

# Glendora Youth Soccer (GYS)



## Bylaws





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### REVISION NO. 2, DATED AUG 1/2008 HIGHLIGHTS

The pages which have been added or revised are outlined below together with the highlights of the revision. Change bars in the margins highlight the content changes.

PAGE NO.	DESCRIPTION OF CHANGE
Added Record of Revisions, Pages RR-1	Added Revision 2.
Page 2-1	Changed location to Timothy Daniel Crowther Teen and Family Center, 241 W. Dawson Avenue
Page 2-1	Added coordinator and webmaster to number of directors.
Page 2-4	Added minimum requirements for board members and executive members.
Page 3-4	Added job description for coordinator and webmaster.
Page 3-5	Added daylight savings practice limits and priority statement for practice versus games.
Page 3-10	Deleted Recreation and Advanced Play Registration limitations.
Page 3-20	Added C16-17 year old division.
Page 3-21	Added C16-17 to Lighted Fields Dimensions and Locations (Table 2).
Page 3-21	Edited Divisional Age Breakdown (Table 3) to update to current divisions.
Page 3-24	Edited Trophy section to clarify who is awarded trophies.



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PAGE NO.	DESCRIPTION OF CHANGE
Page 3-25	Added Points Method for general placement of teams in season standings.
ALL	Made non-content corrections throughout and revised pagination where necessary.







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### **SECTION 1. INTRODUCTION**

Glendora Youth Soccer, an organization sponsored by Glendora Community Services, is primarily a program of service to youth. Its purpose is to provide an outlet of healthy activity and training under good leadership in an atmosphere of wholesome community participation.

The program is dedicated to helping boys and girls become good and decent citizens. It strives to inspire them with a goal and to enrich their lives toward the day when they must take their place in the world. It establishes for them the rudiments of teamwork and fair play.

#### **1. List of Abbreviations, Acronyms, and/or Symbols**

- A. When applicable, the following abbreviations, acronyms, and symbols are used. Additional abbreviations, acronyms, and symbols may be defined within the contents.

GYS	Glendora Youth Soccer
APD	Advanced Play Division



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## **SECTION 2. BY-LAWS**

### **1. OFFICES**

The principal office for the transaction of business of the Board of Directors of Glendora Youth Soccer is fixed and located at the Timothy Daniel Crowther Teen and Family Center, 241 W. Dawson Avenue, in the City of Glendora, County of Los Angeles, State of California. The Board of Directors is hereby granted full powers and authority to change the principal office from the above mentioned location to another within the same city, upon consultation with a representative of Glendora Community Services.

### **2. DIRECTORS**

#### **A. POWERS**

Subject to limitations of these bylaws, all activities shall be exercised by or under the authority of the Board of Directors, who gain their authority from the Glendora Community Services department.

#### **B. NUMBER OF DIRECTORS**

The Board of Directors shall be composed of the following members:

- President
- Vice President
- Immediate Past President
- Divisional Directors
- Secretary
- Treasurer
- Head of Officiating
- Player-Agent
- Coordinator
- Webmaster
- Head of purchasing
- Head of Ways and Means



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- Head of Fields
- Assistant head-of-fields
- Newsletter Editor
- Representative of Glendora Community Services (ex-officio status)
- Advanced Play Division Chairman
- Head of post season play
- Members-at-large (non-voting)

### 3. COMMITTEES

#### A. APPOINTMENT

The Board of Directors or President may appoint an executive committee and other committees, as necessary, and may delegate to the committees any of the powers and authority of the Board in the management of the business affairs of Glendora Youth Soccer, except the power to adopt, amend, or repeal the bylaws.

#### B. SIZE

Committees shall consist of a chairman and other members as determined by the President or Board of Directors.

#### C. STANDING

The following committees are standing and must be formed after election of each new Board. Player Registration Ways and Means Rules Smog Infractions

#### D. AD HOC

Other Ad Hoc committees, e.g., nominating committee, shall be formed at the discretion of the Board of Directors or the President when required.



### 4. ELECTION OF OFFICERS

#### A. RECOMMENDED SLATE

- (1) A nominating committee, chaired by the past president, will be formed prior to the general meeting and will submit its recommended slate to the Board of Directors for approval at the November Board meeting.
- (2) Any person nominated from the floor must have accepted the nomination verbally or in writing for the particular office for which they are standing for election, and, this acceptance must be conveyed to the President or Chairman of the General meeting any time prior to the election of officers.

#### B. GENERAL MEETING

- (1) The Board of Directors shall be elected at the general meeting in December of each year. The general meetings are for all coaches, Board members, and parents. Nominations for officers will be encouraged from the floor.
- (2) The only persons allowed to vote for officers on the Board of Directors of GYS at the yearly general meeting are as follows: current Board members, current coaches and parents of players participating in Glendora Youth Soccer.
- (3) If the December meeting is not held, or if the Board of Directors are not elected at that meeting, the Directors may be elected at any special general meeting called for that special purpose.
- (4) The GYS Board of Directors term is from January to December.



