

BYLAWS OF Phills Sports Academy

ARTICLE I – NAME AND LOCATION

Section 1 - Name

The name of this organization shall be Phills Sports Academy, hereafter shown as PSA and referred to as the Association herein.

Section 2 - Location

The registered address is 13400 S. Route 59, Ste 116-250, Plainfield, IL 60585-5830 for all official correspondence.

The Executive Board of PSA shall have full power and authority to select and change the principal office location of PSA from one location to another so long as said principal office remains within the community of Plainfield, County of Will, and State of Illinois.

ARTICLE II – GOALS

Section 1 - Specific Goals

The purpose of PSA is to advance and foster youth sports for boys and girls, including developmentally and physically challenged, as well as youths with special needs within its territory under its jurisdiction and to guard the interest of its participants. The program will promote academics, confidence, discipline, leadership, integrity, respect, and good sportsmanship through athletics.

Section 2 - Not-For-Profit Status

This organization is organized exclusively for the charitable or education purposes within the meaning of Section 501(c) 3 of the Internal Revenue Code or corresponding section of any future federal tax code.

ARTICLE III – BASIC POLICIES

The following are the basic policies of PSA:

- a. The Association shall be comprised of anyone that resides within Will and Dupage County Illinois and pays membership fee. Anyone residing outside of this boundary will be considered on a case by case basis and subject to the approval of the Executive Board.
- b. No part of the earnings of PSA shall inure to the benefit of, or be distributable to its members, directors, trustees, or other private persons.
- c. Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organizations, the remaining assets shall be distributed to a non-profit fund, foundation, or corporation which is organized and operated exclusively for charitable or educational purposes and which has established its tax-exempted status under Section 501(c)(3) of the Internal Revenue Code. Preference shall be given to such

organization(s) whose work specifically supports the activities of Will and Dupage County Illinois School District and its students.

ARTICLE IV – PARTICIPANTS

Section 1 - Eligibility

Participants of PSA will be defined as parents, guardians, players, coaches and board members that have an interest in and understanding of the purpose of the Association.

ARTICLE V – BOARD OF DIRECTORS

Section 1 – Board of Directors

The Board of Directors shall aid the President and Vice-President of the League in governing League members, volunteers, and spectators. It shall determine compliance with the League’s stated purpose and shall have the power and authority to do and perform all acts or functions consistent with these bylaws.

Section 2 – Voting

The Board of Directors shall consist of no less than 3 voting Directors. Each Director will have only one vote per any matter submitted to the Board of Directors. A simple majority is required for an issue to pass or fail.

Section 3 – Board of Director Terms

Terms are one year. Board of Directors are appointed by the President and Vice-President and may be re-elected based on either majority vote of the current Board of Directors or based on the decision by the President and Vice-President. (Shall be determined by the President prior to the 4th quarter of the current term)

A. Individuals seeking position as a member of the Board of Directors must be a recognized participant of the League and shall express their intent in writing to the President or Vice-President.

B. Any Director vacancies that occur at any time during the term year shall be filled at the discretion of the President and/or Vice-President.

Section 4 - Bi-Annual Meetings

The PSA will meet no less than twice annually at a location and time designated by the Executive Board. Notice of these meetings will be emailed to all participants of the program at least 7days prior to the meeting. At times, due to certain circumstances, meetings may be conducted via phone conference. The initial bi-annual meeting will be between only the Board members and Officers to discuss the previous years goals success and focus on the upcoming year goals.

A. Members of the Board of Directors shall make all reasonable efforts to attend scheduled meetings of the Board. Failure to make sufficient meetings to address the business of operations of the League may result in dismissal of the Director.

5 – Special Meetings

Special meetings can be called at the request of the President and/or Vice President of PSA. These meetings may or may not be open to the public.

ARTICLE VI – OFFICERS OF THE ORGANIZATION

Officers of the League shall be President, Vice-President, Secretary and Treasurer.

Section 1 – Duties of the President

The President shall be the executive officer of the League and shall have general supervision, direction and control of the operations and affairs of the League.

