

WILDCATS YOUTH SPORTS ASSOCIATION



2026 BYLAWS

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ARTICLE I: ASSOCIATION

SECTION I: NAME

The name of this organization shall be Wildcats Youth Sports Association, otherwise known as WYSA.

SECTION II: ORGANIZATIONAL STATUS

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 III: ORGANIZATIONAL STRUCTURE

The structure of WYSA 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 I: PURPOSE

The purpose of the WYSA is to provide a youth Football, Basketball, Cheer, and Volleyball program adhering to the principles of good sportsmanship, integrity, leadership, and teamwork.

SECTION II: OBJECTIVES

The objectives of WYSA shall be to promote the ideals of good sportsmanship, personal integrity, and team cooperation through an inclusive and active participation in the sports of football, basketball, cheer, and volleyball. While teaching these skills to our young athletes it is equally important to include the involvement of parents within the association and have a presence in the community. The goal is to develop and facilitate our athletes’ future success in the DISD athletic programs which are focused on improving leadership capabilities, exhibiting good citizenship qualities, and learning the importance of maintaining team-minded concepts.

SECTION III: 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 a secondary emphasis on winning. Anyone wanting to participate and willing to adhere to our principals will be allowed to participate regardless of the level of their athletic ability.

ARTICLE III: GOVERNING BODY

SECTION I: EXECUTIVE BOARD

The Executive Board is the Governing Body of the Association. The Executive Board shall conduct all business, enforce all rules, and enforce all codes of conduct for the Association. There shall be

a Code of Conduct for parents & players, a Code of Conduct for Coaches, and a Code of Conduct for all volunteers serving on the board. 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 1st to December 31st with a one-year term, not to exceed three (3) consecutive terms in the same role with exception to President & Vice President roles. During the month of November, an interest form will go out to all parents & community members through regular media channels to identify any potential board members. During the month of December, a meeting will be held by all voting members to elect any volunteers to vacancies on the board. All volunteers interacting with youth shall be required to complete and pass a background check including board members and all coaches.

SECTION II: EXECUTIVE BOARD POSITIONS

The Executive Board shall be comprised of the following positions:

- President
- Vice-President
- Secretary
- Treasurer
- Parliamentarian
- Director of Football
- Director of Cheer
- Director of Basketball
- Director of Volleyball
- Director of Outreach
- Director of Fundraising
- Director of Spirit Wear
- Director of Player Safety
- Director of Player Enrollment
- Director of Gameday Operations

Each position shall have 1 (one) vote. No member of executive board shall have more than one (1) vote. The President & Parliamentarian will abstain from any votes unless the vote is by ballot.

SECTION III: 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 bylaws.

SECTION IV: EXECUTIVE BOARD MEETINGS

1. The Executive Board shall conduct regularly scheduled meetings. Annually, there will be a minimum of 6 (six) meetings and a maximum of 12 (twelve) meetings, with the exception of any “Special” or “Emergency” Meetings. One meeting must be held during the month of December to elect the next year’s Executive Board. The purpose of these meetings is to conduct normal Association business, enforce rules and codes of conduct and settle disputes.
2. 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 Counsel, if applicable, shall be present.

3. The Executive Board can call “Special Meetings” at the request of the President, or three voting members of the Executive Board.
4. All meetings shall be conducted in accordance with the posted agenda. Agendas must be posted the day before any regular meeting, and at least 12-hours in advance of a “Special” or “Emergency” Meeting.
5. Meeting minutes will be recorded and made available to the Executive Board within 1 (one) week of the last meeting and will include details of the financial report given.

SECTION V: QUORUM

A quorum shall consist of more than 50% of the Executive Board members (excluding vacancies), one of whom must be either the President or Vice-President. A Parliamentarian and Secretary shall be present at each meeting. If the elected Parliamentarian or Secretary is not present, the President or Vice-President shall appoint another Executive Board member as Parliamentarian or Secretary for that meeting only.

SECTION VI: POLLING

In order to minimize the number of board meetings, the President of the Association may poll board members in order to reach a decision regarding specific questions. The President must report these findings to the Board in writing or via email. All responses shall be in ‘reply all’ format and will be recorded in the Secretary binder.

SECTION VII: FORCED ABSTENTION

Any contract or other transaction between the Association and any corporation, firm, or individual, in which any of the Association’s 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 VIII: BYLAW CHANGES

1. The Association’s Bylaws may be altered, amended, or repealed by the Executive Board of the Association.
2. Changes made to the Bylaws will require that at least 2/3 (two-thirds) of the Executive Board members are present at any Bylaws 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. This number shall be calculated by the President and the Parliamentarian and recorded by the Secretary in their minutes.
3. All changes approved by the Executive Board shall take effect immediately.

SECTION IX: 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 Executive Board shall accept the resignation at the next scheduled meeting, and it will be recorded in the minutes of that meeting with a copy of the resignation kept in the Secretary binder.