5. **BOARD MEMBERSHIP CHANGES**

A. DELETION OF OFFICE

When a Board position is deleted by the Board, the Board member in that position may serve the remainder of his/her term of office as a member-at-large.

B. VACANCIES

A vacancy in the Board of Directors will be deemed to exist if any of the following events occur:

- Death
- Resignation
- The authorized number of Directors is increased.
- Removal of a Director by the Board of Directors as a result of:
  - (a) Missing three consecutive regular Board meetings without notifying the president of the Board of Directors.
  - (b) Conviction of a felony.

C. REPLACEMENT AFTER VACANCY

A quorum of the Board of Directors may elect a director at any Board meeting to fill any vacancy. If the Board of Directors accepts the resignation of a director tendered to take effect at a future time, the Board of Directors may elect a successor to take office when the resignation becomes effective. Members (prospective volunteers) will attend at least two (2) meetings before accepting a board position and serve at least 3 years prior to holding an executive position on the board.

- D. A member may occupy two or more positions on the board by approval of the board of directors by way of a vote, one vote per member, president is excluded.



### 6. MEETINGS

#### A. REGULAR MEETINGS

The Board of Directors of Glendora Youth Soccer shall have a regular meeting once a month from March to June, with twice monthly meetings from July to December. Only the executive Board will meet in January and February. The specific day of each month for the regular meetings (i.e., third Wednesday of each month) shall be established for the year at the first regular meeting of the year.

#### B. SPECIAL MEETINGS

Special meetings may be called at any time by the President, or if he/she is absent or unable to act or refuses to act, by any three Directors. Regular meetings are held without a call.

#### C. NOTICE OF SPECIAL MEETINGS

Written notice of the time, place and agenda of any special meeting of the Board of Directors must be delivered to each Director.

#### D. PLACE OF MEETING

Regular meetings of the Board of Directors shall be held at the principal office. Special meetings of the Board of Directors or committee meetings may be held at a place so designated or at the principal office.

#### E. QUORUM

A majority of the authorized Directors constitutes a quorum of the Board of Directors for the transaction of business. Every act or decision done or made by a majority of the directors at the meeting at which a quorum is present is an act of the Board of Directors.



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### F. VOTING

Each director has only one vote, excluding the President who will vote in case of a tie.

### 7. **BYLAW CHANGE**

The bylaws of Glendora Youth Soccer may be amended in the following manner only:

- A. Suggestions of changes may be presented to a quorum of the Board of Directors at a regular meeting.
- B. Changes will be added as addendum to the bylaws.
- C. Any proposed changes/additions to the bylaws/addenda shall be submitted to a bylaw/addenda rules committee for final wording before the proposed bylaw/addenda can be voted upon at the subsequent board meeting. A change in the bylaws requires a two thirds (2/3) affirmative vote of the board members voting to become effective.
- D. Glendora Community Services will then give final-needed approval at their next regular meeting.

### 8. **BYLAW/ADDENDA RULINGS**

The board of Directors is empowered to adjudicate in any matters regarding the interpretation, penalty assessments and enforcement of the Glendora Youth Soccer bylaws and addenda.

### 9. **RULES OF ORDER**

The meetings of the GYS board of directors shall be conducted in accordance with the parliamentary procedures of Roberts Rules of Order.



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## **SECTION 3. ADDENDA TO THE BYLAWS**

### **1. CHANGE OF AGENDA**

- A. These addenda may be changed by the Board of Directors of Glendora Youth Soccer. The addenda change must be presented at a regular meeting of the Board only and may not be voted upon until a subsequent meeting.
- B. Addenda changes require a two thirds (2/3) affirmative vote of those Board members present at a regular meeting when the addendum change is being acted upon.
- C. If an addendum change is defeated, it may be re-presented at the subsequent regular meeting in its original form or changed. If re-presented, the above procedure must be followed.

### **2. THE KEEPING OF ADDENDA AND BYLAWS**

- A. The addenda and bylaws will be kept with the minutes by the secretary to the Board of Glendora Youth Soccer.
- B. Each year the incoming secretary will update the bylaws and addenda; (i.e., deleting changed addenda, etc.), and distributing to each Board member a copy of the updated addenda and bylaws.

### **3. JOB DESCRIPTION OF BOARD MEMBERS**

- A. President
  - (1) Coordinates Board activities.
  - (2) Monitors the mechanics and functions of the soccer league.
  - (3) Maintains liaison between Glendora Community Services and the Glendora Youth Soccer board.
  - (4) Acts as a spokesman for Glendora Youth Soccer.
  - (5) Presents yearly budget to the Board for approval.
  - (6) Ex-officio member of all committees.
  - (7) Serves as chairman of Registration committee.



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### B. Vice President

- (1) Coordinates activities of Divisional Directors.
- (2) Maintains liaison between divisional Directors and Executive Board.
- (3) Serves as chair for the smog committee.
- (4) Member of the Rules Committee.
- (5) Member of the Infractions Committee.
- (6) Acts as president in the president's absence.

