WELCOME TO BAYSA

The Bay Area Youth Soccer Association (BAYSA) is a member association of the South Texas Youth Soccer Association (STYSA) and resides in its Eastern District. BAYSA manages the competition and gaming of teams in developmental, recreational, and competitive divisions for its clubs. The BAYSA Executive Board is available to assist clubs in these efforts; however, we ask you utilize resources within your own club before seeking assistance from the home association. We suggest:

- Call your home club officer.
- Club officer calls his club president, if needed.
- Club president then calls proper BAYSA officer.

Telephone number listed for BAYSA officers are for use by club officers. Parents, coaches, and others should contact their own club officers for assistance, In any case, please remember that no soccer business should be conducted before 9:00 a.m. or after 10:00 p.m. regardless of the urgency, and as a courtesy, no calls be made to a work place. Our association and club officers are volunteers who generously give their time and expertise to support our youth soccer program.

This handbook is not intended to be exclusive; rather, it should be used as a supplement. We try to keep the information timely and accurate, but, there may be delays between official publication of the materials from the state, national, or other related associations and/or offices, and its appearance or modification in the *BAYSA Handbook*.

US Youth Soccer…The Game for ALL Kids! ®

ZERO TOLERANCE OF SIDELINE MISCONDUCT AND REFEREE ABUSE

BAYSA has adopted a **zero tolerance of sideline misconduct and referee abuse** for spectators. Referees will stop the game, bring both coaches together, and give them a warning for spectator misconduct and abuse. The second time this occurs, referee will end the game. Coaches need to take responsibility and be accountable for management and control of sideline behavior. Referees will need to document concerns and issues so the association's D&P can address problem areas. Referee assault (verbal or physical) could result in a ban from soccer.

BAYSA WEBSITE

The BAYSA website is located at *www.baysa.org*. This website brings together Association information on administration; the calendar; the *BAYSA Handbook*; links to local, state, and national soccer interests; maps; skills, and forms.

TABLE OF CONTENTS

Bay Area Youth Soccer Association 1
- Welcome 1
- Elected Officers (2012-13) 5
- Appointed Positions 5
- Club Information and Officers 6
- Club Uniform Jersey Colors 11
- BAYSA Club Referee Liaisons 11
- Field Closing 12
- Rainout Information by Clubs 12

Bay Area Youth Soccer Association Constitution and Bylaws 13
- Constitution 13
- Bylaws 18

BAYSA Guidelines and Rules of Competition 23
- BAYSA Guidelines 23
- Registration 24
  - Team Formation 24
  - Player Registration and Team Fee Deadlines 24
  - Rostering 24
  - Player Guidelines 25
    - Age 25
    - Proof of Age 25
    - New Player Eligibility 26
    - Identification Cards (ID) 26
    - Playing Above the Age Division 26
    - Playing Down in Age 26
  - Player Releases and Team Transfers 26
  - Player Grants 26
  - Participation of Non-Member Teams 27

Team Formation and Scheduling 27
- U6 Teams 27
- U7/U8 Play 27
- Neighboring Clubs 27
- Recreational Team Formation 27
- Note: Red/Blue Guidelines were eliminated (Spring 2007)

Coaches 28
Reference to Adult Registration (Kidsafe and Coaching Certificate in this section)

Scorekeeping……..... 28
Master lists 28
Club scorekeeper responsibilities..... 28
Distribution of standings..... 29
Game Report Cards..... 29

D&P Committee..... 29
Purpose 29
Objectives..... 29
Members..... 30
Chair 30
Secretary – D&P Committee 30
Meetings 30
Minutes 30
Suspension & Penalty Points 31
Communications 31
Notification of Clubs 31
Interface with the BAYSA Scorekeeper..... 31
Decisions 31

Referees 32
Referee Review Committee 32

Playoffs and External Competition..... 33
Playoff Regulations..... 33
Playoffs..... 33
Extended Competition..... 34
Championship or Playoff Games..... 34
BAYSA Post-season Play 34

Risk Management 35
Medical Insurance..... 35
Goal Post Inspections 35
Certificates of Insurance 35
Risk Management Program 35

Rules of Play 36
General Requirements..... 36

Player Eligibility 36
Game Scoring Forms and Procedures 37
Minimum Play 37
Sideline Coaching and Behavior 38
Forfeits 38
Game Protest 39
Grievance Procedure 41
Suspensions and Probations 41
Disciplinary Point System 41
Rescheduled Games, Inclement Weather and Field Closures 42
Scheduled Game and Referee Coverage 43

BAYSA Modifications to the Laws of the Game 43
Law I. The Field of Play 43
Law II. The Ball 43
Law III. Number of Players 44
Law IV. Player Equipment 44
Law V. Referees 45
Law VI. Duration of the Game 45
Law XII. Fouls and Misconduct 46
Law XIV. Penalty Kicks 46
Modification or Amendment of Rules (6v6 for U11) 46
Modification or Amendment of Rules (6v6 – U9/10) 47
Modification or Amendment of Rules 49

Fees, Fines and Payment Deadlines 49
Fall Registration Fee 49
Spring Registration Fee 49
Fines 49
Special Fees and Amounts 49
Fees and Schedules 49

Appendices
Appendix A: BAYSA Fees and Fines 50
Appendix B: Assault on Referees 52
Appendix C: Club Maps – please refer to maps on club websites
Appendix D: Field Dimensions – PDF file posted in folder attachment online

BAYSA ELECTED OFFICERS
(2012-13)

Office	Name	Contact
President	Thomas Morrow	(832) 641-9014 tkmorrow1@comcast.net
Executive Vice President	David LeGrand	(281) 414-4485 dlegrand@sbcglobal.net
Treasurer	Rich Newell	(281) 485-6047 rdnewell2@auspex-inc.com
Registrar and Secretary	Shirley McGraw	(409) 763-5653 patshirley@aol.com
Scheduler	Nathan Gaither	(281) 839-8225 ngaither@gmail.com
Scorekeeper	Robb Edmonds	(281) 480-2700 ext 101 redmonds@edmondsnolte.com
Tournament/Playoff Coordinator	Open	

APPOINTED POSITIONS

Appointment	Name	Contact
Assistant Registrar	Nathan Gaither	(281) 839-8225 ngaither@gmail.com
Discipline and Protest	Mark Powell	(832) 689-5828 Mark.powell@ep-america.com
Player Grants	Rich Newell	(281) 485-6047 rdnewell2@auspex-inc.com
Risk Management & Insurance	Margaret Maudlin	(281) 773-9567 Margaretmauldin@rocketmail.com
Referee Director	Sam Ghalayini	(281) 334-2232 s-assignor@earthlink.net
Referee Review Committee Chair	Open	
Super-2 League Representative	Gordon Walker	(281) 480-7366 walkerge@msn.com
Director of Public Relations & Webmaster	Lester Pasarell	(281) 538-1329 webmaster@baysa.org

CLUB INFORMATION AND OFFICERS

ALVIN YOUTH SOCCER CLUB
P.O. Box 1312
Alvin, Texas 77512-1312
Website: *http://alvinsoccer.com*

President - Acting	Adam Hernandez *Adamhernandez2345@gmail.com*	(832) 875-3638
Registrar	Margaret Mauldin *Margaretmaulding@rocketmail.com*	(281) 773-9567
Assistant Registrar	Claudia Fick *theficks@yahoo.com*	(281) 450-1702
Scheduler	Don Fick *theficks@yahoo.com*	(713) 591-9010
D & P	Open	
Treasurer	Lori Nash *Lori.abbey@teaminc.com*	(281) 250-6560
Scorekeeper	Shauna Hopkins *shaunahopkins78@gmail.com*	(832) 385-1400

EAST LAKE HOUSTON SOCCER ASSOCIATION
P.O. Box 755
Crosby, Texas 77532
Website: *www.elhysa.org*

President	Open	
Registrar	Joanne Stermon *jstermon@thegreensheet.com*	(281) 513-6982
Scheduler (U8 and younger)	Paula Huggins *paulahuggins80@yahoo.com*	(713) 416-5243
Scheduler (U9 and older)	Kim Valt *kimvalt@gmail.com*	(832) 309-4731
D & P	Bill Jones *Billjones2@gmail.com*	(713) 870-1774
Treasurer	Tish Yancey *tishy@kmcoinc.com*	(281) 627-2922
Scorekeeper	Eric Larson *bigevegas@yahoo.com*	(972) 825-3256

GALVESTON COUNTY YOUTH SOCCER
P.O. Box 2371
Texas City, Texas 77590-2371
Website*: www.gcysoccer.org*

President	Jason Tabor *president@gcysoccer.org*	(409) 256-6263
Registrar	Lisa Keeler *registrar@gcysoccer.org*	(4090 392-7414
Scheduler & D & P	Philip Gentry *dandp@gcysoccer.org*	(281) 337-3517
Treasurer	Max Doner *treasurer@gcysoccer.org*	(409) 945-7025
Scorekeeper	Ed Moninhoff *scorekeeper@gcysoccer.org*	(409) 943-5809

MANVEL YOUTH SOCCER CLUB
P.O. Box 772
Manvel, Texas 77578
Website: *www.manvelsoccer.org*

President	Donnie Drilling *imgoofydon@yahoo.com*	(713) 805-3385
Registrar & Treasurer	Nancy Garcia *manvelyouthsoccerclub@hotmail.com*	(281) 630-0594
Scheduler	Scott Hoff *Scott_hoff@albemarle.com*	(281) 489-9039
D & P	Donnie Drilling *imgoofydon@yahoo.com*	(713) 805-3385
Scorekeeper	Richard Cantu *Richard.Cantu@yahoo.com*	(281) 885-9972

NORTH CHANNEL SOCCER CLUB
12734 Brookmont Lane
Houston, Texas 77044
Website: http://bayareayouthsoccer.org/ncsc/

President	Roberto Guzman *Roberto12guz@yahoo.com*	(832) 660-6866
Registrar	Rene Salas *Rene.salas@yahoo.com*	(832) 876-0822
Scheduler	Open	
D & P	Open	
Treasurer	Open	
Scorekeeper	Open	

PEARLAND UNITED YOUTH SOCCER CLUB
P.O. Box 841842
Pearland, Texas 77584
Website: *www.pearlandunited.com*

President	Aron Martinez *martinez_aron@hotmail.com*	(832) 863-2512
Registrar & Scheduler	Linda Talbot *LMTalbot@comcast.net*	(713) 436-4108
D & P	Richard Fulton *miloteddy@yahoo.com*	(281) 489-6567
Treasurer	Marsha Brown *marshabrown@comcast.net*	(281) 741-3194
Scorekeeper & 2nd VP	Brian Smith *Brian.smith@invesco.com*	(281) 485-4683

QUEST YOUTH SOCCER CLUB
P.O. Box 534
Deer Park, Texas 77536
Website: *www.questysc.org*

President	Javier Alviar *president@questysc.org*	(832) 306-5469
Registrar & D&P	Scott Sotelo *s.sotelo@questysc.org*	(281) 814-4664
Scheduler	Steve Olson *scheduler@questysc.org*	(713) 628-9627
Treasurer	Tim Murphy *Trmurphy2000@yahoo.com*	
Scorekeeper	Open	

SOUTH BELT YOUTH SOCCER CLUB
P.O. Box 34871
Houston, Texas 77234
(713) 559-6200Website: *www.southbeltsoccer.org*

President	Alex Dokhani *president@southbeltsoccer.org*	(281) 546-6850
Registrar	Estela Maldonado *registrar@southbeltsoccer.org*	(281) 481-0994
Scheduler	Ryan Garcia *scheduler@southbeltsoccer.org*	(832) 646-9280
D & P	Nicolas Tamayo *discipline@southbeltsoccer.org*	(832) 273-0456
Treasurer	Sayed Naser *treasurer@southbelotsoccer.org*	(281) 481-2761
Scorekeeper	Lori Carte *scores@southbeltsoccer.org*	(713) 944-5294

SPACE CITY FUTBOL CLUB
2750 West Main #B
Houston, Texas 77573
(281) 724-9915
Website: *www.spacecityfc.org*

President	Matt Leonard *president@spacecityfc.org*	(832) 228-5026
Registrar	Kara Cranfill *officemgr@spacecityfc.org*	(281) 724-9915
Schedulers & D&P	Ron Kaltenbaugh VP – Competitive *Vp1@spacecityfc.org*	(281) 648-7453
	Lisa Pipper VP –U11+ Recreational *Vp2@spacecityfc.org*	(281) 538-3630
	Steve Lacy VP U7-10 *vp3@spacecityfc.org*	(281) 332-2401
	Wade Winters VP U4-U6 *Vp3@spacecityfc.org*	(281) 309-0410
Executive Director	Randy Evans *Execdir@spacecityfc.org*	(405) 343-0303
Operations	Darren King *operations@spacecityfc.org*	
Treasurer	James Kitchens *treasurer@spacecityfc.org*	(281) 286-8843