- A. The President shall preside at all meetings of the Board of Directors.
- B. Investigate the circumstances involved in the removal of a member that has displayed improper conduct from a game or practice as described by the constitution of PSA or its affiliated governing bodies.
- C. Develop and maintain sponsor relations for PSA
- D. Provide resources and support for all other areas of PSA
- E. Sign all approved written contracts
- F. Take prudent and reasonable action in circumstances not covered

Section 2 – Duties of the Vice President

The Vice-President shall, in the absence of the President, perform the duties of the President. When so acting, he/she shall have all the power of and be subject to the restrictions of the President.

- A. Responsible for registration of all participants
- B. Recommend any changes to this constitution or bylaws

Section 3 – Duties of the Secretary

Keep an accurate record of the proceedings of all meetings of The Executive Board.

- A. Record all voting of expenditures in the minutes
- B. Prepare and disseminate minutes of the meetings to appropriate staff, and board members at the following meeting of the Executive Board.
- C. Prepare an agenda for all meetings of PSA
- D. Shall keep a current copy of the Bylaws
- E. Be responsible for the preparation and counting of any necessary ballots
- F. Publicize through whatever means possible the activities of the PSA

Section 4 – Treasurer

Receive monies of PSA, keeping an accurate record thereof and shall deposit them in the name of PSA in a bank(s) or credit union(s) approved by The Executive Board.

- A. Pay all bills as authorized by The Board
- B. Maintain the signing authority of all PSA accounts. The Treasurer and President will be the individually authorized signors on all accounts.
- C. Keep an accurate record of all receipts and disbursements which is a permanent record of PSA. All other financial records must be retained for seven years, including the current year.
- D. Present a statement of accounting at every meeting of PSA
- E. File or cause to be filed annual financial reports with the IRS, the State of Illinois and local agencies as required by law.

Section 5 - Expiration of Term, Resignation or Termination

Each officer, upon expiration of his or her term of office or in case of resignation or termination, shall turn over to the president, and/or successor, without delay, all records, books, or other materials pertaining to the office and shall return to the treasurer, without delay, all funds belonging to PSA.

- A. In the event that a board member fails to perform the prescribed duties of the office, or, if deemed to be in the best interest of PSA, The Board, by majority vote, may declare the office vacant and appoint a replacement to finish out the elected term.

Article VII - DUTIES OF BOARD OF DIRECTORS MEMBERS

Section 1 - Fundraising Director

- A. Create and maintain the official fundraising activity calendar for PSA and all individual sports
- B. Coordinate with the school activities calendar
- C. Schedule, record and approve all the fundraising activities submitted by the sport specific commissioners
- D. Provide a summary of the upcoming fundraising activities at the monthly meeting of PSA

Section 2 - Basketball Director(s)

- A. Create a budget per season by collecting competitive bids from quality vendors and accounting for all expected expenses
- B. Scheduling dates, times, locations, and gathering materials for registration. All school flyers and registration forms have to be approved by the Plainfield School District 202 prior to printing and distribution to individual schools.
- C. Attend pre-season rules and code of conduct meeting run by your individual sport.
- D. Create all game schedules (if applicable) and oversee practice schedules.
- E. Uphold all PSA bylaws, policies and procedures. Coordinator and director should always lead by example.

F. Assist Treasurer with maintaining budget, collecting and completing all records and receipts involving your sport.

VIII - PSA GENERAL RULES

A spirit of good sportsmanship should prevail during and after practice or a game for all players, coaches, and fans. Issues or complaints should be addressed to the Head Coach or PSA representative. If unresolved at that level, the issue or complaint may be submitted to the President of PSA. If unresolved at that level the issue or complaint will be submitted to the Board of Directors. A decision made by the President may be appealed to the Board of Directors.

B. Player participation rules, as specified by the appropriate sport will be enforced. Players will pay all pre/post season registration and tournament fees and expenses, prior to being eligible to participate.

