

# The San Angelo Soccer Association Constitution, By-Laws, and Rules & Regulations

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# **Chapter 1: CONSTITUTION**

## **1.1 (Article I) Name**

This organization shall be known as The San Angelo Soccer Association, also referred to as SASA.

## **1.2 (Article II) Preamble**

In recognition of the responsibility, of SASA, to promote fair play and good sportsmanship in the game of soccer we, the members of SASA, do enact this constitution.

## **1.3 (Article III) Purpose**

The purpose of SASA shall be to foster and advance the cause of soccer within San Angelo, Texas and the surrounding communities. SASA shall teach the skills, techniques, and the rules of soccer, while keeping in mind soccer is a game for both ladies and gentlemen and one must have fun and practice good sportsmanship at all times. These principles, contained here within, apply not only to the participants, but also to the Coaches, volunteers, officials, spectators, and Parent/Legal Guardians.

## **1.4 (Article IV) Affiliation**

This association shall be directly affiliated to, and comply with, the authority of the United States Soccer Federation and the North Texas Soccer Association, and shall represent its members and respective interests in and before any approved league or association.

## **1.5 (Article V) Membership**

### **1.5.1. Classes of membership –**

There shall be four classes of membership: General, Active, Sustaining, and Honorary

#### **1.5.1.1. General Members –**

To include all Incorporated and unincorporated clubs, club teams and the like, whose players are registered with, or are under the jurisdiction of, SASA.

1.5.1.1.1. Voting privileges shall be extended, only to those general members, who qualify to vote as an Active Member.

#### **1.5.1.2. Active Members –**

To include all duly registered players and their parents/legal guardians, Coaches, Assistant Coaches, Referees (a Referee will have needed to work at least five (5) games per regular soccer season to be considered Active), and officers of SASA

1.5.1.2.1. Active Members entitled to vote, i.e. the “voting body”, during the General Meetings of the Membership (AGMs), as defined in the By-Laws Election and voting processes, shall be those officers, head Coaches of teams, and Referees, all of whom must be registered in the current season, present at the General Meeting (AGM), in which the vote is being called, age eighteen (18) and older, and in good standing with SASA and all affiliated organizations. During elections, officers shall not have a vote.

#### **1.5.1.3 Sustaining Members-**

To include any firm, business, franchise, or individual wishing to support a team of SASA who does not meet the requirements of an Active member.

1.5.1.3.1 Voting privileges shall be extended, only to those sustaining members, who qualify to vote as an Active Member.

1.5.1.4. Honorary Members: To include any firm, business, franchise, or individual wishing to support SASA and its purpose, but not wishing to become a sustaining member.

1.5.1.4.1 Voting privileges shall be extended, only to those honorary members, who qualify to vote as an Active Member.

1.5.1.5. If a member holds more than one voting position, this member may cast only one vote. If this member is an officer or Referee and also a head Coach (in good standing), he or she may delegate the team vote to a rostered Assistant Coach or rostered team manager of that team. If a member Coaches more than one team, he or she may only cast one vote, and thus may delegate the other team(s) vote to a rostered Assistant Coach or rostered team manager of that team, who meet all other eligibility requirements listed in 1.5.1.2.1. During an election, Board Members must delegate vote to another Team Representative.

1.5.1.6. SASA shall provide an equal opportunity to any athlete, Coach, trainer, manager, administrator, official, and employee, who is not under suspension or other disciplinary action with SASA, or any affiliates, to participate in youth soccer, or seek employment, without discrimination on the basis of race, color, religion, national origin, age, sex, pregnancy, citizenship, familial status, disability status, veteran status, genetic information or any other protected group status. SASA will seriously take into consideration any partaking of, or suspected participating in, any form of illegal activity.

### **1.5.2. Membership Dues, Fees, and Fines –**

By the authority vested in The Board of Directors, registration fees and dues for general, active, sustaining, and honorary members shall be set as deemed necessary. The Board of Directors, at its discretion, may pass on any fees or fines assessed against SASA, the Board itself, or for the action(s) of individuals and/or teams, to wherever or whomever the Board deems necessary.

### **1.5.3. Membership Meetings –**

Two General meetings, of SASA membership, shall be held in the months of August and February. The August meeting shall be referred to as the Annual General Meeting, and the February meeting shall be referred to as the Semi-Annual General Meeting. Written notice, electronic notice, and/or published notice of meetings shall be made at least two (2) weeks prior to the meeting specifying date, time, location, and purpose of the meetings.

Meetings may be in person or virtual platforms. In the event there is no voting action required, or other reasons deemed necessary, the Board of Directors has the discretion to hold the semi-annual AGM informally. The formalities of an official meeting will be removed and the informal meeting will be used to provide information only.

## **1.6 (Article VI) Governing of Association**

### **1.6.1. Composition –**

The governing body of SASA shall be known as “The Board of Directors,” and may hereafter be referred to as “the Board.” The Board of Directors shall be empowered to conduct all necessary business for SASA, in accordance with this Constitution and these By-Laws.

### **1.6.2. Affiliations –**

This association shall be a direct member of, and comply with the authority of, the North Texas Soccer Association. SASA also recognizes the superseding authority and precedence of the requirements of the North Texas State Soccer Association, which comply with the authority of the United States Soccer Federation and its National Associations, of which the North Texas State Soccer Association is a member, and shall represent all of its members and their respective interests in and before the North Texas State Soccer Association and all affiliates.

#### **1.6.2.1. Obligations to the North Texas State Soccer Association –**

SASA will not join any organization which has requirements directly in conflict with the North Texas State Soccer Association governing documents. SASA shall register all of its players, Coaches, teams, Referees, and administrators with the North Texas State Soccer Association at least once each year and will timely pay all dues and fees of the North Texas State Soccer Association. SASA will also annually provide, to the North Texas State Soccer Association, copies of the San Angelo Soccer Association By-Laws, Rules, and any other governing documents. SASA will also submit any changes to those documents, to the North Texas State Soccer Association, for approval, after adoption, in accordance with specific time frames as established by the North Texas State Soccer Association rules.

### **1.6.3. Jurisdiction –**

SASA shall have jurisdiction over all Referees, Coaches, players, and teams affiliated with SASA.

### **1.6.4. Officers –**

The officers of the San Angelo Soccer Association shall be as listed:

<b>Position</b>	<b>Election Schedule</b>
President	Elected Odd Years
Vice President	Elected Even Years
Secretary	Elected Odd Years
Treasurer	Elected Even Years
Referee Coordinator	Elected Odd Years
Coaches Representative	Elected Even Years
Commissioner of 4U/5U/6U Boys	Elected Odd Years
Commissioner of 4U/5U/6U Girls	Elected Even Years
Commissioner of 7U/8U Boys	Elected Odd Years
Commissioner of 7U/8U Girls	Elected Even Years
Commissioner of 9U/10U Boys	Elected Odd Years
Commissioner of 9U/10U Girls	Elected Even Years
Commissioner of 11U/12U Plus	Elected Odd Years

The following offices shall be appointed, every two (2) years, by the Executive Committee, with recommendations from the Board of Directors: Odd Years

- Director of Field Operations
- Appeals and Discipline Head
- Registrar

1.6.4.1. All officers shall perform the duties as instructed in this Constitution and these By-Laws, by the authority vested in these documents.

### **1.6.5. Method of Election and Qualifications to Run –**

Officers shall be elected, by a majority vote of the Coaches and Referees eligible to vote, in accordance with 1.5.1.2.1, during the Annual General Meeting (AGM). Board member(s) choosing to run for a different position must resign from their current position, following the elections, if voted into the position for which they are running. Officers shall serve until their successor is elected or appointed. Elections shall be held in accordance with this Constitution and these By-Laws, with the offices being elected each year in the manner listed in 1.6.4. Any persons, eighteen (18) years old or older, in good standing with SASA, the North Texas State Soccer Association, and all affiliates, shall be eligible to run for office, and must stay in good standing with these entities for the duration of their term, or shall be subject to removal from office. All Board Members must live within a one hundred and fifty (150) mile radius of San Angelo to be eligible for a Board position.

### **1.6.6. Term in Office –**

The elected officers shall be elected for a term of two (2) years. A term of office shall be from the earlier of September 1 or the date of the certification, of the AGM vote, by The Board of Directors, and shall end August 31. If a major event, such as a sanctioned tournament, is in progress on these dates, those officers who are actively involved with the event will continue in office until the event and all actions associated with it are concluded. Newly elected officers shall assume all duties immediately following the certification of the vote, by the Board of Directors, and may cast any vote required of office. Outgoing officers may, and are encouraged to, stay in their position, as a non-voting advisory body, to ensure proper training of the newly elected member for at least one (1) season, or longer if needed. No member shall hold more than one office at any time, but may assist with the prior position, if appointed to a new position, or one position may perform the tasks of a vacant position, until the time the prior position is filled, but may only retain one (1) vote.

### **1.6.7 Vacancies –**

In the event of death, resignation, or removal from the Board, a successor shall be appointed, in accordance with the By-Law 2.1.8, which shall take office immediately and shall serve until the next annual election. The appointed member may run for re-election in accordance with 1.6.5.

### **1.6.8 Meetings –**

Notice of all scheduled meetings shall be published on the SASA website, or other written/electronic format, to be distributed to Coaches and Referees, at least one (1) week prior to each meeting.

1.6.8.1. Regular Meetings of SASA shall be held twice a month during the soccer season and once a month during the off season. Dates will vary and be determined by the Board during the prior meeting. The Board President may change or cancel scheduled meetings with a 24 hours' notice in the event a quorum will not be attained, or other reason deemed necessary. In the event that SASA hosts a tournament at any time during the season, meetings may be held twice a month in the tournament month, as deemed necessary by the Tournament Director and Board President. Regular meetings will be in an open/closed format, with the open period being available for any guests, from the floor, to comment, in formats and timeframes determined by the Board. The voting period will be held in a closed session. Executive Committee meetings shall be held at such times and places determined by the Executive Committee.

1.6.8.2. Special meetings may be called by the President, four (4) Executive Committee members, or written request from seven (7) active SASA members, in good standing, provided the seven (7) active members notify all Board members as to the date, time, place, and nature of the meeting. Special meetings may be called as a meeting of just the Executive Committee or of the entire Board, depending on the subject matter. For only the Executive Committee to meet, in a Special Meeting, the subject of the meeting must meet one of the requirements from By-Law 2.2.1, for which a decision of the Executive Committee is required. Special meetings shall be restricted to no more than two (2) emergency items, one of which must be the item for which the meeting is called. The agenda of special meetings shall be published with the next regular meeting's notice, if time allows.

1.6.8.3. Fifty-one percent (51%), of the duly elected Board Members shall constitute a quorum for the transaction of business at any Regular Board or Special Board meetings of the Full Board. For Regular Executive Committee and Special Executive Committee meetings, fifty-one percent (51%), of the duly elected Executive Committee Members must be present to constitute a quorum. Structure of the Executive Committee, and criteria for an item to require an Executive Committee approval, can be found in By-Law 2.2.1.

1.6.8.4 Emergency Actions- Any three (3) members of the Executive Board of Directors (which may include the President) may take emergency action on matters demanding immediate attention when it is impractical or impossible to call a meeting and shall report their actions to all Board of Director members in writing, or by electronic means within three (3) days.

### **1.6.9 Rules of Procedure –**

The Robert's Rules of Order (revised) shall be the parliamentary authority of this organization. Should Robert's Rules of Order conflict with this Constitution, or By-Laws, this document, being the Constitution, By-Laws, and Rules & Regulations, shall take priority.

## **1.7 (Article VII) Ratification, Amendments and Interpretations –**

### **1.7.1. Ratification –**

The Ratification of a new Constitution shall be accomplished, upon the approving vote of a two-thirds (2/3) majority of the present, active, "voting body," at any general meeting of the membership.

### **1.7.2 Amendments –**

The Board will, at any time, enact and amend this Constitution, as deemed necessary, to ensure agreement with the Constitution, By-Laws, and the Rules and Regulations of the North Texas State Soccer Association (NTSSA) and/or the United States Youth Soccer Association (USYSA). When amending for this reason, the board must use wording directly from the NTSSA or USYSA source. If changing to wording is needed for clarification, a proposed amendment may be approved by a deciding vote of two-thirds (2/3) majority of the present, active, "voting body" (see 1.5.1.2.1., for a definition of the voting body), at any general meeting of the membership.

1.7.2.1 Any active member may propose changes to the Constitution, provided the proposed change is submitted to the Board, at least forty-five (45) days before the General Meeting in which the vote will be called for.

1.7.2.2 Any proposed amendments, not due to those required for affiliate compliance, to this Constitution must be approved by a deciding vote of two-thirds (2/3) majority of the present,

active, “voting body” (see 1.5.1.2.1., for a definition of the voting body), at any general meeting of the membership.

1.7.2.3 Any proposed amendments, which are approved, at the General Meeting, shall immediately become a part of this Constitution, and will be effective instantly.

1.7.2.4 Updated, amended copies, of this document, must be provided to the Coaches, and all interested parties, on an annual basis, by a physical document or electronic format, within one (1) month after the Annual General Meeting of the membership.

### **1.7.3 Interpretations -**

In cases of contested interpretation of this Constitution, By-Laws, and/or Rules & Regulations, the final decision on interpretation shall rest with the Board of Directors.

# **CHAPTER 2: By-Laws**

## **2.1 (Article I) Duties of Officers, Employees, and Agents**

The affairs of SASA shall be managed by its Board of Directors. The Board of Directors shall be empowered to fix the hour and place of meetings, make recommendations to the Membership of the Association, adopt and modify the General rules of SASA, and shall perform such other duties as specified in this document, being the Constitution, By-Laws, and Rules & Regulations. The Board of Directors shall have the power to enforce the Laws of the Game, Rules of the United States Soccer Federation and its National Associations, Rules of the North Texas State Soccer Association, and the By-Laws and Rules & Regulations of SASA, and shall also hear appeals from the decisions of the SASA Appeals and Disciplinary Committee. The Board of Directors must adhere to this document and the Board Member Code of Ethics, the Conflict of Interest Policy, and Whistleblower's Policy.

### **2.1.1 The Board of Directors: Executive Committee –**

Within the Board of Directors, an Executive Committee of seven (7) shall consist of: The President, Vice President, Secretary, Treasurer, Referee Coordinator, Coaches Representative, Director of Field Operations, Head of A&D, and the Registrar. Please see By-Law 2.2.1, for a detailed description of the Executive Committee, including their authority.

#### **2.1.1.1 President –**

The President shall be the Chief Executive Officer of SASA. The President shall preside over all meetings of SASA, and as an ex-officio member of all Committees. The President shall not have a vote, on the Board, unless to break a tie. The President and Treasurer shall sign all written legal contracts and legal obligations of SASA; both the contract and obligations must have prior approval of the Board, and in cases identified in By-Law 2.2.1, the Executive Committee. The President shall act as one of the points of contact for matters dealing with the North Texas State Soccer Association, and shall perform other duties as assigned by the Board. May sign checks on behalf of San Angelo Soccer Association, any expense electronically must be presented to the treasurer and to the board for approval at the next available board meeting. In the event the President cannot perform said functions, the Vice President shall perform these tasks.

#### **2.1.1.2 Vice President –**

The Vice President shall oversee the handling of uniforms, fundraisers, trophies, concessions and any other duties as assigned by the Board. The Vice President shall be vested with all powers and shall perform all duties of the President in the absence or disability of the President. May sign checks on behalf of San Angelo Soccer Association, any expense electronically must be presented to the treasurer and to the board for approval at the next available board meeting. In the event the Vice President cannot perform said functions, the Secretary shall perform these tasks.

#### **2.1.1.3 Secretary –**

The Secretary shall assist the President in the conducting of SASA meetings, and shall rule on points of order in accordance with Robert's Rules of Order. The Secretary will also assist the President in ensuring all applicable Texas laws are followed, regarding not-for-profits, meetings, record keeping, and the posting of the same. The Board may not overrule the Secretary's rulings on parliamentary procedure. The Secretary shall keep attendance of all meetings, hand

out the recorded minutes from prior meetings, conduct roll call to justify a quorum, shall be invited to sit in for all committee meetings and discussions, and be responsible for maintaining the By-Laws, playing rules, and policies of SASA, to be sure they are in compliance with NTSSA and USYSA, and perform other duties as assigned by the Board. Secretary may sign checks on behalf of San Angelo Soccer Association. In the event the Secretary cannot perform said functions, the Treasurer shall perform these tasks.

#### 2.1.1.4 Treasurer –

The Treasurer shall be the Chief Financial Officer, of SASA, and thus shall be charged with the duties thereof, including receiving and depositing, in the name of SASA, in a financial institution selected by the Board, all SASA monies. The Treasurer shall issue receipts; make all authorized disbursements; pay all liabilities; manage all accounts; and offer at each meeting of the general membership, an opportunity for any interested parties to view an itemized statement, on the financial condition, of SASA, for the current fiscal year. The Treasurer must be notified of ALL purchases, no matter the amount. The Board of Directors may require the Treasurer to be bonded, by an amount to be set by the Board. The Treasurer shall be responsible for assisting the association in securing sponsors and grants. The Treasurer shall also present, at each regularly scheduled Board meeting, an itemized financial statement for each Board member, and access to view all banking records, receipts, accounting information, and contractual items. The President and Treasurer shall sign all written legal contracts and legal obligations of SASA; both the contract and obligations must have prior approval of the Board, and in cases identified in By- Law 2.2.1, the Executive Committee. Treasurer is authorized to sign checks on behalf of San Angelo Soccer Association. All checks must be signed by both the Treasurer and another executive committee member, in cases that the treasurer is absent or disabled, any two executive members (not related) may sign. Treasurer must present a budget for the upcoming fiscal year at the August Annual General Meeting. The Treasurer is required to serve on the Long-Term Planning Committee and is authorized to allow automatic draft for upcoming bills that have been previously approved by the board such as “utilities or reoccurring expenditures.” In the event the Treasurer cannot perform said functions, the financial duties shall be performed by the President.