### C. Division Directors:

- (1) Maintain liaison between team coaches and the Board.
- (2) Monitor their respective divisions.
- (3) Perform special assignments pertinent to their division as required by the Board.
- (4) Evaluate and recommend coaches for teams in their division.
- (5) Distribute and collect team uniforms in their respective divisions.
- (6) Serve as members of the Registration committee.
- (7) Must notify all coaches in their division when games are cancelled due to rain, smog alert or any other reason.

### D. Player-Agent:

- (1) Serves as member of registration committee.
- (2) Directs formation of teams for all divisions
- (3) Serves as member of the rules committee.
- (4) Maintains all data base records for the GYS program.
- (5) Recruits assistants from Division Directors, when required.
- (6) Prepares rosters and schedules for the GYS program.
- (7) Prepares blank practice schedules for the GYS program.



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### E. Secretary

- (1) Acts as president in the presidents or vice-presidents absence.
- (2) Records the Board meeting minutes and forwards same to each Board member at least three days prior to the regular Board meeting.
- (3) Handles correspondence for the Board as requested by the president of the Board.
- (4) Serves on the Rules committee and liaison to the Board for same.

### F. Treasurer

- (1) Assists president in the preparation of the yearly budget.
- (2) Maintains accurate record of league funds.
- (3) Disburses the funds for the league.
- (4) Makes a financial report at each regular Board meeting.
- (5) Makes league financial records available upon request or, at the last meeting of the year, to the representative from Glendora Community Services.
- (6) Acts as president in the absence of the president and secretary.
- (7) Treasurer submits all invoices to be paid to the President for signature and approval or any other authorized signer.

### G. Head of Officiating

- (1) Recruits qualified referees.
- (2) Serves as chairman of the Rules committee.
- (3) Schedules referees for practice games and league games.
- (4) Must notify all referees when games are cancelled due to rain, smog alert or any other reason.
- (5) Verify all official game cards and submit them for inclusion in The Soccer Goal.



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### H. Coordinator

- (1) Performs planning, scheduling, and revisions of all GYS game and practice schedules.
- (2) Works with Head of Fields and Head of Officiating to develop schedules.
- (3) Works with division directors to coordinate changes in the schedules as necessary.

### I. Webmaster

- (1) The webmaster is in charge of maintaining the GYS Web site.
- (2) Develop new ways to use the GYS Web site so it will continue to be a valuable resource for the players, parents, coaches, and board members.
- (3) Update schedules, calendars and results as necessary.
- (4) Solicits advertisers for sponsoring the league through the website.

### J. Head of Ways and Means

- (1) Forms and directs a committee which makes recommendations for and conducts fund raising projects.
- (2) Directs and helps implement Fund raising endeavors after Board approval.
- (3) Directs the purchasing of concession items to be sold at fund raising activities.
- (4) Directs the pickup and delivery of concession items at fund raising activities.
- (5) Forwards all bills for fund raising to the treasurer.
- (6) Forwards all receipts from fund raising to the treasurer.
- (7) Supervises all picture day activities.

### K. Head of Fields

- (1) Delivers, or causes to be delivered, necessary game equipment to each field no later than 45 minutes prior to the first game.



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- (2) Gathers, or causes to be gathered, all above mentioned equipment at the end of days play and effects storage in designated area.
- (3) Initiates the request for repair of equipment and fields as necessary.

### L. Head of Purchasing

- (1) Inventories uniforms and equipment on hand and submits to the Board a list of needs with estimates of cost.
- (2) Purchases at Boards' discretion, uniforms and equipment that are needed.

### M. Newsletter Editor

- (1) Publishes the league newsletter "In the Goal".
- (2) Maintains and publishes official standings for all divisions.

### N. Community Services Representative.

- (1) Initiates repair and maintenance of fields.
- (2) Represents the Community Services Department at Glendora Youth Soccer Board meetings.

### O. Advanced Play Division (APD) Chairman

- (1) Coordinates activities of the APD.
- (2) Performs all required general administrative duties in full adherence to the GYS bylaws.
- (3) Acts as a liaison between the APD and the GYS Board.

## 4. **TEAM PRACTICE LIMITATIONS**

Practice may begin immediately after coaches receive the team rosters and uniforms. Coaches are limited to two (2) practices per week total practice time per week shall not exceed two (2) hours, and one (1) practice per week after daylight savings at your designated field. Night games and make-up games take precedence over practices. Practice times will be coordinated by the Division Directors.



### 5. COMMITTEE FUNCTIONS

#### A. Registration committee

- (1) The registration committee shall be selected from the members of the GYS Board of Directors.
- (2) The Registration committee shall;
  - (a) Determine eligibility of players
  - (b) Select an appropriate designated facility for the registration activity.
  - (c) Establish requirements for late registration.
  - (d) Conduct registration and tryouts for new and returning players.

