



SCYCA CONSTITUTION

CONSTITUTION AMENDED, Ratified **May 2025**

ARTICLE I

NAME AND OBJECT OF THE SOCIETY

WHERE AS, The Suffolk County Youth Cheerleading Association, known from here on as SCYCA has found the need for a set of rules, guidelines and procedures to supplement and support the daily operations of volunteer not-for-profit members' league and competition standards and

WHERE AS, a Founding member, along with the Executive Board members of SCYCA, **initiated April 16, 2007 and updated 2025**, has met to reevaluate past Constitution and compile said rules, guidelines and procedures, and has presented a Constitution to a quorum of SCYCA members, and

WHERE AS, the voting quorum has ratified and adopted said Constitution, be it

RESOLVED, it is the objective of SCYCA to provide a community of support for youth recreational cheerleading leagues. This is inclusive of the SCYCA delegates Director/Coordinators, Head coaches, team parents, school age demonstrator-volunteers, their teams, ideals, and rights. The intent is to provide a level field for youngsters of approximate and equal age and ability to cheer, under volunteer adult supervision, with equipment and optimum conditions of health and safety. The high standards of sportsmanship and fair play shall be the first requisite of local league competition. To this end the following rules, guidelines and procedures are set down for leagues participating in SCYCA. Long Island youth recreational cheerleading has evolved into a sport requiring qualified supervising Directors and Coordinators and Program leaders. It is the **SCYCA Delegates'** (Directors' /Coordinators') responsibility to foster the promotion and trends in cheerleading at the local level with respect to national trends. SCYCA implements a competition calendar for Long Island to give leagues options and knowledge of all Youth Recreational and continuing education opportunities. SCYCA maintains safety rules based on what is acceptable for the average youth recreation team with regard to current trends locally, regionally and nationally. SCYCA adopted a standard score sheet for their competitions. A goal is for teams to compete with respect and regard for their competitors and for their coaches and **SCYCA delegates** (Directors/Coordinators) to continuously learn through **expertise training and updated safety/risk management training**. SCYCA relies on its members to operate within the "spirit or intent of the organization's philosophy" to be forthcoming with information about how they operate and ethical in giving factual information.

SCYCA reserves the right to determine and resolve all disputes as pertains to the scope of SCYCA jurisdiction. All final actions are within the absolute discretion of the majority of the Executive Board, if continuity of SCYCA's mission statement is compromised in whole or part.

SCYCA exists to give **SCYCA delegates** (Directors/Coordinators) a foundation for sportsmanlike behavior, techniques and procedures. Ethical standards shall be strictly enforced by SCYCA

ARTICLE II

DEFINITIONS OF TERMS FOR MEMBERSHIP

A. LEAGUE MEMBERSHIP

- League membership is any group or organization that is a not-for-profit volunteer organization and represents youth sports in their community. Returning League Membership runs from **May to May**. A \$100 fee per league/per year is due by the **April** membership meeting.
 - Late membership: Any league joining SCYCA after the **April** SCYCA meeting date shall pay \$150 in dues.
 - **After August 1st** membership of new leagues will be determined by the Executive Board. A letter of intent must be submitted along with a fee of \$200.
 - Each year a league must submit in writing up to three names of individuals who can represent their league at membership meetings.
 - **SCYCA membership will cover the cost of the scholarship plaques.**
1. On the membership form, the first two names are counted for voting, if they are in current good standing. If one person is listed, their vote counts twice. If one of the two is not in good standing, the 3rd person's vote counts. ****On-Line voting may be allowed by the Executive Board- except when voting in new Executive Board positions, provided that each vote comes from the email provided on the membership form.** Membership meetings/safety clinics will continue to count for voting eligibility.
 - **The order in which names are listed on the registration form denote the order of voting rights**
 - On-line voting is allowed, only after discussion on a topic occurred at the previous meeting. (moved from C, #8)
 2. For Voting Purposes:
 - a. Each league will be allowed 2 votes.
 - b. If only one representative attends, their vote counts twice.
 - c.If a league has only one delegate listed; their vote counts twice**
 - d. If there is no **delegate present**, you do not get a vote.

