**Amended: August 2, 2021**

**River Valley Conference Constitution**

**Established July of 2012**

**Preamble**

The purpose of the River Valley Conference will be to promote and supervise activities sponsored by the conference.

To promote citizenship and sportsmanship in all conference activities.

**Article I:**
The organization shall be known as the River Valley Conference.

**Article II:**

**Membership & Eligibility**

The following schools will be considered original members of this conference: Anamosa, Bellevue, Camanche, Cascade, Durant, Mid-Prairie, Monticello, Northeast Goose Lake, North Cedar, Regina, Tipton, West Branch, West Liberty, and Wilton. Schools will be broken down into divisions as stated in the By-Laws for competitive purposes.

**Section 1:**

All members must be schools in good standing under the rules and regulations of the Iowa Department of Education, the Iowa High School Athletic Association, the Iowa Girls’ High School Athletic Union, the Iowa High School Music Association, and the Iowa High School Speech Association.

**Section 2:**

The Board of Control may invite non-conference schools to apply for membership into the River Valley Conference. The Board of Control reserves the right to invite schools without regard to a timeline. The President of the Board of Control will be responsible for official invitations to schools regarding conference membership. Schools requesting information about conference membership shall be directed to the President of the Board of Control. The President shall make a report to conference members regarding all membership contacts and inquiries.

**Section 3:**

Schools interested in applying for membership into the conference must notify the President of the Board of Control of their intent to apply for membership by November of the school year. The Board of Control will consider each schools request at their next regularly scheduled conference meeting.

Those schools invited for membership will be asked to present an overview of their schools athletic and activity programs, enrollment history, and facility availability. We ask the school to compete in and offer comparable quality and quantity of Varsity (9-12) and Junior High/Middle School sports, Fine Arts, and various activities. Written notification of acceptance or rejection will be provided by the President of the Board of Control in a timely manner to the high school principal of the school requesting membership.

**Section 4:**

New schools may be admitted to membership upon a majority vote of the total membership of the Board of Control at two consecutive meetings. Members of the Board of Control must be notified at least one week in advance of an impending vote.

**Section 5:**

A school admitted to the conference will become a voting member when said Board of Control has declared the school an official member as described in the process above.

**Section 6:**

A school desiring to withdraw from the conference should give written notice to the conference president two years prior to the time said school intends to terminate conference membership, or as agreed upon by a majority vote of the total membership of conference member schools.

**Article III:**

**Board of Control**

**Section 1**

All powers of government shall be vested in a Board of Control, which consists of one voting member from each school. In all business matters of major importance that affect the organization and structure of the conference or the expansion of the activities sponsored by the conference, the members of the Board of Control shall consult with their local administrators and Boards of Education prior to voting.

**Section 2**

At all meetings of the Board of Control, each school may have as many representatives present as it desires, but each school shall have but one vote. The vote shall be a roll call vote and only the Board of Control member or his/her designated representative shall be eligible to cast a vote.

**Section 3**

The Board of Control shall have the power to admit new members, drop any school from membership for cause, and shall decide all points of contests and controversies.

**Section 4**

Regular meetings of the Board of Control shall be held by the order of the president a minimum of once a semester, following proper notification of all members. It is recommended that the high school principals of the conference shall meet once a quarter and the Athletic/Activities Directors shall meet once a month. These meetings do not have to be on the same day or time. Robert’s Rules of Order will govern all meetings. Each year the BOC president will designate meeting locations. All groups each year will determine their meeting locations. The President will inform the BOC of the location and day of each meeting.

**Section 5**

Special meetings of the Board of Control shall be held upon call of the secretary/treasurer, by order of the president, or by petition of a majority of members of the conference.

**Article IV:**

**OFFICERS**

Section 1:

The officers of the new conference will be President, Vice-President (President-Elect), and Conference Secretary (Treasurer).

