

REED-CUSTER JR. COMETS YOUTH FOOTBALL BY-LAWS

REVISED 10/21/2024

President- Jolene Trost

Vice President- Nicki Perveiler

Football Athletic Director- Stephan Vogler

Assist Football AD- Katie Henderson

Cheer Athletic Director- Missy Morrissey

Treasurer- Jennifer Trammel

Secretary- Toni Childers

Trustees: Mike Favero, Lisa Glisson, Kyle Palmer, Carly Picha, and John Reynolds.

ARTICLE I

1. NAME:

- 1.1. The name of this organization shall be known as Reed-Custer Jr. Comets Youth Football (the "Organization").

ARTICLE II

2. OBJECTIVE:

- 2.1. To promote and inspire youth to practice the ideals of sportsmanship, scholastics, physical fitness, and perseverance through athletic competition.

ARTICLE III

3. BOARD OF DIRECTORS:

- 3.1. The Board of Directors shall consist of Executive Directors, Assistant Athletic Director, Assistant Cheer AD, and Trustees.
- 3.2. The Executive Directors shall consist of the following: President, Football Athletic Director, Vice President, Cheer Athletic Director, Secretary, and Treasurer. 3.3. All elected open positions shall be by ballot annually before November 15th. 3.3.1. To be put on the Ballot the person must inform the Executive Directors 30 days prior to the election.
 - 3.3.2. 14 days prior to the election the nominees will be posted on the Reed Custer Junior Comet Webpage and Facebook page.
 - 3.3.3. The election will be held at the Reed Custer Junior Comet Picnic/banquet.
 - 3.3.4. To be eligible to vote at the Picnic the parent must have a child currently involved in the organization.
 - 3.3.5. One vote per family.
- 3.4. Terms of the office shall be as follows: All terms will be Two (2) year terms. On the odd years the terms of President, Athletic Director and Treasurer will be up for election. On the even years the terms of Vice President, Cheer Coordinator and Secretary will be up for election.
- 3.5. Executive Directors and Trustees shall assume their duties by December 31st and shall serve for a full term until their successors have been elected.
- 3.6. Only those who elected shall be eligible for nomination. Persons nominated for an office must be present at the election or shall have tendered a written statement giving valid reasons for not being present.
- 3.7. A vacancy occurring in any office, except the Presidency, shall be filled for the unexpired term by a person elected from the majority vote of the remaining Board of Directors. In case a vacancy occurs in the office of the President, the Vice President shall serve out the unexpired term.

3.8. No Spouse, significant other, or immediate relative (Father, Mother, Brother, Sister, Son or Daughter) shall hold positions where they control more than one vote.

3.9. Board of Directors Meetings will be open the first 15 minutes of every meeting for parents and others. After the Open session the Meeting will be closed to all except Board Members and/or Reed-Custer School Administrator or Affiliate. The exception is when the Board of Directors calls an open meeting. Meetings will be posted on social media (webpage/Facebook/etc.)

3.9.1. For parents or others to meet with the Board of Directors it must be scheduled a week in advance.

3.10. For a board member to resign, it must be in writing and the board of directors shall vote on acceptance. Upon exit meeting, the member resigning must sign the Board Non-Disclosure and Confidentiality agreement.

ARTICLE IV

4. DEFINITION OF DUTIES FOR EXECUTIVE DIRECTORS:

4.1. President: Chief Officer of the Organization, person directly responsible and who shall preside at all meetings of the Organization, special committees, and affiliated league meetings. He/she shall perform such duties as described in these By-Laws or assigned by the Board of Directors. He/she shall coordinate the work of the Board of Directors and committees in order that objectives are reached, and business is prompted. He/she shall not have the power to vote unless that of a tiebreaker is needed.

4.2. Football Athletic Director: Person who shall be responsible for attending all Organizational and league meetings. He/she shall establish and maintain records and/or standings and rosters of all teams. He/she shall present candidates for Head Coaching and other appointed positions to the Board of Directors. He/she shall be responsible for enforcing League and Organization rules to the entire Coaching Staff. He/she shall be the main person responsible for informing the Board of Directors of all pertinent Information regarding uniform prices, colors, style, and maintenance.

4.3. Vice President: Person directly under the President who shall act as an aid to the President and perform the duties of the President in his/her absence. He/she shall also perform such duties, which include, but are not limited to assisting the Treasurer, Secretary, Athletic Directors, as necessary. He/she shall have the power to vote.

4.4. Cheerleading Athletic Director: Person shall be responsible for establishing and maintaining records of the squads. He/she shall attend all organizational and league meetings. He/she can appoint an Assistant if desired.. The Board of Directors shall approve this person. The Cheer AD oversees planning the Cheerleading Competition, schedules, and uniform distribution, care, and collection. He/she shall have the power to vote.

