

Lower Yakima Valley Youth Soccer Association

LYVYSA

Bylaws

Rules of Competition

Guidelines



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Terms and Definitions

LYVYSA	Lower Yakima Valley Youth Soccer Association
WSYSA	Washington State Youth Soccer Association
AGM	Annual General Meeting
IAL	Inter-Association League
FIFA	Federation Internationale' de Futbol Association
WSAC	Washington State Association Cup
WSCC	Washington State Championship Cup
PLQT	Premier League Qualifying Tournament
ODP	Olympic Development Program

Lower Yakima Valley Youth Soccer Association

Bylaws

1.0 Identification

The identification of this organization shall be the Lower Yakima Valley Youth Soccer Association, hereinafter referred to as the Association. The Association is and shall be a non-profit organization. For purposes of administration the Association will be divided into, but not limited to, four Soccer Clubs whose boundaries are generally known as Benton City, Grandview, Sunnyside, and Prosser. This Association shall maintain full affiliation with the Washington State Youth Soccer Association, and all activities shall be subject to the Constitution, Bylaws, and Rules of Competition of the WSYSA.

2.0 Purpose

The purpose of this Association is:

- To teach, govern and promote the game of soccer.
- To encourage courtesy, proper conduct and respect for authority by the players, officials, and spectators.
- To promote a sense of fair play, good sportsmanship and the development of leadership.
- To develop physical fitness, mental alertness and self-discipline.
- To ensure that each registered player participates in a minimum of fifty percent (50%) of each regularly scheduled match.

3.0 Organization

3.1 Members

The Members of the Association shall consist of the properly registered, dues-paid players, coaches, referees and administrators who come under the Association jurisdiction and subscribe to its purpose and abide by its Bylaws, Rules of Competition and Guidelines.

3.2 Voting Members

Voting Members shall be coaches of affiliated Clubs and or Board Members of the Association. Voting members who are not present may designate in writing one alternate to cast their vote. No person shall cast more than one vote, regardless of how many times they qualify.

3.3 Authority

The authority of the Association shall be vested in its voting members, who will exercise their authority by electing a Board of Directors to govern the Association.

3.4 The Board of Directors

3.4.1 Authority and Responsibility

The Board of Directors has the authority and responsibility to conduct all business functions, enforce Bylaws, develop Rules of Competition and Guidelines, and represent the Association in all matters.

3.4.2 Board Members

The Board of Directors shall consist of eight (8) officers and one (1) Club Coordinator from each affiliated Club as defined in Section 3.0 subsection 3.4.4 and Section 5.0.

3.4.3 Elected Board Members

Elected Board members shall be elected at the Annual General Meeting. Reelection to the same offices is not recommended but are permissible. The term of office for elected officers shall be two (2) years, with one half of the elected positions becoming open each year. The President, Treasurer, Registrar, and Director of Development shall be elected at the AGM in even numbered years. Ten (10) percent of the voting members must cast ballots in order to validate the election.

3.4.4 Club Coordinators

The coaches in their respective Clubs shall elect Club Coordinators every year. The term of the Coordinator shall not be for more than three (3) consecutive terms unless specifically approved by the Board.

3.4.5 Board Attendance

Any member of the Board who is absent without cause from three (3) consecutive meetings of the Board, or who willingly neglects his/her duties to this Association, shall be deemed to have forfeited the position. A two-thirds (2/3) vote of the Board is required to declare a position forfeited.

3.4.6 Delegation of Authority

Each board member may appoint deputies or assistants as required. The assistants have the authority to represent the Board Member at board meetings. However, they only have the authority to vote if written approval is obtained from the elected board member.

3.4.7 Office Vacancies

When the President is unable to fill his/her term of office, the Vice President shall act as President for the remainder of the term. Should the Vice President resign or is unable to fill the position of President, then the board shall elect a current board member, in good standing, to complete the remainder of the term. When a member of the Board, other than the President, resigns or is unable to fulfill his/her term of office, the Board shall be empowered to fill the vacancy for the remainder of the term.

4.0 Elected Association Officers

4.1 President

The president shall oversee all activities of the Association and the work of the officers, and shall serve as chairperson at all general and board meeting. The President shall see that all Bylaws, Rules of Competition, and Guidelines of the Association are executed. The President may establish committees and appoint administrators as required. The President shall vote only in case of a tie. The president shall also be the recipient of state and other information, attend the WSYSA AGM and Soccer Fair, organize season scheduling, and organize LYVYSA's AGM.

4.2 Vice President

The vice president shall preside over Association business in the temporary absence of the President and shall obtain financial support for the Association, and oversee and coordinate all Association moneymaking activities. The Vice-president shall also be the MAR, attend the January state council meeting, and help the president with the AGM.

4.3 Registrar

The registrar shall maintain official team rosters and adequate records on all members of the Association, and shall obtain, keep, and provide all information required by the WSYSA. The Registrar shall establish and implement procedures for the registration of Association Members. The Registrar shall maintain a member listing by team roster and special listing ID identifying coaches, and Board of Directors.

4.4 Treasurer

The Treasurer shall account for all Association money, give a receipt for all monies, and deposit all money in a chartered bank in the name of the Association. The Treasurer shall present at the Association AGM each year an accounting of receipts and disbursements during the preceding year and shall prepare an annual budget.

4.5 Director of Inter Association, District and Premier Clubs

The Director of Inter Association and District and Premier Clubs will provide for organization and reorganization of teams; to ensure all District and Premier players are properly registered; recruit coaches; make coaching assignments with the approval of the coaches selection committee; assure each team coach a full schedule at higher levels of competition; assure that the administration of the select program is consistent with the Association Bylaws, Rules of Competition, and Association Guidelines; and will ensure the payment of entry fees for all league competition. The IAL committee will appoint the IAL Director. The IAL Director shall attend or have a representative attend District 6 meetings.

4.6 Secretary

The Secretary shall record minutes of Board meetings and the AGM and ensure that the minutes are provided to members of the board as a minimum, and to other Association members as requested within a reasonable amount of time. The Secretary shall ensure distribution of the Association decisions/interpretations as provided for under Section 7.2 of these Bylaws, and shall maintain a catalogued list of Board decisions and policies, and shall update the Bylaws, Rules of Competition, and Guidelines as necessary.

4.7 Head Referee

The Head Referee shall offer classes to train and certify referees. The Head Referee shall appoint Referee Coordinators for the affiliated Clubs to assign referees to all home matches played by the respective club's teams. The Head Referee shall maintain a member lists of Association referees. The Head Referee shall also establish communication with area assignors for the purpose of receiving reports as needed and oversee the assigning of IAL games in the area.

4.8 Director of Development

The Director of Development shall schedule and coordinate all State License Clinics, and shall participate in the formation of the Premier, Select, and IAL Coaches selection committees.

The Director of Development shall schedule and coordinate additional development opportunities for players and coaches at all levels.

The Director of Development shall also administrate Washington State Patrol Clearances, Risk Management and first aid materials.

5.0 Club Coordinators

Each Club Coordinator will organize and reorganize teams, make player assignments, ensure that players are properly registered. Recruit, assign and manage coaches. Each Coordinator will provide playing fields for each Club and assist in providing new or elected Club Coordinators with a proper indoctrination into the Association and will provide instruction on how to organize/form teams. Each Club Coordinator will be a part of the Rules and Protest Committee.

5.1 Age Division Coordinators

The Club Coordinators along with their club office may appoint assistants. Major responsibilities include team formation and coordination.

6.0 Meetings

All Association meetings shall be open to the public. The current edition of Robert's Rules of Order as a guide shall govern the conduct of the meetings, if not otherwise specified by these Bylaws.

6.1 Annual General Meeting

The AGM shall take place before the spring season. The Association Secretary with a summary of all proposed Bylaw changes and the recommendations of the nomination committee shall send notification of the meeting to all voting members. Notification in the local newspapers is also recommended.

6.1.1 Order of Business

The order of business for the Association at the AGM shall include Minutes, Communication, Officers Reports, Unfinished Business, Reports, Proposals, Election, New Business, General, and Adjournment.

6.2 Financial Requirements

6.2.1 Fiscal Year

The Fiscal Year of the Association begins June 1 and ends May 31 the following calendar year.

6.2.2 Audit

The financial books and accounts of the Association shall be audited once yearly. Within thirty (30) days of the end of the fiscal year, a balance sheet shall be issued to the Board Members. The audit will be made available to any member upon request.