Section 2:

The President will represent one division of the conference with the Vice-President (President-Elect) representing the other division. Presidents and Vice-Presidents will serve a one year term. Their duties will begin in August of their selected year(s). In the event that the president has not returned to the Board of Control, his office shall be filled at a regular monthly meeting by the Vice-President. This meeting to promote the Vice-President is to be chaired by the senior (longevity on the board) member of the Board of Control. The new Vice-President will be the school next alphabetically on the list of member schools from the opposite side of the conference. Beginning in 2013-2014 school year, Tipton will be the President and Bellevue is the Vice-President. This begins the alphabetically process to govern the conference in future years.

Section 3:

The Conference Commissioner(s)will be the liaison between the Board of Control and the AD’s. This person will be appointed by majority vote of the BOC. The salary of this position will be voted on in the May or June meeting with majority vote deciding the salary.

**Article V:**

**Duties of the Officer**

The duties of the officers are:

**The President shall:**

\*Develop the agenda for all meetings

\*Preside at all meetings

\*Appoint committees

\*Call special meetings

\*Perform any other duties ordinarily performed by the president

**The Vice-President shall:**

\*Preside over meetings in the absence of the President

\*Assist the President as assigned

**The Conference Commissioner(s) shall:**

\*Collect all monies due the conference.

\*The fiscal entity will be of the school district the conference secretary is most affiliated with and makes sense to the BOC.

\*Develop agenda for the AD meetings. Chair these meetings.

\*Order, store, maintain, and distribute awards to the proper schools. Awards are to be presented at the site of the conference tournaments/events. Awards must be distributed to the host school no later than two weeks prior to the event.

\*Ensure all conference awards are typed and distributed following the all-conference selections. Notify all area and necessary newspapers for publication of all conference.

\*Take minutes of the meetings

\*Email the agenda and minutes to each member of the Board of Control

\*Be responsible for all official correspondence of the conference at the direction of the president.

\*Be responsible for the finances of the conference including paying bills, providing accurate monthly statements, and projecting costs for necessary items.

\*Supervise and coordinate a master schedule for the following sports: JH football, 7-12 Volleyball, 7-12 Boys & Girls Basketball, 7-12 Wrestling, 9-12 Boys & Girls Golf, 7-12 baseball and softball.

\*Aid in the developing guidelines for all conference sections.

\*They will attend and oversee the selection process. Provide ballots and paper awards at the all-conference meetings. Schedule and oversee the all-conference selection meetings.

\*They will work with each school concerning officials. Each school will be responsible for getting their own officials unless they need help from the Conference Secretary.

The athletic/activities directors shall have the power to change the Rules and Regulations, by a majority vote of the total membership, at any meeting or that committee. The Board of Control need not approve each change in the Rules and Regulations but may veto or change any decision of the athletic/activities directors if done so within thirty (30) days after the Board of Control had been notified.

**Article VI:**

**Annual Dues**

**Section 1:**

The annual dues, including all entry fees, shall be $500 and are payable to the Conference Commissioner School no later than October 1 of each school year. The Conference Commissioner(s) will receive a stipend of $3900, payable in 2 payments, one in October and one in April.

**Article VII:**

**Amendments**

**Section 1**

All proposed amendments to the Constitution and By-Laws shall be submitted in writing to the Conference Commissioner(s) forty (40) days in advance of the meeting at which said amendment(s) shall be considered. The Conference Commissioner(s) shall then mail a copy to each member school thirty (30) days prior to the meeting at which the proposed amendments shall be considered.

**Section 2**

All proposed amendments dealing with athletics/activities shall be submitted to the athletic/activities directors subcommittee for its recommendation prior to being submitted to the Commissioner(s) of the conference.

**Section 3**

The constitution may be amended by majority vote of the total membership of the Board of Control at any two consecutive meetings.

**Section 4**

Each year a change is made to the Constitution and By-Laws or Rules and Regulations, the Conference Commissioner(s) shall prepare new copies and furnish each member school with a copy to be distributed in their districts as they see fit.

**Article VIII:**

**Order of Business**

Roll Call

Reading of the Minutes

Reports of Special Committees

Reports of Standing Committees

Unfinished Business

New Business

Adjournment

Program of the Meeting