#### B. Smog committee

- (1) During a stage one or other health alert as defined by the South Coast Air Quality Management District and adopted by the Glendora Unified School District there will be no physical activity for youngsters. GYS will not allow soccer activities if the Glendora School District is prohibiting outdoor activities for their students.
- (2) The Board shall appoint a standing committee which shall consist of the Vice President who serves as Smog chairman, and other members whose duties shall be to:
  - (a) Notify Head of Officiating that the games are canceled because of a smog alert.
  - (b) Adjudicate with divisional Directors concerning coaches who are not abiding by the smog policy during practices (if practices are called they should only be of "chalk-talk" variety.)
- (3) When smog violations occur the first occurrence shall warrant a reminder of smog policy to the offending coach by the committee chairman. The second occurrence shall be reported to the Division Director for possible Board action.



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### C. Rules committee

- (1) The Rules Committee shall consist of the Head of Officiating, the Secretary, the Player-Agent, the Vice-President and the President. The Head of Officiating shall act as the chairman of the Rules committee.
- (2) The designated purpose of this committee is to interpret and distribute to the team coaches rules under which soccer will be played in Glendora. This committee is charged with emphasizing and maintaining standards of play that are commensurate with the GYS Official League Rules, Laws and Guidelines.
- (3) The committee will adjudicate all legitimate protests duly submitted. A member of this committee may not sit in judgement of a protest emanating from a division in which his/her child is playing. A substitute committee member will be appointed by the President in any such cases.
- (4) An incumbent member of the Rules committee cannot appear at a scheduled meeting of the Rules committee, an alternate member will be appointed by the President.

### D. Ways and Means Committee

- (1) The Ways and Means Committee shall consist of a chairman and Assistants who are selected by the chairman for the purpose of conducting fund raising projects.
- (2) Fund raising projects to be conducted by the committee shall be determined by a vote of the Board of Directors.
- (3) The Ways and means committee shall be responsible for organizing and conducting the picture day schedules and activities.



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### E. Nominating committee

- (1) The Board shall appoint a nominating committee to prepare a slate of candidates for the December general election meeting.
- (2) The duties of the nominating committee are to recruit volunteer candidates to fill Board positions and to submit a list of these candidates to the Board for approval. Requests for interested candidates will be published in the Soccer Newsletter.

## 6. **SOCCER SIGNUPS**

### A. Registration

- (1) The Registration committee shall use qualified individuals to assist in the registration of all boys and girls and the evaluation/tryouts of new players.
- (2) Soccer signups shall be conducted on at least two different dates. A minimum two hour registration period shall be provided each day.
- (3) At the conclusion of the initial registration dates, a waiting list will be initiated and names will be accepted through July 15th. There is no guarantee that these players will eventually be placed on a team.
  - (a) Names for the waiting list will be taken at the office of Glendora Community Services.
  - (b) The waiting list will be confidential.
  - (c) The waiting list will be kept in chronological order.
  - (d) Player placement will be done chronologically when proper balancing of teams can be achieved.
  - (e) New players should be given a tryout if time permits.
  - (f) Late sign-ups who have evaluation scores will be added to a team if all of the following are met:
    - 1 There are currently less than 14 on a team



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- 2 If the team total would still be within two (2) points of any other team within the division.
  - (g) Late signups who do not have evaluation scores will be added to a team if all of the following are met:
    - 1 If the team has only 12 players.
    - 2 If the coach agrees to accept the untried player.
  - (h) Late signups (with or without evaluations) will be added to a team if the team has three less players than any other team, even though the team evaluation total falls outside the 2.0 limit.
  - (i) Rules (f), (g), and (h) above are based upon a normal 11 player team with 2 substitutes. If the division is authorized to play games with 10 or less players, the above player limits should be modified accordingly.
  - (j) After the teams have been formed, no players from the waiting list can be added to a team unless all criteria of paragraph (f), (g), (h), and (i) above, are met.
- B. New Player Evaluation Tryouts
- (1) Each new player registered shall be given a tryout and will be evaluated in three skill categories; kicking, dribbling and running.
  - (2) Kicking ability will be determined by measuring the distance of the kick in feet.
  - (3) Dribbling will be determined by measuring the time (in seconds) to dribble a ball a distance of 30 yards (20 yards for 5-6 year olds) while weaving between marker cones which are spaced 5 yards apart in a straight line.



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- (4) Running ability will be determined by measuring the time (in seconds) required to run a distance of 30 yards (20 yards for 5-6 year olds).
- (5) The distance and time recorded in the above events will be converted to a point score using the Player Evaluation Score sheet.

### 7. **TEAM MANAGEMENT AND COACHING PROHIBITIONS**

- A. The president and any other GYS Board of Directors officer or member, other than the Head of Officiating, may coach a team during his/her tenure in office.
- B. A divisional Director may not coach in a division for which they are the Director nor have a child in the division for which they are Director; however, that Director may coach or manage a team in a different division.
- C. The Player-Agent will ensure that there is no more than one coach designated for each team. If possible, the coach will be designated before team formation is complete. A coach may request that their own child/children be placed on their team, if the child/children are of the proper sex and age.
- D. A designated coach may select assistants either from parents of the players on his/her team or elsewhere. Any assistants selected by the designated coach who do not have a child on the team for which he/she intends to act as assistant is precluded from petitioning for placement of his/her own child, or any other child, on that team.



