



FOOTHILLS COUNCIL

CONSTITUTION & BY-LAWS

CONSTITUTION

TABLE OF CONTENTS

ARTICLE

- I NAME
- II PURPOSE & MISSION STATEMENT
- III MEMBERSHIP
- IV VOTING MEMBERS
- V OFFICERS
- VI SPORTS CHAIRPERSONS
- VII MEETINGS
- VIII AMENDMENTS
- IX ADOPTION OF THE CONSTITUTION
- X RATIFICATION OF THE CONSTITUTION

ARTICLE I NAME

The name of this organization shall be the Foothills Council.

ARTICLE II PURPOSE

To provide an association of member schools to govern the playing of athletic contests of sports in which at least four member schools participate, and to promote the following goals:

- To develop skill, good sportsmanship, and high ideals among contestants, teams, and schools.
- To develop The promotion of uniform eligibility rules and high ethical standards among member schools.
- To integrate competitive athletics with the member school program.
- To coordinate action among member schools to promote these goals.
- To provide for a concerted voice on interscholastic athletics to facilitate and strengthen communication with Section 2 of the New York State Public High School Athletic Association.

ARTICLE III MEMBERSHIP

- Section 1 The Foothills Council shall be composed of those schools whose Boards of Education have submitted written ratification of this Constitution by the clerks of the boards and such additional schools as may petition for membership and gain acceptance by procedures herein specified. These schools shall be known as Foothills Council schools.
- Section 2 The membership year shall be from July 1 to June 30 of the following year.
- Section 3 To maintain full membership, a school must participate in at least 80% of the Foothills Council Varsity level athletic programs.
- Section 4 Schools wishing to join the Foothills Council must submit letters of application from their respective Boards of Education or Superintendent to the Foothills Council President.
- Section 5 A school may be accepted as a member or as an Associate Member as defined in the Foothills Council By-Laws by a majority vote of the member schools. Associate Member schools participate with Foothills Council schools for one season.
- Section 6 Foothills Council dues shall be determined annually by majority vote at the June meeting and shall be paid by October 1 of that fiscal year.
- Section 7 A school seeking to withdraw membership shall provide a written request to the league no later than July 1 of the year prior to the desired departure date.

Section 8 Schools may be censured or suspended from Foothills Council affiliation for stated periods of time, or expelled permanently from the Foothills Council for violations of the Constitution or of Foothills Council practices and procedures by a two-thirds vote of all member schools in writing from the member schools' voting members.

Article IV VOTING MEMBERS

Section 1 The voting members of the Foothills Council shall be the Athletic Administrator or Superintendent or their designee of each member school.

Section 2 Votes by the voting member reflect the position of the member school in consultation with the school district Superintendent or their designee.

Article V OFFICERS

Section 1 The officers of the Foothills Council shall be the President, Vice President, Secretary and Treasurer.

Section 2 The officers of the Foothills Council shall be determined annually at the final meeting of the fiscal year.

Section 3 Officers shall perform the duties established in the By-Laws of the Foothills Council.

Article VI SPORTS CHAIRPERSONS

Section 1 The member schools shall appoint annually a sports chairperson for each Foothills Council sport by majority vote.

Section 2 Sports chairpersons shall perform the duties established in the By-Laws of the Foothills Council.

Article VII MEETINGS

Section 1 Regular meetings shall be held with the Athletic administrators throughout the membership year. Special meetings may be called by the President at their discretion or by request of a member school filed in writing with the Foothills Council President.

Section 2 The dates of regular meetings shall be set by the Foothills Council President in accordance with the meeting schedule of the Section 2 Athletic Council.

- Section 3 School representatives at Foothills Council meetings shall be the Athletic Administrator or their designated substitute and one Principal representative or their designated substitute. Each member school is responsible for providing one representative in order to receive voting privileges.
- Section 4 The presence of representatives of a majority of the member schools shall constitute a quorum.
- Section 5 There shall be quarterly meetings scheduled with Athletic Administrators and Principals of the member schools. These meetings are scheduled as part of the regularly scheduled Foothills Council meetings (September, November, January, April).

Article VIII AMENDMENTS

- Section 1 An amendment to the Constitution or By-Laws of the Foothills Council may be proposed by any member school.
- Section 2 A majority vote of member schools present at the Foothills Council meeting is required to initiate an amendment for consideration.
- Section 3 A two-thirds ($\frac{2}{3}$) majority vote of the member schools at the next regularly scheduled Foothills Council meeting shall be required for the adoption of an amendment to the Constitution or By-Laws of the Foothills Council.
- Section 4 An approved amendment to the Constitution or By-Laws of the Foothills Council shall become effective as of July 1 of the next school year or upon a date selected by unanimous vote of the members present.
- Section 5 If the Constitution or By-Laws create a conflict between the Foothills Council and local Boards of Education, the Foothills Council decision shall be binding. Maximum efforts should be made, however, to arrive at amicable solutions to preserve the integrity of the schools and the unity of the Foothills Council.

Article IX RATIFICATION OF THE CONSTITUTION AND AMENDMENTS

- Section 1 Ratification of the Constitution and amendments thereto shall be signified by a letter filed with the Foothills Council secretary from the Clerk of each Board of Education of the Foothills Council member schools.

