CAPITOL AREA YOUTH SOCCER ASSOCIATION

Administrative Handbook

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Constitution
(Section 1)
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By-Laws
(Section 2)
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Registration Rules & Procedures
(Section 3)
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Discipline, Protest, & Grievance Procedures
(Section 4)
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Post Season Tournaments
(Section 5)
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Rules of Play
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CAYSA Division IV Rules
(Section 7)
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SECTION 1

CAYSA CONSTITUTION

Last Amended: July 27, 2016
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ARTICLE I. NAME

1.1 The name of this organization shall be the **Capitol Area Youth Soccer Association**, a Texas non-profit corporation, hereinafter referred to as "**CAYSA**".

ARTICLE II. PURPOSE

1.2 The purpose of CAYSA is to provide the opportunity for all who wish to participate in youth soccer activities within CAYSA's territory. CAYSA shall teach good sportsmanship, educate youth participants and adult sponsors in the fundamentals of the game of soccer, promote the game of soccer through sponsorship of regularly scheduled soccer competition, and conduct such other educational activities as shall be deemed appropriate to the promotion of youth soccer.

ARTICLE III. AFFILIATION

1.3 CAYSA and its member organizations shall affiliate and comply with the authority of the United States Soccer Federation and its affiliated youth programs

ARTICLE IV. SEASONAL AND FISCAL YEAR

1.4 The "Seasonal Year" of CAYSA shall be August 1through July 31. The "Fiscal Year" of CAYSA shall be September 1 through August 31.

ARTICLE V. TERRITORY

1.5 CAYSA shall have jurisdiction over all members that reside within the Capitol area. This includes the following Texas counties: Travis, Williamson, Bastrop, Bell, Blanco, Burnet, Caldwell, Coryell, Hays, Lampasas, and Lee.

ARTICLE VI. MEMBERSHIP

1.6 Membership in CAYSA shall consist of properly constituted and approved youth soccer associations, clubs and leagues, hereafter known as "member organizations" and their duly registered players, the players' parents and/or guardians, coaches, board members and supporters within CAYSA's defined territory. Each member association, club or league shall retain its own autonomy; however, each will adhere to the Constitution and Bylaws of CAYSA pertaining to all matters within CAYSA's jurisdiction. CAYSA with the approval of its member organizations shall admit as members, applicant organizations, associations, clubs or leagues within its jurisdiction and provide such applicants with management assistance when requested. However, any applicant with less than (6) member teams may become a non-voting, CAYSA associate member whose representatives may participate in all discussions.

1.6.1 Provisional Membership. An organization or entity wishing to affiliate with CAYSA may apply for provisional membership in a manner to be provided for by the Executive Committee for a period not to exceed three seasonal years. Applications for provisional membership must be approved by the membership of CAYSA.

1.6.1.1 To be eligible for provisional membership, the organization or entity must be proposing to establish a new association, club or league in an unserved area. An unserved area is one where no CAYSA member association operates within one of the following areas:

(a) the city limits within which the provisional member is located,

(b) the Independent School District within which the provisional member is located or

(c) a 15 mile radius of the provisional member's playing facilities. In addition, no more than 10% of the provisional member's registered players can have been registered with any other STYSA organization during the previous seasonal year.

1.6.1.2 A provisional member must meet all attendance and financial requirements for "Good Standing" as a regular Member, may participate in all discussions, but shall not be entitled to vote in CAYSA meetings. All teams registered with a provisional member are eligible to advance to CAYSA and/or STYSA post-season play.

1.6.1.3 The Executive Committee may establish reduced rate fee schedules for provisional members in an amount not less than the STYSA registration fees.

1.6.1.4 The Provisional Member shall submit its Board of Directors to the Executive Committee for approval upon formation, election or any change of membership. At least one position on the Board of Directors must be reserved for a representative of the Executive Committee. The Provisional Member shall notify the Executive Committee in writing of all of its board meetings not less than 14 days before each meeting, and shall submit minutes of all Board Meetings to the Executive Committee upon approval of the minutes.

1.6.1.5 At any time following 18 months of provisional member status, the provisional member may apply for full member status pursuant to Article 1.7. The Executive Committee shall recommend to the governing board that the application be approved or that provisional member status be continued.

1.6.1.6 The Executive Committee may recommend to the Governing Board that a provisional member's status be terminated for violation of these provisions or any other CAYSA or STYSA competition or registration rule.

1.7 **Application for Membership.**

1.7.1 Application Process

An organization seeking membership in CAYSA must file a written application requesting membership which must be accompanied by a current copy of the applicant's Constitution, Bylaws and Rules (if there are any Rules). Each applying association, club or league shall be furnished a copy of the Constitution, Bylaws and Rules of CAYSA Application for membership to CAYSA must be accompanied by the current annual fees, if applicable, which shall be returned if the applicant is denied membership. The completed application will be referred to the CAYSA Executive Committee to determine the need for an association in the area to be serviced. Once the determination has been made the request will be presented at a Governing Board meeting along with the recommendation of the Executive Committee. The application will be discussed at the Governing Board meeting. Each member association can request a copy of the application and accompanying documentation. The application will be voted on at the next Governing Board meeting. With the notice of the meeting in which membership is to be considered, the CAYSA Secretary or his/her designate shall include in the agenda the name of the Club requesting membership.

1.7.2 New Membership Status

Once a new organization is approved, they will be placed into a Probationary Period of at least one seasonal year and not to exceed three seasonal years.

a. A probationary member must meet all attendance and financial requirements for "Good Standing" as a regular Member, may participate in all discussions, but shall not be entitled to vote in CAYSA meetings. All teams registered with a probationary member are eligible to advance to CAYSA and/or STYSA post-season play.
b. The Probationary Member shall submit its Board of Directors to the Executive Committee for approval upon formation, election or any change of membership. At least one position on the Board of Directors must be reserved for a representative of the Executive Committee. The Probationary Member shall notify the Executive

Committee in writing of all of its board meetings not less than 14 days before each meeting, and shall submit minutes of all Board Meetings to the Executive Committee upon approval of the minutes.

c. The Executive Committee may recommend to the Governing Board that a probationary member's status be terminated for violation of these provisions or any other CAYSA or STYSA competition or registration rule.

1.7.3 Transition into Full Membership

a. Probationary Status Review: At the end of each seasonal year starting with year one and up to the end of year three, the Executive Committee will determine whether the Probationary Member has consistently met the parameters to become a full member.
b. Once determination has been made, the Executive Committee shall disclose the updated member status to the governing board.
c. A probationary Member who fails to transition into full membership within three years shall be automatically terminated.

1.8 **Complaint against a Member.** Any member organization or member may file a written complaint against a member organization or member. Complaints should be directed to the CAYSA office, Attn: Executive VP, requesting an investigation, review, and/or disciplinary action or other action by the CAYSA Executive Committee for any violation of the CAYSA Constitution, Bylaws or Rules. The CAYSA Executive Committee may refer the matter to the Discipline and Protest Committee for review and action.

1.9 **Resignation.** Any member organization may resign by filing a written resignation with the Secretary, but such resignation shall not relieve the member organization of the obligation of paying any and all dues, fees, assessments or other charges due and unpaid.

1.10 **Reinstatement.** Upon written request submitted by an organization that has fallen out of good standing, been removed, or resigned, with up-to-date copies of its Constitution, Bylaws and Rules (if there are any Rules) and filed with the Secretary or his/her designate, the Governing Board may, by a simple majority vote of the members in attendance at a duly constituted meeting, reinstate such former member to the membership on such terms as the Governing Board may deem appropriate.

1.11 **Transfer of Membership.** Membership in CAYSA shall not be transferable or assignable.

1.12 **Reverting to Associate member status.** Any club that registers fewer than six (6) member teams in a season will automatically become a non-voting associate member. The club will remain in this status until they register six (6) or more member teams.

ARTICLE VII. GOVERNING BOARD

1.13 CAYSA shall be governed by its Governing Board composed of one representative and an alternate designated in writing to the CAYSA Secretary by each member organization. The duties and responsibilities of the Board shall be to:

1.13.1 interprets and enforces the CAYSA Constitution, Bylaws, Rules and decisions of the Governing Board;
1.13.2 establish all CAYSA fees and charges;
1.13.3 establish and administer all CAYSA Rules;
1.13.4 resolve all disputes, protests and appeals there from, except as provided otherwise in these Bylaws or in the CAYSA Constitution or Rules or when CAYSA's authority to do so is superseded by USSF.
1.13.4 establish and coordinate or approve all inter-association play and tournaments;
1.13.5 adopt a budget and approve all expenditures not budgeted; and
1.13.6 carry out all other duties and responsibilities as specified in this Constitution, the Bylaws and Rules of CAYSA.

ARTICLE VIII. OFFICERS

1.14 **Positions.** The members of the Governing Board shall elect the following officers of CAYSA:

1.14.1 President **
1.14.2 Executive Vice-President
1.14.3 Secretary
1.14.4 Treasurer **
1.14.5 Registrar **
1.14.6 Vice President of Facilities
1.14.7 Commissioner of Referees
1.14.8 Vice-Presidents of Players: Boys D-I; S-II; D-II**; D-III; Girls D-I; S-II; D-II**; D-III; and D-IV**; RecPlus**; and Soccer Across America

The above officers shall constitute the CAYSA Executive Committee.

1.15 **Qualifications & Term.** The officers shall be elected for a two year term beginning June 1 and ending May 31 two years later. They may succeed themselves in office. The ** officers shall be elected during even numbered years and the remaining officers shall be elected in odd numbered years.

1.16 **Attendance.** Any CAYSA officer who is absent two (2) consecutive Governing Board meetings without reasonable excuse may have his/her position declared vacant by the Governing Board with a simple majority vote. Declaring an officer's position vacant shall not be considered as "Removal" under this Constitution or the CAYSA Bylaws.

1.17 **Vacancy.** In the event any office becomes vacant, a successor shall be elected by a simple majority vote of the Governing Board in attendance at any duly constituted meeting.

1.18 **Removal.** Except for a vacancy for non-attendance, a two-thirds (2/3) majority vote of the Governing Board in attendance at any duly constituted meeting shall be required to remove any officer.

ARTICLE IX. MEETINGS

1.19 Called meetings of CAYSA shall be held approximately two (2) weeks after the USSF affiliate meetings. The following regular meetings are required each year unless waived by the Governing Board.
1.19.1 January - Plan for Spring season.
1.19.2 March - Set budget and elect Officers
1.19.3 May/June - Plan for Fall Season, and Install Officers
1.19.4 September - plan Fall Championship tournament
1.19.5 October/November - General business meeting

1.20 **Special Meetings**. Special meetings may be called by written request to the CAYSA Secretary **or his/her designee** by the President or one third (1/3) [rounded upward] of the Governing Board.