#### 2.1.1.5 Referee Coordinator –

The Referee Coordinator shall represent the Referees in all transaction of the Board, and shall present the views and concerns, of the Referees, to the Board. The Referee Coordinator is responsible for keeping SASA in compliance with all affiliate Referee requirements, including any required documentation, Risk Management/Background Check compliance, and Referee licensing requirements. The Referee Coordinator shall give a status report, to the Referees, whenever called upon, and shall be the major link between the Board and the Referees. The Referee Coordinator, if called upon, shall also serve as a consultant for any Referee, who is being brought before the A&D Committee, for any reason, and will perform other duties as assigned by the Board. The coordinator will be in charge of setting up at least two clinics prior to the fall and two clinics prior to the spring seasons. One of which will be a GRADE 8 Clinic and the other a GRADE 9 Clinic. Referee Coordinator is authorized to sign checks on behalf of San Angelo Soccer Association. In the event the Referee Coordinator cannot perform said functions, the Coaches Representative shall perform the task of representing the Referees.

#### 2.1.1.6 Coaches Representative –

The Coaches Representative shall represent the Coaches in all transaction of the Board, and shall present the views and concerns, of the Coaches, to the Board. The Coach's Advocate is responsible for being a mediator, when required, to settle confrontations between parents and Coaches. The Coaches Representative is responsible for keeping SASA in compliance with all affiliate Coach Requirements, including any required documentation, risk management, Background Check compliance, and Coach licensing requirements. At the beginning of each season, the Coaches Representative shall assist commissioners in filling any and all empty coaching positions, for each commissioner's individual age group. The Coaches Representative shall give a status report, to the Coaches, whenever called upon, and shall be the major link between the Board and the Coaches. The Coaches Representative, if called upon, shall also serve as a consultant for any Coach, who is being brought before the A&D Committee, for any reason, and will perform other duties as assigned by the Board. Coaches Rep is in charge of setting up two coaches clinics per season one to include a youth module approved by NTSAA. Coaches Rep is authorized to sign checks on behalf of San Angelo Soccer Association. In the event the Coaches Representative cannot perform said functions, the Referee Coordinator shall perform these tasks.

#### 2.1.1.7 Director of Tournaments

The Director of Special Events, also referred to as the "Director," shall be responsible for the organization, set-up, and operations of all tournaments and events approved by the Board. The Director may appoint an individual or group of individuals, to assist as a Tournament/Events Committee. The Director shall recommend, to the Board, the price for entry fees, and an expense budget for Tournament/Event purchases, which should include awards and Referee pay. The Director shall be responsible for only making those purchases which are approved, by the Board, within the budgeted amount. Any additional purchases, outside of those listed in the budget, or any purchases, exceeding the budgeted amount, must be approved by the Board. All receipts, invoices, and sponsorship confirmations must be sent, to the Treasurer, for payment and confirmation of payment. The Director shall work closely with the Referee Assignor, to ensure arrangements for Referees are completed. The Director shall also report, to the Board, on a specified schedule, the progress made, and must also be aware of, and comply with all NTSSA and SASA deadlines. The Director will also perform other duties as assigned by the Board. Expenses must be presented and approved at the next scheduled board meeting. In the event the Director of Special Events cannot perform said functions, the Director of Field Operations shall perform these tasks.

#### 2.1.1.8 Director of Field Operations –

The Director of Field Operations, also referred to as the "Field Director," is responsible for maintenance and repairs of playing fields, keys, water systems, parking lots, buildings, and any other physical plants, on and within the SASA Complex and property. The Field Director works with the Board, to review all contracts pertaining to the operations and maintenance of the physical plant, fields, water systems, and parking lots, and will report to the Executive Committee for approval and the President and Treasurer for signature, prior to the execution of any contract. The Field Director will work with board members to create the field layout for the present and future field development. The Field Director will oversee the access and usage of fields at all times, and will perform other duties as assigned by the Board. Director of Field Operations is authorized to sign checks on behalf of San Angelo Soccer Association, will have access to electronic means for "emergency" expenditures that incur before a scheduled board meeting. Expenses must be presented and approved at the next scheduled board meeting. In

the event the Director of Field Operations cannot perform said functions, the President shall perform these tasks.

#### 2.1.1.9 Registrar –

The Registrar is responsible for all aspects of registration, including advertising and registration event planning. The Registrar must file all required Registrar documents, in accordance with the NTSSA rules and regulations. (It is highly preferred the Registrar not have an active player listed on any SASA roster.) The registrar is a member of the Executive committee and is appointed by the board every two years (Even Years). At the discretion of the Board, the Registrar position and the Office Manager position may be combined. If and when the Board combines the Registrar and Office Manager positions, it is done so on a non-permanent basis, and shall be reviewed for efficiency no less than every two years when the Board appoints the position and in the event of a vacancy. IF the positions are combined, per the Board, the Registrar relinquishes their voting right, but remains on the Board at large, again on a non-permanent basis. When positions are reviewed and voted upon by the Board with a decision to separate the positions, the Registrar rejoins the Executive Committee and resumes their voting privileges.

The registrar will determine the eligibility criteria for players who wish to play under SASA, and will be responsible for ensuring all players and teams are registered in accordance with NTSSA rules and regulations. The registrar will work with the office manager to maintain a complete and accurate list of all players, teams and team officials, but it is ultimately the responsibility of the registrar to ensure all players are documented in a designated database. It is the responsibility of the Registrar to certify the rosters of teams, by signature, to other Associations or individuals, within the NTSSA, who inquire, and work with the Commissioners to ensure all necessary paperwork concerning team formation and registration for both SASA and NTSSA are accurately completed, in a timely manner, and will also notify the Coaches Representative and Commissioners of any teams who do not have a Coach. The Registrar shall also oversee the formation of teams, by conducting a “draft” each season where new members and pool players will be randomly drawn and assigned a team. This does not affect players that have chosen to stay with their original team. Teams will randomly be assigned an order number (priority given to teams with the least number of players) and will be assigned the “drafted” players via random selection. With assistance from Age Group Commissioners, the Registrar will provide team rosters, to the Commissioners, at least (3) three days prior to the AGM; as well as perform other duties as assigned by the Board. The registrar is authorized to sign checks on behalf of SASA. In the event the Registrar cannot perform said functions, the Secretary shall perform these tasks.

#### 2.1.2 The Board of Directors –

The Board of Directors shall include those on the Executive Committee, and the officers listed below:

##### 2.1.2.2 Commissioners of Age Groups –

Commissioners of Age Groups shall represent the age divisions established by this document. Each required Saturday, Commissioners shall enforce all SASA rules, policies, and procedures primarily by watching their age groups games and counseling parents about any infringements they may witness. The Commissioner shall represent the interests of the teams (primarily referring to the team parents) in all transactions of the Board, and shall present any concerns,

to the Board. The Commissioners of Age Group shall assist the Coaches Representative to fill any vacant Coaching positions, for teams needing a Coach at the beginning of the season. Prior to the start of each season the Commissioners of Age Group shall assist the SASA Registrar with the formation of teams and assigning players as needed. The Commissioner will also perform any other duties as assigned by the Board. In the event a Commissioner of an age group cannot perform said functions, another Commissioner, as assigned by the Board, shall perform the tasks for the age group.

2.1.2.2.1 Age group Commissioners will consist of two (2) Commissioners (1 for Girls and 1 for Boys) for the 4U, 5U, and 6U; two (2) Commissioners (1 for Girls and 1 for Boys), for the 7U and 8U; two (2) Commissioners (1 for Girls and 1 for Boys) for the 9U and 10U, one (1) Commissioner for all 11U and up teams.

#### 2.1.2.3 Director of Appeals & Disciplinary –

The Director of Appeals & Disciplinary, also referred to as the “Head of A&D,” shall be the chairman for the A&D Committee, and shall be responsible for all facets of appeals and disciplinary, including (but not limited to) investigating complaints, conducting hearings, interviewing witnesses, and assessing A&D points. The Head of A&D will be well versed on all rules and laws of the game, as well as all SASA rules, regulations, and By-laws, and all affiliate rules, regulations, and By-Laws. The Head of A&D will assemble a committee of five non-biased persons, from all aspects of the association, in accordance with By-Law 2.2.2.1. The Director of Appeals & Disciplinary is required to attend meetings of the Board, and is subject to the same Board requirements as any other Board member. In the event the Director of Appeals & Disciplinary cannot perform said functions, another Head of A&D must be appointed as soon as possible, and no other Board Member is allowed to perform these functions, other than the Director of Appeals & Disciplinary.

### 2.1.3 Staff –

The Executive Committee may establish qualifications for and hire staff as deemed necessary for the operation of SASA. A staff member can hold any office that is not an executive position, and shall not have any vote in meetings of the Association or in meetings of the Board. Staff members shall be hired and evaluated by the Executive Committee, but a majority vote from the full Board of Directors is required to fire staff and determine pay raises. Staff members are required to sign and follow all guidelines, rules, and regulations established in this document and SASA Employee Handbook.

2.1.3.1 The Office Manager reports directly to the President, shall attend all meetings of SASA, and is required to stay abreast of all workings of SASA events and functions. At the discretion of the Board, the Registrar position and the Office Manager position may be combined. In the event the Board has voted to combine the Registrar and the Office Manager positions, it is done so on a non-permanent basis and shall be reviewed for efficiency no less than every two years when the Board appoints the position and in the event of a vacancy. (See 2.1.1.9 Registrar for position details.) The Office Manager shall adhere to all confidentiality agreements, and be especially guarded with children’s information.

### 2.1.4 Requirements of All Board Members –

2.1.4.1 All San Angelo Soccer Association Board Members are required to attend Meetings of the Board of Directors to be held at such times and places determined by the Board. If a Board Member misses (3) three or more consecutive board meetings, the Executive Committee has

the option to declare the position vacant, per Article 2.1.6.3 and proceed with filling said vacancy per Article 2.1.8.

2.1.4.2 All Board Members shall be required to work at least two (2) full Saturdays per season, or four (4) half Saturdays per season and are required to work any and every major (as determined by the Board of Directors) SASA events including Tournaments and Registration events.

2.1.4.3 All Board Members are required to sign, and comply with, SASA Board Member Agreement, and also are required to sign the Constitution, By-Law, and Rules & Regulations Acknowledgement.

2.1.4.4 Board Members are responsible for protecting the assets and interest of SASA, and any equipment or keys made available for the Board Members use, must be returned to the office within one (1) week of the conclusion of an individual's tenure as a Board Member. Whether the conclusion is voluntary or involuntary, failure to return property may result in legal action.

2.1.4.5 Members of the Board of Directors shall serve without salary for their services. Any Board of Directors member may be reimbursed for expenses approved by the budget and/or the Board of Directors

2.1.4.6 Any member of the Board of Directors shall refrain from voting with the Board of Directors if the subject matter constitutes a conflict of interest. Conflicts of interest are those matters related to hearing protests or appeals related to the member's team, player, age group, or Coach, or voting on issues which would have an immediate impact on the member, member's direct family, or the member's child's team. Members with a potential conflict may not participate in discussion of such subjects, and must recuse themselves from the vote, on the subject.

2.1.4.7 It is the responsibility and duty of all Board Members to advocate, promote, and build the Reputation of this Organization, by presenting the positives of the game and of SASA and by encouraging the public to enroll and participate.

2.1.4.8 All Board Members are required to protect and guard the children of SASA, and their information. SASA adopts a viewpoint which prohibits physical, verbal, or sexual abuse of or by players, Coaches, Referees, administrators, and/or spectators, and will take steps necessary to remove, from further soccer activities, any person found guilty of such.

### **2.1.5 Change in Numbers –**

The officers shall be as stated in the Constitution 1.6.4. A permanent decrease in the number of officers shall require a change in 1.6.4, by a proposed amendment, to the voting body, at an AGM. The Board of Directors, by a vote of two-thirds (2/3), of the voting offices, on the Board, may temporarily create a new office and appoint an individual to fill the office until the end of the current year (June 1 through May 31). In order for the office to continue into later fiscal years, a change in 1.6.4 must be done by a proposed amendment, to the voting body, at an AGM.

### **2.1.6 Removal from Office –**

2.1.6.1 Vote of No-Confidence by the Membership –

Any member of the Board of Directors shall be required to resign following a vote of no confidence in his or her ability to remain in office. A number, of the members, of SASA, equal to ten percent (10%) of the number of eligible voters (the “voting body”), for the last season for which registration has been completed, may petition, in writing, for such a vote. The petition must be submitted, in writing, to the Board of Directors which, in turn, shall review the petition and set the date, time, and place of a Special Meeting of SASA Membership where the hearing and the vote shall be held. The Special Meeting for a vote of no confidence must be scheduled within thirty (3) days after receipt of the petition by the Board of Directors. The Board of Directors shall notify all members of the date, hour, place, and purpose of the Special Meeting by publishing such notice, on the SASA website, for the seven (7) consecutive days before the day of the Special Meeting. The vote of no confidence must be passed by two-thirds (2/3) majority of the voting body attending the Special Meeting at which the vote is conducted. A quorum, at a Special Meeting, for a vote of no confidence, shall be a number of the voting members (the “voting body”), of SASA equal to 30% of the number of eligible voters for the last season for which registration has been completed.

#### 2.1.6.2 Vote of No-Confidence by the Board of Directors –

The Board of Directors may call for a vote of no confidence, on any Officer, whose actions have been grossly negligent, or severely improper, or for any reason otherwise deemed justifiable, by the Board of Directors. Prior to casting a vote of no confidence, the Executive Committee must meet with the member to discuss the actions causing a potential vote of no confidence. If the actions are on behalf of an Executive Committee member, the Board of Directors shall appoint three (3) Board Members to meet with the member to discuss the actions causing the potential vote of no confidence. These meetings shall serve as an opportunity for the accused to explain their actions and why they should not receive a vote of no confidence, two-thirds (2/3) majority, of the Board of Directors, must declare a vote of no confidence. If an Officer receives the vote of no confidence, he/she is automatically suspended from the Board. The suspended officer may not appeal.

#### 2.1.6.3 Attendance at Meetings and Events –

The Executive Committee may decide, by a majority vote, to declare an office vacant, if a Board Member has three consecutive absences, without sufficient reason, from any regularly scheduled meetings. The Board may decide, by a majority vote, to declare an office on the Executive Committee vacant, if the member has three absences, without sufficient reason, from any regularly scheduled meetings. If a Board Member misses any major (as determined by the Executive Committee) event, such as a Tournament, or any event they have committed to attending, without sufficient reason or timely notice, the Executive Committee/Board, will have justifiable reason to declare a vote of no confidence, in accordance with 2.5.2.

#### 2.1.6.4 Temporary Suspension of a Board Member

The board may vote to suspend another board member if the board decides that there is enough evidence to do so before a hearing can be held. If the hearing comes back that there was no violation then that member is free to resume their responsibilities on the board. If the hearing comes back that the member was in violation, the board then may move into a vote of no confidence.

### **2.1.7 Resignation –**

Any Board Member, or staff, may resign by giving written or verbal notice, to the President. The resignation shall take effect at the time specified therein, or immediately, if no time is specified. If a Board Member, or staff, recants a verbal resignation, at the next regular meeting of the Board of Directors, after the President has caused the verbal resignation, and recant, to be included in the minutes, the verbal resignation will be considered as null and void, and the Board Member will continue in the office until an action causes the end of the commitment, whether by the expiration of the term in office or removal from office.

### **2.1.8 Filling Vacancies –**

In the event of death, resignation, or removal from the Board, the Executive Committee shall appoint a successor, who shall take office immediately upon appointment. Those interested in applying for appointment will send a letter of intent, to the Executive Committee, for review. The Executive Committee will research the candidate, and if the Executive Committee is satisfied the candidate will be able to fulfill the required duties of a Board Member, the candidate's application will then be passed to the full Board for a majority vote at the next available Board Meeting or via other electronic voting avenues. Refer to Articles 2.1.1.9 and 2.1.3.1 for special circumstances regarding the Registrar and Office Manager.

## **2.2 (Article II) Committees**

### **2.2.1 Executive Committee –**

Within the Board of Directors, of SASA, an Executive Committee will consist of the President, Vice President, Secretary, Treasurer, Referee Coordinator, Coaches Representative, Director of Field Operations, Head of A&D, and the Registrar. The Committee will have authority to require their approval on: any issues concerning single item purchases of, or dedication of funds of, more than \$1500.00; any contractual agreements which would last for more than one (1) fiscal year; any issues regarding staff; any issues regarding inner board disputes; any issues regarding Board Member disciplinary actions; and evaluation of prospective "new" Board Members, in accordance with By-Law 2.1.8. The Executive Committee shall have the power to call Special Meetings, of just the Executive Committee, providing the subject is under their authority of approval. The Executive Committee is required to publish, in the next regularly scheduled meeting, of the Board, the minutes, including the agenda, of all Regularly Scheduled and Special Meetings. Items to be discussed, during a regularly scheduled Executive Committee Meeting, must be listed on the Regular Meeting's agenda, but does not have to be explicit.

