

NAVARRE YOUTH SPORTS ASSOCIATION, INC.

BY-LAWS

ARTICLE I - NAME

This organization shall be known as the Navarre Youth Sports Association, Inc., a Florida not-for profit corporation, hereinafter referred to as “Sports Association” or “NYSA.”

ARTICLE II - OBJECTIVE

Section 1. The objective of the Sports Association shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority, so that they be well adjusted, stronger, and happier children and will grow to be good, decent, healthy and trustworthy citizens.

Section 2. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501-C-3 of the Federal Internal Revenue Code, the Sports Association shall operate exclusively as a nonprofit, educational organization providing a supervised program of competitive games. No part of the net earning shall inure to the benefit of any private shareholder or individual, no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene on any political campaign on behalf of any candidate for public office.

ARTICLE III - MEMBERSHIP

Section 1. Eligibility. Any person sincerely interested in actively participating in NYSA in order to further the objective of this organization may apply to become a member, unless otherwise stated.

Section 2. Classes. There shall be the following classes of Members:

a. Member Definition - For purposes of these By-Laws, a “member” is defined as any family with any number of children (one or more) participating in NYSA sports/recreational program. Each family is entitled to cast one vote as a member. Each family can designate one parent to cast the member vote for the family. The parent that is responsible for the financial obligations of NYSA membership will be the one designated to cast the vote. A single adult without children (over

18) may become a member for an amount set by the Board.

b. Players Members - Any player candidate meeting the requirements of the Sports Association shall be eligible to compete and participate in sports activities, but shall have no vote, duties, or obligations in the management or in the property of the Sports Association.

c. Regular Members - Any dues paying member in good standing. The on-line database shall maintain the role of membership to qualify voting members.

d. Honorable Members (optional) - Any person may be elected as an Honorary Member by the unanimous vote of all the Directors present at any duly noticed and held meeting of the Board of Directors but shall have no rights, duties, or obligations in the management of NYSA or in the property of the Sports Association.

Section 3. Other Affiliations. Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as Members of the Sports Association.

Section 4. Suspension or Termination. Membership may be terminated by resignation or by action of the Board of Directors.

a. The Board of Directors, by a two-thirds vote of those present at any duly noticed and constituted meeting, shall have the authority to discipline, suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interest of the Sports Association. The Member involved shall be notified of such meeting within 7 days, informed of the general nature of the charges and be given an opportunity to appear at the meeting to answer such charges. Termination or suspension shall be enforced by the future Board of Directors for the full duration of the termination or suspension.

ARTICLE IV - DUES

Dues for Regular and Honorary members may be fixed at such amounts as the Board of Directors shall determine prior to the beginning of any membership period. The Membership period is to run from October 1 to September 30 and shall constitute the NYSA's fiscal calendar year. Annual dues are due at the time of the first sport registered per family. If dues are not paid within the fiscal calendar year, as of

October 1, the family will be dropped from the membership rolls.

ARTICLE V - MEETINGS

Section 1. Annual Meeting. The Annual Meeting of the Members of the Sports Association shall be held by the third week of October in each year for the purpose of electing Officers, Directors, receiving reports and for the transaction of such other business as may properly come before the meeting.

Section 2. Regular Meetings. Regular Meetings of the Board of Directors will be held on the first and third Wednesdays of the month. If a majority of board members cannot make the designated schedule, then meetings may be moved to another day of the week, with a majority vote of all Directors. Meetings will run from 6:30p.m. to no later than 8:00p.m. If it appears that a quorum will not be available for a particular meeting, the President may cancel the meeting at his/her discretion (summertime, vacations, etc.). All regular meetings are open to the general membership.

Section 3. Notice of Membership Meeting. Notice of Annual Meeting of the Members may occur by posting the information at the NYSA website or may be emailed to each Member at his/her last recorded email address at least ten (10) days in advance setting forth the place, time and purpose of the meeting; or in lieu thereof, notice may be given in such form as may be authorized by the majority of the members present at an annually convened meeting.

Section 4. Special Meeting. Special Meetings of the Members may be called by the Board of Directors or by the Secretary or President at their discretion. Upon the written request of five (5) Members, the President shall call a Special Meeting to consider a specific subject. No other business other than that specified in the Notice of the Meeting shall be transacted at any Special Meeting of the Members for a membership meeting.

Section 5. Quorum. The presence in person or by proxy of one-third of the Members of NYSA, in attendance, shall be necessary to constitute a quorum for a membership meeting.