3. Good/Bad Standing:

- a. A league is in good standing and enjoys benefits of membership when dues are paid on time. previous year.
- b. A **league** forfeits its good standing and therefore loses voting privileges when its noted **delegates** fail to attend two membership meetings/and or safety clinics in a row. Good standing is reinstated after the league **delegates** attend two consecutive meetings/and or safety clinics.
- c. **A member is in bad standing when the SCYCA delegate fails to attend 2 consecutive meetings.** Good standing is reinstated after the SCYCA **delegate** attends two consecutive meetings and/or safety/**risk management** clinics.
- d. Voting privileges are reinstated at the SECOND consecutive meeting.
- e. A LEAGUE must also remain in good standing to be considered to host a SCYCA endorsed competition and/or to host a SCYCA meeting.
- f. A good standing LEAGUE has at least ONE of said leagues representatives in good standing.
- g. The majority of the Executive Board reserves the right to revoke league membership with a majority vote.
- e) The status of a member or leagues standing carries over from the previous **membership** year.

B. AN INDIVIDUAL SCYCA MEMBER

A SCYCA member is a Founding member, Past Executive Board Member or an active **SCYCA Delegate** (Director/Coordinator) aged 21 years or older of a recreational youth league. All SCYCA members agree to conduct themselves in a manner displaying good sportsmanship throughout the full year term (meetings, competitions, social media etc.). The majority of the Executive Board reserves the right to revoke individual SCYCA membership.

C. RIGHTS AND PRIVILEGES

Individuals:

1. The right to attend regular meetings, make motions, debate, and cast a vote. In voting an individual should decide upon what is in the best interest of their league as a whole rather than the benefit of the individual.
2. Serve on committees **if the member is in good standing. Refer to good/bad standing for voting privileges.**
3. Takes advantage of instructional/continuing education courses

4. Attending a SCYCA endorsed Safety **Risk Management** clinic

Leagues:

1. Attending a SCYCA endorsed Safety/**Risk Management** clinic
2. The right to host a SCYCA local competition. A host league must be in good standing.
3. The right to compete in all SCYCA competitions after having fulfilled Safety/**Risk Management** Clinic obligations.
4. League Board members/Team coaches of any age may attend a membership meeting with prior consultation and Executive Board approval. They may only address the membership when a member of the Executive Board addresses them. They may not directly speak.

D. ETHICAL STANDARDS

1. SCYCA exists to give **SCYCA Delegates** (Directors/Coordinators) a foundation for sportsmanlike behavior, techniques and procedures. **References for sportsmanlike conduct and techniques can be found through** PAL, **UCA Cheer, USA Cheer**, New York State Athletic Association for High Schools, and Section VIII and XI. SCYCA strives to follow their rules for athletes. A **SCYCA Delegate** (Directors/Coordinators) is expected to know the rules **and regulations**. Rules and regulations are found on the SCYCA website, **presented** at membership meetings, and **SCYCA Delegates** (Directors/Coordinators) must share said rules with **league** teams. Good and sportsmanlike behavior is taught to athletes through role model behavior and strict adherence to the rules. Ethical standards shall be strictly enforced by SCYCA.
2. A **SCYCA delegate** (director/coordinator), coach, parent, player, and spectator must not commit unsportsmanlike acts. (Competition, meetings, social media, etc...) This includes, but is not limited to, acts or conduct such as:
 - A. Disrespectful addressing or contacting a competition judge or gesturing in such a manner as to indicate resentment.
 - B. Using profane or inappropriate language, gestures, or **music**.
 - C. Baiting or taunting an opponent intending to embarrass, ridicule or demean others under any circumstances including on the basis of race, religion, gender or national origin.
 - D. **NFHS handbook may be referenced for Core Principles and Unsportsmanlike Conduct.**
3. Revoking membership of a league or individual may take place with a majority vote of the Executive Board.