1.21 **Place of Meetings.** The CAYSA President may designate any place within the boundaries of CAYSA, as the place for any regular or special meeting.

1.22 **Order of Business.** The order of business shall be as follows:
1.22.1 Roll call and vote accreditation.
1.22.2 Requests for reinstatement
1.22.3 Reading of minutes of last meeting
1.22.4 Unfinished business.
1.22.5 Reports, if any, of chairpersons of standing committees
1.22.6 Report of Officers.
1.22.7 Election of Officers **(March meeting**).
1.22.8 Amendments, if any, of Constitution, By-Laws or Rules.
1.22.9 Removals

1.22.10 New business
1.22.11 For the good of the game
1.22.12 Adjournment

1.23 **Modification.** The President may modify the order of presentation of any meeting's business to accommodate guests, Governing Board members or to bring about the efficient handling of matters to be presented. All meetings of CAYSA shall be conducted in accordance with *Robert's Rules of Order*, latest edition.

1.24 **Good Standing**. Any member association that:

1.24.1 is absent for two (2) consecutive CAYSA Governing Board Meetings; or
1.24.2 is delinquent thirty (30) days in the payment to CAYSA of any registration fees, fines or other fees; or
1.24.3 fails to register six (6) or more teams by the initial fall registration date; or
1.24.4 fails or refuses to comply with the authority of CAYSA, shall be considered to lose good standing and shall have its voting rights automatically suspended until such rights are reinstated by a simple majority vote of the Governing Board. Such business shall be the second item on the agenda.

No club, team or individual registered with a member association not in good standing, as a result of 1.24.1, 1.24.2, or 1.24.4 above shall be allowed to participate in any competition sponsored by STYSA.

1.25 **Quorum.** A majority of members present in good standing as of the date of the meeting, which comprise the Governing Board constitutes a quorum. All committees, boards, or other groups must maintain fifty present of the members plus 1 member to conduct business at any meeting.

1.26 **Removal.** Any member may be removed by two-thirds (2/3) majority vote of those in attendance at a duly called meeting if they meet any of the following criteria:

1.26.1 Fails to register any players and teams by the initial fall registration date
1.26.2 Remains not in good standing for twelve months
1.26.3 No longer meets the articles of their Constitution and /or Bylaws
1.26.4 Announced publicly that it has merged into another member organization
1.26.5 Fails to comply with the authority of CAYSA

The registration club code(s) of any member so removed shall be immediately invalid and remain so until reinstatement. Any member so removed may request reinstatement with proof of compliance. Reinstatements shall be the second agenda item of any duly constituted meeting.

ARTICLE X. AMENDMENTS

1.27 Any proposals or motions to amend this Constitution must be made in writing to the Secretary or his/her designate for distribution to CAYSA Governing Board members. Notice shall be thirty (30) days prior to the meeting to amend this Constitution and include proposed amendments along with time, date and place of meeting. Amendments to this Constitution may be approved at any duly constituted meeting by a two-thirds (2/3) majority vote of Governing Board members in good standing in attendance.

ARTICLE XI. NOTICE

1.28 Notice in this Constitution shall have been accomplished when the CAYSA Secretary or his/her designate notifies the Governing Board members. Notice, unless specifically stated otherwise, shall be required ten (10) days prior to all meetings and thirty (30) days prior to a meeting to amend this Constitution. Said notification may be by U.S. Postal Service, facsimile transmission, electronic mail, courier service, or other commonly accepted means.

ARTICLE XII. DISSOLUTION

1.29 In the event that CAYSA ceases to function or dissolves and after paying or making the provision for payment of all just liabilities, the Governing Board shall transfer all of the net assets to any successor organization which has similar purposes as specified in this Constitution; provided however, such successor organization qualifies under Section 501 (c) (3) of the Internal Revenue Code (or any corresponding provision). Should no successor organization exist, then the Governing Board may distribute the net assets to any youth organization it designates so long as the organization qualifies under Section 501(c)(3).

SECTION 2

CAYSA BYLAWS

Last Amended: July 26, 2017
Formatting and reference changes: January 19, 2017

ARTICLE I. OFFICES

2.1 **Principal Office.** The principal office of CAYSA shall be in the State of Texas and within the boundaries of CAYSA. The CAYSA President may designate other offices as may be required from time to time.

2.2 **Registered Office.** CAYSA shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office, and the address of the registered office may be changed from time to time. The registered agent shall be the CAYSA President unless the President appoints a designate to be registered agent in his/her place.

ARTICLE II. MEMBERSHIP

2.3 All criteria for membership in CAYSA are defined in the CAYSA constitution.

ARTICLE III. VOTING

2.4 **Voting.** Except for discipline, appeal and Executive Committee meetings where each member organization or member, in the case of the Executive Committee, shall have one vote, each organization shall have voting powers according to the number of paid registrations as provided by the Registrar to the Secretary from the previous registration period for the following seasonal year as follows:

200	or	less	registrations	1 vote
201	to	400	registrations	2 votes
401	to	600	registrations	3 votes
601	to	800	registrations	4 votes
801	to	1000	registrations	5 votes
1001	to	1200	registrations	6 votes
1201	to	1400	registrations	7 votes
1401	and	above	registrations	8 votes

2.4.1 Voting powers shall remain the throughout the seasonal year based on the previous year's registration regardless of changes during the current year. The designated representative or alternates shall cast all votes for the member organization, unless there is a valid proxy. A simple majority of the votes on any issue at any meeting shall decide all questions, except those involving amendments to the Constitution or Bylaws or to remove an officer or a member organization. A CAYSA officer may serve as the alternate representative for one member organization for the year. Officers may cast votes for only one club unless such officer is the valid proxy of such organization. *2.4 & 2.4.1 Amended July 26, 2017*

2.5 **Good Standing**. To vote, a member must be in good standing.

2.6 **Proxy.** To be valid, a proxy must be in writing, signed and dated by the chief executive officer of the member organization. It must be presented to the CAYSA Secretary prior to the meeting at which it will be utilized. The proxy must designate the individual appointed to vote for the organization and must designate the

powers of the proxy holder. It shall be viable only for the meeting immediately after the date of the proxy. A proxy may not be cast by nor for a member organization which is not in good standing. Votes cast by proxy do not fulfill the requirements for attendance by a member organization as required in the CAYSA Constitution.

ARTICLE IV. OFFICERS

2.7 **General Provisions.** All officers of CAYSA shall carry out the decisions of the Governing Board and shall uphold and enforce the provisions of the CAYSA Constitution, Bylaws and Rules. The ** officers shall be elected during even numbered years and the remaining officers shall be elected in odd numbered years.

2.8 **President**.** The President shall be the Chief Executive Officer of CAYSA and shall have the following duties and responsibilities:

2.8.1 shall preside at CAYSA regular and special Governing Board and Executive Committee meetings;
2.8.2 may appoint committees; to include a referee education coordinator and coaching technical advisor;
2.8.3 shall cast the deciding vote in the event of a tie at any meetings at which he/she presides or waive the right to do so;
2.8.4 may appoint delegates to any member organization meeting;
2.8.5 prior to the last meeting of each fiscal year, may appoint an auditing committee to inspect the Treasurer's books to certify their accuracy;
2.8.6 with the Treasurer shall prepare and oversee all CAYSA budgets and financial reports;
2.8.7 shall handle all public relations in the best interest of CAYSA;
2.8.8 shall have responsibility for new area development;
2.8.9 shall represent CAYSA at all STYSA meetings and shall include in the budget reasonable expenses to attend such meetings;
2.8.10 shall have the right to designate individual(s) to carry out any of his/her listed duties and responsibilities; and
2.8.11 shall manage the day to day operations of CAYSA.

2.9 **Executive Vice President.** The Executive Vice-President shall succeed to the powers of the President in his/her absence and in addition have the following duties and responsibilities:

2.9.1 shall assume responsibility for all insurance matters, including but not limited to informing the Governing Board members about insurance coverage, handling claims (including follow-up) and dealing with any insurance problems that might arise;
2.9.2 shall be the chairperson of the Discipline and Protest Committee, and shall appoint members to serve on the D&P Committee prior to the start of each season;
2.9.3 shall promote activities for the development of CAYSA players, coaches and referees, i.e. organizing the CAYSA Convention, coaching clinics, etc.;
2.9.4 shall serve on the Transfer Committee;
2.9.5 shall be the chairperson for all CAYSA tournaments; will set up committees to handle the tasks involved in running the tournament;
2.9.6 may appoint other individuals or committees to assist in carrying out their duties and responsibilities.

2.10 **Secretary.** The Secretary shall have the following duties and responsibilities;

2.10.1 shall record the minutes of all meetings, attend to all correspondence, and keep the records of CAYSA;
2.10.2 shall provide minutes of CAYSA meetings to all members of the Governing Board
2.10.3 shall provide notice of all meetings as required in the CAYSA Constitution, Bylaws and Rules of all meetings;
2.10.4 shall receive and record the designated representative and alternates of each member organization;
2.10.5 shall obtain from the Registrar paid registration statistics according to the first Fall registration date for the purpose of calculating each member organization's voting power throughout the seasonal year;
2.10.6 may appoint other individuals or committees to assist in carrying out his/her duties and responsibilities;
2.10.7 shall maintain the current CAYSA Constitution, By-Laws, Rules, and Procedures;

2.11 **Treasurer**.** The Treasurer shall have the following duties and responsibilities:

2.11.1 shall collect all dues and fees owed to CAYSA; control all monies of CAYSA; and maintain detailed records of CAYSA's income and expenditures;

2.11.2 shall prepare and submit a financial report of income, expenditures, current assets and liabilities to the Governing Board at each regular meeting and; disperse funds in accordance with the approved budget;

2.11.3 shall assist the President in the preparation of the yearly CAYSA budget;

2.11.4 may appoint other individuals or committees to assist in carrying out his/her duties and responsibilities.

2.12 **Registrar**.** The Registrar shall have the following duties and responsibilities:

2.12.1 shall supply members with proper registration information and materials;

2.12.2 shall coordinate member organization's registrars in registering all CAYSA players with CAYSA,

2.12.3 shall insure that all registration forms are timely filed with the proper authorities;

2.12.4 shall maintain and prepare registration statistics of each season and present a report of such statistics to the Governing Board at the next regular meeting after registration;

2.12.5 shall provide paid registration statistics of each member organization to the Secretary five (5) days before the October/November CAYSA meeting so that the Secretary can determine member organization's voting power for the seasonal year;

2.12.6 shall act as Chairperson for the player transfer committee;

2.12.7 may appoint other individuals or committees to assist in carrying out his/her duties and responsibilities.

