

# **East Ridge Athletic Association Football**

## ***“BUILD THE TRADITION”***

### **SECTION 1 – PROGRAM PHILOSOPHY & BENEFITS**

The goal and philosophy of East Ridge Athletic Association Football (“ERAAF” hereafter) is to bring the communities of Cottage Grove, Afton, Newport, Denmark Township, and Woodbury together as a single group of people, for the purpose of growing the East Ridge High School community and culture through sport.

The benefit of such a program is the growth of future leaders who have learned to work together for the success of a team, even though they may come from different backgrounds and communities. We want our athletes to be successful in sports and in life.

The ERAAF is organized exclusively for charitable and amateur sports competition purposes under section 501(c)(3) of the Internal Revenue Code, or any corresponding section of any future federal tax code.

### **SECTION 2 – PROGRAM PRINCIPLES & EXPECTATIONS**

Expectations for our young people in the ERAAF program are as follows:

**E** – Excel – at everything you do in sport and school. Go beyond the ordinary!

**A** – Attitude – a positive mind will help you through tough situations.

**S** – Strength – be strong and stand for the things you believe in.

**T** – Team – no one player is better than another when you achieve success.

**R** – Respect – your parents, your friends, your teachers, your coaches, and most importantly, YOURSELF!

**I** – Integrity – do what is right all the time.

**D** – Dignity – win with grace and lose with grace. Your actions speak louder than words!

**G** – Goals – set standards that will improve your team and yourself.

**E** – Energy – a passion for competition and challenges in life will help you succeed.

## SECTION 3 – RULES OF OUR PROGRAM

- Eligibility is governed by the East Ridge Athletic Association Bylaws.
- <http://www.eraamn.com/page/show/63013-eraa-football-bylaws>
- Players should reside within the East Ridge High School attendance boundary area.
- We will follow the rules set forth by the governing leagues. The ERAAF may provide additional rules.
- We will NOT tolerate bad sportsmanship from players or parents.
- Players are required to play in their respective grades.
  - This is important for building TEAM, class friendships, and developing well rounded athletes as future East Ridge High School Football Raptors. In a rare occasion, due to a combination of Speed, Power and Strength as a result of age or advanced pubescent growth, an athlete could pose a dangerous practice/game environment for their grade level; therefore:
    - A Sponsoring Coach and a Requesting Parent or Guardian may make a request in writing to the Player Evaluation Coordinator prior to the player evaluation and team selection process to request an exception for a player to be allowed to play up one grade. The request must include their rationale or explanation of how the Community and the ERAAF program will benefit from this player playing up one grade level.
    - An exception to allow a student one year younger to “play up,” will need to be approved by the ERAAF Player Evaluation Coordinator after discussing it with the Sponsoring Coach and Consenting Parent or Guardian. If a disagreement remains between the Player Evaluation Coordinator and requesting Coach, Parent, or Guardian, then the matter will be brought to the ERAA Football Director who will act as mediator for a final resolution.

## SECTION 4 – GENERAL INFORMATION

- **Equipment:** will be provided by ERAAF as part of your “participation fee.” Players will need to provide their own cleats, athletic supporter with protective cup, socks, and mouth guard. A charge will be made for equipment that is lost or damaged beyond normal wear and tear.
- **Coaches:** must be at least 21 years old and be willing to submit to a background check.
- **Teams:** we will make every attempt to have them as balanced as possible in terms of skill level. We will not have “A,” “B,” or “C” teams.
- **Practices & Games:** team practices generally start in mid-August. The location and times of practices will be set by the coaches, consistent with the governing leagues’ rules.
- **Refunds:** refunds of registration fees will be determined on an individual basis at the discretion of the Director of Football and the Treasurer of the ERAAF Board.

## **SECTION 5 – DRUG, ALCOHOL and TOBACCO POLICY**

All players participating in ERAAF activities are to refrain from the use of alcohol, tobacco, and controlled substances. NO EXCEPTIONS will be allowed. If you're caught, you are OUT!

