

**Extension for submittal of Title IX materials**

Karen Lawson [gkboomers@hotmail.com]

Sent: Friday, October 28, 2011 7:09 PM

To: Compton, Connie; glen.napier@pike.kyschools.us

Cc: Darren Bilberry [dbilberry@khsaa.org]

NOV 14 2011

As per my phone conversation with Ms. Compton on 10/28/11, Shelby Valley High School has been granted a further extension for submittal of Title IX materials requested by the January 13, 2010 audit report. This information is now due on November 16, 2011. The items to be submitted are as follows:

- yes* • SIGNED BOOSTER CLUB AGREEMENTS WITH ALL CURRENT CLUBS; *yes*
- yes* • WRITTEN GUIDELINES FOR INDUCTION INTO ATHLETIC HALL OF FAME; *yes*
- yes* • WRITTEN GUIDELINES FOR RETIREMENT OF ATHLETIC JERSEYS BY THE SCHOOL;
- yes* • ASSIGNMENT OF THE CHEERLEADERS, DANCE TEAM, PEP BAND, AND MASCOT;
- yes* • GUIDELINES FOR TRAVEL TO INCLUDE EQUITABLE PROVISION OF MEALS AND MOTEL ROOMS FOR STUDENT ATHLETES; *yes*
- yes* • CURRENT GUIDELINES FOR ADMINISTRATIVE OVERSIGHT OF ATHLETIC EQUIPMENT PURCHASES WHICH PROVIDE BENEFITS TO STUDENT ATHLETES. *yes*

Gary W. Lawson

Phyllis,  
 Please scan this material into  
 the Shelley ~~file~~ Valley Telle file -  
 Important -  
 This is material requested by the January  
 13, 2010 audit report.  
 Gary

## Guidelines for Support Teams

At Shelby Valley High School the cheerleading squad, dance team, and the pep band will perform at all home girls' and boys' basketball games and any and all tournaments. They will also perform at all home football games plus any play-off games in which the school is involved.

The cheerleading squad and dance team are picked by a panel of judges consisting of qualified personnel (administration, faculty, KAPOS judges, dance instructors, etc.). Each are picked at the end of the school year and the numbers can vary depending on interest.

The pep band is made up of members of the Shelby Valley Band class and participation is entirely on a voluntary basis. The same members will perform at all the previous mentioned activities.

The Shelby Valley High School Mascot will be picked by a panel of judges and will perform at all basketball tournaments.

## Guidelines for the Retirement of Jerseys

The Shelby Valley High School guidelines for the retirement of jerseys are as follows:

The selected athlete in order for him/her to have his/her jersey retired, must have been named to the First Team All State in order for the jersey of a player to be retired. Only jerseys and not the number are to be retired. Basketball (girls and boys), golf, track, cross country, and volleyball will be displayed at the school gym. Softball will be displayed at the softball field. Baseball, soccer (girls and boys) and football will be displayed at the Football/Baseball complex.

## Guidelines for the Purchase of Equipment

The purchase of athletic equipment at Shelby Valley High School is controlled by the Administration (Principal/ AD). All equipment purchases must be purchased through the school by first obtaining a purchase order through the main office. The principal will sign each purchase order before purchases are made. Each sport is given an equal amount of money, which has been budgeted the previous year, at the beginning of each school year. In the event that equipment has not been budgeted for or in the event of an unforeseen problem the decision to purchase such equipment must be approved by the Principal. All decisions are made on the basis of the continued safety of the athlete/athletes.

All purchases, including Booster Club purchases of \$500 or more, must be approved by the principal/AD/Coach before the purchase can be made.

## Guidelines for Travel

The Shelby Valley High School guidelines for teams (both girls and boys) that travel more than two hundred miles (one way) are as follows:

Travel at the above distance is much frowned upon during the school week.

On the weekend, overnight stay is determined by the distance and the duration of the contest and will only pertain to tournaments and play-off games. If at all possible, the teams will travel home. If the principal, coach and AD determine that it is feasible for the team to travel home at that distance without problems, then that will be determined by each individual case.