2.13 **Vice President of Facilities.** The Facilities Vice President shall have the following duties and responsibilities:

2.13.1 shall coordinate and administer all improvements to the CAYSA Complex;

2.13.2 shall appoint a Scheduler for the CAYSA fields;

2.13.3 shall act as the Chairperson of the facilities committee;

2.13.4 may appoint other individuals or committees to assist in carrying out his/her duties and responsibilities;

2.13.5 shall receive, review, and approve all games scheduled at the facility.

2.14 **Vice President of Division I and Super II.** The Vice Presidents shall have the following duties and responsibilities:

2.14.1 serve as the CAYSA liaison to STYSA Western District,

2.14.2 coordinate any CAYSA tournaments with Executive Vice President.

2.15 **The Vice Presidents of Players Division II**, III, IV** and Soccer Across America.** The Vice Presidents of Players Division II, III, IV and Soccer Across America shall have the following duties and responsibilities:

2.15.1 prior to seasonal play approve and then coordinate and administer all play in and amongst member teams and leagues,

2.15.2 monitor all league play within member clubs,

2.15.3 appoint a scheduler and/or scorer for each league, age group or sub-division thereof, if deemed necessary

2.15.4 coordinate any and all tournaments with Executive Vice President,

2.15.5 receive and maintain penalty point records,

2.15.6 determine if a forfeit shall be recorded for game cards not forwarded to their designee within seventy-two (72) hours,

2.15.7 determine whether a cancelled game shall be declared a forfeit, replayed or deleted from the schedule,

2.15.8 serve as the CAYSA liaison for tournaments and activities,

2.15.9 appoint committees or individuals to assist them in their duties,

2.15.10 investigate and file any D&P matters with Executive Vice President

2.16 **Commissioner of Referees.** The Vice President of Referees shall have the following duties and responsibilities:

2.16.1 shall coordinate and administer all referee complaints;

2.16.2 shall be responsible for properly identifying referees and certification when needed;

2.16.3 shall assist in coordination of referee education when needed;

2.16.4 may appoint other individuals or committees to assist in carrying out his/her duties and responsibilities.

ARTICLE V. EXECUTIVE COMMITTEE

2.17 The Executive Committee as constituted in Article VIII of The Constitution shall handle matters demanding immediate attention wherein it would be impractical or impossible to call a Governing Board meeting to address these matters. The President or any three CAYSA officers may call an Executive Committee meeting with two days notice to the Executive Committee officers. The President shall designate the location, date and time of all Executive Meetings. These meetings may be held in person, unless the president deems an alternate method is necessary. The Executive Committee shall have the power to establish policy; these will be in written form and reported to the Governing Board at the next meeting. The Governing Board may change any policy by a simple majority vote. *Amended July 26, 2017*

ARTICLE VI. NOTICE

2.18 Notice shall have been accomplished when the CAYSA Secretary or his/her designate notifies the persons designated in these Bylaws to receive notice. Said notification may be by U.S. Postal Service, facsimile transmission, electronic mail, courier service, or other commonly accepted means.

ARTICLE VII. AMENDMENTS

2.19 Any proposals or motion to amend these Bylaws must be made in writing to the Secretary or his/her designate for distribution to the Governing Board members. Notice shall be thirty (30) days prior to the meeting to amend these Bylaws and shall include proposed amendments, time, date and place of meeting. Amendments to these Bylaws may be approved at any duly constituted meeting by a two-thirds (2/3) majority vote of Governing Board members in good standing in attendance.

ARTICLE VIII. CHANGES IN RULES AND PROCEDURES

2.20 Any proposals or motions to amend Rules or Procedures must be made in writing to the Secretary or his/her designate for distribution to CAYSA Governing Board members. Notice shall be ten (10) days prior to the meeting to amend Rules or Procedures and include proposed amendments along with time, date and place of meeting. Amendments to Rules or Procedures may be approved at any duly constituted meeting by a simple majority vote of Governing Board members in good standing in attendance. *Revised 10-13-2013*

2.21 Changes to formatting or renumbering to accommodate rule or reference changes shall not require a membership vote.

SECTION 3

REGISTRATION RULES & PROCEDURES

Last Amended: July 25, 2018
Formatting and reference changes: January 03, 2017

3.0 EXCEPTIONS TO FIFA LAWS. The USSF Affiliate USYS member STYSA Section 3 Registration Rules and Procedures shall be the guidelines for and be a part of this section as if they were printed in entirety with the following exceptions and/ or additions.

3.1 DEFINITIONS

3.1.1 **Season**: The period of play including any and all post-season play. Currently there are two seasons: Fall- August through December and Spring/Summer- January through July.

3.1.2 **Playing Age**: CALENDAR BIRTH YEAR is used to determine a player's age for registration purposes.

3.1.3 **Association/Club/Organization**: A group sponsoring and/or administering a team or group of teams.

3.1.4 **League**: A structured group of four (4) or more teams joined for the purpose of inter-association or intra-association play under a common set of administrative and competition rules.

3.1.5 **Levels of Play**: The competition leagues in each age group as defined or administered.

3.1.6 **Age Group**: The upper limit of playing age for team formation.

3.1.7 **Game**: A competition between two teams with an official.

3.1.8 **Intra-Association:** Any and all activities within any member Association.

3.1.9 **Inter-Association**: Any and all activities in and amongst member Associations.

3.2 AGE GROUPS See STYSA 3.3.1
CALENDAR BIRTH YEAR

3.2.1 The age groups are as follows where U means that age and younger:
U19 = 19 years of age and younger
U18 = 18 " " " " "
U17 = 17 " " " " "
U16 = 16 " " " " "
U15 = 15 " " " " "
U14 = 14 " " " " "
U13 = 13 " " " " "
U12 = 12 " " " " "
U11 = 11 " " " " "
U10 = 10 " " " " "
U09 = 09 " " " " "
U08 = 08 " " " " "
U07 = 07 " " " " "
U06 = 06 " " " " "
U05 = 05 " " " " "
U04= 04 " " " " "

3.2.1.1 Age-pure teams are optional. Member organizations can choose to form teams under the proper even-numbered age group. For example, all U11 and U12 players can be mixed together onto teams coded as U12 rather than forming separate U11 and U12 teams, even if that club forms separate U09 and U10 teams.

3.3 REGISTRATION, FEES AND PROOF OF AGE

3.3.1 DATE OF REGISTRATION. STYSA 3.2.7

3.3.2 The Governing Board shall establish the player fee no later than the August meeting of each year. The Executive Committee shall establish the due date of fees.

3.3.3 A complete registration of players and adults with all fees must be submitted by date established by the Executive Committee along with the following:

a) Goal inspection reports for all venues including practice sites;
b) Current list of board members and contact information
c) An updated copy of Constitution, Bylaws and rules of play (if any);
d) Most recent IRS 990 or Proof of nonprofit status;
e) Proof of registration for any player not registered with USYS entities in compliance with USSF Policy 212-1 Participation in Affiliated Organizations

Members who fail to meet deadline shall be fined $100.00 per week plus any additional cost due to late submission. A delinquent member will automatically be not in good standing.

The deadline shall be prior to the posted STYSA deadline.

3.3.4 **Club Registrars** whose teams compete in inter-association play within CAYSA and STYSA Western District including any and all tournament play shall verify the eligibility of all players rostered to the team prior to each season of play. All documentation showing proof of age, residency status, or legal guardianship shall be maintained in the registrar's files during the seasonal year and be made available to the CAYSA Registrar or the D&P Committee if requested.

3.3.5 Any coach, trainer, assistant coach, or manager must be assigned to all the team(s) that they coach, train, or manage.

3.3.6 Any person over age 17, paid or volunteer, excluding referees, associated with any member organization shall submit a completed Adult Application prior to working with or around players. **See: STYSA 3.15**

3.4 TEAM FORMATION

3.4.1 **Team Formation.** STYSA sec 3.3 through 3.11

3.4.2 **Team Rostering**. This Rule shall apply to teams participating in CAYSA or USSF sanctioned inter-association/club competitions. Team rostering shall be done according to the rules of the member association/club; however, for teams to participate in CAYSA or USSF sanctioned inter-association/club competitions those rules must comply with the restrictions according to playing levels.

3.4.3 **Recruitment and Solicitation of STYSA Registered players**

3.4.3.1 Recruiting or solicitation of players shall be prohibited prior to the Try-out date set for Super II and Division II. Recruitment for DIII and D IV players or teams is prohibited (See STYSA 3.9.1.1).

a) The recruitment/solicitation period begins with try-outs. Try-outs may be held beginning the Monday following the date of the USYSNC State Championships as published in the STYSA calendar **or** the date as established by the CAYSA Governing Board prior to March 1 of the seasonal year.
b) The recruiting/solicitation period ends July 31st.
c) Prior to the Try-out Date, it shall be prohibited to approach players and/or parents of an opposing CAYSA member club from one (1) hour before to one (1) hour after any match.
d) This does not prohibit the distribution of flyers, mailers, web posting or other common practices to advertise any member club to the general public.

3.4.3.2 **Penalties**. Failure to comply with 3.4.3.1 will result in the following:

a) 1st offense – One season probation and removal from any position where his/her responsibility places them in a position to repeat such behavior.
b) 2nd offense – Removal for one seasonal year from any and all positions of responsibility or authority and suspension from the area such violation occurred.
c) 3rd offense – Suspension from CAYSA for a minimum of one year with reinstatement pending a review and reinstatement hearing by the CAYSA D&P Committee.

3.4.4 **Team size:** (Effective Aug 1, 2017)

U16-19 : 22 with 18 per game
U13-15: 18
U11-12: 16
U09-10: 12
U6-8: 8
U4-5: 6

3.5 ADDS, TRANSFERS AND RELEASES. (See STYSA 3.6 and 3.12 through 3.13)

3.5.1 **Transfers**. An ATR form is required solely for transfers in Division I, Super II, and Division II. A **Division IV or Division III** player must submit an ATR form only if moving to or from a Super II, Division II, or Division I team.

3.5.2 **Releases.** A player request for release is mandatory and must be honored without exception per USYS See: STYSA 3.6

3.5.3 **Transfer Approval**. All requests for transfers shall be submitted to the CAYSA Registrar in writing. The player is not to play a game with the transferred-to team until after the transfer has been approved and the player has registered with the transferred-to team. A transferring team may not play a game with the receiving club/association until the transfer has been approved. A transfer committee of three including the Registrar (Committee Chairperson), Executive Vice President and one other member of the Executive Committee will be called to decide questions on contested transfer requests.