### 8. **TEAM FORMATION**

- A. The placement of players on a team will be accomplished manually or by a computer program. The manual method and computer process should be equivalent procedures which utilize a random selection process.
- B. A players current evaluation score will be based upon the average of evaluation scores from previous years. A maximum of 4 scores from prior years will be stored in a data base.
- C. The computer program will allow for input of a random number “seed” which will generate a different team formation on any successive input. The manual method will use an equivalent random selection process to accomplish the same result.
- D. The manual method and computer program will prepare a list of teams for each division which are closely balanced in total team average. A final correction to the team formation will be made by the player-agent or his designee to assure that the following conditions have been met:
  - (1) Each age group on a team will have a near equal number of new players and veteran players (within one) when compared with the other teams in the division.
  - (2) The total point count of each team should not differ from any other team by more than two points.
  - (3) Siblings will be placed on the same team if they are of proper age and sex.
  - (4) Special requests for placement of players on a team are not allowed.

### 9. **AGE DISTRIBUTION CRITERIA**

- A. Each team within a division shall have an equal number of players in each comparable age group (within one).



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- B. If a team loses players due to injury or dropout after the teams have been formed, the above rule may be waived if replacement players of the same age and rating are not available from the waiting list which would still maintain the team balance.

### 10. **PROTESTS**

#### A. Regulations for:

- (1) Protests shall only be considered when based on the violation or interpretation of a playing rule or the use of an ineligible player. No protest shall be considered on a decision involving a referees judgement. Equipment which does not meet regulations must be removed from the game and shall not be the basis for a protest.
- (2) Only the coach of contesting teams shall have the right to protest a game. The coach, short of disrupting play, shall notify the referee of his intention to protest and the basis of the protest as soon as possible; in no case, later than 15 minutes after the close of each game to cover the eventuality of a protest.
- (3) The coach shall deliver by 8:00 p.m. on the evening of the Monday following the protested game, his/her written detailed protest to the Rules Committee chairman or the league President.

#### B. Procedures for:

- (1) Upon receiving a protest the Chairman of the Rules Committee should notify the opposing team coach as soon as possible and allow the coach time to reply before holding the Rules Committee meeting.
- (2) The Rules Committee shall obtain from the referee of the protested game a written or verbal explanation of the protested situation.
- (3) The Rules Committee shall meet within 7 days after receipt of the materials from coaches and referees to decide upon validity of the protest and as to what action if any, will take place.



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- (4) After the Rules Committee has reached a decision, the secretary will notify, in writing, both of the involved coaches. The Secretary will also inform the Board at its next regular meeting of the committees decision(s) and directed action(s).
- (5) Protesting a red card is not permitted.

### 11. **UNSPORTSMANLIKE CONDUCT**

#### A. Players: (as determined by game official)

- (1) A player is guilty of unsportsmanlike conduct when he/she violates the principles of fair play. A player shall be given a red card and ejected from the game for:
  - (a) Violent conduct or serious foul play.
  - (b) Foul or abusive language.
  - (c) Continued misconduct after several cautions.
- (2) The red carded player shall be removed from the game and cannot be substituted for. The red carded player shall be suspended for the next game, but his/her team can play the next game with a full team of 11 players.
- (3) If a player is ejected from 2 games during the regular season for the same offense, he/she shall be forced to leave the program for the balance of the regular season.
- (4) If a player is ejected from 3 games during the regular season for dissimilar offenses, he/she shall be forced to leave the program for the balance of the regular season.
- (5) When a player is removed from the program, the Board will advise the parents of the player in writing of his/her discharge from the soccer program. The registration fee shall at that time will be refunded in full, on a pro-rata basis.
- (6) When a team accumulates ten (10) marks (yellow card=1, red card=2) during the course of the season, the coach will appear before the Infractions



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Committee for appropriate action. Three (3) consecutive games without further cautions or ejections will reduce the accumulated marks by one (1).

B. Players: (as determined by coach)

- (1) A player is guilty of unsportsmanlike conduct at practice or at a game when he or she violates the principals of fair play and manifests extreme disrespect for fellow athletes, team members, coaches or parents. This unsportsmanlike conduct includes, but is not limited to:
  - (a) Violent and serious foul play.
  - (b) Threatening, profane, foul and/or abusive language.
  - (c) Possession and/or use of any illegal substance.
  - (d) Refusal to participate in team drills, practice or games. (For reasons other than excused injury or illness, etc.)
- (2) Coaches may suspend a player for one game and submit a report to the Infractions Committee for additional action if necessary.
- (3) Any coach who suspends a player for unsportsmanlike conduct must notify his divisional Director and the players' parents. The coach must also submit a written report to the Board of Directors and the Head of Officiating of a players suspension within 24 hours from the time of the infraction.
- (4) The participation of a suspended player at practice during the suspension period is at the discretion of the coach.
- (5) Protesting a red card is not permitted.