6.3 Board Meetings

The Board Meetings shall be held at least once a month during the scheduled league season. The President of the Association shall call other meetings. At least half of the Board must be present to conduct business.

6.4 Club Meetings

Each club shall hold one (1) AGM and at least two (2) Board Meetings (fall and spring) and provide minutes of those meetings to the Association Secretary.

7.0 Rules of Competition

The Board shall adopt Rules of Competition governing team play, and eligibility. These rules shall be binding on all teams of the Association and of affiliated teams. No amendments to the rules shall be effective for the season competition unless they are adopted and published before the first scheduled game of the season. The Club Coordinators shall provide one (1) copy for each registered team each season. Copies will be provided for referees and officers.
(ADDENDUM D)

7.1 Amendment of Rules

Any team or individual desiring to amend the Rules of Competition shall submit the proposed amendment in writing to the President of the Association, who shall refer the proposed amendment to the entire Board

at the next scheduled meeting. The proposed amendment shall be adopted, rejected or modified within thirty (30) days of submittal.

A two third ($2/3^{\text{rd}}$) favorable vote of the board members at the meeting is required for approval.

7.2 Interpretations

At any time, the Board may interpret the rules or render decisions on matters not covered by the rules. Such decisions/interpretations shall be binding on all effected teams for that season of play. The Secretary of the Association shall mail to the voting members a copy of the decisions/interpretations.

7.3 Training of Referees

All teams, before playing Association matches, must provide an individual for training as a referee. These individuals must be acceptable to the Head Referee and be willing to officiate at least half the number of matches that the team they represent plays in a season.

8.0 Guidelines

The Board of Directors shall adopt a set of Guidelines that provides implementing instructions on Association matters. A favorable vote of two thirds ($2/3^{\text{rds}}$) of the Board members present is required to establish a guideline.

9.0 Bylaw Amendments

Proposed Bylaw Amendments shall be considered at the AGM. Proposals to amend the Bylaws may be presented at any Board meeting at least thirty (30) days before the AGM. A majority vote of the eligible voting members present is required to amend the Bylaws, providing a quorum of ten (10) percent of the voting members is present.

10.0 Continuing Resolutions

The Board of Directors may approve continuing resolutions as needed without waiting for the AGM. A two-third ($2/3^{\text{rd}}$) favorable vote of the board members at the meeting is required for approval. All continuing resolutions must then be approved as amendments to the bylaws at the AGM..

Recreational Teams Rules of Competition

1.0 Rule One: Rules of Play

NOTE:

These Rules of Competition govern only Recreational and Mod play under the authority of the Lower Yakima Valley Youth Soccer Association.

The Washington State Youth Soccer Association District Six (6) Rules of Competition govern District play. WSYSA Rules of Competition govern Premier play.

The basic rules of play shall be Federation Internationale' de Futbol Association Rules and Interpretations then current as set forth in its publication "Laws of the Game and Universal Guide for Referees", except as specifically modified below.

In matters of judgement, as they pertain to the basic rules, the referee shall be the sole authority, and his/her decision shall be final.

For a complete listing of LYVYSA Micro-Mod Rules per individual age groups, refer to **Addendum D**, subparts one (1) through eight (8).

Coaches shall ensure that all LYVYSA Registered players participate in at least fifty percent (50%) of each scheduled match.

1.1 Field of Play

Each Club shall be responsible for the condition and marking of its fields, and for providing goal standards and corner flags. Each Club is responsible for delivering nets and flags to the field for matches.

The team listed first on the official match schedule shall be the home team, and shall have the choice of the side of the field for spectators and substitute players.

Players not on the field, and all spectators, must remain two (2) yards behind the touchline, and not within eighteen (18) yards of the corner of the field.

U-6 & U-7

The U-6 and U-7 field of play shall be approximately twenty (20) yards wide by thirty (30) yards long, marked with WOS markers. Goals shall be nine (9) feet wide and three (3) feet high.

1.2 Match Duration

<u>Age Group</u>	<u>Match Duration</u>	<u>Ball size</u>
Under 19	2 x 45 minutes	# 5
Under 18	2 x 45 minutes	# 5
Under 17	2 x 45 minutes	# 5
Under 16	2 x 40 minutes	# 5
Under 15	2 x 40 minutes	# 5
Under 14	2 x 35 minutes	# 5
Under 13	2 x 35 minutes	# 5
Under 12	2 x 35 minutes	# 4
Under 11	2 x 30 minutes	# 4
Under 10	2 x 30 minutes	# 4
Under 9	2 x 25 minutes	# 4
Under 8	2 x 24 minutes	# 3
Under 7	2 x 20 minutes	# 3
Under 6	2 x 18 minutes	# 3
Under 5	2 x 16 minutes	# 3

1.3 Number of Players

All age level rules will specify the number of players on the field and the maximum number of players on the roster.

Matches shall start at the appointed time, with no grace time allowed.

1.4 Substitutions

Substitution during a match shall be allowed only as follows:

1.4.1 For an injured player

If the referee stops the match for an injured player, and calls the coach onto the field to attend the player, that player must be removed from the field until that team's next opportunity to substitute. For U-10 and younger, a player so removed may be returned to the field at either teams goal kick.

1.4.2 U-6, U-7, & U-8 Play

U-6 and U-7 play will be stopped every two- (2) minutes for substitutions. U-8 will stop every three- (3) minutes.

Players will be rotated as specified in the Association Rules of Play.

Substitutions should be made quickly; the clock does not stop for substitutions.

Any time used for substitution will shorten the amount of playing time.

1.4.3 U9 and Above

Substitutions may be made after the referee has been notified and has signaled approval of the substitution. Substitutions may be made before a team's own throw in, either team's goal kick, after either team's goal, after an injury when the referee stopped play, or for a cautioned player. All players must have the opportunity to participate in at least half of the match.

1.5 Players Equipment

Before the start of the match, the referee shall ensure that each player's equipment is in the proper order and that no player is wearing anything that may endanger him/her or any other player during the match. Players may wear extra protective clothing in cold weather, provided the proper team uniform is worn outermost.

Each coach shall ensure that every player wears a proper uniform consisting of his or her clubs Jersey, socks and shorts color designation. Soccer style footwear is not required but recommended. Appropriate gym shoes may suffice. **Shin guards are mandatory equipment to be worn at all practices and matches.** Players not wearing shin guards shall not be allowed to play in a match or to practice. Coaches must ensure that all players comply with the shin guard rules, failure to do so may result in loss of coaching privileges. No player is allowed to play in street clothes.

Team or individual names may be attached to jerseys. The location of such names is limited to a single line on the backside of the jersey, centered above the numerals, in letters no higher than two (2) inches. Soccer patches may be attached to the shorts.

The team listed first on the official match schedule will be the home team. Home team has choice of sidelines. In case of a conflict, the visiting team will wear white.

1.6 Officiating

The Association will assign referees to officiate each match with the authority assigned as specified in the FIFA "Laws of the Game". Referees should be at least 12 years of age or in the sixth (6th) grade.

It is highly recommended that referees be at least two years older than the group for which they are officiating.

Each coach must provide one (1) person to act as club linesman during the match. The duty of the linesman is to show, under supervision of the referee, which team will take possession of the ball after it crosses the touchline or the goal line outside the goal.

Failure of the scheduled referee to show up will not be cause for canceling the match. A substitute official must be chosen upon agreement by both coaches.

The chosen referee's decisions will be final. The referee shall submit misconduct reports and report Yellow and Red Card infractions to their club Referee Coordinator within forty-eight (48) hours after completion of the match.

1.7 Charging the Goalkeeper

NOTE:

“Control of the ball” includes the goalkeeper holding the ball on the ground with one or both hands.

In all play age U-11 and younger, no player shall make physical contact with the goalkeeper, or attempt to play the ball once the goalkeeper has control of the ball in any manner and to any degree.

In all play age U-12 and older, no player shall make physical contact with the goalkeeper within the goal area, or harass the goalkeeper, or attempt to play the ball once the goalkeeper has control of the ball in any manner and to any degree.

For infringements of this special rule, an indirect free kick shall be awarded.

1.8 Coaching

1.8.1 Coach Required

No team shall enter competition unless supervised by a responsible person approved by the Club Coordinator. No coach shall be the coach of record of more than one team at once.

