

El Dorado Hills Soccer Club Constitution & By Laws

1 CONSTITUTION

01:01 NAME

01:01:01 This organization shall be known as the El Dorado Hills Soccer Club (EDHSC).

01:02 PURPOSE

01:02:01 The purpose of this Club shall be to develop, administer, and promote an organized soccer program for the children of the greater El Dorado Hills Community.

01:02:02 "Children playing soccer" is the most important goal of this Club. Fulfillment of this goal is to be brought about by setting an atmosphere of friendly competition in which sportsmanship, learning, integrity, and playing soccer are held foremost. Anything which detracts from this atmosphere should be strongly discouraged.

01:03 BOUNDARIES

01:03:01 For the sake of affiliated programs with boundary guidelines, the El Dorado Hills Soccer Club includes portions of the Buckeye School District off Bass Lake Road; the Rescue School District with Folsom or El Dorado Hills addresses, and south west off Green Valley Road; the Latrobe School District; with the western boundary the county line.

01:04 AFFILIATION

01:04:01 This Club shall be affiliated with a sanctioned organization/affiliate under US Youth Soccer (USYS) and/or the United States Soccer Federation (USSF); and the Federation Internationale de Football Association (FIFA).

01:05 AUTHORITIES

01:05:01 This Club shall be governed by its Constitution, Bylaws and Rules and Regulations, except when superseded by the Constitution, Bylaws and Rules and Regulations of the association/organization/league with which it is affiliated.

01:05:02 The governing body of this Club, whose powers shall be designated in the Bylaws, shall be vested with the Club Board.

01:06 MEMBERSHIP

01:06:01 Membership in this Club shall be adult players, parents or legal guardians of minors registered with this Club to participate during the current soccer season, members of the Club Board, current coaches, and current adult referees with this Club.

01:06:02 All members shall abide by the Constitution, Bylaws and Rules and Regulations, and all applicable rules and regulations of the Associations with which the Club is affiliated.

01:07 ANNUAL MEETING

01:07:01 In each year, the Club Board shall hold an Annual General Meeting (AGM) of the Membership. The Membership shall be notified at least fifteen (15) days in advance of the meeting. Agenda items will be determined by the Club Board at the Board meeting prior to the AGM.

01:07:02 The order of business at the AGM shall be as follows:

- A. Call to Order/Introductions
- B. Reading of Minutes of the previous AGM
- C. Reports of Board Officers
- D. Proposals for changes in Constitution, Bylaws and Rules and Regulations
- E. Election of Officers
- F. New Business
- G. Good of the Game
- H. Adjournment

01:07:03 Each member of the Club, as defined by 01:06:01, shall be entitled to one (1) vote, with a maximum of one (1) vote per member present. Voting by proxy shall not be allowed. The President of the Club shall cast a vote only in the case of a tie.

01:08 CHANGES

01:08:01 Proposed changes to the existing Constitution, Bylaws and Rules and Regulations of the Club shall be submitted by a member of the Club to the Club Board. These proposed changes must be submitted at the board meeting prior to AGM.

01:08:02 Amendments to the Constitution, Bylaws and Rules and Regulations of this organization shall be voted on at the AGM.

01:08:03 An amendment to the Constitution and Bylaws shall be deemed adopted by an affirmative vote of two-thirds (2/3) of the votes cast at the AGM.

01:08:04 An amendment to the Rules and Regulations shall be deemed adopted by an affirmative vote of one-half (1/2) of the votes cast at the AGM.

01:08:05 Amendments adopted at the AGM will be effective on January 15th of the following year.

02 BYLAWS

02:01 CLUB BOARD

02:01:01 The Club Membership, at the AGM, shall elect from its ranks Executive Officers of the Club Board, who will take office on at the second board meeting in January of the following year. Nominations for Executive Officers of the Club Board must be presented at the EDHSC Board meeting preceding the AGM. The Club Board Executive Officers will each be voting members and are defined as follows:

A. THE PRESIDENT SHALL:

1. Conduct and control all the meetings of the Board and cast a vote only in the case of ties.
2. Schedule monthly board meetings.
3. Schedule all other meetings that require the majority of Board members.
4. Attend affiliated District and/or affiliated association meetings.
5. Oversee the Club Board Officers in carrying out their duties and responsibilities.
6. Appoint the standing committee chairpersons at the beginning of the term of office, or when deemed necessary by the Club Board.
7. Have the authority to sign checks on behalf of the Club.
8. Appoint a Vice President or the Competitive Program Manager to act as President in her/her absence.
9. The President's term shall be two years.

B. THE VICE PRESIDENT (U12 AND ABOVE, Recreational League) SHALL:

1. Act as President, if appointed, in her/his absence.
2. Assist the President with his/her responsibilities.
3. If appointed by the President, appoint and chair the PAD Committee.
4. Oversee the Registrar, Field Coordinator, and the U12 and above Age Group Coordinators (AGC's) in carrying out their duties and responsibilities.
5. Keep the President apprised of issues related to these areas of responsibility.
6. The Vice President's (U12) term shall be two years and be offset from the President.

C. THE VICE PRESIDENT (U10 AND BELOW, Recreational League) SHALL:

1. Act as President, if appointed, in her/his absence.
2. Assist the President with her/her responsibilities.
3. If appointed by the President, appoint and chair the PAD Committee.
4. Oversee the Registrar, Field Coordinator, and the U10 and below Age Group Coordinators (AGC's) in carrying out their duties and responsibilities.
5. Keep the President apprised of issues related to these areas of responsibility.
6. The Vice President's (U10) term shall be two years and run concurrent with the President.