SECTION X: REMOVAL

Any Board member who is absent for three or more consecutive meetings, having been notified 72-hours in advance of each meeting shall have his/her office declared vacant. Any board member may also be removed from their position with a 2/3 vote Executive Board with due cause being shown. If any board member is removed from their position by the executive board for any reason, they will be ineligible to serve as a volunteer with the organization.

SECTION XI: VACANCIES

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

SECTION XII: COMPENSATION

All Board members may be eligible for a one-time per calendar year registration discount up to a maximum of \$200.00 (two-hundred dollars). The Executive Board shall vote on the approval of the discount once during the calendar year and approval requires a majority vote. If approved, the discount may be used for Football, Basketball, Cheer, or Volleyball registration. If multiple members of a household serve on the Board, each household is eligible for only one discount per calendar year. Other than the above mentioned annual discount, Board members and any other volunteers shall serve strictly as volunteers and shall not be monetarily 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 association.

ARTICLE IV: OFFICER DUTIES

SECTION I: PRESIDENT

1. Shall be elected annually by the voting members of the Wildcat organization;
2. The President shall be the chief executive officer charged with the overall daily administrative functions of the Association;
3. 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;
4. Shall serve as 1 (one) of the Wildcats Youth Sports Association's representatives to the Parent Organization and/or appoint other Association member(s) to serve as required;
5. Work with the North Texas Football League (NTFL), or the League the association is associated with, to organize schedules and uniform concerns to the football or cheer director;
6. Coordinate the work of the officers and committees of the association in order that the purpose may be promoted;
7. Confirm that a quorum is present before conducting any business at any meeting of the association;
8. Preside at all meetings of the association;
9. Appoint chairmen of special committees subject to approval of executive board;
10. Be an authorized signer and owner on any and all bank accounts in the Association's name;
11. Be an ex-officio member of all committees;
12. Perform any other duties as may be prescribed in these Articles of Organization or assigned by the association;
13. The President has the authority to do only the things that are assigned to that office under the Bylaws;
14. Shall not serve more than 3 (three) consecutive terms without a 2/3 majority vote;

15. Shall appoint one other officer to serve as 1 (one) of the required representatives for Parent Organization, otherwise known as North Texas Football League;
16. Shall oversee any required draft in the association unless a conflict of interest arises;
17. Maintain a position of impartiality;
18. Shall be the sole officer authorized to sign contracts on behalf of the Wildcat organization;
19. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION II: VICE PRESIDENT

1. Shall be elected annually by the voting members of the Wildcat organization;
2. Shall serve as an officer of the association;
3. Act as aide to the President;
4. Shall preside in the absence of the President;
5. Oversee any required draft in the association if the President is unable to serve due to a conflict of interest;
6. Provide resolution of escalated conflicts between players, cheerleaders, coaches, parents, and/or Directors of Football, Basketball, or Cheer;
7. Report conflicts to the Executive Board and forward those on to the Board that he/she cannot resolve;
8. Shall serve as a signer and owner on any and all bank accounts;
9. Serve on Football & Coach Selection committee;
10. Perform other duties as assigned by the President or association;
11. Shall not serve more than 3 (three) consecutive terms without a 2/3 majority vote;
12. . Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION III: SECRETARY

1. Shall be elected annually by the voting members of the Wildcat organization;
2. Shall serve as an officer of the association;
3. Record and maintain the minutes of all meetings of the association;
4. Maintain roster, calendar, and training records for any and all volunteers of the association;
5. Have a current copy of all organization documents;
6. Shall maintain all records of completed background checks for all youth & adult volunteers serving on behalf of Wildcats Youth Sports (coaches, board members, etc.).
7. Perform other duties as assigned by the President or Association;
8. Shall not serve more than 3 (three) consecutive terms without a 2/3 majority vote;
9. Secretary will review all potential coaches and volunteers prior to position selection to verify they have not been removed from a position in the past.
10. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION IV: TREASURER

1. Shall be elected annually by the voting members of the Wildcat organization;
2. Shall serve as an officer of the association;
3. Have custody of all the funds of the association;
4. 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;
5. Make disbursements as authorized by the President, Executive Board, or association in accordance with the budget adopted by the Executive Board;
6. Shall serve as a signer and owner of any and all bank accounts of the association;

7. Present a financial statement at all meetings, and at other times when requested by the association or Executive Board;
8. Present an Annual Report at the first meeting of the new year;
9. Ensure all tax documents, as required by State and Federal Law, are filed in a timely manner;
10. Serve as Chairman of Budget Committee to create and execute a yearly budget of operations and maintain its stability and accuracy;
11. Shall not serve more than 3 (three) consecutive terms without a 2/3 majority vote;
12. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION V: PARLIAMENTARIAN

1. Shall be appointed annually by the voting members of the Wildcat organization;
2. Shall serve as an officer of the association;
3. Serve as Chairman of Bylaws Revision Committee;
4. Maintain a procedure book with current approved copy of association bylaws to be available at every meeting;
5. Serve as advisor the President or Chair on parliamentary procedure in accordance with these bylaws
6. Shall not serve more than 3 (three) consecutive terms without a 2/3 majority vote;
7. Maintain a position of impartiality;
8. Shall not make motions or engage in discussion;
9. Shall not vote unless it is by ballot;
10. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION VI: DIRECTOR OF FOOTBALL

