

Clovis Volleyball Club  
Bylaws  
Article 1  
General Provisions

1.01 Name: The name of this organization shall be known as **Clovis Volleyball Club**.

1.02 Objectives: The objectives of this Committee shall be to:

- A. Foster and promote the Boy's Volleyball club program facilitated by CUSD for participants on a non-discriminatory basis.
- B. Encourage and promote all aspects of Clovis Volleyball Club.
- C. Conduct events necessary to the success of Clovis Volleyball Club.

1.03 Definitions

- A. Committee is defined as a group of individuals working together and facilitated by CUSD to achieve the objectives outlined above in the accordance with the procedures more specifically set forth below.
- B. Clovis Volleyball Club is defined as a community sponsored, CUSD facilitate amateur athletic team, which participates in training, tournaments, and inter-league play pursuant to CUSD Board Policies and Administrative Regulations. Participants of the CVBC Program may maintain amateur status in athletics.
- C. Community Recreation Program means those programs facilitated by the Regulations, Including No. 2504.

1.04 JURISDICTION:

The CVBC Program is subject to CUSD rules, regulations, and policies those governing its community recreation programs and Co-curricular extra-curricular activities.

The CVBC is an affiliated member of the Southern California Volleyball Association. The United States Volleyball Association recognizes this Association, as it's the governing body. The Constitution and the Bylaws of the USVBA are incorporated herein by reference.

1.05 COMMITTEE MEMBERSHIP:

Membership of the Parents Advisory Committee is open to the parents and guardians of participants in the CVBC Program.

1.06 **PLAYER MEMBERSHIP:**

Potential participants in the program include young adults who may or may not be residents of the Clovis Unified School District, but maintain amateur status in athletics.

1.07 **CODE OF CONDUCT:**

Any player, coach, director, sponsor, parent, spectator or anyone connected with the CVBC shall abide by the Code of Conduct set forth in CUSD Board Policy 2505 and its related Exhibits. Any violations of the Code of Conduct will be handled according to the procedures outlined in the Board Policy 2505. Any violations may also be subject to student discipline procedures to the Education Code employee discipline, or the other procedures as appropriate.

1.08 **COMMITTEE EXECUTIVE BOARD**

**A. MEMBERS**

The committee's Parents Advisory Committee shall consist of no less than four members, representing each of the District's high school attendance areas. Each member of the Advisory Board must be a member in good standing with the District Program Directors. The District Program Directors or other Advisory Board members will nominate individuals. The nominations will be reviewed and will have a Leadership Panel consisting of:

A Chairman, Vice Chairman, Secretary, and Treasurer. The nominations will be reviewed and voted on by the District Program Directors and committee members.

**B. CUSD PROGRAM DIRECTORS AND COORDINATOR**

CUSD shall designate a CUSD employee to serve as the Program Coordinator and one Program Director representing each attendance area. The CUSD Program Directors and Coordinator will attend all Parents Advisory Committee meetings, to promote and achieve the objectives of the CUSD program. The Program Coordinator shall be authorized to coordinate all Parents Advisory Committee activities, to maintain orderly management and operation within the CUSD guidelines, policies, and procedures. The CUSD Program Coordinator can veto decisions made by the Parents Advisory Committee.

**C. MEMBER'S RESPONSIBILITIES**

**1. CHAIRMAN**

The chairman will be responsible for management and operation of the Parents Advisory Committee and oversee all committee meetings. The chairman will represent the Parents Advisory Committee with all matters with the Clovis Unified Scholl district. The Chairman will be the primary contact person representing the committee. The Chairman shall also communicate any concerns of the membership to the District Coordinator to be added to the meeting agenda.

## 2. VICE CHAIRMAN

In the absence of the Chairman, the Vice Chairman shall be responsible for all chairman duties.

## 3. SECRETARY

The Secretary will keep accurate records of the meetings. The Secretary shall send minutes of the meetings to the District Coordinator to be posted on the Clovis Volleyball Club Web page within 5 days of the meeting. He/she will maintain a parent information page on the Club web page, by sending the info to the District Coordinator.

## 4. TREASURER

The Treasurer will oversee the financial aspect of the committee. The Treasurer will provide the Secretary with information on dues and expenditures to be posted on the parent information page of the Club web page. He/she will coordinate an annual audit of the committee's Parents Club Finances and provide a copy to the District Coordinator and CUSD.

