

ST. MARIA GORETTI CATHOLIC SCHOOL
ATHLETIC ASSOCIATION

Constitution/Bylaws

ARTICLE I
NAME

The name of this association shall be "St. Maria Goretti Athletic Association."

ARTICLE II
PURPOSE

The Athletic Association shall provide leadership to the "Members" in accordance with the "SMG Athletic Handbook". The Athletic Association shall administer, promote, manage and provide financial support for the athletic programs of St. Maria Goretti Catholic School.

ARTICLE III
MEMBERS

The parents, foster parents and legal guardians of students at St. Maria Goretti Catholic School are "Members" of the Athletic Association, along with the pastor, coaches, faculty and school administrators.

ARTICLE IV
BOARD of DIRECTORS

Section 1. Voting Directors

The Athletic Board shall consist of 11 voting Board positions.

a. Officers

- President
- Vice-President
- Secretary/Treasurer
- Treasurer

b. Coordinators/Managers

The remaining directors shall serve in the following positions:

- Volleyball Coordinator
- Basketball Coordinator
- Softball Coordinator
- Track & Boys Volleyball Coordinator
- Fundraising Coordinator
- Concession Stand Scheduling Manager
- Concession Stand Supplies Manager

5.3 Special Matters. Any Association "Member" may request that the Board address a matter by contacting the President prior to the meeting. The President shall furnish a summary of any special matters to the Board of Directorss in advance of each meeting.

5.4 Meeting Business. At its regular monthly meetings, the Board shall approve the minutes from the prior meeting, hear reports from the Officers, and act on any new or old business and any special matters brought before the Board.

5.5 Quorum and Consensus. A simple majority of the Board shall constitute a quorum for the transaction of business at any meeting. Consistent with Parish policy, the Board shall act on all matters by consensus.

ARTICLE VII OFFICERS AND DUTIES

6.1 Appointment of Officers. At least one month before the end of each school year, the Board shall designate officers for the coming year. In addition to the specific duties described below, each officer shall exercise the powers and perform the duties incidental to his or her office.

6.2 President. The President shall:

- Preside at the meetings of the Athletic Board, supervise and direct the Board, the Officers and the business of the Athletic Association;
- Attend coaches' meetings prior to the start of each season;
- With the approval of the Board, appoint committees to conduct specified business of the Association;
- Prepare and send out agendas before each meeting;
- Perform such duties as are incumbent on the office; and
- Maintain an updated binder with board agendas, minutes and other necessary information.

6.3 Vice-President. In the absence of the President, shall perform all the duties of the President and such duties as are assigned to this office. The VP shall also:

- Manage the nomination and election procedure for new Directors;
- Collect all yearly report binders from each chair coordinator at the end of each school year; and
- Report monthly to the Home and School Board. If unable to attend in person the VP shall provide a written report to the Home and School Board; and

6.7 Sport Coordinators. Sport Coordinators shall:

- Solicit coaches, distribute signup sheets and medical cards to all eligible players, and collect the signup sheets, participation fees and medical cards prior to each sport season;
- Submit the teams listing for signature to the principal and send the approved rosters to MAISL by the MAISL deadlines;
- Hold a pre-season coaches meeting to coordinate practice times and the general expectations of the Board in regards to their coaching position;
- Assign uniforms and ensure all uniforms are accounted for at the end of the sport season; and
- Maintain an updated binder for each sport.

6.8 Fundraising Coordinator The Fundraising Coordinator shall:

- Seek out opportunities to raise money for the Athletic Association.
- Work with coordinators of events to continue to raise money for the Athletic Association, for example the free throw contest, Sports Night and others.
- Coordinate Non-MAISL tournaments; and
- Maintain an updated binder of fundraising events.

6.9 MAISL Representative. The MAISL Representative shall represent the Athletic Association at the monthly meetings of the Madison Area Independent Sports League, and report on that meeting to the Board.

ARTICLE VIII
RESPONSIBILITIES OF THE BOARD OF DIRECTORS

Section 1. All Directors:

- The chairperson of the standing and special committees shall report their findings and recommendations to the Home and School Board.
- Board members need to notify the Association President if they can not attend a board meeting.
- Attend at least 50% of the meetings annually

Section 4. Attendance and Removal

- a. At least fifty percent attendance at meetings is required for the monthly meetings in order to maintain a position on the Board. If a member does not make fifty percent of the meetings in a fiscal year they will be removed from the board.
- b. Any Director or Officer of the Board may be removed by a majority vote of the remaining Board positions if sufficient cause is shown that such removal is in the best interest of the Board.

ARTICLE X
MEETINGS

Section 1. Monthly Meetings

- a. The President will meet with the School Principal prior to the beginning of school year to set the date for the first meeting of the Board.
- b. At the first meeting the dates and times of all monthly Board meetings will be set for the rest of the school year. The meeting dates and times will be published on the St. Maria Goretti School website.

Section 2. Agenda for Monthly Meetings

The agenda for monthly meetings will include the following:

- Opening Prayer
- Secretary's minutes of last meeting
- Treasurer's financial report
- Principal's report
- MAISL Representative Report
- Sport Coordinator reports
- Open forum
 - 5 minute time limit maximum per speaker (if necessary)
 - 30 minute maximum time limit for open forum unless extended by a majority of the Board
- Old Business
- New Business


Section 4. Special Meetings

The President may schedule special Association meetings as she/he deems it necessary. Notice of any special meeting shall be posted on the St. Maria Goretti website.

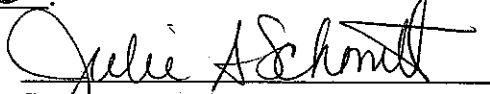
ARTICLE XI
Amendments

The Association By-laws may be amended at an Association Board meeting by a two-thirds vote of the members present, provided notice has been given in writing prior to said meeting.

Dated this 1 day of Sept. 2010.



President



Secretary

Adopted by two-thirds vote on June 3, 2010