1. Shall be appointed annually by the voting members of the Wildcat organization;
2. Oversees Football Coaches, Assistant Director of Football, Football Field & Facilities Coordinator, Football Equipment Coordinator, and 7v7 Football Coordinator;
3. Assists the Vice President in checking age, weight, and boundary eligibility of all football players;
4. Serve as Chair of the Football Coach Selection committee;
5. Shall coordinate the completion of background checks for all volunteer Head Coaches & Assistant Coaches in the Football Program;
6. Will organize and conduct player drafts in accordance with the Bylaws of the Wildcats organization and the NTFL;
7. Organize & facilitate annual player combines;
8. Oversee execution of annual player weigh-in before fall season begins;
9. In the event of conflicts between players/coaches/commissioner/parents, the Director of Football will attempt to resolve such issues. If the conflict involves the Director of Football, the Vice President will handle the matter through a formal process;
10. Shall coordinate football coaching certification programs required by the NTFL & Wildcats organization;
11. Ensure adherence to playing rules;
12. Will report coaches that do not comply with their signed coaching agreements and/or the Bylaws set forth by the Wildcats organization, or any compromised moral standard the Wildcats Executive Board deems detrimental to the organization.
13. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION VII: DIRECTOR OF CHEER

1. Shall be appointed annually by the voting members of the Wildcat organization;

2. Oversees adult & youth Cheer Coaches and Assistant Director of Cheer;
3. Shall coordinate the completion of background checks adult Cheer Coaches for the Wildcats organization;
4. In the event of conflicts between players/coaches/commissioner/parents, the Director of Cheer will attempt to resolve such issues. If the conflict involves the Director of Cheer, the Vice President will handle the matter through a formal process;
5. Shall work with various towns & schools to secure practice facilities for all squads and allocate practice times & schedules;
6. Ensure proper sizing and timely ordering of all cheer uniforms;
7. Maintain inventory of Wildcat-owned property used for cheerleading purposes (wagons, speakers, etc.);
8. Organize & facilitate the execution of annual Cheer Camp and participation in any community events in conjunction with the league and/or school district with approval of the President;
9. Serve as an editor on any Wildcats Cheer social media accounts;
10. Responsible for cheer-related communication to participants and their families that is cheer-specific;
11. Will report coaches that do not comply with their signed coaching agreements and/or the Bylaws set forth by the Wildcats organization, or any compromised moral standard the Wildcats Executive Board deems detrimental to the organization.
12. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION VIII: DIRECTOR OF BASKETBALL

1. Shall be appointed annually by the voting members of the Wildcat organization;
2. Oversees Basketball Coaches, Assistant Director of Basketball, and Basketball Facilities Coordinator;
3. Shall coordinate the completion of background checks for all Basketball Coaches for the Wildcats organization;
4. In the event of conflicts between players/coaches/commissioner/parents, the Director of Basketball will attempt to resolve such issues. If the conflict involves the Director of Basketball, the Vice President will handle the matter through a formal process;
5. Serve as Chair of the Basketball Coach Selection committee;
6. Ensure proper sizing and timely ordering of all basketball uniforms;
7. Will organize and conduct player drafts in accordance with the Bylaws of the Wildcats organization;
8. Ensure adherence to playing rules;
9. Will report coaches that do not comply with their signed coaching agreements and/or the Bylaws set forth by the Wildcats organization, or any compromised moral standard the Wildcats Executive Board deems detrimental to the organization.
10. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION IX: DIRECTOR OF VOLLEYBALL

1. Shall be appointed annually by the voting members of the Wildcat organization.
2. Shall serve as an officer of the association and a voting member of the Executive Board.
3. Oversee Volleyball Coaches, Assistant Director of Volleyball, and any Volleyball Facilities or Equipment Coordinators.
4. Coordinate completion of background checks for all volleyball volunteers and coaches.
5. Organize and conduct player drafts or team assignments consistent with WYSA and league guidelines.
6. Ensure proper sizing, ordering, and inventory of volleyball uniforms and equipment.

7. Secure facilities and schedules for practices, games, and camps in coordination with local schools and the league.
8. Serve as Chair of the Volleyball Coach Selection Committee.
9. Address and resolve conflicts within the volleyball program; escalate unresolved matters to the Vice President.
10. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION X: DIRECTOR OF OUTREACH

1. Shall be appointed annually by the voting members of the Wildcat organization.
2. Shall serve as an officer of the association and a voting member of the Executive Board.
3. Develop and maintain relationships with local schools, PTAs, and community organizations to promote Wildcats Youth Sports programs.
4. Oversee School Liaison Coordinators to ensure consistent communication, visibility, and engagement within each Guyer High School feeder school.
5. Coordinate community outreach events, including informational booths, local school nights, and public-relations initiatives.
6. Work with the Social Media Coordinator to ensure alignment of brand messaging and event promotion across all channels.
7. Support the President in establishing and maintaining partnerships that enhance community awareness and participation.
8. Maintain records of outreach activities and provide quarterly reports to the Executive Board.
9. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION XI: DIRECTOR OF FUNDRAISING