3.6 LEVELS OF PLAY

3.6.1 The CAYSA Competition Committee shall consist of all Vice Presidents Divisions I through III and the CAYSA Executive Vice President shall be the designated chair. The CAYSA Competition Committee shall determine level of play, relegation and promotion of teams not governed by a higher authority.

3.6.2 **Division I, Super II Placement.** The criteria for placement will be determined by Western District **or the competition authority administering the league(s).**

3.6.3 **CAYSA FALL CHAMPION** Team Promotion will be determined by the Competition Committee.

3.6.4 **STYSA CHAMPION** (STYSA 5.2.6)

A Division III team which wins a Fall or Spring USYS/ STYSA District Championship and has 50%+1 returning players rostered to a U11 or older team **must be** promoted to the lowest CAYSA Division II competition level the next seasonal year, unless assigned to a higher competition level by the CAYSA Competition Committee

3.7 PROOF OF REGISTRATION (STYSA 3.2.9)

3.7.1 **USYS Identification Cards.** Players and coaches shall provide to the referee prior to the beginning of each game properly completed and laminated USYS Identification Cards. The USYS Identification cards must contain the same information required in STYSA Rules 3.2.9 and 3.2.10.

3.7.1.1 Players and/or coaches without proper USYS identification cards are ineligible to play or coach at any inter-association game.

3.8 CAYSA FEES. All member organizations must be registered with and all fees paid to CAYSA prior to any of their teams being eligible to compete in CAYSA or STYSA competition.

3.9 EXCEPTIONS. The CAYSA Executive Committee may serve as an Exceptions Committee to approve temporary exceptions to these Rules where special circumstances warrant a variance from strict enforcement of the Rules. Requests for exceptions to these Rules must be submitted in writing to the CAYSA Secretary along with a $100.00 fee (cash or certified funds) (non-refundable). Such requests may be considered at any duly called Executive Committee meeting or may be considered in an open hearing where required, so long as all CAYSA member clubs are advised, in writing, of the exception to be considered no less that ten days in advance of the Exceptions Committee meeting. All actions taken as a result of an Exceptions Committee hearing will be reported to the Governing Board at the next meeting of the Governing Board.

SECTION 4

DISCIPLINE, PROTEST & GRIEVANCE PROCEDURES

Last Amended: July 26, 2017
Formatting and reference changes: July 25, 2018

SECTION 4 DISCIPLINE, PROTEST, GRIEVANCE and APPEAL PROCEDURES

The following are additions to STYSA SECTION 4 which shall be a part of this section as if it were listed in entirety.

[Note: Additions are referenced to STYSA Section numbers and do not supersede the referenced rule only clarify CAYSA'S Standing].

4.1 PURPOSE. The purpose of the CAYSA Discipline, Protest, and Grievance Procedures is to promote and ensure uniformity and consistency in the application of the rules and procedures of CAYSA, including its Member Associations and Clubs, STYSA, USYS, USSF, and FIFA. In addition, it is the purpose of these rules to attempt to regulate and control unacceptable, unsportsmanlike, and unfair behavior on the part of players, coaches, managers, administrators, fans, and supporters, in order to promote the sport of youth soccer.

4.2 DEFINITIONS (See STYSA 4.2 and STYSA 4.9.6 for definitions not listed below)

4.2.1 **Grievance** is any complaint that is not a protest or an appeal, but in the opinion of the complainant is a violation of CAYSA, STYSA, USYS, or USSF Constitution, By-Laws or Rules and Procedures or involves the members of two different CAYSA Member Associations or Clubs. A grievance also includes any complaint against an administrator (paid or volunteer), officer, or governing board member appointed or elected by a Member Association, Local Association, or Club alleging (i) wrongful, improper, or unlawful behavior, and/or (ii) a violation of published rules, regulations, or procedures of the Member Association, Local Association, or Club. A grievance shall not encompass allegations of violations of FIFA Laws of the Game or matters of referee judgment.

A grievance also includes any complaint against an administrator (paid or volunteer), officer, or governing board member appointed or elected by a Member Association, Local Association, or Club alleging (i) wrongful, improper, or unlawful behavior, and/or (ii) a violation of published rules, regulations, or procedures of the Member Association, Local Association, or Club. A grievance shall not encompass allegations of violations of FIFA Laws of the Game or matters of referee judgment.

4.2.2 **Season.** The CAYSA Fall season shall begin on September 1st and end on December 31st of each seasonal year. The CAYSA Spring / summer season shall begin on January 1st and end on July 15th of each seasonal year.

4.2.3 **Standing.** In matters relating to grievances, protests, or appeals, only the following will have standing before the CAYSA D&P Committee:

(a) currently registered players [and their legal guardian(s)];
(b) STYSA registered CAYSA coaches;
(c) an elected / appointed CAYSA administrator or committee member;
(d) An administrator / governing board member appointed or elected by a Member Association or Club in good standing.

4.3 DISCIPLINE & PROTEST COMMITTEE

4.3.1 **Functions of the D&P Committee.** The CAYSA D&P Committee will hold hearings and exercise and administer powers granted to it in these and other CAYSA, STYSA, USYSA, USSF and FIFA rules and regulations.

4.3.2 Committee Structure

a) The CAYSA D&P Committee shall consist of a chairperson and additional appointed members. An assistant chairperson may be appointed to handle D&P matters under these rules in any district or location other than the district of the chairperson.
b) The chairperson will be the Executive Vice President in accordance with the CAYSA By-Laws. The assistant chairperson will be appointed by the Executive Vice President.
c) The additional members will be appointed by and serve at the discretion of the chairperson.
d) The chairperson and assistant chairperson, subject to the approval of the CAYSA President, may appoint person to conduct the business of the Committee temporarily in his / her absence or inability.

4.4 LINE OF JURISDICTION

4.4.1 The line of jurisdiction on protests, appeals and grievances, except as indicated below, shall be as follows:

a) One CAYSA Member Association discipline and protest body, then
b) CAYSA D&P committee, then
c) STYSA D&P Committee, then
d) STYSA Executive Committee only in disputes between member associations or their member clubs, then
e) USSF National Appeals Committee.

4.4.2 **Assault of Referee.** In the instance of assault of a referee, the line of jurisdiction shall be as follows:
a) STYSA D&P Committee, then
b) USSF National Appeals Committee.

4.4.3 **Abuse of Referee.** In the instance of abuse of a referee, the line of jurisdiction shall be as follows:
a) CAYSA or STYSA D&P; then
b) STYSA D&P Committee, then
c) USSF National Appeals Committee.

4.4.4 **Request for Reinstatement.** Following an Automatic Suspension of a Player for acquisition of excessive penalty points. The line of jurisdiction shall be as follows:
a) STYSA D&P Committee, unless referred to the Member Association by the Committee; then
b) USSF National Appeals Committee.

4.4.5 **Protest of League Play.**
a) As per CAYSA rules; then
b) STYSA D&P Committee; then
c) No appeals allowed.

4.4.6 **Protest of Fall Championship Play-Off Competition.**
a) In accordance with Play-Off Rules Section V and handled by the CAYSA D&P Committee or its appointed representative(s);
b) No appeals allowed.

4.4.7 **Protest of Fall District and State Play-Off Competition.**
a) The STYSA D&P Committee or designates will render all decisions.
b) No appeals allowed.

4.4.8 **Protest of US Youth Soccer National Championship Play, STYSA President's Cup Play and South Texas Cup Play (prior to State Play-offs).**
a) As per CAYSA playing association rules,
b) STYSA D&P Committee
c) No appeals allowed.

4.4.9 **Protest of US Youth Soccer National Championships, STYSA President's Cup Playoffs and South Texas Cup State Playoffs.**
a) STYSA D&P Committee or designates will render all decisions on protests.
b) No appeals allowed.

4.4.10 **Protest of a Yellow or Red Card Booking.**
a) The STYSA D&P Committee shall render all decisions.
b) No appeals allowed.

4.4.11 **Misconduct related to State Team Development or Olympic Development.**
a) STYSA State Team / Olympic Development Committee, then on appeal to;
b) STYSA D&P Committee, then on appeal as per 4.4.1.

4.4.12 **Invitational Tournaments.** The Tournament Rules shall provide whether protests will be allowed and the requisite procedures for such. No appeals shall be allowed.

4.4.13 **Decision Shall Stand Until Overturned.** All decisions at all levels of appeal / protest procedures shall stand and be in full force and effect until changes by a higher authority and communicated to all of the affected parties in writing.

4.4.14 **Exhaust Lower Levels First.** All lower levels of protest / appeal must be exhausted at all lower levels before STYSA D&P Executive Committee will hear an appeal.

4.4.15 **Appeal to Higher Level.** At all levels of the appeal / protest process, if a decision is not reached within 45 days of receipt of the written appeal / protest, the party filing the appeal / protest may submit the appeal / protest to the next higher level with no additional fee.

4.4.16 **Cannot Invoke Aid of Courts.** No official, club, league, association, team coach, referee, fan, supporter or player or their representative may invoke the aid of the courts of any State or of the United States without first exhausting all available remedies within the appropriate soccer organizations as set forth under the lines of authority herein.

4.4.17 **Penalty for Failure to Exhaust Administrative Remedies.** Any person(s) or group(s) bringing action through the court system without exhausting the administrative remedies listed herein or in the USYSA / USSF rules is subject to the following:

a) **Automatic Suspension.** The person(s) or group(s) is / are automatically suspended from all soccer activities and forfeit any appeal / protest rights. The party may petition the STYSA Executive Committee for reinstatement upon conclusion of the action.

b) **Liability for all Costs.** The person(s) or group(s) is / are liable to CAYSA or STYSA for all expenses incurred by CAYSA or STYSA, its Member Association and / or officers, directors or administrators in defending the action, including, but not limited to:

i. court costs;
ii. attorney's fees;
iii. cost of litigation, including depositions, expert witness fees, etc.;
iv. reasonable compensation for time spent by CAYSA and Member Association administrators and employees in responding to and defending against allegations in the action, including responses to discovery and court appearances;
v. travel expenses; and
vi. Expenses for holding special CAYSA of Member Association meetings necessitated by the court action.

4.5 FEES FOR HEARING AND APPEALS

4.5.1 The appeal / protest fee to the CAYSA D&P Committee shall be established as adopted in the Budget each March as per Article IX of the Constitution as a schedule of Fines and Fees for the following Seasonal Year.