- 4.5. Secretary:** Person who shall record the minutes of all meetings of the Organization, keep accurate records and accord of Organizational investigations, interviews, etc. and shall perform such duties as delegated this position (Examples include but are not limited to Social Media Posting, Checking the P.O. Box at least weekly). He/she shall have the power to vote.
- 4.6. Treasurer:** Person shall receive all monies of the Organization (spirit wear/concession/fundraising/etc), shall keep an account, and accurately record receipts and expenditures, and shall payout funds in accordance with the approved authorization of the Board of Directors. All monies MUST BE turned into the Treasurer from any member of the organization and shall be verified by both parties and receipt given to that person with a permanent receipt in the receipt book kept by the Treasurer. Another Board of Directors member shall have the power to verify all monies collected by the Treasurer. A treasurer report must be presented at each board meeting, The report will be reviewed and signed off on by a trustee as well He/she shall have the power to vote.
- 4.6.1. Treasurer must hold a board position for one year prior to running for Treasurer position**
- 4.7. Trustees:** Trustees shall be elected on a yearly basis and shall serve as a liaison between the community and the Board of Directors remove. They will bring issues to the Board of Directors and provide information regarding the outcomes of the Board of Directors decisions remove. Trustees shall be accessible to the parents and attend Board of Directors Meetings. Trustees as a whole get one vote, the number of trustees shall remain an odd number for a fair vote.
- 4.8. Assistant Football Athletic Director:** Person must be approved by the Board of Directors. Person shall be responsible to help the Athletic Director present candidates for Head Coaching and all the coaching positions. Primary focus will be development of coaching staffs for all levels. Provide assistance in all football related activities as requested by the Athletic Director and the Board of Directors. Person shall have a vote in lieu of the Athletic Director.
- 4.9. Assistant Cheer Athletic Director:** Person must be approved by the Board of Directors. Person shall be responsible to help the Athletic Director present candidates for Head Cheer Coaches and all the coaching positions. Primary focus will be development of coaching staffs for all levels. Provide assistance in all cheer related activities as requested by the Athletic Director and the Board of Directors. Person shall have a vote in lieu of the Cheer Athletic Director.
- 4.10. Concession Manager:** Person must be approved by the Board of Directors. Person shall be responsible for maintaining food products for the Concession Stand. Person shall coordinate pickup of food products for concession stand. Person shall be responsible for food certification. This position does not have a vote on the Board of Directors.

- 4.10.1.** There will be Board of Directors always present at all home games. The Board will work together to confirm game days coverage. A calendar will be made for the Board of Directors.

ARTICLE V

5. GENERAL POLICIES:

- 5.1.** All Reed-Custer Jr. Comets checks must be approved by the Board of Directors via email and signed by one authorized person.
- 5.2.** Prior Board of Directors approval will be needed for purchases in excess of \$500.00.
- 5.3.** All Communication's for the Organization must be reviewed and approved by the Board of Directors.
- 5.4.** The Organization shall permit all youth, who reside within the school district, regardless of race, color, or religion to participate provided the following: **5.4.1.** The youth is in good physical condition as established by an acceptable school physical or written consent by the Parent/Guardian.
- 5.4.2.** Football Players and Cheerleaders will follow the age limits that are set by the i8YTFL. Proof of age must be submitted by August 1st.
- 5.4.3.** Outside of district participants are allowed if roster caps have not been reached or exceeded.
- 5.4.4.** Outside of District participation must be approved by the residing town team Athletic Director and i8YTFL Board.
- 5.4.5.** Per i8YTFL Bylaws, Participants can only play/ Cheer on ONE team during the season. Absolutely No Exceptions!
- 5.5.** The name of the Organization, or names of divisions, or names of members in their official capacities shall not be used in any connection for any other purpose than the regular work of the Organization.
- 5.6.** The Organization shall cooperate and be affiliated with the I8 Youth Tackle Football League, including adopting I8 Youth Tackle By laws as their own and any changes as they are made.
- 5.7.** The Organization shall act jointly to further, and widen in scope, the advancement of Junior Football and Cheer in i8YTFL.
- 5.8.** The Organization shall have group accident liability insurance for all players and cheerleaders under the jurisdiction of the i8YTFL.

5.9. Regular meetings of the Organization shall be held the Third Sunday of every month. Five days' notice shall be given as to the date, time, and place for the meeting. Special or additional meetings may be called by the President and/or a majority of the Board of Directors with at least one (1) days' notice having been given.

5.9.1. Meeting cancellations will be made via email and text. A 24-hour notice is required.

5.10. Official meetings can only be held with 6 or more Board Members present. **5.11.** If a Board of Directors member is not able to attend a meeting, the Board of Directors is to be notified at least five (5) days in advance unless emergency arises. **5.12.** 6 Board of Directors; not including the President shall constitute a quorum. A quorum is required for all voting actions.

