Coach, Trainer, Cheerleader, Director or Squad Leaders, and/or Executive Board are required to submit a completed official Volunteer Application provided by the Organization on an annual basis. It will be the responsibility of the Director of Football and Cheerleading Director to distribute the Volunteer Application, collect and provide the completed applications to the Executive Board before the season begins.

9.5 Accepted Background Checks

All Background checks will be performed by any provider, which is either a public or private agency recognized and endorsed by the conference. However, if the volunteer elects to obtain his own State Police Record Check it will be at their own expense. The Bloomfield Raiders Organization will accept hard copy Criminal History Reports from the State of Connecticut Department of Public Safety, Division of State Police and Sex Offender Registry only.

9.6 Who Conducts Background Checks

All Background checks will be conducted by the Executive Board and/or their designee and must be completed on each individual before they assumes their official duties.

9.7 Privacy

The background investigation will be conducted maintaining the confidentiality of the search and the privacy of the subject individual. As such point that the investigation reveals a criminal history that should be addressed, the subject will be provided with notice and a copy of the history/report. The information will also be provided to the Bloomfield Raiders Organization President and Executive Board. The subject volunteer will be provided an opportunity to discuss the history/report with the Executive Board.

9.8 Criteria for Acceptance

Appendix A and current regulations established by our affiliation with any local, regional, or national organization will govern all action taken by the Executive Committee regarding information obtained during a background investigation. This action will stem from dismissal to probation.

9.9 Failure to Submit

Failure to complete and submit the Volunteer Application Form by those required to do so will result in being barred from involvement in any sanction activity of the Bloomfield Raiders Organization and the Connecticut Youth Football League.

9.10 Formal Complaints

Any formal complaints made in writing to the BRO President will be investigated by the Executive Board. Once an investigation is complete it will be provided to the BRO President and Executive Committee in either written or verbal manner.

9.11 Defense of Complaints

Any Volunteer of the Bloomfield Raiders Organization who receives a formal complaint will be provided an opportunity to respond to the complaint and offer witnesses or evidence to support his response before the Executive Board in Executive session.

9.12 Disposition of Complaints

The Board of Directors has final ruling concerning the outcome of the complaint under Article 8.1. A complaint can be sustained, unfounded, or not sustained by evidence to support the allegations. The final outcome could range from dismissal of the complaint to dismissal of the volunteer at the discretion of the Executive Committee by a majority vote.

10.0 Football and Cheerleading Team Formation

- No player/cheerleader can start practice unless the requirements for participation are met.
- The Registration Coordinator and Football Director are responsible for compiling a list of all players/cheerleaders and the divisions they can play based on their age and weight in accordance with current affiliation rules. This list is to be compiled prior to the first week of practice, and updated as new registrations are received.
- All players will be weighed at their first practice. The age, weight, and playing years will determine the level of initial placement by the Football Director or Registration Coordinator as applicable. Any player within 5 pounds of the weight requirement will be considered as meeting the weight requirement. During the first two weeks of practice the weight will be monitored weekly to aid in player placement. As practices continue it is the decision of football director to either send a player/cheerleader up or down a level because of weight (for football), or because the player/cheerleader cannot be competitive at their current level. A player/cheerleader can either be sent up or down only if he/she meets the upper/lower team's requirements, and is agreed on by all parties. The initial team formation is recommended by the football director / cheer coordinator. The final approval is required by the Football Director with the best interests of the league and participant in mind. Any player considered for being sent down who does not meet the weight requirement but is within 5 pounds of the requirement can be sent down prior to the first league registration.
- If the Bloomfield Raiders Organization has a Mighty Mite cheerleading squad, no mighty mite cheerleaders or mascots will be permitted to cheer for or with the other competitive squads (C,B or A). Cheerleaders must be at least age 7 (as of December 31st of current season) to be on a Mighty Mite squad. No child under 7 years of age will be allowed to participate.
- For safety reasons, any individual under the age of 21 who has not gone through the coaching application process shall not participate in the instruction or supervision of stunting and/or

tumbling on any level, including student demonstrators. Student demonstrators are not allowed to discipline any participant under any circumstances.

- No mighty mite is permitted to be involved in stunts or pyramids of any kind higher than 2 tiers.