CLUB UNIFORM JERSEY COLORS

Club	Colors
Alvin (AL)	Orange/Black/White White/Orange/Black (alternate)
East Lake Houston (ELH)	Red/White/Black
Galveston County (GC)	Purple/White (home); Gray/White (away)
Manvel (MV)	Red/White/Blue
North Channel (NC)	Navy/Sky Blue/white
Pearland (PL)	Green/White/Black
Quest (QT)	Royal Blue/Orange
South Belt (SB)	Blue/White
Space City (SCFC)	White-away/Red-home (recreational); Navy-away/White-home (competitive)

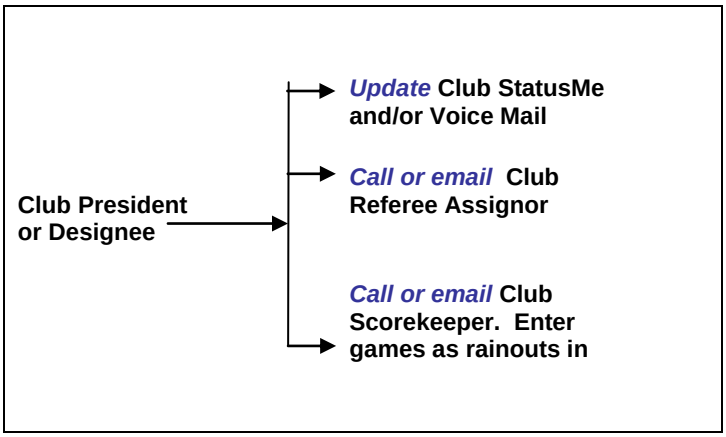
BAYSA CLUB REFEREE LIAISONS

Club	Club Contact	Telephone
Alvin	Shawn Ruby	*referee@alvinsoccer.com*
East Lake Houston	Dave Thompson	(713) 417-6848 *dadcoachref@yahoo.com*
Galveston County	Mike Hughes	(409) 925-4405 *mghughes@utmb.edu*
Manvel	John Bridges	(713) 459-3805 *jonzoo@aol.com*
North Channel	Open	
Pearland	Open	
Quest	Priscilla Benoit	(713) 858-6798 *priscilla.benoit@gccisd.net*
South Belt	Sayed Naser	(832) 867-4204 *Sayedn2004email@yahoo.com*
Space City	Open	

FIELD CLOSURES AND RAINOUTS

Each member club controls the use of fields within their boundaries. Only the club president (or designated board member) can close club fields before the start of regularly scheduled BAYSA game times. It is expected that fields will be closed a minimum of two (2) hours before the affected games as a courtesy to teams traveling to the affected club.

If a significant number of BAYSA member clubs close all fields, the BAYSA Executive Board will evaluate whether or not to cancel the entire Association's weekend game schedule. Finally, if there is an impending weather threat or condition that would affect the entire BAYSA area, the BAYSA President has the authority to announce a complete shutdown of the entire Association's weekend game schedule. If BAYSA finds it necessary to cancel the entire weekend's schedule, each club president will be notified to inform his/her club's coaches by a BAYSA Executive Board member.



RAINOUT AND FIELD CLOSURE INFORMATION

Information through statusme.com on the www.baysa.org

Rainouts: Update the Statusme a minimum of 2 hours before the first scheduled game. Contact the BAYSA Scheduler and the Referee Assignor by email or voice mail before the end of the day.

BAY AREA YOUTH SOCCER ASSOCIATION
CONSTITUTION

ARTICLE I. NAME

The name shall be the Bay Area Youth Soccer Association (BAYSA); (herein after called the Association).

ARTICLE II. PURPOSE

It shall be the purpose of the Association to teach good sportsmanship, promote physical health, and develop and promote the game of soccer among youth participants and adult sponsors within the area of jurisdiction of the Association. In furtherance of this purpose, the Association shall sponsor, organize, and govern regularly scheduled games among its members and shall be a non-profit organization. The Association shall be subject to the rules presented in this Constitution, By-laws, and Rules of Competition.

ARTICLE III. AFFILIATION AND TERRITORIAL JURISDICTION

The Association shall be approved by the South Texas Youth Soccer Association (STYSA) and shall be affiliated with STYSA and the United States Youth Soccer Association (USYSA). The Association's territory shall include the southeastern area of Harris County, Galveston County, and Brazoria County. The following independent school districts lie within this area: Galveston, Galena Park, Goose Creek, La Porte, Deer Park, Pasadena, Pearland, Santa Fe, Danbury, Friendswood, Alvin, Clear Creek, Dickinson, La Marque, Hitchcock, and Texas City.

ARTICLE IV. MEMBERSHIP AND VOTING RIGHTS

The Association shall be composed of member clubs. The requirements for and composition of member clubs shall be as follows:

Section A. Name
Each club shall adopt an official name and register this name with the Association. Names of clubs shall be sufficiently different from the Association's name to preclude confusion.

Section B. Agreement to Abide by Association Rules and Regulations
Each club shall agree to abide by Association rules and regulations in effect at the time of application for membership or as subsequently adopted by the Association.

Section C. Team Participation
Each club shall strive to field teams in all divisions of play, both boys and girls soccer. A club must maintain a minimum of six teams to be a member of the Association. A minimum of three teams shall be required for admission to membership in the Association and such membership shall be considered probationary for a period of two years. If at the end of the probationary period, the team participants has not increased to and/or maintained six teams, the club shall be asked to withdraw or to combine with an existing club until such time as it can meet the six team requirement within its area of jurisdiction.

Section D. Club Area
Each club shall define its areas of jurisdiction, which shall be acceptable to other clubs, contiguous with this area, the Association and South Texas Youth Soccer Association (STYSA).

Section E. Association Representative and Alternate(s)
Each club shall provide in writing the names of its representatives and alternate or alternates to the Association. This notification shall be filed with the Association's secretary and is effective at the date filed, or at a later date if so stated in the notification. Notifications shall remain in effect until cancelled by the club. Notifications shall state order of services for alternates if more than one alternate is named.

Section F. Club Constitution and By-laws
Each club shall adopt a club constitution and by-laws and file with the secretary of the Association. Changes and/or revisions to the club constitution must be filed with the secretary of the Association. This constitution must contain sections providing for tax-exempt status for IRS and state sales tax as specified by the Association and appropriate statutes.

Section G. Division and Dissolution of Member Clubs
Any club wishing to divide itself into two or more clubs may do so provided that the new club meets the provisions of this part of the constitution. The new club will be admitted to membership in the Association upon approval of their application and presentation to the Association that all requirements have been met including club boundaries of areas of jurisdiction. Generally, such divisions of an existing club should not require one of the new clubs to be placed in probationary status because of team participation (number of teams). Any club wishing to be dissolved shall apply to the Association, which shall make appropriate arrangements for disposition of the club's funds, satisfaction for unpaid financial obligations, and arrangements for teams and registered players.

Section H. Voting Rights
Each member club shall be entitled to one voting representation for every five hundred (500), and fraction thereof, duly registered and paid-in-full youth members on April 15 of the current seasonal year not to exceed seven (7) votes. No member club will have any voting rights at a monthly BAYSA meeting if the said club is sixty (60) days over due on an unpaid balance. Each club will be levied a five percent (5%) fine for all thirty (30) days past due accounts. The Association will send written notice to delinquent clubs.

ARTICLE V. OFFICERS AND ELECTIONS

The officers of the Association shall be a president, executive vice president, registrar, secretary, treasurer, scheduler, scorekeeper, and tournament/playoff coordinator. These officers shall comprise the board of directors of the Association and are authorized to represent the Association between Association meetings. The officers shall serve from June 1 until the election and qualification of their successors. Duties of the officers shall be as provided for in the by-laws. When a vacancy occurs in any office of the Association except the office of president, the president shall nominate a person to fill the vacancy, and the nomination approved by the Association at its next regular meeting. Should the Association fail to approve the nomination, the president shall select again, and the process shall continue until a successor satisfactory to the Association has been confirmed. When the office of the president becomes vacant, the executive vice president shall succeed to the

office of president, and the vacancy of executive vice president shall be filled as above. Election of the officers of the Association shall take place at the April meeting of the Association. The officers will be elected for a two-year term as follows:

During even numbered years:
1. Executive Vice President
2. Secretary
3. Scheduler
4. Scorekeeper

During odd numbered years:
1. President
2. Registrar
3. Treasurer
4. Tournament/Playoff Coordinator

The term of office shall be two (2) years effective June 1. All voting requirements including quorum shall apply at each election.

The Member Club Representatives shall have the power to recall any officer of BAYSA. This power may be exercised at any regular or properly called special meeting of the BAYSA Member Club Representatives. A recall motion must be adopted by at least 2/3 of the Member Clubs (one vote per club) in good standing. (Rev. 2/11)

ARTICLE VI. SEASONAL AND FISCAL YEAR

The seasonal year shall be the same as for the USYSA. The Association's fiscal year will be June 1 to May 31. The initial budget and proposed fees will be presented at the March meeting.

ARTICLE VII. MEETINGS

The Association shall meet regularly on a monthly basis from September through May. Meetings during June, July, and August shall be at the discretion of the president.

Section A. Regular Meetings
Regular meetings shall be scheduled at a regular time and place made known to each of the member clubs. No notice of regular meetings shall be required unless a change of time or place is required.

Section B. Special Meetings
Special meetings may be called by the president. Sufficient notice shall be given so that member clubs may attend. The special meeting shall take up only the specified business for which the meeting is called. Changes to the constitution or the by-laws shall require written notice to the member clubs whether to be acted on at a regular or special meeting. The president is directed that a written request of a quorum of membership clubs calling for a special meeting be honored in a timely manner.

Section C. Quorum Requirements
Any regular or special meetings shall require a quorum of at least half of the member clubs.

Section D. Voting
Voting rights at regular and special meetings shall be defined in Article IV. Section H.

Section E. Club Representatives
Each club shall designate at the beginning of each meeting, the voting representatives and alternates present. Only those representatives listed shall vote at the Association meeting or shall move or second motions. Alternates may participate in discussion.

Section F. Minutes of Meeting
The secretary shall record minutes of each regular or special meeting, and shall reproduce copies of these minutes for distribution to each member club at or before the next regular meeting. Such minutes shall be offered by the secretary and any corrections, additions, and/or deletions shall be made before acceptance by the member clubs. A complete set of minutes of each meeting shall be preserved by the secretary as part of the Association's records.

Section G. Order of Business
The normal order of regular business meetings for the Association shall be as follows unless a change is moved and approved by the members: Roll Call of Clubs, Minutes of the Previous Meeting, Communications, Report of Treasurer, Report of Committees, Delegates Reports, Special Reports, Unfinished Business, New Business, and Adjournment.

Section H. Attendance at Association Meetings
Club representatives and Association officers are expected to be regular in attendance at Association meetings. The secretary of the Association shall notify any member club when its representative or alternate fails to be present at two consecutive meetings.

Section I. Rules of Procedures
Robert's Rules of Order (current edition) shall apply to the conduct of all Association business at regular or special meetings.

ARTICLE VIII. AMENDMENTS

The constitution and by-laws of the Association may be amended, altered, or repealed by two-thirds majority of the total representative votes of the member clubs (not a two-thirds meeting quorum). Each club must be given written notice of the proposed changes fourteen (14) days prior to the meeting at which the changes are to be considered. Any additional changes proposed at the meeting must be deferred until the next regular meeting of the Association if any club representative present so requests, for the purpose of determine the will of his or her member club on the additional issue(s).

The Rules of Competition of the Association may be amended by a two-thirds majority of a quorum of voting members present at an Association meeting. Each club must be given written notice of the proposed changes seven (7) days prior to the meeting at which the changes are to be considered. Any additional changes proposed at the meeting must be deferred until the next regular meeting of the Association if so requested by any club-voting representative present at the meeting.

ARTICLE IX. SUCCESSION AND DISSOLUTION

At any time when an amended constitution, by-laws, and/or rules of competition are adopted by BAYSA, they shall supersede all previous constitutions, by-laws, and/or enactments of BAYSA. If new clubs are admitted to membership, they shall be entitled to one vote from the time of admission until the next January 1 when their voting strengths shall be determined under Article IV, Section H. In the event the Association is dissolved or ceases to function; the directors shall make provisions to cover payments of all of the Association's liabilities. Assets of the Association shall then be disposed to cover these liabilities and the balance then disbursed to such organizations as have already been established exclusively for charitable, educational, religious, or scientific purposes.

