

Hays Youth Soccer Association

Administrative Handbook



Constitution
(Section 1)

Last Amended: 14 January 2013

By-Laws
(Section 2)

Last Amended: 18 November 2013

Rules and Procedures
(Section 3)

Last Amended: February 2013

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HYSA Constitution, Bylaws and Rules

Section 1: HYSA Constitution

Article I: Organization Name

The name of this organization shall be the Hays Youth Soccer Association (HYSA), hereinafter referred to as HYSA and/or the Association.

Article II: Organization Purpose

The purpose of the Association is to provide the opportunity for youth to participate in the sport of soccer at all levels of competition. In providing a soccer program, the Association shall teach good sportsmanship and sound soccer fundamentals and shall promote the sport of soccer by sponsorship of regularly scheduled competition and other such activities as deemed appropriate by the Association to the promotion of soccer activities.

Article III: Association Boundaries

HYSA is located in Hays County. Registered players typically reside in Hays or adjacent counties; however anyone residing within STYSA's geographical boundaries may apply for membership (see STYSA website for STYSA boundaries).

Article IV: Association Affiliation

The Association shall affiliate with and comply with the authority of the Capitol Area Youth Soccer Association (CAYSA), which is affiliated with the South Texas Youth Soccer Association (STYSA), United States Youth Soccer (USYS), and the United States Soccer Federation (USSF).

HYSA is also a member of the Hays County Youth Athletic Association (HCYAA).

HYSA shall have primary jurisdiction and authority over all teams (clubs), officials, referees, coaches, managers, supporters, and players at any HYSA facility, provided, however, that teams, players and coaches competing in the CAYSA, STYSA, and/or USYS competitions shall be governed by the respective affiliate.

Article V: Membership, Voting Rights and Year

Membership in HYSA shall consist of youth players and the adults duly registered with HYSA in the current registration year as defined by STYSA. Each registered player shall have one vote to be exercised by a parent or guardian in general membership meetings, or general elections of officers. In addition, each registered adult shall be entitled to one vote in general membership meetings, or general elections of officers. Registered adult refers to any official rostered HYSA team staff member or board member. Only one vote per registered adult regardless of number of positions held for this section. Membership may be denied for cause by simple majority vote of the Board of Directors.

Each member shall adhere to the constitution, bylaws and rules and regulations of HYSA in all matters pertaining to activities sponsored by HYSA or other organizations that HYSA may be affiliated with.

The fiscal year of the Association shall begin on June 1st and end on May 31st of the following year.

The playing seasons shall be both in the fall and the spring of the fiscal year and shall coincide with the playing season of CAYSA.

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Article VI: Governing Body

A. Governing Body

HYSA shall be governed by a Board of Directors. The Board of Directors shall be composed of the President, Vice President, Treasurer, Registrar, Secretary, Facilities Commissioner, Div III Commissioner, U10 Commissioner, Select/Academy Commissioner, Uniforms Commissioners, Concessions Commissioner, Sponsorship and Public Relations Commissioner, U8 Commissioner, U6 and Little Kickers Commissioner.

The duties and responsibilities of the Board of Directors shall include, but not be limited to:

1. Interpretation and enforcement of the HYSA Constitution, Bylaws and Rules;
2. Establishment of all HYSA fees and charges;
3. Establishment and administration of all HYSA Rules;
4. Resolution of all disputes, protests and appeals, except as provided otherwise in this Constitution, or when HYSA's authority to do so is superseded by CAYSA, STYSA or USYS;
5. Establishment, coordination and approval of all intra-association and/or inter-association play and tournaments;
6. Adoption of a budget and approval of all expenditures not budgeted; and
7. Other duties and responsibilities as specified in this Constitution, the Bylaws and Rules of HYSA or as required by its Affiliates (such as HCYAA, CAYSA, STYSA, etc.)

B. Election of Officers

The President of the Association shall appoint a nominating and elections committee by March of each year. The Committee shall consist of the Vice President of the Association and a minimum of three (3) other members of the Association representing various age groups. The list of positions whose terms end that year and of vacant positions which were not filled by appointment by the board of directors should be posted at the complex and on the HYSA website as a means of soliciting nominations. The committee shall recruit at least one consenting individual for each position to be elected. Although volunteers may not be found to fill all positions on the board, the nominating committee should ensure that the duties of President, Registrar, and Treasurer are performed by separate individuals, for fiduciary reasons. To avoid possible conflicts of interest, division commissioners shall not, when possible, hold a coaching position in any age group that they are commissioner over unless there is only one team in the age group. The list of nominees is to be announced on the website 15 days before the election and posted at the fields as soon as practicable. Additional nominations can be accepted up until 5 days before balloting but nominees must consent to server the term before being added to the ballot.

Written ballots shall be provided to those who are eligible to vote and a ballot box available on the complex for at least two (2) game days. The nominating/elections committee shall formulate a plan for establishing a roll of eligible votes, and a supervised voting area. Individuals receiving a plurality of the votes in the election shall be declared elected.

C. Terms of Office

The terms of office for all board members, , shall be two years, to start of June 1 and end on May 31 two years later. General Membership Elections for officers shall be in accordance with the schedule below. .

President	Even Year
Vice President	Odd Year
Secretary	Odd Year
Treasurer	Odd Year

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Commissioner of Under 10	Odd Year
Commissioner of Under 6	Odd Year
Commissioner of Little Kickers Odd Year	
Facilities Commissioner	Odd Year
Commissioner of Concessions	Even Year
Commissioner of Uniforms	Even Year
Commissioner of Select	Even Year
Commissioner of Division 3	Even Year
Commissioner of Under 8	Even Year
Registrar	Even Year
Commissioner of Sponsorship and Public Relations	Even Year

If any board member is absent two consecutive board meetings without providing a valid proxy or has three absences per season (January through May = Spring season and June through December = Fall season) the position may be declared vacant by the Board of Directors with a simple majority vote of those attending any duly constituted board meeting.

In the event that an office becomes vacant, a successor to complete the unexpired term may be elected by a simple majority vote of the Board of Directors..

A 2/3 majority of the non-vacant positions of the Board of Directors in attendance at any duly constituted meeting shall be required to remove any officer from the board with the following exceptions:

1. Non-attendance, as already discussed in this section
2. Sanction of the officer by CAYSA, STYSA or USYS which will result in automatic removal from the HYSA board.

Article VII: Meetings

A. General Membership Meeting

A general membership meeting shall be called upon written request to the Secretary by a minimum of one-half of the current Board of Directors or by written request of at least 150 current HYSA members/voters.

B. Regular Board Meetings

The Board of Directors shall hold regular meetings monthly from June to May, on dates set by the President and published in a calendar given to all board members. The general membership shall be notified by posting on the HYSA website.

The HYSA President may designate any place within the boundaries of HYSA as the place for any regular or special meeting. The President should attempt to select a central location, convenient to the most board members.

C. Agenda/Minutes/Order of Business

All meetings of HYSA should be conducted in accordance with Robert's Rules of Order, latest edition. Agendas should be posted on the HYSA website at least 5 days prior to each meeting. Any member may request to have items placed on the agenda by written request to the HYSA Secretary at least 10 days prior to the next meeting. Minutes of the immediate past board meeting will be posted on the HYSA website within 7 days of approval. Minutes amendments and approvals may be done via email prior to the next regular meeting.

D. Special Meetings

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Special board meetings may be called by the HYSA President or his designee or by written request (including email or fax) to the HYSA Secretary by one half of the Board of Directors. Special meetings should be conducted in accordance with Robert's Rules of Order, latest edition.

E. Quorum

2/3rds of the non-vacant Board Member positions shall constitute a quorum at Board of Directors Meetings. Proxies will count towards a quorum. (See clarification of Proxies rules below)

A majority of those present (including those assigning valid proxies) at any meeting shall decide all questions except those involving amendments to the Constitutions or Bylaws. If an individual holds more than one board position, they have a vote for each position held.

F. Proxies

When a board member is unable to attend a monthly board meeting, that member may designate a proxy to vote in the member's stead. The absent board member must provide prior notification in writing (which could include fax or email) to the President, Vice President, Secretary, and the individual serving as proxy. This notification should identify the HYSA member that has agreed to serve as proxy, and specify the meeting date for which the proxy is valid. The proxy is valid for any vote during the specified meeting date on the written notification unless otherwise noted by the member who is assigning the proxy.

No member can have more than two proxies assigned to him or her for any given board meeting. It is permitted to use proxy assignments to establish a quorum of board members.

The President is permitted to vote as a proxy for another board member.