No more than 10 hotel rooms will be purchased at a cost of no more than \$100 per night for any team traveling more than 200 miles (one way) if it is a tournament (play-off) situation and the team must play the next day.

Each student will be allotted \$15.00 a day to purchase food or \$5 per meal. Each team (girl and boy) will be permitted this concession no more than 10 times during each school year.

Food will be provided at a contest of closer distance if time, availability, and finances warrant it. No more than \$5.00 an athlete will be allotted.

# Shelby Valley All Sports Hall Of Fame

## Article 1 Purpose

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- 1.01 The Shelby Valley Sports Hall of Fame was established in 1997-1998 to recognize and honor outstanding players, Coaches, Teams, Fans and other individuals or groups Nominated by Hall of Fame supporters and so designated by the Sports Hall of Fame Committee as being worthy and eligible.

( Area ) : Dorton, Virgie and Shelby Valley High School

- 1.02 To bring to the attention of the general public the widespread value of, and interest in, the tradition of Shelby Valley Area Athletics by so honoring those who have made outstanding contributions to its success.

## Article 2 Headquarters

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- 2.01 The headquarters or location for the Hall of Fame is to be in the Shelby Valley High Student Center.

## Article 3

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## Awards

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- 3.01 Two specially designed plaques will be provided with one being given to the Hall of Fame inductee and one being placed permanently in the Hall of Fame. The award will be presented at the annual Induction Ceremony and Banquet.
- 3.02 Announcements of each year's selections shall be made on a date agreed upon by The Shelby Valley Hall of Fame Committee

## Article 4 Committee

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- 4.01 The permanent Hall of Fame Committee shall consist of eight (8) members. To be eligible, a member must have an extensive knowledge of and intense love and devotion for Sports.
- 4.02 The First Committee was selected by the Wildcat Hoops Club. Tenure shall be indefinite with acceptable contribution and attendance.

- 4.03 If a member of the Committee shall resign , the Hall of Fame Committee Shall select a replacement.
- 4.04 The Committee shall select a Chairman and Vice Chairman as necessary
- 4.05 All members of the Committee shall serve without pay.
- 4.06 The Committee shall develop a list of nominees by Nov. 15<sup>th</sup> of that year. The Committee will hold a meeting for the purpose of selecting inductee to the Hall of Fame by Dec 7<sup>th</sup> of that year. For the Committee to hold an official meeting it is required that a Quorum be present witch is to be defined no less than 5 members. To be selected to the Hall of fame a nominee must receive 75% of the Committee vote. A minimum of 5 votes is required to select. If after 10 ballots the number selected at that point Will be that years inductee.
- 4.07 The Hall of Fame Committee by a unanimous vote of all present members ( no less than a quorum )may with just cause, recommend removal of an individual or group from the Hall of Fame.
- 4.08 In the event a current Committee member is



nominated he or she will not be eligible to vote for him or herself.

## Article 5 Eligibility of Players

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- 5.01 To be selected to the Hall of Fame, ten year must have passed from the time of that individual's graduating class.
  
- 5.02 The number of seasons which a player contributed to the Varsity Squad whether as a starter or a substitute is to be considered as a factor in the evaluation of candidates.
  
- 5.03 Fame at the National, State or Local level of play shall be used as a gage of Candidacy.
  
- 5.04 Factual and detailed information should be presented to the Hall of Fame Committee in order that a candidate be seriously considered Scrap books newspaper clippings and letters from competent references are acceptable.

- 5.05 For a player to be eligible , they shall have played for the Virgie , Dorton , or the Shelby Valley High School Varsity programs in their respective years. And have contributed in a significant manner to the team's success and /or recognition.
- 5.06 Players must have received a High School Diploma or a GED .