5.13. Votes may only be cast by the person holding the right to that vote and must be made in person. Proxy, phone or zoom votes will be accepted.

5.14. Admins of social media accounts must have one year as a member of the Board of Directors

5.15. First year members of the Board of Directors will pay for registration of their child/children

5.15.1. Reimbursement will be given at equipment return to all Board of Directors that are at meetings during the year and do what's asked of them during the season.

5.16. After Completion of required background check, anyone interested may be eligible for or appointment to office. (Except Chairmanship) or participate in the Coaching aspect of the Organization.

5.17. The fiscal year of the Reed-Custer Youth Football Organization shall be from January 1st through December 31st, inclusive.

5.18. Emergency Operations Plan

5.18.1. The Board of Directors will adopt and abide by the Illinois High School Association (IHSA) Severe Weather Safety Guidelines that are attached. The Board of Directors will adopt and abide by the Reed Custer School District's Emergency Operations Plan.

5.19. Equipment shall be returned no later than 12/1 each year. If equipment is not returned by said date the parent will be responsible for the current price of the total equipment that was received (game pants/shoulder pads/helmet/etc). The parent will be billed the first Sunday of December for the current price. If equipment is not returned and/or monies are not paid by January 1, the board will hire a collection agency to secure said amount. The parent will then be responsible for "ALL" cost incurred by the Jr Comets. If this payment has not been received by the following season, the Board of Directors has the right to refuse this child until monies or equipment is resolved.

5.19.1. The “Equipment Hand Out” (attached) will be completed upon equipment hand out and signed by the parent accepting these items. The Parent will be responsible for all items given at equipment handout until the end of the season.

5.20. No animals are allowed on school grounds per Reed Custer School District rules. If any animal is seen, you will be asked to leave the premises.

5.21. No tobacco products of any kind will be allowed on school grounds per Reed Custer School District rules. If you are seen with tobacco products, you will be asked to dispose of product. Second offense you will be asked to leave school grounds.

5.22. No firearms are allowed on school property per Reed Custer School District rules. Please leave these items at home and secured. You will be asked to leave the property.

5.23. Disciplinary action for missed scheduled practices will be as follows: 1st incident unexcused absent from practice = ¼ of next game missed &/or AD discretion. 2nd incident unexcused absent from practice = first ½ of next game missed &/or AD discretion. 3rd incident unexcused absent from practice = 1 game missed &/or AD discretion. Excused absents must be approved by AD and /or head coach of that level: may consist of death in family, illness, overlapping sports. Disciplinary action for failure to participate in practice will be determined at the discretion of the head coach and Athletic Director.

5.24. Disciplinary action for failure to have proper equipment will be as follows: 1st incident no equipment for practice = ¼ of next game missed &/or AD discretion. 2nd incident no equipment for practice = first ½ of next game missed &/or AD discretion. 3rd incident no equipment for practice = 1 game missed &/or AD discretion

5.25. See social media Policy.

ARTICLE VI

6. COACHING STAFF:

6.1. There shall be a Coaching Staff for each level team and squad of the Reed-Custer Jr. Comets Youth Football Organization.

6.2. Purpose of the Coaching Staff is to have authority over said teams and squads pertaining to coaching, playing, cheering, and training of players and cheerleaders. **6.3.**

The football Coaches will be directed by the Athletic Director and the cheerleading Coaches will be directed by the Cheer Athletic Director. **6.4.** A Coaching Staff will consist of the individual team (s), squad (s) Head Coach and up to six (6) Assistants.

6.5. Coaching Staffs shall keep to strict adherence to age limits, player’s weight, and physical fitness in addition to game playing rules, game time limits and game participation rules set forth by i8YTFL.