### **2.2.2 Standard Committees –**

No Standard Committee shall have the authority to commit SASA on matters of policy or to create financial obligations, without approval from the Board or in cases identified in 2.2.1, the Executive Committee. All Committee plans and actions are subject to Board approval except those of the Nominating Committee. A majority of any committee shall constitute a quorum for the purposes of committee procedures.

#### **2.2.2.1 Nominating Committee –**

A Nominating Committee shall be selected by the Executive Committee and shall consist of at least three (3) Active Members-at-Large, to constitute an odd number of representatives to compile and present a slate of officers to be voted upon, at the annual election. The Nominating Committee will meet and make its report to the Executive Committee at least forty (40) days prior to the annual election.

#### 2.2.2.2 Rules Committee –

The Rules Committee shall be comprised of the Secretary and any other Board Members selected by the Secretary. The Rules Committee shall review a minimum of annually, the Constitution, By-Laws, and Rules & Regulations of SASA, as well as any proposed changes to the same. The Committee shall make certain the Chapters, of this document, do not conflict with each other or with those of NTSSA, the USSYA, or any other affiliates, and if such conflicts exist, a proposed resolution should be drafted as a proposed amendment for approval, by the voting body, at the Annual General Meeting.

#### 2.2.2.3 Special Committees –

The Board shall appoint such Special Committees as may be needed to carry on the work of SASA, and shall name the chairperson of each.

#### 2.2.2.4 Appeals and Disciplinary Committee –

The Appeals and Disciplinary Committee, also referred to as “A&D,” shall be composed of the Director of Appeals & Disciplinary and four other members, recommended by the Head of A&D and approved by the Board of Directors, including at least one (1) Referee, one (1) Coach, one (1) Parent/Legal Guardian, one (1) Board Member. Three (3) members of this Committee shall constitute a quorum, with one being the Head of A&D. No Committee Member shall hear or vote on any disciplinary matter, or appeal, in which the Member has any vested interest. Should it be impossible for a quorum to be had, in order for the Committee to make a ruling, within the period set by these By-Laws or the Rules & Regulations of SASA, or the Rules & Regulations of NTSSA, then the Head of A&D, or any other member, shall appoint any impartial person(s) to serve temporarily, on the Committee. The A&D Committee procedures shall follow those rules and procedures established in the North Texas State Soccer Association A&D Handbook.

The Head of A&D shall notify the Board of Directors, in writing, of the rulings of this Committee, and for those rulings which require notification to the NTSSA; the Head of A&D shall immediately mail such rulings to the NTSSA office. Referee misconduct reports, shall be mailed or delivered to the office for retrieval, by the Head of A&D, within the time allowed for such reports. Complaints, addressed for the A&D Committee, must be brought, to the office, in a sealed envelope, with A&D written on the outside. The Committee shall provide a Discipline Committee for all tournaments, sanctioned by SASA, and will be at the site, of the tournament, ready to render whatever judgments may be required during tournament play. Any person serving on the A&D Committee must be at least eighteen (18) years of age and in good standing with SASA and all affiliates.

#### 2.2.2.5 Long-Term Planning Committee-

The long-term planning committee is in charge of establishing all capital projects that the association needs. This committee will take suggestions from the board and research cost, and overall usefulness of such a project. The committee will seek three bids for services and present its findings to the board of directors. The treasurer, field director, and president will comprise this committee.

#### 2.2.2.6 Budget Committee

The Budget Committee is comprised of the Treasurer and any other Board Members selected by the Treasurer. The Budget Committee is in charge of reviewing all income and expenditures. The committee will review and project a budget for each soccer season by reviewing all costs and all forms of revenue as well as long term planning projected costs or expenditures, staff pay and any other financially related information. The Budget Committee will also determine if a Scholarship Committee will be formed every season based on monies available. The committee will provide a proposal for approval prior to every season.

#### 2.2.2.7 Scholarship Committee

The Scholarship Committee is appointed by the Board every season. Appointment of the committee will be determined by the Budget Committee by determining if resources are available. The Committee is responsible for advertising the scholarship/s, creating criteria for applying and receiving, reviewing applications and submitting to the Board for approval. In the event funds are not available a particular season, a committee will be appointed the next season as deemed necessary by the Board and available funds.

### **2.3 (Article III) Disciplinary Hearings and Appeals**

SASA will provide impartial and prompt hearings and appeal procedures to insure the rights of due process to the accused.

#### **2.3.1 Due Process –**

In all hearings, the parties involved shall expect: Notice of the specific charges or alleged violations, in writing, and possible consequences if the charges are found to be viable; Reasonable time between receipt of the notice of charges and the hearing, to prepare a defense; The right to have the hearing conducted at a practical time and place to ensure attendance of involved parties; A hearing before an impartial body; The right to be assisted in the preparation of one's case, by the Referee Coordinator (in cases of alleged Referee misconduct), by the Coaches Representative (in cases of alleged Coach misconduct), or Age Group Commissioner (in cases of player or Parent/Legal Guardian misconduct); The right to call witnesses and present oral and written evidence; The right to confront witnesses, including the right to be provided the identity of a witnesses in advance of the hearing, if requested; the right to have a record made of the hearing, if requested at least twenty-four (24) hours in advance, of the hearing, with all costs to be paid by the requester; and a prompt written decision, with the reasons for the decision, based solely on the evidence of record, and including the appeal rights and procedures.

#### **2.3.2 Appeals**

2.3.2.1 Decisions of the Appeals and Disciplinary Committee may be appealed to the Board of Directors of SASA. Procedures for filing appeals shall be the same as for filing a complaint with A&D, except letters of appeal shall be addressed to the Board, and the sealed envelope will require Board Appeal written on the outside. The SASA President shall notify all concerned parties of the receipt of the appeal and of the time and place for the Appeal hearing. Decisions of the Board of Directors may be appealed to the Appeals and Disciplinary Committee of the North Texas State Soccer Association by following the procedures set forth in the NTSSA Administrative Rules.

2.3.2.2 All appeals must be submitted, in writing, and received by the Board within five (5) days of the A&D decision being appealed. All appeals shall be accompanied by the appropriate fee of \$50.00, (cash, money order, or certified funds), as set by the Board of Directors. If the appeal

is upheld, by the Board, the fee shall be returned. If the appeal is denied, the fee shall be forfeited, to the treasury of SASA. The Board of Directors reserves the right to waive the established fee, at any time.

2.3.2.3 The Board may, when requested in writing, waive the time limit for filing an appeal, but in no case may allow an extension of more than ten (10) days.

2.3.2.4 SASA will honor all orders of suspension of disbandment, issued by the North Texas State Soccer Association, any other affiliates, or any other NTSSA Member Associations.

2.3.2.5 All complaints, filed by any member of SASA, must go through the established channels within SASA, before being appealed to the North Texas State Soccer Association, or any higher authority. Any member, who fails to follow the proper established channels, for appeals, unless advised to do so by a collective recommendation of the Board, shall be considered to be in bad standing with SASA until such time as determined by the Board of Directors.

2.3.2.6 Decisions of SASA Board of Directors may be appealed to the Appeals and Disciplinary Committee of the North Texas State Soccer Association. In no event shall any person or persons or organizations, under the jurisdiction of SASA, resort to the courts, until all appeal procedures, including appeals to the NTSSA and to the USSF, have been exhausted. For violations of this rule, the offending party shall be subject to the sanctions of suspension and fines as set forth by the United States Soccer Federation, and shall be liable for all expenses incurred by SASA and/or any of its members, including, but not limited to court costs, attorney fees, reasonable compensation for time spent by SASA officers and members in responding to and defending against allegations in the action, responses to discovery and court appearances, travel expense, and the expenses for holding special meetings necessitated by the court action.

2.3.2.7 All decisions at all levels of the appeals process shall stand and be of full force and effect until changed by a higher authority, including any suspensions or points assessed.

## **2.4 (Article IV) Notice**

### **2.4.1 Manner of Giving Notice –**

Whenever, under this document, being the Constitution, By-Laws, and Rules & Regulations, notice is required to be given to any member of SASA, and no provisions are made as to how such notice shall be given, it shall not be construed to mean personal notice. Such notice shall be given in writing, by mail, postage paid, addressed to such member, at the address appearing on the records of the Association; and any notice required or permitted to be given by mail shall be deemed given at the time when the notice is deposited in the United States mail. If notice is allowed by electronic formats, notice shall be deemed as given at the time when the notice is sent or forwarded to the email address, on file, with SASA; sent or forwarded email shall be kept in an electronic file, for reference of dates and times the email was sent. If notice is required to be given to a large number of SASA members, such notice may be given by posting the notice, on the SASA website, for seven (7) consecutive days.

### **2.4.2 Waiver of Notice –**

Whenever any notice is required to be given to any member of the Association, under the provisions of this document, being the Constitution, By-Laws, and Rules & Regulations, a waiver in writing, signed by the person or persons entitled to such notice, whether before or after the time stated in such notice,

shall be deemed equivalent to the giving of such notice. Attendance at a meeting shall constitute a waiver of notice of such meeting, except where a person attends for the express purpose of objecting to the transaction of any business on the ground the meeting is not lawfully called or convened.

## **2.5 (Article V) Elections**

Election of officers shall be held, by an open floor nomination or by interested persons submitting a letter of intent and being presented to the voting body (as identified in 1.5.1.2.1) at the August AGM. The Nominating Committee shall be selected, by the Executive Committee, in accordance with By-Law 2.2.2.1. All nominees must consent to serve, and be age eighteen (18), or older, in good standing with SASA and all affiliates, live within 150 mile radius of San Angelo, and be able to perform the functions of the position, as outlined in this document. If there are three (3) or more nominees for any office, and one nominee does not receive a majority of the votes cast, the nominee receiving the lowest number of votes will be dropped from the list of nominees, before the next round of voting, which shall be a re-vote to determine a majority. The election results will be posted, to the SASA website, within 24 hours of certification by the Board, and count totals will be posted in the minutes of the next regular Board meeting.

### **2.5.1 Requesting a Recount –**

Any candidate may request a recount of the votes. The request must be accompanied by a non-refundable, \$20.00 fee, which shall be placed in the treasury of SASA. All involved candidates will be notified and may be present during the recount. During a recount, the incumbent shall retain the position until the results are finalized, and certified by the Executive Committee. The recount vote must be requested within 48 hours of the initial count. Ballots will be destroyed 72 hours after initial certification of the results, and the Nominating Committee of SASA shall maintain the ballots until their destruction.

## **2.6 (Article VI) Administrative Information**

### **2.6.1 Conduct of the Association as a Not-for-Profit Corporation –**

SASA shall conduct its business in a manner conforming to the purposes set forth in Article II, while complying with all rules and regulations set forth under Section 501(c) (3), of the Internal Revenue Code, so as to maintain its status as a nonprofit corporation.

### **2.6.2 All Members Bound by this Document –**

All players, their parents/guardians, all Coaches, all Referees, all officers, all employees, all agents, and all other members of SASA, by their participation, agree to be bound by and subject to the entirety of this document, being the Constitution, By-Laws, and Rules & Regulations, as they now exist or may be amended.

### **2.6.3 Propaganda –**

SASA shall not knowingly participate in, or intervene in (including the publication or distribution of statements), any political campaign, or participate in the carrying on of any propaganda, or otherwise attempt to influence legislation or opinions, on behalf of any candidate for public office, or for any political party.

### **2.6.4 Fiscal Year –**

The fiscal year, of SASA, shall be from August 1 to July 31.

### **2.6.5 Books and Records –**

SASA shall keep correct and complete books and records of account, and shall keep minutes of all meetings, at its registered office.

### **2.6.6 Distribution of Net Earnings –**

No part of the net earnings of SASA shall serve the benefit of any private individual, member, or officer of SASA (except that reasonable compensation may be paid for services rendered to or for SASA, affecting one or more of its purposes). No private individual, member, or officer of SASA shall be entitled to a share in the distribution of any corporate asset on dissolution of SASA.

### **2.6.7 Dissolution of the Association –**

Upon the dissolution of the San Angelo Soccer Association, the Board of Directors shall, after paying or making provision for the payment of all liabilities of SASA, dispose of all assets of SASA in such manner, or to such organization or organizations which are organized and operated for charitable, educational, humanitarian, or scientific purposes, as shall, at the time, qualify as an exempt organization, or to any organization, under Section 501 (c) (3), of the Internal Revenue Code, as the Board of Directors may determine. Any of such assets, not so disposed of, shall be disposed of by the District Court of the County, in which the principal office, of SASA is then located, exclusively for such purposes, or to such organization, or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

### **2.6.8 Rules of Play –**

SASA will use the Rules of Play as specified by the North Texas State Soccer Association. The current copy of the playing rules can be found on the NTSSA or SASA website.

### **2.6.9 Indemnity –**

The directors, officers, employees, agents, Referees, Coaches, and any other Representatives of SASA shall be indemnified and held harmless by SASA in defending any legal action taken against said person for good faith acts or omissions by said person in the administration of SASA, so long as said person has not acted maliciously. Any Representatives, agents, or affiliates shall be held harmless and/or otherwise indemnified against any claim by or on behalf of any other member, to include players and their parents, as a result of participation in any San Angelo Soccer Association programs or events, and/or being transported to or from the same.

## **2.7 (Article VII) Ratification, Amendments and Interpretations –**

### **2.7.1 Ratification –**

The Ratification of a new set of By-Laws shall be accomplished, upon the approving vote of two-thirds (2/3) majority of the present active “voting body”, at any general meeting of the membership.

### **2.7.2 Amendments –**

The Board will, at any time, enact and amend these By-Laws, as deemed necessary, to ensure agreement with the Constitution, By-Laws, and the Rules and Regulations of the North Texas State Soccer Association (NTSSA) and/or the United States Youth Soccer Association (USYSA). When amending for this reason, the board must use wording directly from the NTSSA or USYSA source. If changing to wording is needed for clarification, a proposed amendment must be approved by a deciding vote of two-thirds (2/3) majority of the active and present voting body (see 1.5.1.2.1., for a definition of the voting body), at an Annual General Meeting (AGM).

2.7.2.1 Any active member may propose changes to the By-Laws, provided the proposed change is submitted to the Board, for consideration, at least forty-five (45) days before the Annual General Meeting in which the vote will be called for. The Board shall consider any proposed change, and document, in the meeting's minutes, the reasoning for or against the addition of the proposed change, to these By-Laws. If the Board is in agreement for the addition of the proposed change, it then must be presented, as a proposed amendment, at the Annual General Meeting.

2.7.2.2 Any proposed amendments, not due to those required for affiliate compliance, to these By-Laws must be approved by a deciding vote of two-thirds (2/3) majority of the active and present voting body (see 1.5.1.2.1., for a definition of the voting body), at an Annual General Meeting.

2.7.2.3 Any proposed amendments, which are approved, at the Annual General Meeting, shall immediately become a part of these By-Laws, and will be effective instantly.

2.7.2.4 Updated, amended copies, of this document, must be provided to the Coaches, and all interested parties, on an annual basis, within one (1) month after the Annual General Meeting of the membership.

### **2.7.3 Interpretations –**

In cases of contested interpretation of this document, being the Constitution, By-Laws, and/or Rules & Regulations, the final decision on interpretation shall rest with the Executive Committee, of the Board of Directors.

# **Chapter 3 – Rules & Regulations**

## **3.1 (Article I) Player Requirements**

### **3.1.1 Age for Registration –**

For the purpose of this league, the age of a player shall be the player's age on December 31 of the current soccer year. The current soccer year begins on September 1 and ends August 31 of the following year. The player is registered from the moment the player or the player's agent signs the registration form and pays the appropriate fees.

#### **3.1.1.1 Proof of Age –**

All players must present proof of age when registering to play for the first time in the Association, and if the player has not played for more than two (2) consecutive seasons, or one (1) full year. Proof of age shall consist of a birth certificate; or birth registration, issued by an appropriate government agency; Board of Health records; passport; alien registration card, issued by the United States Governments; a certificate, issued by the Immigration and Naturalization Service attesting to age; a Uniformed Services Identification and Privilege Card (DD Form 1173), issued by the uniformed services of the United States; or a certification of an American citizen born abroad, issued by the appropriate government agency. Hospital, baptismal, or religious certificates will not be accepted. Any misrepresentation, by an individual player, parents, Coaches, relatives, legal guardians, or Commissioner, as to a player's birthdate, address, home school attendance area, or other information which might be interpreted as trying to circumvent team building policy, will subject the player to being removed from a team, and may cause the guilty individuals to be subject to action by the Appeals and Disciplinary Committee.

#### **3.1.1.2 Age Divisions**

Player Divisions are separated in accordance with the NTSSA team formation method, which recognizes 19U, 16U, 14U, 12U, 10U, 8U, 6U (*Child must be a minimum of three (3) years of age to play soccer*) as established age divisions. The divisions are set in two-year increments. Teams/divisions may be formed in single birth year age groups. The age division of the team is determined by the birth date of the oldest player on the team as of December 31 of the current soccer year.

**3.1.1.2.1** Players are permitted to "play up" 1 age group, with a written approval from the player, or a minor's legal guardian. Players are permitted to "play up" 2 age groups, with written request from the player, or a minor's legal guardian, and approval of the Board.

### **3.1.2 Registration –**

No youth may play in any league game without having completed the registration process outlined for the class of team on which he/she is playing. The registration process is not completed until all necessary registration forms and fees have been turned into SASA. Paperwork and fees must be in turned in at least forty-eight (48) hours before the player may play in a league game. No Coach, of a recreational team, will be allowed to refuse players, in any way, being added to their team.

