

# Northwest Youth Sports Association (TEXAS) 2017 BYLAWS

As adopted by the Board of Directors  
Supersedes All Others  
August 4<sup>th</sup>, 2017

**TABLE OF CONTENTS**

**ARTICLE I. ASSOCIATION**

- Section 1. Name
- Section 2. Organizational Status
- Section 3. Organizational Structure

**ARTICLE II. PURPOSE AND OBJECTIVES**

- Section 1. Purpose
- Section 2. Objectives
- Section 3. Application of Objectives

**ARTICLE III. MEMBERSHIP**

- Section 1. Membership
- Section 2. Term of Membership
- Section 3. Withdrawal of Membership
- Section 4. Revocation of Membership

**ARTICLE IV. GOVERNING BODY**

- Section 1. Executive Board
- Section 2. Executive Board Positions
- Section 3. Procedures
- Section 4. Executive Board Meetings
- Section 5. Quorum
- Section 6. Polling
- Section 7. Forced Abstention
- Section 8. By-Law Changes
- Section 9. Resignation
- Section 10. Removal
- Section 11. Vacancies
- Section 12. Compensation

**ARTICLE V. OFFICERS**

- Section 1. President
- Section 2. Vice President
- Section 3. Secretary
- Section 4. Treasurer
- Section 5. Directors of Football and Cheerleading
- Section 6. Commissioner(s)
- Section 7. Special Committees

**ARTICLE VI. COACHING**

- Section 1. Board Responsibilities
- Section 2. Coaching Candidates
- Section 3. Background Checks
- Section 4. Coaching Selection
- Section 5. Coaching Responsibilities
- Section 6. Ethics
- Section 7. Removal

**ARTICLE VII. CHEERLEADING RULES**

- Section 1. Team Assignments
- Section 2. Cheer Practices
- Section 3. Uniforms

**ARTICLE VIII. MISCELLANEOUS**

- Section 1. Registration
- Section 2. Age Requirements
- Section 3. Team Formation
- Section 4. Football Practices
- Section 5. Football Uniforms
- Section 6. After Season Football Games
- Section 7. Medical Conditions
- Section 8. Severe Weather
- Section 9. Scholarships

**ARTICLE IX. CONDUCT STATEMENT**

**ARTICLE X. DISCIPLINE**

- Section 1. Hearing
- Section 2. Procedure and Action
- Section 3. Board Decision

**ARTICLE XI: PARENT ORGANIZATION**

**ARTICLE XII. CONFLICT OF INTEREST**

**ARTICLE XIII. DISASSOCIATION**

**ARTICLE XIV. INDEMNIFICATION**

**ARTICLE XV. RATIFICATION**

**ARTICLE I. ASSOCIATION**

SECTION 1: The name of this organization shall be Northwest Youth Sports Association (Texas), to be referred to as NYSA.

SECTION 2: This Association shall be a non-profit organization conducting itself in a manner consistent within the Internal Revenue Code 501(c)(3), with tax-exempt status.

SECTION 3: The structure of NYSA will be the Parliamentary model. In the form of this model, the board of directors shall make all final decisions.

**ARTICLE II. PURPOSE AND OBJECTIVES**

SECTION 1. PURPOSE

NYSA’s purpose is to create and maintain a youth sports program adhering to the principles of good sportsmanship, honesty, and courage taught through organized athletic activity.

SECTION 2. OBJECTIVES

The objectives shall be to promote the ideals of good sportsmanship, personal integrity, team cooperation, football and cheerleading skills through active participation. Equally important is the association’s objective to facilitate the involvement of the player's family in the Association and community involvement. And finally, to facilitate the goals and ideals of athletic principles, leadership, and achievements of NISD athletic programs

SECTION 3. APPLICATION OF OBJECTIVES

This objective shall be reached by providing supervised training and competition with primary emphasis on the development of good citizenship and the encouragement of good sportsmanship, and secondary emphasis upon winning of games. Our objectives will be applied to everyone equally with no emphasis on ability. Anyone wanting to participate will be allowed to participate.

