

## GENERAL RULES – NON COMPETITION

BERT BELL CHEERLEADING CONFERENCE WILL BE SUBJECT TO THE BYLAWS OF THE BERT BELL MEMORIAL FOOTBALL CONFERENCE UNLESS EXCEPTIONS ARE DULY NOTED AS NOT APPLICABLE.

1. **DUES:** Each member team shall pay dues on or before the September meeting of each year. The amount of the dues shall be assessed each year at the August meeting by the representatives. This fee is not to exceed \$100.00
  - A. Failure to pay at this time will result in a late charge of an additional \$5.00.
  - B. A letter will be sent to the President and Treasurer of the organization to be fined. This will be sent to the club's address.
  - C. Failure to pay the dues by the October meeting will result in the forfeiture of registration for the current competition.
  
2. **MEETINGS:** Each organization is required to present a list of representatives (name, address and phone number) and two alternates by the April meeting. Each organization will email the Bert Bell Cheerleading Treasurer by the April meeting with their organization's President and Treasurer's names, physical addresses, email addresses and phone numbers. At least one representative must attend each meeting or be subject to a fine of \$50.00 per meeting missed.
  - A. Meetings will start promptly at 7:00 p.m. The schedule of meeting dates will be announced at the March meeting. Meetings will last no longer than 2 hours.
  - B. Meetings are to be attended by the representative and/or alternates only.
  - C. The August and October meetings as well as the first meeting after competition are open to all coaches.
  - D. Meetings are generally monthly (except January and February) unless canceled by the President.
  
3. **VOTING PROCEDURES:** No matter how many representatives are present at a scheduled Bert Bell Cheerleading Conference meeting, each organization is allowed only ONE vote in any issue raised. If your club is not represented at a meeting your VOTING CHOICE IS FORFEITED. You must comply with whatever is decided upon by the organizations present at the meeting. The vote will be decided by a majority rule of those present and able to vote.
  - A. A representative or the alternate shall not be entitled to vote if they are absent from two consecutive meetings of the board. They shall regain their right to vote after attending two consecutive meetings. They will need to register as exhibition.
  - B. The President shall vote only in the event of a tie.
  - C. A team must complete their one year probationary period within the Bert Bell League before being given any voting privileges.
  
4. **TERMS FOR THE BOARD OF DIRECTORS:** The Board of Directors shall consist of a President, Vice-President, Secretary and Treasurer.
  - A. The Executive Board of Directors shall be nominated at the March meeting and elected at the April meeting.
  - B. The officers of the Executive board shall serve a term of two years and will be voted on in the following order.
    1. **EVEN YEARS:** President and Secretary
    2. **ODD YEARS:** Vice-President and Treasurer
  - C. Board of Directors job descriptions:
    1. **PRESIDENT:** Shall oversee all aspects of the Bert Bell cheerleading program which include but are not limited to; hold monthly meetings, enforce all bylaws, educate directors on rules and regulations of Bert Bell and the sport of cheerleading, act as liaison between Bert Bell Board of Directors and the Cheerleading Directors, update coaches on cheerleading related issues, participate on the Competition Committee and help to provide a safe cheerleading program for all Bert Bell participants.
    2. **VICE PRESIDENT:** Shall stand as President if the appointed President is unable to perform her/his duties. The Vice- President is responsible for having a superb knowledge of the bylaws, keep the meetings running in an orderly fashion, assisting with competition, oversee the Attendance Committee and will appoint a delegate to verify rosters and ID cards at competition, participate on the Competition Committee, and helping the President when needed. This is not an all-inclusive list and other duties may be given throughout the season.
    3. **TREASURER:** The Treasurer is responsible for all monetary transactions that are made within the organization. They will collect all dues and money, check bank statements for accuracy, write

## GENERAL RULES – NON COMPETITION

checks, keep records of all transactions, update Bert Bell Directors of account balances and notify organizations/people when money is owed. The Treasurer will participate on the Competition Committee. The Treasurer will also be the time keeper at competition or designate a representative. This is not an all-inclusive list and other duties may be given throughout the season.

