

**BYLAWS, RULES & REGULATIONS**  
**OF**  
**LITTLE ELM AREA YOUTH SPORTS ASSOCIATION - FOOTBALL**  
**(LEASYA-FOOTBALL)**

A MEMBER ASSOCIATION OF  
LITTLE ELM AREA YOUTH SPORTS ASSOCIATION  
(LEAYSA)

<http://www.leaysa.com>

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football Bylaws, Rules and Regulations***

### ***LEAYSA-Football Bylaws, Rules and Regulations***

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## ***Little Elm Area Youth Sports Association - Football***

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# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

To: Coaches, Parents, and Players:

**Little Elm Area Youth Sports Association - Football (LEAYSA-Football)** welcomes all new and returning coaches and players for another season of recreational Football.  
Thank you for your participation and all of your efforts.

Please keep in mind that we are here to have fun. In addition to fun, we are here to foster, advance and generally promote the essence of the game and fair play through good sportsmanship, honesty and integrity. The development of ALL players should be your major focus. Your season will be a success if all players are encouraged to reach their own personal potential and at the same time are allowed to be children and enjoy the game of Football.

**LEAYSA-Football** is a Member Association of Little Elm Area Youth Sports Association (LEAYSA) and as such, we adopt the LEAYSA By-Laws as our own.

### **LEAYSA-Football Affiliations and memberships**

LEAYSA-Football is a member of or affiliated with the following associations or organizations and may as a requirement or as approved by the Board of Directors chose to abide by the rules, regulations, policies and/or procedures of these Associations/Organizations. Sections that follow may refer the reader to rules, regulations, or updates made available through the following sources:

- The Colony Youth Football Association (TCYFA - [www.tcyfa.com](http://www.tcyfa.com))

### **Territory of the Association**

The territory under the jurisdiction of this Association is defined as being that part of Texas which includes:

#### ***Town of Little Elm and Surrounding Areas***

A map reflecting the territory under the jurisdiction of the Association shall be on file with LEAYSA.

# ***LEAYSA - FOOTBALL***

## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

### ***BYLAWS OF THE LITTLE ELM AREA YOUTH SPORTS ASSOCIATION – FOOTBALL***

**LEAYSA-Football** is a Member Association of Little Elm Area Youth Sports Association (LEAYSA) and as such, we adopt the LEAYSA By-Laws as our own.

#### **Membership**

- A. Membership in the Association is not transferable.
- B. All members wishing to petition the LEAYSA-FOOTBALL Board should notify the President or Secretary at least three days before a meeting in order to be placed on the agenda.
- C. The President, for the purpose of transacting business that cannot be delayed until the next regular meeting, can call special meetings in accordance with the By-Laws. Special meetings can also be called if at least 25% of Board Members are in agreement, in accordance with the By-Laws.
- D. No business can be conducted or voted on without a Board Quorum (two-thirds) present.

#### **Board of Directors**

The business and affairs of the Association shall be managed by its Board of Directors, each of whom will be entitled to one vote. The Board of Directors shall transact all business of the Association and shall have the power to enforce the Laws of its respective divisions, and the Bylaws and Rules and Regulations of the Association.

#### **Election of Board of Directors**

The Directors, i.e., the members of the Board, are listed below and shall be elected by the board for a term of two (2) years, and may succeed themselves in office. The term begins January 1<sup>st</sup> (Year one) and ends December 31<sup>st</sup> (Year Two). All open board positions for the following term will be posted on the LEAYSA-Football Website by October 1<sup>st</sup>. All applications for the board positions must be submitted to the President by November 1<sup>st</sup>. The LEAYSA-Football Board of Directors will vote on the open positions during the December Board Meeting using an anonymous ballot. The President of the Association shall be appointed by the Board of Directors of the Little Elm Area Youth Sports Association. To be eligible, the members of the Board of Directors must reside within the LEAYSA jurisdiction and/or they are not bound by any other association or governing association, subject to board approval. Should any member of the Board of Directors change residence outside said jurisdiction, the position shall be grandfathered until the end of the term of such position. The President position is to be ratified by the LEAYSA Board each year. Any Director that desires to seek appointment to another office must first resign the office he/she is holding, prior to the appointment. To qualify for the positions of President and/or Vice-President, a candidate must have previously served at least one (1) year as a LEAYSA-FOOTBALL Board member within the previous three years. In the instance that a qualified board member is not available, a registered member of the Association may be appointed.