1.8.2 Coach's Equipment

Each coach must keep in his/her possession at all matches, practices, and tournaments, etc., a copy of the team roster, and a copy of each players registration form to show proof of age, registration, birth date, or medical release, etc.

Coaches shall also carry an additional medical release form that will be accepted by physicians' and hospitals (**ADDENDUM C**).

During any match, the referee may at his or her discretion call upon any player to identify himself or herself. Playing with an ineligible player is a very serious offense, and shall be grounds for match forfeiture and judiciary action toward the coach as decided by their club.

The violation of any part of the following Rule 1.8.3 shall be deemed as cause for ejection from match.

1.8.3 Rules of Conduct

Coaches shall abide by the followings of conduct during the match. "The match" means the time during which a team and its coach are on or about the field of play, including the time immediately preceding the start of a match, the time between periods of play, and the time immediately following the conclusion of a match.

The referee will enforce the "Laws of the Game" from the time he/she arrives at the match location until the time he/she leaves.

A coach or spectator shall not, during the match, dispute or question by word, or gesture, the decisions of the referee or linesmen.

A coach or spectator shall not call out alleged fouls, or otherwise indulge in a running commentary of infractions of the rules of the game. A coach or spectator shall not indulge in intimidating acts towards the coaches or fans of the opposing team.

A coach may address the referee at the following times:

- Before the start of a match.
- To draw his or her attention to an injured player of either team.
- If addressed by the referee.
- At half time.
- At the conclusion of the match.

- When necessary for free substitution.

A coach may enter the field of play only before the start of a match, at half time, or to aid an injured player when signaled onto the field by the referee.

A coach shall not enter into any dispute, by word or by gesture, with any player, coach or fan of the opposing team during the match.

A disputable matter should be reported to the referee and, if it is a matter of judgment, the referee shall settle the dispute.

His/her decision shall be final. If the referee is unable to settle the matter, he/she shall report it to the LYVYSA Board of Directors for a ruling.

Positive coaching from the touch lines, such as giving direction or points of strategy and position to one's own team is allowed. Negative or disruptive coaching is not allowed. The coach is responsible for the behavior of spectators on the sideline.

Violation of **Rule 1.8.3** by a spectator shall be deemed as having been committed by the respective coach. Cautions or Ejections issued by the referee for spectator misconduct shall be issued to the coach.

No coach, player, substitute, or spectator is to use profanity.

1.9 Additional Rules of Play

In addition to the preceding rules, there are modified rules, which govern play. These rules will be approved by the Board and issued to all coaches.

1.9.1 RULE TWO: MATCH SCHEDULING

All matches scheduled by the Association must be on the day and time, and at the field designated. Under certain conditions teams may need to reschedule.

Matches may be called at the field at match time by the referee due to weather and/or field conditions, provided that both teams are at the field on time, and with the minimum number of players to start the match.

Matches may be rescheduled by the Club Coordinator.

A match may be rescheduled under the following conditions:

- The coach notifies the Referee Assignor to cancel the original referee.
- The coach obtains the consent of the opposing Coach, the Club Field Assignor to reschedule.
- The coach obtains, as needed, a new field and playing time from the Club Field Assignor.
- The coach obtains a referee from a list of willing referees provided by the Referee Assignor.

NOTE:

A Referee Assignor will not reschedule a match under any circumstances.

Rescheduling of a match without the consent of the Club Coordinator, such that a referee is needlessly sent to a field at which no match is played, may result in disciplinary action for the coaches involved.

1.9.2 RULE THREE: DISCIPLINARY ACTION

Any player or coach ejected from a match by the referee will automatically be suspended from the team's next regularly scheduled match.

Three yellow cards received by a single player or coach during a season, Fall and Spring, shall be considered equivalent to a red card, and the player or coach will be suspended from his or her team's next regularly scheduled match.

Misconduct reports shall be submitted to the Club Referee Assignor within 48 hours after completion of the match.

LYVYSA GUIDELINE NUMBER 1

ASSOCIATION FINANCING

PURPOSE

The purpose is to establish and clarify the methods by which the LYVYSA is financed and to provide a uniform guideline by which funds are generated for the Association.

SCOPE

This policy applies to the Lower Yakima Valley Youth Soccer Association, its Clubs and their respective member teams,

POLICY

General: It is the policy of the LYVYSA to provide the necessary financial support to promote the game of soccer for youth up to U-19 age group. Further, it is the Association's policy to promote soccer activities by providing equal support to all members involved.

Finances of the LYVYSA are generated by any of the three (3) mechanisms:

- 1) Player fee assessed on all youth participants,
- 2) Contributions to the Association from businesses or individuals, and
- 3) General fund-raising projects as approved by the LYVYSA Board of Directors.

Fund Disbursements: Proceeds generated by any of three funding mechanisms are redistributed to association members by providing various services such as: Coaching and referee schools and aids; acquisition, maintenance and upgrading of playing fields; State and National affiliation services; and other provisions as outlined by the LYVYSA Board of Directors in its annual budget.

Guidelines: 1) Contributions and sponsorships are to be directed to the Association, Recreational team sponsorships by local businesses are not permitted. Reasoning to insure an equal distribution of finances to its members, all financial contributions are funneled into LYVYSA for disposition.
2) Individuals or groups of parents from a given team are not prohibited from supporting their team under this policy provided they do so without violation of other LYVYSA policies.

Fund Raising: Fund raising by recreational teams is not encouraged. The Club Coordinator, before any activity, must approve all fund raising events.

IAL Teams: IAL teams generally do not receive financial support from LYVYSA. These teams are expected to be self-supporting. Sponsorships and fund raising activities are allowed if the activity is approved by the IAL Director.

LYVYSA GUIDELINE NUMBER 2 TEAM FORMATION

PURPOSE

The purpose of this guideline is to provide a uniform method for team formation based on the Club Concept and Player Skills and Ability. The Club Concept allows the child the opportunity to participate in soccer with a familiar peer group. The Player Skills and Ability promotes a balance of player skills and ability within an age division where multiple teams exist.

SCOPE

This guideline applies to the formation of all LYVYSA recreational teams except developmental teams.

TEAM FORMATION PRINCIPLES

Team Formation: Teams are formed, at the appropriate time, by assigning roughly equal numbers of players to each team. The players' Club Designation and age will determine the team to which they are assigned, with team members coming from a single club, where possible, within the limits imposed by this guideline. The Club Coordinator will seek to balance the teams' abilities.

The philosophy of LYVYSA is that we need to divide players within each age level so that the teams are evenly matched when there is more than one team per age division, to keep play competitive and fun, Our process for that is as follows:

- Begin with a division of the player registrations in a particular age level into ability and or skill groups, typically advanced, intermediate, and beginner.
- Coaches take turns dividing players from each level of skill and or ability, again attempting to keep teams evenly matched. Coaches pick their child from the respective skill level.
- When dividing players, coaches shall not be permitted to obtain all the same players from the previous year. Exceptions to this rule are the Assistant Coaches child.
- Another consideration is the behavior of the players, when there are children whose behavior is more difficult to manage, then it is recommended that these children are evenly divided between the teams. Is it not the intent to overwhelm the coaches with discipline problems.

Playing Up/Down: The Club Coordinator must approve any player who plays up or down one age level (only) in any age division. Parents of players wishing to play up/down must petition the Club Coordinator each year at the time of registration. **(ADDENDUM E).**

Time of Team Formation: All teams are organized before fall season. There is no guarantee of membership on the same team from year-to-year. The number of teams is established no less than five weeks before the first game. Additional players may be assigned from late registrations.

Registration: Players will not be placed on a team roster until a valid registration form, with appropriate fees paid, has been received by the Club Coordinator from the Club Registrar. Players who register before established registration deadlines are guaranteed a place on a team. Players registering after that date are assigned on a "first-come, first-served" basis.

Acceptance of Rosters: Coaches do not have the prerogative of rejecting any of the players presented to them on their rosters.

Team Division: Coaches are not permitted to encourage players and or parents to request play on a particular team from season to season. Coaches shall not attempt to roster the same players each season when there are multiple teams within an age division.

Exceptions: Coaches' children may play on coaches' teams. Other exceptions will be considered, by the Club Coordinator upon written request by the player's parent submitted at the time of registration.

TEAM ROSTERS

Each Club shall annually make available to the Association Registrar the team roster form in which the Clubs shall list the age division and name of teams, names, addresses and phone numbers of coaches and players and players' birth dates.

