

BERKS AREA YOUTH CHEERLEADING BY-LAWS

Article 1 - Name

- Section I: The name of the organization shall be known as Berks Area Youth Cheerleading League. Hereby referred to as B.A.Y.C.L.
- Section II: B.A.Y.C.L. is an extension of Berks Area Youth Football League, established in 2010.
 - Each organization may extend their season into winter sports. Should an organization choose to do so, they should still be following the rules set forth by USA Cheer, UCA, and NFHS Rules and Regulations
 - Any organization choosing to extend their season shall indemnify and hold harmless the B.A.Y.C.L board, and its representatives against all claims or liability and causes of actions resulting from injury or damage to person or property arising outside of this organization.

Article 2 - Objective

The objective of B.A.Y.C.L. shall be:

- Develop fundamentals and skills of cheerleading with dedication to participation and development of youth cheerleading.
- Increase involvement and opportunity for all cheerleaders aged 4 through 12 in grades Pre-K thru 6th
- Equal participation for all member teams on the board of directors.

Article 3 - Membership

- Section I: Active membership shall be available to representatives from all member teams. Member teams to be regulated by B.A.Y.F.L.
- Section II: Teams added by B.A.Y.F.L. shall be added to B.A.Y.C.L., any teams leaving or removed by B.A.Y.F.L shall be removed from B.A.Y.C.L
- Section III: Each member shall be cooperative and contribute to the accomplishments and betterment of B.A.Y.C.L.
- Section IV: Each team shall have 1 representative. In the absence of the representative, an alternate must be sent. Any issue requiring a vote by the general membership shall be

made by the team representative to the league. In his/her absence the alternate or other team representative, with prior notice, will be allowed to vote.

- Section V: The representative must be affiliated with an organization affiliated with B.A.Y.C.L.
- Section VI: League Dues shall be collected by the Competition hosting school from each B.A.Y.C.L. Member in that respective year. The dues will be determined by a majority vote of the members within the current year. Any changes to the cost must be approved by the majority of the B.A.Y.C.L. Board.
 - League Dues shall be determined by the hosting school no later than the April meeting of their year to host. League dues shall be paid to the hosting school at the August meeting of the respective year. If dues are not paid at the August meeting, the member is considered delinquent and ineligible to participate until dues are paid.
 - Organizations who fail to pay the league dues shall not be able to participate at any league events or travel to football games outside their home field.
- Section VII: The membership of any team shall terminate upon any of the following:
 - The resignation of a team from B.A.Y.F.L
 - The determination that a team has failed to adhere to the provisions of these Bylaws

Article 4 - Meetings

- Section I: The B.A.Y.C.L. shall hold 1 mandatory coaches' awareness meeting; 1 competition awareness meeting, 1 competition meeting, and not less than 5 general meetings per year. The Director or the Coordinator of all leagues are required to attend the coaches' awareness meetings or equivalent approved by B.A.Y.C.L. in order to allow cheerleaders to do any form of stunting. It's highly recommended for all head coaches to attend but not required.
- Section II: Coaches awareness meetings shall be held at a member school (location to be determined by availability). The Competition meeting shall be held in October at the hosting school with 1 coach from each level (Flag, Mighty Mite, Mites & Midget) who will be participating in B.A.Y.C.L. sponsored competition.
- Section III: Meetings will be structured and conducted as per our by-laws and "Robert's Rules of Order". "Robert's Rules of Order" shall govern any dispute involving order. However, "Robert's Rules of Order" shall never overrule our own Bylaws.