**ARTICLE III. MEMBERSHIP**

SECTION 1. GENERAL MEMBERSHIP

General Membership of the organization shall be open to any parent or legal guardian with a participating child or a volunteer approved by the Executive Board, who sincerely desire to further the objectives as outlined in the By-Laws.

SECTION 2. TERM OF MEMBERSHIP

Term of Membership shall be valid for each football “season” beginning July and Ending November 30 of that same calendar year. Membership must be renewed every calendar year.

**SECTION 3. WITHDRAWAL OF MEMBERSHIP**

The withdrawal of all registered football players and cheerleader participants by a parent/guardian will constitute automatic resignation of membership to the Association and may not be reinstated until the next valid season, beginning in July 2015. They have 72 hours to revoke their withdrawal.

**SECTION 4. REVOCATION OF MEMBERSHIP**

Any member of the Association may have his/her membership revoked by the Executive Board for conduct unbecoming and/or violation of enacted By-Laws.

**ARTICLE IV. GOVERNING BODY**

**SECTION 1. EXECUTIVE BOARD**

The Executive Board is the Governing Body of the Association. The Executive Board shall conduct all business, enforce all rules, and codes of conduct for the Association. The Executive Board shall have the authority to settle all disputes. All decisions made by the Executive Board are final. The board will sit from January 1 to December 31 and have a transitional meeting before December 31st.

**SECTION 2. EXECUTIVE BOARD POSITIONS**

The Executive Board shall be comprised of the following positions:

- A. President
- B. Vice-President
- C. Secretary
- D. Treasurer
- E. Football Director
- F. Cheer Director
- G. Team Parent Director

**SECTION 3. PROCEDURES**

The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the association in all cases to which they are applicable and in which there are inconsistencies with these by-laws.

**SECTION 4. EXECUTIVE BOARD MEETINGS**

- A. The Executive Board shall conduct regularly scheduled meetings that are open to the general members. The purpose of these meetings is to conduct normal Association business, enforce rules and codes of conduct and settle disputes.
- B. Meetings may be called into “closed session” at any time by the President of the Association. During a closed session only Executive Board Members and Legal Council, if applicable, shall be present

- C. The Executive Board shall call “Special Meetings” at the request of the President, or three voting members of the Executive Board.
- D. All meetings shall be conducted in strict accordance to the posted agenda. Agendas must be posted 48 hours in advance of a regular meeting, and 24-hours in advance of a “Special or Emergency Meeting.” Discussion of items not specifically noted on the agenda is prohibited. Any business not on the current meeting agenda shall be placed on a future agenda for decision at the request of the interested parties.
- E. Meeting minutes will be recorded and made available to the general membership upon request.
- F. Consumption of alcoholic beverages during Executive Board meeting is strictly prohibited.

#### SECTION 5. QUORUM

A quorum shall consist of 50% of the Executive Board members (excluding vacancies), one of who must be either the President or Vice-President.

#### SECTION 6. POLLING

In order to minimize the number of board meetings, the President of the Association may poll board members in order to reach decision regarding specific questions. The President must report these findings to the Board in writing or via email.

#### SECTION 7. FORCED ABSTENTION

Any contract or other transaction between the Association and any corporation, firm, or individual, in which any of the Associations Executive Board members is directly or indirectly interested, will be considered appropriate and shall be recognized as valid, provided that the Board member with interest abstains from voting when the decision regarding the contract and/or transaction is made.

#### SECTION 8. BY-LAW CHANGES

- A. The Association’s By-Laws may be altered, amended, or repealed by the Executive Board of the Association. Changes made to the By-Laws will require that at least 2/3 (two-thirds) of the Board members are present at By-Laws meeting. Further, such changes shall require 2/3 (two-thirds) majority votes for ratification. The 2/3 (two-thirds) requirements shall be calculated by taking the total number present, dividing by three, and multiplying by two. If the number is not a whole number, the resulting calculation will be truncated to determine the two-thirds requirement.
- B. By-Law changes shall be presented and voted upon once per year on or before June 30<sup>th</sup>.
- C. All changes approved by the Executive Board shall take effect immediately.