Article VIII: Amendments

Any proposal to amend this Constitution must be made in writing to the HYSA Secretary for distribution to the Association's Board of Directors. In addition, fifteen (15) days written notice to each Board member of a meeting to amend this Constitution shall be required. Such notice shall contain the amendments proposed, as well as the date, time and location of the meeting. Amendments to this Constitution must be ratified in writing by 2/3 vote of the eligible board members.

Article IX: Disposition of Assets

In the event this organization should be dissolved or cease to function, all assets after debts have been paid shall pass to the Hays County Youth Athletic Association (HCYAA),

Article X: Notice

Written notice in the Constitution or Bylaws shall have been accomplished when the Secretary or his designee notifies the Board members. Said notification may be by U.S. Postal Service, facsimile transmission, electronic mail, courier service, or other commonly accepted means.

HYSA Constitution, Bylaws and Rules

Section 2: HYSA Bylaws

Article I: Board of Directors

A. General Provisions

HYSA is governed by an elected Board of Directors, the members of which are known as Officers. The term for each officer, except the President and Vice President, shall be two years. The President shall serve a one year term, at the end of which time the Vice President will assume the title of President for a one year term.

B. Benefits and Compensation of HYSA Board Members

No part of the collections, earnings or assets of the Association shall be used to the personal benefit of the Officers. The Association may pay reasonable compensation for services rendered by private persons or businesses. Board members may be reimbursed for out of pocket expenses incurred for goods or services procured with board approval for use by the Association.

C. Notice and Voting

Any provision for written notice to the officers as listed in these Bylaws may be accomplished by U.S. Postal Service or by email or by fax or by personal delivery. Notice to the general membership may be accomplished by posting on the HYSA website. Voting on matters which cannot wait for the next regular monthly meeting may be accomplished by providing a minimum of 36 hours notice that a vote will be taken by an announced deadline and then a record kept of the written votes which may be cast in the same manners as specified above for notice. For the purposes of a quorum to conduct business, casting a vote by the deadline shall be considered attendance for the vote. The proposal and its voted outcome shall be made part of the minutes of the next regular board meeting.

D. Conflicts of Interest

1. **Soccer Conflicts of Interest.** Any Officer or member shall recuse himself from serving on a committee or voting upon any subject matter being considered by the respective body if such would give the appearance of a conflict of interest. This would include but not be limited to hearing protests or appeals related to the member's child's team or by individuals related to such team.
2. **Other Conflicts of Interest.** It is the policy of the Association that no Officer/Board Member shall have any association with or financial interest in any business enterprise which would conflict with the proper performance of his duties or responsibilities.

It is also the policy of the Association that no Officer/Board Member shall have, directly or indirectly, any material personal business or financial interest with, or in any business enterprise with which, the Association does business, including, without limitation, the member, or any person in the immediate family of the member, holding a position with a supplier of goods and/or services to the Association, unless the material facts of the relationship or the interest in the business are disclosed to the Board in good faith authorizes the contract, transaction, or relationship by the affirmative vote of a majority of the disinterested Directors. Upon disclosure, the member will not be permitted to vote on the issue.

Article II: Officers

A. General Duties

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All HYSA officers shall:

1. Carry out the decisions of the Board of Directors and shall uphold and enforce the provisions of the HYSA, CAYSA, STYSA and USYS Constitution, Bylaws, and Rules and Procedures.
2. Serve as Field Marshal in accordance with the schedule assigned for the season.
3. Develop and maintain a document detailing the responsibilities and recommended procedures related to the individual position. Such documents should be submitted to the Board for review and acceptance and made a part of HYSA records. The expectation exists that some portions of such a document would become part of an additional section in the amended HYSA governing documents when properly voted on by the Board.
4. Provide timely information to the President, Vice President, and Facilities Commissioner concerning activities at HYSA facilities and the annual operations related to the officer's position.
5. Promote activities for the education and development of HYSA players, coaches, referees, and supporters.

B. Individual Officer Duties

President Duties

The President shall be the Chief Executive Office of HYSA and shall have the following duties and responsibilities.

1. Preside at all HYSA meetings.
2. Organize and direct the board on activities in the association.
3. Shall appoint ad hoc committees as needed, subject to the ratification of the Board of Directors. Appoint standing committees at the beginning of term.
4. Shall bring to the board any new volunteer positions or financial contracts for the board to vote upon with regard to the operations of HYSA. (Contractual positions could include Director of Coaching, Club Assignor, field maintenance personnel, trainers, or other positions necessary for the proper functioning of the Association.)
5. Shall vote only in case of a tie or to produce a needed majority. Shall have a duty to cast the deciding vote in case of a tie on any motion made by the Board of Directors.
6. Shall appoint with board approval the HYSA representatives (in addition to the Vice President) on the Hays County Youth Athletic Association board, the CAYSA governing board, or any other affiliates requiring such a representative. The appointed delegates or representatives shall have voting authority for HYSA. The President may appoint himself as any delegate or representative.
7. Shall rule on field playability if the Facilities Commissioner is unavailable. Shall provide an on-site designee for this duty on any game day in which the President is unable to be on site.
8. Shall develop with the Vice President and Treasurer and submit to the board a fiscal year budget running from June to May.
9. Shall coordinate payment of contracted positions with Treasurer. Such contracted positions may include but not be limited to Director of Coaching (DOC), Assignor, field maintenance personnel, trainers, or referees.
10. Shall develop with the Vice President an operations schedule for the seasonal year.
11. Shall review and sign the professional trainer contracts. The Select Commissioner and Director of Coaching shall be responsible for the recruitment and selection process of all trainers.

Vice President Duties

1. When the President is absent or unable to act, the Vice President shall perform the duties of the President.
2. Serve as one of the HYSA representatives on the Hays County Youth Athletic Associations.
3. Purchase trophies/medals and organize distribution for the end of each season.

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4. Select and schedule a photographer for team and individual photos each season. Coordinate with the Sponsorship and Public Relations Commissioner the purchase of sponsor plaques and team pictures for team sponsor plaques.
5. Shall develop with the President and Treasurer and submit to the board a fiscal year budget running June to May.
6. Shall develop with the President an operations schedule for the seasonal year.
7. Shall serve as President the following year.
8. Shall chair the nominating committee and organize the annual election of officers.
9. Shall over see the HYSA Adult soccer league. (if applicable)
10. Shall work in conjunction with the Registrar and President to oversee and approve scholarship/financial aid requests.
11. Shall over see Field Marshall sign up and associated duties.
12. Shall act as Board liaison between referee assignor and Board.

Secretary Duties

1. Record minutes of all meetings and submit electronically to the board within 10 days of the meeting.
2. Keep record of minutes and correspondence to and from HYSA.
3. Maintain all records of the association, including copies of the Constitution, Bylaws, and Rules and Procedures.
4. Notify the Board of Directors of any special meetings.
5. Serve on Committees as needed and appointed.
6. Assist with posting of agenda items on website 5 days prior to meeting and posting meeting minutes on the web site within 10 days of the Board approval.
7. Shall track board member attendance.

Treasurer Duties

1. Make bank deposits from application fees, fund-raisers and other activities (such as sponsorship donations).
2. Pay bills as budgeted or as received and approved by the board.
3. Maintain a detailed account of income and expenses of the Association and proper monthly financial statements for board meetings, including a separate accounting of Fusion income, disbursements, and balance.
4. Prepare and submit an annual financial summary at the last board meeting of the fiscal year.
5. Shall coordinate with the HCYAA treasurer regarding timely submission of all materials needed for Internal Revenue Service reports and returns.

Registrar Duties

1. Receive and process player applications and fees. Prepare lists of registered players for proper commissioners to assign to teams
2. Maintain records on players and registered adults in electronic format to forward to CAYSA. Shall ensure that all CAYSA, STYSA and USYS registration forms are timely filed with the proper authorities.
3. Attend any required meetings of CAYSA registrars. Maintain contact with CAYSA registrar.
4. Prepare team rosters and the necessary player cards when players are assigned by Division Commissioners. Shall maintain and prepare registration statistics of each season and present a report of such statistics to the Board of Directors each season.
5. Create and update the HYSA Registration form for each season.
6. Serve on D&P Committee and Exceptions Committee.
7. Serve as HYSA KidSafe Coordinator. All Board members and any adult serving in any official capacity with a team must be submitted and approved through KidSafe background program.
8. Shall work in conjunction with the Vice President to oversee and approve scholarship/financial aid requests.