- 6.6.** Reed-Custer Jr. Comets Youth Football shall insist upon proper behavior of all Coaches and Spectators.
- 6.7.** The Organization will not condone the use of profanity, abusive language, mistreatment, or favoritism of players by Coaching Staff, and/or spectator.
- 6.8.** Head Coaches must be at least 18 years of age, out of high school, and have coached two (2) or more years. Two (2) year coaching requirement may be waived upon availability of experienced volunteers.
- 6.9.** Every Head Coach will have been interviewed by the Reed Custer Jr Comets Athletic Director (Assistant Athletic Director if presently held in position). **6.10.** Every Head Coach will have at least one (1) Assistant.
- 6.11.** No Coach can bench a child without approval of the Athletic Director. **6.12.** All Coaching Staff and Assistants shall have their names on a roster (this includes statisticians). If someone's name is not on a roster, then they will not be allowed on the playing field or sidelines.
- 6.13.** No Head Coach, Assistant or Junior Coach will use foul language, or name calling (ethnic, racial, or obscene).
- 6.14.** Under no circumstances will any Board of Directors, Coaching Staff, or other member of the Organization be allowed on the field that is under the influence of alcohol or illicit drugs. This will be cause for immediate dismissal.
- 6.15.** If a Head Coach cannot be at practice, an Assistant Coach must be present. If for some reason none of the Coaches can be present, the Athletic Directors must be notified in advance so they can take charge of the practice.
- 6.16.** If there is a problem with a child or parent, it must be brought to the attention of the Athletic Directors. If it is not solved at this level, the problem should be brought to the Board of Directors for resolution.
- 6.17.** All Head Coaches are responsible for the actions of their Assistants and Junior Coaches. Head Coaches will be responsible to see that disciplinary action is taken. Athletic Directors are responsible to see that disciplinary action is taken with Head Coaches as needed.
- 6.18.** All Coaches are to take their job seriously. The Board of Directors have the authority to dismiss any Coach on a majority vote (President has voting power in these cases). Remember one Coach's action toward a child or opposing organization may reflect on the entire Reed-Custer Jr. Comets Youth Football.
- 6.19.** When disciplinary action is required, it will take place in a step fashion with 1st offense: verbal warning, 2nd offense: game(s) suspension, and 3rd offense: dismissal as voted on by the Board of Directors. AD will be notified of all disciplinary actions.
- 6.20.** All coaches will adhere to and respect the number of play minimums set by the i8YTFL. A play chart will be maintained for all levels and turned into the Athletic Director at the end of each game.
- 6.21.** All Head Coaches should follow the objective of the Board of Directors. If the

coach has a strong argument against an objective, then it can be brought to the Board of Directors for resolution.

- 6.22.** Coaches should always remember that we are here for the children and not ourselves.
- 6.23.** All coaches must insure all children be informed about all games and practices as to the location and times.
- 6.24.** All children should be in complete uniform unless given special permission from the Athletic Director or Cheer Coordinator.
- 6.25.** Each Coach shall make sure all their squads and mascots are called if practice is canceled or if there is a change of plans.
- 6.26.** Each Coach shall make sure all their squads, and team players have secured a way home and have left the property following a completed or canceled practice and/or game.
- 6.27.** All Coaches must dress and always look and act like ladies and gentlemen to set good examples for the children.
- 6.28.** Football Junior Coaches must be at least a sophomore or higher. No freshmen may coach unless it is approved by the Board of Directors.
- 6.29.** Cheerleading Junior Coaches must be at least a freshman or higher.
- 6.30.** Code of Conduct will be followed by all and is attached.
- 6.31.** All coaching staff will have a background check completed prior to being allowed to coach. An application with a signed consent will be completed prior to the background check.

ARTICLE VII

7. Social Media Policy:

- 7.1.** This social medial policy applies to all board members, coaches, volunteers, and anyone else affiliated with Reed Custer Junior Comets (Including Parents and Participants), all RCJCFL members in their professional and personal capacity to the extent such content is related to RCJCFL.
- 7.2.** RCJCFL strives to create a positive and inclusive organization that is dedicated to helping young athletes reach their potential. In furtherance of this goal, RCJCFL aspires to engage members of the community in a positive, honest, transparent, and knowledgeable dialogue about RCJCFL through social media. RCJCFL views social media as an important tool for communicating its successes and opportunities for athletic and individual development. RCJCFL also views social media as a platform for receiving constructive feedback from the community for discussing RCJCFL challenges and opportunities for improvement in a positive and constructive way.
- 7.3.** Guidelines- All RCJCFL Members shall abide by the following guidelines when using social media:

- 7.3.1.** Be positive and respectful, and always take the high road. When disagreeing with others' opinions, remain appropriate and polite.
 - 7.3.2.** Do NOT post content that would harm RCJCFE or damage RCJCFE reputation. Remember that even while you are on your own personal time, you are a representative of RCJCFE, and people may interpret your online postings or social media interactions as though they were official RCJCFE statements.
 - 7.3.3.** Be smart about what you publish. Once something is posted, it exists online forever. Ask yourself, "Would I want to see this published in the newspaper or posted in a billboard tomorrow or ten years from now?" If your answer is "no," do not post it.
 - 7.3.4.** Encourage others to engage in positive interactions on social media. If you are concerned about a RCJCFE Member's use of social media, please bring your concerns to the attention of The Athletic Director or a RCJCFE Board Member.
 - 7.3.5.** Personally identifiable information (information, such as a name and date of birth and/or a street address which, when taken together, can identify a particular individual) should not be disclosed in any manner on an official RCJCFE social networking site without the approval of the athletic director or the RCJCFE Board of Directors.
- 7.4.** The RCJCFE Board of Directors shall have the authority to enforce this Social Media Policy. The RCJCFE Board of Directors, and any individual appointed by the board of directors shall have the authority to remove or request removal, any inappropriate or offensive comments from official RCJCFE sites and block any individual or organization from posting on any RCJCFE social media platform (including derogatory mention of Reed Custer Jr Comets) if they determine, in their sole discretion, that such removal or block in the best interests of RCJCFE.
- 7.4.1.** The failure of any RCJCFE member to adhere to this social media Policy shall be considered subject to disciplinary action, up to termination of such individual's involvement in RCJCFE, in accordance with RCJCFE disciplinary procedures.