1. Shall be appointed annually by the voting members of the Wildcat organization;
2. Shall serve on all fundraising event committees;
3. Oversee all fundraising campaigns and projects with approval of President;
4. Oversee committed sponsorship execution throughout the year;
5. Solicit community partnerships and sponsorships;
6. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION XII: SPIRIT WEAR

1. Shall be appointed annually by the voting members of the Wildcat organization;
2. Collaborate with local vendors to design, produce, and distribute spirit wear items for all Wildcats programs;
3. Collaborate with President & Directors of Football, Cheer, and Basketball to design Coach & board member uniforms.
4. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION XIII: DIRECTOR OF PLAYER SAFETY

1. Shall be appointed annually by the voting members of the Wildcat organization;
2. Ensure proper fitting of football equipment;
3. Ensure proper insurance is acquired for all players by working with Treasurer;
4. Work with Directors to ensure best practices are being followed at all practices and games for all programs.
5. Advises President, Vice-President, and Directors of Football, Basketball, and Cheer on weather related recommendations and procedures.
6. Schedules required medical personnel for all events.
7. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION XIV: DIRECTOR OF PLAYER ENROLLMENT

1. Shall be appointed annually by the voting members of the Wildcat organization.
2. Shall serve as an officer of the association and a voting member of the Executive Board.
3. Oversee the creation and management of player registration processes for football, cheer, basketball, volleyball, and other sanctioned WYSA programs.
4. Maintain administrator access to registration platforms and ensure accurate collection and storage of participant data.
5. Coordinate with Directors of each sport to confirm team counts, grade assignments, and eligibility requirements.
6. Track scholarship applications and approvals in coordination with the Treasurer and President.
7. Manage late registrations, roster edits, and waitlist adjustments with Board approval when required.
8. Produce enrollment summaries and trend reports for presentation at Executive Board meetings.
9. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION XV: DIRECTOR OF GAMEDAY OPERATIONS

1. Shall be appointed annually by the voting members of the Wildcat organization.
2. Shall serve as an officer of the association and a voting member of the Executive Board.
3. Serve as the primary coordinator for all Wildcats Youth Sports game-day operations hosted at Guyer High School and other approved facilities.
4. Create and manage the Board Member on Duty Sign-Up to ensure board member coverage to oversee setup and teardown of field signage, concessions, tents, and sideline equipment for football and other WYSA-hosted sporting events as needed.
5. Ensure BMOD sign up is created and populated for regular season and playoff home games at Guyer High School.
6. Coordinate announcers, gate volunteers, security, and other logistical staff necessary for smooth and safe event execution.
7. Serve as point of contact for referees, school facility staff, and WYSA leadership during hosted events.
8. Collaborate with the Director of Player Safety to confirm that required medical personnel are scheduled for all events and act as operational backstop in the event of an absence.
9. Maintain and communicate a comprehensive Gameday Operations Plan each season outlining timelines, staffing requirements, and contingency procedures.

SECTION XVI: NTFL REPRESENTATIVE

The President shall appoint the NTFL Representative for the calendar year. The Vice President should serve in this role, if possible. The Representative will attend all NTFL meetings and provide pertinent information back to WYSA. In conjunction with the President, will be the liaison between NTFL and WYSA.

SECTION XVII: STANDING COORDINATOR AND ASSISTANT POSITIONS

These roles shall serve on the board in a non-voting role for a term of one year, not to exceed two consecutive terms.