BY-LAWS

BY-LAW #1 OFFICERS

- Section 1 The Foothills Council shall annually elect a President, Vice-President, Secretary and Treasurer.
- Section 2 Any Athletic Administrator of the full-membership schools shall be eligible to be an officer of the Foothills Council.
- Section 3 At the last regularly scheduled Foothills Council meeting of the school year, nominations of officers shall be presented by any member of the Foothills Council.
- Section 4 All nominees for the various officers shall be included in the agenda of the last regularly scheduled meeting of the school year. The Secretary shall prepare ballots for voting if there is more than one nomination for an office.
- Section 5 A majority vote shall determine the officers who shall assume responsibility effective July 1.
- Section 6 In the event of a vacancy during the term of office, the President shall fill such vacancy by appointment. Such appointed officer shall complete the unexpired term of office.
- Section 7 If the office of the President is vacated, the Vice-President shall assume the role of the President and shall appoint, with the approval of the membership, a Vice-President, who shall complete the unexpired term of office.

BY-LAW #2 DUTIES OF OFFICERS

- Section 1 The President shall preside at all meetings of the Foothills Council and shall perform such duties as the Foothills Council may designate, shall comply with the Constitution and By-Laws, and perform such other duties that are customarily performed by such officer.
- A. The President is the representative of all of the Foothills Council member schools in Section 2 and shall at all times exercise the functions of democratic leadership.
 - B. The President, shall at each Foothills Council meeting, provide a summary report of the information provided by Section 2 at the League Presidents meeting
 - C. The President shall discuss Section 2 action items and NYSPHSAA Guidance Votes to be taken at the next Section 2 Athletic Council

meeting.

- D. The President may call special meetings for the purpose of explaining and discussing all amendments submitted to the member schools or for the purpose of considering the Constitution and By-laws of the Foothills Council, the Section, or the New York State Public High School Athletic Association.

Section 2 The Vice-President shall assume the duties of the President during the President's absence or inability to act.

Section 3 The Secretary shall be responsible for overseeing and delegating the following responsibilities:

- A. Notify all member schools of the regular and special meetings of the Foothills Foothills Council.
- B. Compose and send the minutes of all meetings where action has been taken affecting schools in the Foothills Council to the Athletic Administrator. It is the Athletic Administrator's responsibility to communicate with their home district.
- C. Keep a file of all reports of Committees and Coordinators and such other material as may pertain to the operation of the Section 2 Athletic Council.

Section 4 In the event of a vacancy in the office of Vice President, Secretary, or Treasurer the President may appoint a substitute to fill the unexpired term with approval of a majority of the member schools present.

Section 5 The Treasurer shall keep all financial records, have custody of all Foothills Council funds and maintain a careful accounting of receipts and disbursements, and report on the current status of funds at regular meetings.

BY-LAW #3 DUTIES OF SPORTS CHAIRPERSONS

Section 1 The sports chairperson will coordinate all activities within the respective sport, conduct preseason and postseason meetings with Foothills Council coaches and attend Section 2 sport committee meetings.

Section 2 The sports chairperson will provide the Foothills Council with an end-of-season report that shall include a summary of the season, league rankings, all stars and awards, league concerns and proposed schedules for the following year for all levels of competition.

Section 3 All Foothills Council sport coordinator meeting agendas and minutes should be forwarded to the attention of the Foothills Council President.

BY-LAW #4 DISSOLUTION OF INDIVIDUAL SCHOOL MEMBERSHIP

- Section 1 A request for a school membership withdrawal must be made prior to August 1 of the year prior to the date of the requested departure. The Foothills Council will consider a school's membership withdrawal request at the August meeting of the year prior to the date of the requested departure.
- Section 2 A majority vote is required by the member schools to accept a withdrawal request at the August meeting.
- Section 3 The withdrawal of the member school from the Foothills Council will take effect July 1st of the following year.
- Section 4 Upon the Foothill Council's acceptance of a member school's withdrawal, the departing member school will not be able to reapply to be a member of the Foothills Council for a period of one fiscal year.
- Section 5 Upon the Foothill Council's acceptance of a member school's withdrawal, the departing member school will not be able to vote on issues affecting matters subsequent to the effective date of the member school's withdrawal.

BY-LAW #5 NEW MEMBERSHIP

- Section 1 Schools wishing to join the Foothill Council must submit letters of application by July 1 for the following year.
- Section 2 Applications are to be sent to the President of the Foothills Council and the Foothills Council Superintendent Representative.
- Section 3 Current Foothills Council member schools will vote on acceptance of the requesting school into the Foothill Council by November 1st for membership in the Foothills Council for the following year.

BY-LAW #6 ASSOCIATE MEMBERSHIP

- Section 1 A school may be accepted as an Associate Member School by a majority vote of the member schools in order to participate in the Foothills Council for one sports season.
- Section 2 Schools seeking Associate Membership must apply in writing to the Foothills Council President and the Foothills Council Superintendent Representative no later than the following dates:

Fall Sports - November 1st of year prior
Winter Sports - March 1st of year prior
Spring Sports - June 1st of year prior

Section 3 Schools accepted to the Foothills Council for Associate Membership will be required to pay Foothills Council dues. The amount of the dues will be established annually.

Section 4 Associate Member Schools will be required to pay their Foothill Council dues within 30 days of the date of the invoice.

Revised: <<Foothills Council board date>>