President	(Not elected – ratified yearly - unlimited service)
Vice President	(Elected – odd years)
Secretary	(Elected – odd years)
Treasurer	(Elected – even years)
League Coordinator	(Elected – even years)
Director of Coaches	(Elected – odd years)
Director of Fields and Officials	(Elected – even years)
Director of Fundraising/Sponsorships	(Elected – even years)
Director of Team Parents	(Elected – odd years)
Director of Concessions	(Elected – even years)
Director of Publicity	(Elected – odd years)

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

Director of Equipment

(Elected – even years)

### **Duties of Officers and Directors:**

#### **PRESIDENT:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. The President shall appoint all Board of Directors Members and Committees.
  - 2. He/She can, whenever an officer needs to be replaced or in the event of an action not covered by the By-Laws, call an Executive Committee Meeting and present the case for a vote.
  - 3. The President should preside over all meetings and call the meetings to order.
  - 4. He/She shall cast the deciding vote in the event of a tie or he/she may waive the right to do so.
  - 5. The President is an ex-officio member of all committees.
  - 6. He/She shall appoint an Executive Committee member to represent the Association at affiliated associations or organizations.
  - 7. He/She shall also appoint an Executive Committee member or act as liaison with the Town of Little Elm Parks and Recreation Department to handle all necessary communications and paperwork.
  - 8. The President shall appoint committees or positions, which may include budgets, finance, fundraising, trophies, pictures, etc. as required.

#### **VICE PRESIDENT:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. The Vice President shall succeed to the powers of the President in the event that office becomes vacant or in the absence of the President.
  - 2. Preside over all meetings in the absence of the President.
  - 3. Perform all duties assigned to him/her by the President.
  - 4. The Vice President shall be the Chairman of the Rules Committee.
  - 5. Assume the duties of any Officer or Director who is unable to perform his/her duties until the vacant office is filled.
  - 6. Monitor Directors for any problems.
  - 7. He/She shall act as parliamentarian at all association meetings, or with board approval, shall appoint a parliamentarian for all association meetings.
  - 8. The Vice President or a designated committee will determine competitive strength and skill level of all teams within a league to recommend league structure. The Board or Committee members may solicit assistance for this responsibility, but the final decision is that of the President.

#### **SECRETARY:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. Record minutes of all Board meetings as accurately and completely as possible.
  - 2. Handle all league correspondence including through the website.
  - 3. Arrange meeting places and notify Board Members.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

4. Maintain and update By-Laws, Corporate documents and any other LEAYSA-Football documents.

#### **TREASURER:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  1. Collection of league money.
  2. Provide funds collected to LEAYSA Treasurer for deposit into the association account.
  3. Keep accurate and complete accounts of all revenues and expenditures and prepare league balance sheet and income statement using standard accounting procedures.
  4. Provide a written monthly treasurer's report.
  5. Collection of all money from fundraisers.
  6. Provide books for audit each year.

#### **LEAGUE COORDINATOR:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  1. Responsible for football registration and eligibility of all players and teams within the jurisdiction of the Association.
  2. Schedule and organize weigh-ins and keep records of ball carrier eligibility.
  3. Schedule and conduct drafting of football players as well as maintain a list of all draft order by age division for purposes of tracking which team will have the next pick.
  4. Arrange season schedules and copy referees on schedule and notify Director of Fields and Officials of schedule changes.
  5. Make sure copies of medical release forms are distributed to Coaches as players are drafted.
  6. Maintain files of all football players.
  7. Keep track of scores and team records of each team.
  8. Work with Director of Coaches to coordinate with guest League.
  9. Shall keep the required registration information up to date and filed with LEAYSA.
  10. Work directly with the LEAYSA Ethics Committee on all Football appeals and discipline items.

#### **DIRECTOR OF COACHES:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  1. Solicit applicants for Head Coaches and their Assistant(s).
  2. Present all applications of Head and first Assistant Coaches to the Board of Directors for Approval.
  3. Develop a coaching clinic.
  4. Develop a communication plan for football Coaches.
  5. Observe Coaches at practices and games and prepare evaluation forms.
  6. Coordinate NYSCA certification.
  7. Conduct review of LEAYSA-Football Rule Book with all Head Coaches prior to the draft.
  8. Set up and maintain files on all Coaches including evaluation forms.

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## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

### **DIRECTOR OF FIELDS AND OFFICIALS:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. Responsible for preparation of fields.
  - 2. Responsible for making sure equipment and fields are set up for games and the gathering and storing of equipment after games.
  - 3. Maintain field equipment.
  - 4. Responsible for keeping scoreboards, clocks and public address system in good working order.
  - 5. Act as liaison between League, Coaches and Officials.
  - 6. Initiate communication through League for any field changes.
  - 7. Coordinate with liaison to the Town of Little Elm to schedule field painting.

### **DIRECTOR OF FUNDRAISING/SPONSORSHIPS:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. Seek new revenue sources for LEAYSA-Football and submit to the Board for approval.
  - 2. Coordinate and set up all fundraisers.