The submission of a roster binds all players on the roster to that team and that Club for the duration of that seasonal year, unless that player is granted a transfer (see Guideline Number 6) or moves away from the territorial boundaries of the Club.

SPRING SEASON TEAMS

Team Formation: Teams for the Spring Season are by filling vacancies on existing teams, based on place of residence, according to the following priorities:

- New registrants from that club will be assigned on a "first-come, first-served" basis.
- New Team: If new registrations are so numerous that a new-team must be formed, team reorganization may be considered. The Club Coordinator, in consultation with the affected coaches, may reassign players as deemed necessary.

- Consolidation: If dropouts are so numerous that team consolidation is required, adjacent teams will be consolidated in a way that influences the smallest number of teams

PLAYER AGE DEFINITIONS

The age division that a player is assigned depends upon the player's age on August 1st of the seasonal Year.

- U-19 Player has not reached 19th birthday before August 1st .
- U-18 Player has not reached 18th birthday before August 1st .
- U-17 Player has not reached 17th birthday before August 1st .
- U-16 Player has not reached 16th birthday before August 1st .
- U-15 Player has not reached 15th birthday before August 1st .
- U-14 Player has not reached 14th birthday before August 1st .
- U-13 Player has not reached 13th birthday before August 1st .
- U-12 Player has not reached 12th birthday before August 1st .
- U-11 Player has not reached 11th birthday before August 1st .
- U-10 Player has not reached 10th birthday before August 1st .
- U-9 Player has not reached 9th birthday before August 1st .
- U-8 Player has not reached 8th birthday before August 1st .
- U-7 Player has not reached 7th birthday before August 1st .
- U-6 Player has not reached 6th birthday before August 1st .

LYVYSA GUIDELINE NUMBER 3 COACHING

PURPOSE

The purpose of this guideline is to establish methods and goals for coaches.

POLICY

Coaches shall make every effort to teach each player the individual and team skills of soccer in a fair and constructive manner. Coaches shall ensure that all LYVYSA registered players participate in at least fifty percent (50%) of each scheduled match.

METHODS & GOALS

Players need to learn the individual skills necessary to play at their age group level of soccer. Coaches should take great care to see that they learn these skills and develop methods of teaching them to the players. The well-played game requires good teamwork and good sportsmanship. Coaches should study the game of soccer.

The coach's responsibility is also to ensure that he/she and all players know the rules of soccer and the rules of play. A coach must set the example of good sportsmanship and is responsible for the behavior of both the players and their fans. For the good of the game, disputes with fans, players, and officials are avoided at all costs. Coaches are strongly urged to take advantage of the clinics and coaching aids made available by LYVYSA.

To take advantage of the limited time allowed for organized practice and games, the coach must be well prepared and organized. Practices should concentrate on the maximum exposure to all players rather than on participation by any one, or a few players at a time. A positive and educational attitude should be shown by all coaches to all players during any match or practice.

Competition is a part of every game, and a competitive spirit is a wholesome virtue. However, the end to which competition is directed can often be misplaced because of an overpowering desire to win at all costs. We encourage competitiveness to keep trying when you're losing, to play your own game, to challenge a better opponent. We discourage special tactics to protect a lead, or running up lopsided scores. The team's standing should not be the measure of success but the rate of improvement in individual and team play. It is the LYVYSA goal to make every effort to make our program an enjoyable and rewarding soccer experience for all involved.

LYVYSA GUIDELINE NUMBER 4 MATCH RESCHEDULING

PURPOSE

The purpose of this guideline is to establish the methods and circumstances under which a LYVYSA coach may reschedule a game.

SCOPE

This policy applies to LYVYSA coaches who are required to reschedule matches.

POLICY

It is the policy of the LYVYSA that all matches scheduled by the Director of Competition must be played on the day and time, and at the field designated. Under certain conditions and for absolutely compelling reasons, a team may be required to reschedule. These conditions and reasons include:

- Matches that are called at the field at match time by the referee because of weather or field conditions.
- Matches called off by the Club Coordinator or league officials acting in his/her behalf for whatever reasons.

Under the above conditions, a match may be rescheduled if the coach takes the following actions:

- Obtains consent of the opposing coach to reschedule.
- Obtains authorization from the Club Coordinator.
- Obtains a new field and playing time from the Club Coordinator.
- Contacts the Referee Assignor for a list of referees who would be willing to do the match
- Obtains a referee from the list.

NOTE:

Under no circumstances will a Referee Assignor reschedule a match. Rescheduling without the consent of the Club Coordinator, such that a referee is needlessly sent to a field at which no game is played, will result in disciplinary action for the club involved.

LYVYSA GUIDELINE NUMBER 5 RECREATIONAL TOURNAMENT TEAMS

PURPOSE

The purpose of this guideline is to establish a policy for Summer Tournament Team play and the player selection process that complies with the WSYSA rules.

SCOPE

This policy applies to all Lower Yakima Valley Youth Soccer Association Clubs and teams.

POLICY

It is the policy of the LYVYSA that all Summer Tournament Teams are designed for the player(s) whom have a desire to play additional soccer matches. They exist only during “Open Season”, which is defined as after the last regular scheduled spring season game and before the first regular scheduled fall season game.

Membership on a Recreational Tournament team is generally for each individual tournament. To qualify the player must be registered with the LYVYSA for that seasonal year. Coaches may not schedule games or practices, that would conflict with the LYVYSA regular season schedule, unless given approval by the Association Board.

Teams are selected from a pool of interested players who have signed up with their respective Clubs Registrar. Clubs are allowed to combine players of the same age levels from different teams in the pool if they desire. (See “**Addendum B**” player sign up form).

Coaches with a desire to form a Summer Tournament Team must select players without a field tryout. This is not a Select Team.

If more than one coach at any age level has a desire to form a team, the respective coaches must select players in a rotational manner that does not allow the same coach to select more than one player at a time. Teams are formed for one tournament.

Coaches form teams for each tournament that they have the desire to compete, i.e. two coaches form teams for a tournament in the month of June, but only one coach has a desire to field a team for a tournament in the month of July, the coach will be allowed to select his entire team from the pool of eligible players or select from the entire player pool.

LYVYSA GUIDELINE NUMBER 6 SELECT PLAYER TRANSFERS

PURPOSE

The purpose of this guideline is to establish a policy for player movement from one registered Select Team to another within the seasonal year that complies with the WSYSA rules.

SCOPE

This policy applies to all Lower Yakima Valley Youth Soccer Association Clubs and teams.

POLICY

All players registered on a team are bound to that team for the seasonal year unless properly transferred.

TRANSFER

A player transfer is defined as the movement of a registered player from one registered team to another registered team within LYVYSA during the seasonal year. All transfers must be approved by the Club Coordinator and Registrar.

SEASONAL YEAR

For LYVYSA the seasonal year is September 1 through August 31. During this time a player can be registered in only one Association and on only one team at a given time.

LIMITS TO PLAYER MOVEMENT

A team shall be limited to a total of three (3) player transfers per season.

Open Period:

Registered players may try out for existing teams and play on those teams in preseason competitions without a transfer after the end of the regular season and tournaments (Washington State Championship Cup and Washington State Association Cup) for that player and team.

Thus an open period exists from the last scheduled Spring game until new teams are formed for the Fall. This allows summer teams to compete in other association tournaments.

A Club wishing to transfer a player shall complete the WSYSA Transfer form. The transfer is not effective until approved by the Club Registrar. A player may be transferred to another team during the season only if:

- Player's team disbands.
- Player moves to a new address and distance makes it impractical to continue with the original team.
- The Club Coordinator, in consultation with the affected coaches, in rare circumstances determines that it is in the best interest of the player and his/her teammates to do so.
- Such transfers are to be reported to the Board of Directors.
- A recreational player who is a designated alternate for a Developmental or IAL team is authorized to transfer to that team.

LYVYSA GUIDELINE NUMBER 7 INTERASSOCIATION LEAGUE IAL PREMIER DIVISION I and II GUIDELINES

PURPOSE

The purpose is to establish the guidelines for administering the LYVYSA teams that participate in Premier League and District Six Inter-Association League play (Division I, Division II), to establish an IAL Committee, and to define the responsibilities and authorities of the IAL Committee.