BAY AREA YOUTH SOCCER ASSOCIATION
BY-LAWS

ARTICLE I. FUNCTIONS AND AUTHORITY OF BAYSA

The Association shall exercise the functions set forth in this article and shall have such authority as is set forth in the constitution, and/or by-laws or which may be added to this constitution and/or by-laws by member clubs. All functions not delineated in this constitution and/or by-laws or specified by state or national soccer organizations to which this Association is subject shall remain with the member clubs.

The Association shall be the parent organization for the member clubs. The Association shall establish requirements for memberships in the Association, admit new clubs to the Association, and assist its members or other groups wishing to become soccer clubs. The Association shall have the jurisdiction over all officials, teams, referees, and players affiliated with it.

The Association shall provide an umbrella for member clubs in meeting requirements for tax-exempt status (IRS) and for obtaining exempt-status for Texas sales tax purchases.

The scheduling of regular season play shall be accomplished by the Association, as well as make-up games, replay of disputed games, etc.

Competition, exhibition, or practice games with teams outside the Association shall be sanctioned through the Association. Competition, exhibition, or practice games with teams within the Association may be arranged by the member clubs so long as such games do not interfere or impact regular season play or sanctioned tournaments.

The Association shall register all players, and provide for any higher level or registration at state or national levels.

The Association shall contract for player insurance and for liability insurance for officers, coaches, and officials of the Association and member clubs.

The Association shall have the authority, unless superseded by USYSA or STYSA, to settle all disputes between member clubs, to discipline players or coaches or officials of the Association, or to take appropriate action against member clubs found in violation of Association rules and regulations.

The Association shall also represent any member club in disputes with clubs or teams from other associations with STYSA.

The Association shall have the authority to levy fees on member clubs.

ARTICLE II. DUTIES OF THE OFFICERS

Duties of the President shall be to preside at all meetings of the Association and to serve as the general manager of BAYSA. The president, with the consent of members, shall appoint such committees and appoint such delegates as may be required for the proper operation of BAYSA.

Duties of the Executive Vice President shall be to act in the absence of the president with the same duties, powers and authority. He/she shall act as coordinator for all BAYSA committees and handle all BAYSA administrative tasks assigned to him/her by the president. (Rev 10/11)

Duties of the Registrar shall be to act in the absence of the president, executive vice president with the same duties, powers and authority. He/she shall maintain records of all BAYSA duly registered players and verify that BAYSA teams remain within compliance of all STYSA/USYSA rules. He/she will conduct all activities deemed appropriate to develop coaching abilities among member clubs, and coordinate risk management for adult volunteers.

Duties of the Secretary shall be to keep records and minutes of all BAYSA meetings, give notice of all such meetings as required, have general custody of all records of BAYSA, and attend to all correspondence of BAYSA.

Duties of the Treasurer shall be to receive and account for all of the funds of BAYSA and regularly give a detailed account of income and expenditures to the members. He/she shall serve as Chairman of the Budget Committee and prepare for the annual BAYSA meeting a summary report for the preceding twelve (12) months and a recommended BAYSA Operating Budget for the coming twelve (12) months.

Duties of the Scheduler shall be to preside over the annual pre-season scheduling meeting(s) and to prepare the BAYSA regular and post-season competition schedules for age groups. He/she may appoint a vice-chair as required to facilitate an orderly and rapid scheduling activity. (March 2009)

Duties of the Scorekeeper shall be to maintain the records of all BAYSA competitions (regular and post-season) and regularly distribute game results and team standings to BAYSA officers and club presidents. The scorekeeper will also distribute a list of all teams advancing to BAYSA, STYSA, district, and state playoff games.

Duties of the Tournament/Playoff Coordinator shall be to coordinate all BAYSA playoffs and STYSA playoffs within BAYSA. He/She shall be the person to make sure all paperwork is properly submitted to STYSA in the appropriate time limit after tournaments are held by BAYSA clubs.

ARTICLE III. BOARD POWERS AND ADMINISTRATION

The Board of Directors shall transact all business of the Association and shall have the power to enforce the constitution, by-laws, and/or rules of competition of the Association, STYSA, and USYSA. It shall have the power to settle all disputes, appeals, and protests on behalf of the Association.

ARTICLE IV. QUORUM

A majority of eligible board members in good standing shall constitute a quorum at board meetings. A majority of eligible voting members in good standing shall constitute a quorum at any meeting of the Association and shall decide all questions except those involving amendments to the constitution or by-laws.

ARTICLE V. FINANCES

The Association shall administer its own budget, formulated by the treasurer and approved by the board and Association members. The Association shall pay fees to STYSA to cover registration expenses and insurance costs. In addition:

A. Assessment on Member Clubs

The Association shall have the authority to determine appropriate assessments on member clubs to permit the Association to carry out its functions. Assessments will cover such items as: state and national registration fees for youth players; office expenses which may be authorized by the member clubs; publicity and public relation expenses for promotion of soccer and Association activities; equipment furnished by the Association; trophies and awards; and liability insurance for officers, coaches, and officials of the Association and member clubs. Assessments shall be on a per capita basis via number of registered players. Generally, the Association assessment shall be determined prior to registration, collected at the time of registration, and due when the registrations.

B. Non-Profit Status of Association

The Association shall obtain and maintain non-profit status with the Internal Revenue Service and obtain this status in such a manner that member clubs are also covered.

C. Exempt Status for Texas Sales Tax

The Association shall obtain and maintain exempt status from Texas sales tax and obtain this status in such a manner that member clubs are also covered.

D. Independent Audit

The Association shall arrange for an independent audit of the Association's books and funds each year.

E. Bonding of Association Officers

Officers of the Association who are authorized to collect and disburse funds may be bonded. Such bonding may be at the request of the individual or the Association

ARTICLE VI. FUNCTIONS OF MEMBER CLUBS

Each member club shall exercise the following functions:

A. Registration of Players

Each club is responsible for recruiting and registering players. Such registration periods shall adhere to Association rules and by-laws. The clubs in turn shall register players with the Association, and players shall not be eligible for competition until such registration with the Association has taken place.

B Fees for Players

Each club shall establish its own schedule of fees for its players. As a guideline, fees for players should include the fees for the Association, player insurance, and club expenses for the year so that payment of one fee does all.

C. Payment of Association Fees and Levies by Clubs

Each member club is responsible for payment of Association fees and levies for its players. Such fees shall be due at the time the player is registered with the Association although actual time of payment may be different for the convenience of the Association's treasurer or the member club.

D. Playing Fields and Equipment

Each member club is responsible for providing sufficient playing fields of the required sizes to support home teams scheduling for its own teams. The clubs shall be responsible for goals, nets, corner flags, and marking of the fields to meet the Association standards.

E. Conduct of Players

Each member club is expected to maintain and promote good sportsmanship and good conduct at its games. Where possible, the club should designate spectator areas for games.

F. Uniform and Personal Equipment

Each club shall make sure that the teams are in minimum uniform as specified by the Association.

G. Promotions, Sponsorships, and Fund Raising Projects

Each member club may engage in promotions, solicit sponsorships for teams, and conduct funding raising projects. As a matter of policy, each member club should confine fund raising or sponsorship drives to its area of jurisdiction. Promotions and fund raising projects should be reported to the Association to avoid conflicts with other clubs and to allow the Association to benefit soccer through coordination at the Association's level.

H. Minimum Referee Requirements (rev June 2012)

It is the responsibility of each club to promote the finding of and arrange for the certification training and registration of referees within their club. The minimum level of active referees is one (1) active referee per three (3) U9 or above teams being coordinated by BAYSA. Club referees are not eligible for any mileage expenses for games played in that club.

An active referee is defined as:

- USSF certified
- Currently registered referee who covered six or more BAYSA games in the current or previous fall or spring season

- Or new referee who is scheduled to work three or more BAYSA games.

Clubs meeting the minimum referee requirements receive the following benefits.

1. If possible, rescheduled games due to a lack of a center referee, will be at their home fields.
2. All referee mileage expenses will be covered by BAYSA. Otherwise all referee mileage expenses above $50 will be invoiced back to the club.

ARTICLE VII. PLAY OF THE GAME

The Association Rules of Competition shall govern all matters relating to play of the game. (Rev. 6/12)

BAY AREA YOUTH SOCCER ASSOCIATION
GUIDELINES AND RULES OF COMPETITION

I. BAYSA GUIDELINES

A. BAYSA (referred to as the Association) shall publish Rules of Competition for distribution to all member clubs and teams, and shall be responsible for organizing, scheduling, and supervising all competitions held within its jurisdiction.

B. Age Categories. The Association shall organize competitions by age category. Age categories shall conform to STYSA definitions as follows:

Under 19	Under 13
Under 18	Under 12
Under 17	Under 11
Under 16	Under 10
Under 15	Under 8
Under 14	Under 6

C. All competitions sponsored by the Association shall be planned and administered in cooperation with its member clubs and STYSA in accordance with Association, STYSA, and US Youth Soccer rules and regulations.

D. Playing Season
1. The BAYSA schedule will schedule teams for no less than nine (9) matches during the fall season. The total number of matches for each play group will be determined by the number of teams that sign up for that play group.
2. A split season will be administered for U9 and U10 age divisions that will more equitably bracket competition for high–middle-low teams.
3. UIL or state rules regarding play will only apply to affected age divisions.
4. A club is subject to a fine for any team that does not show up for a scheduled match not to exceed referee fees.

E. Playing Fields
1. The Association shall adopt standards for playing fields for the various divisions. Prior to the start of the season play, the Association shall inspect the playing fields of each club and advise the club of acceptability or deficiencies to the satisfaction of the Association before regular season play commences. Each club is required to inspect all goal posts prior to the start of each season and submit goal post inspection documentation to BAYSA. Forms are available at *www.baysa.org*.
2. Each member club at the time of initial registration of teams with the Association for an upcoming playing season shall submit a description, including dimensions for, and map(s) showing the location of and main routes of access to all of the club's home playing fields. Each member club must have designated home playing fields in order to register with the Association and will be responsible for making sure that the fields are available for all club home games. Any club with Super 2 or IAL teams will be responsible for designating fields for that level of play.

II. REGISTRATION

A. General. All players and teams planning to participate in competition under the jurisdiction of this Association shall be registered with their member clubs and the Association in accordance with STYSA and US Youth Soccer requirements. All players and teams officially registered with BAYSA will be registered with STYSA, a member of USYSA. Clubs shall draw members for its affiliated teams only from amateur youths. Although clubs may hold fall and spring registrations, players may be registered only once annually.

B. Territories for Player Registration. Each member organization (herein called club) shall have territory within the jurisdiction of the Association that shall be determined on joining the Association. Once an area is assigned to a club, it shall not be deleted from the club's territory without the consent of the club.

C. Team Formation.
1. Team formation and rostering shall be the responsibility of each member club participating in Association sponsored competitions. Each member club will determine a consistent method to be used for formation of its teams subject to compliance with the rules and regulations of the Association. Anyone participating in Association sponsored competitions must be in good standing with the Association, STYSA, and US Youth Soccer.
2. Clubs registering teams for competition in the fall season are required to furnish a list of all teams to the BAYSA Scheduler no later than August 1. This list must include the team name, age division, and level of play (division) for each team. Each club is responsible for the accuracy of all information submitted. No team will be allowed to register for the fall season after August 15.

D. Player Registration and Team Fees. (March 2008)
1. The Association shall determine fees and registration timetable for players and teams.
2. Clubs are responsible for all registration and team fees for participating players.
3. Team fees are due August 15.
4. Midnight August 15 is the last day to add or drop a team. In-house teams not requiring BAYSA scheduling are excluded. A team fine will be assessed if the team fails to form and play after this deadline.
5. Fall player registration fees are due October 1.
6. Spring team fees are due at team registration on February 15. A team fine will be assessed if the team fails to form and play after this deadline.
7. New spring player registration fees are due on April 15.
8. New summer player registration fees are due on July 31.

E. Rostering
1. Initial player registration and team rosters must be submitted by member clubs to the BAYSA registrar by August 15.
2. Composition of BAYSA team rosters and play format are found in the table on the following page.