### **DIRECTOR OF TEAM PARENTS:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. Make arrangements for team pictures and issue picture packets to all Team Parents.
  - 2. Coordinate volunteers for concession stand with Director of Concessions.
  - 3. Collection of money from teams for LEAYSA-Football fundraisers.
  - 4. Have Team Parent meetings.
  - 5. Develop a communication plan for Team Parents.
  - 6. Oversee and maintain a record of money collected from team parents for individual football players.

### **DIRECTOR OF CONCESSIONS:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. Work with LEAYSA Concessions and Facilities Director to ensure proper stock of concessions.
  - 2. Work with Director of Team Parents to schedule staff.
  - 3. Maintain menus.
  - 4. Position requires attendance at fields all day each Saturday by Director or by designee.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

#### **DIRECTOR OF PUBLICITY:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. Announce at all special events.
  - 2. Maintain team rosters and information for announcing stands.
  - 3. Coordinate all special events and annual events.
  - 4. Ensure media coverage of all LEAYSA-Football special events.
  - 5. Handle League advertising.
  - 6. Obtain sign permit from City for registration street signs.
  - 7. Maintain content on the League website.

#### **DIRECTOR OF EQUIPMENT:**

- A. Perform all duties as set forth in the By-Laws.
- B. Perform all duties which may be from time to time prescribed by the Board of Directors, such as:
  - 1. Assign equipment to coaches at the beginning of each season.
  - 2. Collect and store all Association equipment.
  - 3. Maintain Association equipment in good order.
  - 4. Complete inventory and present to Board by February meeting.
  - 5. Present equipment and uniform information to the LEAYSA-Football board for consideration.
  - 6. Work with the LEAYSA Equipment Director to identify and order equipment and uniforms.

## **Meetings of the Board**

### **Place of Meetings**

All meetings of the LEAYSA-FOOTBALL board shall be held at such place as shall be designated by the President. All meetings of the Association will be open to the members and the general public. Executive sessions may be called by a 2/3 approval of the Board of Directors or a committee to discuss personnel or legal matters.

### **Board of Directors Meetings**

The meetings of the Board of Directors shall be held on the first Wednesday of each month. A quorum of 50% of the Board of Directors is required. If the meeting is changed, then notice must be given. Once a quorum is established, all actions taking place at the meeting shall be legal regardless of the number present at the time of a vote, provided the meeting had not been previously legally adjourned. All members of the Association may attend this meeting.

### **Notice of Meetings**

Written or printed notice stating the place, day and hour, of a meeting, and the purpose or purposes for which the meeting was called, shall be delivered not less than ten nor more than fifty days before the meetings, either personally or by mail, by or at the direction of the President, to each delegate or Board Member of record entitled to vote at the meeting unless otherwise provided in these Bylaws. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the delegate or Board Member at their address as it appears on the records of the Association, with postage thereon prepaid.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

### **Attendance at Meetings**

A Board of Director member not attending two (2) consecutive scheduled meetings, including regular meetings, of this Association or Executive Committee meetings will have his/her office declared vacant unless such absences are excused by the Board of Directors. A vote of 'no confidence' by the Board of Directors shall be taken upon the first board meeting following the third consecutive absence. Should the vote of 'no confidence' pass, his/her office shall then be filled by an appointment approved by the majority of the Board until the next Annual Meeting.

### **Conduct**

This Code of Conduct is to be in effect at all LEAYSA-FOOTBALL functions. Functions may include practices, team meetings, Board meetings, committee meetings, team parties and any other function where players, parents, prospective players, Board members or others are gathered for any LEAYSA-FOOTBALL purpose to discuss the subject of football, to view films of such, to exercise or to study football or other football related activities.

- A. All parents/guardians must sign a Code of Conduct.
- B. Any confrontation with a game Official will not be tolerated. Any act of violence against a game Official will result in criminal charges against said person. These charges will be initiated by LEAYSA-FOOTBALL on behalf of the Official(s).
- C. All misconduct/disciplinary matters will be handled through the Ethics Committee under the LEAYSA Bylaws.
- D. Any person engaging in any violation of the Code of Conduct may result in Unsportsmanlike Conduct penalties by the game Officials. Said penalties must be reported to the Director of Fields and Officials or an Executive Board member. Acknowledgement and signature on the registration form constitutes the first warning.
- E. Only football team members, cheer squad members or others in an official capacity are permitted on the field where a game is in progress. Spectators must be confined to the spectator area. Those in violation of this rule must leave the premises. If that person refuses to leave, the appropriate law enforcement authorities may be called.
  1. The above rule can be waived for approved special events such as a homecoming or parents' day.
  2. The above rule also permits the formation of the "team tunnel", comprised of parents and spectators either prior to kick off or at the end of the final quarter.
- F. An ejected individual shall not participate in any league sanctioned activity, game, practice or tournament. He must depart the site within 5 minutes. A hearing will be scheduled for the matter so points can be assessed.