C. Coaches:

- (1) Any effort to physically intimidate or assault a referee will result in immediate and indefinite suspension from coaching in Glendora Youth Soccer, subject to



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review by both the Infractions Committee and the GYS Board of Directors.

- (2) This provision will take effect immediately upon receipt of the red card. The coach will not remain to talk to his team at halftime, should the incident occur during the first half. Failure of the coach to comply will result in immediate forfeiture by his team.
- (3) All coaches who are awarded a red card by the referee are ejected from the current game, shall leave the playing area immediately and are disqualified from coaching at the next scheduled game.
- (4) A coach receiving a second ejection (red card) will be suspended from the next two consecutive scheduled games including play-offs, Glendora Cup and All-Star matches. A third ejection (red card) in one season will result in disqualification of coaching for the remainder of the season and consideration by the infraction committee on future coaching within GYS.
- (5) Coaches are restricted from moving outside of a zone 10 yards from either side of the midfield line, during the game.

### D. Spectators:

- (1) Parents and other supporters of a team should not harass and/or verbally abuse the opposing team players, coaches or referees during or alter playing of a game.
- (2) It is the responsibility of the coaches of each team to maintain 'crowd control' of the supporters. Failure to do so can result in the forfeiture of the game or other appropriate disciplinary action by the Board.

### E. Infractions Committee:

- (1) The GYS Infractions Committee will be comprised of seven (7) members. The Board Past President, Vice President, Head of Officiating and Secretary will be permanent members. The past President shall chair the committee and the Board secretary will keep a written account of the proceedings in a separate



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section of the GYS official records. The divisional Director of the affected division will be included on the committee as will two other members of the Board selected by the committee chairman. A member of the Community Services staff will be invited to sit as an ex-officio member of the committee.

- (2) In the event that a conflict of interest should result for a member of the committee, either the committee, Chairman or the GYS Board President may recommend a replacement for the affected committee member from the GYS board.
- (3) All committee records will remain with the permanent GYS records in order to protect the rights of coaches accused of prior abuses, as well as the rights of the GYS Board in the event of severe disciplinary action.
- (4) While the GYS Board reserves the right to suspend or ban a coach or player for serious offences, such action will be taken only by the entire Board.

### 12. **PLAYER EVALUATION RECORDS**

- A. Toward the conclusion of the regular soccer season each coach is required to submit a player evaluation rating for each player on his/her team. The player evaluation ratings are submitted on a Player Evaluation Form which is distributed to the coaches at the beginning or midway through the soccer season.
- B. The evaluation ratings submitted by the coaches shall be entered into the GYS data base records.
- C. The player evaluation records shall be updated at the conclusion of each soccer season and shall contain a chronological record of the players evaluation rating for the last four years of participation in the Glendora Youth Soccer program.
- D. A division director may suggest altering a players evaluation score if he/she deems that the evaluation score is not proper for the player. Any alteration of a players record must be concurred with by the player agent.



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(Special attention should be given to the evaluation scores of the coaches sibling's)

### 13. **TERMINATED GAMES**

- A. The following people are responsible for calling off any scheduled soccer games due to rain, smog, heat, no lights, etc. The list is in descending order of responsibility:
  - (1) The Director of the division whose teams are playing.
  - (2) Any other soccer board member.
  - (3) A Community Services Representative.
  - (4) The referees on the field.
- B. The referee(s) should cancel a game only when, in his/her judgement, effective control of the game cannot be maintained for the safety of the players.
- C. The individual who cancels a game(s) shall also initiate action toward notification of the coaches of following games by notifying the divisional Director, the President, and Head of officiating.
- D. The divisional Director shall notify all coaches as to the cancellation of the games. The Head of Officiating will notify all referees.
- E. Games which are terminated prematurely, for any reason, shall be dispositioned as follows:
  - (1) Practice or regular season games will be considered a completed game if at least the entire first half has been played. Incomplete games will be rescheduled for a later date if they have any bearing on the championship standings.
  - (2) Playoff games will be considered a completed game if at least the entire first half has been played and the game is not tied at the point of termination. If the game is tied, it will be rescheduled in its entirety.
  - (3) Championship games will be rescheduled for resumption on another date. Championship games will



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be restarted at the point where the game was terminated, unless they ended in a tie, in which case, the entire game will be replayed.

- (4) The minimum play rule is waived in the event of a terminated game.

F. Forfeiture of a league scheduled game occurs when:

- (1) One team cannot field at least eight (8) players within ten minutes of the scheduled start of a league game. The referee must inform each coach of the start of the ten minute time limit before he can call a forfeiture. (Note: If both teams fail to field at least 8 players the game will be recorded as a tie. The game can be rescheduled if playoff qualifications or championship standings are affected.)
- (2) A coach fails to abide by the minimum play rule.
- (3) Team members continuing to use improper equipment after a warning (e.g., shin guards, football cleats, etc.)
- (4) Failure of a coach to abide with unsportsmanlike guidelines.
- (5) All scheduled or rescheduled games must be played unless excused by the Board. Non-compliance will result in forfeiture and the suspension of a coach.