SCOPE

LYVYSA Select teams ages U-12 and older will compete at the District level in Division I or at the State level in the Premier league. All LYVYSA recreational teams U-15 and older will compete at the District level in Division II. U-13 and U-14 LYVYSA recreational teams may play in Division II with approval of the IAL Director and Club Coordinators. Division I and Division II team play will be scheduled by the District Six Director of Competition and will be required to travel within District Six (Eastern Washington).

OBJECTIVE

The objective is to provide a more challenging, competitive environment in which a youth player can achieve his or her personal goals in soccer. The Select and Premier team program is instituted to provide a higher caliber soccer to those individuals and families willing to make a higher level of commitment.

IAL DIRECTOR

The IAL Director will have overall responsibility for all teams participating in IAL competition. Specific duties are as follows:

- Provide liaison between the LYVYSA Board of Directors and the District Six Director of Competition.
- Provide leadership for and take guidance from the IAL committee.
- Shall be responsible for coordinating the formation of IAL teams and selection of Select/Premier team coaches.
- May appoint coordinators responsible for team formation for Premier and IAL Division I & II teams and assisting the IAL Director in other duties as requested by the Director, and IAL Registrar to assist in registering IAL team members, and a Secretary to record meeting minutes.

- Maintain communications with the District Board members for maximizing the opportunity for LYVYSA IAL teams to experience beneficial soccer competition.
- Provide a single point of contact for teams that regularly play outside the Association.
- Establish and administer an IAL budget.

IAL COMMITTEE

The IAL Director shall be the Chair of the Committee. The Committee shall consist of each IAL team coach and manager, IAL Registrar, and Premier, IAL Division I and Division II coordinators. Each member shall have one vote. The IAL Secretary shall record the minutes of each meeting. Committee meeting minutes may be presented at the next LYVYSA Board of Directors meeting.

The IAL committee is responsible for implementing these guidelines with all IAL teams. The committee has the authority to interpret these guidelines and to make decisions in areas not specifically addressed. The IAL coaches are responsible for delivering complete registration information for all players on their teams to the LYVYSA Association Registrar and rosters and team information sheets to the District Six Director of Competition.

The committee has the responsibility to ensure that the LYVYSA IAL program complies with all WSYSA, District Six and LYVYSA rules and regulations. The Committee may adopt rules of operation to assure continuity of function and operations.

The IAL director will convene meetings of the IAL committee after coach selection but before team tryouts, after completion of the tryouts, before the start of the Fall season, and on other occasions as needed. The IAL Committee will elect an IAL Director in odd-numbered years at a meeting of the IAL Committee held after the LYVYSA Annual General Meeting but before coach selection for the following year's teams. If the IAL Director leaves office before the completion of his/her term, the IAL Committee will convene to elect a person to serve for the remainder of the term.

FINANCING

IAL teams are expected to be generally self-supporting. IAL Division I & II teams will pay the team fee set by the District to cover the cost of scheduling for all Division I & II IAL teams. The LYVYSA will pay the cost for referees for regular season games played in the their jurisdiction for Division I & II or Premier teams.

The costs of uniforms and tournament entry fees are the responsibility of the team.

Division I and Premier Teams are allowed to solicit contributions for sponsorships from appropriate outside organizations. Sponsors may be allowed to put their logo on team bags or warm ups, but not on the uniforms.

PLAYER CARDS

WSYSA player cards are required for all IAL players participating in out of state tournaments. Coaches are responsible for obtaining these cards through the LYVYSA Association Registrar (who requests them from the WSYSA office). Copies of birth certificates and a team roster signed by the LYVYSA Association Registrar should be carried by the coach to all games for further proof of registration (may be needed if players are challenged).

REPORTING GAME SCORES

Each Division I and II team will follow the current District rules regarding the reporting of game scores. It is Premier League coaches' responsibility to know and follow the current year Premier League Operating Procedures and Rules of Competition. Each team is also responsible for reporting all regular season and tournament game scores to the newspaper. Each team should appoint one representative (coach or parent) to call in game scores.

DISCIPLINE PROBLEMS

Disciplinary or corrective actions for minor offenses may be taken by the IAL Director. More severe internal LYVYSA problems that require a formal hearing will be referred to the LYVYSA Rules and Protest Committee for action. It is the responsibility of the IAL Director to ensure that the corrective actions are implemented.

Any problems that arise between coach, players, or parents should first be referred to the coach. The coach should attempt to resolve the problem. If the coach is unsuccessful the problem should be referred to the IAL Director. If the IAL Director or the LYVYSA Board of Directors cannot resolve the problem to everyone's satisfaction, the only remaining recourse for the disgruntled party is to resign from the team. Players who resign from a team have no assurance that they will be assigned another LYVYSA team.

If sufficient players refuse to participate on a team after the season has begun such that the team must fold and be removed from competitive IAL Division I or Premier play, those players will not be considered for other LYVYSA, IAL, or Premier teams for the remainder of that season. To be considered for IAL or Premier teams the following season those players must petition the LYVYSA Board of Directors to explain their actions. Teams in the middle of a season must be strongly encouraged to stay together to complete that season.

COACHING

Coaches at all levels of IAL play are expected to follow the LYVYSA philosophy for the Development of Youth. Coaches' conduct during matches and training sessions is expected to be exemplary. Violations will be subject to investigation and will be dealt with in a manner consistent with LYVYSA rules. The IAL Director will provide reports to the LYVYSA Board of Directors as needed. Coaches are encouraged to further develop their coaching skills by attending WSYSA and USYSA coaching clinics.

The IAL Committee is responsible for implementing these guidelines with all IAL teams. The Committee has the authority to interpret these guidelines and to make decisions in areas not specifically addressed. The IAL coaches are responsible for delivering complete registration information for all players on their teams to the LYVYSA Association Registrar and rosters and team information sheets to the District Six Director of Competition. The Committee has the responsibility to ensure that the LYVYSA IAL program complies with all WSYSA, District Six and LYVYSA rules and regulations. The Committee may adopt rules of operation to assure continuity of function and operations.

The IAL Director will convene meetings of the IAL Committee after coach selection but before team tryouts, after completion of the tryouts, before the start of the Fall season, and on other occasions as needed.

IAL coaches will be registered as a coach or assistant coach of only one LYVYSA team at a time.

Coaches are encouraged to provide playing time for all players in each game and to foster an environment where all players feel like an integral part of the team. They must also strive to assure harmony of the coaching staff, players and parents through open communication, fair and just treatment of players, and consideration of individual player and family constraints.

DIVISION II TEAM FORMATION

IAL Division II teams will be formed by the IAL Division II coordinator generally according to LYVYSA Guideline Number 2, "Team Formation" with the approval of the IAL Director. Once their teams are in the IAL, coaches and team managers will become members of the IAL Committee and will be subject to the rules herein.

Coaches for Division II teams will be selected by the Division II coordinator. Some out-of-town travel within District Six (Central/Eastern Washington) may be

required of Division II teams. Division II teams may add unattached players during the season to fill their roster.

All additions are subject to the approval of the IAL Director and the LYVYSA Association Registrar, following normal WSYSA procedures for movement of players. IAL Division II teams may be required to play in a mixed age group depending on the number of teams available in the IAL in any specific age group. Coaches should be prepared to play teams either one age group older or one younger. In some cases, Division II teams may be scheduled to play Division I teams.

DIVISION I AND PREMIER TEAM FORMATION COACH SELECTION

The IAL Director will form a coach selection committee consisting of 2-4 members. Selection of coaches within a particular age group should be done by the same evaluation selection committee. The IAL Director will be the chair. Members of the committee shall not participate in the selection of a coach for the age and sex division in which they are coaching or have any children participating.

The selection committee will solicit candidates to coach Select/Premier teams. Candidates should submit a written soccer resume to the committee before the scheduled coach selection process. In late Fall and before coach selection, the IAL Director will send out coach evaluation forms to the parents of all players on teams U-11 and older.

The committee shall interview each candidate and make a selection using the following criteria: coaching skills, sportsmanship, experience, ethics, license, knowledge of LYVYSA and WSYSA rules, available evaluation forms from parents, and other criteria as determined by the committee. Each of these criteria will be properly weighed for importance in determining the best candidate for the position. Coaches are strongly encouraged to obtain a minimum of an E license, and a D license or higher is recommended.

Select and Premier coaches will be assigned for one year. Current coaches desiring continued appointment to an IAL team must submit their request in writing to the IAL Director before the scheduled coach selection process.