D. THE SECRETARY SHALL:

1. Take minutes of all Board meetings. Upon approval of minutes by the Board, the minutes shall be posted for general viewing.
2. Give notice of meetings and maintain the files of the Club.
3. Submit minutes of the prior Board meeting at the subsequent meeting for approval/revisions.
4. Schedule facilities as needed for club meetings.
5. Within 15 days following the Annual General Meeting (AGM) forward a copy of the modified Constitution, Bylaws and Rules and Regulations to the Club Board.
6. Keep the President apprised of issues related to these areas of responsibility.
7. The Secretary's term shall be two years and run concurrently with the Vice President (U12).

E. THE TREASURER SHALL:

1. Keep detailed records of all funds received and paid.
2. Prepare all papers pursuant to the tax-exempt status of this Club when changes have been made to the Constitution or Bylaws.
3. Prepare the Club's annual budget
4. Have the authority to sign checks on behalf of the Club.
5. Ensure Club tax returns are prepared and filed.

6. Prepare and present a quarterly financial statement to the Board.
7. Coordinate with the League Treasurer as required.
8. Keep the President apprised of issues related to these areas of responsibility.
9. The Treasurer's term shall be two years and run concurrently with the President.
10. Issue acknowledgement letters for any grants, donations or sponsorships by the Club.

F. THE COMPETITIVE PROGRAM MANAGER SHALL:

1. Act as President, if appointed, in her/his absence.
2. Assist the President with her/her responsibilities.
3. Chair the Competitive Soccer Committee.
4. Recruit qualified coaches for Competitive teams and submit to Board for approval.
5. Provide assistance to Competitive coaches.
6. Hold at least two meetings per year with all Competitive coaches (one prior to tryouts and one after).
7. Represent all competitive teams at Board meetings.
8. Ensure league affiliated applications and Competitive team paperwork are filled out correctly and submitted to Club Registrar.
9. Recommend to the Board a Competitive uniform to be worn by all competitive teams.
10. Coordinate and set-up the Competitive try-outs process and ensure compliance with requirements of the association with which the Club is affiliated.
11. Keep the President apprised of issues related to these areas of responsibility.
12. The Competitive Program Manager term shall be two years and run concurrently with the President.
13. Works with the Director of Coaching (DOC) on selecting professional training for all Competitive teams.
14. Works with DOC and Coaches Coordinator to help Curriculum Coordinator develop and maintain club coach, player development and curriculum.
15. Manage and develop on-going coach evaluations, parent survey and feedback survey process.
16. Manage and maintain ongoing Vision and Value document of the club.

G. THE FIELD USE AND EQUIPMENT COORDINATOR SHALL:

1. Work with the Scheduling Coordinator and Field Coordinators in carrying out their duties and responsibilities.
2. Select at large members as Field Coordinators to assist in the preparation and striping of all Club fields in coordination with the AGC's.
3. Maintain an inventory of all field equipment and be responsible for distribution of that equipment.
4. Purchase any field equipment deemed necessary by the Club Board.
5. Act as the Club representative with the controlling authorities of the fields in the development, maintenance and usage of these fields.
6. Keep the President apprised of issues related to these areas of responsibility.
7. The Field Use and Equipment Coordinator's term shall be two years and run concurrently with the Vice President (U12).

02:01:02 The Club President, with the approval of the remainder of the Officers, shall appoint the following Club Officers, who are voting Board members:

A. THE DIRECTOR OF COACHING SHALL:

1. Maintain at least a USSF National "B" License.
2. Provide trainers to train our competitive teams.
3. Recruit National level coaches to work with our Competitive and Recreational teams.
4. Coordinate with our Competitive Program Manager, and Vice Presidents to build and maintain the club curriculum
5. Coordinate with our Competitive Program Manager, and Vice Presidents to conduct coaches meetings prior to the beginning of the respective age group season.
6. Schedule coaching clinics in coordination with USSF and CYSA.
7. Maintain a list of certified coaches to include level and date of certification.
8. Coordinate with our Competitive Program Manager, and Vice Presidents to ensure that coach evaluation forms are supplied to families of all players in the recreational and competitive programs.

B. THE EXECUTIVE REGISTRAR SHALL:

1. Register all Division 4, review and non review, (recreational) youth soccer players for the Club in accordance with Playing League/Playing organization regulations.
2. Register all Competitive youth soccer players/teams for the Club in accordance with Playing League/Playing organization regulations.
3. Submit registration records to Club to be filed and stored as defined by Playing League/Playing organization regulations.
4. Coordinate registration process for EDHSC.
5. Keep in close contact with the governing body/playing organization to meet all registration requirements.
6. Send necessary registration documents to the affiliated League.
7. Fulfill position on team formation committee.
8. Advise Coaching Coordinator when all documents are complete and back from League/Governing Body and ready for him/her to distribute to coaches.
9. Assist the Competitive Program Manager in the Tryout Registration Process.
10. Work with Competitive Program Manager in getting the Competitive Division Teams registered. The Executive Registrar shall inform the Competitive Program Manager as to what is needed to complete the registration process for Competitive Teams.
11. Attend the Competitive Soccer Coaches Meeting to instruct coaches on the registration process for their teams.
12. At the election of the Club Board, may be compensated for services as an independent contractor, in the amount set by the Board, subject to annual review and contract renewal. A standard AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES shall be executed.
13. Keep President, Vice President and Treasurer apprised of issues related to these areas of responsibility.

C. THE RECREATIONAL SCHEDULING COORDINATOR SHALL:

1. Schedule all Club fields for team practice and games.
2. Obtain all necessary use permits, under the direction of the Field Use and Equipment Coordinator.
3. Coordinate all field usage as required by the Club.
4. Keep the President and Field Use and Equipment Coordinator apprised of issues related to these areas of responsibility.

D. THE COMPETITIVE SCHEDULING COORDINATOR SHALL:

1. Schedule all Club fields for team practice and games.
2. Obtain all necessary use permits, under the direction of the Field Use and Equipment Coordinator.
3. Coordinate all field usage as required by the Club.
4. Keep the President and Field Use and Equipment Coordinator apprised of issues related to these areas of responsibility.