4.5.2 All fees will be submitted in the form of cash, CAYSA Member Association check, money order, certified or cashier's checks made payable to CAYSA.

4.5.3 See STYSA 4.5 for additional fees.

4.6 HEARING PROCEDURES:

4.6.1 STYSA 4.6.1 a-i

j. Notification of Decision - Hearing or Appeal

i. The parties may obtain an oral decision within 72 hours of the decision by contacting the CAYSA Office. The parties shall also be notified in writing within ten (10) business days of the hearing by one of the following methods (in order of preference):

a. Certified mail, return receipt requested;
b. Hand delivery;
c. Telecopy (FAX) with verbal confirmation;
d. Mailgram; or E-mail with delivery/read acknowledgement;
e. Telegram with confirming copy.

ii. Written notification shall contain:

a. Date of the hearing;
b. Decision including any disciplinary action and the effective dates;
c. The right methods and requirements or appeal;
d. In cases where the next level of appeal is the STYSA D&P Committee (See STYSA 4.6.1(j) (2) (d)).

4.6.2 **Statute of Limitations.** Disciplinary hearings must be conducted as soon as is reasonable, but no later than 6 months after the alleged misconduct in all instances except referee abuse or assault. In referee abuse/assault cases, hearings must be conducted in accordance with USSF Policy 531-9.

4.7 APPELLATE REVIEW

4.8 GRIEVANCES

4.8.1 **Notification.** Grievances should be directed to the CAYSA Office (Attention CAYSA D&P). The CAYSA office shall notify the D&P Chairperson and the CAYSA President of any grievances received.

4.8.2 **Grievance Fee.** The grievance fee amount will be in the annual tiered fee schedule. *Changed July 26, 2017*

4.8.3 **STYSA Action.** The D&P Chairperson will review all grievance letters and in his / her sole discretion take whatever action is deemed appropriate. At a minimum all such letters will be acknowledged. Such additional action may include:

a) No action required.
b) Request that the CAYSA Executive Committee approve a formal investigation;
c) Refer to member association D&P Committee with request to notify D&P Chairperson on what action was / is to be taken if any; or
d) Any other action the CAYSA D&P Chairperson deems appropriate considering the circumstances.

4.9 PROGRESSIVE DISCIPLINE SYSTEM

4.9.1 **Penalty Points.** Coaches are responsible for maintaining their individual penalty points and the individual penalty points of their players. Players are also responsible for maintaining their individual penalty points. Member Associations will promptly submit to the STYSA State Office a copy of the suspension letter sent to individuals who have exceeded their maximum allowable penalty points. Member Associations will provide the following information in the suspension letters: "You have exceeded your maximum allowable individual penalty point total, and have been suspended. This means that you may not participate in any STYSA or USYS sanctioned or approved activity, including season games, tournament games, friendly games or practices. Your ID card must be immediately surrendered to your Association Registrar. You may request a review and reinstatement hearing with the STYSA D&P Discipline & Protest Committee by submitting your written request by certified mail return receipt requested.

4.9.3 **Misconduct by Fan / Supporter.** The parents, fans or supporters of any CAYSA team by attending a STYSA sponsored event subject themselves to the jurisdiction of the member association and its affiliates, the STYSA Appeals Committee, Executive Committee and the STYSA Governing Board. As such, misconduct by a parent, fan or supporter can be investigated and disciplinary action can be taken by any of the various levels which have jurisdiction over the team involved. If action is not taken on a local level, the CAYSA D&P Committee may investigate the matter and hold a hearing to determine what discipline, if any, should be provided. Such discipline can include, but shall not be limited to, prohibiting the parent, fan or supporter from attending any STYSA sponsored event, including games, practices and tournaments for a period of time or indefinitely. The failure to comply with the discipline shall be cause for CAYSA D&P to discipline the player related to the parent, fan or supporter; the team which the parent, fan or supporter supports; and or the coach of such team.

4.9.4 **Penalty Points Awarded.** Penalty points shall be awarded to all individual players and coaches only as follows:

a) Recorded cautions - 3 points per caution to the individual
b) Recorded ejections - 9 points per ejection to the individual

4.9.5 **Disciplinary Action for Penalty Point Accumulation** See STYSA 4.9.5

4.9.6 **Forfeits.** Any team which forfeits two games in a season shall be brought before the STYSA Appeals Committee for possible disciplinary action.

4.9.7 **Ineligible Player.** Any coach of assistant coach who is responsible for knowingly playing an ineligible player will be subject to suspension from participation in any STYSA sanctioned program.

4.10 REFEREE INVOLVEMENT. The minimum suspension period for referee abuse shall be at least three (3) scheduled matches within the rules of the competition. Longer periods of suspension may be provided when circumstances warrant.

4.11 MEMBER ASSOCIATION RECORDKEEPING AND REPORTING

4.11.1 **Implementation.** Each CAYSA Member Association must appoint or employ a person responsible for implementing a workable procedure for frequently and regularly recording, maintaining, and reporting cautions and ejections for coaches, assistant coaches and players. The person's name, address, and telephone number are to be provided to the CAYSA Office each seasonal year. Additionally, these organizations are responsible for reporting to Texas State Soccer South any misconduct on the part of the referee.

4.11.2 **Report all Automatic and Indefinite Suspensions.** Each Member Association must report any violation which requires or results in any automatic and indefinite suspension to the respective CAYSA Vice-President, CAYSA Office and the CAYSA

D&P Chairperson within thirty (30) days of the infraction which required suspension. Such notification may be orally; however, copies of all documentation concerning the incident and/or the suspension shall be forwarded to these persons, as well.

4.12 FINES FOR FAILURE TO COMPLY. The CAYSA Executive Committee is hereby authorized to levy fines against any Member Association which does not comply with these rules and procedures or any decision(s) of the CAYSA Executive Committee or CAYSA D&P Committee.

SECTION 5

POST SEASON TOURNAMENTS

Last Amended: July 17, 2008
Formatting and reference changes: January 19, 2017

5.1 POST SEASON TOURNAMENTS

5.1.1 Post-Season Tournaments for the various age divisions shall be approved by the Governing Board. *A participation fee may be assessed to teams.*

5.2 FALL POST SEASON TOURNAMENTS FOR WESTERN DISTRICT PLACEMENT

5.2.1 If there is only one CAYSA league in an age group, then the final standings as a result of league play shall determine which teams shall be eligible to advance to the STYSA Western District tournaments.

5.2.2 If there is more than one CAYSA league participating in an age group, a CAYSA Tournament will be held. The CAYSA Tournament format (round robin, single or double elimination) will be determined each season by the CAYSA Governing Board. If a Round Robin format is approved, the final tournament standings will be determined by the point system described below in 5.3.

5.2.3 First and second place awards shall be presented by CAYSA to teams that are eligible to advance to STYSA Western District Tournaments. *Awards for third and fourth place may be given if consolation matches are played.*

5.2.4 New players must be registered and have participated in at least two (2) league games with his/her respective team prior to taking part in any CAYSA/STYSA post season competition, excluding invitational tournaments.

5.3 CAYSA TOURNAMENT STANDINGS All tournament standings shall be determined by points: 6 points for a win, 3 points for a tie, and 0 points for a loss. A point will be awarded for each goal up to 3 goals. A point will also be awarded for a shut out. A win by forfeit results in 10 points for the winning team (scored 3-0). If the rankings are tied at the end of the tournament play, the following progressive sequence shall be used to determine final standings:

a) Winner in head-to-head competition; then,
b) Highest goal difference (goals scored minus goals against) with a maximum difference of three goals difference per game counted both for and against. For example, if the score is 8-3, the calculation would be +3 goals for the winning team, -3 goals for the losing team. If the score is 6 - 4, the calculation would be +2 for the winning team and -2 for losing team.)
c) If two teams enter this sequence level, and using this level, they remain tied, go to level (e) below
d) If three or more teams enter this sequence level, and one team is eliminated at this level, then go back to level (a) above which is head to head competition.
e) Total Goals allowed (Team with fewest goals allowed shall advance); then,
f) The team with the least penalty points advances; then,
g) The FIFA method of taking kicks from the penalty spot will determine the winner in Knock-Out Competition.
h) In the event that a tournament cannot be held or completed, due process will be used to determine advancing teams and seeding.

5.4 DIVISION IV FALL POST SEASON. Format, fees and divisions will be determined by the Executive VP and Division IV VPs prior to October GBM.

5.5 SPRING POST SEASON TOURNAMENTS. Format, fees and divisions will be determined by the Executive VP and the VPs of Players prior to the March GBM.

5.6 PENALTIES. A team which accepts an assignment to participate in a post season competition must complete all eligible games in that competition. If the team abandons any or all of the games the team will be subject to a fine of $100.00 per game (3 games maximum). The teams' home association will be responsible for paying the fine. Executive Board shall be empowered to waive such fines at their discretion in case of extenuating circumstances.

5.7 CAYSA FEES AND PENALTIES All member organizations must be registered with and all fees paid to CAYSA prior to any of their teams being eligible to compete in CAYSA or STYSA tournament competition.

SECTION 6

RULES OF PLAY

Last Amended: July 25, 2018
Formatting and reference changes: January 19, 2017

EXCEPT AS OTHERWISE NOTED HEREIN, STYSA, USYS, USSF AND FIFA RULES SHALL GOVERN PLAY.

6.1 RULES FOR INTER-ASSOCIATION PLAY

6.1.1 CAYSA Members. Any member organization team may participate in Inter-Association play as long as that team is within the same age division, and provided further that the CAYSA rules regarding Inter-Association play are strictly followed.

6.1.1.1 Any member organization that enters a team of a particular age group and level of play in CAYSA Inter-Association play must enter all of that member organization's teams which could participate in the same league unless allowed to do otherwise by the appropriate CAYSA VP**.**

6.1.1.2 One mandatory preseason meeting with the respective vice presidents will be held in advance of each season. This meeting will be held at the discretion of and in the form chosen by each CAYSA Vice President, who will contact each member association's CAYSA Governing Board Representative and the member association's designated contact for the respective CAYSA Vice President's competition. Any association wishing to play Inter-Association must be present at the meeting(s) and must provide the following information:

6.1.1.3 One field availability time for every two (2) teams or portion thereof in each age division;

6.1.1.4 Map with clear directions to home field(s);

6.1.1.5 For each team submitted, the representative must submit the appropriate, properly completed team information sheet by the deadline established by the Executive Committee.