## **SECTION 6 – PLAYERS' CODE OF CONDUCT**

I will do my best at all practices and during all games. I will listen to my coaches closely as they have my best interest in mind. I will practice good sportsmanship by treating all players, coaches, officials, and parents with respect. I will do my best to help my parents get me to practices and games on time. I will keep my equipment and the equipment of the team in good condition by using it properly. I understand that improvement comes from practice. I will play to have fun!

## **SECTION 7 – COACHES CODE OF CONDUCT**

I will place the emotional and physical well-being of my players ahead of any personal desire to win. I will remember to treat each player as an individual. I will do my very best to provide a safe playing situation for my players may sustain. I promise to review and practice the necessary first-aid principles needed to treat injuries my players. I will lead by example in demonstrating fair play and sportsmanship to all my players. I will ensure that I am knowledgeable in the rules of each sport I coach, and I will teach these rules to my players.

## **SECTION 8 – PARENTS' CODE OF CONDUCT**

I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, and other youth sports events. I will place the emotional and physical well-being of my child ahead of any personal desire to win. I will insist that my child play in a safe and healthy method. I will support the coaches and officials working with my child to provide a positive, enjoyable experience for all. I will demand my child is free from drugs, alcohol, and tobacco. I will remind my child to have fun!

## **SECTION 9 – SUSPENSION & CONFLICT RESOLUTION POLICY**

The ERAAF Board of Directors reserve the right to take appropriate disciplinary action and/or suspend any coach, parent, player, or fan that violates the ERAAF Codes of Conducts. The ERAAF Board reserves the right to remove any coach at any time.

To resolve a conflict, proceed with the following steps:

- When a player or parent has a concern, discuss with the coach.
- If the problem persists, the player or parent should contact the ERAAF Director of Football in "writing." Email may constitute "written" notice.
- Once the Director of Football is involved, the Director will act as the mediator between the involved parties.
- The Director of Football will communicate with the rest of the Board for final resolution.
- The decision of the ERAAF Board of Directors is final.

## **SECTION 10 – FOOTBALL BOARD MEMBER POLICY**

The ERAAF Board is comprised of at least 7, but no more than 12 members (see below). The Board is responsible for managing the business of the ERAAF program. The Board is responsible for maintaining the overall policy and direction of the ERAAF program. The Board may delegate responsibility for portions of the day-to-day operations to members of the Board and/or appropriate committees.

The ERAAF Board will generally be made up of the following positions:

- Director of Football
- Assistant Director of Football
- Finance Coordinator
- Charitable Giving Coordinator
- Equipment Coordinator
- Fields / Referees Coordinator
- 7<sup>th</sup>-8<sup>th</sup> Grades Coordinator
- 5<sup>th</sup>- 6<sup>th</sup> Grades Coordinator
- 3<sup>rd</sup>- 4<sup>th</sup> Grades Coordinator
- 1<sup>st</sup>-2<sup>nd</sup> Grades Flag Coordinator
- Player Evaluation/Team Formation Coordinator
- East Ridge High School Football Liaison

ERAAF Board Members may assist with duties of other Board positions on an “as needed” basis. For example, the Assistant Director of Football position may help with the 7<sup>th</sup>-8<sup>th</sup> Grade Coordinator duties.

Nominations for new Board Members may be made by Members of the existing Board at any time. Approval of new Board Members is accomplished by approval of the Director of Football and needs to meet a simple majority vote via private ballot (verse show of hands) by the ERAAF Board members.

Nominations for the Director of Football position must come from an existing board member and Nominee must be a current board member. Candidate will be approved by a simple majority vote by the ERAAF Board members.

Guests may be invited to attend ERAAF Board meetings. The first 15-30 minutes of each meeting will be allotted for guest issues if needed.

The Board shall meet generally on a monthly basis (offseason may require less meetings), at an agreed upon time and location.

