

# Constitution of the Leyden-Norwood Athletic Conference

*Revised June 2016*

- I. Name:** The name of the organization will be the Leyden-Norwood Athletic Conference.
- II. Membership:**
- A. The conference shall consist of schools in the near-west suburban area organized and desiring to promote interschool athletics.
  - B. Admission to membership in the conference shall be by two-thirds vote of all member schools of the Governing Board.
  - C. The governing Board is composed of all superintendents of the participating school districts. The superintendent of a district may appoint a delegate to represent him/her in the event of a planned absence.
  - D. Affiliation in the conference is continued only by adherence to all rules and regulations of the conference and by annual participation in sports activities.

**III. Organization:**

The superintendents of the schools participating in the conference shall be designated as the **Governing Board** and administer the business of the organization. In the absence of a member superintendent, his/her designated substitute may act for him/her.

The principals shall be designated as the **Planning Committee** and administer to all new ideas, changes, deletions and recommendations from the Director. In the absence of a member principal, his/her designated substitute may act for him/her. The principals shall meet, as necessary, to make recommendations for changes in the conference structure or to discuss conference policies. The principals or the league director may call this meeting.

The director shall administer the day-to-day running of the Leyden-Norwood Athletic Conference and be designated as the chairperson of all coaches and principals (planning committee) meetings.

The **coaches** shall inspire, teach and lead the players.

**A. Duties and Powers:**

The **Governing Board** shall have the following powers:

1. To allow a meeting of the Governing Board to be called by the Chairperson at anytime;
2. To amend the constitution and/or By-Laws with a three-fourths majority vote of the superintendents;
3. To review, approve or disapprove, all actions of the principals (planning committee) relative to new ideas, changes, deletions and protest; and
4. To agree that a majority vote shall constitute a ruling.

The **Principals** (Planning Committee) shall have the following powers:

1. To meet twice a year (optional) or when deemed necessary;
2. To recommend general policy; and
3. To be visible at tournament games when hosting.
4. A majority vote shall constitute a ruling on recommendations to be sent on to the Governing Board for final approval.

The **Director** shall have the following powers;

1. To take under advisement all recommendations from the Coaches;
2. To prepare schedules for all sports;
3. To assign officials for all league and tournament games;
4. To remediate disputes and protests;
5. To make recommendations directly to the Governing Board and/or Principals;
6. To order trophies;
7. To review officials salary structure; and
8. To meet with the Athletic director and/or Principal of the host tournament school.

The **Coaches** shall have the following duties:

1. To meet four times a year;
2. To make recommendations to the Director;
3. Should be competent in their area of coaching;
4. To have control of oneself emotionally;
5. To teach the mechanics of the sport;
6. To teach honest, fair play and consideration for others;
7. To improve knowledge of the sport through yearly clinics; and
8. To insure the safety and welfare of all team members.

**B. Governance:**

1. The conference shall be governed by the Constitution and By-Laws.
2. A copy of the constitution and By-Laws, corrected to date, shall always be on file in each member school.
3. The Constitution and By-Laws of the conference shall not be set aside in favor of any school, athlete, or coach.

**C. Funds:**

1. The governing Board will determine all expenditures of money.
2. If funds are necessary to conduct the business of the conference, the Governing Board may levy assessments on member schools.
3. Income exceeding costs should be evenly divided distributed to all conference schools.
4. Coaching salaries within each school shall be self determined by each individual school.
5. Admission prices for all tournament games are set at \$1.00 for children, \$2.00 for adults, and \$5.00 for families.

**D. Amendments:**

1. Amendments may be proposed by any superintendent of the Governing Board.
2. Proposed amendments must be submitted in writing to the Governing Board at a meeting prior to the time on which it is to be voted.

**IV. Contracts:**

A school shall be considered under contract when it takes part in the formation of a sports schedule. Under mutual agreement, games may be postponed forty-eight hours prior to the scheduled date. However, the games must be played before the season ends. This excluded extreme weather conditions. Failure to do so will constitute a forfeit.

**A. Conference schedule:**

It will be the policy of the conference to schedule interschool games so as to avoid loss of school time as much as possible.

**B. Scheduling:**

Each member school of the conference shall have a scheduled game with each other school, either home and/or away in the sport/activity of softball, volleyball, basketball and scholastic bowl. In the sport of soccer, each member school will play 6 games, either home and/or away and by division.

**V. Protests:**

All questions in dispute between two schools shall be referred to the Director. The dispute will then be presented to the conference Chairperson (Superintendent). The protest must be a written statement. The Chairperson is responsible for sending a copy of the protest to other schools. If a hearing is necessary, the Chairperson is responsible for notifying the school involved as to the date, time, and place. The Governing Board's action on the protest shall be final. All protests must be made at the point of disagreement. At this point, signatures must be obtained by both coaches and officials to acknowledge the protest.

**VI. Officials:**

All officials must be competent, certified and hold active membership in approved officiating organizations.

**VII. Sports:**

The membership schools through the Governing body shall determine the selection of sport activities.

**VIII. Tournaments:**

Tournament rosters submitted for tournaments are final and should be submitted to the host school the week prior to the tournament.