E. THE REFEREE COORDINATOR SHALL:

1. Recruit and mentor new referees within the EDH community.
2. Schedule referee clinics.
3. Partner with the Referee Assignor, who assigns all referees for games to be played on fields under the Club's jurisdiction, in accordance with the policies approved by the League.

F. THE MARKETING COORDINATOR SHALL:

1. Manage and coordinate club marketing, publicity, advertising and promotional activities.
2. Drive club brand strategy and market positioning
3. Manage identity and graphic implementation across all touch-points, e.g. promotional materials website, uniforms, etc.
4. Support market research initiative to measure satisfaction and evaluation resource.
5. Develop and implement marketing plans
6. Determine and manage marketing budget approved by Club Board.
7. Serve as liaison with media and advertising representative.

02:01:03 The Club President or designee, with approval of the remainder of the Officers, shall appoint the following Club Coordinators, who are non-voting Board members:

A. THE REFEREE ASSIGNOR SHALL:

1. Assign all referees for games to be played on fields under the Club's jurisdiction, in accordance with the policies approved by the League.
2. Verify referee attendance at games and ensure that they are properly compensated. Use game cards to verify attendance.
3. At the election of the Club Board be compensated for services as an independent contractor, in an amount set by the Board, subject to annual review and contract renewal. A standard AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES shall be executed.
4. Keep the President apprised of issues to these areas of responsibility.

B. THE AGE GROUP COORDINATORS SHALL:

1. Coordinate with the Registrar and age appropriate VP to properly register and form teams in the recreational program to include players and coaches per the Team Formation policies and guidelines.
2. May recommend adjustments to the Scheduler if teams are mismatched based on skill in future games.
3. Act as liaison between teams, coaches, team parents and the Club Board.
4. Report to the respective Vice President on any issues requiring Club intercession or action required outside of the limits or scope of the AGC.
5. Your first point of contact is the VP in your age group. If your inquiry is regarding the registration and or team formation portion of your role, please check with the VP first prior to contacting the Registrar.

C. THE FIELD COORDINATORS SHALL:

1. Be appointed as at large members from the membership of the Club.
2. Maintain responsibility for the marking of their respective field(s) under the direction of the Field Use and Equipment Coordinator.
3. Maintain an adequate supply of paint and supplies in the field boxes.
4. Keep the Field Use and Equipment Coordinator apprised of issues related to these areas of responsibility.

D. THE EVENT COORDINATOR SHALL:

1. Coordinate an annual Opening Day for our recreational program
2. Coordinate an annual All Stars event for our recreational program
3. Coordinate other events in support of our Recreational & Competitive programs

E. THE TEAM MANAGER COORDINATOR SHALL:

1. Hold and train Team Managers for the Competitive Teams.
2. Provide season information to Recreational Team managers.
3. Help Opening Day Coordinator with recruitment of volunteers via Team Managers
4. Maintain a list of volunteers from the registration forms and contacting those individuals for recruitment in activities involved in the EDHSC.
5. Procure and distribute all pictures and trophies or medals to team coaches for distribution

F. THE WEB COORDINATOR SHALL:

1. Own website content updates and edits
2. Ensures that content is properly formatted and conforms to consistent look and feel.
3. Ensure that content is optimized for search engine optimization.
4. Owns website content for SoccerFest, if applicable.

02:01:04 In the event that a Club Board position is not filled at the AGM, or should a position become vacant during the year, the Club Board may fill the position by a simple majority vote.

02:01:05 Each Club officer will cast one vote on matters voted on by the Club Board.

02:01:06 The Club Board shall be responsible for the following:

- A. Enforcing and interpreting the Constitution, Bylaws and Rules and Regulations.
- B. Shall from time to time make temporary rules or regulations for specific cases or occasions not provided for in the Constitution, Bylaws or Rules and Regulations but which are deemed necessary to carry out the objectives and purpose of the Club.
- C. Setting Club registration fees, which will include the amount required by CYSA and/or the affiliated league or association.
- D. Registering all players within the Club area.
- E. Formation of all teams to be affiliated with the Club.
- F. Raising funds for the operation of the Club and any special projects such as field development.
- G. Selecting and disciplining coaches and referees needed to service all affiliated teams.
- H. Providing fields, properly marked and in safe condition, for all sanctioned games to be held by the Club.
- I. Determine when games are to be scheduled, rescheduled, or canceled and notifying coaches, players and referees of such decisions.
- J. J Maintaining Club game results and standings.
- K. The taking of team pictures.
- L. Publishing PAD Committee findings and enforcing recommended punishments.

02:01:07 Any member of the Club Board will disqualify themselves from voting on any issue directly affecting a team which he/she coaches or any other situation that he/she has a conflict of interest.

02:01:08 The Club Board shall have the right and authority to suspend, bar completely, or otherwise discipline any player, coach, manager, team assistant, Club officer, referee or official, or any individual from any team or Club event.

02:02 STANDING COMMITTEES

2:02:01 Standing Committees shall be appointed by the President as deemed necessary subject to the approval of the Club Board.

02:03 MONIES

02:03:01 All bank checks, drafts and/or money orders submitted to the Club shall be made payable to the "El Dorado Hills Soccer Club" or "EDHSC".

02:03:02 Money that is obtained by the Club that is over and above normal fees and dues established at the time of registration as necessary for the normal functioning of the Club will be kept by the Club to be used for any reason deemed necessary by a majority vote of the Club Board.