4. **SECRETARY**: The Secretary is responsible for correspondences between the directors. They will keep the directory listings updated, take minutes from each meeting and distribute them to the representatives. They are a liaison between the Bert Bell Secretary and the Cheerleading Board of Directors. The Secretary will also mail/email necessary information to the cheerleading staff and commissioner when appropriate. The Secretary will participate on the Competition Committee. The Secretary will also be the time keeper for the routines at competition. This is not an all-inclusive list and other duties may be given throughout the season.
5. **AGE REQUIREMENTS**: Cheerleaders must turn five (5) years old on or before JUNE 30 and be no older than fifteen (15) years old on or before November 30.
  - A. All first time cheerleaders must present original birth certificate to their league the day they register and must also show it to the board member taking ID pictures.
  - B. Physicals and parental consent forms are required before the first practice.
  - C. No cheerleader may begin practice unless there is a physical form on file, signed by a doctor.
  - D. ALL CHEERLEADERS must have an ID taken. ID's for competition cheerleaders must be checked and signed at every game. This roster and ID must be present at the October meeting and the day of competition. An ID picture is only good for a total of four (4) years.
6. **ALL SQUADS**:
  - A. If a club cannot field a varsity squad at the September meeting, a waiver for the season is given.
  - B. Rosters of all registered cheerleaders will be due at the September meeting. They are to include names, addresses, birthdates and school that they attend.
  - C. Cheerleaders cheering for squads must adhere to the following rules according to their birth date.
  - D. If there is no 150lb team it is at the discretion of the individual organization to allow 13-15 year old cheerleaders to cheer for the 120lb team.
  - E. Ages and Teams:
    1. 7-8 year olds on the 80lb team
    2. 9-10 year olds on the 100lb team
    3. 11-12 year olds on the 120lb team
    4. 13-15 year olds on the 150lb team
7. **PROTOCOL FOR GAME DAY**:
  - A. The coach of the home team should accompany her squad with rosters and ID cards, when they are welcoming the visiting team. You only have to show ID cards for competition cheerleaders. When signing off, ALL CHEERLEADERS names should be called off and all photo ID's checked.
    1. If there are no cheerleaders on opposing team, rosters will be signed off by a BERT BELL BOARD MEMBER.
    2. Check in can be done prior to the half-time routines.
  - B. Half-time program during the games will run as follows: The program consists of three cheers or one cheer to the opposing team and a one minute dance. The visiting team cheers first while the home team waits on the 30 yard line. The first cheer will be presented to the opposing team, using the opposing teams mascot and or colors and should be friendly and welcoming and the second and third cheer to their own team. Upon completion, the team should return to the 30 yard line to observe the home team's program.
    1. An Adult coach/student coach/team mom must accompany all stunt groups that perform on the field at half-time. These names must be on the roster to go out on the field. Mascots are allowed on field if they are at least 5 years old. Based on your organization's insurance coverage.
    2. No basket tosses are to be performed at half-time or on any field at any time. This includes the all-star game.

## GENERAL RULES – NON COMPETITION

3. At the end of the game, both cheerleading squads should shake hands when the football players do, no exceptions. This should be done in a separate line from the football players.
  4. Any show of poor sportsmanship is to be reported immediately to any Bert Bell board member for resolution. Poor sportsmanship includes but is not limited to; spitting, not shaking hands, name calling, or other conduct unbecoming.
8. WEATHER CONDITIONS: If the football game is played, the cheerleaders MUST BE PRESENT.
- A. The decision not to cheer is based on the league's decision. If the football team plays the cheerleaders cheer.
  - B. A fine of \$15.00 per Varsity and Junior Varsity squad will be imposed for any team not fielding a squad during a regularly scheduled game. This includes Labor Day weekend and play offs.
  - C. The Bert Bell cheerleading president is to be called when a decision is made to not field a squad.
9. COACHES: IT IS THE REPRESENTATIVE RESPONSIBILITY TO SEE THAT THEIR COACHES GET ALL THE PERTINENT INFORMATION FROM THE BERT BELL CHEERLEADING CONFERENCE.
- A. Directors: It is the representatives' responsibility to see that EACH coach has a copy of the bylaws, the physical forms an emergency card for each cheerleader and a coach's phone list for each individual organization. This should be kept with each coach for each team at all times.
  - B. It is the responsibility of the representative to see that their coaches receive all of the pertinent information and are clear on all of the rules and regulations.
  - C. Cheerleading coaches in Bert Bell must attend either a coach's clinic or attend a coaches meeting prior to the first game. ALL coaches must know the rules and regulations from the league as well as the cheerleading bylaws. A cost may be collected for a clinic since an outside organization will be hosting it. Bert Bell cheerleading will cover the cost for up to three (3) coaches per organization to attend an annual cheer coach's clinic it sponsors.
10. FLAG CHEERLEADERS: Flag cheerleaders will be permitted under the age of seven (7) at the discretion of each individual club. Flag cheerleaders must be registered and rostered and appear on all paperwork as flag cheerleaders. Individual clubs may choose to charge a nominal fee. Flag cheerleaders adhere to the same age/birth date requirements that the football players do.
- A. Flag cheerleaders are able to participate in practices.
  - B. Flag cheerleaders may not participate in competition.
  - C. Flag cheerleaders may perform cartwheels and thigh stands only.
  - D. Mascots are accepted based on your organizations choice. They may cheer on sideline only. NO FIELDING PERMITTED unless the child is at least five (5) years old. They must appear on the roster as a flag cheerleader.
11. POST SEASON COMPETITION: Post season competition is allowed, however, a separate medical waiver must be obtained from your organization. Contact your league representative. You may use the Bert Bell name.
12. BY-LAWS: Any by-law changes, additions or deletions need to be presented at the March meeting voted on at the April meeting and will go into effect immediately after the April Meeting.
- A. By-law changes, additions or deletions must have a majority vote in order for the bylaw to become effective in April.
  - B. March is the only time during the year that by-law changes may occur unless an unexpected incident has occurred.