- Section IV: Attendance – Any B.A.Y.C.L. member that is not represented at a scheduled meeting will receive a verbal warning for the first offense, a written warning for the second offense.
 - 1st meeting missed is a warning
 - 2nd meeting missed is a final warning before being placed on probation and losing voting rights for 12 months
 - 3rd meeting missed within a 12-month calendar year will result in a \$50 fine, loss of voting rights and 12 months of probation
 - The President of the member organization will be notified by the B.A.Y.C.L. President that they were not represented at the meeting and advised of any punishment.
 - Fine shall be paid to the Competition hosting school
- Section V: In order to have a quorum (2) two members of the Executive Board plus seventy-five (75%) of the B.A.Y.C.L. members shall constitute a quorum which is necessary for the conduct of official business of the B.A.Y.C.L. In the absence of a quorum, no official business may be conducted or voted upon.
- Section VI: All teams must attend all meetings between January and November of the respective year. Any team missing two (2) meetings during that time shall give up their right to vote for the current year as well as hosting the B.A.Y.C.L. Competition for the current or upcoming year.
- Section VII: It is the responsibility of the acting representative to check minutes or initiate any necessary communication.
- Section VIII: The meeting schedule will be announced at the first meeting of the New Year by the Secretary. Meeting locations shall be announced at least 7 days prior. B.A.Y.C.L. monthly meetings will be held the 3rd Monday of the month with the exception of the month of December. There will be no December meeting, enjoy the Holidays.

Article 5 – Officers

- Section I: Officers of B.A.Y.C.L. will be as follows:
 - President
 - Vice President
 - Secretary
 - Cheer Competition Coordinator

- Section II: All officers shall be members of B.A.Y.C.L.
- Section III: All members in good standing are eligible to hold any office. In order to be considered in good standing you must be present at 3 consecutive meetings.
- Section IV: There will be at least 1 member certified by USA Cheer, hereby referred to as Competition Coordinator seated on the Board.
- Section V: Any stunting infractions shall NOT be handled by the opposing coach, shall be reported to the Competition Coordinator or the President/Vice President.

Article 6 – Elections and Duties

- Section I: The officers of B.A.Y.C.L. shall be nominated in October and elected each November to a (2) year term. Officers will be elected by ballot should the need arise. Prior officers are to attend January's meeting to assist new officers with taking over their position. All positions will be a two year term with the President and Secretary on even years and Vice President and Competition Coordinator on odd years.
- Section II: The Executive Board consisting of the President, Vice President, Secretary, and Competition Coordinator shall have the authority to act in the name of B.A.Y.C.L. during intervals between meetings. Such acts will be subject to confirmation by the membership at the next regular meeting. In the event of any violation of league rules or codes of conduct by a member organization, its cheerleaders, coaches, or fans, the Executive Board may levy penalties as a result of said conduct against member organizations, coaches, and/or cheerleaders.
- Section III: The duties of the members are:
 - PRESIDENT – Shall preside at all meetings of the B.A.Y.C.L. and appoint all committees. They shall appoint division representatives upon election in January of each year if appropriate. They shall uphold the by-laws and the constitution and enforce these rules as warranted. They must attend the entire competition.
 - VICE PRESIDENT – Shall assist the President in such a manner as determined. Shall be aware of all actions being considered by the presidents in the event they would have to assume the duty of a President.
 - SECRETARY – Shall be responsible for recording the minutes of the monthly meetings. Shall update the B.A.Y.C.L. website with such minutes, all news and training information in a timely manner. Additionally, they shall be the keeper of

the “Competition Handbook”, compiled by all member representatives to assist all teams hosting the B.A.Y.C.L. annual competition.