Section 6. Voting. Only Regular Members shall be entitled to vote at a meeting of the Sports Association at which the general membership are asked to vote.

Section 7. Proxies. Each Member, with proof of valid membership, shall be entitled to one vote in person or by proxy. All proxies must be in written form and notarized and may be withdrawn at

any time by the proxy maker and proxies shall only be valid for 90 days from the date of the proxy.

Section 8. Rules of Order. Roberts Rules of Order shall govern the proceeding of all meetings.

ARTICLE VI - BOARD OF DIRECTORS

Section 1. Board and Number. The management of the property and affairs of the Sports Association shall be vested in the Board of Directors. Number of Directors shall be twelve (12). The Directors shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors have been duly elected and qualified by majority vote of the members present at a duly noticed membership meeting. The Directors will elect their officers for the upcoming year at the next scheduled Board of Directors meeting, after the Annual Membership Meeting, which cannot be held later than seven (7) days following the Annual Meeting. Officers shall not be elected on the night of the membership meeting but shall be elected within the next seven (7) days.

a. The Board shall receive at the Annual Meeting of the Members of the Sports Association a report ("Report"), verified by the President and Treasurer or a majority of Directors, showing the total amount of real and personal property owned by NYSA, where located, and where and how invested, the amount and nature of the property acquired during the year immediately preceding, the date of the report and the manner of the acquisition.

b. The Board shall keep a list of the names and places of residence of the person who have been admitted to the membership in the Sports Association during the year.

c. The Report shall be filed with the official records of the Sports Association and an abstract thereof entered in the minutes of the proceedings of the Annual Meeting.

d. The Board shall keep written minutes of each membership meeting and Board meeting. Minutes should be voted and approved by the BOD at the following meeting.

e. Only one person per family shall sit on the Board of Directors at any given time. Nothing herein prevents more than one family member sitting at some time on the Board as long as more than one family member does not sit on the Board at the same time.

Section 2. Term of Office. Directors will be elected for a two-year term. In order to accommodate staggered terms for one-half of the Board (6), the Board may seat one year Board seats in order for

half of the Board to continue into a second year when the other half (6) are coming to the end of their terms. This process will allow for some Board continuity from year to year. All officers shall serve a two (2) year term.

Section 3. Vacancies. If any vacancy occurs in the Board of Director by death, resignation or otherwise, it will be filled within thirty (30) days at an open meeting and voted upon by the majority of the Board of Directors present at a noticed Board meeting. Any vacancies occurring within sixty (60) days of annual meeting will be filled at the Annual Meeting. Notification of vacancies will be announced on the NYSA sanctioned social media and the NYSA website.

Section 4. Resignation Procedures. Any Directors wishing to resign their position must submit their resignation in writing to the President. A “cooling off period” of two (2) days after submission of resignation to the President is required prior to finalizing resignation and the resignation may be withdrawn at any time within the two (2) day cooling off period. Rescinded resignations should be in written, electronic format, submitted to the Executive board members.

Section 5. Meeting, Notice and Quorum. At any regular meeting, any Executive Officer may, whenever any of them deems it advisable, and the Secretary shall, at request of three (3) Directors, issue a call for a Special Meeting of the Board. Special meetings are open to the membership except that any meeting between the Board and Legal Counsel or its accountant shall be privileged and restricted to the Board membership and its Legal Counsel/accountant. Furthermore, special meetings of the Board may be closed to the public if the nature of the subject matter involves sensitive material pertaining to minors and their protection. At open Board meetings, the Board may allow a time in the meeting for membership comments and questions. No minutes are to be kept of any privileged meeting with Legal Counsel or accountant.

Section 6. Director Attendance Requirements Any Board Member missing three (3) consecutive meetings or six (6) meetings over a ninety (90) day period will, at the discretion of the majority of the Board, be terminated. Secretary will notify Member by mail of two consecutive unexcused absences. Notification of not being present at a meeting must be given to an Executive officer of NYSA twenty-four (24) hours prior to that meeting. The only exceptions to the twenty-four (24) hour notification will be job related, hospitalization, or an extended illness, and all absences will be reviewed by the Board of Directors. Notice of each meeting shall be given by the Secretary to each Director by email or text message twenty-four (24) hours preceding the meeting.

Section 7. Duties and Powers. The Board of Directors shall have the power to appoint Standing Committees. The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Sports Association as it may deem proper.

a. The Board shall have the power to discipline, suspend or remove any Director or Officer or Committee Member of the Sports Association in accordance with the procedure set forth in Article III, Section 4(a).

b. Any officer or member removed or terminated from office or membership shall be prohibited from running as a Director of NYSA.