A Board Member may be removed for failing to carry out expected duties or for conduct that is detrimental to ERAAF or ERAA. In order to remove a Board Member, a written complaint must be presented to the ERAAF Board of Directors. The complaint will be reviewed and investigated by the officers. If there is sufficient justification, a hearing before the full voting ERAAF Board will be held. A vote of simple majority by the Board is required to dismiss. Note: three consecutive unexcused absences may result in a request for resignation of a Board Member.

Any Board Member may resign at any time by giving “written” notice to the ERAAF Board. Email may constitute “written” notice.

In the event of a vacancy on the ERAAF Board, the Board shall fill the vacancy.

Director of Football, Assistant Director of Football, and Finance Coordinator, will all have two-year term limitations set forth. Officers may serve multiple terms in their position by running for re-election when their term expires. They may also run for another open position on the ERAAF Board, when elections are held.

## **SECTION 11 – FINANCE AND PURCHASING**

### **Fiscal Year:**

The fiscal year will begin January 1 and end December 31.

### **Budget:**

The Treasurer shall prepare an annual budget with monthly projections, as deemed necessary. The annual budget will be prepared, presented to the Board and approved by the membership at the membership business meeting in September.

Copies of the annual report of the prior year's income and expenses prepared by the Treasurer shall be available to the membership at the September membership business meeting.

### **Expenditures:**

Authorization to incur debts must be recommended by the Board in the form of a motion for approval by the members of the ERAAF.

Expenditures of \$500.00 or less encumbered by a Member, with pre-approval by the Board at a regular meeting or by poll of the Board Members, will be reimbursed by the Treasurer, providing the Member completes the required reimbursement request form to include a valid receipt and the expenditure was for the enhancement of the ERAAF or its tax-exempt purpose.

Authorization for expenditures over \$500.00 must be recommended by the Board in the form of a motion for approval by the membership of the ERAAF before the expense is incurred.

### **Financial Transactions:**

All financial transactions over \$100 shall bear, as a minimum, the signatures of two of the following: Director of Football, Treasurer, or other authorized Board signer. All other financial transactions shall bear the signatures of the Director of Football, Treasurer, or other authorized Board signer.

### **Audits:**

- a. The Executive Board may request an annual audit of the ERAAF's financial records
- b. Any audit should be conducted within thirty (30) days after the end of the fiscal year.
- c. A qualified third party who was not a member of the outgoing Board and is not a member of the incoming Board must conduct the audit.

## **SECTION 12 – CHARITABLE GIVING**

### **Guidelines:**

All charitable giving/fundraising activities and their operations shall be within the parameters and guidelines of the South Washington County Board of Education as set forth in their policy.

### **Approval**

All charitable giving/fundraising projects shall be presented to the ERAAF to include the project and its operations, the estimated amount of monies to be raised and the purpose for which any monies will be used.

Once approved by the ERAAF Board, any project needs coordination with the ERAA Director of Charitable Giving to ensure it doesn't conflict with any ERAA efforts. The goal of the ERAAF charitable giving plans should be consistent with those of the ERAA.

Such activities shall have the approval of all state, county and school administrators where required.

## **SECTION 13 – AMENDMENT OF BYLAWS**

These Bylaws may be amended by a simple two-thirds (2/3) majority vote at any regular membership meeting of the ERAAF, provided the amendment was submitted in writing to the membership at the previous regular membership meeting or to the Board thirty (30) days prior to the membership meeting.

## **SECTION 14 – DISSOLUTION**

The ERAAF may be dissolved at any regular membership meeting of the ERAAF, provided the motion to dissolve was submitted in writing to the membership at the previous regular membership meeting, or to the Board thirty (30) days prior to the membership meeting. Upon dissolution, all assets of the ERAAF shall be distributed for one or more exempt purposes within the meaning of the Internal Revenue Code, with preference that they be transferred to the South Washington County Board of Education to support the sports programs at East Ridge High School or to another organization serving the East Ridge High School Sports community.