Article VIII

8. Rules, Disciplinary, and Board Removal Procedures:

- 8.1.** All board members are subject to the RCJCFE Code of Conduct. In addition to the Code of Conduct, board members are required to meet the following rules and regulations:

- 8.1.1. All board members are required to attend all meetings, fundraisers, registrations, equipment hand out & return (with exception to cheer vs. football, i.e. Cheer Director does not need to be present for football equipment hand out, but all board members must be present for equipment hand in), etc. At least 1 week notice is required if unable to attend unless it is a true emergency.
- 8.1.2. Board members that miss 2 board meetings without having an emergency or having previously discussed absence with other members may be removed from the board.
- 8.1.3. Board members that consistently have excuses that are not due to family, work, or medical situations, may be asked to provide proof of absence. 8.1.4. Excused absences should be the following: working, children's events, family events, work events, etc.
- 8.1.5. If a member is unable to meet these requirements, the board will ask for the members resignation.
- 8.2.** All board members must maintain professional relationship with other board members. There will be a zero-tolerance policy for name calling, derogatory remarks, etc. This includes the public shaming of other board members and discussing "shortcomings" with members outside of the board. This will also further enforce the I-8 bylaws regarding social media.
- 8.2.1. Members whom disregard these rules will be put to a vote for removal of the board or probation. Should the member receive the probationary vote, another occurrence of this type will result in removal of the board by executive members.
- 8.2.2. All information discussed within board meetings, discussions, group texts, emails, etc. should be treated as confidential information. At no time should discussions be relayed to individuals outside of the board.
- 8.2.3. Members whom discuss confidential information outside of board meetings will be subject to a vote for removal.
- 8.2.4. Board members are required to meet the duties outlined in the bylaws as "job descriptions".
- 8.2.5. Should a board member require assistance to complete tasks that are defined as their responsibility, it is the board member's responsibility to seek assistance from other board members.
- 8.2.6. Should a board member be found to be pushing off the majority of responsibilities onto other members, it will be the discretion of the executive board whether or not the board member is suitable for board duties. Due to work and / or family obligations, this will be determined on a case by case basis.

- 8.3.** Should a problem arise with a board member for reasons involving the organization (personal matters will not be factored into a decision regarding board member status) but not defined as above, the following steps should be followed
- 8.3.1. Convene the executive board
- 8.3.2. Executive Board shall decide steps to rectify situation
- 8.4.** Disciplinary actions will follow the following guidelines if not directly outlined in above articles:
- 8.4.1. verbal warning, written warning, probation, removal of board.
- 8.5.** All communication and correspondence needs to be answered in a timely fashion.
- 8.5.1. Should a board member not be communicative and ignore communication and correspondence it will result in disciplinary action.
- 8.6.** Removal of board should be considered a last resort if not already defined above. For a member to be removed from the board, a motion must be made for the removal during a board meeting. In this circumstance, the President will follow the same voting protocol, in that the President will NOT have a vote unless there is a tie.

Should a member be removed from the board, any and all property of the Reed Custer Jr Comets must be returned within 3 days in the condition it was received. Any and all correspondence must be forwarded to all executive board members to ensure the integrity of the organization.

PLAYER(S), PARENTS(S), RELATIVE(S) AND VISITOR(S) CODE OF CONDUCT

(The word "Member(s)" will be used in the following paragraphs to describe and include Players, Parents, relatives and Visitors for football and cheerleading.)

Reed-Custer Jr. Comets Youth Football (the "Organization") and the Illinois 8 Youth Tackle Football League are guests of the Reed-Custer School District. Below are a set of rules and regulations that were set forth by Reed Custer School District, Reed Custer Jr Comets and The Illinois 8 Youth Tackle Football and Cheer League. All members will follow all rules and regulations written and/or implied by the Board of Directors of the Football League and/or the Reed Custer Jr. Comets Board and coaching staff.