Age	Play Format	Maximum Roster Size
U5/U6	3v3*	6 players – single field 10 players – dual field
U7/U8	4v4*	8 players – single field 12 players– dual field
U9/10	6v6*	10 players
U11/U12 – Fall	8v8*	14 players
U13-15 – Fall	11 aside	18 players
U16-U19-Fall	11 aside	22 players (only 18 in uniform at any game)
BAYSA 6v6 U11-U19 – Spring	6v6	10 players

*small-sided games

U5/U6 - 3v3 small sided teams - at least three (3) players and no more than six (6) players for single teams or at least three (3) players and no more than ten (10) players for dual teams

U7/U8 - 4v4 small-sided teams – at least four (4) players and no more than eight (8) players for single teams or at least four (4) players and no more than 12 players for dual teams

U9/10 – 6v6 small-sided teams – at least six (6) players and no more than ten (10) on the roster

U11/U12 – 8v8 small-sided teams – at least seven (7) players and no more than twelve (14) on the roster

U13 to U15 (fall) - 11-aside teams – at least seven (7) players and no more than 18 players

U16 – U19 (fall) – 11-aside teams – at least seven (7) players and no more than 22 players. No more than 18 in uniform at any game.

Spring 6v6 – at least six (6) players and no more than ten (10) on the roster for BAYSA spring.

F. Player Guidelines for Youth Soccer.

1. The age of a youth soccer player shall be the player's age before the first day of August. The seasonal year is defined as August 1 to July 31.
2. Proof of Age. Each player shall furnish proof of age at the time of initial registration with a member club. Thereafter, no further proof of age shall be required, so long as continuous year-to-year registration status is maintained.
3. New Player Eligibility. A new player must be registered at least 2-weeks prior to the last regularly scheduled, regular season game and have participated in at least two regularly scheduled, regular season games with his/her respective team

prior to taking part in any post-season competition. Byes are considered to be regularly scheduled, regular season games.

4. Identification Cards.
   a. The Association shall furnish each club official identification cards for each registered player, manager/head coach, and all assistant coaches.
   b. Each identification card must be signed by the person whose name appears on the card, must have his/her photograph permanently attached (not taped, stapled, etc.) to the backside, and must be completely laminated (both sides). The player should sign the card exactly as their name is printed on the card.
   c. A valid card must have the official signature of the BAYSA Registrar (or BAYSA Assistant Registrar) on the backside, and must be completely laminated (both sides).
5. Playing Above Age Division. Playing above age divisions is the responsibility of the locals clubs. It is strongly recommended that clubs approve these requests cautiously. Clubs should maintain records of written permission and authorization by parent or guardian and coach for players playing above age division. Each parent and coach should be absolutely certain the player is ready both physically and emotionally to play with older players.
6. Playing Down in Age. No player may play in a lower or younger age division. Presidents should contact the BAYSA Registrar.

G. Player Releases and Team Transfers. Forms are available at *www.baysa.org* or *www.stxsoccer.org*. A player wishing to transfer or release from one team to another shall obtain a transfer/release form from their local club registrar and submit the completed form, appropriate fee (for transfers), and original ID card. The form will be sent to the BAYSA Registrar.

H. Player Grants (adopted July 1994; March 2006)
1. Mission. To enroll children in the Bay Area Youth Soccer Association program, who would not, due to economic restrictions, be able to begin participation in youth soccer.
2. Funding. BAYSA will, on an annual basis, allocate funds from the prior year's operating reserve for the BAYSA Player Fee Grant Program. These funds shall be approved by the BAYSA membership at a regular BAYSA membership meeting. Should the prior year's operating funds not create a reserve, BAYSA shall suspend funding for this program, until such reserve does exist.
3. Guidelines. The purpose of these guidelines is to create a mechanism to equitably and effectively distribute funds allocated for the BAYSA Player Fee Grant Program. Said funds shall not leave the treasury of BAYSA, but shall be credited to the BAYSA member club as partial payment towards fees due BAYSA for player registration. In the event that no funds are appropriated, member clubs for such funding shall submit no applications, and no credits shall be awarded by the BAYSA Executive Committee to any member clubs.

   Application. BAYSA member clubs, in good standing, may apply to the BAYSA Executive Committee, following a review and confirmation by the member club, at a formal board meeting of that club, that the player involved in the application does not have the financial capability to fund the predetermined fee to BAYSA. The application shall be signed by the club president to verify board review occurred prior to filing for the grant.

   Form of Application. The application must contain the following: (a) name of the applying club including club president's signature on the form, and (b) name of the

player for which the grant fee is to be applied. Player grant application forms are located at *www.baysa.org.*

4. Deadline for Submission. Applications must be submitted to the BAYSA Treasurer no later than October 15 each year. Any unused grants may be used in the spring season.
5. Limitations on Applications:
   a. BAYSA member clubs may apply for a maximum of two and one-half (2.5%) percent of the prior year's number of registered players.
   b. BAYSA member clubs applying on behalf of a player whose fee would not be the maximum amount designated by BAYSA (i.e., an in-house player) will be credited for only the amount paid on that player's behalf.
6. The player grant amount is limited to the current BAYSA registration fee.

I. Participation of Non-Member Teams.
Youth soccer teams not belonging to BAYSA member clubs may, with the approval of BAYSA, participate in regular season play with BAYSA teams. Teams requesting approval to participate must register with BAYSA paying the regular player fee to the Association. If such teams originate in the territory of another association, the team must obtain approval from that association for its affiliation with BAYSA. These teams, with the approval of BAYSA, may be eligible for trophies and may represent BAYSA in post-season tournaments on the same basis as BAYSA member teams. Team representatives may attend, but not vote, at BAYSA meetings.

III. TEAM FORMATION AND SCHEDULING

A. All U-6 play will be in-house and/or with neighboring clubs within the Association. All clubs will play 3v3; the decision to field teams in single or dual format is left to the discretion of the club.

B. All U-7 and U-8 play will be in-house and/or with neighboring clubs with the Association. All clubs will play 4v4 and scheduling will be responsibility of each club. The decision to field teams in a single or dual team format will be at the club's discretion.

C. Neighboring clubs have been defined as follows:
   1. Galveston County (inclusive of Santa Fe, Dickinson, Texas City, Galveston)
   2. East Lake Houston (inclusive of Crosby and Baytown), Quest, and North Channel.
   3. Alvin, Manvel, and Pearland
   4. Space City (inclusive of Clear Lake, League City, Friendswood) and South Belt

D. Recreational Team Formation (Division III and IV) and Rostering.
   1. Transfer of core recreational team players (Division III and Division IV) to different clubs must be approved by both clubs and BAYSA.
   2. A team core is considered to be seven players.
   3. All eligible youths must have the same opportunity to participate in the team or league as applicable. The use of tryouts, invitations, recruiting, or any similar process used to form select teams, or to determine if a particular player will or will not be accepted on a specific team are prohibited. Evaluations of player talent or ability used for the purpose of balancing the distribution of talent across all teams are allowed.
   4. Methods used to form teams must be submitted to D&P prior to submitting teams to BAYSA annually.

IV. COACHES

A. Every coach, assistant coach, trainer, manager, team parent and all other participating adults over the age of 17 are required to display a valid Kidsafe identification card during any STYSA sanctioned activity. Clubs are responsible for compliance with the Kidsafe requirements for all participating adults.

B. Only one person per team may be designated as the head coach. There can be several assistant coaches, managers, or trainers.

C. Each coach must have a valid Kidsafe participation pass with the official signature of the BAYSA Registrar (or BAYSA Assistant Registrar). Cards must be signed by the adult, photo attached, and must be completely laminated (both sides). Youth coaches will be issued separate coach's cards.

D. Any individual wishing to coach must successfully complete a coaching certification course, and if specified by STYSA that license must be appropriate to the age group and division in which they coach. This license must be completed within 12 months after the date the individual begins to coach.

E. All coaches must be in good standings with the Association, all other STYSA Associations, STYSA, and USYSA.

V. SCOREKEEPING

A. A master list of all games will be maintained in the association's software.

B. Final standings for divisions and subdivisions shall be determined by the BAYSA scorekeeper.

C. Home club scorekeepers will input game results and any penalty points/suspensions served in the association's software no later than Monday at 6:00 p.m. following the weekend games.

D. Club scorekeepers must deliver all game reports to the BAYSA Scorekeeper no later than one week from the Monday following the games. Any game for which a game report is not received by the BAYSA Scorekeeper by that time will be scored as a 3-0 forfeit by the team not turning in the card. Home team game report will be considered as the official game report. If no home team game report is submitted to the BAYSA scorekeeper, then the visitor game report will be used as the official game report. Protests of the Scorekeeper's decision may be appealed to the BAYSA Discipline and Protest Committee. Protests must be filed per D&P rules in a timely manner. If a game report is not received, a $25 fine will be levied against the home team's club. If the missing game report card is received by the BAYSA Scorekeeper from the team within 30 days of the game being played, a $10 late fine will be levied against the home club in lieu of the missing game report card fine. On the final two weekends of the fall season (or for brackets that will be adjusted in mid-season), all game reports must be delivered to the BAYSA office by the Monday following that weekend's games at 6:00 p.m. Any game report not received by the BAYSA Scorekeeper on Monday at the end of the season will be recorded as a forfeit against the team and a $25 fine will be levied against the club. (March 2008, March 2009)

E. Distribution of Standings. Standings will be available on the association's software.

C. During playoffs, club scorekeepers and/or playoff host club(s) will call in or present games cards to the BAYSA Tournament/Playoff Coordinator as soon as possible after each playoff game. No modifications to the playoff format may be made after the formation of the subdivision.

G. Game report cards.

1. The coach for each team must present to the referee a game report printed from the association's software for the game to be played. At a meeting with the referee prior to the game, the coaches should print the player numbers for his team on the other coach's game report. All other game information should be pre-printed on the game report. No write-in's on game reports will be accepted. A substitute game report not printed from association's software may be used, but must contain the game information and be signed by the referee and both coaches.
2. A Player Suspension Form for any player or coach that is to serve a suspension for this game must be given to the referee with the game report. The form is available on the BAYSA website.
3. After the game, the referee should;
   a. Enter the scores for both teams on both game reports.
   b. Enter any comments about the game on both game reports. (If the comments are lengthy, a notation on the visitor game report is sufficient.)
   c. If a game is abandoned while in progress, report the half in which and time at which the game was abandoned.
   d. Make notation on both game reports of any player ID cards that are not laminated, photo attached, and signed.
   e. Report on any of the following on both game reports as appropriate:
      (1) Conduct of players, coaches, or spectators not covered elsewhere
      (2) Condition of the fields and markings (only on home game report)
      (3) Injuries to players
      (4) Other matters believed to be needing attention by the Association
      (5) Any discipline game reports given to the players or coaches during the game.
   f. In a meeting after the game, the referee and both coaches will sign both game reports. The home coach will submit their game report to their club scorekeeper.

VI. D&P COMMITTEE

A. Purpose. The purpose of the BAYSA D&P committee is to interpret the rules of competition and apply them to games and other situations that may occur during the BAYSA season. The BAYSA D&P committee is also responsible for determining issues concerning forfeits, and presiding over hearings on protests and grievances. The BAYSA D&P committee shall also track and be the final arbiter (within BAYSA) for issues concerning player penalty points and suspensions.

B. Objectives. It shall be the objective of the BAYSA D&P committee to interpret and apply the rules of competition in a fair, reasonable, and consistent manner. Whenever there is a conflict between a strict interpretation of the rules, and fair and equitable interpretation, BAYSA expects the members of the committee to use their

discretion and common sense to come to a fair and reasonable result. It is not the intent of these procedures to create a body which is unreasonably harsh in its application of the rules, or that unnecessarily punishes the members of BAYSA.

C. Members. Each club shall have a representative who will attend D&P committee meetings and represent the member club at all proceedings before the committee. In the event that the club D&P representation is unable to attend any given meeting of the D&P committee, or if the club D&P representative is not able to represent his club at any given proceeding before the BAYSA D&P committee, the club shall send another representative to attend in the place of the regular club D&P representative.

D. Chair**.** The BAYSA President will appoint a person to serve as chair of the BAYSA D&P committee. This individual shall preside at all meetings of the BAYSA D&P committee and at all proceedings before the BAYSA D&P committee. The chair shall be responsible for the agenda or any other preparations required prior to any meeting of the BAYSA D&P committee. The chair shall also be responsible for all notices required for all meetings of the BAYSA D&P committee, and the notification of any and all individuals who are entitled to receive notification prior to any meeting of the committee. The chair shall vote on issues brought before the committee except those matters that involve himself/herself, his/her immediate family, or team where he/she functions as coach.

E. Secretary of the BAYSA D&P Committee. The chair of the BAYSA D&P committee shall appoint one of the club D&P representatives to serve as secretary of the BAYSA D&P committee. The secretary shall be responsible for making and distributing the minutes of the weekly D&P meetings, as required below.

