PART 1: CONSTITUTION OF RAPIDS RAPTORS YOUTH TACKLE FOOTBALL & CHEER

ARTICLE 1: IDENTIFICATION

SECTION 1-1: NAME

The name of this organization shall be **Rapids Raptors Youth Tackle Football and Cheer** (hereinafter referred to as "the Association").

SECTION 1-2: LOCATION

The principal location of the Association shall be in **Wisconsin Rapids**, Wisconsin, or such other location as may be determined by the Board of Directors.

SECTION 1-3: COLORS

The representative colors of the Association shall be **Maroon** and **Gray**.

ARTICLE 2: MISSION

The mission of the **Rapids Raptors Youth Tackle Football and Cheer** organization is to empower and inspire young people by providing a safe, inclusive, and supportive environment where all participants can thrive—physically, mentally, and emotionally. We are committed to fostering a community that values **sportsmanship**, **teamwork**, **fair play**, **academic success,** and **diversity**, while promoting **fitness** and **personal growth** through the positive experience of youth sports.

Our organization is dedicated to creating opportunities for children of all backgrounds, abilities, and skill levels to engage in football and cheerleading. We strive to build strong, resilient individuals who value respect, integrity, and perseverance both on and off the field. By prioritizing character development, inclusivity, and leadership, we aim to provide a pathway for youth to develop not only as athletes but as engaged, compassionate, and empowered community members.

We believe that sports are a tool for uniting people, building lifelong friendships, and fostering a healthy lifestyle. We encourage participation, teamwork, and positive competition, while also providing a supportive space for children to grow in confidence, self-discipline, and leadership. Our coaches, volunteers, and families work together to ensure that every child, regardless of background or ability, feels valued, supported, and inspired to continue pursuing sports and fitness throughout their lives.

In all that we do, we strive to be a cornerstone of the community, inspiring the next generation to take pride in their achievements, challenge themselves, and lead with compassion. Through the Rapids Raptors, we aim to instill the values that will shape not just future athletes, but the leaders of tomorrow.

ARTICLE 3: VOTING RIGHTS

In all matters formally presented at a meeting of the Association, each Board Member of record shall have the right to cast one vote. Voting may occur by a show of hands, voice vote, or by secret ballot, as determined by the presiding officer.

ARTICLE 4: AFFILIATION

The Rapids Raptors Youth Tackle Football and Cheer organization is a member of the **Central Wisconsin Football League** and shall adhere to all rules and regulations set forth by that league.

ARTICLE 5: DISSOLUTION

In the event of the dissolution of the Association, after payment of all debts and obligations, any remaining assets shall be distributed to another nonprofit organization that is organized and operated for youth athletic purposes and is recognized as tax-exempt under section 501(c)(3) of the Internal Revenue Code.

ARTICLE 6: PRIVATE BENEFIT PROHIBITION

No part of the net earnings of the Association shall inure to the benefit of, or be distributable to, its directors, officers, members, coaches, volunteers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article 2.

ARTICLE 7: POLITICAL ACTIVITIES

No substantial part of the activities of the Association shall consist of carrying on propaganda or otherwise attempting to influence legislation. The Association shall not participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE 8: NON-DISCRIMINATION POLICY

The Rapids Raptors Youth Tackle Football organization does not discriminate on the basis of race, color, national origin, sex, disability, or age in any of its activities or operations.

ARTICLE 9: FISCAL YEAR

The fiscal year of the Association shall begin on the first day of January and end on the last day of December each year.

PART 2: BY-LAWS OF RAPIDS RAPTORS YOUTH FOOTBALL & CHEER

ARTICLE 10: BOARD OF DIRECTORS

SECTION 10-1: BOARD MEMBERSHIP, ELECTIONS, AND VACANCIES

People interested in serving on the Board of Directors shall communicate their interest, either verbally or in writing, to a current Board member.

Board members shall be elected at the first Board meeting of each calendar year, typically held in January, and shall serve a term of one (1) year or until a successor is elected. To be elected to the Board of Directors, a candidate must receive a three-fourths (3/4) vote of the entire Board of Directors, not merely three-fourths (3/4) of those present at a meeting.

Board members may express interest in serving in specific positions. Following election to the Board, individuals shall be assigned to their respective positions by the Board of Directors. When deemed necessary by the Board, more than one individual may serve in a particular position.

