



CHAPTER CHARTER

Future Coaches of Texas Association

This charter is established by the Future Coaches of Texas Association (FCTA) and intended to provide the guiding principles under which member chapters should operate.

PREAMBLE

We, a member chapter of the Future Coaches of Texas Association, in order to recruit and train student members to choose a career in coaching, do organize ourselves to operate under this charter.

MEMBER PLEDGE

As a member of Future Coaches of Texas, I hereby pledge to promote a positive attitude towards all aspects of coaching, enhance my knowledge of the coaching profession, and uphold high ethical and moral standards while actively serving and leading within my school and community.

ARTICLE I ORGANIZATION

Section 1. The official name of each member chapter shall follow the naming convention shown below and should be clearly identified in the chapter by-laws.

Future Coaches of Texas – [NAME OF SCHOOL] Chapter

Section 2. For communication purposes, the chapter name may be abbreviated as FCT – [NAME OF SCHOOL] Chapter.

Section 3. The chapter by-laws should be drafted by the chapter officers (in conjunction with the chapter advisor(s)). The by-laws should align with this charter, be officially voted on and adopted by the officers and appended to the end of this charter.

Section 4. Amendments to the charter may be proposed by any chapter in good standing with the FCTA and must follow the terms specified in Article VII below.

Section 5. Each chapter's by-laws should be reviewed and renewed annually, then uploaded to the chapter's dashboard.

ARTICLE II PURPOSE

Section 1. The FCT chapter is to organize with a purpose-driven intent to encourage its members to:



- a) Learn about the coaching profession and the opportunities, responsibilities, and roles coaches have in our schools and communities.
- b) Explore personal interests and abilities in relation to the various fields of coaching as well as pathways to enter the profession.
- c) Cultivate the qualities of confidence, competence, character, and leadership which are essential in the coaching profession.
- d) Develop a personal coaching philosophy that positively impacts others.

ARTICLE III MEMBERSHIP

Section 1. A membership year is from August 1st – July 31st.

Section 2. To retain its rights and privileges to operate as an FCT chapter, the chapter agrees to meet and renew annually all association membership requirements, including the remittance of annual association dues, as set forth by the Future Coaches of Texas Association.

Section 3. Each chapter must meet at least monthly throughout the school year but may choose to meet more frequently. Meeting minutes should be captured for each meeting where official chapter business is discussed.

Section 3. Each chapter shall have at least one advisor and establish a Board of Student Leaders as defined in Articles IV and V below.

Section 4. The Board of Student Leaders shall set all terms and conditions of student membership within the chapter's by-laws. If the chapter chooses to collect member dues, the amount per member shall not exceed \$20 per member and the inability to pay dues should never prohibit a student from participating.

Section 5. Each chapter is expected to adhere to the chapter's charter, operate in accordance with its by-laws, and student members should strive to uphold the member pledge. Intentional failure to do so may result in revocation of the chapter's and/or an individual's membership.

ARTICLE IV ADVISORS

Section 1. Every chapter shall have at least one advisor who is a professional employee of the school district.

Section 2. Dates and times of the advisors' meetings shall be set by the association and posted on the events calendar on the website, provided via email communications, and/or posted to communication platforms.

Section 3. An FCTA representative shall chair all meetings of the advisors.

ARTICLE V OFFICERS

Section 1. The Board of Student Leaders shall consist of student officers responsible for the governance of the chapter and are authorized to adopt and revise bylaws that are consistent with this charter.



Section 2. The Board of Student Leaders may propose amendments to this charter as provided in Article VII.

Section 3. After the first year of operation, student officers must be elected annually to the Board of Student Leaders by the voting members of the chapter.

Section 4. Each chapter must elect a President and Vice President annually.

Section 5. Each chapter should elect a Treasurer and Secretary annually if viable candidates are available to assume these responsibilities.

Section 6. Each chapter may choose to establish four additional board positions specific to the leadership needs of their chapter.