#### **3.1.2.1 USYSA Registration Forms –**

When players register for the first time, during the current soccer year, they (or their legal guardians, if the player is a minor), must fill out and sign a USYSA Registration Form, which is valid for the remainder of the soccer year. Completion of the identified registration form allows

the player to play outdoor soccer with SASA. The player's assignment to a specific team, by the appropriate team formation rules, is for the entire soccer year; however, SASA may charge each active player a new player fee for each separate and distinct playing season. Forms, Fees, releases, and birth certificates (if not already on file) must all be turned in, but the established deadlines, set forth by the Board of Directors, for a player to be rostered to a team. Failure to comply with this rule, will result in the players ineligibility to play, and could result in team disqualifications. The United States Soccer Federation has established the soccer year as being from September 1 through August 31. Any misrepresentation, by an individual player, parents, Coaches, relatives, legal guardians, or Commissioner, as to a player's birthdate, address, home school attendance area, or other information which might be interpreted as trying to circumvent team building policy, will subject the player to being removed from a team, and may cause the guilty individuals to be subject to action by the Appeals and Disciplinary Committee.

#### 3.1.2.2. Playing outside of the Home League –

Any Recreational team, which desires to participate in a League conducted by another USYSA sanctioned association will register with and pay their fees to SASA. Such a team shall then apply to the Board of Directors for a release to play in such a League. Any Recreational teams, residing in the boundaries of another USYSA sanctioned association, but desiring to participate in a League conducted by SASA must first register with their home association and pay such fees and insurance as may be due to their State Association through their home association, and then must obtain a release from their home association in order to participate in the League operated by SASA. Any team playing in a League operated by SASA will pay the fees set by the SASA Board of Directors, will be subject to this Constitution, By-Laws, and Rules & Regulation, and will be within the jurisdiction of SASA Appeals and Disciplinary Committee, for all games played in this League, no matter where said games are played.

3.1.2.2.1 Youth players, not residing in the North Texas State Soccer Association, are prohibited from registering in SASA, unless the National State Association, in which the player resides, grants permission (in writing), to the North Texas State Soccer Association for the player to be allowed to register to play on a SASA team.

#### 3.1.2.3 Dual Registration

Players may only be rostered with one team at any given time, during the soccer year, except a player may be rostered on an All Star Team (Recreational Plus), or an Academy Team, in addition to the player's regular outdoor team.

## 3.2 (Article II) Team Formation

San Angelo Soccer Association may only form teams in accordance with the current North Texas State Soccer Association team formation rules. There shall be four classes of teams with SASA: Recreational, Competitive, Academy, and All Star. Guest Players, for tournaments and special events, in accordance with this document Rule 3.2.5, may play in any of these classes.

### 3.2.1 Recreational –

A player is registered as a recreational player from the moment the player or the player's legal guardian signs SASA Registration form and pays the appropriate fees. Initial rostering shall commence no later than the player's first participation in any competition sanctioned by the Association. Depending on the number of children, in each gender, in the player pool, and currently on returning

teams, teams in 11U and up may be coed teams. Only in the 11U and up age groups, if the Registrar determines there are not enough players available in the player pool to place enough players on the roster of each team to have viable teams, may the Board of Directors allow the Coaches of record to actively seek players, of the proper age group to be added to the Player Pool. Players presently listed on the roster of an existing SASA team may NOT be added to the Player Pool through this process.

#### 3.2.1.1 Team Continuance –

Coaches and players, constituted as a Recreational team, in the previous season, may remain as a unit provided they meet the league eligibility and age requirements. The minimum number of players remaining on a Rec. team, in order to remain as a team, is: three (3) players for a 4U, 5U, and 6U; five (5) players for 7U and 8U; six (6) players for 9U and 10U; and eight (8) players for 11U and up. SASA may approve an exception to these restrictions when they determine doing so is in the best interest of the Association and its players. SASA reserves the right to assign players to Rec. teams, as necessary, when fewer players than required return from a previous team.

##### 3.2.1.1.1 Entire team skipping a season –

SASA recognizes that certain teams will play outdoor soccer during only one of the various seasons offered each year. Such teams must return the minimum number of players at least once per year in order to continue as a team. Players from the team who register to play outdoor soccer in a season when the team does not participate, will be assigned to a new team, in accordance with the applicable team formation rules, and moving back when the team returns is not guaranteed. The Registrar will insure the name of these teams will not be assigned to another team within the same League.

##### 3.2.1.1.2 Player skipping a season –

A player sitting out one season may request to return to the player's former Rec. team, provided space is available. SASA does not intentionally hold positions on the team. If space is not available, the player will be placed in the Player Pool, in the same manner as any other new player coming into the Association.

##### 3.2.1.1.3 Player signing up, to remain on a team, after pre-registration –

A player, on a team, who is not signed up during pre-registration, with the rest of the team, may return to the player's former team, provided space is available at the time the Registrar receives the player's SASA registration form. Otherwise, the player will be placed in the Player Pool, in the same manner as any other new player coming into the Association.

3.2.1.1.4 If an existing team has the minimum number of returning players, but there are not enough new players to add to the Recreational Team for it to continue as a team, the players will be placed on another team in their age group, or as closely adjacent to it as possible. Efforts will be made to keep the returning children together when moving them, but keeping them together is not guaranteed.

#### 3.2.1.2 New Season Players

Any player, registering during Open Registration, shall be considered a New Season Player, even if they played in the previous season, except in the situation in 3.2.1.1.3. All teams, new or returning, will be subject to team formation rules set forth in this document, and the NTSSA

Rules and Regulations. New players will be assigned to returning teams until all players from the Player Pool have been assigned. All teams will be kept as close to the same player count as possible, and a Coach cannot refuse new players.

#### 3.2.1.2.1 Requests

4U or 5U players or a player's legal guardian may make requests concerning the team a child is placed on. No request shall be honored for existing or new players 6U and older. See 3.2.1.2.1.6 for details on the Bring a Friend program. All requests are given to the Board of Directors for approval. Requests are never guaranteed, except requests to be removed from a team. Youth players may only be removed once during the soccer year. If a player has guest played for a team, in any event or tournament, the player may not be transferred or added to the hosting team's Recreational Roster for the remainder of the current soccer year, and all of the following soccer year, unless the player transfer is approved by SASA Board of Directors.

##### 3.2.1.2.1.1 Requests for a Player to Play on a Certain Team –

No request for transfers to a specific team shall be honored for existing or new players 6U and older. See 3.2.1.2.1.6 for details on the Bring a Friend program. Head coaches may request their child be placed on their team, if all other SASA requirements are met.

##### 3.2.1.2.1.2 Requests for Players to play together –

A player, or a minor's legal guardian, may request for two or more 4U, 5U or 6U players to play together and or form a team or partial team. No request for 7U and older are permitted. All requests must be given to the Registrar and or Office Manager and will be reviewed and voted on by the Board. If there is not room on the team, the both friends will be placed in the pool.

Military personnel wishing to register their children with SASA may, within (1) one year of their San Angelo reporting date, request for their child to play with their friend (with the other child's parent's approval) with no age restrictions.

##### 3.2.1.2.1.3 Requests to be removed from a team –

A player, or a minor's legal guardian, may register during Open Registration and request the player not return to a prior team. Such requests will be honored. The player will be placed in the Player Pool, in the same manner as any other new player coming into the Association.

##### 3.2.1.2.1.4 Request to transfer to a specific team –

No request for transfers to a specific team shall be honored for existing or new players 7U and older. See 3.2.1.2.1.6 for details on the Bring a Friend program.

##### 3.2.1.2.1.5 Request for an entire team to "Play Up" –

A team formed or continued in accordance with team formation rules, may request to Play Up into the next older age group. The Coach of record shall submit a request for the team to play up every season, to the Registrar and Office Manager. The request must include some form of documentation showing a majority of the team's legal guardians support such a request. The Board of

Directors will decide if it is in the best interest of the team and the Association for the team to play up. If a decision is made to allow the team to Play Up, individual players, or the minors' legal guardian, may request they be removed from the team and assigned to another within their current age group. The team will not automatically play up the following season, a new request must be submitted to the registrar 14 days prior to the date of the 1<sup>st</sup> game of said season.

#### 3.2.1.2.1.6 Bring a Friend

In order to promote soccer, a player may invite a friend from SASA who was not registered with SASA or any other North Texas Association during the last two seasons. Requests must be made in writing to the registrar prior to team formation. If there is not room on the existing team, the players parents or guardians may request the two players be placed together on another team with the availability on their roster.

#### 3.2.1.2.1.7 Requests made after the season has begun –

Once the playing season has begun, a player, or a minor's legal guardian, may request to be moved to another team. A specific team request will not be honored. However, the player will not be allowed to be moved to another team if, in doing so, they leave their original team without a comparable number of players as the other teams in the age group, unless approved by the Board of Directors. Depending on the reasoning, a \$45.00 fee may be assessed for the purchase of a new uniform.

#### 3.2.1.2.1.8 Requests from players outside San Angelo-

Parents and players in a county or city, without a recreational soccer program, may form a team of players from their location. Players are eligible if they are from the same location and have not been registered with any association in the last year.

Age group placement will be determined by the birth year of oldest player on the team. Players can not be more than one birth year younger than the oldest rostered player. If a team is co-ed, they will be placed in the boy's division of the applicable age group. Any issues or concerns will be discussed within the Board and the Board will make a final decision.

### **3.2.2 Competitive**

Competitive, also known as Select, teams are formed by team tryouts, and player selections are made by the Coach of the Competitive team. A player is registered as a competitive player and rostered to a competitive team from the moment the player or the player's legal guardian signs the North Texas State Soccer Association registration form and contract, and the team representative presents the appropriate fees to SASA. All paperwork and fees, for competitive teams, must be submitted, to the Registrar, of SASA, before the date set by the Board of Directors. Add/Delete forms, complete with all necessary supporting documentation and all fees, must be submitted, to the Registrar no later than one week prior to any soccer activity, which will involve or exclude the player(s) listed on the form.

#### 3.2.2.1 Tryouts

Only competitive teams may hold tryouts, from July 1, until August 31, while players are “free agents.” Those teams holding tryouts may advertise their tryouts, and must turn in a copy of the advertisement prior to June 1, along with the Coaches Intent (see 3.3.3.2 for Coach Requirements). Advertisements are not required, however if the Coach decides to advertise, it may contain only the following information: Team name, age group, and club affiliation; geographic area served by the team; season of tryout, dates, and times; location of tryouts, with directions if necessary; Coach’s complete name and telephone number, and/or the contact person’s name and telephone number; Coach’s USSF, USYS, NTSSA, and/or NSCAA badge level; notes regarding seasonal need for a release, if necessary; and what to bring, such as water, ball, etc. All Coaches must complete and turn in to the North Texas State Soccer Association, a NTSSA “Fact Sheet,” in accordance with NTSSA Rules regarding Competitive Team formation by their due date. A copy of the fact sheet and parent signature page must be turned into the SASA Office.

#### 3.2.2.1.1 Competitive Season Restrictions and “Free Agent” status

The United States Youth Soccer Association and North Texas State Soccer Association have established the soccer year as being from September 1 through August 31, however these rules provide, a competitive player is a free agent beginning July 1. All players are free agents until the player, or minor are guardian, has signed a contract with a team. The period from August 1 of the prior soccer year, through May 31 of the current soccer year is considered the “soccer playing year” for competitive players. During the soccer-playing year, players are not allowed to tryout, practice, or participate with any other team, unless they are registered as a guest player with another team. Practice with a team on which a player is registered as a guest player is permitted only if the practice dates are included on the guest player release. A competitive player may practice with another team if he/she has received a written permission letter, signed by his/her current Coach, which sets out the dates and the team with which the player will practice. The player is to give the letter to the Coach of the team with which he/she will be practicing, and must keep a copy. After May 31 (the end of the soccer playing year for competitive players), players may practice with other teams without any required guest player release or other permission, although formal tryouts may not be held until July 1, and players desiring to sign with a new (different) team may not sign any contract or otherwise commit to a team for the following year, prior to July 1. Players desiring to return to the team on which they played the soccer year immediately preceding, may sign a contract, as a returning player beginning July 1. Contracts may be signed beginning July 1, although signing on July 1 is not mandatory. After July 1, players who are not or have not been rostered to a team, for the current season, may sign a contract for the current season at any time.

#### 3.2.2.1.2 Illegal Recruitment

Failure to comply with proper tryout procedures, may constitute a violation of current NTSSA directives concerning illegal recruitment, and shall be punishable by suspension of the guilty parties, i.e. Coach, Assistant Coach, or team manager, for a minimum of one (1) year. Allegations against registered youth players are subject to review before punishments are considered, and punishment periods are at the discretion of the Board of Directors.

### 3.2.2.2 Competitive Formation Process –

USYSA competitive player registration forms, fact sheet, and signature parent page must be turned into the SASA office after the completion of tryouts. Any fees due to SASA must be paid before any games are played. A schedule of game dates, opponents, and times must also be turned in, as soon as the information is available. (All select teams are responsible for scheduling their own games, either through the league in which they play, or by any other means.) Coaches and Managers are asked to allow a minimum of two business days for the availability of their roster, and/or player cards. Referee fees are not included in the registration fee, as such; Referee fees must be paid prior to the start of each game.

### 3.2.2.3 Releases and Transfers

A competitive (select) player is obligated to his/her competitive team for the entire soccer playing year, from the time he/she signs a contract until the end of the subsequent soccer playing year (August 1 of the prior soccer year through June 30 of the current soccer year), unless the player requests a release, or is released involuntarily.

#### 3.2.2.3.1 Involuntary Release

A player may be released from a team involuntarily, only if the player is unable to play for one or more of the following reasons: The player has violated rules of the USSF, the USYSA, or the NTSSA, or SASA; the player has moved beyond a reasonable travel distance, as defined by NTSSA; the player is injured to such a degree he/she will not be able to participate for the remainder of the contract. Any Competitive Coach, who releases a player involuntarily, for any reason other than listed above, may be brought before the NTSSA Competitive Committee to explain his/her actions. An assertion by the Coach or any person with authority or assumed authority on the team, either verbally or by action, which a reasonable person would interpret to mean the player is no longer welcome on the team may be considered an involuntary release by the Coach, even if no formal steps are taken to complete release paperwork. If the NTSSA Competitive Committee finds the involuntary release was not justified, or could have been avoided, in the best interest of the player, the Coach is subject to severe sanctions including, but not limited to, suspension from all soccer activities for a period of time determined by the NTSSA Competitive Committee. The Coach is responsible for the action of any persons in authority, or assumed authority, on the team.

#### 3.2.2.3.2 Voluntary Release

Any player rostered to a team is bound to the team for the entire soccer year, unless the player requests a release or is released involuntarily. Players, or a minor's guardian, may request a voluntary release, from their Competitive team, Voluntary Releases, which are approved, by the player's current Coach, may be granted at any time prior to April 1. Any request for release, which is not approved by the player's current Coach, must be filed, in writing, with the NTSSA office, to be decided upon. This shall be done between the dates of December 1 and January 31 for 11U through 14U, and December 1 and March 15 for 15U through 19U only. Upon receipt of the written request for release, the NTSSA office will forward a copy of the transfer to the player's current Coach or

manager for a written response. NTSSA will render a decision based on the written reports received. A player may leave a competitive team and go into the SASA recreational player pool at any time on or prior to April 1, of the current soccer year, with permission from NTSSA. Voluntary Releases are usually only granted for special circumstances.

#### 3.2.2.3.3 Transfer

Any release to transfer to another NTSSA competitive team will be allowed only in limited circumstances. Transfers, which are approved, by the player's current Coach, may be granted at any time prior to April 1. Any request for transfer, which is not approved by the player's current Coach, must be filed, in writing, with the NTSSA office, to be decided upon. This shall be done between the dates of December 1 and January 31 for 11U through 14U, and December 1 and March 15 for 15U through 19U only. Upon receipt of the written request for transfer, the NTSSA office will forward a copy of the transfer to the player's current Coach or manager for a written response. NTSSA will render a decision based on the written reports received. A player may leave a competitive team and go into the SASA recreational player pool at any time on or prior to April 1, of the current soccer year, with permission from NTSSA. Players may not be released from their competitive team after April 1, as no recreational pool is available. Any Recreational player currently rostered to a Recreational team and wishing to be released to join a competitive team may do so only between December 1 and March 15, and may do so only with permission from the SASA Registrar. A competitive player registration form must be completed prior to the player's transfer to a competitive team.

### 3.2.3 Academy

Academy teams are a group of 7U through 10U, registered NTSSA recreational players, who participate with their standard Recreational team, but also with an Academy group and team, which does not follow the recreational team formation rules. Players must register with SASA, and have the choice whether to be rostered on a recreational team. Academy teams will fall under the age group Commissioner for which they are in.

#### 3.2.3.1 Team Formation –

Players may join a SASA Soccer Academy, within their age group, and are not required to obtain a release from their recreational team to participate on an Academy team. Players must present a form of proof of registration, signed by the Registrar, each time the player participates with an Academy team. Players may join as many Soccer Academies as they like, as long as a North Texas Soccer Member Youth Association recognizes the Soccer Academy. No formal contract, or written commitment, may be signed by or on behalf of the player to commit a player to an Academy team. The SASA Board of Directors will set a fee to cover expenses, which will be in addition to the player's recreational soccer registration fees. Soccer Academy teams are not considered "registered teams," and therefore do not have to follow recreational team formation rules. Soccer Academy rosters may change from week to week to accommodate players desiring to change Soccer Academies, or to accommodate players who want to play on one team one week and another team the next week. SASA Academy Teams will be formed from those players, whose parents have enrolled their children in the Superior Soccer Skills training, and have agreed for their child to participate in the Academy program.