1. Assistant Director of Football
 - a. Shall be appointed annually in January by Executive Board.

2. Duties include assisting Director of Football with coordination and execution of fall flag & tackle football and spring 7v7 football; serve on Coach Selection committee; other duties as needed. Football Equipment Coordinator
 - a. Shall be appointed annually in January by Executive Board.
 - b. Duties include tracking and maintaining football equipment including practice dummies, tackle pads, practice jerseys, & helmets; assist with uniform design; other duties as needed.
3. 7v7 Football Coordinator
 - a. Shall be appointed annually in January by Executive Board.
 - b. Duties include assisting Director of Football with coordination and execution of spring 7v7 football; serve on Coach Selection committee for 7v7 football; assist with design of uniforms for 7v7 football; other duties as needed.
4. Assistant Director of Basketball
 - a. Shall be appointed annually in January by Executive Board.
 - b. Duties include assisting Director of Basketball with coordination and execution of all basketball related functions, seasons, and camps; serve on Coach Selection committee; other duties as needed.
5. Cheer Coach Coordinator
 - a. Shall be appointed annually in January by Executive Board.
 - b. Duties include assisting Director of Cheer with coordination and execution of fall cheer season; serve on Cheer Coach Selection committee; assist with design of uniforms; other duties as needed.
6. School Liaison Coordinator
 - a. Shall be appointed annually in January by Executive Board.
 - b. Serve as the representative of Wildcats Youth Sports to the designated Elementary school within the Guyer High School attendance zone.
 - c. Develop and maintain a relationship and open line of communication with the school's principal, PTA President, and other leaders to help promote visibility of the Wildcats Youth Sports Program.
 - d. Coordinate with the school and PTA leadership for Wildcats Youth Sports to have a presence at appropriate events such as spring field day, fun run events, and incoming Kindergarten orientation.
 - e. Actively promote Wildcats Youth Sports via social media groups specific to the designated school
 - f. Assist in placing signage during program registration times at the designated school.
7. Assistant Director Volleyball
 - a. Shall be appointed annually in January by Executive Board.
 - b. Duties include assisting Director of Volleyball with coordination and execution of all basketball related functions, seasons, and camps; serve on Coach Selection committee; other duties as needed.
8. Social Media Coordinator
 - a. Shall be appointed annually in January by the Executive Board.
 - b. Report directly to the Director of Outreach
 - c. Administer and manage all official WYSA social-media accounts and online content platforms.
 - d. Create and post content promoting registration, events, sponsorships, and community engagement.

- e. Maintain consistent tone, branding, and scheduling aligned with organizational standards.
 - f. Respond to public inquiries on official platforms in a professional and timely manner.
 - g. Provide performance metrics and engagement analytics quarterly to the Executive Board.
 - h. Shall assist in identifying a potential successor for their role upon expiration of their term. Shall be appointed annually in January by the Executive Board.
9. Volunteer Coordinator
- a. Shall be appointed annually in January by the Executive Board.
 - b. Focus primarily on football-related volunteer management while providing cross-sport support as needed.
 - c. Create, manage, and monitor volunteer sign-up systems (e.g. Sign Up Genius) for practices, games, and events.
 - d. Track completion of required volunteer hours and report compliance to the Executive Board.
 - e. Communicate volunteer requirements and penalties as defined by WYSA policy.
 - f. Support Directors of Cheer, Basketball, and Volleyball with volunteer fulfillment when applicable.
 - g. Shall assist in identifying potential successors for their role upon expiration of their term.

SECTION XVIII: SPECIAL COMMITTEES

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. 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 Chairman will confirm all decisions with the President. Any requests requiring approval will be presented to the Executive Board.

Special Committees:

- Budget Committee – drafting annual budget to be approved by Executive Board; Treasurer shall serve as Chair.
- Bylaws Revision Committee – annual review of association bylaws; Parliamentarian shall serve as Chair.

ARTICLE V: COACHING

The Executive Board recognizes that coaches are vital to the existence of the Wildcats Youth Sports Association, however, coaching in the organization is a granted privilege and not a right of any member. The Board further recognizes that individuals aspiring to coach in the organization 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 I: COACHING CANDIDATES

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

1. Complete coach's registration form online;
2. Agree to allow the Association to conduct a criminal background check;
3. Be available for a coach's interview.

SECTION II: 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. Background checks will be kept confidential except where a report to legal authorities when deemed necessary.

SECTION III: COACHING SELECTIONS

There shall be a Football Coach Selection committee (fall & spring), Cheer Coach Selection committee, Basketball Coach Selection committee, and Volleyball Coach Selection committee. President, Vice-President, and Director of Football, Basketball, Cheer, or Volleyball will serve on each selection committee. The committees will take into consideration the following items when making selections:

1. General feedback from coach's interview;
2. Previous coaching experience;
3. Personal playing experience;
4. Coaching certifications;
5. References;
6. Back-ground check results;
7. Conduct in this organization or other association they have been affiliated with;
8. No coach (assistant or head coach) shall coach on two teams in the same grade level.
9. Coaching applicants for football, basketball, volleyball, and cheer with a child, dependent, niece, or nephew in the program will be given preference for selection for the position over an applicant that does not have a child, dependent, niece, or nephew in the program.

SECTION IV: COACHING RESPONSIBILITIES

1. USA Football Certification completed prior to any scheduled WYSA activities for all football coaches;
2. Signed coaching ethics statement for both the WYSA and NTFL;
3. All coaches will be appointed by the Board and will be notified of their selections;
4. All coaches will receive an organization card indicating their team assignment and position;
5. 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 organization's Bylaws, NTFL Bylaws or any of the organizations'/ NTFL stated codes of conduct or Executive Board directives;
6. All head coaches must support and participate in the WYSA scheduled events and follow practice location and times outlined in the league calendar;
7. Assistant coaches may be identified by head coaches; however, the Coach Selection Committee must approve all assistant coaches;
8. Assistant coaches are required to provide information outlined in Article V Section 1 of these Bylaws;
9. Head coaches will be held responsible for the conduct of all assistant coaches for his/her team and may request to remove an assistant coach from his/her position; however, any removal must be approved by the Executive Board;
10. Head coaches are responsible for holding assistant coaches, participants, and parents/guardians accountable of all applicable rules, Bylaws and codes of conduct;

11. All head football coaches will be required to provide an official current roster with jersey numbers, team photograph and NTFL Official Statistic Sheet at every game.