### **Suspension of Participants:**

Participants guilty of persistent incorrigible conduct may be suspended or discharged from participation by the Board or game Officials. The participant is entitled to a hearing before the Ethics Committee as outlined in the LEAYSA Bylaws. Notification of such action will be furnished to the Head Coach of the participant's team and the Parent/Guardian's of the child. In all cases of participant suspension, all fees paid for participation are forfeited.

### **APPEALS**

Refer to LEAYSA Bylaws Article IX, Rules, Regulations, Procedures for Appeal

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

#### **SPONSORS**

\* Sponsors for all teams will be solicited by the Board or its agents.

All sponsor checks are to be made payable to LEAYSA-FOOTBALL. Sponsorship fees are the property of LEAYSA-FOOTBALL.

\* There will be no unauthorized solicitation of funds or products from team sponsors.

#### **FUNDRAISING**

- A. All fundraisers for the league or teams must be submitted to and approved by the Board of Directors.
- B. LEAYSA-FOOTBALL will not be held accountable or liable for insurance purposes, in the case of unauthorized fundraisers.
- C. All teams will be required to participate in 75% of fundraisers each season

#### **AWARDS**

LEAYSA-FOOTBALL will furnish individual awards to all participants and Coaches at the season's end. The Board of Directors will approve all awards selected.

#### **REFUNDS**

There shall be no refunds of registration fees once the uniform order has been placed.

#### **COMPETITIVE (SELECT) TEAMS:**

- A. Competitive teams must have the Executive Committee's approval of their operating rules, prior to being considered operational within LEAYSA-FOOTBALL.
- B. Teams registering with LEAYSA-FOOTBALL and wishing to play outside LEAYSA-FOOTBALL shall be required to pay any applicable fees before they will be given a Team Release.
- C. Protests relating to the club requirements will be heard only when they apply to violations of the LEAYSA-FOOTBALL By-Laws, or League Rules.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

### **PARENT/GUARDIAN CODE OF CONDUCT**

1. I will remember that children participate to have fun and that the game is for youth, not adults.
2. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
3. I will learn and support the rules of the game and the policies of the league.
4. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.
5. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
6. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
7. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
8. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
9. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
10. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
11. I will emphasize skill development and practices and how they benefit my child over winning.
12. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
13. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
14. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.
15. I understand that each team is responsible to participate in fundraising events to offset the cost of league operating expenses. Expenses include but are not limited to practice equipment, field fees, referee fees, awards and pre and post season bowl games. I agree to participate in these fundraising activities
16. I understand that each team is responsible to fulfill obligations such as, but not limited to; concession duty, operating the scoreboard during games, helping with chains and announcing during games. As a parent/guardian of an athlete participating in the LEAYSA it is my responsibility to volunteer for these positions when my child's team is assigned, otherwise my team may result in a forfeit.

### **PLAYERS CODE OF ETHICS**

1. I will be positive about my youth sports experience and accept responsibility for my participation by following this Players' Code of Ethics Pledge.
2. I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice by demonstrating good sportsmanship.
3. I will attend every practice and game that I can, and will notify my coach if I cannot.
4. I will expect to receive a fair and equal amount of playing time.
5. I will do my very best to listen and learn from my coaches.
6. I will treat my coaches, other players, officials and fans with respect regardless of race, sex, creed, or abilities and I will expect to be treated accordingly.
7. I deserve to have fun during my sports experience and will alert parents or coaches if it stops being fun!
8. I deserve to play in an environment that is free of drugs, tobacco, and alcohol and expect adults to refrain from their use at all youth sports events.
9. I will encourage my parents to be involved with my team in some capacity because it's important to me.
10. I will do my very best in school.
11. I will remember that sports are an opportunity to learn and have fun.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

### **COACHES CODE OF ETHICS**

1. I will place the emotional and physical well being of my players ahead of a personal desire to win.
2. I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
3. I will do my best to provide a safe playing situation for my players.
4. I will promise to review and practice the basic first aid principles needed to treat injuries of my players.
5. I will do my best to organize practices that are fun and challenging for all my players.
6. I will lead by example in demonstrating fair play and sportsmanship to all my players.
7. I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
8. I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to all my players.
9. I will use those coaching techniques appropriate for each of the skills that I teach.
10. I will remember that I am a youth sports coach, and that the game is for the children and not the adults.