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9. Work in conjunction with the President and Vice President to maintain records of registration fees paid, payment plans approved, or partial/full scholarships. Include these records when reporting registration statistics each season.
10. Prepare voter eligibility lists for the annual election of Officers and provide to Vice President.
11. Along with PR Commissioner, help get registration information out to the public in a timely manner, including the use of banners hung by PEC, coordinate live registration events or distribution of newsletters and registration forms through schools or libraries, in the communities served by HYSA.

Division Commissioner Duties

There shall be a Select Commissioner, Division 3 Commissioner, U10 Commissioner, U8 Commissioner, U6 Commissioner, and Little Kickers Commissioner. Each Commissioner shall have the following duties for his respective division.

1. Recruit new coaches.
2. Assign players to teams according to HYSA rules and procedures. Obtain coaches for each team created. Provide assignment information to Registrar in a timely manner.
3. Develop season games schedule for teams, coordinating with any divisions sharing the respective assigned fields. Shall inform Webmaster and Assignor of the entire season's schedule by the start of season play. Shall keep season record if respective division has standings.
4. Work with Assignor on necessary game reschedules. Notify assignor of any changes made to division schedule after season start.
5. Shall coordinate and administer all division activities, including acting as liaison with other associations and the respective CAYSA /Western District/STYSA VP if teams have inter-association play.
6. Shall act as liaison between the coaches and the Board.
7. Shall be the first level of conflict resolution between coaches within his division. If necessary, conflicts may then be elevated to the VP and then to the Exceptions or D&P Committee.
8. Shall work with CAYSA on the schedule of games for those teams participating in CAYSA inter-association play.
9. Shall inform and educate coaches regarding HYSA and CAYSA rules for recreational or select play. Shall work with coaches on the promotion of good skills and fun in the youth soccer program.
10. Shall be responsible for declaring whether or not an "in-house" game is a forfeit or whether the game will be replayed or omitted from the schedule in the event a game is cancelled or suspended due to the playability of the field or for any other reason.
11. Serve, if needed, on Exceptions Committee and D&P Committee for issues involving other divisions.
12. Notify involved coaches if fields become unplayable.
13. Shall be responsible for ensuring all coaches within his division have a STYSA coaching license and are registered with KidSafe. Shall strongly encourage all coaches to support the DOC and to avail themselves of coach and player education offered by the DOC.
14. Schedule team practice times and locations in coordination with other Divisions. Commissioners and the Facilities Commissioner. Monitor team compliance.
15. Schedule teams for work in the concession stand during shifts set by the Concessions Commissioner. Schedule teams for facilities upkeep duties on dates set by the Facilities Commissioner with duties to include but not limited to the following: Field Layout Field marking with tassels, goals painted, nets installed, replaced, etc. Monitor team compliance
16. Select Commissioner may assume duties of the Director of coaching if DOC position is vacant.
17. Select Commissioner along with DOC will recruit and select Fusion and Academy coaches/trainers.
18. Select Commissioner, DOC, and President will meet with the selected professional coaches/trainers to sign the contract and layout HYSA expectations.
19. The President, Professional Coach/Trainer will sign the contract.

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Facilities Commissioner

1. Oversee committee or contractors to maintain fields (mow, seed, water, mark lines, fertilize, aerate and remove trash).
2. Schedule teams, with Division Commissioners' assistance, for field preparation days and association workdays.
3. Keep goals, fences, buildings, grounds, and equipment in good condition.
4. As necessary and possible, develop plan and budget to upgrade fields.
5. Be first in chain of command to rule on field playability. Notify Referee Assignor and President if play on fields is cancelled. Arrange for Division Commissioners to be notified.
6. Shall be responsible to coordinate with all the age group commissioners to develop the official seasonal weeknight practice schedules. Shall coordinate with assignor to determine when weekend practices may be held. Shall assist all Division Commissioners in monitoring compliance.
7. Shall be responsible to have the club master game schedule and master practice schedule posted as soon as possible on the HYSA web site.
8. Order nets and other equipment as needed and as requested by the Board.
9. Serve as a representative to HCYAA in matters concerning the shared complex facilities.
10. Shall coordinate field maintenance/prep with all age commissioners to ensure that fields are ready for season use. (Duties to include but not limited to the following: Field Layout, Field marking with tassels, goals painted, nets installed, replaced, etc.)
11. Shall complete the yearly STYSA Goal inspection report for submission to CAYSA.

Concessions Commissioner

1. Work with Division Commissioners to schedule teams for times to work the concession stand when games are being played at the HYSA fields. Provide a means to assist Division Commissioners in monitoring compliance.
2. Purchase items to be sold at the concession stand.
3. Maintain general inventory of items sold and profits made from concessions.

Uniforms Commissioner

1. Select, with board approval as to price and quality, uniforms to outfit all recreational teams in HYSA in time for seasonal play. The objective is to provide uniforms of reasonable price while maintaining the image of HYSA.
2. Coordinate with the Sponsorship and Public Relations Commissioner to ensure that sponsors who pay in a timely manner requesting jersey advertising have the correct name or logo applied to the uniforms.
3. Issue uniforms to teams and maintain records on what was issued.
4. Maintain records of uniforms in inventory.
5. Order and distribute season patches. (if applicable)
6. Order recreational coach shirts.
7. Responsible for coordinating decal orders with Division Commissioners and delivering completed decals to the Division Commissioners for distribution.

Sponsorship and Public Relations Commissioner

1. Solicit area businesses for sponsorships – team or general advertising or both.
2. Solicit donations of useable equipment/materials etc. for the benefit of improving the Hays fields and soccer program.
3. Acquire funds and materials for the benefit of controlling cost of registration and allow for scholarships to be given to those in need.
4. Coordinate with the Vice President the purchase of sponsor plaques and team pictures for team sponsor plaques.
5. Coordinate with the Uniform Commissioner for timely application of jersey advertising.

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6. Have advertising Sponsor board painted and installed.
7. Update Donor Sign at field entrance.
8. Update website with HYSA information as needed by coordinating with HYSA Webmaster.
9. Collect articles from the teams and try to have at least one article a month published in the Hays Free Press, the Kyle Eagle or other community newspapers.
10. Produce newsletters for distribution to the general HYSA membership at the start of each season for information concerning events within the association and/or those items related to youth soccer of interest to the general membership.
11. Along with Registrar, help get registration information out to the public in a timely manner, including the use of banners hung by PEC, coordinate live registration events or distribution of newsletters and registration forms through schools or libraries, in the communities served by HYSA.

Article III: Committees

A. Executive Committee

The President, Vice President, Secretary and Treasurer shall constitute a Standing Executive Committee for unbudgeted matters demanding immediate attention where it is impractical or impossible to call a meeting of the Board of Directors. The financial commitment of any such meeting is limited to a maximum of four hundred dollars (\$400.00). Other members of the Board of Directors must be informed in writing of committee expenditures within seven calendar days. The financial commitment may involve more than one item but the aggregate commitment prior to full board notification may not exceed \$400.00. If an issue should arise that cannot be resolved with the majority vote (agreement by three Committee members), the issue should be brought before the Board.

B. Discipline and Protest Committee

The Standing Discipline and Protest Committee shall consist of the Vice-President, Registrar, three Division Commissioners and three other members appointed by the President from the membership. Of these members, one will serve as the primary and the others will serve as alternates to be used to resolve a conflict of interest or to take the place of a permanent member who is not available. The President shall designate a Chairman of the Committee. Quorum shall be five, decisions by simple majority.

The D&P Committee will decide game protest (i.e. a dispute of application of rules, not the judgment of the referee), ineligible player, or discipline against a team player, coach, or member.

C. Exceptions Committee

The Standing Exceptions Committee shall serve as a means of appeal from the decision of a Division Commissioner concerning placement of a player or to approve exceptions to rules and procedures where special circumstances warrant a variance from the strict enforcement of such Rules, Procedures, or Policies. It shall be composed of three division commissioners (including the involved age commissioner, who will have no vote), Registrar, Secretary, and three members appointed by the President from the membership at large. The committee shall rule whether guidelines were followed or if such exceptional circumstances exist that an exception should be made to the guidelines. The decision of the committee may be appealed to entire board. An affected parent, involved coach, or any officer, may appeal to the Exceptions Committee. Committee may hear many appeals at one hearing, as well as discuss and rule on written appeals which are submitted to the Secretary. Appellants will be notified by the Secretary within three days of decision. The President shall designate the chairman of the committee. Quorum for committee action is five, decision by simple majority.

D. Other Committees

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The President or Board of Directors may create ad hoc committees as necessary for the operation of the Association. For example, fund-raising, recruitment, rule revision, officer nominations, field improvement projects.