SECTION V: REMOVAL

The Executive Board may remove or identify any head coach, assistant coach, or volunteer as deemed necessary that is no longer allowed to coach or volunteer in the future. If any volunteer or coach is removed from their position by the executive board for any reason, they will be ineligible to serve as a volunteer with the organization. Secretary will maintain a list of all coaches and volunteers that have been removed from their position by the executive board in current and prior years. Secretary will review all potential coaches and volunteers prior to position selection to verify they have not been removed from a position in the past.

ARTICLE VI: WYSA POLICIES

SECTION I: ZERO TOLERANCE POLICY

REFERENCE ARTICLE IX: CONDUCT

SECTION II: INCLEMENT WEATHER POLICY

1. The approved weather monitoring app for WYSA will be determined by the Executive Board annually.

When to call off or pause practice or games: When lightning is present within a 10- mile radius, all outdoor league activities must be stopped for 30 minutes. If lightning strikes during the waiting period, the 30 minutes starts over. During this waiting period all individuals are advised to seek shelter in their vehicle or move to a covered area of the facility. To resume activities there must be no lightning within a 10-mile radius for 30 minutes. Practice or Games will only be delayed or cancelled by WYSA in the event of lightning in the area. Practice fields will be monitored for inclement weather by WYSA Director of Player Safety. Coaches will be notified if there is a need to delay or cancel practice due to lightning in the area.

The team or squad Head Coach is also responsible to monitor weather conditions and delay or cancel practice in the event of lightning in the area. A Head Coach may or may not call off practice due to rain if lightning is not present.

During games, the Referees and the NTFL field representative will monitor weather and make decisions regarding delaying or cancellation of games. Anyone who is present at the field for practice and notices lightning in the area, as described above, using the approved monitoring app, AccuWeather, is encouraged to notify the head coach or any WYSA Board Member Immediately. The WYSA Director of Player Safety or Head Coach of any squad or team may pause or call off any practice at any time when inclement weather, as described above, is present.

2. Wildcats Youth Sports retains an open water policy. The organization emphasizes this policy on any days where the temperature is at or above 100 degrees.
3. The President will appoint a safety committee to review heat related policies and procedures annually. The committee will provide a recommended heat policy for review by the Executive Board and shall be approved by majority vote no later than June 30th annually.

3. Cold exposure can be uncomfortable, impair performance and even become life threatening. Conditions created by cold exposure include frostbite and hypothermia. Wind chill can make activity uncomfortable and can impair performance when muscle temperature declines.
Wind Chill Index Less than 32 degrees:
No outside exposure
Wind Chill Index Less than 40 degrees WITH precipitation:
No outside exposure

SECTION III: CHEER TEAM SIZE AND WAITLIST POLICY

1. Squads will consist of kindergarten through 6th grade athletes. Cheer squads will be formed based on grade and will be paired with a corresponding grade football team if available. There shall be one cheer squad assigned per football team. Cheer teams may rotate cheering for a football team if deemed necessary by the WYSA Cheer Director. Parent registrations requests will be taken into consideration but are not guaranteed.
2. Cheerleaders may cheer up or down one grade level only when requested during the online registration process and must be approved by the WYSA Cheer Director.
3. Waiting lists will be determined on an as needed basis by WYSA Cheer Director in conjunction with WYSA Board of Directors.

SECTION IV: FALL FOOTBALL TEAM SIZE AND WAITLIST POLICY

1. Wildcats Youth Sports Organization will follow all North Texas Football League approved guidelines and rules for football team size, selection, and waitlist procedures.

SECTION V: BASKETBALL TEAM SIZE AND WAITLIST POLICY

Kindergarten and 1st Grade

1. Team sizes shall range from 7 to 8 players as registration allows with a max of 8 players per team.
2. The Director of Basketball will review any exceptions to place players accordingly; team sizes may not be equal, however will fall within the range to ensure ample playing time.
3. WYSA currently does not have a waitlist policy for basketball; if you register, you will be placed on a team.

2nd Grade – 6th Grade

1. Team sizes shall range from 7 to 10 players as registration allows with a max of 12 players per team.
2. The Director of Basketball will review any exceptions to place players accordingly; team sizes may not be equal, however will fall within the range to ensure ample playing time.
3. WYSA currently does not have a waitlist policy for basketball; if you register, you will be placed on a team.

SECTION VI: SPRING 7v7 FOOTBALL TEAM SIZE AND WAITLIST POLICY

1. Spring 7v7 team size and waitlist policy will strictly adhere to the North Texas Football League 7-on-7 Rules document and its polices within.

SECTION VII: VOLLEYBALL TEAM SIZE AND WAITLIST POLICY

1. Volleyball team size and waitlist policy will strictly adhere to the rules and bylaws of the league WYSA participates in during any season.