#### SECTION 9. RESIGNATION

Any Board member may resign his/her position by written resignation to the board. Such resignation shall take effect and the time specified therein, or immediately if no time is specified therein. The acceptance of such resignation shall not be necessary to make it effective.

SECTION 10. REMOVAL

Any Board member who is absent for three or more meetings, having been notified 72 hours in advance to each meeting shall have his/her office declared vacant, unless the board has excused the absences.

SECTION 11. VACANCIES

Any vacancy on the Executive Board shall be filled by presidential appointment with ratification of 50% majority of the remaining board members.

SECTION 12. COMPENSATION

All Board members and other general members serve strictly as volunteers and shall in no way be compensated for performance of their duties. No officer or director of the Association shall use his/her position for personal gain or to obtain any benefits that are not available to the entire membership.

**ARTICLE V. OFFICERS.**

**SECTION 1. The President shall:**

- A. The President shall be the chief executive officer charged with the overall daily administrative functions of the Association.
- B. Shall appoint committees as set out herein and as he / she deems necessary, assign duties to directors and members as required, and take prudent and reasonable action in circumstances not covered within the Bylaws.
- C. Shall serve as one of the Northwest Youth Sports Associations' representative to the Parent Organization and/or appoint other Association member(s) to serve as required.
- D. Coordinate the work of the officers and committees of the association in order that the purpose may be promoted;
- E. Confirm that a quorum is present before conducting any business at any meeting of the association;
- F. Preside at all meetings of the association;
- G. Appoint chairmen of special committees subject to approval of executive board;
- H. Be authorized to sign on bank accounts;
- I. Be an ex-officio of all committees;
- J. Perform such other duties as may be prescribed in these Articles of Organization or assigned by the association;
- K. The President has the authority to do only the things that are assigned to that office under the bylaws.
- L. Not serve more than 2 consecutive terms without a 2/3 majority vote.
- M. Shall nominate and train successor.

**SECTION 2. The Vice-President shall:**

- A. Act as aide to the President;
- B. Shall preside in the absence of the President; and,
- C. Oversee draft of players and cheerleaders;
- D. Provide resolution of conflicts between player, cheerleaders, coaches, commissioners and Directors of Football / Cheer.
- E. Report conflicts to the Executive Board and forward those on to the Board that he/she cannot resolve.
- F. Perform other duties as assigned by the President or association.
- G. Not serve more than 2 consecutive terms without a 2/3 majority vote.
- H. Shall nominate and train successor.

**SECTION 3. The Secretary shall:**

- A. Record the minutes of all meeting of the association;
- B. Have a current copy of the Articles of Organization; and,
- C. Perform other duties as assigned by the President or association

**SECTION 4. The Treasurer shall:**

- A. Have custody of all the funds of the association;
- B. Keep books of account and records including bank statements, receipts, budgets, invoices, paid receipts and canceled checks for such time as determined by applicable Local, State and Federal laws;
- C. Make disbursements as authorized by the President, executive board, or association in accordance with the budget adopted by the association;
- D. Sign on bank accounts;
- E. Present a financial statement at all meetings, and at other times when requested by the association or executive board;
- F. Make a full report at the meeting at which new officers assume their duties;
- G. Ensure all tax documents, as required by State and Federal Law, are filed in a timely manner;
- H. Be responsible for the maintenance of such books of account and records as conform to the requirement of Article III, SECTION 6 of these articles.
- I. Create and execute a yearly budget of operations and maintain its stability and accuracy. Which will be reviewed and agreed upon with a majority vote of other board members.
- J. Have at least one other board member with knowledge and experience in ALL financial dealings and responsibilities.