Article IV: Contractual Support

The Board may contract with external individuals or service providers in order to better serve the needs of the children of HYSA. The contracted individuals could include a USSF-certified Assignor, Trainers, Facilities groundskeepers, Concession staff, Director of Coaches but may also include others not listed as deemed necessary by the Board. All contracted or paid positions will have clear goals and objectives as outlined in Section 3: Rules and Procedures.

The President shall bring to the board any new volunteer positions or financial contracts for the board to vote upon with regard to the operations of HYSA. (Contractual positions could include Director of Coaching, Club Assignor, field maintenance personnel, trainers, or other positions necessary for the proper functioning of the Association.)

Article V: Financial Commitment of HYSA

A. Recreational Registration Fee Refund Policy

Recreational fees will be refunded using the following scale.

- Full refund if request is received by TREASURER before date teams are formed. Date teams formed will be published team formation date for each season.
- 50% refund if request is received by TREASURER after date teams are formed but before season first game (provided new uniform set is returned in good condition)
- No refund provided after first season game
- Exceptions to the above policy will need 2/3 board vote at next scheduled monthly board meeting.

B. Fusion Select and Recreational Academy Fees Refund Policy

- *Since there is an expectation of a seasonal year commitment when joining a Fusion Select Team or Recreational academy team, there will NOT be a refund of fees paid. Each player is expected to commit to the full year and each team budget is dependent on all players paying the committed fees.*
- *Exceptions to this NO refund policy are as follows*
 - *Player is asked to leave the team by the team's mgt staff. Refund will be prorated based upon fees paid and time remaining in season*
 - *Player moves from one Fusion team to another Fusion team. Prorated fees will be moved from prior Fusion team to new Fusion team based upon fees paid and time remaining in the season.*
- Exceptions to the above policy will need 2/3 board vote at next scheduled monthly board meeting.

Article VI: Discipline against a Member

A. Complaint against a member

Any member may file a written complaint against another member with the HYSA Secretary requesting an investigation, review and/or disciplinary action or other action for any in-house violation of the HYSA Constitution, Bylaws, or Rules and Procedures. If the complaint is of a nature in which CAYSA would have

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primary jurisdiction, then the complaint will be forwarded to CAYSA. In either case the CAYSA Discipline, Protest, and Grievance Procedures will be the superior governing document.

B. Complaint and Appeal Hearing Procedures

A complaint shall be in writing and provided to the HYSA Vice-President with fourteen (14) days of the incident giving rise to the complaint. The complaint shall contain a statement of facts, the complaint's position and the action requested of the HYSA Board of Directors or the D&P Committee. Other statements supporting the complainant's position may be provided with the complaint.

The HYSA Vice President shall provide a copy of the complaint to the person(s) complained of, hereinafter referred to as the "respondent" requesting a response within 7 days. Both the complaint and the response will be provided to the HYSA D&P Committee, the HYSA Executive Committee, or the full board at the discretion of the Vice President. The decision of any of the above, whether a ruling on the facts or a decision to have a full hearing, shall be reported to the complainant, respondent, and full board within 3 days of the decision.

C. Discipline of Members

The Board of Directors, by vote of two-thirds (2/3) of members in attendance at any duly constituted hearing, may censure, place on probation, suspend, expel or provide any appropriate discipline to a member (player, staff, parent, etc.) or team for any violation of the HYSA, CAYSA, STYSA or USYS Constitution, Bylaws, or Rules or Procedures.

Article VII: Amendments

Any proposal to amend these Bylaws must be made in writing to the HYSA Secretary for distribution to the Association's Board of Directors. In addition, fifteen (15) days written notice to each board member of a meeting to amend this Constitution shall be required. Such notice shall contain the amendments proposed, as well as the date, time and location of the meeting. Amendments to this Constitution must be ratified in writing by 2/3 vote of the eligible board members

Article VIII: Rules and Procedures

A. Organization

A Section 3 of the Administrative Handbook shall be established to include HYSA Playing Rules for division 4 small-sided games. CAYSA playing rules shall prevail for U11 and older inter-association games. Section 3 shall also contain those policies which STYSA and/or CAYSA leave to the discretion of individual member organizations of CAYSA, as well as any policies deemed appropriate for inclusion by the Board of Directors.

B. Amendments

Any proposals or motions to amend Section 3: Rules and Procedures or to add new content must be made in writing to the Secretary or his/her designate for distribution to the HYSA Board of Directors. Notice shall be five days prior to the meeting to amend Rules and Procedures and include proposed amendments along with time, date and place of meeting. Amendments to the Rules and Procedures maybe approved at any duly constituted meeting by a simple majority vote of Officers in attendance.

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Section 3: Rules and Procedures

Article I: Division 4 Rules of Play

A. General Rules and Procedures

1. HYSA HAS A ZERO TOLERANCE POLICY. COMMENTS OR ACTIONS BEING PERCEIVED AS NEGATIVE OR CONFRONTATIONAL TOWARD ANY PLAYER, COACH, REFEREE, PARENT, OR SPECTATOR WILL NOT BE TOLERATED. Our purpose is to provide a fun environment in which our children can participate. This is our opportunity as parents to provide an example to our children of how to react to, at times, adverse and unfair conditions in a positive and constructive manner and, most importantly, how to treat each other with respect regardless of differences of opinion.
2. Opposing coaches and players should shake hands after each game. Parent coaches, non-playing players, and spectators should be there to enjoy and encourage the activity of the youngsters. No alcoholic beverages will be consumed or allowed near the playing area. No glass containers will be allowed near the playing area.
3. For U6, U8 and U10 games, the home team will provide a properly inflated game ball of the size appropriate for the age group and the visiting team will call the coin toss.
4. For U6, U8 and U10 games, spectators must maintain a distance of 10 feet from the touchline, and players and coaches must maintain a distance of 3 feet from the touchline. Spectators, coaches, and players not currently playing are not allowed along the goal lines or along the touchlines between the edge of penalty area and the goal line.
5. The U5-U8 practice schedules are listed below. No Extra practice sessions will be allowed for these age groups.
 - U5- will have a 30 minute practice prior to game time.
 - U6-will have 1 hour practice once a week
 - U8- will have 1 hour practice once a week
6. The U10, D3, D2, S2, D1, and Premier practice schedules are listed below. Additional practices are optional for these age groups but not required. Optional practices must be approved by the appropriate age commissioner and must be held offsite.
 - U10- will have a 1 hour practice slot twice a week.
 - U10 Academy (aka Rec Plus) - will have a 1 hour practice slot twice a week.
 - D3- will have a 1 hour 15 minute practice slot twice a week
 - D2- will have a 1 hour 15 minute practice slot twice a week
 - S2- will have a 1 hour 15 minute practice slot twice a week
 - D1- will have a 1 hour 15 minute practice slot three times a week or 1 hour 45 minute practice slot twice a week
7. Uniforms will be assigned as follows:
 - All recreational players will receive jersey or T-shirt only
 - All players will receive new Jersey /T-shirt in the Fall
 - Returning players from the Fall to the Spring will not receive new Jersey/ T-Shirt but continue to use the Fall Jersey/ T-Shirt.
 - New players to the Spring season will receive new Jersey/ T-Shirt.

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8.. Academy (Rec Plus), U11 and higher teams will follow CAYSA/STYSA Rules of play.

B. Under 5 Laws of the Game

Law I. The field of play

1. The field will be 15 by 20 yards wide x 20 by 30 yards long. The “single field” method of play will be used.
2. The center circle will be 3 yards in radius, if it is drawn.
3. There will be No penalty area. There are no penalty kicks.
4. There will be No goal area.
5. The goal will be 3 to 4 feet high x 4 to 6 feet wide.

Law II. The ball

6. The ball will be size 3.

Law III. The Number of players

7. The maximum number of players per team will be ten (10).
8. There will be a maximum of five players per team on each field (Coaches and Commissioner can decide on 3v3, 4v4, or 5v5 depending on number of players present game day). There will be no goalkeeper.
9. Provided that at least (2) players from each team are present at game time, there shall be no forfeit. Coaches shall accommodate the situation to ensure that the game is played by sharing players.
10. Each registered player present must be allowed to play at least one half of the game unless unable to do so due to illness, injury, or disciplinary reasons. If a player is present and will not play, the coach must inform the opposing coach as to the reason for non-participation.
11. Players involved with substitutions enter and leave the field at the halfway line. The substitute does not enter until the player being replaced steps off the field unless signaled to do so by the game official. Substitutions may be made with the permission of the game official at any stoppage in play:

Law IV. The Players' equipment

12. Players may not wear any item of equipment that may be dangerous to themselves or others including jewelry of any kind. This would also include exposed zippers, metal buckles, trailing shoelaces, or hood strings.
13. Soft-cleated soccer shoes or tennis shoes are recommended. Metal-cleated shoes or shoes that have a "toe cleat" are not allowed.
14. Shin guards are required and must be worn under stockings and are completely covered by the stockings.
15. No player will be allowed to play with a hard cast (padded or otherwise), nor will any player be allowed to play with any brace that contains exposed metal or hard plastics

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Law V. The Referee

16. Parents and coaches can serve as the game officials
17. There will be one game official for each field

Law VI. Assistant Referee

18. There will be no assistant referee or linesmen.

Law VII. Duration of the game

19. The game will consist of two 10-minute halves and a 5-minute interval at halftime.
20. Teams will NOT switch ends of the field at halftime.
21. After the first kick off, teams will alternate kickoffs at half time.