Section 8. Director Qualifications. Directors shall be at least 18 years old, must pass a background check, must have no financial investments in NYSA, or known conflicts of interest with the organization, and must have a sincere interest in the welfare of the children and families within our membership.

Section 9. Non-liability of Directors. The directors shall not be personally liable for debts, liabilities, or other obligations of the organization.

ARTICLE VII - EXECUTIVE BOARD

Section 1. The Executive Committee shall consist of all Executive Officers who shall be President, Vice President, Secretary and Treasurer.

Section 2. The Executive Committee shall, at the request of the President of the Board of Directors, investigate complaints concerning the Park and make a detailed report, that includes full transparency, to the Board of Directors within seven (7) days of the initial request.

Section 3. Any recommendations made by the Executive Committee must be approved by a two-thirds vote of the Board of Directors before implementation.

ARTICLE VIII - COMMITTEES

The Board of Directors, at its discretion, may appoint and organize committees to further the purposes of NYSA and the Board. Committees shall report to the Board and committees will not have any authority to act for NYSA without the express permission of the Board. Committee action does not and will not supersede the authority of the Board.

ARTICLE IX - OFFICERS, DUTIES AND POWERS

Section 1. Election. Within seven (7) days following the Annual Meeting, the majority of Directors present at a noticed Board meeting, provided there is a quorum, shall meet for the purpose of electing Officers and appointing Committees for the ensuing year.

Section 2. Officers. The Officers of the Sports Association shall consist of a President, one (1) or more Vice Presidents, a Secretary, and a Treasurer, all of whom shall hold office for the ensuing year or until their successors are duly elected (regulation 1 (b)). The Board of Directors may appoint such other Officers or Agents as it may deem necessary or desirable, and may prescribe the powers and duties of each.

Section 3. President Responsibilities. The President shall:

a. Conduct the affairs of the Sports Association and execute the policies established by the Board of Directors.

b. Present a written report of the condition of the Sports Association at the Annual Meeting prior to Officer Elections.

c. Be responsible for the conduct of the Sports Association in strict conformity to the policies, principles as agrees to under the conditions of Charter issued to the Sports Association by that organization.

d. Designate, in writing, others Officers if necessary, to have power to make and execute for/and in the name of the Sports Association such contracts and leases with prior approval of the Board.

e. Investigate complaints, irregularities and conditions detrimental to the Sports Association and report thereon to the Board of Executive Board as circumstances warrant.

f. Coordinate with Committee and League Commissions in the preparation of operating budgets of each sport prior to commencement. Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.

g. Examine the application and supporting proof-of-age documents of every player candidate and certify to the residence and age eligibility before the Player may be accepted for tryouts and selection.

Section 4. Vice President Responsibilities. In case of the absence or disability of the President, and provided he/she is authorized by the President of the Board to so act, the Vice President shall

perform the duties of the President, and when so acting, shall have all the powers of the office, and shall have such other duties as from time to time may be assigned to him/her by the Board of Directors or by the President. The Vice President is also responsible for ensuring that each Board Member is a Chairman of a Committee.

Section 5. Secretary Responsibilities. The Secretary shall:

- a. Be responsible for recording the activities of the Sports Association and maintain appropriate files, mailing lists and necessary records.
- b. Maintain a list of all Regular, Sustaining and Honorable Members and give notice of Annual Meeting of the Sports Association.
- c. Keep the Minutes of the Meetings of the Members, the Board of Directors and the Executive Board, and cause them to be recorded, after approval, in a book kept for that purpose.
- d. Shall conduct all correspondence not otherwise specifically designated.

Section 6. Treasurer Responsibilities. The Treasurer shall:

- a. Perform such duties as are herein specifically set forth or may be assigned by the Board of Directors.
- b. Record all monies and securities and deposit same in a depository approved by the Board of Directors.
- c. Keep records for the receipt and disbursement of all monies and securities of the Sports Association and make all payments from allotted funds and draw checks thereof.
- d. Coordinate with Committee and League Commissioners in the preparation and submission of operating budgets. Prepare an annual budget under the direction of the President for submission to the Board of Directors at the Annual Meeting.
- e. Be responsible for having the books reviewed by a Certified Public Accountant in the absence of an Oversight Committee. The review must be submitted to the Board within fourteen (14) days prior to the Annual Meeting.
- f. Coordinate with Santa Rosa County officials if the County wishes to conduct an audit of NYSA financial affairs.