02:04 MEETINGS

02:04:01 Regular meetings of the Club Board will be held the 2nd and 4th week of the month except for December, January and February which shall be one meeting a month at the discretion of the board (the 4th week) following the League Board meeting. The agenda for regular meetings shall be as follows:

- A. Call to Order and Roll Call
- B. Introductions
- C. Acceptance of minutes
- D. Reports
 1. President
 2. Vice President (U12)
 3. Vice President (10)
 4. Secretary
 5. Treasurer
 6. Competitive Program Manager
 7. Scheduling Coordinator

8. Field Use and Equipment Coordinator
9. Coaches Coordinator
10. Registrar
11. Referee Coordinator
12. Committee's
- E. Old Business
- F. New Business
- G. Open Forum
- H. Good of the Game
- I. Adjournment

02:04:02 The Club Board shall meet whenever the President deems it necessary. The Club Board shall also meet if the President is instructed to do so by four (4) or more members of the Club Board.

02:04:03 At all meetings of the Club Board, fifty percent (50%) of the members shall constitute a quorum for the transaction of business.

02:05 SEASONAL YEAR

02:05:01 The Seasonal Year shall be from August 1 through July 31. Insurance coverage shall be for the same period.

02:06 REQUESTS, COMPLAINTS, PROTESTS AND APPEALS

02:06:01 In the matter of requests, complaints, protests, and appeals, no individual, player, or team shall engage the services of a lawyer or attorney until all avenues of protest and appeals procedures are exhausted through regular channels of the organization.

02:06:02 Requests or complaints by an individual to change action taken by the Club or a committee must be received in writing by the club President within one week of the action under review. Requests or complaints will be heard and decided by the Club Board at the next Club meeting.

02:06:03 Protests and appeals are defined as actions taken by an individual regarding a game-related situation. Protests and appeals are heard by the PAD Committee, which shall be appointed by the appointed Vice President prior to the beginning of the seasonal year.

02:06:04 The PAD Committee shall be composed of impartial members of the Club community. A working quorum shall consist of three (3) committee members. A certified referee must be present and a member of each working quorum established under this section. Representatives from teams involved in a dispute may not serve on any working quorum. There will be a minimum of five (5) on the PAD Committee.

02:06:05 The Secretary shall not serve on the working quorum, but shall submit a report of findings to be published in Club minutes.

02:07 RESPONSIBILITIES

02:07:01 Falsification of records shall be grounds for disbarment from future participation and/or membership in this Club.

02:07:03 A plea of ignorance to the Constitution, Bylaws and Rules and Regulations of this Club is not sufficient, and violators may expect appropriate action by the Club Board.

02:07:04 Any person found guilty of violating the Constitution, Bylaws and/or Rules and Regulations of this Club or the association with which it is affiliated may be asked to appear before the Club Board to explain their actions.

02:08 FINANCIAL RESPONSIBILITY

02:08:01 This Club shall not assume nor be liable for the debts nor the financial obligations, either implied or incurred, of any of its members.

02:08:02 All officers of this Club, officials of member teams, referees and players shall be covered against personal liability claims by the California Youth Soccer Association and/or US Club Soccer for performing acts and

duties directly related to the work of this Club.

02:09 DISSOLUTION

02:09:01 Should the Club dissolve all assets remaining after payment of all debts will be distributed on a prorated basis among the remaining Clubs who will service that area.

02:10 RULES OF ORDER

02:10:01 Robert's Rules of Order shall be deemed adopted at all meetings of the Club unless otherwise agreed to by the participants.

03 RULES AND REGULATIONS

03:01 INSURANCE

03:01:01 All claims for injuries to be claimed against medical insurance shall be completed on the proper form, which is provided to each coach, as specified by CYSA procedures, or with the association with which the Club is affiliated.

03:02 REGISTRATION PROCEDURES

03:02:01 Club registration procedures, in addition to those mentioned forthwith, are established by the Club Registrar in accordance with League policy and procedures and shall be approved by the Club Board.

03:02:02 EDHSC Club size shall be determined by the Board.

03:02:03 Players registering after teams have been formed will only be accepted by the Club if there is a team within the player's division with fewer than the maximum number of players allowed. Late sign-ups will be assigned to teams with priority given to teams with the fewest number of active players on its roster.

03:02:04 Player registrations will be accepted and verified by the Club Registrar according to the procedures established by the Club Board. Registration matters shall include:

- A. The appropriate registration form as specified by CYSA, and/or other association the club is affiliated with.
- B. A current picture of the player in a size appropriate for attachment to the Player Pass.
- C. Proof of Age. The Proof of Age requirements as specified by CYSA or US Club to include the following items as included with the current year club affiliated Rules and Regulations:
 1. Birth Certificate or Birth Registration issued by the appropriate governmental agency within the state of birth.
 2. Board of Health Records (County)
 3. Passport or Alien Registration Card issued by the United States Government.
 4. Certification of Naturalization issued by the Immigration and Naturalization Service
 5. Certification of an Americanization Citizen born abroad and issued by the United States Department of State
 6. California driver's license

Hospital or Baptismal Certificates are not considered valid in establishing the Proof of Age and shall not be accepted.

- D. Full payment of all dues and fees established by the Club Board for that year.

03:02:05 The board may set a late registration fee. This fee must be set prior to the beginning of the registration period for a given year.

03:03 PLAYER PASSES

03:03:01 All players shall present their player pass (U 12 and above) to the Referee before entering the game. All passes are to be returned to the coach or manager of the team at the conclusion of the game, unless a player is sent off. All retained passes are to be forwarded to the PAD Committee chairperson immediately.

03:03:02 If a player does not present a player pass to the Referee prior to entering the game, the player may not participate in that game.

03:04 RULES OF PLAY

03:04:01 The rules of play shall be the "Laws of the Game" as established by FIFA. All contests sanctioned by the Club shall abide by the "Laws of the Game" and the modifications published by this Club, CYSA, and/or other association that the Club is affiliated with.