SECTION VIII: PAYMENT AND REFUND POLICY

This association can collect payments using most recognized payment methods to include cash, check, ACH, and major credit cards through online website platforms.

Returned Checks: If WYSA receives a returned check the account will be assessed a \$25 dollar returned check fee as well as a surcharge for the total amount due for uniform or equipment. The account holder will have 24 hours to pay the full amount due via credit card through our website, cash, or cashier's check/money order paid in person to WYSA Treasurer or President. Nonpayment will result in dropping the child from the program. There will be no refund of any prior paid fees.

Refunds: The WYSA standard policy is all fees are non-refundable. There will be some exception to this policy as outlined below.

1. Formal Refund Requests must be made through the Treasurer via email, no exceptions.
2. WYSA will not accept refund requests for any registration protected by registration insurance bought during registration.
3. Full Refunds may be issued only in extenuating circumstances as determined by the President & Treasurer. Any parent-paid website fees will not be refunded.
4. Refund requests above \$500 require majority vote of Executive Board.

SECTION IX: SCHOLARSHIP AND DONATION POLICY

Scholarships will be available to Wildcat Youth Sports families experiencing financial hardship. WYSA scholarship funding is compiled from sponsorships and donations. WYSA scholarship funding may be allocated to as many families or as few as the WYSA Executive Board sees fit and can be used towards the registration of any program offered by WYSA. Scholarship funding may be used to cover any of the fees associated with participating including but not limited to registration, uniforms and equipment. All scholarship requests must be made using the official scholarship request form following the directions outlined. These requests will be sent to the Treasurer and President and will then be submitted to the board for approval. All scholarships must be approved via a majority vote at the regular board meetings which occur between session registration open and close. Donations can be accepted from anyone or any business at any time throughout the year. All sponsors or donors will be issued a statement acknowledging their donation for tax purposes. All donations must be processed through the league Treasurer or the league website using a custom coupon code. All requests & approvals will remain completely confidential. All donations by WYSA to another group or organization must be approved in the annual budget or by majority vote of the Executive Board.

SECTION X: NON-SIGNER BANK STATEMENT REVIEW POLICY

Two non-signer bank statement reviewers shall be appointed at the beginning of each year. These board members cannot be related to or live with any other bank account signer or owner or be the Secretary or be related to or live with the Secretary. All reviews should be signed by the reviewer and the Secretary and stored in the binder of the Secretary.

SECTION XI: RECORD RETENTION POLICY

All minutes shall have a retention policy of: permanent. All financial records shall have a retention policy of: 7 years.

SECTION XII: PARENT/GUARDIAN VOLUNTEER POLICY

The Directors of Football, Basketball, and Cheer will make a recommendation to the Executive Board annually detailing the parent/guardian volunteer requirements for each sport. The volunteer policies may permit a penalty fee up to a maximum of \$200 (two-hundred dollars) per family for failure to comply with a volunteer requirement.

ARTICLE VII: GENERAL

SECTION I: REGISTRATION

1. The Board shall determine registration dates and registration prices on an annual basis.
2. All participants must be registered according to the guidelines set forth by the parent organization.

SECTION II: AGE REQUIREMENTS

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

SECTION III: FOOTBALL TEAM FORMATION AND ELIGIBILITY

1. Draft rules will be observed as stated by the parent organization (NTFL).
2. The Organization further specifies that a draft will occur when there are enough players to support two or more teams in one grade division.
3. All players entering a draft must adhere to the draft policies outlined by the NTFL.
4. Player eligibility will be based on the parent organization (NTFL).
5. All participants must reside within DISD boundaries and /or attend a school within WYSA boundaries, or have a parent or guardian that is employed at a school within WYSA boundaries.
6. No players outside of the WYSA boundary will be allowed to play for WYSA without board's approval by both WYSA and NTFL.
7. WYSA boundaries are defined as any Elementary/Middle school that feeds into John H. Guyer High School.

SECTION IV: BASKETBALL TEAM FORMATION

1. Prior to a season, the President, Vice-President, and Director of Basketball will review team selection, draft options, and other team formation procedures and make a recommendation to the Executive Board. Recommendation requires majority vote by the Executive Board for approval.

SECTION V: VOLLEYBALL TEAM FORMATION

1. Prior to a season, the President, Vice-President, and Director of Volleyball will review team selection, draft options, and other team formation procedures and make a recommendation to the Executive Board. Recommendation requires majority vote by the Executive Board for approval.

SECTION VI: PRACTICES

Coaches shall conduct practices in accordance with the following guidelines.

1. Practices days shall be scheduled by the Directors in collaboration with President & Vice President.
2. Practices shall not start before 5:00 pm or end after 9:00 pm and shall not exceed 2 hours unless preapproved by the WYSA Executive Board.
3. Teams may not have more than 4 events per week without written approval by President. Approval should be stored in Secretary binder.
 - a. Tackle football teams – no more than 4 events per week including 3 practices and 1 game.
 - b. Flag football teams – no more than 3 events per week including 2 practices and 1 game.
 - c. No tackle or flag teams may practice on Sunday.
4. Cheer practices will be limited to one night during the week as coordinated by the WYSA Cheer Director.
5. Due to the organization's insurance policy, any WYSA teams shall not practice at any facility other than the facilities expressly authorized by the Denton ISD School District or a location that has been identified in the association's insurance policy.
6. Any changes to practice schedule must be approved by President and Executive Board notified.
7. No practice or conditioning may begin prior to the start of the season unless approved by the WYSA Executive Board.

