**ROCK VALLEY CONFERENCE CONSTITUTION**

**SENIOR HIGH SCHOOL**

 **Article I – Name**

This conference shall be known as the Rock Valley Activities Conference.

**Article II – Purpose**

 Section 1…

 To promote a program of interscholastic activities meeting high standards and worthy educational goals.

To provide a channel for the discussion of and solution of questions related to conference sponsored activities.

Section 2…

 To develop a spirit of unity in matters pertaining to conference activities.

Section 3…

To arrange schedules for conference activities and to establish dates and formulate policies governing such activities as the conference may choose to sponsor.

Section 4…

To provide a means of determining winners in the various conference activities where deemed desirable and to designate awards and recognition for such winners.

Section 5…

To promote the development of the proper ideals of sportsmanship, ethical conduct and fair play and to use the conference activities as a means of developing good citizenship responsibility on the part of the competing member and spectators...

Section 6…

 To promote the physical, mental, and moral development and well-being of all participants.

Section 7…

To promote educational improvement amount member schools by providing a channel for the discussion on a high professional level of common educational concern.

**Article III – Membership**

 Section 1…

 The members of the Conference are:

 Big Foot Union High School

 Brodhead High School

 Clinton High School

 East Troy High School

 Edgerton High School

 Evansville High School

 Jefferson High School

 McFarland High School

 F.J. Turner High School

 Whitewater High School

 Section 2…

The WIAA Realignment Task Force oversees the addition of any schools that seek admission into the Rock Valley Conference.

Section 3…

The WIAA Realignment Task Force oversees any schools that seek to be removed from the Rock Valley Conference.

Section 4…

\*\*No member school will be excluded from the conference except for flagrant violations of conference rules and regulations or unsportsmanlike conduct. The exclusion of member school, or the probation of a member school will become effective upon the unanimous vote of the member schools, excluding the school{s} in question. No member school shall be excluded from the conference membership unless it has a previous warning and been placed on probation.

\*\*Over a two year period, a school must compete in at least nine {9} of fourteen (14) varsity sports: Football, Volleyball, Wrestling, Boys/Girls Cross Country, Boys/Girls Basketball, Boys/Girls Track, Boys/Girls Tennis, Baseball, Softball, and Boys/Girls Golf. (14)

\*\*Over a two year period, a school must compete in at least four (4) of the six (6) JV Sports: Football, Boys/Girls Basketball, Baseball, Softball and Volleyball. (6)

**Article IV – Organization**

 Section 1…

Management for the conference shall be vested in the Principals of the member school. Any Principal may delegate a substitute to represent him or her at any meeting.

Section 2…

The officer of the conference shall be the President.

Section 3…

The President of the Rock Valley will be voted upon by the Principals of the Rock Valley Conference at the yearend meeting for the following school year. The Executive Secretary will appoint a replacement if the vacancy for the presidency should occur during the school year.

Section 4…

 The President and Vice President shall take office on July First.

Section 5..

 Duties of President

1. The President shall preside at all conference meetings and executive committee meetings.
2. The President shall prepare the written addenda for all Principal’s meetings to be sent to member school a week prior to the meeting date.

Section 6…

 Duties of the Executive Secretary:

1. Schedule of development and coordination…

\*\*Along with a scheduling committee shall be responsible for developing and coordinating schedules for the Rock Valley Conference activities.

1. Hiring Officials…

\*\*Will contract conference officials for Football, Volleyball, Boys/Girls Basketball, Wrestling, Baseball and Softball…on the Varsity level of competition.

1. Meeting Attendance…

\*\*Will attend all Principals meetings…

\*\*Shall attend all Athletic Directors meetings as a consultant and record…

\*\*Shall arrange for the site of the meeting.

1. Constitution and By-Laws…

\*\*Will maintain updated constitution and By-Laws.

1. Conference Records…

\*\*Will maintain conference records which shall include conference standings, team champions and all-conference awards.

1. Financial Records…

\*\*Will submit a financial report to the principals at their regular monthly meetings.

Shall also submit a proposed budget for the following school year at the April Principals meeting for approval at the May Meeting.

1. Conference Directory…

\*\*Will annually prepare a directory of member schools which will include names of school administrators along with personnel connected with school activities. It shall include school phone numbers as well as home phone numbers. The directory shall also include Principals, Athletic Directors and Coaches meeting dates for the school year.

\*\*The Directory shall be distributed at the September Principal’s meeting.

1. Awards Purchases…

\*\*Will purchase awards as set up in the by-laws for the various activities.

\*\*Awards shall be selected by the Conference and paid from the Conference Treasury.

1. Other

Will be responsible for other duties as deemed necessary.

Section 7….

Ad Hoc Executive Committee:

1. The Ad Hoc Executive Committee will be created by the Executive Secretary.
2. The purpose of the AD Hoc executive committee shall be to arbitrate disputes involving schools in the conference. It shall be understood that the rules of the WIAA, W.H.S.F.A. and Wisconsin School of Music Association, plus rules that may be prescribe by the conference, shall govern all cases.

\*\*In cases in which a member of the executive committee is involved in a dispute, an alternate shall be designated by the Executive Secretary.

\*\*In the event a decision cannot be reached, the dispute shall be placed on the agenda for the next regularly scheduled Principal’s meeting, if deemed necessary.,

1. All disputes between member schools when they themselves are unable to settle shall be submitted to the AD Hoc Executive Committee for settlement.

\*\*Schools desiring a hearing with the executive committee shall notify the Executive Secretary who shall then notify the President, who may call a meeting of the Executive Committee.

1. Any dispute which involves the rules of the state association shall be appealed through the executive director of the state association involved.
2. Any AD Hoc Executive Committee action must be appealed to the entire membership upon the request of any member school.