ARTICLE III

OFFICERS AND THEIR ELECTION

A. The executive board shall consist of a president, vice president, secretary, treasurer, parliamentarian, founding members and past presidents, providing that they are in good standing.

1. President

- i. Shall be the Presiding officer of the organization.
- ii. Have general charge and supervision of the business and affairs of the association.
- iii. Sign and execute all contracts, agreements or other obligations in the name of the association.
- iv. Past Presidents shall remain as such indefinitely.
- v. Past presidents will be offered the opportunity to chair the Nominating Committee.
- vi. Position is a 3 year term (Initiated in 2014).

2. Vice President

- i. Shall assist the President and head any Long-Range planning committees for further projects. The Vice President will assume the duties of President when he/she is unable to preside.
- ii. The Vice President will chair the Ethics Committee.
- iii. This is a 2 year term position (Initiated in 2007).
- iv. Shall act as a liaison for new membership/new leagues

3. Treasurer

- i. Have custody of all of the funds of the association.
- ii. Keep a full and accurate account of the receipts and expenditures.
- iii. Make disbursements as authorized by the President or association.

- iv. Present a financial statement at every meeting of the association and other times when requested by the association.
- v. Takes care of the Secretary's responsibilities when he/she is not available.
- vi. This is a 3 year term position (Initiated in 2007).
- vii. Ensure that yearly taxes documentation is processed and submitted in a timely manner.

4. Secretary

- i. To keep a register or roll of all members and to call a roll when required. They shall keep all pertinent information and identification.
- ii. Maintain the record of member standings status.
- iii. Determine whether a quorum is in place for voting/conducting business.
- iv. Record the minutes of the meetings of the association and send minutes to members within 10 days of such meeting.
- v. Manage website
- vi. Shall act as Historian.
- i. Shall have the duty to send out proper notices of all called meetings and other meetings as necessary and conduct correspondence of the society.
- vii. Shall make out an order of business/agenda, showing exactly what is necessary to come before the assembly.
- viii. Keep records of Competition team rosters, Coordinator/Coaches roster and safety attendance records in coordination with the Parliamentarian.
- ix. This is a 2 year term position (Initiated in 2007).

5. Parliamentarian/Sergeant of Arms

- i. Open and close meetings.
- ii. This position will help facilitate the written word and the spirit of the constitution.
- iii. Read past minutes and enter them into record.

- iv. Keep records of Competition team rosters, Coordinator/Coaches roster and safety attendance records **in coordination with the Secretary.**
 - v. Vice Chair of the Ethics Committee.
 - vi. This position is a 2 year term (Initiated in 2015).
 - vii. The Parliamentarian will chair the Constitution Committee
6. Past Presidents - Toni Genna, **Lucille Mankowich**
7. Founding Members- Lucille Mankowich and Toni Genna
- B. The general board shall consist of no more than three representatives from each league. Two of which may vote. The league **Delegate** (Director/Coordinator) submits the three names, including their own, in order of voting privileges at the **April** meeting. Said representatives will remain constant from **May to May**.
- C. Officers shall assume their official duties on **May 1st**. President and Treasurer shall serve for a term of three-year tenure and Vice President, Secretary and Parliamentarian shall serve for a term of two-year tenure. Past Presidents shall remain as such indefinitely.
- D. All officers are eligible for reelection. If an officer must vacate his/her position during tenure, the Executive Board shall appoint that office. If an officer cannot fulfill all duties and obligations, that officer shall tender a letter of resignation to the President or Vice President.
- E. A ballot of nomination will be decided by a nominating committee of 3 at the March meeting and be presented/sent to the membership in the email that precedes the **April** meeting. Since new Board members take over **May 1st** the voting must take place in **April**. A maximum of three persons per office will be presented at the **April** meeting where secret balloting will determine who will hold the position. No on-line voting will be allowed for Executive Board positions. Members on the ballot **MUST** be at that **April** meeting.
- F. No person shall hold more than one office at the same time unless the number of active, voting board members in good standing drops below 20.
- G. No person under the age of 21 shall be eligible to serve on the general membership board.
- H. To be eligible to run for office you must be an active representative, Founding member, or past Executive Board member in consistent good standing for the past two years. **Eligible SCYCA delegates must have actively participated in at least one committee within the past two years.**