### 14. **SOCCER NEWSLETTER**

- A. A newsletter, entitled “In the Goal”, will be published during the regular season; also, there may be a newsletter distribution at registration.
- B. Each issue will be numbered as to volume, Issue and dated. The newsletter will be distributed each Saturday at each field where games are being played.
- C. Regular features of the newsletter will include won-lost records in each division, clarification of different rules each week, messages from the President of the Board and other current items of interest.
- D. The newsletter distributed at the lime of registration will inform the parents and players of the Boards' rules on



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player and crowd control as stated in Addendum 11,C of the Bylaws.

- E. The logistics as to methods of printing, etc., will be left to the discretion of the Newsletter Editor in conjunction with the advice of the Board.

### 15. **SPECIAL REQUESTS**

- A. Glendora Youth Soccer discourages any special requests regarding placement of children on specific teams or with selected players or coaches.
- B. The Board may approve special requests in those cases which involve extreme hardship to the families involved. To obtain approval, a letter signed by the parents of all players involved in the request must be submitted to the Board within two weeks of the fast published registration date. For those cases which are approved, a nominal handling fee (determined by the Board) will be assessed for processing of the request.

### 16. **DIVISIONAL ALIGNMENTS**

- A. No division will be formed having less than 4 teams and at least 12 players on each team.
- B. The number of teams in a division is determined by the number of players registering for the division. A division will consist of one or two conferences. Teams will be formed so that each team has a maximum of 14 players, if possible. No teams will be formed having 15 players, if a player must be placed on a team after the division was formed due to an error occurring in registration, that player may be added to a team to make a total of 15 players, if all teams in the division already have 14 players.
- C. All divisions with 11 teams or less will be a single conference composed of all the teams in the division. The division champion will be determined by the best won/lost record for the season. If two teams tie for first, the division champion will be determined by the head-to head



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competition during the season, If still tied there will be a playoff game for the division championship. If 3 teams tie for 1st place, the division champion will be determined by the head-to-head competition during the season. If a tie still exists, flip 3 coins to determine which team gets a bye. The other two teams enter playoff with the winner playing the bye team for the division championship.

- D. All divisions with 12 or more teams will be formed into 2 conferences. Conference winners will play for the division championship. If 2 or more teams tie for first place within a conference, the conference representative will be determined on the basis of the head-to-head competition between those teams during the season. If still tied, the same coin toss procedure as above will be utilized to determine the playoff participants and eventual conference winner.

### 17. **FIELD SIZE**

Schools and playgrounds have emphasized the importance of smaller playing fields for youth activities. Glendora Youth Soccer has adopted the following playing field sizes based upon FIFA recommendations:

Table 1. Field, Ball, and Goal Dimensions and Sizes

AGE (YEARS)	FIELD SIZE (YARDS)	BALL SIZE	GOAL SIZE (FEET)	GAME DURATION (MINUTES)
16-17	65 X 95	5	8 X 24	84
13-15	65 X 95	5	8 X 24	84
11-12	60 X 90	4	8 X 24	56
9-10	55 X 85	4	8 X 24	48
7-8	50 X 80	3	6 1/2 X 21	40
6	45 X 75	3	6 X 18	32
5	34 X 45	3	7 X 12	32



**18. FIELD CHANGES**

To accommodate playoff or championship games or to have maximum utilization of playing sites, different divisions may be scheduled on the same field if the field dimensions are within plus or minus 5 yards of the recommended field size for that division and the goal posts are not smaller than those recommended.

**19. LIGHTED FIELDS**

The following field dimensions are required to provide a lighted field of proper size for the age groups shown:

Table 2. Lighted Fields Dimensions and Locations

AGE (YEARS)	LOCATION	FIELD SIZE (YARDS)	GOAL SIZE (FEET)
16-17	SPORTSPARK-WEST	65 X 95	8 X 24
13-15	SPORTSPARK-WEST	65 X 95	8 X 24
9-12	GODDARD-EAST	60 X 90	8 X 24
6-10	SPORTSPARK-EAST	55 X 85	6 1/2 X 21

**20. AGE GROUPS**

JULY 31st of each year is established as the age cutoff date for Glendora Youth Soccer. Soccer registrants must play in their designated age groups. No exceptions will be allowed except by approval of the Board. The age groups and division names for Glendora Youth Soccer are as follows:

Table 3. Divisional Age Breakdown

BOYS DIVISIONS	AGE (YEARS)	GIRLS DIVISIONS	AGE (YEARS)	COED DIVISIONS	AGE (YEARS)
B13-15	13-15	G13-15	13-15	C16-17	16-17
B12	12	G12	12	C5	5
B11	11	G11	11		
B10	10	G10	10		
B9	9	G9	9		