Section 8…

1. Standing Committees – Committees shall function in areas of conference sponsored activity and be responsible for reporting to conference Principals at the request of the Executive Secretary.
2. Athletic Directors
3. Speech Activities Directors
4. Music Directors
5. Math Directors

\*\*The chairperson of the above named committee are to be designates from the conference President’s school

\*\*In the event that the President’s school is not involved in the activity, the chairmanship shall be assigned by the Executive Secretary.

**Article V – Dues**

Section 1…

The annual dues for the conference shall be established at the May Principals meeting as part of the annual budget. The executive secretary shall send an invoice to each member school along with a copy of the May Principals meeting minutes. Dues are to be paid by the first of October.

\*\*Refusal to pay dues by a member school by January 1 of the current school year will result in immediate removal of the school from the Rock Valley Conference, retroactive to the beginning to that school year.

Section 2…

 If additional monies are needed, a special assessment may be levied against each member school.

Section 3…

 The cost of purchasing all awards shall be charged to the conference treasury.

Section 4…

Additional assessments to each school may result when some conference sponsored activities are conducted. The host school conduction the activity shall prepare a financial statement of receipts and expenditures and send it to the executive Secretary. If receipts exceed the expenditure the profit shall be retained by the host school. If the expenditures exceed the receipts, the addition money need shall be collected from the schools involved on a pro-rate basis unless by formal action, the money is approved for payment from the conference treasury.

**Article VI – Meetings**

Section 1…

 The site of the Principals meeting will be determined at the preceding meeting.

Section 2…

Special meetings may be called at the request of the majority of the member schools or by the Executive Committee.

Section 3…

Three-fourths majority of the member schools present at any regular or special meeting shall constitute a majority.

Section 4…

Voting shall be by schools, each school to have one vote, recorded roll call votes shall be tabulated by the Executive Secretary. Voting shall be on an alphabetical basis when a roll call vote is taken.

Section 5…

Decisions made by majority action at conference meetings shall be binding on member schools. Changes in approved schedules must be approved by representatives of both schools and reported to the Executive Secretary and the member schools.

Section 6…

A written agenda shall be prepared by the Executive Secretary and sent to all member schools a week prior to the date of the meeting. Items may be submitted to the Executive Secretary to be included in the agenda. Any proposed changes in the by-laws must be submitted to the Executive Secretary to be included in the written agenda. If any proposed change in the by-laws comes up under other business on the agenda, it must be acted on at the next regular or special meeting.

The second half of the meeting agenda will be given over to non-activity discussion with the presentation assigned at the previous meeting.

Section 7…

All Rock Valley Conference meetings are closed meetings unless an invited guest(s) of the conference. Guests must be approved by a majority vote of the schools.

Section 8…

The following schedule of meetings relating to the conduct of the conference are authorized:

1. Athletic Director Meetings
2. The purpose of the Athletic Directors meeting shall be as follows:
3. Review the recommendation submitted from the minutes of the coaches’ meetings, taking action whenever appropriate and submitting recommendations in writing to the Principals for further action.
4. General review of the sports season, taking action when necessary for further action by the conference Principals.
5. A scheduling committee with membership of four Athletic Directors, appointed by the Executive Secretary, shall develop schedules with the Executive Secretary to be presented to the Athletic Directors.
6. Head Coaches Meetings
7. \*\*1. Through 6. See New By-Laws Meetings
8. Coaches meeting will be chaired by the assigned Athletic Director assigned by the Conference Athletic Directors.
9. The purpose of the meetings well be..
10. to review the past seasons, identify and are where changes may be necessary, develop any proposals and recommendations to be presented to the Athletic Directors in writing.
11. Select All-Conference teams in Football, Boys/Girls Basketball, Volleyball, Softball and Baseball.
12. Athletic Directors will decide the site of coach’s meetings.
13. A written report of all recommendations coming from the head coaches shall be submitted in writing to all Athletic Directors and Principals of member schools within two days following the meetings.
14. Forensics Meetings
15. See New By-Law “U” Meetings
16. Music Meetings
17. See New By-Law “U” Meetings
18. Ad Hoc Meetings
19. See New By-Law “U” Meetings
20. The purpose of the meetings will be to review the past season and make plans for the coming season
21. The chairperson of the Athletic Directors and Speech Activities Committees are to report to the conference meetings at the request of the Executive Secretary. Said report may be presented by the chairperson or a designated individual from the committee chairperson’s school.
22. Expenses incurred for the meetings shall be borne by the individuals school or participant.

**Article VII – Rules**

 Section 1…

The WIAA, WHSFA and the Wisconsin School Music Association rules, plus other rules prescribed by the conference, shall govern all conference activities. Such rules a prescribed by the conference shall govern other events and activities.

Section 2…

Because of Church and community night in various communities, no conference activities shall be scheduled on Wednesday except by mutual consent of the schools involved.

**Article VIII – Championships**

 Section 1…

Championships in the various activities sponsored by the conference shall be determined as stated in the By-Laws for the activities.

**Article IX – Constitution Amendments**

Section 1…

The Constitution may be amended by a three-fourths vote of all member schools in the conference. All proposed amendments must be brought up for consideration at any regular or special meeting after having been place on the written agenda for the meeting. The amendment introduced at one meeting may not be acted on until the next meeting where if on a second reading it receives three-fourth vote of the schools it will become an amendment to the Constitution.

**Article X – Changes in the By-Laws**

 Section 1…

 The By-Laws may be changed or amended by a three-fourths vote of member schools.

Section 2…

Any proposed change in the By-Laws must be included in the prepared written agenda for the meeting in which it is proposed. Any proposed changes in the By-Laws which are brought up under other business at the meeting will be tabled for action at the next meeting.