6.1.2 Non-CAYSA Members. Any non-member organization team who is a STYSA registered team may, with the approval of the CAYSA Executive Committee, participate in CAYSA Inter-association play so long as that team fulfills the following requirements and restrictions:

6.1.2.1 While participating in CAYSA Inter-association competition the team will be subject to CAYSA Rules and D&P Procedures.

6.1.2.2 The team must submit an original team roster, signed by the team's STYSA association registrar, and such roster must be received by the CAYSA Registrar two weeks prior to the first game of the season or the team will not be scheduled.

6.1.2.3 The team must deposit a performance bond, in the form of a certified check or money order payable to CAYSA, in the amount of $300, which must be received by the CAYSA Treasurer two weeks prior to the first game of the season.

6.1.2.4 Each team will be charged an administrative fee per season by CAYSA, with the amount to be determined each year by the CAYSA Executive Board.

6.1.2.5 Any forfeit caused by the non-CAYSA team will result in a fine of $100 for each offense per 6.12.7.

6.1.2.6 Fines for non-CAYSA teams will be will deducted from the non-CAYSA team's performance bond.

6.1.2.7 Any remaining balance of a non-CAYSA team's performance bond will be refunded to that team.

6.1.2.8 If a non-CAYSA team forfeits two games it will be disqualified from further CAYSA competition.

6.1.2.9 With the approval of the CAYSA Executive Board, STYSA Eastern District teams will be allowed to participate in CAYSA Inter-association play during the spring season only.

6.1.2.10 All games will be scheduled at a field within the CAYSA territory unless mutually agreed upon prior to match.

6.1.2.11 A mandatory preseason meeting with the respective vice presidents will be held in advance of each season. This meeting will be held at the discretion of each CAYSA Vice President. The non-member association's designated contact for each competition must be represented at the meeting(s) and must provide the following information:

a) Map with clear directions to home field(s);
b) For each team submitted, the representative must submit the appropriate, properly completed information sheet by the deadline established by the Executive Committee.

6.1.2.12 Non-CAYSA member associations must enter all teams in an age group and any STYSA allocation for the age group belongs to CAYSA. Non-CAYSA teams must compete for a/the inter-association allocation.

6.1.3 Team Entry Deadlines. The deadline for teams to be scheduled will be posted on the CAYSA Calendar as established in the January Governing Board Meeting for the Spring and Fall seasons. All deadlines will be 11:59PM.

6.1.3.1 Failure to meet the posted deadline will result in the following:

6.1.3.2 Associations / Clubs will be assessed a fifty dollar ($50.00) fine within the first seven days for each team added past the date as posted;

6.1.3.3 Any and all teams requesting scheduling on the eighth day will be responsible for an additional one hundred dollar ($100.00) per team fine that will be assessed the club.

6.1.3.4 NO teams will be scheduled after the 14th day.

6.1.3.5 All fines are non-refundable and must be paid in accordance with CAYSA Rule 5.7 for post season play.

6.2 FIELDS AND EQUIPMENT STYSA 6.1.3, 6.14, 6.1.6.

6.3 USYS IDENTIFICATION CARDS. See CAYSA 3.7.1

6.4 PLAYERS ON FIELD.

6.4.1 U11 through U19: Eleven (11) with minimum seven (7).

6.4.2 U11 and U12: Nine (9) with minimum six (6).

6.4.3 U10 and below: refer to STYSA 6.1.1

6.4.4 **Forfeit for too few Players.** If either team has less than the requisite number of players on the field ready to play, within 15 minutes after the game was scheduled to start, then the referee shall note it on the game card and give it to the coach or manager of the home team. The requisite number of players is the minimum number of players stated for each Age Group.

The game card shall be forwarded to the appropriate Vice-President for determination of the status of the game. ***No winners shall be declared or forfeits given for U08 and U06 games***.

6.4.5 **Playing Ineligible Player.** Any team playing a player who is ineligible shall forfeit the game(s) in which that player has played.

6.5 DURATION OF GAMES. STYSA 6.1.5

6.5.1 At the discretion of the Referee time may be added for injuries, substitutions and other delays of the game.

6.5.2 There shall be no overtime or shootouts during the regular season play, and if the score is tied at the end of regulation play, the game shall be scored as a tie game.

6.6 PLAYING TIME STYSA 6.1.2, Table 6.1.2(A)

6.6.1 In all play levels U11-U12 and all Divisions Super II through Division IV play, each coach must make every effort to play each registered player that is present at least one-half of the game and in each half of each game unless unable to do so because of discipline, illness, injury or serving a suspension. In the event that a player is present but will not be playing, the coach must inform the referee and the opposing coach as to the reason that a player will not participate. A player serving a suspension must appear on the game card and be lined through noting suspension. It is the coach's duty to make sure notes are made to each exception.

6.6.2 Failure to abide to 6.6.1 shall have the following penalties:

a) First offense: One (1) game suspension for registered coach.
b) Subsequent Violations: Offending coach to pay for an additional official to record substitutions and playing time for the next five (5) games. If offense occurs in last regular season game, it shall be served in the next season of play. Record of playing time shall be forwarded to the CAYSA Vice President for verification of compliance.

6.7 SUBSTITUTIONS See STYSA 6.1.2, Table 6.2.1(B)

6.8 CHARGING THE GOALKEEPER. The FIFA rules with respect to charging of the goalkeeper shall **not** apply. "Charging" shall be defined as intentional, non-violent, shoulder to shoulder contact while the ball is within playing distance. In all age divisions there shall be no charging or intentional or reckless contact with the goalkeeper in any manner whatsoever. Any such act will be considered at least as "dangerous play" and punished accordingly.

6.9 REQUIREMENTS OF HOME TEAM.

6.9.1 **Ball.** The home team shall furnish an appropriate size game ball acceptable to the referee.

6.9.2 **Referees.** The home team is responsible *for scheduling referees through a currently certified assignor*.

6.9.3 **Uniforms.** The home team shall change uniforms if the colors of both teams are so close as to create confusion in the opinion of the referee. Failure to change uniforms upon the referee's request will be a forfeit by the home team.

6.9.4 **Corner Flags.** In all Division I, Super II, Division II and III games, it is the home association's responsibility to furnish corner flags which meet FIFA standards for the fields.

6.9.5 **Sidelines Rules for CAYSA league play**:

6.9.5.1 The teams will occupy the opposite touchline from the spectators.

6.9.5.2 Teams shall occupy the area commencing 4 yards each side of the midline to the top of the penalty area and 2 yards from the touchline. The midline area shall be occupied only for substitution.

6.9.5.3 The spectators shall occupy the half of the field opposite their team a minimum of 2 yards from to the midline to the top of the penalty area and 2 yards from the touchline line. No spectators shall be allowed in the midline area or outside their respective area.

A maximum of four adults per team shall be permitted on the team sideline and only if they have a visible current STYSA Adult Participation (Kid Safe) Pass.

6.10 COACHES ON FIELD: Coaches may not be on the field of play during conduct of the game.

6.11 SCHEDULER AND SCORER The respective Vice President for each age division may appoint two positions, that of Scheduler and that of Scorer, whose functions and duties are as follows:

6.11.1 **Duties of the Scheduler**--It shall be the duty of the scheduler to coordinate the establishment of Inter-Association league schedules and to furnish the participating coaches with a schedule of games, names, and telephone numbers of coaches, maps to fields, and team uniform colors. In scheduling the Inter-Association play, the scheduler should use one of the following methods of scheduling:

a) A complete double round robin where each team plays every other team in its division twice, on a home and away basis. This will be the preferred method if the number of teams allows for a reasonable number of games with time left for end-of-season tournament play.

b) A complete single round robin where each team plays every other team in its division once. In this case, the scheduler must attempt to have each team play and equal number of home and away games.

c) The Scheduler should make every effort to schedule each team as many games as mathematically possible. This may result in a team playing more than one game per week.

6.11.2 **Duties of the Scorer**--It shall be the duty of Scorer to keep league standings which shall include wins, losses, ties, points, goals for and goals against, goal difference (up to a maximum of +3/-3 per game) and penalty points. The standings shall be distributed to the participating coaches at regular intervals during the season.

6.11.3 **Appeals of Scheduler's/Scorer's Decision**--In the event that anyone disagrees with a Scheduler's or Scorer's decision, the decision can be appealed to the CAYSA Discipline and Protest Committee. The appeal shall be accompanied by the standard Protest Fee and a brief statement in writing of the decision which is in dispute. The matter shall be resolved by the Committee using the same procedures as a protest.

6.12 CANCELLATIONS AND GAMES REPLAYED

Each respective Vice President shall be responsible for declaring whether or not a game is a forfeit, or whether a game shall be replayed or omitted from a schedule for any reason including playability of the field. If a game is abandoned for any reason the respective Vice-President shall decide if the game should be replayed.

6.12.1 Teams must appear at the playing site ready to play unless otherwise notified by the opposing coach or other responsible party. This notification must be given at least 24 hours prior to match time, except for weather closures. Notice of less than 24 hours will lend weight to a possible forfeiture decision by the CAYSA VP. 72 hours notice is recommended.

6.12.2 In many instances, the referee will make the decision as to the playability of the field based on the condition of the field at the start of the match.

6.12.3 If a match is suspended, because of foul weather, before the second half has started, it shall be replayed in its entirety.

6.12.4 If a match is suspended after the second half has started, it shall be considered to be a completed match.

6.12.5 Any team playing CAYSA inter-association play will be allowed to participate in tournament play when it conflicts with regularly scheduled games provided the "offended" or opposing coach is properly notified seven (7) days in advance of game date. The "offended" coach can then re-schedule the game. If there is a conflict in rescheduling the game, the appropriate Vice-President will be responsible for re-scheduling the game.

6.12.6 All games canceled for any reason must be rescheduled within seven (7) days of the original playing date by the "offended" or opposing coach. In the case of a rain out or other cancellation not involving an "offended" coach, the coach of the home team is responsible for rescheduling the game. If the coaches are unable to agree on a new playing date within the seven day time limit, the appropriate Vice President must be contacted to settle the dispute. The Vice President may elect to set a time and place for the game to be played.

6.12.7 CAYSA will levy a fine of $100.00 for each game forfeited. The fine will be levied against the team forfeiting the game. The home association is responsible for insuring that the fine is paid. Any team that forfeits two (2) games in a season shall be brought before the STYSA D&P Committee for possible disciplinary action.