Select and Premier coaches are expected to devote appropriate time to practice sessions and preparing for practices. Coaches are expected to attend all of the team's games, except for unforeseen circumstances. The coach selection committee should evaluate each coaching candidate's ability to meet this requirement.

The IAL Committee shall monitor and evaluate each coach's performance during the year. Results of this evaluation will be used when considering the coach for succeeding years. If an existing coach has had a good track record the previous year and no other person has applied to coach that age group then an interview is not required, but a written request to coach the following year is required before the scheduled coach selection process.

PLAYING UP

The LYVYSA emphasizes that under normal circumstances players should play within their own age division. However, if parents feel particular circumstances dictate the need to play up one age level, the following should be pursued. Parents or guardians of players wishing to try out to play up on an older age division in IAL Division I & II or Premier must sign an official request that the player be allowed to try out. Requests to play up more than one year is strongly discouraged.

Exceptions may occur but very infrequently. Evaluators and coaches should assess the level at which the development of a potential play up player would be best served. Once allowed to play up, a player will be treated in the same way as any other player in that age division and does not have to reapply each year.

The player has the option to drop down to the proper age group, at which point application will be required to play up again. For Division II teams, play ups will be allowed without a formal parental request if it is necessary for team formation, as determined by the Division II coordinator.

Exception: No play ups will be allowed on U-12 IAL teams.

FIELD TRYOUTS FOR PLAYER SELECTION

Player selection and team formation for U-12 to U-19 Division I and Premier Teams will be conducted via field tryouts. These tryouts will be conducted over a 1-3 day period depending on age group, number of players trying out, etc. Coaches and evaluators may use skill drills as part of their field tryout evaluations.

Field tryouts for Premier Team formation will be held in the Spring time frame such that they can meet WSYSA deadlines for submitting rosters. Tryouts for Select Division I teams will be held in Spring after the LYVYSA league season is over.

All players participating in the field tryouts will be required to submit a copy of a birth certificate, completed registration form, and registration fee for the Fall season before being allowed to try out. The IAL Committee shall inform all players of the date and time of field tryouts. Before each field tryout session, the

evaluators will inform the players trying out about the selection process and what will be evaluated.

Since a great deal of soccer activity occurs for teams in the Spring time frame each year, it is possible that new Fall teams will be established before the Spring activities have ended for the player's current team. The following guidance shall be employed in determining player participation in the Spring period: Members of U-12 through U-19 Select and Premier teams should begin practicing/playing with their teams on or before the Memorial Day weekend.

Note:

Teams trying out for Premier League play that fail to qualify for that level are encouraged to consider playing in an Inter-District League or at a higher age level in Division I

NUMBER OF PLAYERS

Each Select team will be required to start the season with 15-18 players. It is up to the coach's discretion as to number of players. Each team will not exceed the State limit of 18 players.

After completion of player selection, each coach may designate up to three (3) additional players as alternates. The list of alternates must be presented to the IAL Director within one week after player selection, along with the list of players selected for the team. Players chosen as alternates on Premier Teams may tryout for Division I Teams. Alternate players will be notified that they are alternates.

The IAL Director shall be notified of player deletions, additions, transfers or releases. All transfers or additions must be approved by the IAL Director, the receiving coach and the LYVYSA Registrar. All player movements must conform to LYVYSA and WSYSA guidelines.

ADDITIONAL PLAYERS

If the number of players on a Premier or Division I team drops below what a coach feels appropriate, after all alternates have been added, or if an insufficient number of players have been selected after the normally scheduled tryout, the coach may add additional players through supplemental tryouts.

A player must be registered with the LYVYSA to participate in a supplemental tryout. Players who have begun the regular league season with one team may not try out for another team in a supplemental tryout until the season is completed. Under exceptional circumstances, this restriction may be waived provided the IAL Director determines that both affected teams remain viable.

Supplemental tryouts for teams that need additional players shall be held at scheduled times in the Fall, and before the Spring season. All unassigned eligible players must be notified of any additional supplemental tryouts, and all such tryouts must be scheduled with the IAL Director.

Player movement from or to a team is governed by WSYSA rules of transfer, add/drop or release. Player movement associated with WSAC/WSCC play is governed by the same WSYSA rules of transfer/add/drop/release. The team roster for the regular season play is in effect for WSAC/WSCC play except as changed formally by these rules

PLAYER SELECTION, U-12 TEAMS

In Spring of each year the IAL Committee shall send out an information package concerning formation of U-12 IAL Division I teams to all registered U-11 players. The information will cover costs, commitment and selection process for these U-12 teams.

An open meeting will be held before Select tryouts by the IAL Committee for all players and parents interested in participating in U-12 IAL Division I teams. The program will be discussed and questions answered. The transitional nature of the U-12 teams will be stressed, i.e., teams are only formed for one year and then new IAL Division I and Premier traveling teams are organized at the U-13 level.

Teams are thus encouraged to keep expenditures for uniforms, etc. at a minimum during this transitional year.

Coach selection, player tryouts and team(s) formation will be conducted in a similar manner to that undertaken for new U-13 IAL Division I Select level teams. Team formation will take 1-3 evenings to complete. It is expected that one to three U-12 IAL teams will be formed for both boys and girls depending upon player talent, interest and commitment.

PLAYER SELECTION, U-13 TEAMS

In the Spring of each year the IAL Committee shall send out an information package concerning Division I, Premier, and Recreational programs for U-13 play to all registered U-12 players. The information should cover the costs commitment and opportunities of each of these U-12 games.

The IAL Director should try to recruit enough coaches to allow for the formation of more than one team at both the Premier and Select levels. Final decision on forming teams may be postponed until after player skill levels are assessed at open field tryouts.

Tryouts for Premier teams will be held such that State time lines/deadlines can be met. Premier teams are chosen first with open tryouts for all LYVYSA registered players. An open meeting will be held before Select/Premier tryouts by the IAL Committee for all players and parents interested in trying out for Premier and Select teams. The program for each will be discussed and questions answered.

A player selection team will be formed for each Select/Premier team by the IAL Director. The team shall consist of the Select/Premier team coach and two neutral evaluators. All but the last three (3) positions on the team will be selected by consensus of the neutral evaluators and coach. The coach will select the three (3) final positions and any alternates.

If enough players try out to form more than one team in a particular age and division, the evaluators and IAL Director will decide if another team should be formed, based upon the numbers and level of skill of the players.

The evaluators will rank the players (i.e., into top/middle/lower skill level groups), and provide this information to both coaches.

If more than one team is formed at either the Select or Premier level, the teams in each level will then be formed on an equal basis, as nearly as possible. The methods for selecting the teams will be by either neighborhood or draft concepts, per decision of the IAL Director, the coaches, and the evaluators.

If there is more than one team formed at the Premier level and if there is NO Premier League Qualifying Tournament for that age group the two (2) Premier teams will also be formed on an equal team basis. If there is a PLQT, then the strongest team possible will be formed first and if enough talent exists for a second Premier team, it will be formed after the first team's roster is full. If all the coaches needed for the teams to be formed have not been identified by the time of the tryouts, the evaluators will make the selections for the teams without an identified coach.

Tryouts for Division I Select teams will be held after Premier tryouts. After the first night of field tryouts the IAL Director, evaluators and coaches will decide how many teams to form and whether the teams will be formed by draft or boundaries. If formed on the Club (boundary) basis, boundaries will be determined by the IAL Director, coaches, evaluators, and IAL Registrar with consideration given to equalizing the number of players and talent. Once players have been selected and rosters listed, any further movement between the teams will be by WSYSA transfer guidelines.

All players who try out will be notified whether or not they made the team by the coach within three (3) days of the last day of field trials. A team meeting will be held with the coach, players and the parents of each player within two (2) weeks of the formation of the new U-13 teams to discuss team plans.

PLAYER SELECTION - EXISTING TEAMS

Player selection for existing teams is expected to be a gradual strengthening process and not a wholesale change of players every year. Each Select coach will decide on the number of core players to "protect" during tryouts; up to eleven (11) players may be protected. No players may be protected at the Premier level, but the coach may select the last three (3) players chosen for the team. If the coach feels that injuries have made it impossible for qualified players to participate in the tryout a supplemental tryout may be scheduled for a later date.

The player selection team will be formed for each Select/Premier team by the IAL Director. The team shall consist of the coach and two neutral evaluators. Evaluators should have recent coaching experience at the appropriate level if possible; for example, U-16 to U-19 Premier teams should be evaluated by coaches with experience at older Premier or Olympic Development Program levels.