11.0 Source of Income

The League will derive its sources of income from the following:

- A. Registration Fees (Football and Cheer)
- B. League approved fundraisers
- C. Bloomfield Raiders Organization functions
- D. Donations
- E. Grants

12.0 Disbursement of Funds

All proceeds are to be disbursed through the President and Treasurer, with the approval of the Board of Directors for: uniforms, equipment, maintenance, repairs and/or improvement of the League facilities, utilities, and other forms that enhance the existence of the League.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

13.0 Dissolution

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

14.0 Public Disclosures

Bloomfield Raiders Organization is dedicated to open and honest form of governance and all minutes, reports and other league material is open to the public by written request. All materials requested shall be viewed by the party making the request at the next scheduled meeting of the Board.

These rules have been revised by the Bylaws Committee, approved and instituted by the Bylaws Committee and Executive Board to better enable the BRO to conduct its program and establish procedures, which will assist League personnel and players in fulfillment of their duties.

Committees

Budget Committees: President, Vice President, Treasurer, Director of Football, Marketing and Event Coordinator, Equipment Manager, Registration Coordinator and Concession Director and any other Executive member who is interested.

Marketing Committee: Vice President, Marketing/Event Coordinator

Registration Committee: Vice President, Secretary, League Representative, Director of Football, Cheerleading Director

Fundraising Committee: Secretary, Marketing/Event Coordinator

Banquet Committee: President, Treasurer, Secretary and/or any two other members Board of Director

Audit Committee: Treasurer and two (2) other members of the Board of Directors

Coaching Oversight Committee: Three (3) members of the Board of Directors

Executive Interview Committee: President, Vice President, Football Director and/or Cheerleading Director

Due Dates

Nominations to the board are done at the December Banquet

Elections are done at the January meeting

Budgets are due by March of the football year

APPENDIX A

Criteria For Accepting Or Denying

	VIOLATION	CONDITIONS	ACTION
1.	Any Violation To A Child	Do not accept	Deny
2.	Use Of Firearm In A Crime	Do not accept	Deny
3.	Violent Felony crimes such as but not limited to: Assault with a Deadly Weapon, ADW-Not Firearm-Great Bodily Injury Likely, Armed Robbery, Concealed Weapon, Threaten Crime w/Intent To Terrorize	Do not accept	Deny
4.	Non-Violent Felonies such as but not limited to: DUI, Possession of Narcotics, Transporting & Selling of Drugs, Possession of Marijuana for Sale, Robbery, Forgery, Embezzlement, Welfare Fraud, Perjury, Grand Theft w/Prior Jail	If committed 2 or less years	Deny
5.	Misdemeanors & Felonies	If they are pending action in the courts-which means they have not yet been convicted	Deny until court action is settled
6.	Spousal Abuse	All committed 5 or less years ago and has other non-violent Felony convictions	4 YEARS PROBATION
7.	Spousal Abuse	All committed 6 or more years ago and has other non-violent Felony convictions	3 YEARS PROBATION
8.	Spousal Abuse	All committed 5 or less years ago with Misdemeanor convictions but NO Felony convictions	2 YEARS PROBATION
9.	Spousal Abuse	If committed 6 or more years ago and no other convictions	1 YEAR PROBATION
10.	Misdemeanors such as but not limited to: Vehicle theft, Petty theft, Theft, Grand Theft, Burglary.	If they were committed 1(one) or less years ago	2 YEARS PROBATION
11.	Misdemeanors such as but not limited to: Vehicle Theft, Petty Theft, Theft, Grand Theft, and Burglary.	If they were committed 2 (two) or more years ago	1 YEAR PROBATION
12.	Non-Violent Felonies such as but not limited to: DUI, Possession Of Narcotics, Transporting & Selling Of Drugs, Possession Of Marijuana For Sale, Robbery, Forgery, Embezzlement, Welfare Fraud, Perjury, Grand Theft w/Prior Jail.	If committed 2-6years ago	3 YEARS PROBATION
13.	Non-Violent Felonies such as but not limited to: DUI, Possession Of Narcotics, Transporting & Selling Of Drugs, Possession Of Marijuana For Sale, Robbery, Forgery, Embezzlement, Welfare Fraud, Perjury, Grand Theft w/Prior Jail.	If committed 6 or more years ago	2 YEARS PROBATION

ALL PROBATIONS APPOINTED/ASSIGNED TO ANY POSITION WILL BE RECHECKED DURING THE SEASON TO INSURE CURRENT STATUS FROM PRIOR BACKGROUND CHECK INFORMATION HAS NOT CHANGED.

Amended March 2009, Revised November 2012