## 5. FUNDRAISER

The Fundraiser coordinator will be responsible for fundraising for all teams.

## 6. HOTEL AND TRAVEL

The hotel and travel coordinator will be responsible for gathering information on hotels close to the playing sites and contacting Cheryl Gonzales at 327-9076 to make the necessary room reservations for coaches.

## 7. WEB DESIGNER

The web designer will be responsible for creating, maintaining and updating the site.

### 1.09 POWER AND DUTIES OF THE BOARD

- A. To administer, manage, and govern the Team Programs as provided by the bylaws, CUSD policies and practices, or as otherwise determined by the Board and CUSD
- B. To ensure compliance with the CUSD rules regulations and policies, and to ensure the successful operation of the Team Programs organized hereunder.
- C. To approve the bylaws of all teams sponsored by this Committee to ensure uniformity and compliance with the CUSD rules, regulations and policies.
- D. To oversee the annual budgets for each fiscal year of the Committee, including completing an annual audit of the Committee's finances and budget.
- E. To confirm proper insurance for players, coaches and umpires of Travel Team.

- F. To work with CUSD and its designated Program Coordinator to provide Team Program access to all CUSD athletic facilities, as permitted by CUSD, for practice and other travel functions.
- G. To approve all practice schedules to assure coordination and cooperation between Team Programs authorized by CUSD.
- H. To set standards for all Team Program player uniforms, with CUSD's approval.
- I. To name the teams sponsored by the Committee, with CUSD's approval.
- J. To provide scholarship opportunities for participants to travel with or otherwise take part in the Team Program
- K. To provide discounts to families with more than one participant with the Program Coordinator's approval.
- L. To assure that CUSD policies and regulations are followed, as well as those of the applicable nation or local organizations.
- M. To provide training opportunities for participants who want to practice with a team, but who do not desire to travel.
- N. The Board may not employ personnel, such as coaches or officials, on behalf of the Committee
- O. To perform other duties necessary to achieve the Committee's objectives.
- P. To ensure all coaches are CPR and First Aid certified

#### 1.10 TERMS OF OFFICE

The Regular term of office for the Parents Advisory Board shall be two years. Officers may be reappointed to successive terms to the same or different offices. The term of office will commence in September of each calendar year.

#### 1.11 VACANCY ON THE COMMITTEE

If a vacancy occurs on the Board, then such vacancy will be filled at the next regularly scheduled meeting.

#### 1.12 MEETINGS:

Regular meetings of the Advisory Board will take place on the first Wednesday of the month. Special Meetings may be added if necessary, but must be posted on the web page 24 hours prior to the meeting. The meetings will begin at 6PM and will be held at Buchanan High School in Rm #813. If this time must be changed it must be posted on the web page 24 hours prior to the meeting.

1.13 QUORUM At all meetings of the board, chairman, vice chairman and secretary of the board shall constitute a quorum for the transaction of business.

#### 1.14 FINANCIAL RESPONSIBILITY

CUSD shall not assume liability for debts incurred by the Parents Advisory Committee. The District program coordinator and directors must approve all financial decision.

- 1.15 FINANCES The Committee shall establish and maintain a checking account. Funds received by the Committee will be placed in the account. Committee shall be solely responsible for the collection of any sums due from players, vendors. ECT.

Expenditures from this account shall require the signature of two Board members, one of whom must be the Treasurer. Expenditures may be made without prior CUSD approval to purchase equipment, team uniforms, to pay entry fees for tournaments and for lodging and food expense to attend out-of-town tournaments or meets. All other require prior approval from the District Program Coordinator or his/her designee

By the 10<sup>th</sup> of each month, the Treasurer will forward to the District Program Coordinator a copy of the Committee's account statement and copy of the cancelled checks. Alternatively, the Treasurer may provide the District Program Coordinator with the password authorizing on-line access to the account information.

**Parents Board:**

<b>Chairman-</b>	<b>Tim Samarin</b>
<b>Vice Chairman-</b>	<b>Steve MacNeill</b>
<b>Fundraising-</b>	<b>Stephanie Stoltenberg</b>
<b>Secretary-</b>	<b>Denise Dildine</b>
<b>Treasurer-</b>	<b>Carol MacNeill</b>
<b>Hotel / Travel-</b>	<b>Vicki Samarin</b>
<b>Web Design -</b>	<b>Jerry Dildine</b>