De Anza College Cheer Team Constitution

ARTICLE I - NAME OF CLUB

The name of the club shall be De Anza College Cheer Team.

ARTICLE II - PURPOSE OF CLUB

The purpose of the club is to establish a sport activity where students and athletes will be supporting teams to increase school spirit. Club members will perform cheers, dances, tumbling, and stunts to direct the audience at games and Club Day events, as well as competing nationally for the promotion of spirit and sportsmanship.

ARTICLE III - MEMBERSHIP

 Any DASB cardholder who carries a minimum of ½ unit is eligible toTRYOUT FOR this club. Members cannot be on social probation. Members must hold a 2.0 GPA or higher.

ARTICLE IV - QUALIFICATION AND ELECTION OF OFFICERS

 Section 1. Club officers must be currently enrolled, have at least a 2.0 GPA, must maintain four units, have a current DASB card, and must not be on academic or social probation.

 Section 2. Officers will be 2 Presidents, Vice President, Secretary, Treasurer, and ICC Representatives (there may be 2). Club elections will be held no later than the 6th week of spring quarter. New students will replace students who graduate or leave the club.

 Section 3. The election will be done by ballot by club members who have attended at least two meetings. Elections are held once a year unless a position should become vacant.

ARTICLE V - DUTIES OF THE OFFICERS

 Section 1. President/s

1. Preside over all meetings.
2. Call special meetings.
3. Carry out the provisions of the constitution.
4. Appoint committees and chairpersons with the coach/advisor.
5. Oversee all committee activities.
6. Assist in making agendas with the coach/advisor.
7. Serve as captains

 Section 2. Vice President

1. Assume the duties of the president in their absence.
2. Perform any duties delegated by the president.
3. Attend all ICC meetings.
4. Report the results of ICC meetings at club meetings.
5. May serve as co-captains in the event that there are more than 20 club members.

 Section 3. Secretary

1. Record and keep accurate minutes of all meetings.
2. Act as correspondence clerk.
3. Print and distribute agenda for all meetings.

 Section 4. Treasurer

1. Handle funds and finances for club.
2. Keep financial records and collect dues.
3. Pay bills and release funds as voted by the general membership.
4. Make financial reports at least once a month at the meeting.
5. Act as lead for club fundraisers.
6. Keep individual club members aware if they have outstanding balances with the team.
7. Keep club officers informed of any and all communication with club members who are not in good standing financially with the team and what is being done about the situation.

 Section 5. ICC Representative

1. Attend all ICC meetings.
2. Take notes at ICC meetings.
3. Assisted vice president with reporting back to the club.
4. Collect mail weekly from club mailbox.
5. Decorate bulletin board with club information.
6. Assist treasurer in coordinating fundraisers
7. ICC Reps may also hold another officer position.

ARTICLE VI - EXECUTIVE COUNCIL

 Section 1. The Executive Council will consist of the Presidents, Vice President, Secretary, Treasurer, ICC Representative, and coach and/or advisor who shall meet as often as necessary.

 Section 2. Duties of the Executive Council

1. To formulate policy of the club between regular meetings and in case of emergency, subject to approval of the general membership.
2. To execute policies determined by the general membership. To govern the activities of the club.
3. To compile agenda for general meetings.

ARTICLE VII - IMPEACHMENT/REMOVAL AND REPLACEMENT OF OFFICERS AND MEMBERS

 Section 1. All elected officers may be subjected to impeachment and removal by a two-thirds majority vote of the total membership.

 Section 2. Grounds for impeachment are negligence and any form of misconduct, which is damaging to the club. An officer/member may be impeached/removed only under the following conditions: there must be a quorum present during impeachment/removal, two thirds of the membership must vote, prior to impeachment/removal there must be one week’s notice of intent publicized.

 Section 3. Replacement of officer(s) shall be filled in the following manner:

 (Line of Succession – in absence of President, Vice Presidents, Secretary, Treasurer, and ICC Representative).

ARTICLE VIII - MEETINGS

 Section 1. Special Meetings. There must be public notice on the club board at least five school days in advance.

 Section 2. There must be a meeting at least once a month held at De Anza.

 Section 3. There must be a quorum present in order to take care of financial action (a quorum is 50 percent plus 1 of the active or dues paying membership).

 Section 4. Minutes must be kept of all financial actions with the club secretary.

 Section 5. The treasurer will need to make a written and oral report at least once a month at the meeting.