Article 6  
Eligibility of Coaches , Teams, Fans, and others

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- 6.01 Categories- Minimum Requirements :
- (A) Coaches :Must have served as Head Coach of a Virgie, Dorton , or Shelby Valley Varsity Sports program. Coaches can't Be active.
  - (B) Teams: Must have achieved outstanding Recognition including cheerleaders.
  - (C) Fans: Must have gone beyond the call of duty in supporting Virgie , Dorton or Shelby Valley Athletics

This category may include individuals who supported Virgie , Dorton or Shelby Valley Athletics through their contributions as fans, assistant coaches, intramural coaching , timers, scorekeepers and any combination of activities that have

contribute to the Athletes tradition.

- E. Cheerleaders must have participated on a Varsity program and meet the same criteria as other players.

Article VI  
Nomination Requirements

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- 7.01 To nominate an individual or group that meets the requirements for the Hall of Fame, any member Of the Hall of Fame Supporters may submit such Nomination to any member of the Hall of Fame Committee.
  
- 7.02 The number of nomination, and categories, shall Be determined annually by the Hall of Fame Committee. Any change in this procedure shall Require  $\frac{3}{4}$  majority vote.
  
- 7.03 Nomination must be submitted to a member of the Hall of Fame Committee by a date to be announced by the committee annually.

# Shelby Valley Girls' Basketball Boosters' Club Agreement

## **Member By-Laws Adopted** \_\_\_\_\_

### **Article I (Name)**

The name of this organization shall be Shelby Valley Girls' Basketball Boosters' Club.

### **Article II (Purpose & Function)**

#### **Section I:**

The purpose of this club shall be to support the Shelby Valley Girls' Basketball Team at Shelby High School. This club is created to serve as a link between the staff, players' parents and the supporters.

#### **Section II:**

The function of the SVHS Girls' Basketball Boosters' Club is to raise money to support the Shelby Valley Girls' Basketball Team.

1. Initiate suggestions and ideas for fund raising to support the football team by working together to raise money needed for team use.
2. Plan, coordinate and organize club activities for members, team and staff.
3. Approval of expenditures of funds earned.
4. Recruit volunteer services from members, community residents, businesses, and mobilize resources to meet needs of the team.
5. Communicate with all parents and encourage their full participation and support of the club.

**Article III  
(Membership)**

**Section I:**

The club shall be composed of parents and supporters of the Shelby Valley Girls' Basketball Team.

**Section II: (Term of membership)**

Membership shall serve from July 1 thru June 30.

**Section III: (voting Rights)**

Each member of the Booster Club shall have one vote. There shall be no proxy voting by or for any member.

**Section IV: (Duties)**

All members of this club should attend as many meetings as possible, actively participating by:

1. Discussing matters to be considered with other parents in the club.
2. Consider all information and concerns before voting.
3. Debate the issues related to club activity.
4. Accept and support any final decisions made by the majority of the club members

## **Article IV (Officers)**

### **Section I:**

The "Booster Club" shall elect a President, Vice President, Secretary and Treasure who must be parent members of the club.

### **Section II: (Election and Term of Office)**

Each office shall be elected by the full membership or the present members during a meeting at the beginning of January. Officers elected at this meeting will begin fulfilling their duties immediately. Officers shall serve for three consecutive years from July 1 through June 30.

### **Section III: (Removal)**

Any officer, who fails to perform his /her duties as outlined, may be removed by a majority vote of present members at any meeting.

### **Section IV: (President)**

The President shall: Preside at all meetings, have an understanding of the BY-Laws of the club, refrain from entering into debates of question before assembly, extend courtesy to the discussions of the motions, call meetings to order and formally close them, note whether a quorum is present and declaration of the same, advertise each meeting and take every measure to ensure each member is aware of said "meeting", explain each motion before it is voted and vote to break ties.

### **Section V: (Vice President)**

The Vice President shall preside in the absence of the President whenever the president temporarily vacates, in case of resignation or death of the president, the Vice President shall assume the office of the president until the permanent president is elected.

### **Section VI: (Secretary)**

The secretary shall record the minutes of each meeting (once the meeting has been called to order), keep a copy of the By-Laws, lists of members and list of member's phone numbers, and help advertise each regular and specially called meetings.