6.12.8 Change of Venue. If the site of a scheduled match (excluding 6.12.6) is to be changed, other than playability or availability of the original site, the following procedures shall be used:

a) A written notification with the reason for change shall be submitted to the league scheduler and each team by the respective Vice President six (6) days prior to a match;
b) If requested by either team, a site shall be chosen that does not favor the requestor, but in no instance shall it be at the requestors home field;
c) If granted, all fees including field usage and referees, shall be the responsibility of the requesting team;
d) If such change in venue is a Vice President's decision alone, CAYSA will pay all fees;
e) The home team will remain as such regardless of the site;
f) Protest or grievance of this change, shall follow CAYSA 6.15;
g) Unless a D&P Decision states otherwise, no team shall be deprived of all their home games in such rulings;
h) Unopposed changes shall be exempt from this Rule.

6.13 INTER-ASSOCIATION LEAGUE STANDINGS DETERMINATION

6.13.1 **Scoring**. All CAYSA Inter-Association league standings shall be determined by points: 3 points for a win, 1 point for a tie, and 0 points for a loss. A win by forfeit results in 3 points for the winning team, and the match will be scored 1 to 0. *The CAYSA VP for each competition will determine which matches count in standings.*

6.13.2 **Tie Breakers**. In the event ties exist in the standings at the end of competition or a stage of competition, the following progressive sequence shall be used to determine standings:

a) Highest number of points (still using the 3-1-0 scoring system) earned in matches among/between the tied teams; then,
b) Highest total goal difference (see definition below) in matches between/among the tied teams; then,
c) Least total goals allowed in matches between/among the tied teams; then,
d) Highest total goal difference (see definition below) in all matches; then,
e) Least total goals allowed in all matches; then,
f) Least number of team penalty points in all matches; then,
g) Only if the tie must be broken to determine (1) advancement to CAYSA or Western District playoffs or (2) distribution of awards, the winner of FIFA KICKS FROM THE PENALTY SPOT (6.13.3). Otherwise, the tie will stand.

Progress through the tie-breaking sequence only as long as all teams entering the sequence remain tied. Once the result at any step of the sequence is different for at least one team, standings shall be assigned, using the results from that step. Should any teams remain tied within the assigned standings, repeat the progressive sequence at step (a), with only the tied teams.

Goal difference shall be calculated by subtracting the goals allowed in a match from the goals scored in that match, with a maximum difference of 3 goals per match counted both for and against. For example, if the score were 7 to 2, the calculation would result in +3 goals for the winning team and -3 goals for the losing team. Total goal difference shall be the sum of the goal differences from each match involved.

6.13.3 **FIFA KICKS FROM THE PENALTY SPOT**. If required, as specified in Tie Breakers (see above), the competition's Vice President shall determine the time and site. The procedure shall be the FIFA method of taking kicks from the penalty spot. All rostered players are eligible to participate, regardless of their penalty point status.

6.14 REFEREES See STYSA 6.1.7

6.14.1 **Number of Referees.** Inter-Association play requires one USSF currently certified center referee and two USSF currently certified assistant referees for U11 and above and one USSF currently certified center for U10 and below.

6.14.1.1 **Referee Assignment.** A currently certified assignor shall assign referees for all matches. There shall be no assignment of an individual who has a direct relationship with either team. A direct relationship shall be defined to include, but not limited to, an immediate family member including parent, sibling, grandparent, aunt/uncle, niece/nephew (biological, adoptive, half and/or step), member of coaching staff or coaching staff of a team in the same league.

6.14.1.2 **Referee Exceptions.** Deviation from these rules must be agreed upon by both teams prior to the start of match and noted and signed by each coach on the game card. Any deviation so accepted shall not be protestable.

6.14.2 **Game Cards.** A game card, the official record of match play, shall be provided by the Home team for all Inter-Association play. At the discretion of the CAYSA Vice President, faxed, scanned, texted, e-mailed or posted results must be submitted within the allotted timeframe; however, the original game card must be forwarded as directed within three (3) days for the match to be official.

6.14.2.1 Exceptions for Penalty Points given during match play:

a) Game cards where a send-off and/or ejection of any player, coach, or spectator is recorded must be submitted within twenty-four (24) hours of completion of the game.
b) Game cards without a send-off and/or ejection of any player, coach or spectator must be submitted within forty-eight (48) hours of the completion of the game; within seventy-two (72) hours if the game is played on a Friday or a 3-day weekend.

6.14.2.2 Each respective CAYSA Vice President my record a forfeit by the winning team or the Home Team in case of a tie when game cards are not forwarded within the allotted time frame of the game to the individual designated by the Vice President.

6.14.2.3 Minimum Requirements

a) A completed game card listing the official rosters of both teams with player numbers, coaches and Eligible Adult's names with Participation Passes shall be provided to the referee prior to match play. This report must include those players addressed in Section 6.6.1 and comply with STYSA 3.15 Adult Participation Pass listing.
b) At the completion of the match, the referee shall have an Eligible Adult from each team sign the game card and submit the report to the representative or coach of the winning team or the home team in case of a tie.
c) This card will, at a minimum, contain the following:
    i. League, age group, division of game
    ii. Location, date, game time
    iii. Team names and final score
    iv. Cautions (yellow cards) or send offs (red cards) issued, by team with player/coach/spectator's name and reason for punishment/send-off.
    v. Protest noted and brief basis for the protest
    vi. The legible names of the referee and assistant referees or club lines persons

vii. If the referee rules that the field is not playable or that the uniforms are inappropriate, this should be noted on the game report and each coach should sign it.

d) Refusing to sign does not invalidate this record.
e) Only Eligible Adults listed on the card may sign.
f) The game cards including Intra-Association play, are to be retained for the seasonal year including any and all post season play
g) All cards must be readily available to any and all valid CAYSA committees and Governing Board upon request.

6.15 PROTESTS

6.15.1 Only three (3) acceptable causes exist for protesting a game after it has been played. They are:

a) A team plays an unregistered, ineligible, or suspended player.
b) There has been an obvious error made in the application of the Laws of the Game that directly affects the outcome of the game.
c) It is determined the match referee is not certified except 6.14.1.2.
   i. NOTE: Matters of referee judgment cannot be protested at any time.

6.15.2 To be valid and eligible for consideration, each protest filed:

a) Must be noted on the game card as to the basis of the protest;
b) The opposing coach made aware before signing the card;
c) The referee informed of protest.
d) Must be filed with the respective CAYSA VP and copied to the CAYSA Administrator with a two hundred (200) dollar fee payable to CAYSA in the form of a Cashier's check or Money Order, within seventy-two (72) hours of completion of match (except as noted below):
e) Must be filed by the registered coach or registered assistant coach of the team filing protest.

6.15.3 The written Protest must include the following:

a) The date of the match, field location, and age level of the teams involved;
b) The approximate time of the incident in relation to the start of the game;
c) The rule or rules which have been violated and a description of how it (they) was (were) violated;
d) The score of the game prior to the incident, after the incident, and the final score of the game;
e) The name of the opposing team, coach, and club;
f) Two (2) copies of any information presented by witnesses;
g) The name of the referee and the assistant referees if applicable

6.15.4 The intention to file a protest regarding the misapplication of the Laws of the Game must be made known to the match referee and the opposing coach (and noted in writing on the match report) before leaving the field. This does not require that the protest actually be filed. It allows the referee the opportunity to record usable game report information.

6.15.5 All protests must be postmarked or received by CAYSA within 72 hours of the completion of the match being protested. Postage meter dates are not acceptable postmarks. An additional twenty-four (24) hours will be allowed for Friday games on a three (3) day weekend.

6.15.6 Any protest relating to the referee certification, if known, late starts, the pitch (field), goalposts, bars, or other appurtenances may be entertained for consideration if and only if an objection has been lodged with the referee in writing on the official match report (game card) prior to the start of the match.

6.15.7 A protest does not entitle any party to an open hearing. If this is a protest of CAYSA rules of play or application thereof, the Vice-President or CAYSA D&P Committee may render a ruling without a hearing.

6.15.8 All disciplinary actions (penalty points, sanctions of coaches, players, and/or parents) shall be rendered by the CAYSA Discipline & Protest Committee.

6.16 EXCEPTIONS. The CAYSA Executive Committee may serve as an Exceptions Committee to approve temporary exceptions to these Rules where special circumstances warrant a variance from strict enforcement of the Rules. Requests for exceptions to these Rules must be submitted in writing to the CAYSA Secretary along with a $100.00 fee (cash or certified funds) (non-refundable). Such requests may be considered at any duly called Executive Committee meeting or may be considered in an open hearing where required, so long as all CAYSA member clubs are advised, in writing, of the exception to be considered no less that ten days in advance of the Exceptions Committee meeting. All actions taken as a result of an Exceptions Committee hearing will be reported to the Governing Board at the next meeting of the Governing Board.

SECTION 7

CAYSA AGE GROUPS U10 AND BELOW DIVISION IV RULES

Last Amended: July 27, 2016
Formatting and reference changes: January 19, 2017

7.1 PLAYING RULES

7.1.1 **U4/U5**: If a club has additional and/or modified playing rules these rules must be provided to CAYSA, posted on the club's website and distributed to all registered teams in the affected age group(s) at least two weeks prior to the start of fall and/or spring season play. Otherwise the following playing rules for U4/U5 will be used:

a) Players: see STYSA 6.1.1, no goalkeepers; maximum roster of 6

b) Field size: see STYSA 6.1.3(E)

c) Ball size: 3

d) Referees: none; no offside; coaches serve as facilitators

e) Duration of game: see STYSA 6.1.5

f) Goal size: see STYSA 6.1.3(E); use of larger/smaller goals at discretion of the local club.

g) These modifications are acceptable:

   i. Master of the Ball: when a ball is scored or goes out of bounds, another ball is immediately played into the field by adult helpers positioned around the field. The only dead ball restarts are the kickoffs beginning each quarter.

   ii. Simultaneous Games: Teams may maintain larger rosters 10 player maximum. Two fields are set up adjacent to one another with room enough to accommodate both "team benches" between the fields.

   iii. Each team separates into two squads, one each, on both fields. Games are started simultaneously. Subs are made by each team into both fields.

   iv. Random Teams: The entire age group is divided into training pools for weekday skills training practices. The same training opportunities must be provided to all registered participants. Each weekend, the age group is divided into different teams for games. All players must be given the opportunity to participate in the scheduled weekend games and cannot be denied based on talent and/or lack of attendance to weekday training sessions.

h) Clubs may play intra-association or inter-association by creating a playing league with other clubs. However, all clubs/teams must follow CAYSA rules.