03:04:02 Players wearing orthopedic casts, braces (metal, carbon fiber, hard plastic, and like devices), or splints (air or metal) shall not be eligible to participate in any game. Elastic-type supports without any metal, carbon fiber, hard plastic or like devices are permitted provided the referee does not deem the support to be potentially harmful to other players and provided the player has a medical doctor's written clearance (approval) for such a support. The medical doctor's clearance must be written on the approved CYSA or US Club form.

03:04:03 Charging the goalkeeper shall not be permitted at any time while the goalkeeper is within his/her own penalty area. Charging the goalkeeper shall be defined as any substantial contact initiated by the attacking player, either through intent or carelessness, whether or not the goalkeeper has possession of the ball. Any player guilty of intentionally charging the goalkeeper will be given an automatic yellow card. If the referee judges the charging to be violent or intentional, the offending player may be sent off (red card).

03:04:04 Coaching from the sidelines, which is defined as giving directions to one's own team on points of strategy and position by either a coach or a spectator, is permitted, providing:

- A. No mechanical devices are used.
- B. The tone of voice is informative, not a harangue.
- C. No coach, substitute, player, or spectator is outside the team's bench area.
- D. No coach, substitute, player, or spectator is to make derogatory remarks or gestures to the officials, coaches, other players, substitutes, or spectators.
- E. No coach, substitute, or player is to use profanity.
- F. No coach, substitute, or player is to incite, in any manner, disruptive behavior of any kind.

The penalty for violation of any of the above rules shall be ejection from the game and disciplinary action will be taken by the PAD Committee.

03:04:05 Coaches may limit a player's game time only for disciplinary reasons, illness, or injury. If a violation occurs, such action must be noted on the referee report card and the game card forwarded to the PAD Committee for review. If additional action is required, a coach may refer the matter to the PAD Committee.

03:04:06 Players may be substituted only during the stoppage of the game (FIFA Law III). The number of substitutions shall be unlimited. Substitutions may be made at the following times to the club Modified Laws of the game or affiliated playing association.

In any case, a substitute may not enter the field of play until he has been given a signal to do so by the referee.

03:04:07 The representative colors of this Club's teams shall be blue and gold.

03:04:08 All players must wear a standard uniform that complies with the rules of the League with which the Club is affiliated, as approved by the Club Board. This uniform contains a numbered jersey, shorts and socks. When colors of uniforms are similar, the home team must effect a change to colors which are distinct from those of the opponent.

03:04:09 Recreational teams that participate in inter-league regular season games shall have a Club Board approved uniform that complies with the Club's colors and the uniform has either a reversible jersey, or two jerseys, in order to avoid a color conflict with other teams. The only exception to this rule is when a team is playing in a themed event in which the team can wear a uniform that conforms to the rules of that tournament.

03:04:10 The referee's judgment with regard to the physical condition of the field and its acceptance for play, to the actual happenings and occurrences related to the conduct of the game and those prerogatives granted to him/her by the "Laws of the Game" as published by FIFA, shall not be challenged.

03:04:11 The coaches and referees must meet immediately prior to each game to be played in order to specify any special ground rules mandated by unusual conditions at the time of the game.

03:04:12 The minimum number of players on a team is seven (7).

03:05 REFEREE'S DUTIES

03:05:01 Prior to the start of the game, the Referee shall:

- A. Require that both teams enter all the appropriate information on the referee report card, and that the coach or manager verify that the information listed is correct.
- B. Inspect the player passes of those players who are to participate in the game and verify their identity and that the League Executive Registrar's stamp is over the picture. The referee must allow no player into the game for whom he/she has no pass.
- C. Make sure that each player's equipment is in proper order and that no player is wearing jewelry, hair styles, hair adornments, or other items which may cause injury to themselves or to other players.

03:05:02 Upon completion of the game, the Referee shall:

- A. Complete the referee report card, which must be filed for every game played. The referee shall also require that the coach or manager of each team sign the referee report card verifying that the information entered on the card is correct. The referee should solicit comments from the coaches to be entered on the card.
- B. If a player was ejected from the game, complete a report form. The Referee shall forward the report and game card to the PAD Committee chairperson within forty-eight (48) hours, along with the player pass of the ejected player.
- C. Any damage to or shortage of equipment should be noted on the report card, along with any special circumstances at the field or during the game.

03:06 COACHES

03:06:01 Each team is responsible for furnishing its own coach. If the team is unable to provide a qualified coach and the Coaches Coordinator cannot supply a coach, the team will be disbanded and the players placed on a waiting list for assignment to another team.

03:06:02 The Club will make available a copy of the FIFA "Laws of the Game" and of the CYSA and Club Constitution, Bylaws and Rules and Regulations for each coach.

03:06:03 All coaches shall complete a written application, and Risk Management Disclosure Form Online.

03:06:04 Each coach will be supplied with a medical release form and a player pass for each player assigned to his/her team. A player may practice with his/her team once the player has registered with the Club and the coach has a signed consent form. A player may play in a game only after the coach has received a player pass for the player. The coach must have the medical release forms in his/her presence at any event where the players are present.

03:06:05 Coaches, managers and parents are not allowed to enter the field of play to assist an injured player until the referee instructs them to do so.

03:06:06 Each coach must attend a coaching clinic and designated Club meetings, as determined by the Club Board, and is responsible for understanding the Laws of the Game and Rules and Regulations of this Club.

03:06:07 In the event that any team is not going to show up for a scheduled Club game, the coach or manager must notify the respective Vice President and the Referee Coordinator at least two (2) days prior to the game. If a coach fails to provide such notification, the game will be forfeited and the coach will be subject to PAD Committee action. The PAD Committee will observe the following guidelines: A maximum fine of \$10 per incident and referee's pay for that game, and/or suspension of the coach or manager for a maximum of two (2) games. In the event that such

infraction occurs at the end of the season, all Club awards and privileges for that team may be withheld until such fines are paid.