Experienced evaluators should also be available for new team formation. The IAL Director should prepare and maintain a list of qualified evaluators. The coach will select the core players and inform the IAL Registrar before the tryout. Upon registration of players before the tryout, the players will be asked indicate if they prefer to be on the same team or considered for another team. This information will be compared with the coach's requested "core list" of protected players by the IAL Registrar, and a final list of core players (matching the coach's and the players' interests) will be provided to the coach and evaluators during the first night of tryouts.

Any players on existing teams wishing to try out for a different team or not identified by the coach to be protected will be placed in a non-protected player pool. None of the players are to be informed of their status at this time. The names of players in the draft pool are to be kept in strictest confidence.

If more than one team exists in the age division, all new players will be placed into the draft pool with any draft pool players from each team (non protected), During the first evaluation/field trial, the IAL Director will provide each coach with a list of all draft pool players.

Field trials will be held with the new players trying out with each team. Except for unusual circumstances that must be approved by the IAL Director, all coaches and evaluators will attend all sessions, in order to evaluate all draft pool players. The neutral evaluators will provide their coach with their evaluation of all draft pool players.

If only one team exists in the age division, all current players and new players trying out for the team will attend tryouts. The neutral evaluators and coach will evaluate the players.

After the core of protected players is chosen by the coach, the remaining players on a team will be by consensus of the neutral evaluators and coach. The coach will select any alternates.

If a draft concept is used instead of a Club concept process for forming teams in an age group, the draft will be held in private with only the coaches, evaluators and IAL Director present. If there are two or more Premier or Division I teams, their drafting order will be in inverse order to their league standings. Once the order is established, coaches will alternate choices until they fill their rosters. Each coach may then designate three (3) alternates.

All players who try out will be notified whether or not they made the team by the coach within three days of the last day of the field trials.

The order of team formation will be as follows: Premier teams will fill their roster first. Division I team(s) will have the second selection.

ADDITIONAL TEAMS

If enough skilled players try out to form a Select team in an age group that does not currently have a Select team, the team formation process used will be as described for new U-13 teams.

If enough skilled players try out in an age group that currently has one or more Select teams, the IAL Director and field evaluators can decide to form an additional team. That team will be formed from the players remaining in the draft pool after existing teams complete their player selections.

GUIDELINE AMENDMENTS

Proposed changes to the IAL Guidelines will be referred to the IAL Committee. The IAL Director will present the majority recommendation of the IAL Committee to the LYVYSA Board of Directors for approval.

LYVYSA GUIDELINE NUMBER 8 PROTEST AND APPEALS

1.0 DEFINITIONS

1.1 Protest

Protests are usually related to a specific game or administrative action, and are filed by an involved team official. Only those teams involved are permitted to protest a game result. Protests, on a specific game, cannot be filed by third parties, such as coaches from other teams or league or State administrators. Protests submitted to a competition authority (league, tournament, etc.) must be filed according to the protest procedure and rules of that competition. The protest must be based upon violation of the published rules of the competition, WSYSA Rules and Regulations, or FIFA Laws of the Game. The dates of protest and appeal within the rules of the competition must be exhausted before proceeding to the next level of authority defined herein.

1.2 Appeals

Appeals arise as the result of an adverse decision from a protest hearing, administrative action, disciplinary hearing, or lower level appeal. Only those parties to the original action, who are adversely affected by such decisions, shall be allowed to appeal. An appeal shall not have the effect of "staying" a previous ruling. Previous decisions remain in force, pending the result of the appeal.

1.3 Disciplinary Hearings

Disciplinary Hearings result from allegations or misconduct. Such misconduct must be a violation of a published rule, regulation, or procedure. A disciplinary committee shall only hear allegations of misconduct that are against individuals or entities within the jurisdiction of the convening authority.

Only the elected and/or appointed officials of the LYVYSA Board of Directors or tournament committees may bring charges of misconduct. Referees are recognized as such officials in matters regarding game misconduct.

1.4 General Grievances

General Grievances. A grievance is a complaint of a general nature, which is not based upon specific rule violations, or upon a specific administrative decision (or lack of decision). General grievances are not handled through protest, appeal, or disciplinary hearing processes. Grievances may be heard on an informal basis by the appropriate competition authority or the LYVYSA Board of Directors.

2.0 MANDATORY CONDITIONS

The hearing and adjudication of any protest or allegation of misconduct shall be completed within thirty (30) days of the filing of the cause of action. If a decision is not reached within this thirty (30) day period, the matter may be submitted to the next higher level without determination and the fee submitted will be applied at the next level.

3.0 RULES AND PROTEST COMMITTEE

The Rules and Protest Committee shall hear and decide protests, appeals, and allegations of misconduct, and shall be composed of persons having no conflict of interest in the matters being heard, and having no association with the principal parties in the matters.

The Rules and Protest Committee will consist of the Club Coordinators and the Association President or Vice President, who will chair the Committee. A Committee quorum requires three (3) members, one of whom shall be the Director of Competition.

Should a dispute involve a Committee member, that member shall not deliberate or vote on the matter. The Director of Competition shall appoint one Committee Member to make a written record (minutes) of all proceedings.

4.0 FILING PROCEDURE

A protest, appeal, or allegation of misconduct must be filed in writing and must include the nature and specifics of the complaint.

- A listing of the rules or procedures violated.
- A statement of the desired resolution.
- The filing of \$25 (money order or cashiers check). If a protest or an appeal is rejected, waived, or upheld, the fee will be returned to the protestor or appelliant. If a protest or appeal is denied, the fee will be deposited in the General Fund.

In the case of an appeal, the appeal must be placed in Registered U. S. Mail or Certified U. S. Mail, return receipt requested, within three days of receipt by the appellant of the prior adverse ruling, Sundays and Holidays excepted.

5.0 DOCUMENTATION PROCESSING

Upon filing of a protest, appeal, or allegation of misconduct, the Rules and Protest Committee shall institute the following procedures.

The appropriate action or response shall be determined by conducting a "validation review" of the following:

- Identify the principal parties involved.
- Determine if they are in good standing.
- For a protest, determine the protestor's right to lodge a protest.
- For an appeal, determine if the appeal is directly related and germane to the decision of the original protest. If not, the appeal must be rejected and returned.
- Determine if all the information necessary to adjudicate the matter and reach a decision is included. Such information shall include, but is not limited to, names, addresses, phone numbers, minutes of previous hearings, applicable rules, referees' game reports, etc.
- Determine if the matter has been filed with the proper authority,
- Determine that specific charges are made, the rules allegedly violated are cited, and the desired resolution is stated.

Upon completion of the "validation/review," if all the information and documentation necessary to reach a decision are available, the principal parties are to be immediately notified of receipt of the complaint. This notification shall also include the date, time, and place of the hearing. If notification of the receipt of the complaint and the specifics of the hearing cannot be made at the same time, two separate notifications shall be required.

Sufficient time should be allowed for the parties to prepare to appear. Unless the rules of the competition dictate sooner, the hearing shall be scheduled within a minimum of seven (7) and a maximum of fourteen (14) days following notification of the receipt of the complaint.

Notification of the receipt of a protest, appeal, or allegation of misconduct, and of the specifics of a hearing, shall be communicated to the principal parties at the same time and by the same method.

Notification shall be accomplished by one of the following methods (in order of preference):

- Telephone, with written follow-up sent by U. S. Mail
- Certified U. S. Mail, return receipt requested.
- Registered U. S. Mail
- Hand delivery by a member of the Rules and Protest Committee or by a member of the LYVYSA Board of Directors

Notification shall contain the following:

- A condensed restatement of the cause of action.
- The date, time, and place of the hearing.
- The type of hearing (open or closed) to be held.
- What limits or restrictions (if any) will be imposed on testimony.
- Whether or not testimony must be in written form, and the date by which such written testimony must be received.
- Any other special requirements.
- A copy of this Guideline of Protests and Appeals,

6.0 EVIDENCE AND TESTIMONY

All evidence, such as identification cards, team roster, referees game reports, letters, proof of age documents, and other sources of written or printed information, shall be original or official only. No copies shall be acceptable. Proof of age documents shall conform to the rules of the competition and WSYSA Rule 4.3.2.