**These Rules will be effective 24 hours prior to the fall draft.**

### **ELIGIBILITY**

- A. A participant must register with LEAYSA-FOOTBALL, and all participants must be registered to play with LEAYSA-FOOTBALL prior to the current season's draft. Late registrations will be placed on a waiting list by submission date. Late registrations will be accepted at the discretion of the Board and player placement will be subject to availability.
- B. The participant for flag football must turn five years old during the fall football season. Registrants must provide a copy of his/her birth certificate.
- C. The participant for fall tackle football shall be ages seven through twelve on or before September 1st of the registration year. Registrants must provide a copy of his/her birth certificate.
- D. Any player with a birthday after September 1st wishing to "play up" must make the request to the Board in writing. Applications will be reviewed by the Board and current Head Coach. Players "playing up" must continue to "play up" through post season play, including tournaments.
- E. All balances due to LEAYSA-FOOTBALL from current and/or prior seasons must be paid in full to be eligible for current season registration. Registrants will not receive game jerseys until all balances are satisfied.
- F. It shall be the policy of LEAYSA-FOOTBALL not to turn away a participant because of financial restraint, so a scholarship program is available based on financial need. The Board will deal with all individuals on a case-by-case basis and the decision is also determined by available funds.
- G. Individuals receiving a scholarship from the league will be required to serve 8 hours in the concession stand for each child on scholarship. Failure to do so will disqualify the family from a scholarship the following year.
- H. Any Head Coach or Acting Head Coach of a team knowingly playing with an ineligible participant will be relieved of all coaching duties until an Ethics Committee hearing is held. Should suspected coach be found in violation, suspect coach shall be removed from the league for the remainder of the year.

### **TEAMS**

- A. Full contact (tackle) football will be categorized into three age groups, defined as 7/8, 9/10, and 11/12 with the same date restriction of September 1.

# ***LEAYSA - FOOTBALL***

## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

- B. If a player requests to play up in an older division, the player must have played at least 1 (one) year in their current age group, receive recommendation from past seasons coach if they are still coaching, and receive board approval.
- C. All football teams will have a maximum of 22 and a minimum of 11 players.
- D. In all post-season games a Coach must use his/her regular roster. Additional players can only be added for bowl games with Board notification prior to the start of the game and must be chosen from within the same age division.
- E. Tournament rosters will be created from players from all teams in an age group. Player selection will be determined by all Head Coaches in their respective age group.

### **BACKGROUND CHECKS**

All board members, coaches, and team moms will be required to submit to a background check. The following items will disqualify an applicant:

- A. Class C Misdemeanor (Excluding Traffic Violations) within the last 2 years
- B. Class B Misdemeanor (Includes 1<sup>st</sup> DWI) within the last 3 years
- C. Class A Misdemeanor within the last 5 years
- D. 4<sup>th</sup> Degree Felony (State Jail) within the last 10 years
- E. 3<sup>rd</sup> Degree Felony within the last 12 years
- F. 2<sup>nd</sup> Degree Felony
- G. 1<sup>st</sup> Degree Felony
- H. Any sort of abuse or assault/battery towards a child.
- I. Any crime of a sexual nature, including possession or dissemination of pornography.
- J. Homicide or Manslaughter in any degree
- K. Attempted Murder
- L. Domestic Violence
- M. Child Neglect
- N. Felony Drug Crimes
- O. Animal Cruelty
- P. Kidnapping
- Q. Any crime, misdemeanor or felony, involving children as either an accomplice or victim.
- R. 2<sup>nd</sup> DWI within 3 years of the first
- S. 3<sup>rd</sup> DWI

**NOTE: Special circumstances may be presented to the LEAYSA Executive Board for review.**

### **COACHING STAFF**

- A. All Coaches **MUST** follow the LEAYSA-FOOTBALL Code of Conduct as defined earlier in this Rule Book.
- B. Each team will have a Head Coach and no more than four Assistants, so adequate instruction and attention can be given to each participant.
- C. All coaches are required to file an application with the Association and are required to participate in a criminal background check. If for any reason a particular Coach does not pass the criminal background check, they will not be eligible to participate as a LEAYSA-FOOTBALL Coach. Special circumstances may be presented to the Board and reviewed.
- D. A Head Coach can only head coach one team, unless no other approved Coach is available and with Board approval. He/She may assist on other teams.
- E. A Head Coach may only coach for 2 consecutive years in a division unless approved by the Board.
- F. All Coaches are required to file an application with the Association. All coaches' applications, both Head and Assistant Coaches, must be received by the Board by June 15<sup>th</sup>. No application will be accepted after that date unless there is a need for additional coaches.