- *No Member is to physically or verbally abuse another Parent, Fan, Coach, Player or Referee. There will be ZERO TOLERANCE for such behavior and disciplinary steps will be followed.
- *All Members are to use good sportsmanship.
- *Use of ANY tobacco products, drugs, or alcoholic beverages is NOT allowed on school grounds, therefore, will not be allowed at our practice/game fields or away games.
- *No member is to interfere with practice, games, or coaching at any time. Any Member that has a complaint must immediately notify the Athletic Director/Cheer AD or any Board Member, in writing, of his/her complaint or concern after 24 hours.
- *The Reed-Custer Jr. Comets are committed to a program of excellence. Participants are expected to attend all practices and games. Coaches must be notified in advance if a child will miss a game/practice. If a child misses practice or a game in which no notice was given, an unexcused absence may be given and could result in a (1) game suspension.
- *Practice is closed to parents and guests. This allows the athlete to focus and causes less distraction. Coaches/ Board Members will contact the parent immediately if needed.
- *All members and parents take responsibility for their child's uniform and equipment. All members' parents agree that equipment and uniforms will be returned by 12/1 each year. All Members, parents agree to pay for any lost or damaged uniform/equipment per By Laws rule # 5.19.
- *All members' parents will see that their child is dropped off and picked up at the designated times before and after games, or practices. It is required that Dyno and Superlight level parents drop off and pick up their athlete at their practice location and walk their athletes to and from the parking lot supervised.
- *All members' parents are required to volunteer a minimum of 3 shifts, each shift is the length of one game. Parents will be sent a link for signups. Volunteering includes concession, chains, clean up and set up. Parents will be required to write a \$100 dollar check as a deposit. Once a volunteer shift is complete the parent will receive their check back. Checks for parents who did not volunteer will be cashed at the end of the season.
- *All members agree that no registration fees will be refunded except for medical reasons, and a written doctor's excuse will be required, or you move out of the district.
- * Registration fees are nonrefundable once uniforms have been ordered.
- *Anything not written or implied shall be decided at the discretion of the Reed-Custer Jr. Comets Executive Board.
- * Parents will adhere to the social media Policy as stated in Article VII, Section 7 of the Bylaws.
- *All members are responsible for picking up all garbage on fields after every game/practice. Garbage drums are provided.
- *For liability reasons, no one, except for a handicapped person, is allowed to park in the bus barn parking lot. This included coaches and referees.

- *The designated parking area for all members of the Organization is the North Parking lot and/or field house parking lot. No driving or parking behind the fence.
- *Handicapped people will be allowed to park in the bus barn parking lot. They must have their handicap sticker in their vehicle and they have their handicap license present.
- *NO one is allowed to use the Long Jump Pit.
- *NO parking at the high school locker rooms.
- *NO animals are allowed on school grounds.
- *NO one is allowed to drive or park on the grass at any time.
- *Reed-Custer school district has the authority to have your vehicle towed at your expense.

Player Participation

Practice participation is REQUIRED. If the player is not present AND ACTIVE during 2 out of 3 practices a week it will not be guaranteed they play in the game that weekend. To ensure safety it is important to be active and engaged as a full team. Playing a player who did not practice or participate at practice during the week can lead to injury.

Disciplinary Action

When the code of conduct is not followed the following steps will be implemented. The severity of the situation will be reviewed on an individual case basis, and at times, may require a higher level of discipline immediately, and could lead to expulsion from the league. The ultimate decision will be made by the Reed Custer Jr Comets Executive Board as they see fit.

1st Offense: Coaches punishment, AD and President will be notified at this time.

2nd Offense: Parents notification and sit out during practice. Athletes will be able to watch practice unless deemed a distraction.

3rd Offense: Parents notification and immediate removal from practice.

4th Offense: Half game suspension

5th Offense: Full game suspension

6th and FINAL Offense: Removed for the remainder of the season, in some cases expulsion from the league.

***Player will be required to remain on the sidelines of games showing good sportsmanship to be eligible to play the next season.**



MINOR (CHILD) PHOTO RELEASE FORM

I am the parent or legal guardian of _____ [Child], and do grant **Reed Custer Junior Comets** my permission to use photographs for any legal use, including but not limited to: publicity, copyright purposes, illustration, advertising, and web content.

Furthermore, I understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

Parent/Guardian's Signature: _____ **Date** _____

Parent/Guardian's Name: _____

Child's Name: _____

Phone Number: _____

IHSA Severe Weather Safety Guidelines

To be used during any IHSA state series contest

When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Take shelter immediately. Lightning is one of the most consistent and underrated causes of weather-related deaths or injury in the United States. Nearly all lightning-related injuries occur between the months of May and September and between the hours of 10:00 a.m. and 7:00 p.m. Therefore, the greatest concern for injuries in an outdoor contest appears to be during that time, though it can happen any time of year.

It is essential that local managers, competing schools, and contest officials establish dialogue in advance of contests or events to ensure that all involved are aware of what the plan will be in determining whether or when to suspend play. Local managers are encouraged to share their plan with competing schools and assigned contest officials *prior to the start of the tournament/event*.

