1.) The name of the Association shall be Glade Valley Athletic Association Cheerleaders, also known as G.V.A.A. Cheer, hereafter referred to as the Cheer Program.

2.) THE PURPOSE OF THE CHEER PROGRAM SHALL BE:

1. To provide the community of Walkersville and surrounding areas with a youth cheerleading program within the Glade Valley Athletic Association.

2. To finance and promote the Cheer Program activities.

3.) PARTICIPATION REQUIREMENTS

1. Anyone in the Walkersville School District and such other geographic areas as permitted the Governing Body is eligible for participation.

2. Participant must be an incoming, or current, Pre-K (4 years of age) through eighth grade student for the fall season and must be an incoming, or current, sixth through eighth grade student for the winter season.

3. Seasonal Fees must be paid so as to cover the cost of insurance for the participant by the first practice.

4. Seasonal Fees must be paid in full by the first game.

4.) GOVERNING BODY

1. Shall be made up of the Cheer Committee.

2. The Cheer Committee shall be: Commissioner, President, Vice President, Secretary, Treasurer, Sub-Committee Chairpersons, Active Participating Coaches, and two At Large Committee Members.
3. Election of the Offices of Commissioner, President and Vice President shall be held at each Annual meeting in December. Officers shall serve a one year term with no limitations on consecutive terms. Terms of Elected Officers of the Cheer Committee will commence January 1 and the Commissioner must be approved by the GVAA Board.

4. The Treasurer, Secretary, Sub-Committee Chairpersons and At Large Members shall be appointed by the Elected Officers and confirmed by the Cheer Committee.

5. Attendance by members of the Cheer Committee is expected at all meetings. If a member is unable to attend a meeting, that member should notify another member of the Cheer Committee of their absence. If a member of the Governing Body is absent from four meetings in a year, that member’s status will be subject to review by the Cheer Committee and dismissal from the Body will be at the discretion of the of the Cheer Committee.

6. Vacant positions can be filled between Annual Meetings by a majority vote of the Cheer Committee.

7. All Cheer Committee present and sufficient for a quorum, equal to 2/3, or no less than 6 members, of the Cheer Committee shall vote on issues brought to the floor; the Commissioner, however, shall vote only to break a tie.

8. The Cheer Committee shall have the authority to conduct all business of the Cheer Program.

5.) DUTIES OF THE ELECTED OFFICERS

1. COMMISSIONER: Shall preside at all meetings of the Cheer Committee. Will have supervision of the affairs of the cheer program, shall sign or countersign all contracts and certificates or other instruments of the Cheer Program as authorized by the Cheer Committee, arrange with the Treasurer an annual audit of financial records of the Cheer Program, shall finalize coaching slate with the President and Vice President each season, shall be required to attend GVAA monthly meeting as the Cheer Representative, act as contact
with other GVAA Sports Commissioners or Officers and shall perform all other duties as are incident to the Office of the Commissioner.

2. PRESIDENT: Shall assist the Commissioner in the supervision of affairs of the Cheer Committee. Shall preside over and officiate at meetings and assume the duties of the Commissioner in the absence of the Commissioner. Shall co-sign, with Commissioner, all contracts and certificates or other instruments of the Cheer Program as authorized by the Cheer Committee, shall finalize coaching slate with the Commissioner and Vice President each season, shall assist the Inventory Specialist Chairperson in all areas relating to uniform distribution and collection, as well as other inventory items, and shall perform other such duties as are incident to the Office of the President.

3. VICE PRESIDENT: Shall assist the Commissioner and President as directed and shall preside over and officiate at meetings and assume the duties of the Commissioner or President in the absence of the Commissioner or President. Shall finalize coaching slate with the Commissioner and President each season, shall serve as Chairperson of the Members Grievance Committee, shall assist the Ways and Means Chairperson in all areas of fundraising efforts of the Cheer Committee and shall perform other such duties as are incident to the Office of the President.

6.) APPOINTED OFFICERS AND SUB-COMMITTEES:

1. TREASURER: Shall have custody of all monies and books of the Cheer Program. The Treasurer will keep and maintain regular books of accounts of the Cheer Program, shall disburse the funds of the Cheer Program as determined by the Cheer Committee and upon receipt of proper documentation, as required by the GVAA Board and/or GVAA Treasurer. The Treasurer shall provide the Cheer Committee an accounting of transactions and financial condition of the Cheer Program at each monthly meeting. The Treasurer will ensure all indebtedness is dealt with in the best interests of the Cheer Program.

2. SECRETARY: The Secretary shall issue notice of all meetings and shall keep minutes of meetings, shall provide a written copy of

minutes at each monthly meeting and shall assume duties of website administrator. The Secretary (or designee) will keep and maintain membership records, will make reports and prepare/issue correspondence as is required by the Cheer Committee.

3. WAYS AND MEANS: Shall manage and coordinate Cheer Program-wide fund-raising. The committee shall be appointed by the Cheer Committee and be comprised of a Chairperson and two volunteers. The Committee duties are to meet, discuss and make recommendations to the Cheer Committee on suggested fund-raising activities. The Ways & Means Committee will implement fund-raising activities as directed by the Cheer Committee.

4. INVENTORY SPECIALIST: Shall inventory, maintain and repair all cheer uniforms and equipment, and shall organize distribution and collection of uniforms and equipment. The committee shall be appointed by the Cheer Committee and be comprised of a Chairperson and one volunteer.

5. COACHES: Coaches are required to complete a coaching application, background check, and maintain continued education courses for spirit, stunting, concussion awareness, and first aid certification. Coaches should have access to first aid kits and have the means by which to contact emergency services. It is recommended that coaches do not use their personal vehicles for transporting participants to venues. Keep clear lines of communication open with parents, account for Stunt Progression Sheets for each participant, teach and coach the youth in their care to progress and learn cheerleading stunts, dances, proper safety, responsibility and to develop leadership skills. Coaches will be assigned to squads based on the skill of the coach and the overall needs of the Cheer Program.

6. AT LARGE MEMBERS: Up to two (2) At Large Members may be appointed as part of the Cheer Committee. Any person(s) the Cheer Committee deems appropriate to serve on the Cheer Committee as an At Large Member. These members shall have voting privileges on Cheer Committee matters brought to the floor.

7. MEETINGS:

1. Cheer Committee meetings shall be held monthly. The place at which such meetings are held shall be stated in the call of the meeting.

2. Order of Business shall be as follows:
- call to order
- review of the minutes of the last monthly meeting
- report of Treasurer
- miscellaneous business
- coaches meeting (optional)