F. Meetings. The BAYSA D&P committee shall meet at a regular time and place, at least once a week during the regular fall season. The weekly meeting may be skipped if all, or substantially all, of the games during the preceding weekend were rained out or cancelled. The regularly scheduled time and place of the meetings of the BAYSA D&P committee shall be announced at the BAYSA meetings in July through November, and otherwise publicized by BAYSA (e.g., on the BAYSA website) so that the time and place of such meetings is generally know to all clubs. In addition, the BAYSA D&P committee shall have at least one meeting prior to the beginning of the fall season. The D&P representatives for every member club in BAYSA (or their substitutes) shall attend each of these meetings. It is the responsibility of the member clubs to have someone attend each of these meetings. No business can be conducted at the weekly meeting of the BAYSA D&P committee unless a quorum of greater than fifty percent (50%) of the club D&P representatives are present at such meeting.

G. Minutes. The secretary shall keep minutes of each official regular meeting of the BAYSA D&P committee. Such minutes shall state who was in attendance at such meeting, which clubs, if any, were not represented at such meeting, and all decisions made at such meeting, including but not limited to decisions affecting forfeits and suspensions. The minutes shall be sent via email to each club D&P representative, club president, club scorekeeper, BAYSA President, BAYSA Scorekeeper, and/or posted on the BAYSA website by 6:00 p.m. on the following Tuesday. Minutes to the club president, D&P representative, and scorekeeper shall suffice as the notification to be given to clubs who fail to attend a weekly meeting as required below, provided

that such minutes include all rulings and decisions made at such meeting which affect the club, any of its teams and/or players.

H. Suspensions and Penalty Points. The BAYSA D&P Chair will be given notice of penalty points accrued by players, teams, and coaches throughout the season by the BAYSA Scorekeeper. A player or coach is required to serve his or her suspension in accordance with the rules of competition regardless of whether such suspension is noted in the minutes of the BAYSA D&P committee.

I. Communications. It is the responsibility of the club D&P representatives to report any information affecting their clubs to the president, and any other members of their club that may be affected by a decision of the D&P committee. This includes the responsibility to report such information in a timely manner. It shall be no excuse for any club, team, player, or coach that they did not receive timely notification of a decision or ruling of the D&P committee, (regardless of whether the club D&P representative was present at the meeting where such decision or ruling was made).

J. Notification of Clubs. In the event that a club D&P representative fails to attend a weekly meeting of the committee during the regular season, and that club fails to send a substitute to represent them at such meeting, the chair of the BAYSA D&P committee shall notify the president of such club before the end of the week, (10:00 p.m. on Friday) by telephone, email or otherwise, of any decisions or rulings affecting such club, one or more of its teams, and/or players. It shall be no excuse for any such club, team, player, or coach that they did not receive timely notification of a decision or ruling of the D&P committee, provided that the chair of the BAYSA D&P committee has made a reasonable effort to notify the club through its president.

K. Interface with BAYSA Scorekeeper. The BAYSA D&P committee and the chair shall work with the BAYSA Scorekeeper to receive information needed for their weekly meeting and to report rulings and decisions that will affect standings or scorekeeping. The BAYSA Scorekeeper will attend the D&P Committee meetings to provide information on game results. The D&P chair will advise the BAYSA Scorekeeper in a timely manner of rulings and decisions that affect standings and scorekeeping. The BAYSA Scorekeeper shall maintain the original scorecards at all times, and such originals shall be made available if requested by the BAYSA D&P committee.

L. Decisions. No action shall be taken by the BAYSA D&P committee except upon motion duly made, seconded, and approved by a vote of the majority of the club D&P representatives present at an official meeting of the BAYSA D&P committee. Such meetings shall be conducted in accordance with *Robert's Rules of Order*. The chair of the BAYSA D&P committee shall vote on all issues brought before the committee except those matters that involve himself/herself, his/her immediate family, or team where he/she functions as coach. Issues or games may be voted on in groups or clusters, but there shall be no "standing" votes or decisions to automatically apply the same result to future situations, no matter how similar they may be. The club D&P representatives shall vote on the outcome of all decisions and rulings of the committee. The club D&P representatives shall be encouraged to explain any extenuating or distinguishing circumstances that may be relevant to the committee's ruling on any issues concerning their club, its teams, coaches, or players.

VII. REFEREES

A. At the end of each game, each referee shall report on the game report card the results of the game, personnel of the teams, all goals scored, and all discipline actions taken before, during, or after the game, and shall give the completed form to the home team coach before leaving the field. For more information on game report cards, see Section V, Scorekeeping, I - Game Report Cards.

B. By separate report, the referee shall notify the BAYSA D&P chair of all serious disciplinary actions taken during the game. This additional report shall be mailed within 48 hours of the game to the BAYSA D&P Chair.

C. Referees are not required to notify opposing coaches of players playing without proper ID cards. The referee's sole responsibility will be to report on the game report card to BAYSA, any player whose identification is not proper.

D. BAYSA attempts to assign trained referees to every match that is scheduled. In the event the BAYSA assignor cannot schedule a trained referee by 9:00 p.m. of the evening before the match, the home club president is notified. He/she then may attempt to find a volunteer referee, or advise the home coach so that a decision can be made at game time.

E. The BAYSA Referee Review Committee is charted with supporting the Bay Area Youth Soccer Association, in matters involving referees, with a goal of improving the relationships among the referee community, coaches, players, and parents. These responsibilities include reviewing and investigating allegations of improper behavior of a BAYSA referee. The committee will also act as a representative for BAYSA referees in regard to D&P reviews and hearings where BAYSA referees have filed misconduct reports against players, coaches, parents, and other BAYSA officials.

1. Purpose.
   a. Make recommendations to the BAYSA body for actions to improve relations among referees, coaches, players, and parents.
   b. Review referee evaluations regarding association referees.
   c. Make suitable recommendations for action on the evaluation as appropriate
   d. Investigate all cases of alleged unprofessional conduct by referees.
   e. Discipline members that miss game assignments.
   a. Investigate other unusual circumstances, as requested by the BAYSA Executive Board.
   g. Represent member referees in all D&P hearings and reviews.

2. Committee Members.
   A permanent Referee Review Committee consisting of three (3) members shall be nominated by the BAYSA Executive Board and approved by a majority vote of members present, subject to provisions of Section VII.4 at a regular meeting. The President shall designate a chair from among the three members.

3. Activities. The committee shall:
   a. Conduct a thorough investigation of complaints against referees.
   b. Determine mitigating circumstances, if any.

c. Impose those penalties agreed to by the membership and recommend set penalties for specific actions.
d. Provide a report of the investigation to the BAYSA Referee Director with recommendations.

4. Appeals.
   a. BAYSA referees have the right to appeal proposed disciplinary actions to the BAYSA Executive Committee.
   b. A formal review committee meeting must be held for any actions possibly requiring suspension or termination of referee privileges of more than one weekend
   b. BAYSA referees have the right to attend the Referee Review Committee meeting.

VIII. PLAYOFFS AND EXTERNAL COMPETITION

A. Playoff Regulations.
   1. BAYSA will establish a standard set of regulations for each season regarding playoffs.
   2. The BAYSA Tournament/Playoff Coordinator verifies seeded teams and coordinates with individual clubs for official notification and advancement.
   3. A referee director of playoffs will be appointed to assure game coverage for all playoff games.
   5. Individual teams and coaches will contact their club scheduler for playoff information.
   6. Club scorekeepers and/or playoff host club(s) will call in or present games cards to the BAYSA Scorekeeper as soon as possible after each playoff game. No modifications to the playoff format may be made after the formation of the subdivision.
   7. A club is subject to a fine of $50 for any team that does not show up for a scheduled match.

B. Playoffs.
   1. Playoffs may be required for any of the following reasons:
      a. To determine divisional champions among several subdivisions.
      b. To assist in selection of BAYSA entries into extended competitions.
   2. The number of teams that will go into BAYSA playoffs is determined by the size of the subdivision using the following table:
      a. Subdivisions with less than eight teams send at least two.
      b. Subdivisions with more than seven teams but less than ten teams will send at least three.
      c. Subdivisions with ten teams or more send at least four.
   3. The format of each playoff competition will be determined by the number of teams participating in each age bracket playoff. After formation of subdivisions, specific finishing places will be placed in their appropriate brackets following these guidelines:
      a. No teams from the same subdivision will be placed on the same leg of the bracket until all legs have at least one team from the subdivision.
      b. Byes will be used in the earliest possible round and given to first place teams before second place teams.
      c. Where possible, teams will not be scheduled to play each other unless they have had equal rest prior to the start of their game. Equal rest will mean that

both teams shall have had at least three hours elapsed since the scheduled start of their last game. Teams can expect to play with less than three hours rest if the interval between their last starts is equal.

C. Extended Competitions.
   1. Immediately following the BAYSA season, and at least within the Greater Houston area, teams will be expected to participate in BAYSA supported extended competition for which their BAYSA performance qualifies them.
   2. Selection and ranking of those teams will be based on the following criteria, taken in order:
      a. Position in BAYSA standings (division or subdivision). When mixed age and/or level subdivisions are formed, all games played will count for advancement. Teams will be seeded for advancement according to their final standings in the subdivision.
      b. Result of playoff among teams of equal position in BAYSA standings.

D. Championship or Playoff Games (Tie breaking)
   1. If a championship or playoff game should end its regulation time in a tie, the game must be extended two overtime halves to be played like a new game.
   2. Duration of overtime halves shall be as follows:
      U-19 thru U-15 will be two 15-minute halves, and
      U-14 thru U-9 will be two 10-minute halves
   3. If a championship or playoff game is still tied after overtime periods, FIFA rules of taking kicks from the penalty mark will apply to determine the winner.

E. BAYSA Post-Season Play.
   1. Any team who forfeits two (2) regular season games for any reason other than administrative forfeits (no game report or by D&P) will not be eligible for any BAYSA or STYSA post-season play. (March 2008)
   2. It is the duty of each club to inform any team entering post-season competition of its obligation to represent BAYSA.
   3. In some cases, BAYSA teams that are to be entered into STYSA playoffs will be chosen by means of a post-season seeding tournament. Immediately following the regular season, BAYSA shall notify each member club as to which teams within that club are eligible for any such seeding tournament. Each club shall guarantee BAYSA in writing that any of its teams entering tournaments will represent BAYSA in STYSA playoffs, if chosen. No team may be entered into a seeding tournament without such a guarantee. Prior to November 1, each club will send a letter to the BAYSA Tournament/Playoff Coordinator indicating eligible teams that will be participating in further competition. Clubs will be responsible for maintaining individual, signed team advancement forms.
   4. Should any team qualify for STYSA playoff competition in such a seeding tournament and subsequently refuse to represent BAYSA in playoff competition, BAYSA reserves the right to sanction the coach and/or players of that team through action of the D&P Committee. Sanction, in this case, shall be taken to mean revocation of eligibility to participate in post-season playoffs following the next fall season. Any fines levied by STYSA on BAYSA for failure of a team to participate in post-season play will be passed on to the club.

IX. RISK MANAGEMENT (MEDICAL INSURANCE, GOAL POST INSPECTIONS, CERTIFICATES OF INSURANCE, KIDSAFE PROGRAM)

A. Medical Insurance. STYSA provides secondary insurance coverage for registered STYSA members (players age 19 and under, coaches, officials, and employees). Information and the claim form are available at *www.stxsoccer.org*. To expedite the claims, individuals should submit the claim form immediately following any accident or injury and not wait for medical bills.

B. Goal Post Inspection

Each club should establish a system for yearly inspection of goals using the STYSA goal post inspection criteria. These criteria, found in the format of the "Goal Post Inspection Form", can be found on the BAYSA website, *www.baysa.org*. One form should be used for each location that the club is utilizing for practice or game fields. These inspection forms need to be returned to the BAYSA by the annual deadline.

C. Certificate of Insurance Forms

1. The owners or operators of game and practice facilities are required to provide proof of insurance before allowing member clubs to use those facilities.
2. The Association or clubs are required to submit a Certificate of Insurance Request form each year for each field complex they plan to use in the upcoming season along with a Goal Post Inspection report for each site. A Goal Post Inspection report needs to accompany each request on an annual basis.

D. Risk Management Program

In keeping, BAYSA requires all adult volunteers (coaches, assistant coaches, manager, trainers, volunteer administrators, board members, and staff/employees) over the age of 17 to complete the STYSA background check. Individuals who have not submitted a background check or who fail the background check will not be permitted to engage in any official activities of STYSA and/or its member associations or affiliates. Any person who fails the background check will receive written notice from the STYSA Risk Management Committee.