Advance Planning:

Local Managers should have a documented plan in place, designated people who are responsible for monitoring the weather and a qualified person (typically a trained manager and/or officials) to make the decision to suspend play. In state series competitions, the local tournament manager or official(s), if assigned, can make the decision to suspend play.

Monitoring Weather:

Local Managers during the contest should be aware of any potential thunderstorms that may form during the competition; if an evacuation is needed, managers should also know how long it would take teams to get to their safest location. Monitoring the weather with a weather alert radio, or with lightning detection systems, or any other available means, is recommended.

If competing schools have portable devices they will be bringing to a contest/event and/or have specific policy or directions from their administration that they must follow, the school must communicate those to the tournament manager. Tournament managers must know the policies of each school assigned to their tournament or event prior to its start.

Lightning Awareness

Generally speaking, it is felt that anytime a cloud-to-ground strike of lightning can be seen, or thunder heard, risk is already present. It is time to seek shelter.

Criteria for Suspending Play

If the local management does not have commercial weather warning equipment at the site or an efficient method of making an accurate, timely decision on location, listening for thunder is the best way to mitigate the danger. If thunder is heard, or lightning is seen hitting the ground, the thunderstorm is close enough to strike in your location. According to the National Weather Service, lightning can strike 10 miles away from the parent thunderstorm. When thunder roars, go indoors! It is important that local manager monitor not only how far away the lightning is but also how fast it is approaching. Thunderstorms can form and move quickly and danger can arrive quickly.

Either tournament/event management or assigned contest officials have the authority to suspend or cancel interscholastic contests. It is recommended that those groups work together in making such determination and use any and all available information in doing so. Participating schools with concerns at particular events should direct those to tournament/event management or assigned contest officials.

The following guidelines should be followed in determining when to suspend an event:

1. Anytime a cloud-to-ground strike of lightning can be seen, or thunder heard, risk is present, and a contest should be suspended. At that point, the 30-minute rule for resumption should go into effect.

NOTE: *Due to the layout of some outdoor facilities, contest officials or tournament managers may not be able to see lightning actually "strike the ground." However, whenever lightning is seen moving out of clouds towards the ground, it can be assumed that the lightning is, in fact, striking the ground somewhere, and, as a result, the contest should be suspended.*

2. If lightning or thunder is not present but the weather is starting to become ominous, tournament management and/or contest officials should use all available information to determine if and when a contest should be suspended. Care for both participants and spectators should be taken into account at this point. If in doubt, contest officials or tournament managers are encouraged to exercise caution and suspend play. At such a point, tournament officials should be ready to implement their emergency plans. However, competing schools who pull their teams or athletes off a field of competition prior to a contest or event's suspension do so at the risk of forfeiture or disqualification from the game or event.
3. Suspended contests or events should be resumed at a time when the weather and/or field conditions allow for resumption.

Evacuation Plan

Safe Areas: All personnel, athletes and spectators should be clearly informed of available safe structures or shelters in the event a thunderstorm approaches. A safe structure is any fully enclosed building frequently used by people. In absence of that – athletes and spectators should go to any vehicle with a hard metal roof.

Roll up the windows and do not touch the sides of the vehicle. If no safe structure or vehicle is available, find a thick grove of small trees surrounded by taller trees or a dry ditch. Assume a crouched position on the ground with only the balls of your feet touching the ground. Wrap your arms around your knees and lower your head. Minimize contact to the ground since lightning often travels through the ground.

Avoid: Tall trees or objects like light poles or flagpoles, individual trees, standing pools of water and open fields. Also avoid being the highest object on the field. Do not take shelter under trees. Avoid bathrooms if another building is available, and do not use a land-line telephone. A cellular phone or portable phone is a safe alternative if in a secure shelter or vehicle.

Resuming Activity

The NSSL (National Severe Storms Laboratory) recommends that everyone should wait at least 30 minutes after the last flash of lightning or sound of thunder before returning to the field or activity.

Football Equipment Hand Out

Childs Name (print): _____ Jersey #: _____

Circle Level: Dyno Superlights Lightweights JV Varsity

Equipment:

Helmet: Yes / No Youth / Adult Size: _____ Shoulder Pads: Yes / No Size:

_____ Game Pants: Yes / No Youth / Adult Size: _____ Mouth Piece:

Yes / No

The following is copied from the Jr Comet By Laws for 2022 and will be followed

1.1 Equipment shall be returned no later than 12/1 each year. If equipment is not returned by said date the parent will be responsible for the current price of the total equipment that was received (game pants/shoulder pads/helmet/etc). The parent will be billed the first Sunday of December for the current price. If equipment is not returned and/or monies are not paid by January 1, the board will hire a collection agency to secure said amount. The parent will then be responsible for "ALL" cost incurred by the Jr Comets. If this payment has not been received by the following season, the Board of Directors has the right to refuse this child until monies or equipment is resolved.