ARTICLE X - MANAGERS, COMMISSIONERS, COACHES AND UMPIRES

Section 1. Coaches shall be chosen prior to tryouts in accordance with Commissioner Committee's

rules. They shall be appointed annually by the Sports Commissioner, with the approval of the Board of Directors, and shall be responsible for the selection of their teams and for their actions on the field.

Section 2. While holding such office, the President should not manage or coach. The President should not umpire. Should they choose to coach, they are exempted from any vote or decision concerning operation or management of their league.

Section 3. All coaches, commissioners, managers, and volunteers must consent to and pass a criminal background check.

Section 4. All head coaches shall be responsible for selecting their coaching staff. All head coaches shall submit the names of their coaching staff to the Commissioner for approval. Head coaches shall be responsible for the conduct of their coaching staff and team at NYSA sanctioned functions.

Section 5. Coaches are responsible for having full knowledge of the rules and regulations governing the league that he/she is participating in. All coaches shall be required to attend required coaches' meetings and trainings as mandated by the commissioner.

Section 6. Commissioners are to be appointed by the Board of Directors. Commissioners are responsible for adhering to all policies and procedures set forth in the NYSA Commissioner's handbook.

Commissioners are subject to review by the Board of Directors and can be removed from their position if their performance is deemed unsatisfactory. All commissioners are subject to a probationary review after their first year of service, if they are chosen to continue as a commissioner then they are subject to review again, at the end of year three. At the end of year three the commissioner role is to be advertised to the general membership, the prior commissioner may re-submit their resume for the position at this time.

ARTICLE XI - ELECTION OF BOARD

Section 1. The election of the Board of Directors shall take place at the annual membership meeting, to elect directors to fill director positions, created by end of director terms or unfilled vacancies. Any director named to the Board to fill an existing Board member term due to resignation or recall, shall be required to submit his or her name for election if she or he wishes to continue to sit on the Board.

Section 2. The Board secretary shall submit notice to the membership sixty (60) days prior to the election.

Section 3. Thereafter, those members who are in good standing, have not been suspended or terminated from the membership and/or Board of Directors, and are current on payment of dues, may

submit their names in writing/email to the board along with a brief biography. The Board will publish the names of members interested in a Board seat, along with any biography, to the membership at least (5) days before the annual meeting. Publishing of candidate names may be satisfied by posting the names and information at the NYSA website or by mailing or email to the NYSA membership.

Section 4. Prior to the annual membership meeting, members in good standing may submit to the Board in writing nominations to fill Board vacancies.

Section 5. The election of Directors at the annual meeting will be by written ballot and submitted to the Board by tabulation by a two-member ballot election sub-committee approved by the Board. The sub-committee shall then count the votes and deliver the results to the Board for announcement to the members at the annual meeting.

- a. All ballots shall be kept with the official records of the NYSA for two years.
- b. All voting shall be plurality voting and not cumulative voting. For example, if three Board positions are open, three names must be submitted and not three votes for one member.

ARTICLE XII –FINANCIAL AND ACCOUNTING

Section 1. The Board of Directors shall decide all matters pertaining to the finances of the Sports Association, and it shall place all income in a Common League Treasury, directing the expenditures of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.

Section 2. All fundraisers shall be approved by the Board of Directors.

Section 3. The Board shall not permit the solicitation of funds unless all of the funds so raised be placed in the Sports Association Treasury.

Section 4. The Board shall not permit the disbursement of Sports association funds for other than the conduct of activities relative to sports in accordance with the policies set forth by the Board of Directors.

Section 5. No Director, Officer or a Member of the Sports Association shall receive, directly or indirectly, any salary, compensation, or emolument from the Sports Association for services rendered as Director, Officer or Member unless approved by the majority of dues paying members at the

annual meeting of the membership.

Section 6. All monies received shall be deposited to the credit of the Sports Association in the chosen bank, and all disbursements shall be made by check. All checks shall be signed by the Sports Association Treasurer and such other Director as the Board of Directors present shall determine.

Section 7. The fiscal year of the Sports Association shall begin on the first day of October and shall end on the last day of September and the Board shall have a certified public accountant to provide annual accounting of the NYSA finances and prepare appropriate tax returns.

Section 8. Upon dissolution of the Sports Association and after all outstanding debts and claims have been satisfied, the Members shall distribute the property of the Sports Association to such other organization or organizations maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section 501(c) of the Internal Revenue Code or any future corresponding provisions or donate the property of the NYSA to a charitable or governmental entity.