# ***LEAYSA - FOOTBALL***

## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

- G. To assist in the selection of all Head Coaches, in the case of more applicants than Head Coach openings within an age group, the following points system will be instituted:
  - 1. 1/2 point for previous year spent as an Assistant Coach;
  - 2. 1 point for previous year spent as a Head Coach;
  - 3. 1/2 point for serving a full term as a Board member;
  - 4. 1/2 point for child participation (max of 1/2 point);
  - 5. 1/4 point for attending each scheduled open board meeting; and
  - 6. 1/2 point given to the Head Coach for attending each scheduled coaches' meeting/clinics.
  - 7. If there is a tie in the points, previous season's record will be used, then head to head, and points against.
- H. Points will be considered part of the league record and will be audited prior to team assignments for awarding head coaching slots. Points are calculated annually May 1<sup>st</sup> to April 30<sup>th</sup> each year.
- I. The Director of Football Coaches shall take all coaches' applications and all applications will be submitted to the Board for approval. The Board can consider parent requests for not returning to a team in the approval of coaches. Any coach having 5 or more players from previous year's team not wanting to be on that team shall come under Board review for approval of coach's application. The League Coordinator and Director of Coaches will track all these requests. The Board of Directors of LEAYSA-FOOTBALL is the final authority in the selection and eligibility of coaches.
- J. All Head Coaches will be responsible for seeing that their Assistant Coaches, players and player's parents conduct themselves in a manner as to attain the purpose of this organization.
- K. The first Assistant may help in the drafting of players, but only if they have been designated as a first Assistant Coach prior to the draft.
- L. The Board will give coaches pending application approval the opportunity to address any issues with, or accusations against, them prior to a final determination.
- M. ALL sideline personnel over the age of 18 (i.e. coaches, assistant coaches, team moms) must submit to a background check. Members of the chain crew are the only exception to this requirement. If for any reason a particular coach does not pass the criminal background check, they will not be eligible to participate as a LEAYSA-FOOTBALL coach. Special circumstances may be presented to the board and reviewed.
- N. Coaches are responsible for turning in all equipment issued to him and his team by the Association. Equipment turn in will be immediately following your team's last scheduled game. Playoff teams will retain their equipment until all bowl bids are scheduled. Failure to return equipment will result in a forfeiture of future coaching positions and require payment for the missing equipment.

### **THE HEAD COACH**

- A. Shall be responsible for fully supporting LEAYSA-FOOTBALL Association fundraisers and encouraging every member of his/her team to support and participate in the fundraising activities of LEAYSA-FOOTBALL.
- B. Will be responsible for the conduct of his coaching staff, his players and their parents at all LEAYSA-FOOTBALL functions. LEAYSA-FOOTBALL functions shall include all games, practices, team parties and announced team and league events.
- C. Will be responsible for obtaining medical care for players injured during games or practices, if parents are not present. Parents will sign forms ahead of time to allow for medical care. Coaches must have, immediately available, the release forms at all practices and games.
- D. Must report all injuries to the President and Treasurer in writing within seven days of injury, or the next game day, whichever comes first. The Coach should also collect witness statements from assistant coaches.
- E. Responsible for assisting the Director of Fields and Officials with preparation and dismantling of game fields as assigned.
- F. Must attain assistance from parents for:

# ***LEAYSA - FOOTBALL***

## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

1. Help in concession stand as required; and
  2. Announcing, time-keeping and chain crew.
- G. The Head Coach is responsible for attending or sending an Assistant Coach to all open Board meetings and mandatory coaches' meetings and/or clinics sponsored by the Association.
- H. All football coaches must be certified by the NYSCA in order to coach with LEAYSA-FOOTBALL.
- I. Must keep attendance records of practices on each player.
- J. Will select a first Assistant who will be in charge in his absence. All assistants with player options will be required to attend 60% of weekly workouts and games. This coach must be at least 18 years of age.
- K. Will choose site of practice, obtain permission to use the field, and will report site to the League Coordinator & Director of Coaches.
- L. Will appoint a Team Parent and will give the name to the Director of Team Parents.
- M. Must report to League Coordinator and President within 14 days, any player who drops out of the program.
- N. Will not leave participants alone on field or practice sites, unless supervised by a certified LEAYSA-FOOTBALL coach, 18 years of age or older.
- O. Must inform League Coordinator or Director of Coaches for the appropriate age group 24 hours prior to kickoff, in writing, if any player will not be allowed to participate in a game. Specific reasons must be given; the team attendance roster and medical information must be available. He must also report the information to the opposing Coach. Any player not available to play must have his/her equipment removed.
- P. Will be responsible for enforcing the Player Participation Rule. (Refer to "Player Participation Rule" section.)
- Q. Will be responsible for seeing that his Assistant Coaches fulfill duties and responsibilities as listed under "All Coaches".
- R. In order to guarantee good communication all Head Coaches must have a functioning phone and/or email address and must make this information available to the League and his/her team.
- S. Coaches may not require expenditures for accessories in excess of \$50.00, not including footwear. Other team expenses should be optional and kept to a minimum.