03:06:08 Each coach coaching Class I shall hold a minimum National USSF "E" License, and it is strongly encouraged to further education to a National USSF "D).

03:07 REFEREES

03:07:01 Each team is responsible for furnishing a referee. This referee must be certified by USSF and referee an average of one game per week. Volunteer referees for age groups U-6 (and U-8 if deemed necessary by the EDHSC Board) shall take a referee mini-course as offered by the League. Referees for age groups U-8/U-10 through U-19 must be certified by USSF. If the team is unable to provide a qualified referee, the Club Board will assign a licensed youth referee to the team. Priority will be given to U-10 and older age groups for assignment of referees. Youth referees may be assigned to more than one team, with the maximum number being equal to the number of games a week they are willing to referee.

03:08 FIELDS

03:08:01 In addition to standardized marking for soccer fields, all fields will be required to mark a spectator and coaches line on each side of the field. The spectator line should be three (3) yards from the touch line and shall not extend into the penalty area. The coaches line will extend 10 yards on each side of the center line and 1 yard away from the touch line.

03:09 PROTEST, APPEALS, AND DISCIPLINE COMMITTEE

03:09:01 If a player is sent off, then the Referee shall mail the player's pass to the PAD Committee Chairperson, along with the Referee's game report. That player is ineligible until the player's pass is returned to that player.

03:09:02 The Referee's Game Report card must identify offending persons sufficiently for the PAD Committee to maintain a record of individual reasons for ejection. Referee's written report of matters not requiring disciplinary action (i.e., field conditions and equipment not available) should be sent to the Referee Coordinator, with a copy to the PAD Committee.

03:09:03 Red Card send offs / ejections cannot be protested. The PAD Committee will determine the penalty, using the guidelines specified in the CYSA US Club Specific Rules, and based on the report filed by the referee officiating the game and any reports filed on behalf of any concerned party. However, no player will be allowed to appear before the Committee for this purpose unless agreed to by a working quorum present at the meeting.

03:10 PROTESTS AND APPEALS PROCEDURES

03:10:01 As specified in the League Bylaws, all protests from inter-club games will be heard by the League PAD Committee directly, while intra-club games are heard by the Club PAD Committee.

03:10:02 Protests or official complaints of rule violations during divisional or tournament games must be filed with the chair of the PAD Committee. All protests must comply with the following rules:

- A. The Coach of the opposing team should be notified by the protesting Coach before leaving the field of play. If a referee's ruling is being appealed, the referee should be so notified at the end of the game. In all cases the intent to protest must be noted on the Referee Report Card.
- B. Referee decisions that are purely "judgment calls" shall not be appealed.
- C. A fee of \$10.00 must accompany any protest or appeal to the PAD Committee. This fee will be returned if the protest or appeal is upheld by the PAD Committee, or if the decision is overturned by a higher authority.
- D. The protest or appeal must be submitted in writing to the PAD Committee or postmarked within seventy- two (72) hours of the incident being protested.

- E. The PAD Committee shall hear or consider every matter submitted at a meeting to be scheduled, whenever possible, during the week following the incident.
- F. The PAD Committee shall maintain complete records (i.e., Game Report Cards, letters of protest, minutes of hearings, and any correspondence) of each protest. Results will be reported at each monthly Board of Directors meeting. All members of the PAD Committee will receive copies of the minutes and results of each hearing, and to any others upon request.

03:10:03 The PAD Committee may place on Club probation any referee, coach or player for violation of any of the rules of CYSA, US Club, or this Club.

03:10:04 In addition to the areas specified with the CYSA Specific Rules, referees, coaches, and/or players may be suspended from regularly scheduled Club or League games for the following violations:

- A. Dependent on playing association, failing to play all registered players at least one-half (1/2) of said game, except for disciplinary purposes, illness, injury, and provided that notice is written on the Referee Report Card prior to the beginning of the game.
- B. For playing a player who is not registered on the team, unless under guest play approval.
- C. For committing, while on probation, the same or similar violations.

03:10:05 The following violations are grounds for forfeiture of the game in which they are committed. A game which is forfeited is given a score of 1-0 in favor of the non-forfeiting team.

- A. Any team delaying the start of a scheduled game more than fifteen (15) minutes without the sanction of the proper authority.
- B. If a player plays in a game and is not properly registered, his team shall automatically forfeit that game and may face future disciplinary action by the PAD Committee, depending upon the nature of this violation.
- C. All registered players in attendance at the start of the game play at least one-half (1/2) of said game, except for disciplinary reasons, illness, or injury (refer to 3:04:05). Failure to allow a player to participate in one-half of said game will result in forfeiture of the game by the violating team and/or suspension of the coach, providing the protest procedures outlined in these Rules are followed.
- D. In the event that both teams do not show up for a scheduled game, and the Referee rules the ground playable, then both teams shall be assessed with a loss.

03:10:06 If a team has lost or tied a scheduled game, that team may not win that game by protest (except as noted in §3:10:05:C above). If a team which has lost or tied a scheduled game is awarded a favorable protest, that game will be replayed.

03:10:07 All Club PAD Committee decisions may be appealed to the League PAD Committee. All protests or appeals are to be in writing and delivered to the League Vice President within 48 hours following the Club disciplinary decision. The fee to appeal or protest is \$15.00, which must be submitted with the appeal.

03:10:08 All League PAD decisions may be appealed to CYSA through the District VI Commissioner. All protests or appeals are to be in writing and delivered to the District VI Commissioner and this League within 48 hours following the date of the League disciplinary decision being protested or appealed. The proper fee (\$50.00) must be enclosed and shall be returned if the protest or appeal is upheld. This fee shall be retained if the protest or appeal is denied, unless the PAD Committee is overruled by a higher authority.