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Table 3. Divisional Age Breakdown

BOYS DIVISIONS	AGE (YEARS)	GIRLS DIVISIONS	AGE (YEARS)	COED DIVISIONS	AGE (YEARS)
B8	8	G8	8		
B7	7	G7	7		
B6	6	G6	6		

### 21. **EQUIPMENT USE AND GAME RESTRICTIONS**

- A. In the interest of safety, all players shall be required to wear some form of shin protector during games. The shin guard shall be worn under the uniform socks and conformity of this requirement shall be enforced by the referee prior to each game. A child without adequate shin protection will not be allowed to play in a game. Neither the Minimum Play rule nor the Playdown Rule will be applied if a player is withheld from a game under the provisions of this rule.
- B. The Board of Directors of Glendora Youth Soccer prohibits the use of equipment (balls, uniforms and nets) by anyone other than Glendora boys and girls unless approved by the Board.
- C. The Board reserves the right to review and approve any proposal of a game or games not regularly scheduled (practice, exhibition, allstar, etc.) which involve(s) any Glendora Youth Soccer team, or which involve(s) members of Glendora Youth Soccer teams.
- D. When Board approval is not granted, a written statement shall be sent to the organizer and/or parents of the interested players declaring Board disapproval, insurance non-coverage, liability difficulties, etc.

### 22. **MINIMUM PLAY RULE**

- A. All players, in good standing will play three quarters per game, every game the entire season. Good standing criteria is defined below:



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- (1) Attends practices and games
- (2) Pays attention and follows instructions
- (3) Comes prepared and participates in practices.

### B. Exemptions:

- (1) Fifteen player teams
- (2) Any child will be allowed to play only two quarters at the request of the parent and/or child.
- (3) Medical/physical reasons

### C. Coaches in non-compliance will face suspension or removal as decided by the Board with a 2/3 vote.

- (1) First Offense: One game suspension
- (2) Second Offense: Removal as Coach and surrender badge.

## 23. **ADVANCED PLAY DIVISION**

The GYS Board of Directors has established a competitive play program which is designated as the Advanced Play Division. This program is offered in addition to the standard recreational youth soccer program sponsored under the auspices of Glendora Community Services. The Advanced Play Division shall hereinafter be referred to as the APD.

It shall be the objective of the APD to foster, promote and advance competitive soccer activity in Glendora. The APD will be administered by a chairman and two (2) assistants. The three members will constitute an APD committee. All functions performed by the APD committee require formal approval of the GYS Board. Rules and regulations governing the APD shall be submitted to the Board for approval. The By-laws governing the APD are presented as an appendix to the GYS Bylaws.

## 24. **OVERTIME RULE**

The following rules apply to all playoff and championship games which remain tied after regulation play:



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- (1) Two one-half quarter overtime periods. (Switch ends of the field.)
- (2) If still tied, play one-half quarter sudden death period. (Side/end of field decided by flip of coin.)
- (3) If still tied, take five penalty shots alternately, with 5 predesignated players and single goalie. (Referee flips coin to determine which team shoots first.)
- (4) If still tied, each team continues to shoot with different players/goalies until advantage has been reached after an equal number of shots.
- (5) Only players who were on the field at the conclusion of the game can participate in the shoot out.

### 25. **GLENDORA CUP**

At the conclusion of the regular soccer season a single elimination round robin mini tournament will be played involving the top four finishers in each division. For divisions with two conferences, the top two teams in each conference will be selected. In the single conference divisions, the 1st place team will play the 4th place team and the 2nd place team will play the 3rd place team, in the two-conference divisions, the 1st place winner of conference A will play the 2nd place finisher from conference B and vice versa.

### 26. **TROPHIES**

- A. Regular season championship trophies will be awarded to 1st and 2nd place teams at the conclusion of the regular soccer season. In those divisions which have two conferences, a trophy will also be awarded to the conference team that loses in the championship playoff game and will be designated as a conference champion.
- B. The 1st place finishers of the mini tournament Glendora Cup will be awarded Glendora Cup Trophies. The 2nd, 3rd and 4th place finishers will be awarded medals.



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### 27. **POINTS METHOD**

The following describes the points method used for placement of all teams in the divisional standings:

- A. Win = 3 Points
- B. Tie = 1 Point
- C. Loss = 0 Points

### 28. **ALLSTARS**

At the conclusion of the regular soccer season and Glendora Cup play, All-star teams will be selected from each division to play in the final week of the soccer season. The divisions which have two conferences will have two sets of All-star teams, one set for each of the two age groups within the division.

### 29. **RULES OF SOCCER**

The rules governing Glendora Youth Soccer are presented in the pamphlet entitled "Glendora Youth Soccer-Official League Rules, Laws and Guidelines".

### 30. **PLAYER MOVEMENTS**

After rosters have been issued to the coaches, there will be no allowable player movements between teams unless approved by the Board of Directors of Glendora Youth Soccer. Any approved player movements must be handled by the player-agent.



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