**SECTION 5. Directors of Football and Cheerleading**

**Special Duties**

- A. Oversee draft, following the established guidelines the executive board has set forth;
- B. Ensure adherence to playing rules;
- C. Act upon all protests and situations, and report them to the Executive board.



- D. The Director of Football and Cheerleading shall also work with the various local towns and schools to secure practice facilities for the teams and shall allocate practice times and schedules for the NYSA teams.
- E. Consult the executive board for ruling on assessing a “per player” fee;
- F. Compiles a list of proposed coaches for teams, and submit a written list of candidates to the Executive Board to be voted on;
- G. Work with the North Tarrant Football League (NTFL), or the League the association is associated with, to organize schedules and uniforms.
- H. In the event of conflicts between players/coaches/commissioner/parents, the Director of Football/Cheer shall attempt to resolve such issues. If the conflict involves the Director of Football/Cheer, the Vice-President shall become the Primary Point of Contact.
- I. Organize and advertise registration;
- J. Organize all uniforms;
- K. Recommend revision to Standing Rules as necessary.
- L. Shall coordinate football coaching certification programs, Heads Up Football certification and assure that all coaches are properly trained not only in coaching but how to deal with parents and be a good example.
- M. Organize summer camps and conditioning camps in conjunctions with the league and the school district to maximize participation.

**SECTION 6 Director of Team Parents**

**Special Duties**

- A. The Director of Team Parents will be the liaison between the teams and the Board Members for all questions, inquiries, and resolutions to insure that the NYSA principles and by-laws are being used consistently throughout all teams.
- B. Will distribute information to the team parents on upcoming events, pertinent information, and resources necessary to assist the team parents, coaches, and players in following the policies and procedures for NYSA.
- C. Will provide the NYSA Board with any pertinent information regarding any issues or concerns expressed from Team Parents and will be the voice for the parents within the association.

**SECTION 7. Football Commissioner**

**Special Duties**

**A. Football Commissioner**

The voting members at large shall elect the Football Commissioner annually. If there are no applications, the board or president may appoint a member into this position. The Football Commissioner shall assist the Director of Football in managing the Director’s responsibilities. Football Commissioner is considered a general non-voting board member position.

**SECTION 8. Cheer Commissioner**

**Special Duties**

**A. Cheer Commissioner**

The voting members at large shall elect the Cheer Commissioner annually. If there are no applications, the board or president may appoint a member into this position. The Cheer Commissioner shall assist the Director of Cheer in managing the Director’s responsibilities. Cheer Commissioner is considered a general non-voting board member position.

**SECTION 9. SPECIAL COMMITTEES**

- A. A special committee is created to perform a specific task and is dissolved when the work is completed and a final report has been given. A special committee should not be created to do something that is within the designated function of the standing committee.
- B. Standing committees are considered a permanent part of the organization; its function and duties do not change. The standing committee has certain functions to perform that are essential to the harmonious operation of the organization. When the board receives business that is connected to the work of a special committee, it will refer that business to the committee. The Committee then reports back to the executive board.
- C. The Committee Chairman is responsible for calling committee meetings, overseeing all of the work, and completing all of the work. The committee chairman should be enthusiastic about the committee work, has the time to devote to the committee, and knows how to do the work. This person should be able to work with others and inspire them to do the work. The other committee members should be appointed for what each can contribute to the work of the committee and their ability to work with others on the committee. Committee work is teamwork.
- D. Current Standing Committees
  - a. Equipment Coordinator
  - b. Fundraising Coordinator
  - c. Concessions Coordinator
  - d. Webmaster
  - e. Social Media Coordinator

**ARTICLE VI. COACHING**

**SECTION 1. BOARD RESPONSIBILITIES**

The Executive Board recognizes that coaches are vital to the existence of the Association, however, coaching in the Association is a granted privilege and not a right of any member. The Board further recognizes that individuals aspiring to coach in the Association will have an opportunity to mold the impressions of the young participants which is a responsibility to be taken very seriously. Because of the importance of coaching positions, the Board has an obligation to the membership and the participants to screen carefully individuals applying for positions as coaches.