The Parent/Legal Guardian will pay the fee, established by the Board of Directors, for the Superior Soccer Skills training, and will then agree to pay any additional fees and fill out the required documents, once their child is rostered to participate on an Academy Team. Players who meet these requirements will be placed in an Academy Team player pool, for their age group. The Academy team roster size will be determined by the rules of the event the team is participating in. Each Academy team roster will be filled to the max level, and the rostered players will vary for each event, provided there are enough players in the Academy pool to do so. All players participating in the Soccer Academy program will, in the event of a conflict, consider their recreational team to be their primary team and the Soccer Academy as a secondary commitment.

### **3.2.4 All Star Teams**

By written request, a SASA Coach may request the formation of a recreational All-Star Teams in 11U through 19U divisions, from players who are currently registered on a recreational team, within their age group, for purposes of participating in tournaments designated for Select or Competitive teams. Parent(s)/Legal Guardian(s) of players must pay any fees for the tournament and Referees, and All-Star Uniforms will be furnished by SASA and Parents/Legal Guardians will be charged for uniforms lost or returned in an unusable condition. Should the Parent(s)/Legal Guardian(s) decide, by majority vote, to purchase uniforms for the team, they shall incur all expenses? Recreational All-Star Teams shall be defined as teams composed of players selected from more than one recreational team. A recreational All-Star team formed during the current soccer year may not form as a competitive team until the following soccer year, i.e. the players must go through a formal tryout procedure to play on a competitive team.

#### **3.2.4.1 Team Formation**

All-Star practices may begin at approximately four (4) weeks prior to the recreational season end, and may be in existence for ten (10) weeks. The All-Star team head Coach will select the players to be listed on the All-Star team roster for each tournament, no earlier than two (2) weeks before the tournament date, in which the All-Star team is entered. The Coach will consider the individual player's performance in All-Star team practices, the player's attendance at All-Star team practices; the player's demonstrated individual skills, and the player's dedication and dependability. The All-Star team head Coach will also be expected to consult with the Coaches of the individual player's recreational team. Each player, of proper age, within the age group shall have an equal chance, and consideration, to be selected to the All-Star team. Each player selected for a SASA All-Star team must be rostered to one of the SASA recreational teams. An All-Star team roster may have a minimum of twelve (12) players, and a maximum of eighteen (18) players, although the roster should be as large as possible given the number of interested players. When enough players can be selected to an All-Star team, to make two or more teams, additional All-Star teams may be formed, provided coaching staff is available. These additional team(s) may participate in the same tournaments as scheduled for the original All-Star team, or may participate in other tournaments. SASA does not intend to promote All-Star teams at the expense of the recreational team. Each registered player is expected to participate in scheduled Rec. games and tournaments with their recreational team. All players participating on an All-Star team will, in the event of a conflict, consider their recreational team to be their primary team and the All-Star team as a secondary commitment. The Association may re-schedule Rec. games in order to eliminate conflicts with possible All-Star team tournaments.

### **3.2.5 Guest Players**

When participating in a Tournament, hosted by either SASA, or another association, guest players may be allowed, depending on the hosting organization's tournament rules. The use of Guest Players shall be in accordance with the given Rules within this document. NTSSA Guest Player forms must be filled out, in triplicate, with one copy sent to the NTSSA office, one copy remaining with the Coach releasing the player, and one copy remaining with the Coach requesting the use of the player. If a team is using Guest Players, in any tournament sanctioned by a USYSA Member State Association, the Coach must have appropriate signatures, including the SASA Registrar's signature before turning the form in to the tournament/event director. The Coach of a team who fails to submit the Guest Player Release form shall receive a six (6) month suspension from all soccer activities. If a Coach refuses to sign, or is not available to sign, a guest player release for tournament play occurring during any part of the month of June, the guest player release form may be presented to NTSSA for approval. If the player's current team is not playing in an US Youth Soccer sanctioned tournament/event during the time specified, permission to guest play will be granted.

#### **3.2.5.1 Recreational Guest Players –**

Recreational Guest players may not be transferred, or added, to the hosting team's roster for the remainder of the current soccer year, and all of the following soccer year, unless the player transfer is approved by the SASA Board of Directors. A guest player may practice with the hosting team only if the dates for the practices are included on the guest player release, which must be properly filled out and signed. Violators to the rule are subject to discipline under the NTSSA rules governing use of ineligible players. Only recreational players, rostered to a recreational team, are eligible to participate as a guest player on any recreational team. Under no circumstances can a player on a competitive team participate as a guest player for a recreational team, unless the team is playing in an open or competitive tournament.

#### **3.2.5.2 Competitive Guest Players-**

During the soccer playing year, players are not allowed to tryout, practice, or participate with any other team, unless they are registered as a guest player with another team, in which case the proper release must be signed by all parties. Practice with a team on which a player is registered as a guest player is permitted only if the practice dates are included on the guest player release. Under no circumstances can a player on a competitive team participate as a guest player for a recreational team, unless the team is playing in an open or competitive tournament.

#### **3.2.5.3 Academy and All-Stars**

No guest players will be permitted, due to max roster requirements listed in Rules 3.2.3.1 and 3.2.4.1.

#### **3.2.5.4 Traveling outside of the NTSSA area –**

For a team traveling outside of NTSSA, and using guest players, the Coach must file guest player release forms with NTSSA for approval. These forms should be filed with the NTSSA office at least fourteen (14) days prior to the scheduled tournament date. Coaches who fail to submit guest player release forms, for players participating in an event, to NTSSA, shall receive a six (6) month suspension from all soccer activities. For travel within the United States, Mexico, or Canada, any team going outside NTSSA boundaries, (including into South Texas) must have a Travel Application and ID cards, approved and signed by NTSSA. Travel Application, ID cards,

Official Roster, and tournament hosting agreement must be at the NTSSA office at least thirty (30) days prior to the scheduled tournament/event start date.

### **3.3 (Article III) Coaches**

The Coach of Record, also known as the Head Coach, is to be an active Coach, for the team, and must remember, a Coach belongs to a team, and the team does not belong to the Coach. SASA reserves the right to refuse any Coach, for any reason deemed justifiable.

#### **3.3.1 Eligibility of Coaches –**

A person is eligible to Coach a San Angelo Soccer Association team who has completed the Registration requirements of a Coach, has completed all training requirements required by SASA and NTSSA, and has permission to Coach granted by the SASA Board of Directors. Each Coach must register once a year, before any team function may be held. Each Coach, Assistant Coach, or manager of a team shall be required to register, and may be issued an identification card or virtual card. Every Coach, Assistant Coach, and manager must have a valid photo on their GotSoccer account for identification and must complete the North Texas State Soccer Association volunteer Risk Management Background Check, along with any Coaches' fee, which may be set and assessed by the SASA Board of Directors, during registration. By signing the official team roster, on the NTSSA required form, the Coach is certifying the accuracy of all information on the roster, especially the birth dates of the players. Even though the Registrar may prepare rosters for the Coaches, each individual Coach is responsible for the accuracy of the roster. The safety of the children is the highest priority for SASA Board of Directors, and to ensure the safety of the children, each Coach must complete and pass a North Texas State Soccer Association Risk Management Background Check, and if required, a San Angelo Soccer Association Background Check, in accordance with 3.10.7.

#### **3.3.2 Licensing –**

Each Coach, of a team, within SASA, is expected to participate in the Association Coaches' Development Program. The soccer programs offered by the Association are for the good of the youth playing within those programs. For this reason, the Coaches are expected to improve their personal Coaching skills and techniques, in order to offer the players the best instruction possible. SASA will hold Coaching Development courses at the complex. Attendance by coaches is not required, but strongly recommended. Coaches may also find more information on other clinics on the San Angelo Soccer Website.

#### **3.3.3 Appointment of Coaches –**

Eligible Coaches shall be appointed by the teams of the age group, and shall be held accountable to their team. Parents/Legal Guardians are encouraged to be involved with the Coaching program. All Coaches in Recreational leagues will be volunteers. If priority assignment is necessary, the guidelines for assignment will be as follows: A senior head Coach, who coached in the age group in the previous season; an Assistant Coach who coached in the age group in the previous season; a senior head Coach whom coached in the previous season and is moving up an age group with the team; any other qualified individuals.

##### **3.3.3.1 Loss of Coach**

In the event a team loses its Coach, the appropriate Commissioner will select the successor Coach. If the team is sponsored by an organized club, or if the Parents/Legal Guardians of the team are well organized, the club or Parents/Legal Guardians organization may propose a new

Coach for the team. Without a Coach, a team will not be permitted to participate in tournament/events or season play.

#### 3.3.3.2 Competitive Coach Appointment –

All Coaches requesting to Coach a select/competitive team must have been a “Head Coach” or “Assistant Coach,” for the past two (2) years, and be in good standing with USYSA, UIL, NCAA, USSF, NAIA, NTSSA, and SASA. All competitive Coaches should have a Coaching license/diploma that corresponds with the age group. All Coaches must present, each year, a letter of intent to Coach a Competitive team, and a copy of any tryout advertisements must also be included as well. The Board of Directors or Office Manager will assist the Coaches with any questions they have. However, the ultimate responsibility of knowing and complying with rules and deadlines lies with the team Coach, but the Board of Directors and Office Manager will serve as an assistant for the Competitive Coaches and teams.

#### 3.3.3.3 Academy and All Star Coach Appointment –

The SASA Board of Directors must approve of, or select, any Coaches, Assistant Coaches, or managers, for any Academy or All- Star team. Any Coach interested in being chosen should have a Coaching License/diploma that corresponds with the age group or player format and must notify the SASA Board of Directors, in writing or by e-mail, at least thirty (30) days prior to the scheduled start of Academy or All-Star practices. An interested Coach must state, in his/her letter of interest, why he/she desires to Coach the Academy or All- Star team, what credentials he/she has, what the expected training regimen will be, what Tournaments are anticipated, the total estimated cost per player, and how he/she plans to include the recreational Coaches within the age division.

### 3.3.4 Coach Guidelines –

3.3.4.1 A team, which uses unregistered players, shall automatically forfeit all games in which said players have participated. A Coach, Assistant Coach, or administrator found to have knowingly allowed the use of an unregistered player(s) shall be suspended from all soccer activities for a minimum of one (1) year.

3.3.4.2 Any recreational Coach who knowingly and/or willingly drops a player from their roster, or advises that player not to play for their team, whether through direct contact or coercion, shall be called before SASA Appeals and Disciplinary Committee, and if found to be in violation of the offense, may be suspended from Coaching.

3.3.4.3 Constructive Coaching, during play will be allowed, if the following guidelines are followed: Coaching must be positive in motivation, must be instructional and pertaining to the laws of the game, must be executed in a positive manner so as to not draw undue attention away from the game, and done from the sidelines (touchline) within ten (10) yards of the mid-field line.

### 3.3.5 Head Coach requesting his/her child to be on their team –

A person, who has a child playing in the age group, in which the person is the Head Coach of record, shall have the privilege of having his/her child assigned to his/her team. In order for any person to request their child be transferred to a returning team in which they are coaching, they must have been the Head Coach of Record, of the team, for the previous two playing seasons (fall and/or spring), or

they must have been asked to become the head Coach of record, of the returning team, by a majority vote of the Board of Directors. A parent may coach a new team in which their child is rostered.

### **3.3.6 Mandatory Coach's Meeting –**

All Coaches must attend both yearly AGM's (August and February), held by SASA. Notification will be sent out, to the existing Coaches, 30 days prior to the AGM. Failure to attend, without good reason, may result in disciplinary action.

## **3.4 (Article IV) Camps, Clinics, Private Lessons**

### **3.4.1 Camps or Clinics during the season –**

Between August 1 of the prior soccer year and May 31 of the current soccer year, SASA registered players may attend soccer camps (clinics), private lessons, etc. hosted and/or Coached by individuals, teams, clubs, and/or organizations other than the player's current Coach, team and/or organization as long as the soccer camps meet the criteria in these Rules. The clinic or camp must be available to all interested persons for each age group offered, through an open invitation. Each individual, team, club and/or organization hosting any soccer clinic or camp must require written registrations of each participant which includes the following information:

1. Player's name
2. Name, address and phone number of individual(s), team(s), club(s) and/or organization(s) affiliated with and/or hosting the clinic
3. Name(s) of Coach (es) at clinic
4. Name & date(s) of clinic
5. Name of player's current team and home association
6. A statement signed by the player's current Coach/manager stating that he/she is aware that the player is attending the camp or clinic.
7. The following disclaimer: "The recruiting of players for the benefit of any individual, team, club and/or organization is strictly prohibited. Any person having knowledge of any player recruitment at or through this soccer clinic, camp, private lesson, etc. should report same, in writing, to the Youth Commissioner of NTSSA. The NTSSA Youth Commissioner shall deal with the alleged violations in accordance with NTSSA Rule 3.9." Recruiting is any action or statement, made by anyone, either verbally or in writing, which encourages or entices a player to register with a particular Coach, team, club, and/or organization.
8. The paperwork must have a Parent/Legal Guardian signature acknowledging that he/she has read and understands the disclaimer, and a date of signature. If player is 18 years or older, the player should sign also.

3.4.2.1 The host of the clinic or, camp must keep all registration forms for one (1) year from the date of the camp, clinic, academy, etc. so that they will be able to produce on demand from SASA and/or NTSSA a copy of the registration form to verify compliance with this rule in the event charges of rule violations are alleged against the hosting individual, team, club and/or organization as stated above.

3.4.2.2 This rule does not apply to any clinic, camp, academy, etc. sponsored by SASA for the Association players where the registration publicity is conducted by SASA. Any publicity must indicate the Association sponsors this camp or clinic. SASA must monitor the program to assure that no recruiting activities occur.

### **3.4.2 Lessons during the season –**

Between August 1 of the prior soccer year and May 31 of the current soccer year, players requesting private lessons from any person must obtain a written statement from their current Coach stating their knowledge of the private lessons. The person giving the private lessons must retain the acknowledgment slip and be able to present same when requested by SASA or NTSSA.

### **3.4.3 Use of Complex-**

Any organization wishing to use the soccer fields at the SASA Complex, including “La Liga” fields, must have prior permission from SASA. A written request must, and payment if needed, must be given at least twenty-four (24) hours before the intended date of use.

### **3.4.4 Failure to Comply-**

Failure to comply with these rules may result in the offending Coach, Assistant Coach, manager/trainer, and/or team representative being suspended from soccer activities for a period of not less than one (1) year.

## **3.5 (Article V) Illegal Recruiting**

Illegal recruiting occurs when any Coach, Assistant Coach, trainer, or team representative who is associated in any way with any United States Youth Soccer Association affiliated youth outdoor team discusses, or attempts to discuss, the chances, probabilities, possibilities, or benefits of a player whose name appears on the official roster of another San Angelo Soccer Association team becoming a member of that individual’s associated team.

### **3.5.1 Inducement**

No Coach, Assistant Coach, trainer, team representative, player, Parent/Legal Guardian or advertisement may offer any kind of inducement to recruit a player to play on his/her respective team. Coaches are responsible for the actions of all of the above listed participants on their team. Forms of inducement include, but are not limited to, free T-shirts, free uniforms, college scholarships, free or discounted travel costs and/or negative statements which could affect the decision of a player regarding his/her choice of team. This rule applies to any type of communication, including but not limited to: verbal discussions, letters, brochures, printed or broadcast advertisements, and the use of the Internet and/or E-mail. Failure to comply with this rule shall result in the offending party being suspended from all soccer activities for a period of not less than one (1) year, except allegations against registered youth players are subject to review before punishments are considered. Complaints against those affiliated with SASA will be handled as outlined in 3.5.2. Complaints against those not affiliated with SASA will be handled as outlined in 3.5.3.

### **3.5.2. Filing Allegations**

Any allegation of illegal recruiting must be made in writing or e-mail, and submitted to the Age Group Commissioner. The Commissioner will present the allegation, of illegal recruiting, to the Board of Directors. The Board of Directors will investigate the allegations and decide whether a hearing is needed. If it is determined a hearing is needed, they will submit a written report to the Head of A&D. The Appeals and Disciplinary Committee is directed to deal severely with any individual found to be guilty of illegal recruiting. The Appeals and Disciplinary Committee is also directed to deal severely with any person who attempts to interfere with the Committee’s investigation of allegations of illegal recruiting.

### **3.5.3. Complaints against parties Outside of SASA**

Should the complaint be against some individual, team, club, and/or organization not affiliated with SASA, then the complainant will file the complaint directly with NTSSA, who shall render a decision. Either party may then file an appeal with the State Executive Committee, according to the Bylaws of the North Texas State Soccer Association.

### **3.6 (Article VI) Unregistered / Non-Sanctioned Play**

Players or teams who participate with unregistered players, or engage in unsanctioned play, shall have no benefits of membership in both SASA and the North Texas State Soccer Association, including but not limited to risk management, disciplinary or insurance protection, while playing with unregistered players or in unsanctioned play. Such players and teams must certify in writing to NTSSA the nature of any disciplinary actions or injuries sustained while playing unsanctioned play, before resuming play in sanctioned activities. Unsanctioned play shall include, but not be limited to playing with other members of a player's SASA team in outdoor / indoor leagues, tournaments, and games not sanctioned by NTSSA or another USSF affiliate. This shall not be construed to prevent any individual player from participating with school or church teams, or neighborhood unsupervised games.