### **ALL COACHES**

- A. Will teach each player the rules and fundamentals of football.
- B. Will stress the fact that football is a team effort.
- C. Will teach and encourage good sportsmanship by players.
- D. Will treat all players equally.
- E. Will not physically or verbally abuse any player.
- F. Will be responsible for checking safety of players' equipment and having equipment replaced if necessary in the coach's judgment.
- G. Will teach players proper care of equipment.
- H. MUST provide water at practices and games.
- I. Will be responsible for keeping practice fields clean and safe.
- J. Will be required to attend 60% of weekly practice sessions.
- K. Should not administer medication.
- L. Any Coach whose conduct causes a game to be forfeited will be subject to an Ethics Committee hearing.
- M. Coaches who fail to make payment to LEAYSA-FOOTBALL for registration and equipment rental, or fulfill team or league financial obligations will not be able to coach the following year.
- N. Every Coach must follow the Coaches' Code of Conduct.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

- O. Every Coach must instill the will to win, but above all he/she must teach good sportsmanship whether games are won or lost.
- P. No Coach shall use derogatory remarks directed toward his/her participants or the participants on an opposing team.
- Q. No Coach shall badger, ridicule or harass any official, nor shall he/she allow a team member or spectator to do so during a game. The Head Coach may at any time ask for a clarification or information relative to some infraction.
- R. No Coach shall teach any participant to use, or personally use, unethical practices while under his/her care.
- S. No Coach may reward or offer incentives in any way for an act that is intentionally injurious to another participant.
- T. No Coach may punish a participant for inadvertently incurring a penalty. No Coach may touch a player in a derogatory manner or have violent contact with a player.
- U. A Coach's eligibility cannot be restored if he/she is assessed 10 points by the Ethics Committee.
- V. After a 2 year waiting period, the Board can hear an appeal for a probationary return to the league as an Assistant Coach.
- W. Coaches are required to fulfill their scheduled assignments to the Association during the year, in addition to the regular coaching responsibilities. This includes field maintenance.
- X. After the game ends, all participants will line up on the 50 yard line to shake hands with the opposing team, in order to demonstrate good sportsmanship. Any violators will be subject to an Ethics Committee hearing.

### **SIDELINE PERSONNEL**

- A. Sideline personnel will conform to all rules of conduct.
- B. Sideline personnel will be under the control of the game officials while the game is in progress. The game officials will correct any misconduct from sideline personnel. If the conduct is not corrected, the game may be stopped until the offending party leaves the sideline and is replaced.
- C. Sideline personnel shall be defined as those parents or volunteers working the chains and down markers.

### **ALLOCATION OF PLAYERS**

Refer to The Colony Youth Football Association rules ([www.tcyfa.com](http://www.tcyfa.com))

### **DRAFT – SELECTION OF PLAYERS**

The selection of players shall be in accordance with the following described approved draft system and any Coach or member of the Association found in violation of these guidelines is eligible for sanctions by the LEAYSA-FOOTBALL Board of Directors including, but not limited to, dismissal from a team and/or the League.

- A. All registrants, including Returning and Coaches Options, will be included in the draft.
- B. Head Coaches will draw numbers to determine draft order.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