## **Section VII: (Treasurer)**

The Treasurer shall be responsible for the money taken into and expended out of the club fund and shall report same at each meeting and once a year file a report with the Pike County Board of Education as required. Also the treasure will make provisions for a semi-annual audit of funds. The results of said audit shall be reported to the club members at the proceeding meeting.

## **Article V (Meetings)**

### **Section I:**

The regular meetings of this club will be held once a month during the girls' basketball season and during other months as deemed necessary.

New Members will be seated and meeting dates will be established during the first meeting in July.

There will be special meetings only when the club officers see a need for one to occur. Members will be given a 48-hour notice of any specially called meeting.

Only parents, legal guardians, coaches and spouses of the Shelby Valley Girls' Basketball team who are club members and have paid their dues will have the right to vote on issues during club meetings.

### **Section II:**

Notices shall be made to each member, by Facebook or by word of mouth at least five days prior to the date of the meeting. Follow-up calls by the secretary may be in order.

### **Section III:**

Four members shall constitute a quorum at any regular or special called meeting.

**Article VI:  
(General)**

1. All meetings of the boosters will be opened to the public.
2. Robert's Rules of order shall be followed.
3. Vacancies shall be selected in accordance with the guidelines.
4. No proxies will be permitted.
5. All checks must contain two signatures. The people designated to sign checks are the Treasurer and President or Designee.
6. The club and its members have no control over daily operations and personnel of the girls' basketball program. Daily operations will be handled under the supervision of the Head Coach who will follow Site-Base Council and Board Of Education policies.
7. Purchases above \$500.00 will be approved by membership quorum.
8. Failure of the club to follow above written by-laws shall result in dissolution of the club. Decision for dissolution of the club will be made by the Principal and the Head Coach. The principal and the head coach will meet with club officers first to state their concerns for the dissolution of the club. Secondly, a meeting will be with the members of the club stating why the club is being dissolved. During this process, checkbook and receipts will immediately be given to the principal until a final decision has been made. Upon dissolution of the club, for any reason, the remaining funds will be returned to the Shelby Valley High School Athletic Fund, receipted under the Shelby Valley Girls' Basketball Team.
9. Failure of individual members to follow above written by-laws shall result in removal of said member(s). Any decision regarding removal of members will be made by club officers and Head coach.
10. Any and all fund raising, promotions, and solicitations of monies shall be presented to the Head Coach and or Designee and the head coach and or designee will present same to the SVHS principal for approval.

**Article VII  
(Amendments)**

These By-Laws may be amended by reading a copy of the proposed amendment to the club members during a regular or special called meeting. The members may debate an amendment before adoption. Amendments must be approved by a vote, with a quorum being present. Voting on any issue will be by members only.



**Shelby Valley Girls' Basketball Boosters' Club  
Officer Signature Page.**

Frankie Mullins 11-3-11  
President Date

Hana Wright 11-3-11  
Vice President Date

Dunie Newsum 11-3-11  
Treasurer Date

Pam Smith 11/03/11  
Secretary Date

# **Shelby Valley Boys' Basketball Boosters' Club Agreement**

## **Member By-Laws Adopted \_\_\_\_\_**

### **Article I (Name)**

The name of this organization shall be Shelby Valley Boys' Basketball Boosters' Club.

### **Article II (Purpose & Function)**

#### **Section I:**

The purpose of this club shall be to support the Shelby Valley Boys' Basketball Team at Shelby High School. This club is created to serve as a link between the staff, players' parents and the supporters.

#### **Section II:**

The function of the SVHS Boys' Basketball Boosters' Club is to raise money to support the Shelby Valley Boys' Basketball Team.

1. Initiate suggestions and ideas for fund raising to support the Boys' Basketball team by working together to raise money needed for team use.
2. Plan, coordinate and organize club activities for members, team and staff.
3. Approval of expenditures of funds earned.
4. Recruit volunteer services from members, community residents, businesses, and mobilize resources to meet needs of the team.
5. Communicate with all parents and encourage their full participation and support of the club.

**Article III  
(Membership)**

**Section I:**

The club shall be composed of parents and supporters of the Shelby Valley Boys' Basketball Team.