**SECTION 2. COACHING CANDIDATES**

Any individual may apply to become a coach in the Association. In order to be considered for any coaching position (head or assistant) in the Association, an individual must provide the following:

- A. Completed and signed Association coaching application form.
- B. Signed release to allow the Association to conduct any and all background checks as deemed necessary by the Board.
- C. Signed coaching ethics statement for both the NYSA and NTFL.
- D. USA Football Certification completed before first practice.

**SECTION 3: BACKGROUND CHECKS**

All coaching candidates will be subject to screening that includes verification of references and criminal background checks. The review of the criminal background checks will be conducted by the President, and Vice President and will be kept confidential, except where a report to legal authorities is deemed necessary. The President and Vice President will only indicate a status of acceptable, or unacceptable when reporting the results to the Board for coaching selections.

**SECTION 4. COACHING SELECTIONS**

The Executive Board will make all coaching selections at its discretion and will approve selections by an Executive Board vote. The board will take into consideration the following items when making selections:

- A. Previous coaching experience with the Association.
- B. Prior coaching experience in related activity (football or cheerleading).
- C. Football or cheerleading background/experience.
- D. Coaching certifications.
- E. References.
- F. Back-ground check results.
- G. Conduct in this Association or other association they have been affiliated with.
- H. Football / Cheer coaches must have a child within the association.

The Executive Board will not approve a selection of a coach without having information required by candidates as outlined in Article VI Section 2 of these By-Laws.

**SECTION 5. COACHING RESPONSIBILITIES**

- A. All head coaches will be appointed by the Board and will be notified of their selections.
- B. All head coaches will receive an Association card indicating their team assignment and position.
- C. A head coach is given authority to direct the activities of his/her team as long as those activities do not violate any legal codes, the Association’s By-Laws, NTFL By-Laws or any of the Association’s / NTFL stated codes of conduct.
- D. Assistant coaches may be identified by head coaches; however, the Board must approve all assistant coaches. Assistant coaches are required to provide information outlined in Article VI Section 2 of these By-Laws.

- E. Head coaches will be held responsible for the conduct of all assistant coaches for his/her team and has the authority to remove an assistant coach from his/her position; however, any removals must be approved by the President and/or Football director.
- F. Head coaches are responsible for educating assistant coaches, participants, and parents/guardians of all applicable rules, by-laws and codes of conduct.
- G. All head coaches will be required to provide an official current roster with jersey numbers, team photograph and NTFL Official Statistic Sheet at every game.

**SECTION 6. REMOVAL**

The Executive Board may remove any head coach or assistant coach at will.

**ARTICLE VII. CHEERLEADING RULES**

**SECTION 1. TEAM ASSIGNMENTS**

The Cheerleading Director will establish cheer team assignments after the football draft has occurred. The Association is grade pure. Cheerleaders will be grouped by their grade level for squad placement. Cheerleaders will not be allowed to cheer down grade levels or cheer up grade levels unless they meet the criteria of number A. or B. below. The Cheerleading Director will oversee team assignments using the following guidelines.

- A. The cheer sibling of a football player will be assigned to the football sibling's team if they are in the same grade or if it is only one grade level above the cheer sibling's current grade level. If the placement would result in more than a one grade level move, the cheer sibling will be placed in their proper grade level, unless approved by the Board or Cheer Director.
- B. Cheerleaders whose mothers coach in either a head or assistant coach capacity will be placed on the same team.
  - a. Coaches may apply to cheer one grade level above their child's current grade.
  - b. Coaches with multiple cheerleaders of varying ages will need to designate which team they wish to coach. Younger siblings will not be allowed to cheer on older teams unless it is one grade level above their current grade level or unless it is approved by the Board or Cheer Director.
- C. Cheer squad assignments will be made as follows:
  - a. Cheer squad assignments will be made by sector. Cheerleaders from the same schools will be grouped together and cheerleaders placed on squads. Every effort will be made to keep squads as level as possible.
  - b. In the event a school has a larger number of cheerleaders than other schools, the cheerleaders from that school may be split among the cheer squads of the other schools in order to keep the teams as balanced as possible.
- D. Once teams are assigned there will be no changes or switching of players without the board's approval or extenuating circumstances and also in accordance with the NTFL bylaws.