ARTICLE XIII – REPORTING OF CHILD ABUSE OR ENDANGERMENT

All commissioners, coaches, managers, and volunteers are required by law to report any signs of child abuse, including sexual abuse, or endangerment to the Santa Rosa County Sheriff's Department within 24 hours. Additionally, these concerns should be detailed and reported to the Board of Directors. A representative from the BOD shall report concerns to the appropriate authorities including the Santa Rosa County Sheriff's Department and Florida Department of Children and Families. All officers, coaches, and managers of youth sports are mandatory reporters of child abuse, including sexual abuse, and are subject to the reporting requirements set forth in the Safe Sport Authorization Act of 2017. Any allegations of abuse about a particular coach, manager, or NYSA member will require the member to be suspended until a determination can be made by an official agency. Any coach, manager, or volunteer that fails to report suspected abuse will be asked to step down from their position. All coaches and managers will be required to complete trainings as set forth by the NYSA and the applicable governing athletic association. Members may report abuse anonymously through any means necessary. Any retaliation or threat of retribution to a reporter of abuse will result in suspension from NYSA membership.

ARTICLE XIV – CODE OF CONDUCT

Section 1. Code of Conduct. NYSA requires all Participants to exhibit good sportsmanship, including fair play, ethical behavior, integrity, generosity, and genuine concern for others. The code of conduct shall pertain to any sanctioned NYSA activity regardless of location. Regardless of their role in a sport or activity, all Participants are expected to be aware of their influence on the behavior of others, and to exhibit good sportsmanship. All players, parents, coaches, and spectators are expected to respect decisions made by officials; to be exemplary role models by supporting teams in a positive manner; and to respect players, coaches, officials, and spectators.

Section 2. Unacceptable behavior includes but is not limited to:

- a. Displaying temper in response to an official's call.
- b. Yelling or making statements that antagonize opponents or other spectators.
- c. Blaming loss of a game on officials, coaches, or players.
- d. The use of profanity or displays of anger.
- e. Any discussions among parents, officials, or players must be held in a nonthreatening manner.
- f. Any inappropriate conduct by officials, players, parents, or spectators – regardless of which team they represent - should be brought to the attention of the coach.
- g. Under no circumstances should a parent or spectator enter the field of play to confront an official, coach, player, or a parent.
- h. All game-related interaction with the sports officials, players, spectators, or opposing team should be conducted by the head coach or one of the assistant coaches.
- i. All members are subject to the rules and regulations posted at each activity site.
- j. All adults participating in the organization's activities are expected to comply with all applicable criminal codes. This obligation is violated by any participant who has a pending charge, been convicted of or has entered a plea of guilty or no contest to a criminal charge or indictment involving sexual misconduct, child abuse, or conduct that is a violation of a law specifically designed to protect minors, and, depending on the nature of the crime, may be violated by any member who has a pending charge, been convicted of or has entered a plea of guilty or no contest to any felony charge or indictment involving conduct other than that specifically described above.

k. Interactions on social media are to adhere to the high standards set forth by the Association.

Section 3. Game Ejections. If, during the course of a game, a player, coach, or spectator is ejected from the game by a sports official or league official for unsportsmanlike conduct, that player, coach, or spectator will thereafter serve an automatic one-game suspension. The one-game suspension will prohibit that player, coach, or spectator from participation in the next games for that player's, coach's or spectator's team (playoff games and any post season games are included, rain outs are not included). If there are no scheduled games to be played, the suspension will be served at the resumption of the following season. In this case, the Commissioner will assign the suspended games. For the purposes of a suspended player, coach, or spectator, participation is defined as being within 200 yards of the field of play. Any ejection should be recorded in an incident report to be submitted to the Sports Commissioner and NYSA Board of Directors. If the circumstances are deemed to be of a more serious nature, the Sports Commissioner may refer the matter to the NYSA Board of Directors for further review and additional disciplinary action. A second game ejection of the same player, coach, or spectator (regardless of the season or sport in which it occurs) will result in an automatic three-game suspension and review by the Board of Directors. The three-game suspension will be served during the next three games in which that player's, coach's, or spectator's team participates. If there are no scheduled games to be played, the suspension will be served at the resumption of the following season. In this case, the Sports Commissioner will assign the suspended games. A third game ejection of the same player, coach, or spectator (regardless of the season or sport in which it occurs) will immediately constitute a Board Review and possible suspension from NYSA membership.