### **3.7 (Article VII) Parent/Legal Guardian Responsibilities**

Parents/Legal Guardians have a responsibility to ensure their player is properly registered, and also to encourage the children playing youth soccer, remembering the large goal of SASA is to help young adults develop an appreciation for fair play and sportsmanship. All Parents/Legal Guardians must adhere to the Parents/Legal Guardians Code of Ethics. The daily duties of Parents/Legal Guardians include, but are not limited to:

1. Supporting the Coaches, realizing SASA Coaches are all volunteers, and are the formal leaders of the team.
2. Encourage and applaud each player's performance during activities. Criticism, and/or negative or abusive language, have NO place in youth athletics and will NOT BE TOLERATED.
3. Ensure their child is uniformed appropriately in accordance with the USYSA Referee handbook, which includes, but is not limited to: no jewelry of any sort (earrings included), use of shin guards, and padding of casts and braces.
4. Reporting any inappropriate behavior to:

San Angelo Soccer Association Head of A&D

1501 Glenna Dr.

San Angelo, TX. 76901

or via the Appeals and Discipline tab on the SASA website.

#### **3.7.1 Registration Fees-**

The Board of Directors will determine a registration fee for each season, and will also determine any fees for other events.

##### **3.7.1.1 Refunds of Fees**

Registration refunds, minus a \$25.00 administrative cost, and any fees accrued (such as uniform cost), will be given out after the second weekend of games. There will be no refunds after the AGM or SEMI-AGM for league play. Rules regarding refunds for any other events will be established by the Board of Directors for each event.

### **3.7.2 Team Spectator Areas**

Teams and their fans will be located on opposite sides of the field. Prior to a game, coaches will determine which side of the field both teams will occupy. The opposite side of the field will be reserved for spectators. Rostered Coaches, with proper identification, will stay within ten (10) yards of the centerline during play. Coaches and/or Parents/Legal Guardians are NOT allowed to sit or watch a game from behind the goal, or on the scoring ends of the fields, for ANY reason. We strongly encourage Parents/Legal Guardians to cheer on the team, but only a Rostered Coach is allowed to “Coach” a team; the Parents/Legal Guardians may direct instructional comments to their child only. 4U and 5U teams have the option to collaboratively decide with the challenging team if they would like their teams and spectators on the same side.

### **3.8 (Article VIII) SASA Complex Rules**

Any games, events, camps, clinics, lessons, etc., taking place on the property, or within the Complex, including the “La Liga” fields, of SASA, are subject to the following Complex Rules:

- No alcoholic beverages are allowed on SASA property
- No pets of any kind are allowed on SASA property (we love animals, but not on the fields)
- No concealed weapons/firearms are allowed on SASA property
- No tobacco products are allowed on SASA property (not even in the parking lot, if you must smoke, you must do so in your car)
- No use of abusive, aggressive, or offensive language anywhere on SASA property
- Any use of SASA property must be requested and approved by the board of directors
- No sponsorships that advertise or solicit any type of alcohol or tobacco allowed on SASA property, team uniforms, or team banners are allowed.

### **3.9(Article IX) General Rules**

#### **3.9.1 Sportsmanship –**

Each team’s Parents/Legal Guardians, Coaches, and Players should shake hands with the other team after each game.

#### **3.9.2 Use of SASA Property –**

The SASA Complex, including the fields identified as “La Liga” are not open to practice or play, unless permission is secured, in advance, from the SASA Board of Directors, for each practice and/or event.

#### **3.9.3 Mandatory Playing Time for Recreational Players –**

All Recreational Teams, 4U through 19U, will play all players fifty percent (50%) of each game. Substitutions shall be on the Quarters, for 8U and below, and by stoppage of play, for 9U and above, to insure a minimum playing time of 50% of each game. If a Coach cannot play each player the required amount of time, they must report the reason immediately to the Referee. Intentional and-or repeated violation of this rule, by a Coach or acting Coach, will result in a minimum of six (6) months suspension, or a maximum of one (1) year suspension. There are no mandatory playing time requirements for Competitive, Academy, or All-Star teams.

##### **3.9.3.1 Reduction of playing time –**

This rule does not apply to 4U through 8U; only players 9U and up may have their playing time reduced below 50%, in accordance with the following: Only in cases of well documented persistent absences from practice or games, may a Coach reduce playing time below 50%. Coaches having problems with a player must first talk with the Parents/Legal Guardians to

resolve the problem. If the problem continues, the Commissioner of the age group must be notified. The Commissioner will then attempt to resolve the problem by talking with the Parents/Legal Guardians. Only after making every attempt to resolve the problem may the Coach reduce or suspend playing time, by taking the following actions: The Coach must notify the Commissioner, in writing or email, 72 hours before the game, notifying them the player's time will be reduced or suspended. The Parents/Legal Guardians must be informed, by the Coach, at least 48 hours before the game of the decision to reduce playing time. The Referee of the game must be informed the player's time will be reduced, as agreed upon by the Coach and the age group Commissioner. Each case will be evaluated individually. All reductions of playing time may be appealed, to the SASA Board of Directors.

### **3.9.4 Team Meetings (Practices) –**

Team meetings are defined as a coming together of a team's players and Coaches to practice skills, discuss strategies, and/or play a friendly game or scrimmage. A Coach may not allow a player, who is not registered or assigned to the team, to participate in a team meeting or a regular scheduled game. Failure to comply with this rule will force a team to forfeit all games played in which the said player participated. All Coaches involved will be suspended from all soccer activities for a timeframe to be determined by the Board of Directors. All teams, 7U and up, must begin practicing no later than two (2) weeks before the first game day, and 6U and under teams must begin practicing no later than one (1) week before the first game day. Under no circumstances may a Recreational team begin practicing more than four (4) weeks before the first game day, unless participating in a Tournament starting earlier than the first games, but must obtain approval from the Board of Directors to start practice early. All Recreational teams must cease practices after the last scheduled game or Tournament in which the team is participating.

#### **3.9.4.1 Recreational Team Meetings –**

Teams may not have more than two (2) team meetings per week. A regular scheduled game, scheduled by SASA does not count as a team meeting. A scrimmage counts as a team meeting. Teams in the 4U through 6U are HIGHLY encouraged to only have one (1) team meeting per week, and team meetings may not be longer than one (1) hour. Teams in 7U through 8U are recommended to have (1) meeting per week, and 9U through 10U are recommended to have two (2) meetings per week. Two (2) meetings per week, if necessary, are the most a team 7U through 10U may have, and team meetings may not be longer than one and a half (1 1/2) hours each. Teams in 11U and up are HIGHLY encouraged to have two (2) meetings per week, and team meetings may not be longer than two (2) hours each. Coaches are advised to use their best judgment when setting practice lengths, the times listed here are maximum times.

#### **3.9.4.2 Competitive Meetings –**

Competitive teams may practice as many times per week as the Coaches' desires. Field usage, including the La Liga fields, is prohibited without approval from the Board of Directors. Such approval may be obtained by seasonally filling out a Field Usage Contract and submitting it for approval. Once approved, the team, coaches, and spectators, are bound to the contract terms, for the duration of the contract. Field usage fees are non-refundable, and are set seasonally, by the Board of Directors, at its discretion.

#### **3.9.4.3 All Star Meetings –**

When a Recreational All-Star team is formed, the Coaching staff, of all recreational teams within the age group, is expected to participate in All-Star practices and assist the All-Star team

Coaching staff in the selection of players for the team. All registered recreational team players, within the All-Star age group, will be entitled and encouraged to attend all practices for the All-Star team(s), prior to the choosing of rostered players. The unconditional right to attend these practices will allow all the recreational players the opportunity to improve their individual and team skills so they may have a better chance to be selected to future All-Star teams. There will be no minimum playing time requirements with respect to players on an All-Star team. The All-Star teams may practice as many times per week as agreed on by the Coaches and majority of the player's parents/legal guardian. Practice lengths are highly encouraged to not be longer than the length of the age group's game.

#### **3.9.4.4 Academy Meetings –**

Academy players are limited to one (1) practice per week with each of their Academy team(s) during the recreational season. After the recreation season has completed, including tournaments, an Academy team may practice (2) times per week. Academy players may only play in one (1) Academy game per week (unless league schedule requires a team to play (2) games during the same week), under those circumstance the following week must be skipped between the next games. During tournaments play an Academy team may play more than (1) games per week. Academy players may participate in only one (1) Academy tournament at a time. Violations of this rule shall result in sanctions against the offending party (Coach, Assistant Coach, manager, Parent /Legal Guardian, or other team representative), that could include suspension from all soccer activities for a period of time determined by NTSSA. Practice lengths are highly encouraged to not be longer than the length of the age group's game.

### **3.9.5 Uniforms –**

Recreational team's primary uniform may be supplied by SASA. Secondary uniforms, if used may be purchased with "team funds," or individual Parents/Legal Guardians. Team Funds may be raised through fundraisers, donations, etc. SASA may also opt for coaches and parents to be responsible for obtaining uniforms. If the responsibility falls to the coaches and parents, a color will be assigned to every team and coaches should work with their parents to ensure uniforms for all players are available for the first game of the season.

#### **3.9.5.1 Similar Jersey Color –**

In cases where both teams are wearing like color, or similar jerseys, the home team will change jerseys, or wear pennies. Jerseys need only be changed if the Referee, or in cases of 8U and below, a Board Member, directs it.

### **3.9.6 Scrimmages –**

Scrimmages will be allowed, as long as each team in within one age above or below the team they are scrimmaging, unless the SASA Board of Directors approves the age difference between the two teams. Scrimmages count as a team meeting, as referenced in Rule 3.6.1.4.1. Scrimmages with teams outside of SASA are subject to Rules Article 3.6.

### **3.9.7 Specifics Regarding Recreational Play –**

#### **3.9.7.1 Goal Tending –**

Officially, off-sides are not a foul in 4U through 8U age groups. However, in the game, a player who is continually "positioned" close to the opposing team's goal, with the intent of scoring will be called for "Goal-Tending." The foul will be punished with the awarding of an indirect free kick, to the defending team.

### **3.9.8 Specifics Regarding Academy Play –**

#### **3.9.8.1 Formation of an Academy League**

Member Associations may provide league play if they have enough teams, or may coordinate with other Member Associations to provide a league or games between Soccer Academy teams from different home associations. Age division play will be designated as 9U or 10U. Scores and standings should not be kept. 7U and 8U players may participate with Academy teams for one practice only per week and one game only per week. Soccer Academy teams may not enter NTSSA sanctioned tournaments unless the tournament has specified a “Soccer Academy” bracket. In that event, players must declare which Soccer Academy team they will play with in the tournament and may only play for one team in a tournament. Soccer Academy teams may not travel out of NTSSA, as a team, to play in tournaments.

### **3.9.9 Specifics Regarding Competitive Play –**

#### **3.9.9.1 Youth Competitive Club Distinction [North Texas Soccer Rule 4.9]**

A competitive club is any group of two or more competitive teams that have a common administrative group and play under the same name. Competitive Clubs are recognized by NTSSA on a team-by-team basis.

#### **3.9.9.2 Registered Youth Competitive Club**

A Competitive Club that has at least six (6) competitive teams playing in a competitive league(s) may register for recognition as a Registered Competitive Club.

3.9.9.3 A club will be recognized as a Registered Competitive Club once properly completed registration forms, together with any required supporting documentation, have been submitted to NTSSA. The Competitive Soccer Committee as directed by the Youth Commissioner will review all submissions for compliance.

3.9.9.4 A Competitive Club may register for recognition as a Registered Competitive Club at any time during the soccer year. Unless timely renewed, recognition as a Registered Competitive Club expires on August 1st. A Registered Competitive Club may renew its recognition as a Registered Competitive Club by the proper submission of any required renewal forms between July 10th and July 31st.

3.9.9.4.1 A Registered Competitive Club may be held accountable to NTSSA for the acts or omissions of its members, Coaches, trainers, managers, players, Parents/Legal Guardians, officers, directors, officials, agents and/or other representative, provided that such acts or omissions constitute violations of rules, laws, codes and/or regulations which are within NTSSA’s enforcement jurisdiction.

### **3.10 (Article X) Policies and Procedures**

All San Angelo Soccer Association Policies, duly approved by the Board of Directors, automatically become part of the General Rules of SASA and shall be treated as such. Policies which do not appear to belong in any other Article of the Rules & Regulations will be added to this Article. In the event of conflicts between approved policies and this document, being the Constitution, By-Laws, and Rules & Regulations, or the By-Laws of the North Texas State Soccer Association, the United States Youth Soccer Association, or the United States Soccer Federation, then the policy will be subservient to the appropriate Rule or By-Law.

### **3.10.1 Foul Weather Procedures –**

The Referee Assignor, along with a member of the Executive Committee, shall decide if the games, which are scheduled for a specific day are to be canceled or delayed due to foul weather. If the Referee Assignor is not available to make the decision, the Field Director along with a member of the Executive Committee will make the call. If neither the Referee Assignor, nor the Field Director is available, the next available Board Member, starting with the President and following the chain of command can make the decision. The Referee may delay or terminate a specific game if, in their own determination, impending danger to players exists. If the game is delayed or called, due to foul weather, during the 1st half of the game, the game will be rescheduled. If foul weather is called during the 2nd half of the game, and the game is not resumed within 20 minutes, the game will be considered as is, and the score will stand as is. During Foul Weather, teams who are not otherwise notified at one (1) hour prior to game time, of a cancellation, will report to the playing field.

### **3.10.2 Player Discipline, pertaining to 9U and up only –**

A player may be withheld from a game for disciplinary reasons when the punishment has been approved by the age group Commissioner, and reported in accordance with 3.6.1.3.1. Each such disciplinary action serves as a written complaint of misconduct. Three disciplinary actions, during the season will require a review of the player, by the Appeals and Disciplinary Committee.

### **3.10.3 Determination of Season Standings –**

4U through 8U team will NOT have official season standings. 9U through 19U age group division (boys and girls) Champions will be determined by point standings as follows: Win = 3 points

Tie = 1 point

Loss = 0 points

Forfeit = -2 points

Games won by forfeit will result in the winning team receiving the maximum 3 points

- Season games tied after regulation time has expired will stand, unless determined otherwise by a SASA Official.
- If any non-counter games are needed, to round out season play, they shall be scheduled before points play begins, unless said scheduling is not possible.
- If two (2) or more teams are tied, in the standings, based on the point system above, the tie will be broken as follows:
  - Overall team goal differential
  - Total goals scored
  - Most shut outs

Play-off games will not end in a tie. Overtime play and, if necessary, a FIFA shoot-out will be used. Overtime will be the length stated in the playing rules for the age group involved. At any playoff game, an impartial Board Member shall be present AND a full crew of Referees shall be present, or the playoff game will be rescheduled. The Referee Coordinator will set up all dates for play- off games, depending on Referee availability.

#### **3.10.3.1 Forfeiture –**

A team will forfeit any game in which it fields an ineligible player, or a player under suspension; it has a suspended Coach appearing at a game to Coach; it fails to field the minimum number of players minus 1 (example, for a 7v7 game, the team must field at least 6 players), within five (5) minutes of the scheduled starting time, according to the Referee's watch (if neither team has the minimum, the game will be a loss for both teams); or the team violates the minimum

playing time requirements for any player on the team. When a game is forfeited, the score will be recorded as 1–0. Since any forfeiture may affect the final standings of the age group, the age group Commissioner will make a complete inquiry concerning the forfeit. Any team forfeiting a scheduled non-counter game, will be docked one point from their season standings, unless both Coaches agree to cancel the game, in which case neither team will be penalized, except in no show situations, in 3.6.2.3.3, where the team will be deducted 3 points.

#### 3.10.3.2 Make-Up Games/Re-scheduling Games –

For any game, in which a coach/team will not be able to attend the game, an option will be available to make-up, or re-schedule, the game, provided the following;

1. Coaches may only request one reschedule per season for his/her team.
2. All requests by coach must be made 72 hours prior to the scheduled game.
3. The age group Commissioner will set up a date and time with the Referee Assignor and has to give approval back to the coach within the 72-hour period prior to the game.
4. All games must be rescheduled within one week.
5. If the request is not made-72 hours in advance, but the game will still be played, the teams will have to pay the referees.

#### 3.10.3.3 No Shows –

Any team which is considered a “no show,” will be responsible for the Referee fees. Any “no show” teams, in a game which is considered a “counter” game will have two (2) points deducted from their total season points. A “no show” is declared when a coach/team fails to provide at least 48 hours’ notice, to the Commissioner or Office Manager, stating the team will not be in attendance. If the coach is present but the required minimum number of players is not present, the game is declared a forfeit. If the coach and/or fewer than three (3) players are not in attendance, the team will be declared a “no-show.”

#### 3.10.3.4 Awards –

All players, rostered to a team, at the conclusion of the season, 4U through 8U, will receive an individual participation trophy or award. Individual trophies will be presented, to the members of the first (1st) and second (2nd) place teams in each age grouping, 9U through 19U. If an age division has 3 or less teams, only the 1st place may be awarded.