**Section II: (Term of membership)**

Membership shall serve from July 1 thru June 30.

**Section III: (voting Rights)**

Each member of the Booster Club shall have one vote. There shall be no proxy voting by or for any member.

**Section IV: (Duties)**

All members of this club should attend as many meetings as possible, actively participating by:

1. Discussing matters to be considered with other parents in the club.
2. Consider all information and concerns before voting.
3. Debate the issues related to club activity.
4. Accept and support any final decisions made by the majority of the club members

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The "Booster Club" shall elect a President, Vice President, Secretary and Treasurer who must be parent members of the club.

### **Section II: (Election and Term of Office)**

Each office shall be elected by the full membership or the present members during a meeting at the beginning of January. Officers elected at this meeting will begin fulfilling their duties immediately. Officers shall serve for three consecutive years from July 1 through June 30.

### **Section III: (Removal)**

Any officer, who fails to perform his /her duties as outlined, may be removed by a majority vote of present members at any meeting.

### **Section IV: (President)**

The President shall: Preside at all meetings, have an understanding of the BY-Laws of the club, refrain from entering into debates of question before assembly, extend courtesy to the discussions of the motions, call meetings to order and formally close them, note whether a quorum is present and declaration of the same, advertise each meeting and take every measure to ensure each member is aware of said "meeting", explain each motion before it is voted and vote to break ties.

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The Vice President shall preside in the absence of the President whenever the president temporarily vacates, in case of resignation or death of the president, the Vice President shall assume the office of the president until the permanent president is elected.

### **Section VI: (Secretary)**

The secretary shall record the minutes of each meeting (once the meeting has been called to order), keep a copy of the By-Laws, lists of members and list of member's phone numbers, and help advertise each regular and specially called meetings.

## **Section VII: (Treasurer)**

The Treasurer shall be responsible for the money taken into and expended out of the club fund and shall report same at each meeting and once a year file a report with the Pike County Board of Education as required. Also the treasurer will make provisions for a semi-annual audit of funds. The results of said audit shall be reported to the club members at the proceeding meeting.

## **Article V (Meetings)**

### **Section I:**

The regular meetings of this club will be held once a month during the basketball season and during other months as deemed necessary.

New Members will be seated and meeting dates will be established during the first meeting in July.

There will be special meetings only when the club officers see a need for one to occur. Members will be given a 48-hour notice of any specially called meeting.

Only parents, legal guardians, coaches and spouses of the Shelby Valley Boys' Basketball team who are club members and have paid their dues will have the right to vote on issues during club meetings.

### **Section II:**

Notices shall be made to each member, by Facebook or by word of mouth at least five days prior to the date of the meeting. Follow-up calls by the secretary may be in order.

### **Section III:**

Four members shall constitute a quorum at any regular or special called meeting.

**Article VI:  
(General)**

1. All meetings of the boosters will be opened to the public.
2. Robert's Rules of order shall be followed.
3. Vacancies shall be selected in accordance with the guidelines.
4. No proxies will be permitted.
5. All checks must contain two signatures. The people designated to sign checks are the Treasurer and President or Designee.
6. The club and its members have no control over daily operations and personnel of the basketball program. Daily operations will be handled under the supervision of the Head Coach who will follow Site-Base Council and Board Of Education policies.
7. Purchases above \$500.00 will be approved by membership quorum.
8. Failure of the club to follow above written by-laws shall result in dissolution of the club. Decision for dissolution of the club will be made by the Principal and the Head Coach. The principal and the head coach will meet with club officers first to state their concerns for the dissolution of the club. Secondly, a meeting will be with the members of the club stating why the club is being dissolved. During this process, checkbook and receipts will immediately be given to the principal until a final decision has been made. Upon dissolution of the club, for any reason, the remaining funds will be returned to the Shelby Valley High School Athletic Fund, receipted under the Shelby Valley Boys' Basketball Team.
9. Failure of individual members to follow above written by-laws shall result in removal of said member(s). Any decision regarding removal of members will be made by club officers and Head coach.
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These By-Laws may be amended by reading a copy of the proposed amendment to the club members during a regular or special called meeting. The members may debate an amendment before adoption. Amendments must be approved by a vote, with a quorum being present. Voting on any issue will be by members only.