E. Requests for player placement due to ride share will not be honored without the board's approval or extenuating circumstances.

F. If a cheerleader drops from a team after placement for any reason, they will not be allowed to rejoin the team that season without the board's approval or extenuating circumstances. See Article III, membership, section 3 for rule.

**SECTION 2. CHEERLEADING PRACTICES**

A. Practices shall be scheduled by the Cheerleading Coach

B. Practice times shall not to begin before 5:30 and shall not to end after 8:30.

C. Due to the Associations insurance policy the NYSA shall not be responsible for practice at any facility other than those facilities expressly authorized by the Northwest Independent School District.

**SECTION 3. UNIFORMS**

Cheerleaders must wear uniforms provided by and approved by the Association's Board.

**ARTICLE VIII. MISCELLANEOUS**

**SECTION 1. REGISTRATION**

A. The Board shall determine registration dates and registration prices on an annual basis.

B. All participants must be registered according to the guidelines set forth by the parent organization.

**SECTION 2. AGE REQUIREMENTS**

Age requirements are based on NTFL current guidelines or the League the association is associated with current guidelines

**SECTION 3. TEAM FORMATION**

A. Draft rules will be observed as stated by the parent organization (NTFL)

B. The Organization further specifies that a draft will occur when there are enough players to support 2 teams in one sector or if there are a combination of players from both sectors to support two teams.

C. All players not currently on a team roster must attend a coach look if they are subject to a draft.

D. Player eligibility will be based on the parent organization (NTFL).

E. All participants must reside within NISD boundaries and /or attend a school within NYSA boundaries.

F. No players outside of these boundaries will be allowed to play without board's approval by both Associations within NISD and the NTFL.

G. Boundaries defined as any Elementary/Middle school that feeds into Northwest High School or Eaton High School.

**SECTION 4. FOOTBALL PRACTICES**

Coaches shall conduct practices in accordance with the following guidelines.

- A. Practices will be not be held before 5:30 pm nor after 8:30 pm and shall not exceed 2 hours.
- B. Due to the Associations insurance policy the NYSA shall not be responsible for practice at any facility other than those facilities expressly authorized by the Northwest Independent School District or location that has been identified in the associations insurance policy.
- C. Due to the Associations insurance policy all practice sites will be assigned or approved by the NYSA President or executive board prior to the start of the football season; additionally, any changes to practice location after the season starts must be approved by the NYSA President or executive board before the change is made.
- D. No practice / conditioning will start prior to the start of the football season unless approved by the NYSA executive board in accordance with the NTFL by-laws or the League the NYSA is associated with.

**SECTION 5. FOOTBALL UNIFORMS**

Football players must wear uniforms provided by and approved by the Association’s Board. No additions to the uniforms or helmets are allowed, without prior approval by the executive board.

**SECTION 6. AFTER SEASON FOOTBALL GAMES**

NYSA shall not be responsible for individual head coaches’ football or cheerleading actives beyond the conclusion of the season.

**SECTION 7. MEDICAL CONDITIONS**

- A. It is the responsibility of parents and/or legal guardians to make the Association aware of any known medical conditions of registered participants.
- B. Players with known medical conditions shall furnish a doctors statement authorizing the child to participate in a sanctioned event (game site, practice sessions, meeting, etc.).
- C. Players with physical/mental conditions such as (ADD, ADHD, Autism, Asthma, or any condition that makes practice or play difficult) must be brought to the Head coach’s attention before practice begins, in order to find ways to help the child and coach manage these conditions that are advantageous to the safety and success of the child.