XI. RULES OF PLAY

A. General Requirements.

1. FIFA laws of the game as approved by the USSF are applicable to all Association-sponsored competitions except as noted in the Rules of Competition.
2. All games played by Association member teams shall be under the immediate jurisdiction of this Association.
3. Each member team is responsible for the actions of its team players, officials, and spectators on or off the playing field before, during, or after a game. Any team refusing or failing to play a game in compliance with Association rules shall forfeit the game.
4. With respect to administrative matters, USYSA administrative rules shall apply unless otherwise noted herein.

B. Player Eligibility for Games

1. All players must present an official laminated identification (ID) card to the referee prior to participation in any BAYSA sanctioned competition.
2. Playing a game without a valid BAYSA laminated ID card or with an improper ID card will result in game forfeit (3-0) due to participation of an ineligible player unless otherwise directed by the BAYSA D&P Committee. This decision may be appealed to D&P within 72 hours of being posted on the website.
3. The manager, coach, or captain of each team shall furnish the referee, prior to the start of the game, a game report printed from the association's software for this game. Only players and coaches listed on the game report are eligible for participation. A substitution game report may be used if it contains all the game information and is signed by the referee and both coaches.
4. Uniforms for players are mandatory and consist of jersey or t-shirt, shorts, knee socks, shoes, and shin guards. Violations will result in a forfeit unless otherwise directed by the D&P Committee. This decision may be appealed to D&P within 72 hours of being posted on the website. Also included are the following:
   a. Knee pads and elbow pads are permissible.
   b. No player, including the goalkeeper, shall be dressed like the referee.
   c. All goalkeepers must have a jersey that contrasts with their own team and the opposing teams' jerseys.
   d. Warm clothing, in cold weather, is acceptable provided the jersey is worn on the outside.
   e. Bandannas of any style may not be worn during any game. Players may not wear a bandanna on their head, legs, or arms.
   f. It is mandatory that all players' jerseys be numbered with a 6" to 10" number with exception of the goalkeeper, and each player wear the same number throughout the game. Each player jersey must have a number different from every other player jersey on their team.
   g. No players will be allowed to play with a hard cast (plaster, plastic, or fiberglass), padded or otherwise.
   h. Socks must cover shin guards.
   i. No jewelry of any type will be permitted during a game. Medical bracelets or necklaces may be worn provided they are taped to the skin with the medical condition displayed.
   j. Hair clips, that the referee determines may be dangerous to the players, will not be allowed to be worn during a game.

k. Uniforms are mandatory by the second regular season game, except in certain extreme hardship cases, which must be approved by the BAYSA Executive Board in advance.
l. No alcohol, sexually oriented business, or tobacco product advertising will be permitted on player uniforms.
m. No player names are allowed on uniforms.

C. Game Scoring Forms and Game Procedures

1. A game report card from the association's software for the game must be printed.
2. Numbers for each participating player must be provided on the game report card.
3. The player/coach suspension form for any player or coach serving a suspension will be completed prior to the game and submitted by the coach to the home scorekeeper just like a game report card.
4. The game report card (and suspension form) must be given to the referee prior to game time so that the opposing coach can review and sign the forms.
5. All players must present an official identification card to the referee prior to participation in any BAYSA sanctioned event. All registered coaches and assistant coaches will present an official identification card to the referee prior to participation in any BAYSA sanctioned event. Playing a game without a valid BAYSA ID card or with an improper ID card will result in a game forfeit (3-0) unless otherwise directed by the D&P Committee. This decision may be appealed to D&P within 72 hours of being posted on the website. In absence of a registered coach, substitute coaches will be allowed with a photo ID. The referee shall check all ID cards, and note on the game report card any player whose member pass (ID card) is not properly prepared (photo, signed, and laminated).
6. If the referee decides that a color conflict exists and providing the visiting team is wearing its official team uniform, the home team must change jerseys. If the visiting team is not wearing its official colors and a color conflict exists, then the visiting team must change.
7. The referee will complete the game reports and sign both game reports after the game. The home coach will then submit the game report to their club scorekeeper. Game reports not received by the BAYSA Scorekeeper per rule Section V.D. may be subject to a forfeit. (March 2008, March 2009)
8. Coaches should contact their club scorekeeper for corrections to the BAYSA website.
9. Refer to Scorekeeping (Section V) for additional information including information on game report cards.

D. Minimum Play

1. BAYSA requires significant participation in each game by each eligible player. Coaches must make every effort to play each eligible player present at a game one-half of the game unless unable to do so due to player's illness, injury, or for disciplinary reasons. This rule applies to all games (tournaments, seasonal, or post-season play) at the Division II, III, and IV levels of competition. Policy for Super 2 and Division I competition is determined by their respective governing bodies.
2. Coaches who violate this rule may lose all coaching privileges. This policy is to be enforced primarily by local clubs. Appeals regarding this rule should be addressed in writing to the club's president. The club has the responsibility of ensuring that such situations are corrected.

3. Playing time is not a matter of protest by an opposing team. If a problem develops in regard to playing time within a club or on a specific team or club, then the assistance of the BAYSA D&P Chair should be requested to help resolve that problem.

E. Sideline Coaching and Behavior

1. When teams occupy the same side of the field, it is the home club's responsibility to choose and designate which end of the field to occupy. Each team is allowed a maximum of three coaches/assistant coaches with the team. Coaching will be allowed only from this side and only from the midfield line to the top of the penalty box on the team's end of the field. All other spectators will be placed on the opposite side of the field. Also, team members will be restricted to the area between the midfield line and the top of the penalty box on the team's end of the field.
2. For games that have both teams positioned on the same side of the field, the spectators shall be positioned opposite the team they are supporting between the mid-field line and the top of the penalty box. They may not go beyond the mid-field line into the other spectator section to cheer for their team.
3. Sideline coaching of players on the field during a game shall be permitted by coaches only from their side of the playing field, along the touchline, and between the penalty boxes. Excessive coaching may be limited by the referee no matter where the source is located.
4. All persons except coaches are required to stay 6-feet back of the touchlines.
5. No verbal abuse or game interference shall be allowed regardless of source. The game may be stopped and the outcome referred to the D&P Committee if such actions continue after a warning from the referee.
6. A coach shall be warned or sent off for the actions of the sideline spectators (parents, friends, etc.). If, in the judgment of the referee, that the coach is without fault in the excesses of these sideline spectators, and if those persons so ordered have left the area, then the referee may permit the coach to remain on the sideline in his coaching capacity. Coaches are reminded that the referee is under no obligation to permit them to remain in a no-fault situation. This rule merely gives the referee the flexibility to allow the coach to remain if the coach is judged by the referee to be without fault. The referee will file the usual misconduct report concerning the incident, making particular note of the specific actions/conduct of the coach during any such incident for the records of the D&P Committee. The coach of record for the team for that particular game will serve any suspension that result from a sideline spectator's send-off by a referee (March 2008).
7. Any person excluding rostered players who receives two (2) red cards during BAYSA league play will be referred to the BAYSA D&P committee action before the suspended person can be reinstated. (April 2008).

F. Forfeits. Any of the following will result in forfeiture of a game.

1. Fielding an ineligible, illegal, or suspended player. "Fielding" is defined as a player dressed and ready to play. The coach will be subject to indefinite suspension by BAYSA and the team will forfeit all games in which that particular player participated.
2. The playing of a boy or girl outside the age limits of his/her team (except for players with approval to play up or down) shall result in the forfeit of all games in which said player participated.

3. A suspended coach or spectator appearing at a game. A player and/or coach who has not served a suspension and appears at a game in a playing or coaching capacity is ineligible and such appearance will result in a BAYSA D&P hearing that may result in sanctions up to and including suspension.
4. Failure to field a team with a minimum number of players per STYSA within 15 minutes of either side of the scheduled starting time of the game according to the referee's watch. It is the visiting coach's responsibility to call and verify game time and location, before each game, with his/her opposing coach. Any team who forfeits two (2) regular season games for any reason other than administrative forfeits (no game report or by D&P) will not be eligible for any BAYSA or STYSA post season play (March 2008).
5. A coach or other responsible adult not present with the team during competition or failure to show up within 15 minutes of the scheduled starting time of the game.
6. The appropriate team not changing jerseys when a color conflict exists. Color conflict is to be determined by the referee.
7. Falsification of a game report.
8. Any team which receives a total of 27 STYSA discipline points during one game shall forfeit said game by a score of 3-0 unless the score was more favorable for the winner when play was stopped, in which case the existing score shall be declared the final score. All play will cease with the third ejection and all players required to leave the field. Final judgment of forfeits resides with the D&P Committee.
9. On the final weekend of the season (or portion thereof), all game report cards must be turned over to the BAYSA Scorekeeper by the following Monday. Any game report card not received by the BAYSA Scorekeeper by Monday will be recorded as a 3-0 forfeit against the team not turning in the game report. No allowances will be made for game report cards received after Monday. (March 2008)
10. Failure to play any scheduled U-10 and under game due to lack of a center referee. Forfeiture of a game may occur at any time before the end of the season and grounds for forfeiture may be brought to the attention of the D&P Committee by any responsible individual affiliated with the Association or a team involved in the game in question.
11. Any game, U9 and older, that is abandoned because of spectators or unauthorized players or coaches entering the field of play, will result in a forfeit for the team whose spectators or unauthorized players or coaches entered the field. If the abandonment was due to teams' spectators, unauthorized players, or unauthorized coaches entering the field of play, the game will be scored as a double forfeit. Teams involved in the game abandonment will be automatically suspended and the game will be referred to BAYSA D&P. (March 2008)

G. <u>Game Protest</u>

If a coach intends to protest a game, he/she must make this intention known before leaving the field, i.e., the coach must notify both the referee and the opposing coach before leaving the field. A game cannot be protested on a referee's judgment call. A game may be protested for the following reasons.

1. An error in applying the laws of the game by the referee.
2. A team playing an ineligible, illegal, or suspended player or players.

3. A suspended coach at the field coaching the team. This does not mean that the coach must then follow through with the protest. It just gives notification of his intentions at this time, and allows the referee the opportunity to write up a usable game report. All protests must be postmarked or emailed to the Chair of the D&P Committee by 6 p.m. Tuesday following the scheduled game from which the protest arises.

Any protest relating to late starts, the grounds, goal post, bars, or other appurtenances shall be entertained for consideration only if an objection has been lodged with the referee in writing prior to the start of the game on the official team line-up sheets. This protest must also be verbally communicated to the manager/coach of the opposing team as well as the game referee.

All questions relating to the qualifications of competitors, interpretation of the rules, or any dispute, shall be referred to the BAYSA D&P Committee. The initial contact for any dispute or protest will be the individual club D&P representative. The club's D&P representative will advise and coordinate the filing of any dispute or protest to the BAYSA D&P Committee and inform the Chair of the BAYSA D&P Committee of said dispute or protest. The BAYSA D&P Committee will convene on the dispute or protest as soon as it is possible. Decisions of the D&P Committee shall be binding on all involved parties unless appealed. For subsequent appeals, refer to the *STYSA Administrative Handbook.*

Game protest forms are available at *www.baysa.org*. Instructions are on the form.

The fee for a protest or an appeal at the BAYSA level shall be set prior to the beginning of each playing season by the BAYSA elected officers. Fees above the BAYSA level shall be in accordance with the rules of the entities in question. These fees are returnable if the protest or appeal is upheld.

To be valid and eligible for consideration, each protest filed with the D & P Committee must include:

1. Fee in the amount as set by BAYSA prior to the playing season. See Fee and Fine table in the Appendix for current fee.
2. At least two written copies (original plus a copy) of the grounds on which the protest is lodged. Forms may be obtained from your club D&P representative.
3. The written protest must be received by the Chair of the D&P Committee by 6 p.m. Tuesday following the game from which the protest arises. Protest form is located at *www.baysa.org*.
4. Two copies of any information to be presented by witnesses. The following applies to all protests.
   a. Upon receipt of the written protest, the BAYSA Chair will call a meeting of the Association D & P Hearing Committee within seven days.
   b. If the protest is sustained, the protest fee shall be returned.
   c. Any decision of the Association D&P Hearing Committee may not be appealed.

The Association D&P Hearing Committee has the right to call any or all involved parties to their hearing for testimony, or they may ask for written statements in advance. In any case, they will rule at the end of their deliberations. As a courtesy to all participants hearing, processes will not extend beyond 10:00 p.m.

H. Grievance Procedure

A grievance may be filed for disciplinary action, not for changing the outcome of a game. The proper procedure is as follows.

1. Contact your local club D&P representative of your intent to file a grievance.
2. Grievance will be directed to the BAYSA D&P Chair by your local club D&P representative.
3. The D&P Chair will review grievance and at 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. Call a hearing of the Association D&P Hearing Committee.
   c. Any other action the BAYSA D & P Chair deems appropriate.
4. Any decision of the Association D&P Hearing Committee may be appealed. The first level of appeal is to the STYSA D&P Committee. This must be handled in a manner similar to an initial grievance, with a new fee deposited, and the circumstances detailed in writing by the appealing party. For fees and the STYSA appeal process, refer to the STYSA Administrative Handbook.