- I. Executive board members are expected to attend all scheduled and Ad Hoc meetings, safety/risk management clinics and when possible competition calendar. Full support of SCYCA events is expected. All Executive Board members shall consider themselves representatives of all SCYCA delegates and the association.
- J. The SCYCA membership shall present any concerns and appeals to the Board for consideration, prior to the membership meeting. The Board will then resolve any differences in a fair and equitable manner.
- K. Definition of Committee
 - i. Each Committee shall have a Chair, which is appointed by the executive board. The Chair will represent the committee and with the executive board choose 2 additional members and up to 4.
 - ii. The Executive Board shall decide when a committee is necessary, choose its members and adjust numbers as needed.
 - iii. Committee members are expected to attend all scheduled and Ad Hoc meetings. Full support of SCYCA events is expected. Chairpersons or a representative of committees shall consider themselves representatives of all SCYCA delegates and the association. Good/Bad standing will impact a member's ability to vote on committee decisions and tasks. (moved from section after list of committees)
 - iv. List of Committees
 - a. Nominating Committee:

The Nominating Committee is a special committee and holds the key to a successful association/organization. Its responsibility is to present the best-qualified nominees for office. Committee work includes holding confidential meetings, reviewing nominations, and searching for the best-qualified candidates for leadership roles in SCYCA. Confidentiality is a must, as committee members will hold extremely honest discussions and must agree to only announce the names of the nominees, not the conversation around those choices or the names that were not submitted for nomination. Refer to: Section A. 1. V. Past presidents will be offered the opportunity to chair the Nominating Committee.
 - b. Safety/Rules/Risk Management Committee:

The Safety/ Risk Management Committee is comprised of three subcommittees; Safety/Risk Management, Rule- Rubrics, and Age Divisions.

 - The Safety/Risk Management Committee will meet a minimum of 3 times between April and September to review changes and additions to the National Federation of High School Sports (NFHS) yearly rules. Members of this committee need to be in constant

communication with the chairperson due to time sensitive deadlines. The Safety/**Risk Management** committee will be available to review video submissions of stunts to answer questions and provide feedback on safety and legality of stunts/pyramid rubrics.

- **If any stunt or skill legality is in question, a video may be submitted for review to a Safety/Risk Management Committee appointed official who is not affiliated in any way with a youth league, to a separate email, safety@scycacheer.org. This designated official will be determined year to year. Please also cc your SCYCA delegate. Individual leagues reserve the right to enforce more restrictive rules at any level.(June 2025)**
 - Video of stunts must include side, front and back views with clear lines of sight of hand grips, body positions, and movements.
- The Rules-**Rubric** committee will effect appropriate changes to the SCYCA rubrics to reflect changes from NFHS updates.
- The Age Division Committee will meet to update age division specifications for stunts, tumbling and jumps.
- **All three subcommittees must work collaboratively to develop and update guidelines each season.**

c. Constitution Committee:

The Constitution Committee is responsible for reviewing the Constitution to determine if updates are needed. The Constitution committee should meet every three years. The Parliamentarian will chair the constitution committee: (Refer to: Section A. 5. vii.The Parliamentarian will chair the Constitution Committee.)

d. Scholarship Committee:

The scholarship Committee is convened to determine changes to the cost and method of the presentation of scholarships.