**Shelby Valley Boys' Basketball Boosters' Club  
Officer Signature Page.**

Lonnie Rowe 11-2-11  
President Date

Ray Rynn 11-5-11  
Vice President Date

Ray Lucas 11-3-11  
Treasurer Date

Wicko Bandy 11-8-11  
Secretary Date

# **Shelby Valley Football Boosters' Club Agreement**

## **Member By-Laws Adopted \_\_\_\_\_**

### **Article I (Name)**

The name of this organization shall be Shelby Valley Football Boosters' Club.

### **Article II (Purpose & Function)**

#### **Section I:**

The purpose of this club shall be to support the Shelby Valley Football Team at Shelby Valley High School. This club is created to serve as a link between the staff, players' parents and the supporters.

#### **Section II:**

The function of the SVHS Football Boosters' Club is to raise money to support the Shelby Valley Football Team.

1. Initiate suggestions and ideas for fund raising to support the football team by working together to raise money needed for team use.
2. Plan, coordinate and organize club activities for members, team and staff.
3. Approval of expenditures of funds earned.
4. Recruit volunteer services from members, community residents, businesses, and mobilize resources to meet needs of the team.
5. Communicate with all parents and encourage their full participation and support of the club.



## **Article III (Membership)**

### **Section I:**

The club shall be composed of parents and supporters of the Shelby Valley Football Team.

### **Section II: (Term of membership)**

Membership shall serve from July 1 thru June 30.

### **Section III: (voting Rights)**

Each member of the Booster Club shall have one vote. There shall be no proxy voting by or for any member.

### **Section IV: (Duties)**

All members of this club should attend as many meetings as possible, actively participating by:

1. Discussing matters to be considered with other parents in the club.
2. Consider all information and concerns before voting.
3. Debate the issues related to club activity.
4. Accept and support any final decisions made by the majority of the club members

## **Article IV (Officers)**

### **Section I:**

The "Booster Club" shall elect a President, Vice President, Secretary and Treasurer who must be parent members of the club.

### **Section II: (Election and Term of Office)**

Each office shall be elected by the full membership or the present members during a meeting at the beginning of January. Officers elected at this meeting will begin fulfilling their duties immediately. Officers shall serve for three consecutive years from July 1 through June 30.

### **Section III: (Removal)**

Any officer, who fails to perform his /her duties as outlined, may be removed by a majority vote of present members at any meeting.

### **Section IV: (President)**

The President shall: Preside at all meetings, have an understanding of the BY-Laws of the club, refrain from entering into debates of question before assembly, extend courtesy to the discussions of the motions, call meetings to order and formally close them, note whether a quorum is present and declaration of the same, advertise each meeting and take every measure to ensure each member is aware of said "meeting", explain each motion before it is voted and vote to break ties.

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The secretary shall record the minutes of each meeting (once the meeting has been called to order), keep a copy of the By-Laws, lists of members and list of member's phone numbers, and help advertise each regular and specially called meetings.

## **Section VII: (Treasurer)**

The Treasurer shall be responsible for the money taken into and expended out of the club fund and shall report same at each meeting and once a year file a report with the Pike County Board of Education as required. Also the treasurer will make provisions for a semi-annual audit of funds. The results of said audit shall be reported to the club members at the proceeding meeting.

## **Article V (Meetings)**

### **Section I:**

The regular meetings of this club will be held once a month during the football season on and during other months as deemed necessary.

New Members will be seated and meeting dates will be established during the first meeting in July.

There will be special meetings only when the club officers see a need for one to occur. Members will be given a 48-hour notice of any specially called meeting.

Only parents, legal guardians, coaches and spouses of the Shelby Valley Football team who are club members and have paid their dues will have the right to vote on issues during club meetings.