Law VIII. The start of play

22. Kickoff – Play is started at the start of a game, after halftime, and after a goal is scored with a kickoff from the center of the field. The ball must travel forward; the player who kicks off may not touch the ball until someone else has; and the opposing team must maintain a minimum distance of 3 yards from the ball until the ball is kicked.
23. Dropped ball – If play is stopped while the ball is in play for any reason other than a foul, then play is restarted with a dropped ball. Each team designates a player to challenge for the ball. The game official drops the ball, and it may not be played until it touches the ground.

Law IX. Ball in and out of play

24. The ball is out of play when it completely crosses the goal line or the touchline, whether in the air or on the ground. The ball remains in play while on the line even if the player goes completely off the field to play the ball.
25. The ball is also out of play when the game official has stopped play.

Law X. Method of scoring

26. A goal is scored when the ball completely crosses the goal line between the goal posts and under the crossbar.
27. The game score is not kept for U5 games.

Law XI. Offside

28. The Offside rule will not be enforced.

Law XII. Fouls and misconduct

29. The game official shall use his discretion in making calls. Penal fouls are only considered fouls when, in the opinion of the game official, they are careless, reckless, or committed with excessive force.
30. There shall be **NO SLIDE TACKLES** in any manner whatsoever. Whether contact is made with the ball or the player or neither is irrelevant for this rule. Any slide tackling attempts shall be considered at least dangerous play and punished accordingly.
31. For purposes of the "handling" foul the arms are included. It is a game official's judgment whether the hand played the ball rather than the ball unavoidably coming into contact with the hand (arms).

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Law XIII. Free kicks

32. All free kicks will be indirect. A goal may not be scored directly from an indirect free kick; it must touch or be touched by another player first.
33. No penalty kicks will be awarded.

Law XIV. Penalty kicks

34. There will be no penalty kicks.

Law XV. Throw-in

35. The ball will be placed on the touch line and kicked into play by the team awarded possession.

Law XVI. Goal kick

36. A goal kick is awarded to the defending team if the ball travels beyond the goal line and was last touched by the attacking team.
37. A goal kick may be taken from any location within three yards of the goal line. Opponents must be three yards from the ball when the kick is taken.

Law XVII. Corner kick

38. A corner kick is awarded to the attacking team if the ball travels beyond the goal line and was last touched by the defending team.
39. A corner kick must be taken from the corner nearest where the ball went out and must be taken from within the corner arc. Opponents must remain a minimum of 3 yards from the ball until the kick is taken

C. Under 6 Laws of the Game (3v3 no Goal Keeper)

Law I. The field of play

1. The field will be 15 by 20 yards wide x 20 by 30 yards long. .
2. The center circle will be 3 yards in radius, if it is drawn.
3. There will be No penalty area. There are no penalty kicks.
4. There will be No goal area.
5. The goal will be 3 to 4 feet high x 4 to 6 feet wide.

Law II. The ball

1. The ball will be size 3.

Law III. The Number of players

1. The maximum number of players per team will be six (6).
2. There will three players per team on field. There will be no goalkeeper.
3. Provided that at least (2) players from each team are present at game time, there shall be no forfeit. Coaches shall accommodate the situation to ensure that the game is played by sharing players.
4. Each registered player present must be allowed to play at least one half of the game unless unable to do so due to illness, injury, or disciplinary reasons. If a player is present and will not play, the coach must inform the opposing coach as to the reason for non-participation.

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5. Players involved with substitutions enter and leave the field at the halfway line. The substitute does not enter until the player being replaced steps off the field unless signaled to do so by the game official. Substitutions may be made with the permission of the game official at the following stoppages in play:
 - Throw-in in substituting team's favor,
 - Goal kick in either team's favor,
 - After a goal by either team,
 - By either team after an injury.
 - Substitutions may be made at any quarter, including halftime, without prior game official permission, but the game official should be notified before the restart of play.

Law IV. The Players' equipment

1. Players may not wear any item of equipment that may be dangerous to themselves or others including jewelry of any kind. This would also include exposed zippers, metal buckles, trailing shoelaces, or hood strings.
2. Soft-cleated soccer shoes or tennis shoes are recommended. Metal-cleated shoes or shoes that have a "toe cleat" are not allowed.
3. Shin guards are required and must be worn under stockings and are completely covered by the stockings.
4. No player will be allowed to play with a hard cast (padded or otherwise), nor will any player be allowed to play with any brace that contains exposed metal or hard plastics.

Law V. The Referee

1. There will be one game official for each field

Law VI. Assistant Referee

1. There will be no assistant referee or linesmen.

Law VII. Duration of the game

1. The game will consist of four 8-minute quarters with a 2-minute interval after the first and third quarters and a 5-minute interval at halftime.
2. Teams will switch ends of the field at halftime only.
3. After the first kick off, teams will alternate kickoffs at each quarter.

Law VIII. The start of play

1. Kickoff – Play is started at the start of a game, after halftime, and after a goal is scored with a kickoff from the center of the field. The ball must travel forward; the player who kicks off may not touch the ball until someone else has; and the opposing team must maintain a minimum distance of 3 yards from the ball until the ball is kicked.
2. Dropped ball – If play is stopped while the ball is in play for any reason other than a foul, then play is restarted with a dropped ball. Each team designates a player to challenge for the ball. The game official drops the ball, and it may not be played until it touches the ground.

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Law IX. Ball in and out of play

1. The ball is out of play when it completely crosses the goal line or the touchline, whether in the air or on the ground. The ball remains in play while on the line even if the player goes completely off the field to play the ball.
2. The ball is also out of play when the game official has stopped play.

Law X. Method of scoring

1. A goal is scored when the ball completely crosses the goal line between the goal posts and under the crossbar.
2. The game score is not kept for U6 games.

Law XI. Offside

1. The Offside rule will not be enforced.

Law XII. Fouls and misconduct

- 1 The game official shall use his discretion in making calls. Penal fouls are only considered fouls when, in the opinion of the game official, they are careless, reckless, or committed with excessive force.
- 2 There shall be NO SLIDE TACKLING in any manner whatsoever. Whether contact is made with the ball or the player or neither is irrelevant for this rule. Any slide tackling attempts shall be considered at least dangerous play and punished accordingly.
- 3 For purposes of the "handling" foul the arms are included. It is a game official's judgment whether the hand played the ball rather than the ball unavoidably coming into contact with the hand (arms).

Law XIII. Free kicks

1. All free kicks will be indirect. A goal may not be scored directly from an indirect free kick; it must touch or be touched by another player first.
2. No penalty kicks will be awarded.

Law XIV. Penalty kicks

1. There will be no penalty kicks.

Law XV. Throw-in

1. The ball will be placed on the touch line and kicked into play by the team awarded possession.

Law XVI. Goal kick

1. A goal kick is awarded to the defending team if the ball travels beyond the goal line and as last touched by the attacking team.
2. A goal kick may be taken from any location within three yards of the goal line. Opponents must be three yards from the ball when the kick is taken.

Law XVII. Corner kick

- 1 A corner kick is awarded to the attacking team if the ball travels beyond the goal line and was last touched by the defending team.

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- 2 A corner kick must be taken from the corner nearest where the ball went out and must be taken from within the corner arc. Opponents must remain a minimum of 3 yards from the ball until the kick is taken.

D. Under 8 Laws of the Game 4v4 with no Goal Keeper

FIFA Laws of the Game apply, except as modified below.

Law I. The field of play

- 1 The field will be 25 to 35 yards wide x 40 to 60 yards long.
- 2 The center circle will be 5 yards in radius
- 3 The penalty area will be 8 yards from each goal post and 8 yards into the field of play. There are no penalty kicks, thus no penalty arc is required.
- 4 The goal area will be 3 yards from each goal post and 3 yards into the field of play.
- 5 Corner arcs will be 2 feet in radius.
- 6 The goal will be 6 feet high x 12 feet wide.