Section 7. The qualifications, terms, duties, election procedures, and revocation procedures for each officer position shall be set in the chapter's bylaws and all elected officers should be designated in the chapter's online portal.

Section 8. In the event an officer position is vacated prior to the expiration of the officer's term, the Board of Student Leaders must decide whether to proceed with the voting process established in the bylaws to fill the vacancy as quickly as possible or wait until the next election period to fill the vacancy.

Section 9. The Director of Future Coaches of Texas Association (FCTA) or their designee shall have the authority to administer the organization should the need arise.

ARTICLE VI CONFERENCE AND EVENT ATTENDANCE

Section 1. FCT Chapters in good standing will receive early registration opportunities for association events.

Section 2. The arrangements made for association events shall be communicated to Chapter Advisors and the Board of Student Leaders via the events calendar on the website, email communications, postings to social media outlets and/or direct mailings to the chapter.

Section 3. Each chapter's Board of Student Leaders, in conjunction with at least one chapter advisor, shall determine student participation in association level events. The chapter's by-laws should establish a process by which chapter officers and student members are selected to attend events when a limited number of attendees are permitted to register.

Section 4. Each chapter should strive to raise funds to cover the expenses associated with attending conferences and events and all fundraising opportunities must be approved by the chapter advisor(s).

ARTICLE VII CHARTER AMENDMENTS

Section 1. Proposed amendments must be clearly written, grammatically correct and in alignment with all other terms established in the charter.



Section 2. Proposed amendments shall be first submitted to the chapter advisor for review and approval and the document with the proposed amendment must include the advisor’s signature and a date to indicate the advisor’s approval of the proposed amendment.

Section 3. A two-thirds vote of the Board of Student Leaders is then required for the proposed amendment to be submitted to the FCTA State Office. The outcome of the vote should be included in meeting minutes.

Section 4. Proposed amendments should be emailed to FCTA@tamu.edu and must be submitted no later than March 15th each year. An FCTA representative may request the meeting minutes associated with the vote by the Board of Student Leaders.

Section 5. The Director of the Future Coaches of Texas Association (FCTA) or their designee may choose to reject the proposed amendment if any of the above terms were not followed thereby rendering the proposed amendment invalid.

Section 6. Once the proposed amendment is validated by the Director of the Future Coaches of Texas Association (FCTA) or their designee, a voting process will be initiated with all chapters in good standing to determine the outcome of the proposed amendment.

Section 7. Each amendment ballot shall be submitted to the Board of Student Leaders of each chapter in good standing. Each chapter will receive one vote to either ratify or reject the proposed amendment. A minimum of one-third of the member chapters must return the ballot to constitute a valid election and a majority vote is needed to determine the outcome of a proposed amendment. If less than one-third of the member chapters return their ballots, the election will be invalidated and no change to the charter will occur. In the event of a tie, the Director of the Future Coaches of Texas Association (FCTA) or their designee will cast the tiebreaking vote.

Section 8. Each member chapter in good standing may submit up to two proposed amendments per school year.

ARTICLE VIII CHAPTER COMMUNICATIONS

Section 1. The Board of Student Leaders is responsible for monitoring all communications pertaining to chapter operations and event attendance.

Section 2. Each chapter should consider the election of a Communications Officer if a viable candidate is available and clearly establish the Communication Officer’s responsibilities in the chapter by-laws.

Section 3. The chapter by-laws should establish the procedures and parameters surrounding the use of social media for official chapter communications.

Section 4. Unless otherwise specified, the FCTA website and SportsYou will be the official communication platforms for association level communications.



Section 5. The Director of the Future Coaches of Texas Association (FCTA) or their designee reserve the right to apply sanctions up to and including revocation of chapter membership for any chapter related communications deemed inappropriate.

**ARTICLE IX
THORNTON-MCFERRIN COACHING ACADEMY SPONSORSHIP**

Section 1. The Future Coaches of Texas Association (FCTA) acknowledges the authority of the Thornton-McFerrin Coaching Academy at Texas A&M University to pre-approve any proposed action that changes the orderly operation, threatens the survival of or alters the balance of governing power by the FCTA.