**SECTION 8. SEVERE WEATHER**

When severe weather is present the President, Vice President, Football Director or NTFL Field Representative shall be responsible for terminating or delaying games. When severe weather is present during practice, team coaches shall be responsible for terminating practices.

**SECTION 9. SCHOLARSHIPS**

The Association shall provide need-based scholarships for participants who cannot afford the registration fees. The President and /or Executive Board may approve scholarships on a need basis to those who are not able to afford to participate, but the guardian/parent may be required to donate time to the Association.

- a. Only standard equipment and fees may be subsidized, with add on or optional items the responsibility of the player.

**ARTICLE IX. CONDUCT**

All persons associated with NYSA are expected to conduct themselves in a manner, which is conducive to good sportsmanship and wholesome atmosphere for the children. The following examples of misconduct **WILL NOT BE TOLERATED** and will be cause for disciplinary action:

- A. Use of profane, obscene and/or abusive language directed toward coaches, officials, players or spectators; or the general use of any profane, obscene and/or abusive language around any children.
- B. Arguing with officials, coaches, or players;
- C. Throwing objects onto the fields of play and/or at other persons;
- D. Destruction of equipment or facilities;
- E. Verbal and/or physical assault;
- F. Use of any tobacco product is prohibited during practice, games and/or any team activity;
- G. Consumption of alcoholic beverages, and/or use of illegal drugs; and,
- H. Other misconduct which is deemed disruptive to the orderly conduct of the athletic activity.
- I. Coaches should promote good sportsmanship. Any coach who permits or encourages the use of unsportsmanlike behavior shall be considered guilty of the most serious violation of football coaching ethics.
- J. Any coach who is ejected from a game will be suspended from all coaching activities and team contact for the next game week.

Always remember that this association is and always will be about, and for the children, and that whether or not you agree, you are a role model.

Generally, incompetence shall not be grounds for disciplinary action against coaches or officials; however, written complaints or charges of incompetence will be received by the board. Three valid complaints received on separate occasions shall be cause for a conference with the subject party and further complaints may be cause for dismissal from coaching or officiating.

Misconduct of parents, coaches, officials, players or anyone associated with the NYSA may be reported in writing to the board, with or without a request for action.

- A. Only head coaches or commissioners may file reports on an official.
- B. A report must be filed in writing with any board member within 72 hours following the incident.



- a) Any board member receiving a report will forward it to the President and/or the Vice-President.
- b) Upon receipt of a report, the President and/or the Vice-President will undertake a preliminary investigation of the charges and will determine within 72 hours, whether the report shall be:
  - 1) Rejected for cause (generally because it is not in compliance with these bylaws), or
  - 2) Accepted for hearing before the board.
- C. In the event of (1) above, the Secretary shall respond in writing to the complainant within five days giving a brief reason for the rejection. The complainant may appeal this action in writing within 48 hours to the board, which may accept the request for hearing.

**ARTICLE X. DISCIPLINE**

**SECTION 1. HEARING**

If any officer, commissioner, coach, player, parent, or spectator is determined to be found in violation of Association Bylaws or of misconduct at any Association sanctioned event, said violator shall be requested to appear before the Association executive board for review of the alleged violation or given the opportunity to respond in writing within 48 hours to the board.

If the violator is requested to appear before the Association executive board, the board shall set a hearing date and notify the concerned individuals of the time and place.

**SECTION 2. PROCEDURE**

The executive board shall determine the extent, if any, of the penalty to be imposed. If a penalty is imposed and the penalized individual violates the terms of the penalty the executive board shall take all necessary action to enforce its rulings.

**SECTION 3. MAJORITY VOTE**

The board shall vote after hearing the pertinent facts and the witnesses have retired. A majority vote of the board is required for the approval of proposed action. The concerned individuals shall be notified immediately, in writing, of the board’s action.