e. Ethics Committee:

The Ethics committee is responsible for investigating, reviewing and adjudicating alleged violations of the SCYCA constitution and operational guidelines. The purpose of this committee is to ensure the rights of SCYCA and the membership. The Ethics committee if possible should utilize official documentation (ie. SCYCA documentation, Robert's Rules,NFHS, NYSPHSAA,etc.) as well as past history to facilitate discussions and formulate decisions. Once a decision is determined by the committee it will be presented to the Executive Board so that an order may be enacted or disseminated. Refer to: Section A. 2. ii.The Vice President will chair the

Ethics Committee. Refer to: Section A. 5. v. The Parliamentarian will vice chair the Ethics Committee.

f. Officials/Judges Committee:

The Officials Committee will determine the requirements for an individual to become a SCYCA judge. In an effort to assure a vast selection and variety of judges the SCYCA Officials Committee will formulate an annual list of qualified officials. The SCYCA Officials committee will provide judges with access to the SCYCA rules and scoresheets.

g. Finals Competition Committee:

The Finals Committee will meet between April and September to review the yearly requirements that must be met to qualify to attend finals. Members of this committee need to be in constant communication with the chairperson due to time sensitive deadlines. Finals requirements should be presented to the membership by the September Membership meeting.

h. Fundraising Committee:

The Fundraising Committee is tasked with suggesting, researching, and determining fundraising events, activities or materials. As fundraising is done at Finals this may be done in conjunction with the Finals Committee. The Fundraising Committee should remain in constant communication with the Treasurer.

i. Game Day Committee:

The Game Day Committee is responsible for determining the rules and regulations for the Game Day Program. Information regarding game day shall be shared with the Officials Committee so that updated information regarding rules and scoring can be disseminated to Officials. Note * The Game Day Program is currently a pilot program. (2017, 2018, 2022, 2023, 2024)

j. SCYCA Competition Host Committee:

Formed to review the information required and shared with SCYCA competition hosts so they may safely and successfully host a competition. This may include updating the informational sheet shared with non-SCYCA hosts. The SCYCA Competition Host Committee may review the requirements that must be met to qualify to host a competition, this includes coordinating with the Officials/ Judges Committee to ensure conflicts in requirements do not occur.

k. Coaches Training Committee:

Formed to research and organize potential training opportunities for the membership and the coaches of their league. The Coaches training committee will include any necessary requirements, materials, venue and cost needed to execute the training.

***Minutes/Attendance for Committee meetings should be submitted via a typed copy to the SCYCA official email. Updates should be presented to the membership during new business. All updates that require changes to the constitution or guidelines shall be submitted in the form of an official proposal.

ARTICLE IV:

MEETINGS OF THE SOCIETY/BY-LAWS SHOULD INCLUDE ALL THE RULES THAT ARE OF SUCH IMPORTANCE THAT THEY CANNOT BE CHANGED IN ANYWAY WITHOUT PREVIOUS NOTICE

A. DATES

1. Safety/**Risk Management** Interpretation clinics shall be held in any combination of July/Aug they are to be sponsored by SCYCA and run by a reputable member of the cheerleading community. **The Executive board shall approve the person who is presenting at a safety/risk management clinic. It is suggested that a Safety/ Risk Management Committee member be present at each safety/risk management clinic for consistency. SCYCA delegates (Directors/Coordinators) will still need to be represented at one SCYCA safety/risk management clinic.**

2. General Membership meetings shall be held **March** through **December**.

a. Membership meetings are to be posted on the website and announced regularly throughout the season to encourage attendance.

b. The **March** shall be for Membership to set goals for the upcoming season.

c. The **Apri**-shall be the venue for membership dues and **May** meeting voting on the Board.

d. The July/August is for Safety/ **risk management** clinics.

e. The September meeting shall serve to confirm the competition calendar.

f. During the competition season, October and November, host sites will be responsible to set aside time and location for attending members to attend an Ad Hoc meeting for general discussions, **if warranted**.

g. **The December meeting shall serve to review the current season and address concerns for the upcoming season. Attendance is voluntary and does not impact good/bad standing. Minutes will be recorded.**

h. Members will need to email the Secretary for agenda additions at least one week prior to the scheduled meeting. New Business is intended to offer suggestions for further consideration.

i. Please remember it is mandatory for each SCYCA member to attend at least 3 in person meetings.