Parent Signature: _____ Date: _____

Print Name: _____

Cheer Equipment Hand Out

Childs Name (print): _____ Circle

Level: Dyno Superlights Lightweights JV Varsity

Equipment:

Top: Yes / No Youth / Adult Size: _____ Bottom: Yes / No Youth/Adult

Size: _____ Crop Top: Yes / No Youth / Adult Size: _____ Spank:

Yes/No Size: _____

The following is copied from the Jr Comet By Laws for 2015 and will be followed

- 1.1 Equipment shall be returned no later than 12/1 each year. If equipment is not returned by said date the parent will be responsible for the current price of the total equipment that was received (game pants/shoulder pads/helmet/etc). The parent will be billed the first Sunday of December for the current price. If equipment is not returned and/or monies are not paid by January 1, the board will hire a collection agency to secure said amount. The parent will then be responsible for "ALL" cost incurred by the Jr Comets. If this payment has not been received by the following season, the Board of Directors has the right to refuse this child until monies or equipment is resolved.

Parent Signature: _____ Date: _____

Print Name: _____

Coach Application

(please print)

For Jr Comet Use
Background Check _____ Team _____

Name _____

Coach _____

Manager _____

Address _____

Equipment _____

City, State, Zip _____

Home _____

Phone _____ Cell Phone _____

Email Address _____ T-Shirt Size _____

_____ SSN (required for mandatory background check)

_____ I prefer to: _____ Head Coach _____ Asst.

Coach _____

For the following age group: (Check one)

_____ Dynamites _____ Superlights _____ Lightweights _____ JV _____ Varsity

Previous Experience: _____ If

accepted, I agree to abide by the bylaws, guidelines and decisions of the Jr Comets. I further agree to bring any conflicts with players, other teams or other Jr Comet members to the next Jr Comet board meeting and not present the conflict before the public or teams. I agree and understand to fulfill the following duties and responsibilities:

-Use of **ANY** tobacco products, drugs, or alcoholic beverages is **NOT** allowed on school grounds, therefore, will not be allowed at our practice/game fields or away games.

-Each coach shall make sure ALL their squads; team players and mascots have secured a way home and have left the property following a completed or cancelled practice and/or game

-Under no circumstances will any Board of Directors, coaching staff, or other member of the Organization be allowed on the field that is under the influence of alcohol or illicit drugs. This will be cause for immediate dismissal. -All Coaches are to take their job seriously. The Board of Directors have the authority to dismiss any coach on a majority vote (President has voting power in these cases). Remember one coach's action toward a child or opposing organization may reflect on the entire Reed-Custer Jr. Comets Youth Football.

-Reed-Custer Jr. Comets Youth Football shall insist upon proper behavior of all Coaches and Spectators. They will not condone the use of profanity, abusive language, mistreatment, or favoritism of players by coaching staff, and/or spectator. **NO** head coach, assistant or junior coach will use foul language, or name calling (ethnic, racial or obscene). -Coaches should always remember that we are here for the children and not ourselves.

-Coaching staff will consist of the individual team (s), squad (s) head coach and up to six (6) assistants.

-Football Coaches will be directed by the Athletic Director and the cheerleading coaches will be directed by the Cheer Coordinator.

-Coaching staff shall keep to strict adherence to age limits, player's weight and physical fitness in addition to game playing rules, game time limits and game participation rules set forth by Illinois 8 Tackle Football League and the Organization. A play chart will be maintained for all levels and turned into the Athletic Director at the end of each game. -All coaching staff and assistants shall have their names on a roster (this includes statisticians). If someone's name is not on a roster then they **WILL NOT BE** allowed on the playing field or sidelines.

-No coach can bench a child without approval of the Athletic Director and Head Coach of that squad.

-If a head coach cannot be at practice, an assistant coach **must be** present. If for some reason none of the coaches can be present, the Athletic Director or Cheer Coordinator must be notified in advance so they can take charge of the practice. -If there is a problem with a child or parent, it must be brought to the attention of the

Athletic Director or Cheer Coordinator. If it is not solved at this level, the problem should be brought to the Board of Directors for resolution. -All coaches must insure all children be informed about all games and practices as to the location and times. -All children should be in complete uniform unless given special permission from the Athletic Director or Cheer Coordinator.

-Each coach shall make sure all their squads and mascots are called if practice is cancelled or if there is a change of plans. -All coaches must dress and always look and act like ladies and gentlemen in order to set good examples for the children. -All head coaches must attend monthly Board of Directors Meetings and attend all mandatory coaches' meetings.

I hereby authorize investigation of all statements contained on this form and certify that all information included herein is complete and accurate. I understand that my appointment as coach is conditional upon the satisfactory completion of a background check and that a misstatement of fact will be grounds for my immediate discharge as a volunteer.

_____ Signature Date