Law II. The ball

3. The ball will be size 3.

Law III. The Number of players

4. The maximum number of players per team will be eight (8).
5. There will be four (4) players per team on the field, with no goalkeepers. .
6. Provided that at least (2) players from each team are present at game time, there shall be no forfeit. Coaches shall accommodate the situation to ensure that the game is played by sharing players.
7. Each registered player present must be allowed to play at least one half of the game unless unable to do so due to illness, injury, or disciplinary reasons. If a player is present and will not play, the coach must inform the referee and the opposing coach as to the reason for non-participation.
8. This format is designed to teach children to be good field players. Because of this, there are no goalkeepers, nor are players allowed to be permanently stationed in the penalty area serving as “handless goalkeepers.”
9. Players involved with substitutions enter and leave the field at the halfway line. The substitute does not enter until the player being replaced steps off the field unless signaled to do so by the referee. Substitutions may be made with the permission of the referee at the following stoppages in play:
 - Throw-in in substituting team’s favor,
 - Goal kick in either team’s favor,
 - After a goal by either team,
 - By either team after an injury.
 - Substitutions may be made at halftime without prior referee permission, but the referee should be notified before the restart of play.

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Law IV. The Players' equipment

1. Players may not wear any item of equipment that may be dangerous to themselves or others including jewelry of any kind. This would also include exposed zippers, metal buckles, trailing shoelaces, or hood strings.
2. Soft-cleated soccer shoes or tennis shoes are recommended. Metal-cleated shoes or shoes that have a "toe cleat" are not allowed.
3. Shin guards are required and must be worn under stockings and are completely covered by the stockings.
4. No player will be allowed to play with a hard cast (padded or otherwise), nor will any player be allowed to play with any brace that contains exposed metal or hard plastics.

Law V. The Referee

1. Registered referees or referees-in-training may be used.
2. If a registered referee or referee-in-training is not available, a parent/coach will be acceptable
3. When stoppage of play occurs as a result of an injury, it is up to the referee's discretion as to whether or not the injured player may remain on the field or must be substituted...

Law VI. Assistant Referee

1. There will be no assistant referee or linesmen.

Law VII. Duration of the game

1. The game shall be divided into four 10-minute quarters. There shall be a 2-minute break between the first and second quarter and between the third and fourth quarter. The second and third quarter will be separated by a 5-minute halftime interval.
2. Teams will switch ends of the field at halftime.
3. Each quarter will restart with a kickoff. The team taking the kickoff will alternate with the restart of each quarter.

Law VIII. The start of play

1. Kickoff – Play is started at the start of a game, at the start of each quarter, and after a goal is scored with a kickoff from the center of the field. The ball must travel forward; the player who kicks off may not touch the ball until someone else has; and the opposing team must maintain a minimum distance of 5 yards from the ball (outside the center circle) until the ball is kicked. Kickoffs will be treated as indirect free kicks; a goal cannot be scored directly from a kickoff.
2. Dropped ball – If play is stopped while the ball is in play for any reason other than a foul, then play is restarted with a dropped ball. The referee drops the ball at the place where it was located when play was stopped. Play restarts only after the ball touches the ground.

Law IX. Ball in and out of play

1. The ball is out of play when it completely crosses the goal line or the touchline, whether in the air or on the ground. The ball remains in play while on the line even if the player goes completely off the field to play the ball.
2. The ball is also out of play when the referee has stopped play.

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Law X. Method of scoring

1. A goal is scored when the ball completely crosses the goal line between the goal posts and under the crossbar.
- 1 Goals can be scored from anywhere on the attacking half of the field. Goals CANNOT be scored directly by a team from its half of the field.
- 2 Goals cannot be scored directly from the following restarts: kickoffs, free kicks, throw-ins, or goal kicks. Once the restart is taken, if any player (attacker or defender) touches the ball and the ball goes in the goal, a goal is awarded to the attacking team.
- 3 The game score is not kept for U8 games.

Law XI. Offside

1. The offside rule shall be interpreted liberally; however, no player may play in an obvious offside position in front of or near the goal, such as a designated scorer, so as to give his or her team an advantage. In order for a player to be offside, the following conditions must be met, as determined by the referee:
 - The player is in the opponent's half of the field,
 - The player is nearer to the opponents' goal line than both the ball and the last opponent,
 - The player is gaining an advantage by being in that position.

Law XII. Fouls and misconduct

1. The referee shall use his discretion in making calls. Penal fouls are only considered fouls when, in the opinion of the referee, they are careless, reckless, or committed with excessive force.
2. There shall be NO SLIDE TACKLES in any manner whatsoever, regardless of whether contact is made with the ball. Any slide tackling attempts shall be considered at least dangerous play and punished accordingly.
3. For purposes of the "handling" foul, the arms are included. It is a referee judgment whether the hand played the ball rather than the ball unavoidably coming into contact with the hand (arms).
4. The referee is encouraged to explain infractions to the offending player.

Law XIII. Free kicks

1. All free kicks will be indirect. A goal may not be scored directly from an indirect free kick; it must touch or be touched by another player first.
2. No penalty kicks will be awarded for fouls within the penalty box.
3. In the event of a foul by the defending team within the penalty box, the attacking team will be awarded a free kick from a location of the foul, provided it is not within the goal area. For fouls committed by the defending team within the goal area, the location of the free kick will be at the discretion of the referee but may not be within the goal area.
4. In the event of a foul by the attacking team within the penalty box, a free kick will be awarded to the defending team from the spot of the foul. In the event of a foul by the attacking team within the goal area, a free kick will be awarded to the defending team, and the kick may be taken anywhere within the goal area.
- 4 No opponent will be closer than 5 yards to the location of a free kick unless standing on the goal line between the uprights. If the defending team is taking a free kick from within the penalty area, the opposing team must be no closer than 5 yards and must be outside of the penalty area.

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Law XIV. Penalty kicks

1. There will be no penalty kicks.

Law XV. Throw-in

1. If a ball is thrown in improperly, the player throwing the ball will receive one additional throw-in after correcting instruction from the referee. After the second consecutive infraction, a throw-in will be awarded to the opposing team.

Law XVI. Goal kick

1. A goal kick is awarded to the defending team if the ball travels beyond the goal line (but not between the goal posts and under the crossbar) and was last touched by the attacking team.
2. A goal kick may be taken from any location within the goal area. Opponents must be outside the penalty area when the kick is taken. Once the kick is taken, the ball may not be played until it travels beyond the penalty area. The ball is not "in play" until it has traveled beyond the penalty area in one kick. The kick is retaken if either team plays the ball before it passes outside the penalty area.

Law XVII. Corner kick

1. A corner kick is awarded to the attacking team if the ball travels beyond the goal line (but not between the goal posts and under the crossbar) and was last touched by the defending team.
2. A corner kick must be taken from the corner nearest where the ball went out and must be taken from within the corner arc. Opponents must remain a minimum of 5 yards from the ball until the kick is taken.

E. Under 10 Laws of the Game 6v6 with Goal Keeper

FIFA Laws of the Game apply, except as modified below.

Law I. The field of play

1. The field will be 40 to 60 yards wide x 60 to 80 yards long.
2. The center circle will be 8 yards in radius.
3. The penalty area will begin at the goal line, 9.5 yards from each goal post, and extend 12 yards into the field of play. (Total dimensions will be 35 yards wide, 14 yards deep, centered on goal.)
4. The penalty mark will be 9 yards into the field of play, as measured from the midpoint between the goalposts and equidistant to them. A penalty arc will be a circle drawn outside the penalty area with a radius of 8 yards from the penalty mark.
5. The goal area will begin at the goal line, 5 yards from each goal post, and extend 4 yards into the field of play. (Total dimensions will be 16 yards wide, 4 yards deep, centered on goal.)
- 5 Corner arcs will be 1 yard in radius.
- 6 The goal will be 6- 7 feet high x 18-21 feet wide.
- 7 There will be a technical box outside and parallel to the touchline on either side of the field. The technical box will be one yard from the touchline and will extend approximately 5 yards to either side of the halfway line and no further than the edges of the center circle. The technical box is the designated space for the team's coach and players situated on that side of the field.

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- 8 There will be a spectator line outside and parallel to the touchline on either side of the field. The spectator line will be one yard from the touchline and will begin at each edge of the technical box and extend towards each goal line, stopping no closer than 12 yards to the goal line, which is the edge of the penalty area.