ARTICLE IX - PRACTICES AND GAMES

 Section 1. Members will establish regular and prompt attendance at all games and practices. If the advisor appoints a class for the practice time, all club members are required to join the class. Members are required to participate and give 100% in all practices unless excused by the coach/advisor, or with the release of a doctor’s note.

 Section 2. Students must have a VALID approved excuse to miss a game. Game attendance it mandatory. If you cannot make it with a valid excuse determined by the coach/advisor, the team member must give coach notice in writing (5) five days prior to that game.

 Section 3. 3A- Absences must be cleared by the coach/advisor beforehand. The captains should also be informed. This MUST be done 24 hours in advance. Written documentation must be provided PRIOR to day/event presented to coach and captains.

 3B- If a club member makes an unexcused absence the entire team is required to do during the following practice. The member will also be benched for the first half of the next game.

 3C-If a member misses practices with a game involving stunts for safety reasons they will be removed from the assigned stunts. Consistent absences will result in punishment from the executive council, this may include removal from the team.

 Section 4. Students holding jobs must arrange their work schedule to allow for practices set up by the group. Having work is inexcusable for absences as practice schedules are given in advance with enough time to arrange their work schedule around it. Last minute ADDITIONAL practices (without 3 weeks notice) will not be counted against you.

 Section 5. Team members must attend 2 practices per week. Members must also attend all home games and away games the team decides to attend. Missing a game will result in being benched for the first half of the following game and may result in the member not being in the following halftime performance.

 Section 6. All members must come to practice wearing practice attire such as sweats or workout clothes. Hair must always be pulled back, and nails should not go past fingertips. **NO jewelry allowed at all.**

 Section 7. Transportation to and from games and practices is the direct responsibility of the member.

 Section 8. Being tardy at practices is unacceptable and will result in the following: for every minute a member is late the entire team is required to do 5 push-ups. Example: If 1 member is 5 minutes late and another member is 2 minutes late, the team will do 35 push-ups. This is to encourage every team member to be on time as practice is imperative.

 Section 9. All team members are required to learn ALL of the cheers. If a team member does not know their cheers and does continue to learn and practice them the member will not perform until all cheers are learned.

Section 10.NO CELL PHONES (or similar types of electronics) may be used at all during practice including breaks. In the event of a family emergency, phones may be used. Phones may only be used for learning purposes such as: recording the dance to practice at home and playing the performance music.

Section 11.Captains lead practices. If a team member would like to share information it must be done privately with captain(s) and at the end of practice.

Section 12.Competition Practices – If the team competes that year, NOT ALL team members are required to compete. If you choose to be on the competition squad, you MUST attend additional practices.

 Section 13. Any team member who quits prior end of quarter will not be eligible to participate in the club next quarter. A team member may only quit under a situation understood by the captains and the coach and/or advisor.

 Section 14. All private/personal matters that is discussed during team bonding activities and regular team meetings shall not be discussed outside the team under any circumstance.

ARTICLE X - COMMITTEES

 De Anza College Cheer Team will have necessary committees to be determined by the captain(s), Executive Council, and coach and/or advisor.

ARTICLE XI - ADVISOR

 The role of the coach and/or advisor is to:

1. Serve as the official staff representative of the college.
2. Work closely with the club to insure a cooperative relationship between the coach/advisor and the club membership.
3. Help officers of the organization understand their duties.
4. Give particular attention to the financial activities of the group in order to prevent the incurring of organizational debts for succeeding members to pay.
5. Help students to understand and apply democratic principles within their own organizations and in working with others.
6. Be present for some official club/organization meetings and activities (business and social), and to advise students of the policies and procedures which they must allow as a club/organization.
7. Be familiar with the ICC Code, ICCE Financial Code, ICC Concessions Code, and club financial process.
8. Insure that all reasonable steps are taken to insure the safety and welfare of club members.
9. Insure that appropriate college policies are upheld.
10. To sign all club/organization requisitions for the club/organization and to make sure that 1) their student treasurer or co/presidents sign it and 2) that the expenditure it correct within all existing policies.
11. Ensure area is safe for team to practice.

ARTICLE XII - UNIFORMS

 Section 1. Students are responsible for 100% of the cost of the uniform, **including underliners, briefs, shoes, poms and any other items the team has agreed to purchase. These are considered PERSONAL purchases and the club cannot and will not cover costs. Students who neglect to pay for their items will have a HOLD put on their student account until funds are paid in full. Any part of our De Anza Cheer uniforms, warm-ups, practice clothes, etc cannot be lent to anyone outside of the team. Some costs may be covered by fundraising. All members are required to participate in fundraisers.**

Section 2. Any missing items of the De Anza Cheer Uniform may result in the following punishments: benched for games until the item is found or repurchased. If an item is lost it is the members responsibility to repurchase it themselves.