- C. The Board, prior to the draft, will determine the number of players per team. The number of draft picks will be determined by team size. Returning and/or Coaches Options will be automatically assigned as that team's draft pick in each round until all named Returning and/or Coaches Options have been assigned.
- D. Draft will be conducted by blind pick based on results of the player evaluations (which will be categorized by height, weight, and speed). Once all such players have been assigned and only non-evaluated players remain, the next team in the current draft order will receive the first supplemental (non-evaluated) player by blind pick. Additional supplemental players will continue to be distributed in the order of the draft selections.
- E. The League Coordinator will maintain a list of all draft order by age division for purposes of tracking which team will have the next pick. Any late registrations will be accepted subject to subsequent Board approval and team placement will be made through a secondary draft.
- F. Draft activities are held as a confidential proceeding to maintain their integrity and fairness and to protect LEAYSA-FOOTBALL and Coaches from misunderstandings with players and parents/guardians. Discussion of draft procedures is not permitted outside the draft facility. Team draft order will not be discussed outside the draft facility. Coaches will not discuss draft activities with coaches outside their corresponding age group. No trades or "gentlemen's agreements" will be allowed. No comparison of the drafting of "free agent" players versus returning players outside the draft facility. Player and/or parent guardian will not be told the position in which the player was drafted. Any contact with a drafted player and his/her family is to be made solely by the coaching staff of the drafting team and should be made immediately upon completion of the draft.
- G. All draft sheets and other draft materials are the property of LEAYSA-FOOTBALL and will be returned to the League Coordinator at the conclusion of the draft.
- H. All players not available for the primary draft will go into a lottery, with player's names on slips of paper, and Coaches will draw until all slips are gone.
- I. Only the Head Coach and first Assistant Coach of any team within an age group and any Board member actively involved with the draft may attend draft activities. Parents/guardians and players are not permitted to attend draft activities. Any declaration of a 1st Assistant Coach must be made a minimum of one week prior to the draft activities.
- J. Coaches may not recruit players to LEAYSA-FOOTBALL with the implied intent that the child will play for his/her team, nor may they make any commitment to any player or parent/guardian about whom they intend to draft, as there is no guarantee that another team will not select a draft eligible player. In addition, Coaches may not, in any way, manipulate a player or parent/guardian into refusing to play for another team.
- K. All questions by players, parents/guardians or other members of the Association with regard to the draft, its procedures or outcome must be referred to the League Coordinator.

### **GAME SCHEDULE**

All games will be scheduled 10 days after the draft. The League Coordinator will reschedule games cancelled for any reason. All teams in an age division will play the same number of games.

### **PRACTICES**

\*Practice is defined as any gathering of players, prospective players, a team or individual players on a team to discuss the subject of football, to view films of football, to exercise or to study football.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football***

### **Bylaws, Rules and Regulations**

- A. Practices may be scheduled to begin on the Monday following the draft. The first four practices shall be reserved for non-contact conditioning without pads. Use of pads and contact may begin the second week, following the required four conditioning practices.
- B. Coaches will check the safety of each participant's equipment before contact work begins and require replacement of unsafe items. League approved mouthpieces must be worn during all contact work.
- C. Practice can be held on any day except on scheduled game days, with a maximum of three practices per week during the regular season. Failure to attend a Sunday practice will not count towards the 2/3 attendance rule. A maximum of four practices per week may be held until the season starts.
- D. Practices must not exceed two hours and only one practice may be held per day. Participants must be released by 8:30 p.m.
- E. Conditions of participants must be watched, especially in hot weather. Water breaks are required every 15 minutes.
- F. Pre-game warm-ups will not exceed one hour prior to scheduled game time.
- G. Practice will stop immediately if, in the Coach's, a local senior Coach's or a local Board member's opinion deteriorating weather (lightning, wind, etc.) might cause injury to the participants.
- H. Any game scheduled on a weekday shall be counted as a practice.
- I. A certified Coach, at least 18 years of age, must be present to hold practice.
- J. All participants are required to attend 2/3 of weekly practices or be subject to ineligibility for play in the following Saturday's game, at Head Coach's discretion.
- K. Paid coaches shall not have a role in coaching a recreational team while that team is playing a game sanctioned by LEAYSA

### **PLAYER PARTICIPATION RULE**

- A. With LEAYSA-Football being an instructional league, all players must have a starting position on either offense or defense and participate in at least 50% of the game.
- B. A player, whose coach has documentation for disciplinary action, must still play a minimum of 25% of the game.
- C. If a team leads by 25 points, the Coach should use the Good Sportsmanship Rule and rest his starting players. In doing so, the Coach will not be in violation of the Player Participation Rule.
- D. Any Coach in violation of LEAYSA-FOOTBALL's Player Participation Rule will be liable for the following minimum restrictions within the current playing year and subject to a hearing in front of the Ethics committee:
  - 1. Acknowledgment of rule and signature on Coaches' Application constitutes first warning.
  - 2. Written censure, one-week suspension\* from coaching for first violation and forfeiture of the game.
- E. The Board will appoint a new coach to team in case of suspension or termination.
- F. Any player, who is injured and cannot play further in the game, must remove his/her shoulder pads, thus eliminating any confusion of the Player Participation Rule.

### **EQUIPMENT**

LEAYSA will provide uniforms for all teams each season. All other equipment required to play football is the responsibility of the player.

# ***LEAYSA - FOOTBALL***

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## ***Little Elm Area Youth Sports Association - Football*** **Bylaws, Rules and Regulations**

Approved by LEAYSA-Football Board of Directors on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Executed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_.

Board member: \_\_\_\_\_.

Witness: \_\_\_\_\_.

Approved by LEAYSA Board of Directors on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Executed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_.

Board member: \_\_\_\_\_.

Witness: \_\_\_\_\_.