Law II. The ball

1. The ball will be size 4.

Law III. The Number of players

1. The maximum number of players per team shall be ten (10)
2. There will be six (6) players per team on the field, one of whom shall be the goalkeeper
3. Provided that at least four (4) players from each team are present at game time, there shall be no forfeit.
4. Each registered player present must be allowed to play at least one half of the game unless unable to do so due to illness, injury, or disciplinary reasons. If a player is present and will not play, the coach must inform the referee and the opposing coach as to the reason for non-participation.
5. Players involved with substitutions enter and leave the field at the halfway line. The substitute does not enter until the player being replaced steps off the field unless signaled to do so by the referee. Substitutions may be made with the permission of the referee at the following stoppages in play:
 - On a throw-in (by the team in possession)
 - On a goal kick (by either team)
 - After any goal (by either team)
 - After any stoppage of play for an injury (by either team)
 - At half time (by either team)
 - After a caution (the player receiving the caution)
6. Teams are not required to provide player cards, but will be required to provide the referee a certified roster before the beginning of a match.

Law IV. The Players' equipment

1. Players may not wear any item of equipment that may be dangerous to themselves or others including jewelry of any kind. This would also include exposed zippers, metal buckles, trailing shoelaces, or hood strings.
2. Shin guards are required and must be worn under stockings and are completely covered by the stockings.
3. Soft-cleated soccer shoes or tennis shoes are recommended. Metal-cleated shoes or shoes that have a "toe cleat" are not allowed.
4. No player will be allowed to play with a hard cast (padded or otherwise), nor will any player be allowed to play with any brace that contains exposed metal or hard plastics.

Law V. The referee

1. A certified referee shall serve as the center referee.
2. The referee's decisions shall be final in all matters concerning the rules governing the playing of the game, the non-playability of the field, and the appropriateness of the equipment.
3. Before a match, referees will check in players based on the each team's certified roster.

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4. At the conclusion of the match, the referee will complete the official game card.
5. When stoppage of play occurs as a result of an injury, it is up to the referee's discretion as to whether or not the injured player may remain on the field or must be substituted.

Law VI. Assistant Referee

1. A certified referee or referee-in-training may serve as the Assistant Referee.
2. If no qualified referee is present, the game may be played with solely a center referee.

Law VII. Duration of the game

1. The game shall be divided into two 25-minute halves.
2. The halftime interval will be at least 5 minutes.
3. Teams will switch ends of the field at halftime.
4. The referee may stop play for water breaks if, in his/her opinion, such a stoppage is required to maintain the safety of the players. Time will not stop during this break and players must remain within the field when consuming water.

Law VIII. The start of play

1. Kickoff – Play is started at the start of a game and after a goal is scored with a kickoff from the center of the field. The ball must travel forward; the player who kicks off may not touch the ball until someone else has; and the opposing team must maintain a minimum distance of 7 yards from the ball (outside the center circle) until the ball is kicked.
2. Dropped ball – If play is stopped while the ball is in play for any reason other than a foul, then play is restarted with a dropped ball. The referee drops the ball at the place where it was located when play was stopped. Play restarts only after the ball touches the ground.

Law IX. Ball in and out of play

1. The ball is out of play when it completely crosses the goal line or the touchline, whether in the air or on the ground. The ball remains in play while on the line even if the player goes completely off the field to play the ball.
2. The ball is also out of play when the referee has stopped play.

Law X. Method of scoring

1. A goal is scored in accordance to FIFA rules, when the ball completely crosses the goal line between the goal posts and under the crossbar.
2. Goals cannot be scored directly from the following restarts: indirect free kicks and throw-ins. Once one of these restarts is taken, if any player (attacker or defender) touches the ball and the ball goes in the goal, a goal is awarded to the attacking team.
3. A goal can be scored directly from a kickoff or a direct free kick, in accordance with FIFA rules.

Law XI. Offside

1. The offside rule shall be interpreted in accordance with FIFA rules.
2. A player is in an offside position and is penalized if, at the moment the ball is played by one of his team, he is, in the opinion of the referee:
3. Nearer to his opponent's goal line than both the ball and the second to last opponent; and
4. In his the opponent's half of the field of play; and

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5. Involved in active play by: interfering with play, interfering with an opponent, or gaining an advantage by being in that position.
6. There is no offside offence if a player receives the ball directly from:
 7. A goal kick,
 8. A throw-in, or
 9. A corner kick.
9. For any offside offence, the referee awards an indirect free kick to the opposing team to be taken at the site of the infringement.

Law XII. Fouls and misconduct

1. The referee shall use his discretion in making calls.
2. A direct free kick is awarded to the opposing team if a player commits any of the following six offences in a manner considered by the referee to be careless, reckless or using excessive force:
 3. Kicks or attempts to kick an opponent
 4. Trips or attempts to trip an opponent
 5. Jumps at an opponent
 6. Charges an opponent
 7. Strikes or attempts to strike an opponent
 8. Pushes an opponent.
9. A direct free kick is also awarded to the opposing team if a player commits any of the following four offences:
 10. Tackles an opponent to gain possession of the ball, making contact with the opponent before touching the ball
 11. Holds an opponent
 12. Spits at an opponent
 13. Handles the ball deliberately (except for the goalkeeper within his own penalty area)
14. Note: Slide tackles will be closely monitored and the correctness of slide tackles will be strictly interpreted and punished accordingly. There shall be no charging or intentional or reckless contact with the goalkeeper in any manner whatsoever. Any such conduct shall be considered at least as a dangerous play and punished accordingly.
15. An indirect free kick is awarded to the opposing team if a goalkeeper, inside his own penalty area, commits any of the following four offences:
 16. Takes more than six seconds while controlling the ball with his hands before releasing it from his possession
 17. Touches the ball again with his hands after it has been released from his possession and has not touched any other player
 18. Touches the ball with his hands after it has been deliberately kicked to him by a team-mate
 19. Touches the ball with his hands after he has received it directly from a throw-in taken by a team-mate
20. An indirect free kick is also awarded to the opposing team if a player, in the opinion of the referee:
 21. Plays in a dangerous manner
 22. Impedes the progress of an opponent
 23. Prevents the goalkeeper from releasing the ball from his hands
 24. Commits any other offence, not previously mentioned, for which play is stopped to caution or dismiss a player

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25. Direct free kicks and indirect free kicks are taken from where the offence occurred. A penalty kick is awarded if an offence that warrants a direct free kick is committed by a player inside his own penalty area.
26. In accordance with FIFA laws, a player can be cautioned and shown the yellow card if, in the opinion of the referee, he commits any of the following seven offences:
 27. Is guilty of unsporting behavior
 28. Shows dissent by word or action
 29. Persistently infringes the Laws of the Game
 30. Delays the restart of play
 31. Fails to respect the required distance when play is restarted with a corner kick or free kick
 32. Enters or re-enters the field of play without the referee's permission
 33. Deliberately leaves the field of play without the referee's permission
34. In accordance with FIFA laws, a player can be sent off and shown the red card if, in the opinion of the referee, he commits any of the following seven offences:
 35. Is guilty of serious foul play
 36. Is guilty of violent conduct
 37. Spits at an opponent or any other person
 38. Denies the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within his own penalty area)
 39. Denies an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or a penalty kick
 40. Uses offensive or insulting or abusive language and/or gestures
 41. Receives a second caution in the same match
 42. The referee is encouraged to explain infractions to the offending player.

Law XIII. Free kicks

1. Free kicks will be awarded by the referee in accordance with FIFA rules. The nature of the infraction will determine if the free kick is direct or indirect.
2. A direct free kick awarded to the attacking team within the penalty area will result in a penalty kick.
3. An indirect free kick awarded to the attacking team within the penalty area is taken at the spot of the foul, unless the foul occurred inside the goal area, in which case the kick is taken from that part of the goal area line which runs parallel to the goal line, at the point nearest to where the infringement occurred. The defending players must be at least 7 yards from the ball until it is in play, unless the defenders are on their own goal line between the goalposts, in which case the 7 yard requirement is not applicable.
4. In the event of a foul by the attacking team within the penalty box, a free kick will be awarded to the defending team from the spot of the foul. In the event of a foul by the attacking team within the goal area, a free kick will be awarded to the defending team, and the kick may be taken anywhere within the goal area.
5. No opponent will be closer than 7 yards to the location of a free kick unless standing on the goal line between the uprights. If the defending team is taking a free kick from within the penalty area, the opposing team must be no closer than 7 yards and must be outside of the penalty area. In such cases, the ball is in play only after it is touched and it leaves the penalty area.