Section 4. Sexual Misconduct. All adults participating in the organization's activities must protect the integrity of the sport and the interests of the athletes they serve by strictly avoiding sexual relationships with athletes. It is inconsistent with this obligation for any member to:

- a. Solicit or engage in sexual relations with any minor.
- b. Engage in any behavior that utilizes the influence of an adult's position as coach, official or administrator to encourage sexual relations with an athlete.
- c. Engage in sexual harassment by making unwelcome advances, requests for sexual favors or other verbal or physical conduct of a sexual nature where such conduct creates an intimidating, hostile or offensive environment.

Section 5. Conflict of Interest. All adults participating in the organization's activities are responsible for

avoiding both actual and perceived conflicts of interest in the conduct of business on behalf of the organization. It is inconsistent with this obligation for any member to:

a. Use, or be perceived as using, the organization's properties, services, opportunities, authority or influence to gain private benefit.

b. Incur expenses in furtherance of the organization's business which are unreasonable, unnecessary, or unsubstantiated.

c. Participate in the deliberation or decision-making process about any issue for which the adult participating in the organization's activities has a direct financial interest.

Section 6. Code of Conduct Violations. Any conduct by a player, coach, or spectator that is deemed to be in violation of the NYSA Code of Code of Conduct, which does not result in a game ejection, can be made part of an incident report and presented to the Sports Commissioner for review. The Sports Commissioner will present the information to the Sports Committee for review as soon as possible. If a player, parent, or spectator is the focus of an incident, the incident report will be completed by the head coach and submitted to the Sports Commissioner. The Commissioner will present the report to the Sports Committee for review. If a coach is the focus of an incident, the Incident Report will be completed by both the coach and the Commissioner. The Commissioner's report should include information gathered from third party sources (if available). The Commissioner will present both reports to the Sports Committee for review. The Sports Committee will recommend action and the full report will be presented to the Board of Directors for final determination.

Section 7. Appeals. Any person who is the focus of an incident report, shall have the right to speak in front of the disciplining body (either the Sports Commissioner, Sports Committee, or NYSA Board of Directors) prior to any disciplinary action being taken. Penalties handed down by the Sports Commissioner or Sports Committee may be appealed to the NYSA Board of Directors. Notice of an appeal must be delivered in writing to NYSA within seven (7) days of the communication of the penalties.

Section 8. Prohibited Behavior.

a. Consumption of alcohol or illegal drugs while working with youth.

b. Providing alcohol or drugs to youth or allowing consumption of same while under an adult's supervision.

c. Physical, emotional, verbal, or sexual abuse of any child, including bullying.

- d. Denying any youth the opportunity to participate on the basis of race, color, national origin, sex, religion, or disability.
- e. Failure to respect the privacy of youth, especially in situations calling for changing clothes or taking showers (the only exception is when health or safety issues dictate specific action).
- f. Disciplining youth by use of physical, emotional, or other forms of punishment or failure to provide necessities such as water, food, or shelter.
- g. Being alone with a single child where others cannot observe you.
- h. Leaving a child unsupervised.
- i. Inappropriately touching a youth's body. As a rule, this includes any area of the body that would be covered by a bathing suit. It is normally acceptable to touch a youth on the shoulders, arm or upper back.
- j. Tickling, wrestling, or teasing youth is inappropriate.
- k. Using profanity, telling inappropriate jokes, sharing intimate details of one's personal life, and using any kind of harassment or sexual references in the presence of youth or parents.
- l. Releasing a youth to anyone other than the authorized parent or guardian, or to a person designated by the parent/guardian.

Section 6. Recommended Behavior.

- a. Ensuring suspicious or unknown individuals do not occupy restrooms with unescorted youth. Always send youth to a restroom in pairs if staff is unable to accompany an individual. Supervise restroom activity without invading the privacy of the individual.
- b. Using positive reinforcement and encouragement to manage or change behavior. Avoid comparison or criticism. Praise will encourage positive behavior and create an atmosphere of cooperation and fun.
- c. Treating all youth fairly. Serving as a role model by maintaining an attitude of respect, responsibility, caring, fairness, sportsmanship & trustworthiness. Welcoming and encouraging parents to attend all youth functions.

ARTICLE XV - AMENDMENT

These By-Laws of NYSA may be amended by and through affirmative vote of the majority of the Board members present at a duly authorized meeting of the Board of Directors and any such amendment shall be published to the members and the amendment kept with the official records of NYSA.

These By-Laws have been approved by the Board of Directors through majority vote of the Board members this day of January 5, 2022.

ATTEST: Secretary of NYSA

Revised 01/22