In the event a Board position remains unfilled following the annual election, the position may remain vacant until a qualified volunteer expresses interest. The Board of Directors may appoint an individual to a vacant position during the year upon approval by a three-fourths (3/4) vote of the entire Board of Directors.

Board members who anticipate vacating their position before or at the expiration of their term shall provide reasonable notice to the Board and make a good-faith effort to assist in the identification and transition of a qualified replacement.

Each Board member shall maintain and update a written description of the duties and responsibilities associated with their position to ensure continuity, accountability, and efficient organizational operations.

SECTION 10-2: DIRECTOR/PRESIDENT

The Director shall supervise and manage the affairs of the Association in accordance with the needs and desires of the membership. The Director shall call and preside over all meetings, enforce the Constitution and Bylaws, oversee all committees, and represent the Association at league meetings and other relevant gatherings.

SECTION 10-3: LEAGUE COMMISSIONER

The Commissioner shall oversee all competition programs within the Central Wisconsin Football League, including scheduling games, referees, monitoring the conduct of coaches and players during games, and advising the Board of any violations, complaints, protests, or appeals. The Commissioner may appoint Assistant Commissioners to represent them at games or other events.

SECTION 10-4: TREASURER

The Treasurer shall oversee all financial matters of the Association. This includes maintaining accurate financial records, preparing a financial statement for each meeting, ensuring the collection of all funds due, and making timely deposits in an approved depository. The Treasurer shall maintain the Association's tax-exempt status in accordance with IRS regulations.

SECTION 10-5: SECRETARY

The Secretary shall record minutes of all Board meetings, publish and distribute those minutes to Board members, and maintain official records of the Association.

SECTION 10-6: PUBLIC RELATIONS LIAISON

The Public Relations Liaison shall act as the liaison between the Association and all media outlets, including newspapers and other publicity channels. The Public Relations Coordinator shall communicate special events and programs, such as parades and Youth Night. Finally, the Coordinator will keep an active online presence with consistent posting to social media and verifying that information is up to date (e.g., website and social media).

SECTION 10-7: EQUIPMENT MANAGER

The Equipment Manager shall be responsible for inventorying, maintaining, and distributing all equipment and uniforms for the Association’s activities. When equipment purchases are necessary, the Equipment Manager shall provide the Board of Directors with a list of damaged, obsolete, or insufficient equipment for review and approval.

SECTION 10-8: CONCESSION MANAGER

The Concession Manager shall oversee the operation of the concessions shed at games and other events hosted by the Association, ensuring that all items are stocked and properly managed, prior to all events.

SECTION 10-9: FUNDRAISING LIAISON

The Fundraising Liaison shall organize and lead fundraising efforts, including but not limited to cookie dough, fantasy football tickets, and company sponsorships. The Liaison shall be responsible for all sponsor information to be used in public relations and that sponsors receive their recognition gift. Finally, the Liaison shall also explore new fundraising opportunities.

SECTION 10-10: VOLUNTEER COORDINATOR

The Volunteer Coordinator shall coordinate and manage the volunteer needs of the Association, ensuring that parents and community members sign up for and fulfill required volunteer roles. The Volunteer Coordinator shall also track volunteer participation and communicate with families that have not fulfilled volunteer obligations.

SECTION 10-11: BANQUET COORDINATOR

The Banquet Coordinator shall be responsible for organizing the year-end banquet. This includes tasks such as securing location and pricing, gathering and tracking attendance, forming lasting community relationships, gathering prizes, and managing all logistics related to the banquet's execution. The Banquet Coordinator should work with the Fundraising Liaison in regard to possible sponsorships for the banquet or prizes.

SECTION 10-12: AWARDS COORDINATOR

The Awards Coordinator shall be responsible for maintaining records regarding years participated and proper end-of-season awards. They shall also be responsible for collecting grade cards, report cards, distributing academic awards (optional), and overseeing any activities or recognition related to academic achievement. Finally, the Awards Coordinator shall explore other award needs to highlight student athlete/academic achievements.

SECTION 10-13: CHEER COORDINATOR

The Cheer Coordinator shall oversee all cheerleading activities, ensuring the program runs smoothly and in alignment with the Association's mission. The Cheer Coordinator will establish cheer routines, recommend, support and monitor coaches, and set final performance schedules.