IX - COACHES CODE OF CONDUCT

1. The term "Coach" shall include but is not limited to Head Coach, Assistant Coach(s), Manager(s), or any other person in a team leadership role.
2. The coach must never put the value of winning over the safety and welfare of players. Winning should be the result of preparation and discipline with emphasis placed on the highest ideals and character traits.
3. Coaches shall instruct players to play within the written laws of the game and within the spirit of the game at all times.
4. Coaches shall not seek unfair advantage by teaching deliberate unsportsmanlike behavior to players.
5. Coaches should not tolerate inappropriate behavior from players regardless of the situation.
6. Demands on players' time should never be so extensive as to interfere with academic goals and progress. Motivation for excellence should include academics as well as athletics.
7. Under no circumstances should coaches authorize or encourage the use of medicinal or performance enhancing drugs. Players should be directed to seek proper medical attention for injuries and to follow the physician's instructions regarding treatment and recovery. At no time should a player be put at risk by returning from injury prematurely or by being forced to play while injured.
8. Adherence to all league rules and policies, especially those regarding eligibility, team formation, recruiting and guest players are mandatory and should never be violated. It is the responsibility of every coach to know and understand these rules.
9. Player development and the growth of the player through participation are essential to the growth of the sport. Additionally, the coach must behave in such a manner that the principles, integrity, and dignity of the sport are maintained.
10. Officials must have the support of coaches, players, and spectators. Criticism of officials undermines their purpose in the game. Coaches must always refrain from criticizing officials in the presence of players.
11. Comments regarding an official should be made in writing to the appropriate organization assigning the official.
12. Under no circumstance, does a coach have the authority to decide not to play a game. Not showing up for a game without contacting the Athletic Director or another member of the

Executive Board with a justifiable explanation, will be grounds for immediate termination of rights to coach in PSA.

13. Head Coaches are responsible for all behavior of assistant coaches, players, and parents.

X – PARENTS CODE OF CONDUCT

1. Children have more need for example than for criticism. Remember, your child is involved in organized sports for their enjoyment, NOT YOURS.
2. Attempt to relieve the pressure of the competition, not increase it.
3. Be kind to your child's coach and officials. The coach is a volunteer, giving of personal time and money to provide a recreational activity for your child. The opponents are necessary friends. Without them your child could not participate.
4. Applaud good plays by your team AND by members of the opposing team. Do not openly question an official's judgment and honesty. Officials are symbols of fair play, integrity, and sportsmanship. Accept the results of each game.
5. Encourage your child to be gracious in victory and to turn defeat into victory by working towards improvement. Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
6. No parent or fan will be allowed to coach a child or the team from the stands. Failure to abide by this rule will result in removal from the field or facility.

XI – PLAYERS CODE OF CONDUCT

1. No participant shall act in an un-sportsmanlike manner while on or near any playing field before, during or between games or practices.
2. Unsportsmanlike conduct by a participant includes but is not limited to:
 - A. Use of disconcerting acts or words.
 - B. Disrespectfully addressing the game officials
 - C. Showing disgust with game officials' decisions.
 - D. Using profane or insulting language or gestures or baiting or taunting any other participants
 - E. Making any contact, including spitting, with any other player which is deemed unnecessary and/or incites roughness.

XII – DISCIPLINE GUIDELINES AND VIOLATIONS

1. Any person witnessing misconduct from any PSA parent, coach, board member, or spectator during any PSA event, should report the incident directly to the President or Vice President.
2. If any adult associated with PSA is found guilty of misconduct in any way, such as fighting, intoxication, using abusive language, etc. at games or practice sites, the President and Vice President will take immediate action. The President and Vice President, as well as the Board of Directors, will not tolerate any violation of these guidelines.
3. Any coach failing to fulfill their duties as coach, fail to support the goals of PSA, or conduct themselves in a manner detrimental to the welfare of the kids they coach or that is detrimental to the image of PSA, will be subject up to but not limited to probation, suspension and/or termination.

4. The Board of Directors reserves the right on a case by case basis to determine the punishment for any violation outlined above or any conduct deemed unsportsmanlike.
5. Any punishment given for any violation will be voted on by the Board of Directors and notification of the results in writing will be provided.
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XIII – AMENDMENTS OF BYLAWS

Bylaw changes may be proposed at any time by a member of the Board of Directors and/or the general officers of PSA and must be submitted to the Board for consideration. Bylaw amendments will require a simple majority vote of all paid members present for the special meeting. The Bylaw impending amendments will be emailed to all those involved in any working and/or volunteer capacity with PSA. Thirty days after the notification, the Amended Bylaws will immediately supersede the Bylaw it is replacing.