I. Suspensions and Probations.

1. Member clubs may institute their own suspensions or probation procedures, but any player or coach who so desires may appeal in writing a suspension/probation by his/her club to the BAYSA D&P Chair upon deposit of the current Association fee which will be returned if the appeal is upheld.
2. Any club enforcing disciplinary action taken on a player or coach must advise the BAYSA D&P Chair, in writing, of its action.
3. A player or coach suspension form will be subject to the same rules and penalties as a missing or late BAYSA game report.
4. Any player or coach suspension form received after ten (10) days will result in a game forfeit, but the suspension served will be acknowledged.

J. Disciplinary Point System.

1. STYSA requires member associations to maintain records on cautions and ejections issued during the Association's sanctioned competitions. STYSA also requires member associations to report these records to STYSA for all teams desiring to participate in any STYSA sanctioned competitions (state, regional, or national levels).
2. In keeping with USYSA procedures, referees will not actually show warning and/or ejection cards to coaches.
3. Any physical contact with a referee or assigned neutral linesperson by a player, coach, or spectator, documented in a referee's report, will result in an immediate BAYSA suspension, pending review by the STYSA D&P Committee.
4. Each player or coach sent off (red carded) as noted on the home game report card before, during, or after a BAYSA sanctioned game (regularly scheduled or rescheduled game) will serve the game suspension in the next game (regular scheduled or rescheduled game). A Player Suspension Form for any player or coach that is to serve a suspension for this game must be given to the referee with the game report. Game suspensions will carry over to the next year if not satisfied in the current seasonal year. Each player or coach cautioned (yellow carded) before, during, or after a BAYSA sanctioned game (regularly scheduled or rescheduled) will be assigned discipline points as above. A one game suspension will result for each 9-points (discipline points) accumulated by a player or coach as a result of cautions (yellow cards). It is the responsibility of the coach to track

all cautions and execute the game suspension at the next game (regularly scheduled or rescheduled). A suspension will be considered served when a properly completed player or coach suspension form is submitted to the club scorekeeper and received by the BAYSA scorekeeper.

5. Any player or coach receiving penalty points must follow the STYSA progressive penalty point system outlined in the *STYSA Administrative Handbook*.
6. Cards issued at tournaments are not reported to the BAYSA D&P Committee.
7. Team Penalty Points. Any team that receives a total of 75 penalty points will be suspended and must apply with the BAYSA D&P Committee for reinstatement. (March 2008).

K. Reschedules, Inclement Weather, and Field Closures

1. Regularly scheduled games can only be postponed or rescheduled because of (1) inclement weather or conditions, (2) other sanctioned BAYSA soccer activities, or (3) lack of center referee for Division II and Division III 11-aside games. All teams are required to show up for all scheduled games (regular or make-up) at the field and at the time scheduled unless notified prior to the game by the team's club president.
2. Each member club controls the use of fields within their boundaries. Only the club president (or designated board member) can close club fields before regularly scheduled BAYSA game times. When this becomes necessary, the field closures and rain-out procedures as stated will be followed. The BAYSA Scheduler notifies the BAYSA Director of Referees. If a significant number of BAYSA member clubs close their fields, the BAYSA Executive Board will evaluate whether or not to cancel the entire Association's weekend game schedule. Finally, if there is an impending weather threat that would affect the entire BAYSA area, the BAYSA President will announce a shutdown of the entire Association's weekend game schedule. If BAYSA finds it necessary to cancel the entire weekend's schedule, each club president will be notified to inform his/her club's coaches by a BAYSA Executive Board member.
3. If a game is declared a rain out or is stopped prior to the start of the second half, each coach involved will contact their club scheduler. The club schedulers (home and visitors) will submit to the BAYSA Scheduler, within five days, a list of all games (home and visitors) that are to be rescheduled. Games not submitted to the BAYSA Scheduler will not be rescheduled and will be submitted to BAYSA D&P. The BAYSA Scheduler will reschedule the game at any available open slot of either club's field, first priority to the home club, second priority to the visiting club. If no site is available, a neutral site may be assigned. The BAYSA Scheduler will confirm all reschedules and arrange for referees, if available.
4. All postponed games must be rescheduled within 22 days of the originally scheduled date. Failure to comply with the 22 day requirement may cause the game be forfeited. If a coach has a conflict with the reschedule, arrangements must be made for someone else to coach the team.
5. Coaches will not reschedule a game without adherence to the above procedure. The BAYSA field scheduler will have final authority in rescheduled games.
6. Once a game has started, only the referee can decide if the game is to be called because of the foul weather or possible damage to the playing field. If the game is stopped during the first half of play, the game must be rescheduled and replayed in its entirety. If the game has reached half-time or play is into the second half of play, the game will stand with the score as it is at the particular time. The referee has final authority to postpone a game because of weather and/or playing field conditions.

L. Scheduled Games and Referee Coverage.

BAYSA attempts to assign referees to all matches that the Association schedules. Occasionally, shortages of qualified personnel prevent the timely assignment of a trained referee. In that case, the home club president is notified, for any last minute assignment by the club. Also, occasionally, assigned referees do not arrive at matches (due to car problems, poor maps, illness). To maintain the progress of the season, BAYSA has established the following instructions to its coaches.

1. All Division IV games will be played as scheduled. If a scheduled center referee does not show at game time, the procedure shall be as follows:
   a. One mutually agreed upon by both coaches to referee all the game, or
   b. If coaches cannot mutually agree, each team will provide a center referee for half of the game.
2. For Division II and Division III games, if a scheduled center referee does not show at game time, the procedure shall be as follows:
   a. One mutually agreed upon by both coaches to referee all the game,
   b. Each team may provide a center referee for half of the game, or
   c. May be rescheduled due to lack of a center referee.

XII. BAYSA MODIFICATIONS TO THE LAWS OF THE GAME

The Rules of Competition for BAYSA shall be the International Laws of the Game as published in the current issue of the "*Laws of the Game and Universal Guide for Referees, USSF Supplement*" as authorized by the International Football Association Board with the following modifications for BAYSA youth competitions. Those portions of the laws not discussed in the following sections have not been modified. Some of the laws listed below have not been modified, but are repeated for emphasis.

A. Law I: The Field of Play**.**

The appendices of this handbook show typical field layouts with minimum and maximum dimensions. Deviations should only be made to accommodate specific field situations. Clubs shall mark a spectator restraining line approximately 6-feet off each touchline.

B. Law II: The Ball

The balls used in all competitions shall be as follows.

Division	Size #	Circumference	Weight
U-19 thru U-13	5	27"-28"	14-16 oz.
U-12 thru U-9	4	25"-26"	11-16 oz.
U-8 & U-6	3	23"-24"	8-10 oz.

C. Law III: Number of Players.

A match shall not be considered valid if there is fewer than the minimum number of players on either of the teams. Ejected players cannot be replaced to meet this minimum. No less than the following number of players must be present in a game:

Division	Number of Players
U-19 thru U-13 (11-aside)	No less than 7
U11-19 BAYSA *Spring* (6v6)	No less than 4 (Refer: BAYSA – XII.I.1)
U11/12 (8v8)	No less than 6
U-09/10 (6v6)	No less than 5 (Refer: BAYSA – XII.J.3)
U-07/08(4v4)	No less than 4
U-06 (3v3)	No less than 3

Substitutions (freely and without limitation) may be made with the permission of the referee, as follows:

1. Throw-in in your favor.
2. By either team at a goal kick.
3. By either team following a goal.
4. By either team when the referee stops play for the substitution of an injured player.
5. By either team at half time.

Substitution by one team at any of these times does not automatically give permission to the other team. This permission must be specifically given to each team by the referee. No substitutions shall be made during corner or penalty kicks. However, one of the field players may change places with the goalkeeper, provided that the referee is informed before the change is made. The referee must be made aware of all goalkeeper changes, even those that occur at half time.

D. Law IV: Player Equipment.

All players are required to wear a uniquely numbered jersey of a color matching (or similar to) that being worn by their teammates. This jersey shall be numbered with 6 to 10 inch high numerals and be worn by the same player throughout the game. Unless approved by BAYSA Executive Board, in advance, all teams must be wearing their jerseys by the second regular season game. If, in the judgment of the referee, teams do not have contrasting jersey colors, then the appropriate team shall be required by the referee to change colors. These jerseys shall be marked with unique numbers using “masking tape”, “magic marker”, etc., but need not conform to the above dimensional limitations, or they may be unnumbered jerseys worn over the original jersey. No alcohol, sexually oriented business, or tobacco product advertising will be permitted on player uniforms, and player names are not allowed on uniforms.

All players are required by USYSA and STYSA rules to wear shin guards in all games and practices that are commercially produced and specifically designed to provide protection to the shins.

No players will be allowed to play with a hard cast, padded, or otherwise. Players using protective devices to gain advantage for themselves or cause danger to another player may be asked to leave the field by the referee. A player sent off in this manner is not ejected and, therefore, may be replaced.

Bandannas of any style may not be worn during any game. Players may not wear bandannas on their heads, legs, or arms.

The goalkeeper shall wear colors that distinguish him/her from other players and from the referee. Goalkeepers should avoid wearing all black jerseys, particularly at the older age divisions.

E. Law V: Referees.

Game officials are normally assigned to all BAYSA games. The assigned official(s) can normally be expected to be at the field 15 to 30 minutes prior to the scheduled kick-off time. If the assigned official(s) does not appear within 15-minutes after the scheduled kick-off time, then a person mutually agreed upon by both coaches may officiate the game. The person agreed upon is the referee with all the appropriate authority of an "assigned" referee.

F. Law VII: Duration of the Game.

Regulation time for all BAYSA sanctioned games shall be:

Division	Regulation Time
U19 thru U17	45 minute halves
U16 & U15	40 minute halves
U14 & U13	35 minute halves
U11 & older (spring 6v6)	30 minute halves
U11 & U12	30 minute halves
U10 & U09	25 minute halves
U07 & U08	4 -10 minute quarters
U06	4 – 8 minute quarters. There will be 2 minute breaks between quarters 1&2 and 3&4; half-time break will be 5 minutes

Half-time interval should be five (5) minutes.

If a championship/playoff game is tied at the end of regulation play, then two complete halves shall extend that game. The duration of these overtime halves shall be:

Division	Time
U-19 thru U-15	15 minute halves
U-14 thru U-9	10 minute halves

If a championship/playoff remains tied after these overtime periods, then the outcome shall be decided by FIFA rules of taking kicks from the penalty mark to determine which of the two teams in the tied match shall be declared the winner. The rules as defined in the FIFA rulebook are to be followed for this procedure. Coaches are advised to be familiar with this procedure. Especially the fact that only players on the field at the end of the overtime are to take part in the taking of kicks. When the final overtime whistle blows, no players are to leave or enter the field.

G. Law XII: Fouls and Misconduct.

Goalkeepers Protection (all divisions). In order to reduce the incentive for dangerous player activity in and around youth goalkeepers, the following provisions have been adopted. Coaches are advised train their players to be cautious in their play in the area of the keeper as the consequences are harsh for minor contact or foul play. Referees have been requested to issue an immediate caution for any and all fouls, intimidating actions, and obstructive movements by attacking players against the keeper. Further, all verbal warnings, "soft" cautions, or the like for these actions should not be used except in the most unusual circumstances.

For U-8 & U-6 Divisions, all fouls will result in indirect free kicks. For fouls committed inside the penalty area, the referee will place the ball at the 9-yard penalty spot for an indirect kick only. For all free kicks, the defending team must stay at least 6-yards away from the ball.

H. Law XIV. Penalty Kicks

For U-8 and U-6 Divisions, there will be no penalty kicks during regular season games.

I. Modifications to the Standard 11v11 (6v6) Rules:
U-11 and older General Rules of Play-6v6.

1. Players:
   - 6 players on the field, including a goalie.
   - Minimum 4 players.
   - Maximum number of players per team is 10.

2. Game Length:
   - 2-30 minute halves.

3. Field Size:
   - 30-50 yards wide by 40-60 yards long (or existing 8v8 fields).
   - Goal 18-21 feet wide by 6-7 feet high recommended.
   - 25 foot semi-circle goal area.

4. Out of Play:
   - No offside rule.
   - Ball is above referee's or tallest player's head.
   - Restart with an indirect kick where kicked or headed or nearest location outside the goal areas
   - Goal kicks, corner kicks and throw-ins.