SECTION 10-14: FOOTBALL COACHES' COORDINATOR

The Coaches' Coordinator shall establish guidelines for practice routines, coordinate playbook changes with local middle and high schools, and distribute relevant coaching information to ensure effective coaching and program administration.

SECTION 10-15: ACTIVITIES COORDINATOR

The Activities Coordinator shall serve as the parade marshal for local parade opportunities, coordinating registration and decoration, while working with other Board Members to present and advertise the Association in a fun and informative manner. The Activities Coordinator shall also coordinate other events such as those put on by the Sports Commission. The Activities Coordinator should work with the Fundraising Liaison in regard to activities and fundraising.

SECTION 10-16: CHARITY LIAISON

The Charity Liaison shall oversee all activities in relation to charitable activities. This includes, but is not limited to, finding a local charity to support, ordering socks and other items for game day events, communicating with charities, public relations, and other members of the board in regard to plans, marketing, and execution of events. The Charity Liaison should work with the Fundraising Liaison in regard to possible sponsors for the charity events.

SECTION 10-17: ADVISORS

The Head Coaches of the Lincoln and Assumption High School football teams shall serve as advisors to the Board, providing insight and guidance on football-related matters. Advisors may be appointed when the person's knowledge or feedback is pertinent to the needs of the Association. Advisors do not have voting rights.

ARTICLE 11: TEAM REGULATIONS

SECTION 11-1: FOOTBALL TEAM SIZE

Teams will consist of 18-35 players, with the ideal number of players being 22.

SECTION 11-2: FOOTBALL ATHLETE PLAY TIME

Each player is guaranteed a minimum of 12 plays, not including special teams. This may be overruled to fewer plays if the athlete code of conduct is violated or if there is a written understanding between the coach and guardians.

SECTION 11-3: FOOTBALL TEAM SELECTION

Teams are chosen by coaches using a draft. Criteria used for team makeup based on needs are: siblings and coaches.

ARTICLE 12: COACHES REGULATIONS

SECTION 12-1: SELECTING COACHES

Coaches are selected based on need and experience by the Board of Directors. All coaches must complete the Coaches Application and successfully pass a criminal background screening prior to coaching. Teams will have up to four coaches, unless approved by the Board of Directors. Coaching groups can be requested but final coaching teams will be decided by the board, based on needs.

SECTION 12-2: COACHES REQUIREMENTS

Coaches are required to abide by the Coaches Code of Conduct when representing Rapids Raptors both on the fields and at sponsored events.

ARTICLE 13: PLAYER REGULATIONS

SECTION 13-1: PLAYER REGISTRATION FEES

Subject to approval by the board, participant fees are determined for each season at least 60 days prior to registration date. Amount of this fee must be sufficient to cover equipment costs, league fees and insurance costs, and overall general operating costs budgeted for Rapids Raptors.

SECTION 13-2: PROOF OF AGE – BIRTH DATE

Each player must submit proof of birth date when requested by the board. Satisfactory proof of birth date must come from a certified birth certificate.

SECTION 13-3: RELEASE OF PLAYER FROM TEAM

Any registered player or cheerleader may request a release. Equipment must be returned at the time of request or by equipment return night. Refunds will be made if the request is prior to the first scheduled game.

SECTION 13-4: EQUIPMENT RESPONSIBILITY

All player/cheerleaders are required to post a check deposit to the Rapids Raptors when picking up their equipment. Returned uniforms and equipment must be clean and mended. Players must take good care of their equipment. When any player fails to return property of the Rapids Raptors on the return date or the equipment has wear and tear beyond typical uses, the deposit check provided at equipment pick up will be cashed.

SECTION 13-5: PLAYER CONDUCT

Players are expected to exhibit good sportsmanship and manners whenever representing the team – on the field or during team sponsored events. Athlete's code of conduct will specify guidelines regarding conduct and actions taken for misconduct.

ARTICLE 14: MEETINGS

SECTION 14-1: REGULAR MEETING

Regular meetings of the Association shall be held monthly.

SECTION 14-2: SPECIAL MEETINGS

Special meetings of the Association may be called at any time by the Director or a majority of the Board members, with proper notice provided to all members in advance.