- Cheer Competition Coordinator - The Cheer Competition Coordinator is tasked with overseeing the successful planning and execution of all aspects of cheer competitions, serving as the liaison between the hosting organization and the board. This role ensures that all elements of the competition are organized, compliant with regulations, and conducive to a safe and competitive environment. Act as the primary communication between the hosting organization and the board, ensuring alignment on all aspects of the competition.
 - The Cheer Competition Coordinator shall stay current with all rule changes, updates, and guidelines set forth by the Universal Cheerleaders Association (UCA) and the National Federation of State High School Associations (NFHS). Communicate any rule modifications or updates to participating teams and coaches in a timely manner.
 - The Cheer Competition Coordinator shall attend the entire competition to oversee operations and ensure all coaches and teams adhere to any rule changes or modifications throughout the day while addressing and resolving any rule-related or organizational issues promptly during the event.
 - The Cheer Competition Coordinator shall ensure each participating organization designates at least one individual within their group who is certified by USA Cheer while maintaining records of certifications to confirm compliance prior to the competition.
- LEAGUE REPRESENTATIVE: Shall act as a communicator between B.A.Y.C.L. and their member organization.
- Section IV: If the office of President becomes vacant between elections, the Vice President will assume the duties of President for the remainder of the President’s term. Should the office of Vice President, or Secretary become vacant between elections, the President will appoint a successor who will be confirmed by a majority vote at the next scheduled meeting.
- Section V: The Board may remove from office any elected officer or member of the board upon missing their third unexcused meeting in their term. The board shall have the power by majority vote of those present at any regular meeting or special meeting to discipline, suspend or remove any officer when the conduct of such person is considered detrimental to the best interest of B.A.Y.C.L. The board member or officer shall be notified of such a meeting, informed of the general nature and given the opportunity to appear at the meeting to answer any questions.

Article 7 – Eligibility

- Section I: All teams shall provide copies of their rosters and signed coach's code of conduct at the September meeting. Failure to do so will result in the team becoming ineligible for competition until rosters and signed coach code of conducts are received. Once rosters are submitted no additions will be accepted.
- Section II: All organizations shall retain a copy of each participant's birth certificate and report card for verification at B.A.Y.C.L. September Board Meeting. Failure to do so will result in the participant being ineligible for competition until verification is confirmed by all voting members at the October meeting.
- Section III: All member team representatives shall promote spirit and camaraderie toward all coaches and cheerleaders/football players.
- Section IV: There shall not be a B.A.Y.C.L. squad just devoted to competition. Each B.A.Y.C.L. team shall cheer for the appropriate level of football.
 - In the event a B.A.Y.C.L. squad shall not have a youth football program under extenuating circumstances: The squad shall have the opportunity to cheer for a neighboring organization to which they reside. Approval shall be agreed upon in writing per that organization's President and a copy provided to B.A.Y.C.L prior to the start of the season.
 - In the event a squad does not have a football team to cheer for they should be allowed to be bumped up or down ONE level to cheer for a varsity/jv games. They shall be held to the same 80% attendance rule as all other squads. Each year if an organization needs to do this they would need to petition the board.
 - Example: No Midgets Varsity Football - Midgets cheer would be allowed to cheer for Mites Varsity and Mites cheer would have to cheer for Mites JV
- Section V: All organizations shall have a minimum of one person within the organization trained and certified by USA Cheer
 - A copy of the certificate shall be provided to the Cheer Competition Coordinator at the August meeting of the respective year
 - If USA Cheer Rules are not being followed by a coach or organization and the infraction is seen by someone other than your own organization. Once the Executive board is made aware of the infraction a meeting should be held with said organization. Upon conclusion of the meeting, the executive board shall have the right to issue a verbal warning to the organization reminding them of the need to follow the rules. Should the infraction not be corrected, said organizations

coach could be suspended from coaching for the remainder of the season pending the severity of the infraction

- Section VI: A cheerleader may not compete on more than one level and must compete at the level they cheer for during the season. No more than 1 child may “age-up” per squad. A cheerleader may not be “aged-down”.
 - Flag: Child shall not turn 6 before 9/1 of the league year
 - Mighty Mites: Child shall not turn 8 before 9/1 of the league year
 - Mites: Child shall not turn 10 before 9/1 of the league year
 - Midgets: Child shall not turn 12 before 9/1 of the league year
- **7th Grade Ineligibility - 7th grade is ineligible from cheering on their respective Midgets team no matter their age.**
- Section VII: A cheerleader must cheer at 80% of the football games in order to be able to compete at competition. To be considered as a game cheered, the cheerleader must be present through the halftime routine.
 - An exemption to the 80% rule will be granted to a participant by the Executive Board shall a participant have a medical necessity or a signed medical excuse by a physician.
- Section VIII: Cheerleaders shall cheer in all weather conditions unless BAYFL cancels. All cancellations shall be reported to the Executive Board within 24 hours.
- Section IX: Cheerleaders are required to cheer for the B.A.Y.C.L. Member organization whose territory covers the address in which they reside. Cheerleaders in school districts without a youth football or cheer program will be permitted to participate in any B.A.Y.C.L. organization with the approval of the B.A.Y.C.L. members by majority vote.
- Section X: Certificate of Insurance. The league rep shall present a copy of their certificate of insurance to the secretary for filing at the August meeting. The minimum amount of coverage shall be no less than (1) million dollars of commercial general liability insurance.