### **Section II:**

Notices shall be made to each member, by Facebook or by word of mouth at least five days prior to the date of the meeting. Follow-up calls by the secretary may be in order.

### **Section III:**

Four members shall constitute a quorum at any regular or special called meeting.

**Article VI:  
(General)**

1. All meetings of the boosters will be opened to the public.
2. Robert's Rules of order shall be followed.
3. Vacancies shall be selected in accordance with the guidelines.
4. No proxies will be permitted.
5. All checks must contain two signatures. The people designated to sign checks are the Treasurer and President or Designee.
6. The club and its members have no control over daily operations and personnel of the football program. Daily operations will be handled under the supervision of the Head Coach who will follow Site-Base Council and Board Of Education policies.
7. Purchases above \$500.00 will be approved by membership quorum.
8. Failure of the club to follow above written by-laws shall result in dissolution of the club. Decision for dissolution of the club will be made by the Principal and the Head Coach. The principal and the head coach will meet with club officers first to state their concerns for the dissolution of the club. Secondly, a meeting will be with the members of the club stating why the club is being dissolved. During this process, checkbook and receipts will immediately be given to the principal until a final decision has been made. Upon dissolution of the club, for any reason, the remaining funds will be returned to the Shelby Valley High School Athletic Fund, receipted under the Shelby Valley Football Team.
9. Failure of individual members to follow above written by-laws shall result in removal of said member(s). Any decision regarding removal of members will be made by club officers and Head coach.
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These By-Laws may be amended by reading a copy of the proposed amendment to the club members during a regular or special called meeting. The members may debate an amendment before adoption. Amendments must be approved by a vote, with a quorum being present. Voting on any issue will be by members only.

**Shelby Valley Football Boosters' Club  
Officer Signature Page.**

*Binger Lovins*  
\_\_\_\_\_  
**President**

*11/10/11*  
\_\_\_\_\_  
**Date**

*Inula Fields*  
\_\_\_\_\_  
**Vice President**

*11/10/11*  
\_\_\_\_\_  
**Date**

*Rhonda Little*  
\_\_\_\_\_  
**Treasurer**

*11/10/11*  
\_\_\_\_\_  
**Date**

*Sandy Newsome*  
\_\_\_\_\_  
**Secretary**

*11/10/11*  
\_\_\_\_\_  
**Date**

# Shelby Valley Baseball Boosters' Club Agreement

Member By-Laws Adopted Nov. 1, 2011

## **Article I (Name)**

The name of this organization shall be Shelby Valley Baseball Boosters' Club.

## **Article II (Purpose & Function)**

### **Section I:**

The purpose of this club shall be to support the Shelby Valley Baseball Team at Shelby Valley High School. This club is created to serve as a link between the staff, players' parents and the supporters.

### **Section II:**

The function of the SVHS Baseball Boosters' Club is to raise money to support the Shelby Valley Baseball Team.

1. Initiate suggestions and ideas for fund raising to support the Baseball team by working together to raise money needed for team use.
2. Plan, coordinate and organize club activities for members, team and staff.
3. Approval of expenditures of funds earned.
4. Recruit volunteer services from members, community residents, businesses, and mobilize resources to meet needs of the team.
5. Communicate with all parents and encourage their full participation and support of the club.

**Article III  
(Membership)**

**Section I:**

The club shall be composed of parents and supporters of the Shelby Valley Baseball Team.

**Section II: (Term of membership)**

Membership shall serve from July 1 thru June 30.

**Section III: (voting Rights)**

Each member of the Booster Club shall have one vote. There shall be no proxy voting by or for any member.

**Section IV: (Duties)**

All members of this club should attend as many meetings as possible, actively participating by:

1. Discussing matters to be considered with other parents in the club.
2. Consider all information and concerns before voting.
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### **Section I:**

The "Booster Club" shall elect a President, Vice President, Secretary and Treasurer who must be parent members of the club.

### **Section II: (Election and Term of Office)**

Each office shall be elected by the full membership or the present members during a meeting at the beginning of January. Officers elected at this meeting will begin fulfilling their duties immediately. Officers shall serve for three consecutive years from July 1 through June 30.