 Section 3. Uniforms are to be worn correctly on game days. This is defined as: uniforms must be neat and clean at all times while being worn. A. Members are required to wear spandex under your skirt at all times.

 B. Hair and makeup of the game will be decided by the coach and/or advisor and captain/s. If predetermined a ribbon will be worn in the hair so that all team members are uniform in attire and appearance.

 C. The coach and/or advisor and captains will bench any members who do not fit the category of neat and appropriately outfitted in keeping with the spirit of the leadership position they hold.

 D. Uniforms are to be worn for games, cheer competitions, to school on the day of games/club events, club events, and any other events by the club advisor. Uniforms may NOT be lent to friends, used for costumes, etc

ARTICLE XIII - RESPONSIBILITIES

 Section 1. The club accepts full financial responsibility for all activities that bear its name as official sponsor, and will adhere to college regulations. All publicity for an event must bear the name of the sponsoring club.

 Section 2. Any member whose attitude detracts from the smooth functioning of the club because of continual lack of participation or effort, or consistent disagreement, etc with the other members will be suspended or removed by the coach/advisor after meeting with the president and vice president or at least two other members of the executive council.

ARTICLE XIV - RIGHT TO ACT

 Any club officer or club member does not have the right to incur any debt or become involved in any business under the title or by implying the title of a club in any way unless given full authority to do so by the club.

ARTICLE XV - CONDUCT OF A DE ANZA CHEERLEADER

 Section 1- De Anza cheerleaders must represent themselves as a positive and presentable person as one member not only represents how they look, but how the entire club and school is perceived.

 Section 2- While in uniform, De Anza Cheerleaders are to conduct themselves in a positive manner at all times. Cheerleaders may not use an excessive amount of vulgar language.

 Section 3- De Anza Cheer Club member they must present themselves in a positive and presentable manner at all times on social media. This includes but is not limited to the following social media accounts: Facebook, Twitter, Instagram, Snapchat, etc. Inappropriate social media post include but are not limited to: excessive vulgar language, online bullying of any kind to ANYONE, drinking/smoking especially when IN UNIFORM, underage drinking, etc. Blocking De Anza Cheer Club Members to avoid punishment is not allowed.

ARTICLE XVI - STUNTING AND TUMBLING

 Section 1. All stunts and tumbling must be done safely done under the care of the coach and/or advisor.

 Section 2. De Anza College, De Anza College Cheer Club, De Anza Inter- Club Council, De Anza College staff, and the De Anza Cheer Club coach/advisor is NOT responsible for any injuries that may occur during stunting and tumbling. During stunts members must carefully follow the instructions of the Coach and/or Advisor and/or the Captains giving instructions. Stunts and tumbling will only be performed at games/performances if the team is able to execute the stunts and tumbling in a safe and clean manner.

 Section 3. If a team member misses practices the same week of a game the member MUST be pulled out of all stunts due to safety reasons. If a team member does not represent the conduct of a De Anza Cheerleader they may also be pulled out of stunts. The following ways can include, but are not limited to: talking back to coach and/or advisor or captains, not listening to directions during practice, not wearing the proper practice attire, missing practices/games, intentionally dropping the top person, etc.

ARTICLE XVII - AMENDMENTS TO CONSTITUTION

 Any amendment change requires a two thirds vote at a general meeting; copies distributed to all clubs, ICC Officers, Secretary, and Student Activities Specialist, and must then be approved by a two thirds vote by the ICC.

 ARTICLE XVIII - LIABILITY RELEASE

 On their own behalf members agree to release and to hold harmless De Anza College as well as any and all the respective advisors, directors, officers, representatives, members, agents (hereby known as De Anza College Representatives) from any and all liability, whether caused by negligence or otherwise for any claim, judgment, loss, liability, cost and expense, including, without limitation, attorney fees and costs, arising out of or connected with the event including any claim arising out of or connected with any illness or injury (minimal, serious, catastrophic and/or death) that the member may incur or sustain during practices or any events, all activities associated with the practices or events and while traveling to and from the site of the practices or event whether or not the practice or event actually occurs. Members, hereby warrant that they have read the Liability Release entirely and fully understand its contents and am aware that upon becoming a member, fully releases De Anza College Representatives and contains acknowledgement of their voluntary and knowing assumption of the risk of injury or illness.

UPDATED 1/12/2020