### **3.10.4 Association Records –**

The minutes of the Association and any associated exhibits are records which are open records, available for inspection by any interested party. Copies of these records may be made for interested parties; however, the Association may charge a fee for making the copies. Most other records of the Association are also open records and will be available for review at the Association office. Those records which show individuals’ names, addresses, or phone numbers are generally not open records and are not available for review. Records of player sign-ups, team formation notes, and team rosters are NOT open records and are not subject to inspection or copying. Player and team records will only be provided to those individuals who need these records in order to advance the purposes of the Association. All records of the disciplinary committees of the Association, including, but not limited to, complaints, minutes, and exhibits, are confidential records and are NOT open to inspection or copying. Only those individuals bringing complaints, or being the subject of complaints or other disciplinary actions, will be allowed to inspect and obtain copies of the portion of the records of a disciplinary committee meeting, which pertain to their action. Disciplinary records will be made available to any

appellate body reviewing the disciplinary action. The decisions of the disciplinary committees, including the sanctions imposed on any individual, are open records, subject to inspection and copying.

### **3.10.5 Lists of Members: Mailings and E-mailings –**

The lists of the members of SASA are recognized as being valuable properties of SASA and its affiliates, and will not be distributed to any person or organization outside SASA or its affiliates. This includes lists of players, lists of Coaches, and lists of officials. The Registrar of SASA will determine which officers of the Association need copies of the various membership lists. Lists will not be given to any officer without a need for them. Under no circumstances will any member of SASA give any such list(s) to any other organization, business, or person(s).

3.10.5.1 Mailings, including E-mailings, may be made to all members, or to some defined subset of members of SASA, only for other 501(c) (3) organizations. Such postal mailings will only be prepared, as a blind mailing, by a direct mail service chosen by the Board of Directors, and paid for by the organization requesting the mail-out, and will be made in such a manner as to guard the integrity of SASA membership list. SASA will provide mailing labels to the direct mail service, which will apply the labels, to the mailing piece(s), and supervise the mailing, to insure no copy of the list is made or kept.

3.10.5.2 Any 501 (c) (3) organizations wishing to mail, or e-mail, to the members of SASA will apply to the Board of Directors for permission. The application must include a copy of the mailing piece(s). Upon approval of postal mailings, the Office Manager and/or Registrar will be directed to prepare a set of mailing labels for the mailing and convey the labels to the approved direct mail service. Upon approval of the e-mail mailings, the Office Manager and/or Registrar will forward the Board approved message or document, through e-mail, to the approved parties.

3.10.5.3 Any 501 (c) (3) organization wishing to mail to the members of SASA will pay the Association a fee of 25¢ per name for the use of the list. The requesting organization will also pay for the actual expenses of preparing the mailing labels, and will pay all the expenses involved in the preparation of the mailing and the actual mailing expenses. The fee for the use of the list may be reduced or waived when the Board of Directors feels that the mailing is in the best interest of the soccer programs, of SASA.

### **3.10.6 Game Protests –**

All protest of game matters shall be submitted, in writing or by email, to the office, within 48 hours of the game, accompanied by a protest deposit of \$100.00. If the protest is upheld, the deposit will be refunded. If the protest is denied, the deposit will be forfeited to the SASA treasury. The protest will be sent to the Board of Directors who shall review the protest to determine the situation and validity. A game may only be protested if:

- A team is knowingly playing an unregistered, ineligible, or suspended player
- A team's suspended Coach is present and Coaches the team
- There is a violation of the minimum playing requirements for any player as outlined in these Rules
- There has been an obvious error made in the application of the Laws of the Game, which directly affects the outcome of the match, and the Referee admits such an error

No protests can even be entertained if they are based on judgment decisions made by the Referee during play. See FIFA Law V. If the protest is judged valid for hearing, the Board of Directors shall

accept the protest and the deposit and forward them to the Head of A&D within 24 hours of receiving them. There will not be protests accepted for games 8U and under; if a team violates minimum playing time requirements for any player, the matter will be handled as a complaint against the Coach.

#### **3.10.7 Adult Criminal Background Checks –**

In accordance with North Texas State Soccer Association Rule 3.6, and USYSA Rule 4044, every person, over the age of 17, who at any time could be expected, in the performance of their duties, to be alone with any registered youth player, must have on file with NTSSA, a completed NTSSA Application and Consent for Criminal Background Check (Risk Management). For the purposes of this procedure, at a minimum, all Coaches, Assistant Coaches, managers, trainers, Referees, volunteer administrators, board members, and staff/employees are required to complete this obligation. Others may be included if they may be alone or in a small group with any registered youth player. The procedures to be followed are explained in the NTSSA Administrative Rule Book as Rule 3.6. SASA has the right to further examine all Coaches, Assistant Coaches, managers, trainers, Referees, volunteer administrators, board members, and staff/employees, and may do so by conducting their own Criminal Background Check, and may prohibit an individual from participating in any of these capacities based on such findings, even if the individual was approved by the NTSSA Risk Management.

### **3.11 (Article XI) Discipline, Protests, Grievances, and Appeals**

The Appeals and Disciplinary Committee, of SASA, is the judicial branch of the Association. Appeals about actions and/or decisions of Association officers, Coaches, and Referees will be filed with the Head of the Appeals and Disciplinary Committee, unless an alternate review process is specified in some part of the By-Laws or the Rules & Regulations of SASA. Protests and grievances will also be filed with the Head of A&D. The Referees, of San Angelo Soccer Association sanctioned games, will file a North Texas State Soccer Association Referee's Report of Misconduct, with the Head of A&D for ALL incidents in which the Referee issues a CAUTION, SEND OFF, or suspends a game or alleges misconduct by any person (this includes cases of alleged Referee abuse - the Referee must file a copy of the Report with the Head of A&D even though the incident will be adjudicated by the North Texas State Soccer Association).

NOTE: All comments in this chapter, regarding the actions of the North Texas State Soccer Association, its officers, and its committees are explanatory in nature and do not bind the State Association in any way. The actions of the State Association, its officers and committees are governed by the North Texas State Soccer Association Administrative Handbook. The explanations included herein are intended to inform the members of SASA of their rights and obligations due to SASA, in the North Texas State Soccer Association. In case of conflicts between this chapter and the North Texas State Soccer Association Administrative Handbook, the NTSSA Handbook will be the definitive document.

#### **3.11.1 Authority**

3.11.1.1 All members and participants, in youth soccer, within the jurisdiction of SASA have requested to participate in our programs. Therefore, these participants have agreed to abide by the By-Laws and Rules & Regulations of SASA, as well as those of the North Texas State Soccer Association, the United States Soccer Federation, and the United States Youth Soccer Association. SASA Constitution, By-Laws, and Rules & Regulations, provide that it has jurisdiction over all players, Coaches, team managers, administrators, Referees, and teams who choose to affiliate. Any member or participant in youth soccer within the jurisdiction of NTSSA found in violation of the Articles of Incorporation, Constitution, Bylaws, Rules and Regulations of NTSSA, SASA, as well as those of the United States Soccer Federation and its National Associations of which North Texas State Soccer Association is a member, may be subject to

publication in the monthly newsletter or NTSSA President's Newsletter of their name, the type of violation, and the disciplinary action taken. Publication will be limited to individuals receiving disciplinary actions of three months or greater.

3.11.1.2 The Appeals and Disciplinary Committee of SASA will hold hearings - WITH THE PARTIES HAVING THE RIGHT TO BE PRESENT - on every player/Coach/Assistant Coach sent off, on Referee's reports of serious misconduct by spectators and/or Parents/Legal Guardians. These hearings will, unless absolutely impossible to schedule, be held and decisions communicated to the involved parties and league officials, before the individual involved is scheduled to play another game, sanctioned by SASA. The use of tape recorders (audio or video), court reporters, and the presence of attorneys (in their professional capacity) at hearings, conducted by either the Appeals or Disciplinary Committee, or by the Board of Directors, acting as an appellate body, is not allowed.

### **3.11.2 Misconduct of Players/Coaches/Assistant Coaches**

3.11.2.1 If the Head of A&D of SASA Appeals and Disciplinary Committee becomes aware of a pattern of misbehavior, by a Coach, the Coach may be summoned before the Appeals and Disciplinary Committee for judgment on fitness to continue coaching youth soccer. A pattern of misbehavior may consist of written complaints, which must be made on separate occasions (games, practices, etc.) during the season and may include written complaints from other Coaches, or from any Association member. Letter will be received by the Office, along with any misconduct reports by the Referees. A pattern of misbehavior may consist of as few as one instance of serious misconduct or several instances of "minor" misbehavior which, taken together, raises a question of the Coach's suitability to Coach youth soccer.

3.11.2.2 SASA will operate and keep records on a "cumulative card system" for all players/Coaches/Assistant Coaches. Appeals of cards are not allowed except when the Referee admits he/she made an error in the issuance of the card. Cards issued in league play are cumulative during the entire soccer year. When a player transfers to another team his/her accumulated league play cards count against the cumulative card totals for both his/her old and new teams. Player suspensions mentioned in this section, including automatic suspensions, "from all NTSSA sanctioned activities," include all games, organized scrimmages, friendly games, and the like, but do not include team practices. A "CUMULATIVE CARD SYSTEM" in league play will be operated as follows:

- Yellow Cards - One game automatic suspension for the game following an individual's third league play yellow card. Two game automatic suspension for the game following such individual's fifth league play yellow card. One game automatic suspension for the game following such individual's sixth league play yellow card.

NOTE: A player/Coach/Assistant Coach receiving a second yellow card in a single game is suspended for the balance of that game, and those two yellow cards are then added to such individual's previous total of league play yellow cards to determine whether additional game suspensions, if any, are required. Red cards issued solely as a result of a second yellow in a single game will not be added to such individual's league play red card total.

- Red Cards - One game automatic suspension for the game following an individual's first league play red card. Automatic suspension, pending a hearing, from all NTSSA-sanctioned activities following such individual's second league play red card. Red cards

issued solely as a result of a second yellow card in a single game will not be added to such individual's league play red card total.

NOTE: In cases where, during a single game, an individual receives a yellow card followed by a "straight red card" (as opposed to a red card issued solely as a result of a second yellow) both cards will be added to such individual's respective total of league play red and yellow cards and punished accordingly. If the Appeals & Discipline Committee determines that a red card was issued for an infraction that was not an "expulsion" offense in accordance with the FIFA Laws of the Game, the Appeals & Discipline Committee may reduce the red card to a yellow card and assess sanctions accordingly. The Committee or SASA may not, however, do away with the card altogether. A full report of this action must be sent to NTSSA.

- Seventh Card - Any individual obtaining a seventh card in league play shall be immediately suspended pending a hearing with NTSSA A&D Committee (meaning any combination of yellow and red cards totaling seven).

3.11.2.3 These are minimum disciplinary punishments to be taken by the Appeals and Disciplinary Committee. Nothing herein prevents the Committee, or the Board of Directors as an appellate body, from enacting more severe sanctions. Each case should be judged on its own set of circumstances and degree of misconduct or violence, the latter of which must be dealt with swiftly and severely.

3.11.2.4. Game suspensions for Yellow and Red cards (as set forth above) are to be served by the player/Coach/Assistant Coach at the next scheduled game (including league, playoff, championship, cup, and local or state tournament games) that such individual's team is involved in. A suspension imposed by these rules shall be recognized by all affiliated organizations after proper notification. The lack of a hearing or Referee report on the offense shall not affect such individual's suspension. Exceptions For misconduct cards issued during State Cup, Regional, or National competitions (US Youth Soccer), the misconduct will be handled within that competition.

3.11.2.5 All game suspensions must be reported immediately to the State A & D Committee. The SASA Appeals and Disciplinary Committee will forward a copy of any Referee's Misconduct Report(s) which underlie the suspension. The State A & D Committee will determine the extent of punishment, if any, in addition to that prescribed by the SASA Appeals and Disciplinary Committee taking into consideration the severity of the misconduct.

3.11.2.6 Any misconduct by a Coach justifying a report by a Referee or any other person shall be directed to the North Texas State Soccer Association Appeals and Disciplinary Committee as well as SASA Appeals and Disciplinary Committee. The SASA Committee shall promptly (within five days after receipt of the report) rule on the report and send its decision to the State A & D Committee. The State Committee will determine the extent of the punishment, if any, in addition to that taken by SASA.

3.11.2.6.1 The North Texas State Soccer Association Appeals and Disciplinary Committee will make its decision entirely upon the written reports before it, including that of the affected Coach should he/she submit a report. Hearings will not be held by the State Committee unless it, of its own volition, chooses to call one.

3.11.2.6.2. A Coach whose conduct is not considered to be exemplary to his/her players, Parents/Legal Guardians, and spectators will be firmly dealt with by the SASA Appeals and Disciplinary Committee and the State Appeals and Disciplinary Committee.

3.11.2.7 SASA Appeals and Disciplinary Committee is directed to extend severe punishment to those players, Coaches, and Assistant Coaches guilty of extreme violent conduct while participating in a match and for violence toward any person or property after being sent off, while on the touch-line, or approaching or leaving the game site.

### **3.11.3 Misconduct of Spectators**

3.11.3.1 Each team in SASA is responsible for the conduct of its spectators. The Referee and Board of Directors shall have the authority to caution and/or send off the Coach or acting Coach from the field for the misconduct of the spectators associated with the team. Therefore, the Coach, Assistant Coach, and team manager are expected to control the spectators. If they are unable to do so, SASA will take appropriate actions toward the identifiable, unruly spectator; if unidentifiable, action will be taken towards the team itself. The action of the Association shall be sent to the North Texas State Soccer Association Appeals and Disciplinary Committee for review and further action if it feels it is warranted.

3.11.3.2 Possible actions for the misconduct of spectators are: to require the spectator to leave the property for the duration of the game; suspend the spectator from attending future matches; to require the team to forfeit any games at which that spectator is present on the touch-line; to require the offending team to pay for the presence of police at the game; to revoke and/or refuse registration to the offending team; to cause the spectator to be placed under a municipal "peace bond" or "restraining order."

### **3.11.4 Misconduct and Punishment of Teams**

3.11.4.1 When, during the current soccer year, the players/Coaches/Assistant Coaches of a given team have accumulated a total of seven (7) send-offs in league play (including red cards issued as a result of an individual receiving two yellow cards in a single game) or any combination of cards totaling 25 the SASA Discipline and Appeals Committee shall notify the team and the State A & D Committee. The team will be fined \$100.00 payable to NTSSA within thirty (30) days of receiving notice of the seventh (7th) send-off or any combination of cards totaling 25. The Coach and the players of said team may also be required notified to appear before the SASA Appeals and Disciplinary Committee to explain the teams' continued misconduct. The Committee may waive the holding of a local hearing and referee the matter to the State A&D. If desired, the SASA Appeals and Discipline Committee Failure of the SASA Appeals and Disciplinary Committee to notify the State

A&D Committee within fourteen (14) calendar days of a team's seventh (7th) send-off or any combination of cards totaling 25 will result in a fine of \$ 100.00 per week for each week such notice is late. Red cards or send-offs assessed against that team's spectators or against that team during tournament play will be reviewed to ascertain team misconduct tendencies.

3.11.4.2 When the players/Coaches/Assistant Coaches of a given team have accumulated a total of four (4) send-offs in a tournament (including red cards issued as a result of an individual receiving two yellow cards in a single game) Tournament Officials shall notify the team and the State A & D Committee. The team will be fined \$100.00 payable to NTSSA within thirty (30) days

of receiving notice of the fourth (4th) send-off. The coach and the players of said team may also be required to appear before the committee to explain the team's continued misconduct. Failure of Tournament Officials to notify the State A&D Committee within fourteen (14) calendar days of a team's fourth (4th) will result in a fine of \$100.00 per week for each week such notice is late. Red Cards or send-offs assessed against that team's spectators or against that team during league play will be reviewed to ascertain team misconduct tendencies.

3.11.4.3 SASA will not hesitate to deny teams, coaches, managers, team representatives, or players, within its jurisdiction, the privilege of further participation in all or selected soccer activities for repeated offenses and for serious offenses considered to bring the game into disrepute. A probation period and/or other sanctions may be rendered to teams, Coaches, managers, team representatives, or players for violations of the Association's rules.

3.11.4.4 SASA does hold the team and its Coach (es) jointly responsible for the conduct of the players, Parents/Legal Guardians, and spectators.

3.11.4.5 A Coach whose conduct is not considered to be exemplary to his/her players, Parents/Legal Guardians and spectators will be firmly dealt with by the Appeals and Discipline committees of both SASA and the North Texas State Soccer Association.

### **3.11.5 Misconduct Towards a Referee [See North Texas Soccer Rule 3.11.7]**

3.11.5.1 North Texas State Soccer Association has exclusive jurisdiction over assault or abuse of officials, both Referee and Assistant Referee, in any competition by the State or Member Associations. This jurisdiction includes: all USSF registered Referees (adult and youth); any non-licensed person serving in any emergency capacity as a game official; any Coach, Parent/Legal Guardian or junior Assistant Referee serving as a game official.

3.11.5.2 If there is an assault/abuse of any game official by any person, including players, Coaches, managers, or spectators, a report of the alleged assault/abuse will be submitted immediately to the NTSSA A & D Committee Chairman, the appropriate State Commissioner, the Olympic Development Program Chairman, and the Chairman of the State Referee Committee.

### **3.11.6 Terms and References**

3.11.6.1 Referee assault is an intentional act of physical violence at or upon a Referee (an act intended to bring about a result, which will invade the interests of another in a way that is socially unacceptable. Unintended consequences of the act are irrelevant.). Assault includes but is not limited to the following acts committed upon a Referee: hitting, kicking, punching, choking, spitting on, grabbing or bodily running into a Referee; head butting; the act of kicking or throwing any object at a Referee that could inflict injury; damaging the Referee's uniform or personal property, i.e. car, equipment, etc.