- Restart with an underhanded roll-in.
- Defensive (except goalkeeper) or offensive player enters goal area.
- Penalty kick against the offending team
  Penalty kick against the offending team.

5. Penalties:
   - All indirect kicks, except penalty kick
   - Penalty kick taken from top to goal area semi-circle
   - Except for kicker, all players a minimum of 2 feet away from ball

J. Modification to the Standard 6v6 Rules for U9/U10:
U-9/10 General Rules of Play-6v6.

1. Field of Play: Field must be rectangular:
   - Length: 45-60 yards (recommend 60 yards)
   - Width: 35-45 yards (recommend 45 yards)
   - The length of the touchline must be greater than the length of the goal line.
   - Goals must be placed at the center of each goal line.
   - Goal size is 6x18 foot.

2. Ball: Size 4

3. Number of Players: A match is played by two (2) teams, each consisting of not more than six (6) players, one of whom is a goalkeeper. Minimum number of player to start the match is five (5) players.
   - Substitutions**:** At any stoppage of play and unlimited.
   - Playing time**:** Each player shall play a minimum of 50% of the total playing time

4. Player Equipment**:** Conform to FIFA. Non-uniform clothing is allowed based on weather conditions, but uniform must still distinguish teams.

5. Referee**:** A registered referee, may be Grade 9 or above. BAYSA will attempt to assign referees for all matches, however if a registered referee is not available then a volunteer must be selected by the teams to call the match. All infringements should be briefly explained to the offending player. Assistant Referee is not required, but may be used if desired.

6. Duration of the match**:** Two (2) equal halves of twenty-five (25) minutes each. There shall be a half-time interval of five (5) minutes.

7. Start and restart of play: Conform to FIFA, except opponents of the team taking the kick must be at least eight (8) yards from the ball until it is in play.

8. Ball in and out of play: Conform to FIFA

9. Method of Scoring: Conform to FIFA

10. Offside: None.

11. Fouls and Misconduct**:** Conform to FIFA

12. Free Kicks**:** Conform to FIFA except opponents must be at least eight (8) yards from the ball until it is in play.

13. Penalty Kick: Conform to FIFA with the exception that the penalty mark is made eight (8) yards from the midpoint between the goalposts and equidistant to them.

14. Throw-In**:** Conform to FIFA

15. Goal Kick**:** Conform to FIFA

16. Corner Kick**:** Conform to FIFA except opponents must be at least eight (8) yards from the ball until it is in play.

    For complete rules on FIFA or U9/U10 soccer go to: *www.usyouthsoccer.org* and follow the link to "Administration" and "download center"

17. General Rules of Play for BAYSA U9/U10 (6v6)

    a. Team Formation
       - Conform to BAYSA and STYSA team formation rules with the following exceptions
       - Each team shall be formed to compete in the single-field format.
       - Team shall not roster more than ten (10) players.

    b. Scheduling
       - Under 9 teams shall be bracketed by the bronze to gold committee at the beginning of each fall season.
       - Scheduling for the first half of the season shall be determined by the BAYSA neighborhood guidelines.
       - Scheduling for the second half of the season shall be determined by the first half standings.

    c. Advancement

       BAYSA end of season tournament. All teams will be entered into this event.
       - Teams will be entered according to their second half placement (gold, silver, and bronze)
       - Each bracket will be seeded based on their second half standings.
       - Teams will be placed into a single elimination bracket to determine a BAYSA champion and a runner-up.
       - Each level of play (gold, silver, and bronze) will be given awards or first and second place BAYSA-wide.
       - Any team that does not wish to participate in the end of season tournament must notify the BAYSA playoff coordinator no later than November 1 to avoid penalty.

       Gold level teams may qualify to represent BAYSA at the Eastern District level.
       - Allocations for Eastern District are determined by the Eastern District Vice President and based on the number of team participating.

- Based on the BAYSA allocation, gold level teams may be required to play for 3rd, 4th, or more placements.
- Any team that does not wish to participate at the Eastern District level must notify the BAYSA Playoff Director no later than November 1 to avoid penalty.

d. Field Setup. Refer to layout in Appendices

K. Modification or Amendment of Rules Competition

After adoption by the Association, these Rules of Competition may be amended or modified, and new rules established, as set forth in Article VIII. of the BAYSA constitution. USYSA and STYSA rules and regulations shall govern all other matters not covered by these Rules of Competition or the constitution and/or by-laws of the Association.

XIII. FEES, FINES AND PAYMENT DEADLINES

Payments for team fees and player fees are due on the dates stated below. Payment for all other monies is due on receipt.

A. Fall registration fees

1. August 1 – Fall registration team deposits due. Fall team deposits must be submitted with team registrations.
2. August 15 – last day to drop a team and not forfeit team deposit.
3. October 1 – Balance of fees for current fall player registration due.
4. November 1 – Final payment for fall player fees due.

B. Spring registration fees

1. February 15 – Spring team payments due.
   Spring team payments must be submitted with team registrations.
2. April 15 – New spring player fees due.

C. Fines

1. Unapproved absence from any mandatory meeting.
   - Fall and spring workshops
   - Other meetings as published
   - Each club is granted two missed meetings per year
2. Missing, lost, or late game report score cards.
3. Payments more than 30 days past due are assessed 5% of the amount past due per month (Constitution IV.H).

D. Special fees and amounts

1. Player transfers.
2. Summer tournament cards.

E. Fee Schedules

1. BAYSA will publish a fee schedule at the March general meeting for the following seasonal year (Fall-Spring).
2. The current fee schedule is included as an appendix to the *BAYSA Handbook*.

APPENDIX A: BAYSA FEES AND FINES

BAYSA FEES AND FINES 2012-13
Note: Amounts are subject to change

Club and Non-Club Fees	
Fall 2012	
TOPSoccer/Soccer Across America	$8.00
Division IV - Rec +	$8.50
Division IV - U5/6	$8.50
Division IV - U7/8	$8.50
Division IV - U9/10	$18
Division III	$33
Division II	$37
Qualifying/Super 2	$30
Spring 2013	
TOPSoccer/Soccer Across America	$8.00
Division IV – Rec +	$8.50
Division IV – U5/6	$8.50
Division IV – U7/8	$8.50
Division IV – U9/10	$14
Division III	$21
Division II	$25
Qualifying/Super 2	$30
Summer 2013	
All ages	$10

Team Fees		
	Fall	Spring
U09-U10	$165	$132
U11-U12	$380	$304
U13-U14	$430	$344
U15-U16	$480	$384
U17-U19	$530	$424
Non-BAYSA Teams		
	Fall	Spring
U9-10	$260	$230
U11-12	$590	$510
U13-14	$740	$650
U15-16	$790	$690
U17-19	$840	$730
Spring teams (returning from fall)		
U9-10	Same as BAYSA	
U11-12	Same as BAYSA	

Other	
Transfers	$15
Player ID card reprint	$5
Kidsafe Card - Cost is club's responsibility ($5/each)	
Kidsafe card reprint	Cost is club's responsibility
Missing game report card or missing player or coach suspension form	$25
Late game report card or late player or coach suspension form (submitted within 30 days after game)	$10
Missed meeting	$50 (Each club may miss 2 meetings per year)
Missed playoff game	$50
Missed game	$50 or the cost of referees, whichever is higher
Protest Fee	$150 (money order or cashier's check; no cash)

APPENDIX B: ASSAULT ON REFEREES

(Excerpt from the United States Soccer Federation National Referee Program)

What To Do?

Assaults do happen, even to experienced referees. If such assaults are to be stamped out, referees must follow a sensible and consistent course of action that will enable the State Association to punish offenders, and discourage potential offenders from acts of violence. A referee should react to an assault in a manner that will permit administration and enforcement agencies to do their job.

If An Assault Occurs:

1. Never strike back, if such action can be avoided. Defend yourself as passively as possible. When a referee is attacked, the majority of players and bystanders are automatically sympathetic towards him/her, even if they were previously hostile. If the referee chooses to fight back, he/she stands to lose the support of and calming influence to these people. He may also prejudice his own legal position.
2. Try to remain calm and move away to a more secure area. Maintain a standard of behavior befitting a professional referee. Remember that maintaining self control is the best way to get the situation back under control.
3. Get the details down on paper (when things are under control).
   a. Note the player's number and obtain his name from the team captain or coach if necessary.
   b. Send him/her off if possible. If not, advise the captain of your decision, and be prepared to abandon the game if the player is not removed completely from the scene.
4. Obtain witnesses. Consult your linesmen, if any, or any neutral bystanders. Obtain names and telephone numbers. Use other players only as a last resort. Do not concern about holding up the game. Common assault is a criminal offense and must be treated seriously. Make notes to be sure that your subsequent report is accurate. After the game, discuss the incident with your witnesses. This is legal since no charges have been laid at this stage. Get your facts right.
5. Seek medical attention if you are injured. Go to the nearest hospital emergency room or trauma clinic. The medical personnel will not only be able to treat any injuries, but also document them for the record.
6. Upon returning home after the game, contact by telephone the President of the State Association, and the State Referee Administrator. Those individuals will then be aware of the incident, and will be in a position to give you immediate support and advice. You are probably still quite upset, so take all the help you can get.
7. Write a misconduct report. The report must be professional, precise, and informative, not too brief or not too long, but accurate. The report is sent to the State Association, the league under whose control the game was played; and the state referee administrator.
8. In the event that the assault is serious enough for you to consider filling civil action with the local authorities, you do have that right, however, you must inform the State President of your intent to do so.

Referee Assault Terms

Referee Assault. The act of any physical violence or personal attack upon a referee, his equipment, or property (including his vehicle) and the threat of assault by raising a clenched fist or hand holding any object that could be used as a weapon or by verbally threatening a referee, or any member of his family, with assault shall be deemed a

"Referee Assault" under the terms and conditions of the United States Soccer Federation Rule 1108.

Physical Violence and Personal Attack. Shall include, but not be limited to, such things as hitting, kicking, pushing, slapping, choking, spitting at or on, grabbing a referee's personal equipment such as red or yellow cards, notebook or whistle, or knocking any such item out of his hand, and the act of throwing any object at a referee, such as rocks, dirt, a stick, pipe, can, shoe, or throwing or spewing any beverage at or on a referee, or in his vehicle.

Verbal Threats. Remarks that carry the implied or direct threat of physical harm and therefore cannot be ignored or overlooked by any official concerned with his or his family's personal safety. Verbal threats include remarks such as: "I'd better not find out where you live" and "You'd better watch out for your kids!"

Referees. As used in this section, a referee is a game official who is registered with the United States Soccer Federation to officiate any game under the jurisdiction of the United States Soccer Federation.

Report of Assault. All referees shall, by the next "business day" (Monday, if the incident took place on a weekend) following a referee assault, notify by telephone the State President and State Referee Administrator and follow up with a complete written report filed within 48-hours. The report should be accompanied by written reports from the linesmen (if used) and by copies of any game misconduct reports sent to the league under whose jurisdiction the match was played.

USSF Summary of Report-Writing Procedures (Jack McCabe, National Referee Committee)

1. Misconduct reports, must cover the following and must state only the facts:
   a. The team names as listed on game card,
   b. The date and time,
   c. Location of assault,
   d. The competition (example: Boys U16 Super 2),
   e. Player's name, initial, number, team, and include color of uniform if not clear of team,
   f. Reason for reporting (i.e., violent conduct, serious foul play, etc.)
   g. Action taken, and
   h. Incident (i.e., a description of what the player actually did). Only the facts.
2. The incident must be:
   a. As you saw it (there is no substitute for the facts).
   b. Brief, but containing enough evidence and information to enable the Disciplinary Committee to understand what happened. This description would include the reaction, if any, of the player(s).
3. Make certain that your linesmen have all the above detail before you leave the ground.
4. Send your report to the following:
   a. General cases: Local Soccer Association, Local League
   b. Referee Assaults: State Soccer Association, Local League, State Referee Administrator, the relevant police department (if necessary).
5. Check your spelling. Almost every important word you will need to use is in the law book. Remember, a copy of your report may go to the club concerned.
6. Finally, check your report for the above items and then make certain that you have your name and address on it. Send the report within 48 hours, not next week. Remember - retain a copy of the report for your future reference.

Violence in any sport is not acceptable and can lead to total destruction of the sport. When the violence involves the spectator he/she will eventually be driven from the stadiums, when it is committed against a player he/she may decide to give it up, but when it is aimed at a referee, who is the only true authority of control, then all respect for the game is lost. There can be no greater insult to the game, than the assault of a referee and this desecration must be driven from the game. It is the hope of the National Referee Committee that this guide will assist in the removal of such terms as Assault and or Violence forever from the game of soccer.