SECTION 14-3: PARENT MEETING

A parent meeting shall be held before or during the first week of practice to provide a comprehensive overview of the upcoming season and ensure clear communication between the organization and families. The meeting will include the following:

- Review of the season's schedule and important dates;
- Detailing of fundraising opportunities, including how these efforts support the organization and what is expected from each family;
- Explanation of volunteer expectations for parents of registered athletes, emphasizing the importance of active participation in team and organizational activities;
- Overview of the organization's mission and history, helping families understand the values and legacy that guide our work;
- Discussion of communication pathways, including how parents can stay informed and receive updates throughout the season;
- Guidance on how to voice grievances or concerns in a respectful and constructive manner, ensuring all feedback is heard through proper channels;
- Introduction of current board members and their roles, as well as highlighting any available board positions and how parents can get involved;
- Overview of academic awards and a discussion of the organization's commitment to academic excellence;
- Presentation of planned charity events and an announcement of the year's chosen charity, reflecting our commitment to community service and giving back;
- Open Q&A session to allow parents to ask questions and receive clarifications.

SECTION 14-4: ORDER OF BUSINESS

The order of business at all meetings shall be as follows:

1. Roll Call (A "sign in" attendance sheet may be used)
2. Minutes of previous meeting
3. Report of the Treasurer
4. Unfinished business
5. New business
6. Miscellaneous items
7. Schedule next meeting

SECTION 14-5: QUORUM

The presence of at least one-half of the Board of Directors or five (5) members, whichever is greater, to be considered a voting quorum.

SECTION 14-6: NEGLECT OF DUTY OF A BOARD MEMBER

If a member of the board fails to perform satisfactorily, such as excessive absenteeism or non-performance, the Board may require corrective action or may vote to remove the member from the Board.

SECTION 14-7: ETHICS REVIEW

The Board, when necessary, acts as an Ethics Committee. In this capacity, it will inform any team member, in writing, of any failure to behave in an ethical manner. This notification, as an indication of improper behavior by not having followed the "spirit of the game" as it interpreted by the Board.

If subsequent review indicates failure to improve after sufficient warnings, the Board has the right to determine that a team member is not allowed to practice, play, or coach in a game or games. Additionally, the Board shall also have the right to determine that any personnel may not be allowed to participate further in Rapids Raptors' activities.

Any decision on ethics by the Board may be appealed in writing directly to the Board.

SECTION 14-8: CONFLICT OF INTEREST

Any Board member, coach, or volunteer who has a personal, financial, familial, or business interest in a matter being considered by the Association shall disclose the nature of that interest to the Board of Directors prior to any discussion or vote on the matter.

Board members shall not participate in decisions regarding disciplinary actions, grievances, coach selection, or other matters directly involving a member of their immediate family unless specifically requested by the Board to provide factual information.

A person with a conflict of interest may participate in discussions at the request of the Board for the purpose of providing relevant information but shall abstain from voting on any matter in which a conflict exists.

The disclosure of the conflict and the members' abstention from voting shall be recorded in the meeting minutes.

The Board of Directors shall act in the best interests of the Association and its participants when evaluating any potential conflict of interest.

PART 3: AMENDMENTS TO CONSITUTION & BY-LAWS FOR RAPIDS RAPTORS YOUTH FOOTBALL & CHEER

ARTICLE 15: AMENDMENTS

SECTION 15-1: PROPOSED AMENDMENTS TO THE CONSTITUTION

Any proposed amendment to this Constitution shall be submitted in writing to the Board of Directors and shall be read at a Board meeting preceding the meeting in which the vote on the amendment will take place.

SECTION 15-2: ADOPTION OF AMENDMENTS TO THE CONSTITUTION

A proposed amendment shall be adopted only if it receives an affirmative vote of three-quarters (3/4) of the Board members present at the meeting.

SECTION 15-3: PROPOSED AMENDMENTS TO THE BY-LAWS

Any proposed amendments to these by-laws shall be submitted in writing to the Board of Directors and shall be read at a Board meeting in which the vote will take place.

SECTION 15-4: ADOPTION OF AMENDMENTS TO THE BY-LAWS

A proposed amendment to the by-laws shall be adopted only if it receives an affirmative vote of a majority of the Board members present at the meeting.

CERTIFICATION

This Constitution was adopted by the Board of Directors of the Rapids Raptors Youth Tackle Football and Cheer Association on the **8th day of November, 2026**.

By establishing this constitution, the Rapids Raptors Youth Tackle Football and Cheer organization affirms its commitment to a transparent, inclusive, and ethical operational framework that prioritizes the development of youth through sports. The association will also take all necessary steps to obtain nonprofit and tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.