03:11 DIVISIONAL PLAY

03:11:01 The Club will field teams in the following divisions:

Under 5 Age Group: Under-5 Academy
Under 6 Age Group: Under-6 Boys & Under-6 Girls
Under 8 Age Group: Under-7 Boys, Under-7 Girls, Under-8 Boys & Under-8 Girls
Under 10 Age Group: Under-10 Boys & Under-10 Girls
Under 12 Age Group: Under-12 Boys & Under-12 Girls
Under 14 Age Group: Under-14 Boys & Under-14 Girls
Under 16 Age Group: Under-16 Boys & Under-16 Girls
Under 19 Age Group: Under-19 Boys & Under-19 Girls

If the Club cannot field a team in a specific division, the Club will notify the League Executive Registrar and the player's registrations will be turned over to the geographically nearest Club.

Girls may play in Boys divisions.

03:11:02 In addition to the above mentioned divisions; the Club is encouraged to have at least one Competitive team in each of the U-10 through U-16 age groups. These teams will play against similar teams from the other Clubs, as long as the League has a minimum of four of these teams.

03:11:03 Players may only be moved to a different division through parental request made in writing. However, players may not play "down" a division (i.e., if they are Under-10 they cannot play Under-8) nor play "up" more than one age group (i.e. as an example, Under-12 Girls cannot play on Under-16 Girls.)

03:11:04 If the Club does not have sufficient teams in an age group to provide divisional play, it may combine with another Club, or Clubs, to form a division.

03:12 UNDER-6 REGULATIONS (includes U 5 academy)

03:12:01 A game shall consist of four (4) eight (8) minute quarters. One (1) minute is allowed between quarters for substitutions only, and there is a five (5) minute half-time. The coach may not enter the field and players who are to remain in the game may not leave the field during the substitution break.

03:12:02 A maximum of four (4) players per team may be on the field at one time. A match will not be considered valid if there are fewer than three (3) players on either team. Recommended team size is ten (10) players, maximum ten (12) players. There is no goalie used in these games.

03:12:03 The field of play shall be approximately thirty (30) yards long by twenty (20) yards wide. The goal shall be four (4) feet high and six (6) feet wide. All dimensions and appurtenances shall be as designated by CYSA Modified Laws of the Game.

03:12:04 Only very intentional fouls are to be called. All fouls will result in an indirect free kick (with the opponent six (6) yards away.) The coach or referee (if provided) is encouraged to explain all infractions to the offending player.

NO DIRECT OR PENALTY KICKS ARE TO BE TAKEN DURING THESE GAMES.

03:12:05 Throw-ins will conform to the laws of the game, WITH ONE (1) RE-THROW ALLOWED after an explanation.

03:12:06 Quarters are started by a kickoff by the team that kicked off at the beginning of the half.

03:13 UNDER-7 and UNDER-8 REGULATIONS

03:13:01 A game shall consist of four (4) ten (10) minutes quarters, with a five (5) minute halftime. The coach may not enter the field and players who are to remain in the game may not leave the field during the substitution break.

03:13:02 A maximum of four (4) players per team may be on the field at one time. A match will not be considered valid if there are fewer than three (3) players on either team. Recommended team size is ten (10) players, maximum twelve (12) players. There is no goalie used in these games.

03:13:03 The field of play shall be approximately thirty (30) yards long, by twenty (20) yards wide. The goal shall be four (4) feet high and six (6) feet wide. All dimensions and appurtenances shall be as designated by CYSA Modified Laws of the Game.

03:13:04 Only very intentional fouls are to be called. All fouls will result in an indirect free kick (with the opponent six (6) yards away.) The coach or referee (if provided) is encouraged to explain all infractions to the offending player.

NO DIRECT OR PENALTY KICKS ARE TO BE TAKEN DURING THESE GAMES.

03:13:05 Throw-ins will conform to the laws of the game, WITH ONE (1) RE-THROW ALLOWED after an explanation.

03:13:06 Quarters are started by a kickoff by the team that kicked off at the beginning of the half.

03:14 UNDER-10 REGULATIONS

03:14:01 A game shall consist of two (2) twenty-five (25) minute halves with a five (5) minute half-time. Quarters may not be played.

03:14:02 A maximum of seven (7) players per team may be on the field at one time. A match will not be considered valid if there are fewer than five (5) players on either team. Recommended team size is eleven (11) players.

03:14:03 The field of play shall be fifty-five (55) yards to sixty-five (65) yards long, by thirty-five (35) yards to forty-five (45) yards wide. The goals shall be approximately six (6) feet high and eighteen (18) feet wide. All dimensions and appurtenances shall be as designated by club affiliated Modified Laws of the Game. The field of play and appurtenances shall be of standard as specified by FIFA.

03:14:04 Offside will be enforced in the U-10 age group.

03:15 UNDER-12 REGULATIONS

03:15:01 A game shall consist of two (2) thirty (30) minute halves with a five (5) minute half-time. Quarters may not be played.

03:15:02 A maximum of nine (9) players per team may be on the field at one time. A match will not be considered valid if there are fewer than seven (7) players on either team. Recommended team size is twelve (12) players, maximum fourteen (14) players.

03:15:03 The field of play shall be seventy (70) yards to eighty (80) yards long, by forty-five (45) yards to fifty-five (55) yards wide. The goals shall be approximately six (6) feet high and eighteen (18) feet wide. All dimensions and appurtenances shall be as designated by club affiliated Modified Laws of the Game. The field of play and appurtenances shall be of standard as specified by FIFA.

03:16 UNDER-14 REGULATIONS

03:16:01 A game shall consist of two (2) thirty-five (35) minute halves with a five (5) minute halftime. Quarters may not be played.

03:16:02 A maximum of eleven (11) players per team may be on the field at one time. A match will not be considered valid if there are fewer than seven (7) players on either team. Recommended team size is fifteen (15) players, maximum eighteen (18) players.