3.11.6.2 Referee abuse is a verbal statement or physical act not resulting in bodily contact, which implies or threatens physical harm to a Referee or the Referee's property or equipment. Abuse includes, but is not limited to the following acts committed upon a Referee: using foul or abusive language toward a Referee; spewing any beverage on a Referee's personal property; spitting at (but not on) the Referee; or verbally threatening a Referee. Verbal threats are

remarks that carry the implied or direct threat of physical harm. Such remarks as, "I'll get you after the game" or "You won't get out of here in one piece", shall be deemed Referee abuse.

3.11.6.3 Misconduct at a Referee means persistent statements or physical acts directed toward a Referee during or after a game, that do not constitute Referee assault or abuse as provided under United States Soccer Federation policy 531.9, but that mistreat the Referee or are inappropriate or unacceptable statements or acts, and may include the following: excessive incidences of foul or abusive language at the Referee; statements that diminish the authority of the Referee; statements or acts that serve to intimidate without threatening physical harm to the Referee, examples being: confronting the Referee without physically threatening the Referee; spitting on the ground or in the air but not at the Referee; throwing or kicking an item as a sign of disrespect or dissent but without the chance of hitting the Referee; re-entering the field.

These are only some of the examples of possible misconduct and are not all inclusive.

### **3.11.7 Penalties and Suspensions**

#### **3.11.7.1 Referee Assault**

The person committing the Referee assault is automatically suspended as follows:

- for a minor or slight touching of the Referee or the Referee's uniform or personal property, at least 3 months from the time of the assault;
- except as provided in clause (c) or (d), for any other assault, at least 6 months from the time of the assault;
- for an assault committed by an adult and the Referee is 17 years of age or younger, at least 3 years; or
- for an assault when serious injuries are inflicted, at least 5 years.

#### **3.11.7.2 Referee Abuse**

The person committing the Referee abuse shall be suspended for a minimum of three (3) games.

#### **3.11.7.3 Misconduct Towards a Referee**

The person committing the misconduct towards a Referee shall be suspended for a minimum of three (3) games.

### **3.11.8 Misconduct of Referees**

3.11.8.1 When any Referee is alleged to have committed misconduct toward any participant, spectator of a match, or toward another Referee the North Texas State Soccer Association Appeals and Discipline Committee will hear such allegations and assess punishment of the Referee in regard to his/her activities.

3.11.8.2 When any Referee is alleged to have misinterpreted the Law of the Game but does not admit to such misinterpretation, the complainant will submit a letter to SASA Referees' Representative who will present the matter to the local Referees' Committee. The Referees' Committee will deliver to the Board of Directors its findings and punishment of the Referee in regard to the alleged misinterpretation.

NOTE: If the Referee admits having misinterpreted the Laws, the complaint will be handled as a game protest and will be submitted with the appeal deposit of \$50 to the Appeals and Disciplinary Committee Head.

3.11.8.3 When any Referee is alleged to have carried out his/her duties in less than a professional manner, the complainant will submit a letter to SASA Referees' Representative who will present the matter to the local Referees' Committee. The Referees' Committee will deliver to the Board of Directors its findings and punishment of the Referee in regard to the alleged breach.

### **3.11.9 Appellate Procedures**

3.11.9.1 All complaints, protests, grievances, misconduct reports, and appeals of the decisions or actions of any official of SASA will, unless directed elsewhere in the Association By-Laws and General Rules, be submitted, in writing, to the Head of the Appeals and Disciplinary Committee within forty-eight (48) hours of the matter concerned. The Committee may, at its discretion, when requested in writing to do so, waive the time limit for filing matters before it, but in no case will grant an extension of more than ten (10) days. Matters submitted to the Committee must be accompanied by a cash bond (see the later paragraph about filing fees). Definition of a grievance: a wrong, real or fancied, considered as grounds for complaint against an unjust act.

3.11.9.2 The Appeals and Disciplinary Committee will act on all matters submitted to it within five (5) days after receipt of the complaint or report. All involved parties (Referees, linesmen, Coaches, players, Parents/Legal Guardians) will be notified of the hearing date and time and are expected to be present. However, if any person is not present, the Committee may proceed with the hearing. The Committee will hear all sides of the incident according to the Committee's established procedures, and then will request that all involved parties leave so that the Committee may deliberate on the matter (no decision will be made by the Committee while the involved parties are present).

The Head of A&D of the Committee will make the results of the Committee's deliberations known to all involved parties as soon as possible.

### **3.11.10 Appeals Process**

The Board of Directors of SASA may bring any matter directly before the Board as a judicial body when the Board feels it is necessary in order to render a decision and to speed the normal process for matters of utmost importance.

3.11.10.1 All decisions of the Appeals and Disciplinary Committee, except those which are sent directly to the North Texas State Soccer Association Appeals and Disciplinary Committee, may be appealed to the Board of Directors of SASA. Those decisions which are appealed directly to the State Appeals and Disciplinary Committee are enumerated in other sections of the General Rules. All decisions by the SASA Appeals and Disciplinary Committee which are appealed to the Board of Directors and most of those which are appealed to the State require the posting of a cash bond.

3.11.10.2 All decisions of the Board of Directors of SASA may be appealed to the Appeals and Disciplinary Committee of the North Texas State Soccer Association. Such appeals may require the posting of a cash bond.

3.11.10.3 All decisions of the Appeals and Disciplinary Committee of the North Texas State Soccer Association may be appealed to the State Executive Committee.

3.11.10.4 All appeals at all levels are subject to a complete rehearing of the initial incident or action. No appeal level will lessen the punishment assessed by a lower level in any case in which the lower level decision is upheld. Higher appeal levels may, at their discretion, increase the punishment assessed by a lower judicial body.

All persons, under the jurisdiction of SASA, are reminded that they must exhaust all appellate procedures of the Home Association before they may appeal to the North Texas State Soccer Association or other governing bodies.

### **3.11.11 SASA A&D Proceedings**

3.11.11.1 SASA and its Committees will refuse to hear any appeal when any person is threatening a lawsuit. Such appeals will immediately be passed to the North Texas State Soccer Association. This is a sport to which our local officers and officials are giving freely of their time, and none of them need to take the trouble and expense to appear in court.

3.11.11.2 SASA and its Committees and the North Texas State Soccer Association and its Committees will refuse to allow the use of recording devices, court reporters, and the presence of attorneys acting in their professional capacity at all hearings.

3.11.11.3 Should any aggrieved party resort to the courts without exhausting all avenues of appeal including through to the United States Soccer Federation, SASA may, at its discretion, suspend such person or refuse to accept further registration in soccer activities within its jurisdiction.

### **3.11.12 Appeals Format**

Any appeal, to any reviewing body in either SASA or the North Texas State Soccer Association, will be:

- In writing.
- Made to the appropriate person within five (5) days of receipt of written notice of the lower level authority's decision(s). The appropriate person is the: Head for the SASA Appeals and Disciplinary Committee, President for the SASA Board of Directors, Chairman for the NTSSA Appeals and Disciplinary Committee, or the General Manager for the NTSSA Executive Committee.
- Accompanied by the specified fees in cash or certified funds

Filing fees for appeals will not be waived. Filing fees for protests, grievances, and the SASA Appeals and Disciplinary Committee, for good reason, may waive complaints. Filing fees will be refunded to the appealing party only if the previous decision is overruled. Fees will be: \$50.00 for all matters at either the SASA Appeals and Disciplinary Committee or Board of Directors and \$100 for all appeals to the North Texas State Soccer Association.

### **3.11.13 Records**

The Appeals and Disciplinary Committee will maintain a permanent file of all reports sent to it and the action taken. When any one person or team shows a trend toward numerous misconduct reports the

Committee will contact such person or team for the purpose of warning or may call such person or team before it.

### 3.12 (Article X) Rules of Play

Games sanctioned by SASA will be played under the rules published in the current edition of FIFA Laws of the Game (or its successor publications.) The current edition of Laws of the Game are the rules which will be enforced in SASA League play which can be found on the USYSA, NTSSA, or SASA website.

#### 3.12.1 Field of Play

Age Group	Field Width	Field Length	Goal Size
All Ages	Max 80 yds	Max 120 yds	8ft X 24ft
4U/5U/6U	15-25 yds	25-35 yds	4ft X 6ft
7U/8U	15-25 yds	25-35 yds	4ft X 6ft
9U/10U	35-45 yds	55-65 yds	Max 6.5ft X 18.5ft Recommend 6.5ft X 12ft
11U/12 U	44-55 yds	70-80 yds	Max 7ft X 21ft Recommend 6.5ft X 18.5ft
13 U Plus	75 yds	112 yds	8ft X 24ft

#### 3.12.2 The Ball

Ball sizes for various age groups will be as follows:

Age Group	Ball Size
4U/5U/6U	3
7U/8U	3
9U/10U	4
11U/12U	5
13 U Plus	5

#### 3.12.3 Format, Number of Players, and Duration

Age Group	Format	Players on Roster	Lengths of Periods	Overtime
4U/5U/6U	4 v 4	Recommend 6 Maximum 8	Max Four 10 min Recommend Four 8 min	none
7U/8U	5 v 5	Recommend 8 Maximum 10	Max 2 16 min Recommend Four 8 min	none
9U/10U	7 v 7	Maximum 12	Two 25 min	Two 10 min
11U/12U	9 v 9	Maximum 16	Two 30 min	Two 10 min
13 U Plus	11 v 11	Maximum 22	Two 35 min	Two 15 min

### **3.12.4 Substitution Rule**

- At a throw-in, by team in possession only;
- Either team, at a goal-kick;
- Either team, after a goal is scored;
- Either team at an injury, when the referee stops the play;
- At halftime or quarter for 6U and younger;
- When a caution (yellow card) is given, in 9U and older, that player may be substituted.

**NTSSA** allows for the use of the “Quarter Substitution System” for those Youth Member Associations who want to use it in the 8U and younger age groups only.

The referee will hold up the game for substitutions at a normal stoppage of the game (throw in, goal kick, etc.) at a time nearest to one-half the way through each regular half time period.

## **3.13 (Article XIII) Amendments, Interpretations, and Violations**

### **3.13.1 Amendments**

3.13.1.1 The Board will, at any time, enact and amend these By-Laws, as deemed necessary, to ensure agreement with the Constitution, By-Laws, and the Rules and Regulations of the North Texas State Soccer Association (NTSSA) and/or the United States Youth Soccer Association (USYSA). When amending for this reason, the board must use wording directly from the NTSSA or USYSA source. If changing to wording is needed for clarification, a proposed amendment may be approved by a deciding vote of fifty-one percent (51%) majority of the active and present voting body (see 1.5.1.2.1., for a definition of the voting body), at an Annual General Meeting (AGM).

3.13.1.2 Any active member may propose changes to the By-Laws, provided the proposed change is submitted to the Board, for consideration, at least forty-five (45) days before the Annual General Meeting in which the vote will be called for. The Board shall consider any proposed change, and document, in the meeting’s minutes, the reasoning for or against the addition of the proposed change, to these By-Laws. If the Board is in agreement for the addition of the proposed change, it then must be presented, as a proposed amendment, at the Annual General Meeting.

3.13.1.3 Any proposed amendments, not due to those required for affiliate compliance, to these By- Laws must be approved by a deciding vote of fifty-one percent (51%) majority of the active and present voting body (see 1.5.1.2.1., for a definition of the voting body), at an Annual General Meeting.

3.13.1.4 Any proposed amendments, which are approved, at the Annual General Meeting, shall immediately become a part of these By-Laws, and will be effective instantly.

3.13.1.5 Updated, amended copies, of this document, must be provided to the Coaches, and all interested parties, on an annual basis, within one (1) month after the Annual General Meeting of the membership.

### **3.13.2 Interpretations**

In cases of contested interpretation of this document, being the Constitution, By-Laws, and/or Rules & Regulations, the final decision on interpretation shall rest with the Executive Committee, of the Board of Directors.

### **3.13.3 Exceptions to the Rules**

The SASA Board of Directors must approve any exception to these rules and procedures. Should any rule conflict with NTSSA rules, the most severe rule shall prevail. If any changes mandated by USYSA or NTSSA should occur, to the Rules & Regulations (Chapter 3), the change will be implemented and changed with in this document immediately without the approval of the SASA Board of Directors or Approval of the AGM.

### **3.13.4 Violations of the Rules –**

Violations of these policies and procedures shall result in disciplinary actions against the person(s). Penalties and action will be the responsibility of the SASA A&D Committee with appeals to the SASA Board of Directors, in accordance with 3.11 (Article XI) Discipline, Protests, Grievances, and Appeals.

## **3.14. (Article XII) Common Term Definitions**

### **3.14.1 Recreational –**

Recreational, or Rec., teams are formed by an impartial Committee, which assigns players to teams based on the player’s gender, elementary school district of residence, and/or zip code of residence. These types of teams are designed purely to teach children the rules of the game in a fun and educational environment. Recreational soccer is meant to be fun, with a high emphasis on learning and having fun.

### **3.14.2 Competitive –**

Competitive, also known as Select, teams are formed by team tryouts, and player selections are made by the Coach of the Competitive team. Competitive teams are designed to focus on not only reinforcing the rules of the game, but also on player and team development. Competitive teams generally travel to other areas of the state, and win/loss counts determine state standings. While there is an emphasis on playing at max potential, learning and developing well-rounded players, ready for the collegiate level, is most important.

### **3.14.3 Recreational Plus –**

Recreational Plus, is for proper age players 11U and older. Players may be assigned to Recreational Plus teams by the NTSSA recreational team formation method listed in the Rules & Regulations 3.2. Additionally, SASA may consider requests from Recreational Plus players to play together on a team. The use of tryouts, invitations, recruiting, or any similar process to roster players selectively to any team on the basis of talent or ability is prohibited. SASA accepts as participants, in the league, any and all eligible youths. Recreational Plus teams must play in a Recreational Plus or Open League. Recreational Plus teams may not enter Recreational Tournaments unless the tournament provides a Recreational Plus division. Please see Rules & Regulations Article 3.2.4 for more information about All-Star teams.

### **3.14.4 Recreational Coed –**

Teams entering the 11U and older age groups may be assigned, or rostered, to a coed team, in accordance with NTSSA recreational team formation methods, listed in the Rules & Regulations 3.2. Additionally, SASA may consider requests from coed aged players to play together on a team.

### **3.14.5 Academy –**

A “Soccer Academy” is a group of Under 7 through Under 10 registered NTSSA recreational players, who desire to participate with other players, without following the recreational team formation rules. Players must register with their home association but are not required to be on a recreational team. Academy teams will fall under the age group Commissioner for which they are in.

### **3.14.6 All-Stars –**

All Star Teams are temporary teams formed by the selection of players from among all the Recreational teams, in a particular league. All-Star teams may be formed only in the 11U-19U age divisions. The formation of an All-Star team requires the approval of the Age Group Commissioner.

### **3.14.7 Player Pool –**

The player pool is comprised of any players, registering during the open registration period, which is not returning to the team the child was on in the previous season, or is a brand new player to SASA. Players in the player pool may or may not fill out a request for a specific team, in accordance with Rule 3.2.1.2.1.

### **3.14.8 Coed –**

Coed teams are comprised of both Boys and Girls. The intentions of SASA are to keep teams gender pure until the teams reach at least 11U, however if absolutely necessary, in accordance with NTSSA Rules, SASA may create coed teams earlier. The teams will stay non-coed for as long as enough gender pure teams are able to be formed, to keep a competitive division, for both boys and girls. Once a point is reached that there are no longer enough children to make enough gender pure teams, the teams will be combined and become coed. It is possible for gender pure boy’s teams to play against a coed team, as long as the majority of the team is boys. A coed team will not be permitted to play against a gender pure girls’ team unless it is a non-counter.

### **3.14.9 Playing Up –**

Anytime a player, with approval, plays in an age group older than the group the player’s age dictates they should play in, the player is considered “playing up.”

### **3.14.10 Recruiting –**

Committing to or on behalf of a team, a club, a player, or a Coach, for the upcoming soccer year, prior to July 1, whether in writing or otherwise, or requesting or requiring a commitment to or by a team, club, player, or Coach for the upcoming soccer year, prior to July 1, whether in writing or otherwise. Note: A Coach requesting a returning player to state his/her intention concerning returning the following soccer year, or a player inquiring about his/her status on the team for the following year is permissible prior to July 1, but the commitment is not binding on either the player or Coach

### **3.14.11 Tryout Advertising –**

Any notification of tryouts on television, radio, the internet, periodicals, newspaper articles, notices posted in public places, bill boards, portable signs, banners, flyers, circulars, e- mail, or direct mailing, all of which are subject to policies regarding advertising for tryouts.

### **3.14.12 Free agent –**

A free agent is a player in the 11U through 19U age division who desires to participate on a competitive team and is not rostered to any team. All players in the 11U through 19U age divisions become free agents as of July 1. NOTE: The “free-agent” rule applies only to those players trying out or being

selected for competitive teams. The rule does not apply to movement of players in the recreational leagues.

### **3.12.13 Suspension –**

If a player, Coach, or Assistant Coach is suspended, the player, Coach, or Assistant Coach may be present at future events strictly as a spectator, unless otherwise defined by the North Texas State Soccer Association or SASA Appeals and Disciplinary Committees. Further discipline of the suspended player, Coach, or Assistant Coach will fall under Rule 3.11.3 Misconduct of Spectator.