### **Section III: (Removal)**

Any officer, who fails to perform his /her duties as outlined, may be removed by a majority vote of present members at any meeting.

### **Section IV: (President)**

The President shall: Preside at all meetings, have an understanding of the BY-Laws of the club, refrain from entering into debates of question before assembly, extend courtesy to the discussions of the motions, call meetings to order and formally close them, note whether a quorum is present and declaration of the same, advertise each meeting and take every measure to ensure each member is aware of said "meeting", explain each motion before it is voted and vote to break ties.

### **Section V: (Vice President)**

The Vice President shall preside in the absence of the President whenever the president temporarily vacates, in case of resignation or death of the president, the Vice President shall assume the office of the president until the permanent president is elected.

### **Section VI: (Secretary)**

The secretary shall record the minutes of each meeting (once the meeting has been called to order), keep a copy of the By-Laws, lists of members and list of member's phone numbers, and help advertise each regular and specially called meetings.



## **Section VII: (Treasurer)**

The Treasurer shall be responsible for the money taken into and expended out of the club fund and shall report same at each meeting and once a year file a report with the Pike County Board of Education as required. Also the treasurer will make provisions for a semi-annual audit of funds. The results of said audit shall be reported to the club members at the proceeding meeting.

## **Article V (Meetings)**

### **Section I:**

The regular meetings of this club will be held once a month during the baseball season and during other months as deemed necessary.

New Members will be seated and meeting dates will be established during the first meeting in July.

There will be special meetings only when the club officers see a need for one to occur. Members will be given a 48-hour notice of any specially called meeting.

Only parents, legal guardians, coaches and spouses of the Shelby Valley Baseball team who are club members and have paid their dues will have the right to vote on issues during club meetings.

### **Section II:**

Notices shall be made to each member, by Facebook or by word of mouth at least five days prior to the date of the meeting. Follow-up calls by the secretary may be in order.

### **Section III:**

Four members shall constitute a quorum at any regular or special called meeting.

**Article VI:  
(General)**

1. All meetings of the boosters will be opened to the public.
2. Robert's Rules of order shall be followed.
3. Vacancies shall be selected in accordance with the guidelines.
4. No proxies will be permitted.
5. All checks must contain two signatures. The people designated to sign checks are the Treasurer and President or Designee.
6. The club and its members have no control over daily operations and personnel of the baseball program. Daily operations will be handled under the supervision of the Head Coach who will follow Site-Base Council and Board Of Education policies.
7. Purchases above \$500.00 will be approved by membership quorum.
8. Failure of the club to follow above written by-laws shall result in dissolution of the club. Decision for dissolution of the club will be made by the Principal and the Head Coach. The principal and the head coach will meet with club officers first to state their concerns for the dissolution of the club. Secondly, a meeting will be with the members of the club stating why the club is being dissolved. During this process, checkbook and receipts will immediately be given to the principal until a final decision has been made. Upon dissolution of the club, for any reason, the remaining funds will be returned to the Shelby Valley High School Athletic Fund, receipted under the Shelby Valley Baseball Team.
9. Failure of individual members to follow above written by-laws shall result in removal of said member(s). Any decision regarding removal of members will be made by club officers and Head coach.
10. Any and all fund raising, promotions, and solicitations of monies shall be presented to the Head Coach and or Designee and the head coach and or designee will present same to the SVHS principal for approval.

**Article VII  
(Amendments)**

These By-Laws may be amended by reading a copy of the proposed amendment to the club members during a regular or special called meeting. The members may debate an amendment before adoption. Amendments must be approved by a vote, with a quorum being present. Voting on any issue will be by members only.

**Shelby Valley Baseball Boosters' Club  
Officer Signature Page.**

Chris Elswick 11-1-11  
President Date

Nancy Biddell 11-1-11  
Vice President Date

Jeff Elswick 11-1-11  
Treasurer Date

Norm Kachatt 11-1-11  
Secretary Date