SECTION VII: UNIFORMS

All athletes must wear uniforms provided by and approved by the Association's Executive Board. No additions to the uniforms or helmets are allowed, without prior approval by the Executive Board.

SECTION VIII: MEDICAL CONDITIONS

1. It is the responsibility of parents and/or legal guardians to make the Association aware of any known medical conditions of registered participants.
2. Players with known medical conditions shall furnish a doctor's written statement authorizing the child to participate in a sanctioned event (game site, practice sessions, meeting, etc.).
3. 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 IX: INSURANCE

This association shall maintain minimum insurance to include general liability & medical, marine, officer liability, social media, and sexual molestation. The Treasurer shall renew any and all policies annually prior to expiration dates.

SECTION X: ADDRESS

The association's legal mailing address shall be:

PO Box 514

Denton, Texas 76210

The President & Treasurer shall be the only officers to maintain keys to the lockbox.

SECTION XI: STORAGE

The association shall maintain appropriate storage of property via locked storage units and/or 5th-wheel storage trailers. The President, Vice President, Treasurer, and any other positions deemed necessary by the President shall have access. All locks will be replaced annually in January or when deemed necessary, whichever comes first.

ARTICLE VIII: CONDUCT

All persons associated with WYSA are expected to conduct themselves in a manner, which is conducive to good sportsmanship and wholesome atmosphere for the children. They are also expected to adhere to the association's Zero Tolerance Policy in addition to the Coach, Executive Board, and Parent Code of Conduct documents. The following examples of misconduct **WILL NOT BE TOLERATED** and will be cause for disciplinary action:

1. 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;
2. Arguing with officials, coaches, or players;
3. Throwing objects onto the fields/courts of play and/or at other persons;
4. Destruction of equipment or facilities;
5. Verbal and/or physical assault;
6. Use of any tobacco product is prohibited at WYSA, NTFLL, or partnering organization events;
7. Consumption of alcoholic beverages, and/or use of illegal drugs;
8. Other misconduct which is deemed disruptive to the orderly conduct of the athletic activity.

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 coaching ethics.

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.

Complaints received 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 WYSA may be reported in writing to the board, with or without a request for action.

1. Only head coaches, directors, or assistant coaches may file reports on an official.
2. Complaints must also be noted at the conclusion of the game on the official game form.
3. A report must be filed in writing with the President and/or Vice-President within 72 hours following the incident.
4. 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:
 - i. Rejected for cause (generally because it is not in compliance with these bylaws), or
 - ii. Accepted for a hearing before the board.

5. In the event of (i) above, the President or Vice President 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 IX: DISCIPLINE

SECTION I: HEARING

If any officer, coach, player, parent, spectator, or any Executive Board member 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 II: 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 III: 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 IV: 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 WYSA activities.

SECTION V: DECISION 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 X: PARENT ORGANIZATION

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

The Association (WYSA) agrees to participate in the NTFL and shall adhere to the bylaws, codes of conduct and rules of the NTFL. Therefore, the Bylaws, 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 XI: CONFLICT OF INTEREST

SECTION I: PURPOSE AND DEFINITIONS

1. All Executive Board members and Standing Chairs shall sign the Code of Conduct and Conflict of Interest Policy within 30 days of their election or appointment. This signed form shall be kept permanently in the Secretary binder.

SECTION II: 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 III: DETERMINATION OF CONFLICT OF INTEREST EXISTANCE

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 IV: PROCEDURE TO ADDRESS THE CONFLICT OF INTEREST

1. 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.
2. 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.
3. 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.
4. 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.
5. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

SECTION V: VIOLATING THE CONFLICT OF INTEREST POLICY

If the governing Board or Committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose. 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 XII: DISASSOCIATION

Any decision, by the Association, to resign from participation in the NTFL shall require a two-thirds (2/3) majority vote by the Executive Board and must meet full quorum requirements, including the President, at the time of the vote. This vote is required to be by ballot with a Teller's Committee appointed to count & record votes. At the conclusion of the vote, a motion must be made to destroy the ballots, or they will be kept permanently by the Association.

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 XIV: RATIFICATION

These Bylaws supersede all previous Bylaws and Amendments and have been Ratified and Adopted by the Executive Board and shall become effective on 3/2/2025.

ARTICLE XV: NEW SPORTS PROBATIONARY TRIAL

WYSA may elect to participate in additional sports on a probationary trial period of one (1) year at any point with 2/3 majority vote of Executive Board if 2/3 of Executive Board is present for the vote. Following the trial, the sport and details related to it must be formally voted on and added to the bylaws.

CONCLUSION