7.1.2 **U6-U8**: If a club has additional and/or modified playing rules these rules must be provided to CAYSA, posted on the club's website and distributed to all registered teams in the affected age group(s) at least two weeks prior to the start of fall and/or spring season play. Otherwise the following playing rules for U6-U8 will be used:

a) Players: see STYSA 6.1.1, no goalkeepers; maximum roster of 8
b) Field size: see STYSA 6.1.3(D)
c) Ball size: 3
d) Referees: 1 youth/coach ref; no offside; kick-ins/dribble-ins (no throw-ins)
e) Duration of game: see STYSA 6.1.5
f) Goal size: see STYSA 6.1.3(D); use of larger/smaller goals at discretion of the local club.
g) These modifications are acceptable:
   i. Simultaneous Games: Teams maintain larger rosters 12 player maximum. Two fields are set up adjacent to one another with room enough to accommodate both "team benches" between the fields. Each team separates into two squads, one each, on both fields. Games are started simultaneously. Subs are made by each team into both fields.
   ii. Random Teams: The entire age group is divided into training pools for weekday practices. The same training opportunities must be provided to all registered participants. Each weekend, the age group is divided into different teams for games.
   iii. Penalty Arc: An area in front of each goal prohibiting contact with the ball – intended to discourage the placement of players in front of the goal.
   iv. All In Attacking Half: In order for a goal to count, all players from the scoring team must be in the attacking half of the field – intended to discourage the placement of players directly in front of the goal when the rest of the team is attacking.
   v. All opposing players retreat to their own half for goal kicks. Opposing players can enter the half the moment the ball is back in play.

h) Clubs may play intra-association or inter-association by creating a playing league with other clubs. However, all clubs/teams must follow CAYSA rules.

7.1.3 **U9/U10**: If a club has additional and/or modified playing rules these rules must be provided to CAYSA, posted on the club's website and distributed to all registered teams in the affected age group(s) at least two weeks prior to the start of fall and/or spring season play. Otherwise the following playing rules for U9/U10 will be used:

a) Players: see STYSA 6.1.1; goalkeepers; maximum roster of 12
b) Field size: see STYSA 6.1.3(C)
c) Ball size: 4
d) Referees: 1 youth ref; no offside; throw-ins; penalty kicks
e) Duration of game: see STYSA 6.1.5
f) Goal size: see STYSA 6.1.3(C); use of larger/smaller goals at discretion of the local club.
g) These modifications are acceptable:
   i. GK Rotation: All players experience all positions during the season. No specialized goalkeeping role for one or two players.
   ii. Offside Rule: The offside rule will be enforced and interpreted in accordance with FIFA rules.
h) Clubs may play intra-association or inter-association by creating a playing league with other clubs. However, all clubs/teams must follow CAYSA rules.

7.2 BEST PRACTICES

7.2.1 **Age Group Considerations.** It is imperative for soccer organizations to acknowledge that its general approach to the game (coaching, training, philosophy, etc.) is dictated by the developmental characteristics of each age group. Age group team formation policies should also include players' developmental characteristics (i.e. existing skill set). Hence, players are not confined to an age group if their existing skill levels exceed those of a particular age group.

7.2.1.1 **Developmental Characteristics**

a) **U5/U6**

i. Short attention span
ii. Most are individually oriented (me, mine, my)
iii. Constantly active – pace is “all out-crash- all out again”
iv. Little or no concern for team mates
v. Gender development is equal at this age
vi. Hand-eye coordination not well developed
vii. Love to run and jump about

(b) **U7/U8**

i. A minimal increase in attention span
ii. Prefers to be around 2-3 close friends
iii. Still very active but (but can stand still for a short time)
iv. Does not want to fail in front of friends
v. General physical coordination continues to develop
vi. Enjoys running, jumping, rolling and being very active
vii. Desire to imitate is strong
viii. Still do not understand pace

(c) **U9/U10**

i. Lengthened attention span
ii. Positive results from limited, inactive instruction are possible
iii. Genders are starting to develop separately, and girls tend to mature quicker
iv. Motor skills and hand-eye coordination are improving
v. Prefer to be identified with a team
vi. Greater understanding and use of pace
vii. Capable of more complex decision-making

7.2.2 Training and Game Emphases

7.2.2.1 U5/U6

a) Technical
   i. Fun games with and without ball
   ii. Maximum involvement of all players (no elimination games)
   iii. Limited technical instruction provided within fun game context
b) Tactical
   i. Attack one goal, keep other team from scoring in the other goal
c) Training Approach
   i. No laps, lines, lectures
   ii. Emphasis on enjoyable activities involving movement with and without the ball
   iii. 30 to 45 minutes duration
   iv. 1v1 to 3v3 activities; all players active
   v. Much encouragement; focus on dribbling for individual possession
   vi. Coach understands that U5-U6 soccer will not look like the “real soccer game”

d) Game Emphases
   i. Make experience as enjoyable as possible!

ii. No score-keeping or standings

7.2.2.2 **U7-U8**

a) Technical
   i. Fun games with and without ball
   ii. Maximum involvement of all players (no exclusionary games)
   iii. Technical instruction focused on individual possession and out-maneuvering
   iv. opponents
   v. Training games using multiple goals and balls, ground balls, changes of pace
   vi. and direction

b) Tactical
   i. Attack one goal, keep other team from scoring in the other goal
   ii. How to keep ball in bounds

c) Training Approach
   i. No laps, lines, lectures
   ii. Emphasis on enjoyable activities involving movement with and without the ball
   iii. 45 to 60 minutes duration
   iv. 1v1 to 3v3 activities; all players active
   v. Much encouragement
   vi. Utilize "pictures" of techniques for players to imitate

d) Game Emphases
   i. Games are viewed as "more fun with the soccer ball!"
   ii. No score-keeping or standings during season play
   iii. No emphasis on positions or positional play

7.2.2.3 **U9-U10**

a) Technical
   i. Player-centered activities which emphasize comfort with the ball
   ii. Technical instruction focused on individual possession, out-maneuvering opponents, and scoring goals
   iii. Training games using multiple goals and balls, ground balls, changes of pace and direction, experimentation/individual expression with the ball
   iv. Games of 3v3 to 5v5 encouraging skill over athleticism
   v. Repetitive opportunities to possess ball and score goals

b) Tactical
   i. All players attack and all players defend
   ii. Teach how their movements and decisions affect teammates and opponents
   iii. Begin to introduce the principle of penetration with passing, where possible

c) Training Approach
   i. Regularly present challenges to solve (use of neutral players, multiple goals, score by stopping ball on end line, etc.
   ii. Emphasis on enjoyable activities involving movement with and without the ball
   iii. 60 minutes of training with coach, up to 30 minutes of free play
   iv. 3v3 to 5v5 activities; all players active
   v. Much encouragement
   vi. Play includes competitive, fun activities

d) Game Emphases
   i. Promote ball skill and game awareness
   ii. Score-keeping or standings are optional

iii. Limited attention to positional play; encouraging all players to attack and defend as a unit

iv. If a game is clearly in one team's favor, that team's coach must recognize the opportunity to work on other skills during the game (not continuing to press on for more goals).

7.2.3 **Winning-Losing Throughout Division 4**

a) Competition is a vital component – but a result-oriented environment is not
b) Focus remains on performance, not outcome
c) Winning games is inherent to physical activity and can be healthy and positive when it is not the focus. Skill based objectives, then, are the focus. The result-oriented environment is likely to hinder players' developmental progress.
d) Games are the "tests" of what has been learned in training
e) Performance and process are paramount. Hence, conceding goals and losing games is part of the learning process. Team organization, position specialization, and "kick ball," may win games at these ages, but do not teach players the "real soccer game"
f) Similarly, an emphasis of ball control and passing may produce costly mistakes which again - must be recognized as integral to the learning process
g) It remains the responsibility of each coach, parent, and league to manage how competition is perceived and managed by the players.
h) Awards for DIV – Tournaments sanctioned by CAYSA where U7-U10 CAYSA teams are accepted may provide a competitive tournament and distribute awards based on standings. Tournaments may also offer a non-competitive event where no results are kept and/or awards given except participation.

7.3 Academy Program See also STYSA 3.9.6

The CAYSA Academy Program shall have two separate groups, U7/U8 and U9/U10.

7.3.1 **Training Program**

a) Training developed and overseen by certified/professional coaching staff
b) Game and training sequences are programmed to be preparatory to the select level
c) Curriculum based upon technical, tactical, training, and game emphases consistent with CAYSA Division 4 Best Practices
d) Program is inclusive of all players and families who desire instruction, structure, and commitment levels which exceed that of a traditional recreational program.
e) Teams formed to participate in any Academy program within the CAYSA area shall adhere to the following age group requirements:

i. U7/U8 players shall play within a group of players with the oldest players being U8. CAYSA may provide a league for these teams and may also provide other events for Academy teams.

ii. U9/U10 players shall play within a group of U9- and U10-age players. CAYSA will provide a league structure for these teams and may also provide other events for Academy teams.

(APPENDIX A)

CAPITOL AREA YOUTH SOCCER ASSOCIATION COACH'S ACKNOWLEDGMENT OF RESPONSIBILITY FORM

I, _____ (type or print name) as coach of the team registered with name of

_____ (name of team) through

_____ (club name) and assigned the team code of

_____ (team code) do hereby certify to and accept the responsibility for the eligibility of my players to compete in the competition in which we are entered or will participate in during the current seasonal year.

I have examined the proof of age documents (birth certificate, passport, alien registration card issued by the United States Government or certification by school registrar) for each of the players rostered to my team and am satisfied that each is eligible to compete in the age group for which the team is registered. Each of the players lives with a parent or legal guardian within the boundaries of the South Texas Youth Soccer Association (STYSA) and has submitted a registration form signed by the player's parent or legal guardian. If the registration form is signed by a legal guardian I have verified the documents issued by the courts which appoint the individual as guardian. If a player on this team is not a minor and has signed his own registration form I have verified that his residence is within STYSA Boundaries.

_____ _____

Signature of Coach Date

(**APPENDIX B)**

CAPITOL AREA YOUTH SOCCER ASSOCIATION ADMINISTRATIVE HANDBOOK CHANGE FORM

Date: Change number:

Submitted by: Assoc. /Member:

Section 1. Proposed Rule Addition, Deletion, or Change

Is there currently a rule that applies? (Check one) ☐ Yes ☐ No

If YES, list the section(s) applicable in the CAYSA Constitution, By-Laws, or Rules If

NO, list the section(s) where the proposed change should be placed:

Primary Page Number(s): Secondary Page Number(s):

Rule Location (i.e. Constitution, By-Laws, etc.):

Title of Section to be changed, deleted or added:

Section 2. Rule as it presently reads (Underline the section of the rule which will be changed)

Section 3. Proposed Addition, Deletion and/or Change to Read (Delete the underlined text above and substitute in its place the following):

Section 4. Justification