Article 8 – Competition

- Section I: The first organization up for competition has until April of their year to secure all aspects of the competition.
 - Definition of secure: Granted approval from school and organization in writing.
 - I.e. building use form and emails.
 - Facility and or venue must be approved by the Board.
 - Coaches must provide adequate supervision to manage the risk in cheerleading.
 - There are to be (4) four judges at all competitions, the total of all (4) four scores shall be added to form a subtotal in determining the final score.
 - Any changes to the score sheets must have initials by a judge.
 - Judges must sign off on the placement of all squads at all levels prior to disclosure of placements.
 - Copies of tallied score sheets are to be obtained at time of tallying and are to be provided in total to the President.
 - There is to be no affiliation of any judge with any of the competing schools.
 - The Competition Coordinator and the President are to be present any time a team is to be called in front of a judge for discussion of rules violations.
 - The Executive Board should remain at competition throughout the entire day.
- Section II: If the first organization concedes by April meeting, the next organization has 15 days and/or the May meeting to secure. If the next organization cannot secure a venue within 15 days, the board will draw from a list of willing participants. The next organization will not forfeit their right to hold competition in the year they were originally designated.
- Section III: Stunting rules shall follow USA Cheer, UCA & NFHS with the noted exception of:
 - NO Pendulums or Basket Tosses.
- Section IV: The B.A.Y.C.L. competition shall limit performances to no more than 36 cheerleaders on the mat at one time. If an organization has more than 36 cheerleaders at a single level, they shall be divided into small and large divisions, as deemed appropriate by the B.A.Y.C.L. Executive Board.

- If the Executive Board deems it appropriate for a squad to be divided, the small division shall consist of 15 or fewer cheerleaders, while the large division shall consist of 16 to 36 cheerleaders. All competition squads are limited to a maximum of 36 cheerleaders on the mat during a performance. Exhibition squads are exempt from this limit unless otherwise determined by a majority vote of the Executive Board.
- Section V: No All-Star team or its' like may be solicited at B.A.Y.C.L. Competitions.
- Section VI: A child shall not cheer for competition unless she/he cheers 80% of the games unless granted an exemption under Article 7, Section VII
- Section VII: All aspects of competition shall be finalized at the Competition walkthrough meeting held in October. All important information pertaining to the day shall be handed out during this meeting.
 - The Competition Schedule shall be finalized the Wednesday before competition and emailed by either the President or Secretary. No changes to the schedule should be permitted after this date.

Article 9 – Game Day

- Section I: The home team shall go to the visitor's side at the start of each game to greet the visitors with their hello cheer of their choice. In the case the "home" head coach host does not, the opposing head coach will do so. This procedure needs to be explained to first time coaches.
- Section II: Visitors shall perform their half-time routine first, followed by the home team. No routine shall exceed 2 minutes and 30 seconds.

Article 10 – Amendment of Bylaws

- Section I: These bylaws can be amended at any regular or special meeting providing that previous notice was given at the prior meeting or in writing. Previous notice can be sent by email. The proposed amendment should be open for two consecutive meetings for discussion before being brought to a vote. A majority vote of all members present at the regular or special meeting is required to pass the amendment.

Article 11 - Voting

- Section I: Voting shall be determined by a majority vote of eligible voting members. In order for a vote to occur a quorum must be met as noted in Article 4, Section V. The

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President does not have voting rights. The Executive Board shall be the tie breaking vote in the event the league has a tie in voting.