- It is mandatory that at least 1 representative/**SCYCA Delegate** per league attend in person at the **April** meeting (when membership is due) and the September meeting (badges are handed out). It does not need

to be a SCYCA delegate, it can be a representative for your league. If you choose to send a representative, you must email SCYCA at least 1 week prior to the meeting date with the individual's name and your league **name**. Sending a representative will impact an individual's good/bad standing.

3. The Executive Board shall meet to review the past season in January or February.

- a. Coordinators are welcome to communicate openly with the Executive Board, in writing, about pertinent issues concerning the past season.
- b. Coordinators may be invited to attend an Ad Hoc Executive Board meeting to discuss issues fully.

B. MEETING CALL TO ORDER: ORDER OF BUSINESS

1. Roberts Rule of Order shall be the benchmark for procedure.

2. The Parliamentarian shall open the meeting after the secretary determines that a quorum is present. A Quorum shall be considered Leagues(SCYCA Delegates), Board Members, Founding Members, Past Presidents that are in good standing, with a standard of 51%. A good standing league is any member league that has at least one of said league's representatives in good standing.

3. The Agenda shall be prepared by the Executive Board, **approved by the Board President, and disseminated by the Board Secretary**. The agenda will be e-mailed to the members prior to the meeting.

4. Guests wishing to attend a meeting must do so with permission from the Executive Board. An E-mail must be sent at least one week prior to the scheduled meeting.

5. Members or vendors with products (personal or otherwise), or a service company cannot attend meetings without prior approval for the Executive Board. All vendors or members wishing to speak to the membership must contact the SCYCA Secretary who will arrange approval through the Executive Board. Upon approval, they may attend meetings, be introduced, but cannot use the meeting time as a platform to actually sell products. After completion of the meeting, members will be able to stay and meet with the vendors or members, to speak to them about their products.

6. Virtual Meetings:

Protocol for attending meeting via digital platform (ie. Google Meet, Zoom, etc.)

- Name must state First and Last name and the League Name
- Camera must remain on
- Participant must be in the view of the camera
- The above mentioned rules apply to multiple participants gathered in a single location.

C. SCYCA ENDORSEMENTS

1. SCYCA endorses competitions and is NOT a sponsor of them. All liability is the responsibility of the competing town and the host town.
2. SCYCA and its members cannot endorse nor receive personal compensation, nor can they **promote vendors, businesses , or products for individual or league gains.** (not including league fundraising)

ARTICLE V:

HOW TO AMEND THE CONSTITUTION

This constitution may be amended as needed. Amendment proposals shall be considered at any meeting and brought to a vote following Robert's Rules of Order. Proposals to the constitution or to the rules can be made through e-mail.

This constitution is written and intended for the benefit of all entitled SCYCA Delegates (Directors/Coordinators) who are looking to a future of respect and recognition for themselves and their athletes. SCYCA exists as a resource for the education of coaches so they may be more effective teachers of the sport. Individually, a SCYCA Delegate (Director/Coordinator) can make a difference to their league/teams; together SCYCA can work towards a common goal.

Ratified this 19th day of May, 2025

President _____Phyllis Hill_____

Vice President ____Shannon Philbin_____

Secretary _____Joanna Esposito_____

Parliamentarian ____Jaime Cholden_____

Treasurer ____Millie Rivera_____

Ratification Delegates

____ Ratified by vote of the membership after a proposal was presented and reviewed twice.

[illegible][illegible]