All testimony shall be limited to the principal parties, eye witnesses, and recognized authorities on the subject, such as the Registrar on registration matters. If a witness cannot appear at an open hearing, written testimony shall be accepted. Character witnesses and other third party witnesses shall not be allowed. Testimony in open hearing may be limited with respect to time.

7.0 PROCEDURES FOR HEARINGS

The method of holding a hearing may vary due to time and whether it is for the purpose of hearing a protest or an appeal. Basically, hearings are of two types:

Open Hearings shall be held with the principal parties, witnesses for both sides, and all necessary evidence actually appearing before the members of the Rules and Protest Committee or the LYVYSA Board of Directors. Testimony from witnesses need not be taken in the presence of other witnesses, but the principal parties shall be present for all proceedings, except the deliberations of the Rules and Protest Committee or the LYVYSA Board of Directors.

Closed Hearings require that all testimony and evidence be submitted in writing. The principal parties must submit all evidence, testimony, and arguments in written form, as specified by the notification. The original hearing of any protest or allegation of misconduct must occur in open hearing. An appeal may be heard in either open or closed hearings.

7.1 AGENDA

All parties, including witnesses, will be brought into the hearing chamber. The following items will be described by the Chair:

- ***Statement of case to be heard including:***
 - 1) Names of parties involved.
 - 2) Specific event involved.
 - 3) Date of occurrence.
 - 4) Rule numbers and description of rules allegedly violated.

- ***Procedure for hearing, including:***
 - 1) Plaintiffs and defendants are allowed to remain in the hearing chamber. All witnesses are to wait outside the hearing chamber.
 - 2) All written evidence should have been presented in advance for distribution and inclusion in the evidence packet.
 - 3) All written evidence presented at the hearing will be passed to the Chair.
 - 4) All questions/statements from involved parties will be addressed to the Chair, who will ask the appropriate individual for an answer or a rebuttal, if the chairperson deems it pertinent.
 - 5) Witnesses may be recalled after initial testimony for further testimony and/or clarification.

- Decisions will be made, and notification will be made within three (3) days in writing to both parties, including instructions for appeal.

After all witnesses have been excused from the hearing chamber

- Plaintiff will present case.
- Individual witnesses for the plaintiff will be called.
- Defendant will present case.
- Individual witnesses for the defendant will be called.
- Any witnesses will be recalled as necessary.
- Plaintiff will make closing statement.
- Defendant will make closing statement.

Open hearing will be adjourned. Parties will be excused. Hearing committee will deliberate.

8.0 DECISIONS

The Committee hearing a protest, appeal, or allegation of misconduct shall decide each issue arising from the hearing. The Chairperson shall vote only when necessary to break a tie.

The decisions of the Committee, and any disciplinary sanction imposed, shall respond only to the specific issues and allegations contained in the complaint as filed. Any other issue and/or rule violation, which may become known or apparent during the hearing shall be referred to either the convening authority or to a lower level authority. This referral may be accompanied by a recommendation for appropriate action. When such matters are referred, notice of the referral shall be included with the notification of decisions rendered.

Decisions shall be reduced to written form, and shall be forwarded to the principal parties within three (3) days of the conclusion of deliberations, Sundays and Holidays excepted. If a suspension is imposed upon an affiliated player or administrator (or on appeal, a suspension is overturned), the WSYSA office shall also receive a copy of the decision. Suspensions of players for less than thirty (30) days duration are exempt from this requirement.

8.1 Notification

Notification of the decisions of the Committee shall be communicated to the principal parties simultaneously and by the same method. Verbal communication of decisions shall not be permitted. Consideration should be given to ensure that the method chosen provides adequate notice to teams which are affected by the decision.

Notification shall be accomplished by one of the following methods (in order of preference):

- Certified U.S. Mail, return receipt requested.
- Registered U.S. Mail.
- Hand delivery by a member of the Rules and Protest committee or by a member of the LYVYSA Board of Directors.

Notification of the decisions shall include a statement of the procedure for appeal. The statement shall clearly indicate the appropriate level of jurisdiction, including the identity and address of the person and/or office to which the appeal must be directed, in accordance with the following:

- Rules and Protest Committee decisions may be appealed to the LYVYSA Board of Directors.
- LYVYSA Board of Directors decisions may be appealed to the District Commissioner of District Six of the WSYSA.

ADDENDUM B

Date ____/____/____

Dear U-____ Player and their Parents,
Our club has been notified of a Recreational Tournament to be held on
____/____/____.

We are in the process of creating a ____ member team to participate
in this tournament. If you are interested in this opportunity, please complete the
form below and return it to our club mailbox as soon as possible. Placement on
this team is on a "first come, first served basis. If you are successful in being
placed on this team's roster, the team's organizers will contact you with further
details.

(Detach here and mail lower portion)

Recreational Tournament Team Interest Form

Yes I want to participate on this recreational tournament team.

Enclosed is check # ____ in the amount of \$ ____ made payable to
____ Youth Soccer Club for the ____/____/____ Recreational
Tournament Fees.

Player's Name _____

Player's Signature _____

Parent's Name _____

Parent's Signature _____

Date ____/____/____

ADDENDUM C

Medical Treatment:

As the parent/legal guardian of the undersigned participant, in the event of an accident, injury, sickness, etc., I request that in my absence the participant be admitted to any hospital or medical facility for diagnosis and treatment. I request and authorize physicians, dentist, and staff, duly licensed as Doctors of Medicine or Doctors of Dentistry or to the such licensed technicians or nurses, to perform any diagnostic procedure, treatment procedure. Except noted below, for the treatment of the above mentioned.

Medical Treatment Restrictions:

Executed this _____ day of _____, 19_____

Participant's Name (print)

Parent's/Legal Guardian's Name (print)

Participant's Signature

Parent's/Legal Guardian's Signature

Financial Responsibility:

As the parent/legal guardian of the undersigned participant, I realize and understand that soccer is a physically demanding sport and that injuries do occur during practice and games. As a result of this understanding, as parent/legal guardian I assume full and all financial and legal responsibility of such injuries and release the coaching staff and team members from any and all financial and legal responsibilities.

Executed this _____ day of _____, 19_____

Participants Name (print)

Parent's/Legal Guardian's Name (print)

Participant's Signature

Parent's/Legal Guardian's Signature

Medical Information:

Medical Insurance: _____ Policy Number: _____

Known medical conditions: _____

Family Physician : _____ Phone: (____) _____

In case of emergency, the following are designated to act on my behalf.

Name: _____ Phone: (____) _____

Name: _____ Phone: (____) _____

Medical/Financial Release valid for a period of one (1) year from executed date.

ADDENDUM D

LYVYSA Micro-Mod Rules are designed to provide a better learning environment for younger age soccer players through the use of simplified rules and smaller field and roster sizes.

The following subparts are the current Micro-Mod rules in effect for the seasonal year.

NOTE:

It is the policy of the LYVYSA to roster players within their individual age groups, however due to registrations received each season it has, at times, been beneficial for the some teams to combine age groups in order to allow league play within specific age divisions.

The Association Board will make the decisions needed to address these situations each and every season on a case by case basis. Teams that are playing in a combined age group are in no way guaranteed to play within combined age groups each and every season, but rather must petition the Association Board for the decision.

Subpart 1

U-6 Coed

Subpart 2

U-7 Boys

U-7 Girls

Subpart 3

U-8 Boys

U-8 Girls

Subpart 4

U-9 Boys

U-9 Girls

Subpart 5

U-10 Boys

U-10 Girls

Subpart 6

U-11 Boys

U-11 Girls

Subpart 7

U-12 Boys

U-12 Girls

Subpart 8

U-9/10 Girls

U-10/11 Boys

U-11/12 Girls

ADDENDUM E

Parents of players wishing to have their child play up/down one age division due to various reasons must complete and submit this form each season at the time of player registration.

I would like to petition the Club for my child _____

Player Name

Who's birthdate is ____/____/____ to be considered for the option of

Playing, Up Down (circle one) for the _____ Soccer season.

I feel this is in the best interest of my child due to the following reason(s):

Attach additional sheets as needed.

Parents Name

Address

Phone

Parents Signature

Date

In no way does submission of this form allow the player listed above to play up or down one age division. This decision is solely up to the Board of Directors within the Club's jurisdiction that the player petitions. The decision of this petition will be voted upon at the next regularly scheduled board meeting and you will be notified regarding the decision prior to your child being placed on a team. A separate form must be submitted for each player regardless of age, relation or team placement from the previous season.

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