Section 2. Should any such action be taken by a member chapter without approval, the Director of the Thornton-McFerrin Coaching Academy or their designee shall notify the chapter's advisor, principal and athletic administrator that such action is in violation of the charter and is invalid without approval by the Director of the Thornton-McFerrin Coaching Academy or their designee.



CHAPTER BY-LAWS

Future Coaches of Texas

Section 1. Organization

These by-laws are intended to support the operations for the following FCTA chapter:

Future Coaches of Texas – [NAME OF SCHOOL] Chapter

Section 2. Terms of Membership

Per the FCTA charter, each chapter shall establish the terms of student membership. To be a member of this chapter, members must abide by the following:

REPLACE THIS CONTENT WITH THE CHAPTER'S TERMS OF MEMBERSHIP.

HERE ARE SOME CONSIDERATIONS:

- a) **WILL THE CHAPTER COLLECT MEMBERSHIP DUES? IF SO, HOW MUCH, WHEN ARE THEY DUE AND WHO IS RESPONSIBLE FOR COLLECTING THEM?**
- b) **WHAT ARE THE PARTICIPATION REQUIREMENTS OR EXPECTATIONS? (I.E WILL MEMBERS BE REQUIRED TO ATTEND A MINIMUM NUMBER OF EVENTS AND/OR MEETINGS?)**
- c) **WILL MEMBERS BE REQUIRED TO COMPLETE SERVICE HOURS RELATED TO COACHING AND IF SO HOW MANY AND IN WHAT TIME PERIOD (SEMESTER, SCHOOL YEAR, ETC.?) BE SURE TO DEFINE THE TYPES OF SERVICE THAT WILL BE ACCEPTED?**

If a member does not comply with the membership requirements stated above, the member may no longer be considered in good standing and therefore:

REPLACE THIS CONTENT WITH THE CHAPTER'S TERMS OF MEMBERSHIP REVOCATION.

HERE ARE SOME CONSIDERATIONS:

- 1) **May no longer participate in chapter or association events.**
- 2) **Becomes ineligible to hold a position as a student leader.**
- 3) **Can no longer vote in student officer elections for the chapter.**
- 4) **May not receive awards or recognition as an FCT member.**
- 5) **Becomes ineligible for FCT scholarships (if available).**

**Chapters may choose to exempt one or more members from paying dues if this is a membership requirement that prohibits them from participating.*

Section 3. Election of Officers

In accordance with the FCTA charter, the Board of Student Leaders shall consist of the following officer positions:



REPLACE THIS CONTENT WITH A LIST OF THE OFFICER POSITIONS AND BE SURE TO ESTABLISH THE QUALIFICATIONS, TERMS, DUTIES, ELECTION PROCEDURES AND REVOCATION PROCEDURES FOR EACH OFFICER POSITION. EACH CHAPTER MUST HAVE A PRESIDENT AND VICE PRESIDENT AND MAY ESTABLISH UP TO EIGHT TOTAL POSITIONS. EACH CHAPTER SHOULD CONSIDER HAVING A TREASURER, SECRETARY, AND COMMUNICATIONS OFFICER AS PART OF THEIR BOARD OF STUDENT LEADERS.

Section 4. Use of Social Media

REPLACE THIS CONTENT WITH THE PROCEDURES AND PARAMETERS SURROUNDING THE USE OF SOCIAL MEDIA FOR OFFICIAL CHAPTER COMMUNICATIONS. THESE PROCEDURES SHOULD ADHERE TO SCHOOL DISTRICT SOCIAL MEDIA AND/OR COMMUNICATION POLICIES.

ADDITIONAL SECTIONS MAY BE ADDED HERE AS DETERMINED BY THE BOARD OF STUDENT LEADERS.

Ratification of By-laws

These by-laws have been voted on and ratified on **INSERT ADOPTION DATE HERE.**