03:16:03 The field of play and appurtenances shall be of standard as specified by FIFA.

03:17 UNDER-16 REGULATIONS

03:17:01 A game shall consist of two (2) forty (40) minute halves with a five (5) minute half-time. Quarters may not be played.

03:17:02 A maximum of eleven (11) players per team may be on the field at one time. A match will not be considered valid if there are fewer than seven (7) players on either team. Recommended team size is fifteen (15) players, maximum eighteen (18) players.

03:17:03 The field of play and appurtenances shall be of standard as specified by FIFA.

03:18 ALCOHOLIC BEVERAGE PROHIBITION

03:18:01 The use and/or consumption of any alcoholic beverages, immediately before, during, or immediately after the playing of any youth soccer game is expressly prohibited.

03:18:02 Any player, team official, League official, or any other member of this Club who violates this prohibition shall be subject to disciplinary action and/or suspension by the PAD Committee.

03:19 RECREATIONAL TEAM FORMATION

03:19:01 Team formation guidelines have been adopted by the Club for recreational divisional play. Players may register

if they qualify for kindergarten (by December 1) in the fall of the soccer season year.

03:19:03 For the Under 8 and older age groups, team formation may be by age pure grouping with players assigned to the same team as the previous year and remaining in the same age category. Returning players registering after team formation will not automatically be placed on their team from the previous year.

03:19:04 Teams will be formed based on the policies and procedures set forth by the Team Formation Committee. The Team Formation Committee will be selected by the President and approved by the Executive Board. Team Formation policies and procedures will be set by the start of registration each year and will be applied towards that particular recreational season.

03:19:07 No player will be considered registered until the registration form, including any supporting documentation required, are completed and accepted by the Registrar and all fees are paid. Any player who requires sponsorship aid should note the fact prior to their acceptance as a registered player by contacting the Club Treasurer.

03:19:08 Players may be reassigned teams due to the following reasons:

- A. The need to move a coach to a team. In this case, the child of a prospective coach may be switched with a player with like experience in order to assign the coach to a team.
- B. Siblings in the same age group shall be assigned to the same team, unless specifically requested otherwise.
- C. Assignment of players to teams due to hardship will be assigned by the AGC after such request has been submitted to the Registrar in writing as stated in 3:19:10 and deemed valid and appropriate by the Club Board.
- D. When a player requests not to be assigned to a specific coach, the above criteria will also be followed. These requests shall need approval of the Club Board.

03:19:10 All requests for Transfers, Special Placements, or Appeals to a team placement are to be in writing and submitted to the Club Registrar. Approval of requests will be handled on a case by case basis, which will consist of Club Board discussion and vote. Transfer requests must also comply with CYSA Rules 4:06 & PIM 78-1. A fee, set by the Board prior to Registration each year, may be imposed to complete the Transfer / Special Placement. When a player requests not to be assigned to a specific team, the above criteria will also be followed. These requests shall need approval of the Club Board.

03:19:11 For Registrar responsibilities and registration procedures reference "Guidelines for Registrar Procedures and Policies."

03:20 COMPETITIVE PROGRAM

03:20:01 The League will coordinate a "Competitive" program for the purpose of fostering a competitive level of play for advanced players. These teams are available to all players eligible to play within the age- group, and are formed through a tryout system. Divisions will be established at the U 8 Academy/Under-10 level and above, with the determination of having a division determined by the League Board.

03:20:02 All Competitive Teams will play within the NorCal Premier and/or CCSL Playing League.

03:20:03 Under authority of the Club Board, the Competitive Program Manager shall Chair the Competitive Committee, an advisory group, which shall include at a minimum 2 members appointed by Competitive Program Manager and approved by the Club Board.

03:20:04 The Competitive Program shall be governed by the Club Board, its Constitution, By-Laws, and Rules & Regulations. The Competitive Program Manager shall report to the Club Board monthly, and request guidance on, or approval of, actions recommended by the Competitive Committee.

03:20:05 The Competitive program shall conduct open tryouts each year. Every player picked must have attended a minimum number of Board sanctioned tryouts as determined in the El Dorado Hills Competitive Tryout Procedures. No player is guaranteed a position on any Competitive team based on previous years participation in the Competitive program. A coach may make a provisional offer to a player pending final approval by the Club Board. The Head Coach of each competitive team shall have the final selection of the team under the following guidelines:

- A. Players are selected on the basis of their soccer skills, their ability to play "team" ball, and their positive attitude toward being a contributing member of the team.
- B. If more than one team is to be formed within an age category (U10, U12, U14, U16, U19), teams within that category will be formed on an age pure basis (U 8,U9, U10, U11, U12, U13, U14, etc).

- C. Each coach within an age pure category shall have first choice of any player within that age pure category. An exception is that a player may play up an age pure category with the written consent and acceptance from each Head Coach involved and the concurrence of the EDHSC Board.
- D. If a sufficient number of “competitive quality” players remain in an age category, or age pure category, after the forming of one age category, or one age pure category team, the Board shall discuss and determine the possibility of forming additional age category, or age pure category, team(s).
- E. A Each player shall play on a team within his/her designated age group (U10, U12, U14, U16, or U19). Upon parental request, made in writing and submitted to the Board and approved by the Board, a player may move up one age group, but only if released by the coach of the age appropriate team. In the case of a written parental request not to be assigned to a specific team, the player’s application must be made to and approved by the Board.

03:20:06 The Competitive Program Manager, upon approval of the Club Board, shall designate a uniform to be worn by all Club Competitive teams, in compliance with Club Rules (03:04:08). The promotion of unity among Competitive teams representing the Club is supported and encouraged.

03:20:07 For Competitive Registration procedures and requirements, reference “Guidelines for Registrar Procedures and Policies.