**SECTION 4. PENALTY AND ACTION**

Disciplinary action may be taken by the Executive Board on a case-by-case basis which may include but not be limited to the following; verbal or written reprimand, probation, suspension, or dismissal from NYSA activities.

**SECTION 5. DECISIONS FINAL**

Any penalty or action imposed by the Executive Board of the Association shall be final, with no course for appeal, and will include all board meetings, local associations, and all association games, as well as practices.



**ARTICLE XI: PARENT ORGANIZATION**

The Northwest Youth Sports Association recognizes the North Texas Football League (NTFL) as its parent organization and shall participate as a member association in the NTFL. The President of NYSA shall represent the Association in the parent organizations meetings and elections, and/or appoint other Association member(s) to serve as required.

**Section 1: Rules**

The Association (NYSA) agrees to participate in the NTFL and shall adhere to the bylaws, codes of conduct and rules of the NTFL. Therefore, the By-Laws, codes of conduct and rules of the NTFL are hereby incorporated by reference and shall be the governing documents of all participants and members of the Association.

**ARTICLE XII. CONFLICT OF INTEREST**

**Section 1:**

The purpose of the conflict of interest policy is to protect this Non-Profit 501(c)(3) organization’s interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an Officer or Director of the organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Interested Person is:

- A. Any member of the Board of Directors , coach or member of a committee with governing Board authorized authority, who has a direct or indirect financial interest, is an interested person Financial Interest
- B. A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
- C. An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
- D. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
- E. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.
- F. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.
- G. A financial interest is not necessarily a conflict of interest. Under Article 11, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing Board or committee decides that a conflict of interest exists.
- H. A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
  - 1) An ownership or investment interest in any entity with which the organization has a transaction or arrangement.

- 2) A compensation arrangement with the organization or with any entity or individual with which the organization has a transaction or arrangement.
- 3) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the organization is negotiating a transaction or arrangement.
- 4) Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

**Section 2: Duty to Disclose**

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing Board delegated powers considering the proposed transaction or arrangement.

**Section 3: Determining Whether a Conflict of Interest Exists**

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing Board or Committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or Committee members shall decide if a conflict of interest exists.

**Section 4: Procedures for Addressing the Conflict of Interest**

- A. An interested person may make a presentation at the governing Board or Committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- B. The chairperson of the governing Board or Committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- C. After exercising due diligence, the governing Board or Committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- D. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing Board or Committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization’s best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

**Section 5: Violations of the Conflicts of Interest Policy**

- A. If the governing Board or Committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- B. If, after hearing the member’s response and after making further investigation as warranted by the circumstances, the governing Board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

**ARTICLE XIII. DISASSOCIATION**

Any decision, by the Association, to resign from participation in the NTFL shall require a three-fourths (3/4) majority vote by the Executive Board and requires at least 7 Board members present, including the President, at the time of the vote.

**ARTICLE XIII. INDEMNIFICATION**

IF ANY PART OF THESE BYLAWS SHALL BE HELD INVALID OR INOPERATIVE FOR ANY REASON, THE REMAINING PARTS, SO FAR AS POSSIBLE AND REASONABLE, SHALL BE VALID AND BINDING.

**ARTICLE XV. RATIFICATION**

THESE BYLAWS SUPERSEDE ALL PREVIOUS BYLAWS AND AMENDMENTS AND HAVE BEEN RATIFIED AND ADOPTED BY THE BOARD AND SHALL BECOME EFFECTIVE ON August 6th 2017.

**APPROVED BY:**

VANESSA MORENO, President

DONNIE POWELL, Vice President

SCOTT WALKER, Football Director

SARA HOLLOWAY, Team Parent Director

**ATTEST:**

VANESSA MORENO, Treasurer

FAITH MUSKIET, Secretary

MEGAN WALKER, Cheer Director