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Law XIV. Penalty kicks

1. Penalty kicks will be taken in accordance with FIFA rules. A penalty kick is awarded if an offence that warrants a direct free kick is committed by a player inside his own penalty area.
2. When a penalty kick is awarded, the ball is placed on the penalty mark and the kicking team identifies the player to take the kick. The defending goalkeeper remains on his goal line between the goalposts, facing the kicker until the ball has been kicked. All other players besides the defending goalkeeper and the kicker must remain inside the field of play, outside of the penalty area and penalty arc, and behind the penalty mark.
3. The player taking the penalty kicks the ball forward. The player cannot touch the ball again until it has touched another player. The ball is in play once it is kicked and moves forward.
4. Sanctions for infringements will be in accordance with FIFA Laws of the Game.

Law XV. Throw-in

1. Throw-ins will be governed in accordance with FIFA rules to restart play once the whole of the ball passes over the touchline.
2. The thrower must face the field of play, have part of each foot on the ground either on or outside the touchline, use both hands, and deliver the ball from behind and over his head. The thrower may not touch the ball again until it has touched another player.
3. If a ball is thrown in improperly, a throw-in will be awarded to the opposing team.

Law XVI. Goal kick

1. A goal kick is awarded to the defending team if the ball travels beyond the goal line (but not between the goal posts and under the crossbar) and was last touched by the attacking team.
2. A goal kick may be taken from any location within the goal area. Opponents must be outside the penalty area when the kick is taken. Once the kick is taken, the ball may not be played until it travels beyond the penalty area. The ball is not "in play" until it has traveled beyond the penalty area in one kick. The kick is retaken if either team plays the ball before it passes outside the penalty area.
3. The kicker is not allowed to touch the ball again until it has touched another player.

Law XVII. Corner kick

1. A corner kick is awarded to the attacking team if the ball travels beyond the goal line (but not between the goal posts and under the crossbar) and was last touched by the defending team.
2. A corner kick must be taken from the corner nearest where the ball went out and must be taken from within the corner arc. Opponents must remain a minimum of 7 yards from the ball until the kick is taken.
3. The kicker is not allowed to touch the ball again until it has touched another player.

Article II: Team Formation Rules

A. Little Kickers and U6 Team Formation

All Little Kickers -U6 teams are recreational level teams, which mean that they are assembled without regard to skill. There are no tryouts and there is no coach-based selection of players.

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Players are assigned to coed teams by the Little Kickers or U6 Commissioner, respectively. The following process ensures an equitable distribution

1. Determine how many teams are necessary for the number of registered players. For U6 teams, the recommended game format is 3v3 using single field format. If the U6 Commissioner believes the registration numbers are too large to support this format, the commissioner may adopt a 4v4 or 5v5 format using single field format.
2. Volunteer coaches and confirmed returning coaches are assigned a team. The child (or children) of that coach are assigned to that team. Additional teams will be formed without a pre-designated coach in order to accommodate the number of players.
3. Special requests are reviewed and honored as applicable.
4. For the Little Kickers and U6 teams, divide the children by age groups (e.g.: 3 year olds, 4 year olds, 5 year olds and 6 year olds). Distribute players from the oldest age group as evenly as possible among the teams, trying to balance the teams by gender as well. Distribute players from the next oldest group evenly, ensuring a balance of girls and boys on teams as well. Continue distributing players from each successive age group, as appropriate, ensuring a balance of girls and boys on each team.
5. For U6 teams, as with the Little Kicker teams, try to balance the gender distribution among teams.
6. In the calculation of team parity, don't forget to include the age group and gender of the pre-assigned child of the volunteer coach.
7. The commissioner will contact the coaches of the teams to inform them of their team composition and the contact information for their team. For teams without a pre-designated coach, the commissioner will contact families of these teams to recruit a volunteer coach.

Spring season:

Unless a player requests otherwise, a player will be assigned to their fall team for the spring season. Individual players whose team does not return for the spring season will be placed in the player pool for team formation. Players requesting to not return to their fall team and new players to the club will also be placed in the pool for team formation. Returning players retain the right to their spot on their fall team provided they are registered with the club by the spring registration deadline.

B. U8 Team Formation

All U8 teams are recreational level teams, which mean that they are assembled without regard to skill. There are no tryouts. Teams include U7 and U8 players and are divided into a Boys division and a Girls division. Teams will have a maximum of eight (8) players..

Teams are formed prior to the beginning of each fall. Players will be assigned to teams by a "blind" draft. The draft will be conducted by the U8 Commissioner and the coaches. The U8 Commissioner will be responsible for reporting the team rosters to the club registrar.

Players in the pool may choose one friend to play with, but both children must put the other on their respective registration forms. If a head coach specifically names an assistant coach, and if an assistant coach specifically names a head coach, then their children are deemed to have elected each other.

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A player may not request a specific team/coach. It is permissible for a parent to specify one particular coach on whose team they do not want their child to be placed. If a coach selects that player, the player's name will be placed back into the pool and the coach will select another player.

The Boys draft and the Girls draft will follow the same process, though each will be conducted separately from the other. The following process will be used for forming U8 teams:

1. Player's names are placed into three blind pools: U7 players, U8 players, and "Paired" players (two players that have elected each other, including siblings). The Paired players will have their age group (U7 or U8) noted.
2. Coaches will select players from these three pools. The U8 Commissioner or his/her designee will select for teams that do not have a coach (when there are more players than there are numbers of teams with coaches) or in instances when the coach cannot be present to select for his or her team.
3. Coaches begin with their own child and any player linked to their child, such as the child of an assistant coach.
4. Coaches that do not have a player paired with their child select from the pool of "Paired" players first. Each team may have only one linked player selection (including their own child) unless the number of paired players exceeds the number of teams.
5. Once all coaches have selected a Paired grouping, the coaches continue selecting from the Paired pool until the pool is depleted.
6. Coaches of teams with fewer U8 players begin drawing players from the U8 pool. Selections continue through all teams until the pool is depleted.
7. Coaches then continue drawing players from the U7 pool until the pool is depleted and all teams are at capacity.
8. Coaches and the U8 Commissioner will confirm the player allocation for each team, and the U8 Commissioner will be responsible for reporting the team rosters to the club registrar

Spring season:

Unless a player requests otherwise, a player will be assigned to their fall team for the spring season. Individual players whose team does not return for the spring season will be placed in a player draft for team formation. Players requesting to not return to their fall team and new players to the club will be placed in the draft pool for team formation. Returning players retain the right to their spot on their fall team provided they are registered with the club by the spring registration deadline.

New teams will select first from the Paired pool. Then new teams and existing teams that have lost U8 players will select from the U8 pool until equity is attained for all teams. New teams and all existing teams will conclude by drawing from the U7 pool.

C. U10 and Division 3 Team Placement

U10 and Division 3 teams will be formed through a draft when sufficient players have registered to require the formation of more than one team in that age group. Players will demonstrate their skills for the coaches to allow for equitable distribution of talent and ability.

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Skills Demonstration Day

1. Players must come dressed for play: shin guards, shoes, shorts, and jersey w/number if available.
2. Players must check in with the Registrar (or other board designated adult) before starting skills workout.
3. Coaches or the adult administering the Skills Demonstration will run 6 or 8 players at a time through the skills workout.
4. Skills workout may consist of any or all of the following (as appropriate for the age group):
5. Dribbling
6. Shooting
7. Passing and Trapping
8. Speed (Short- and long-distance run)
9. 3v3 or 4v4 (2 min. max)
10. Coaches rate players: scale, notes, etc. **COACHES MUST RETAIN NOTES AND NOT DISPLAY TO PLAYERS, PARENTS, OR ANYONE ELSE!**
11. Prior to Skills Demonstration, the Commissioner will arrange for a Team Placement Meeting. This meeting will be held at a selected date and time following the Skills Demonstration.

Team Placement

1. Coaches should arrive for team placement with good attitude and spirit.
2. Only the players that attend Skills Demonstration can be selected during the Team Placement selection rounds.
3. Players that **DO NOT** attend the Skills Demonstration, yet have registered before the cut-off day, will be placed in a “Players Pool,” which will be chosen from at the end of the selection rounds.
4. Special requests will **NOT** be honored at the U10 age group. Commissioner should provide requested information to all coaches, but coaches should feel no obligation to honor any request if it interferes with **TEAM BALANCE**. It is permissible for a parent to specify **ONE** particular coach on whose team they do **NOT** want their child to be placed. Commissioner will notify the coach not to select that child for his or her team.
5. Coaches will select their own child in the third round.
6. Coaches will draw numbers for each selection round to determine selection order.
7. Players Pool – Coaches will draw numbers for selection order and will draw “blind” players’ names from a hat until all players are selected.
8. Unlimited trades can be made, **BUT**
9. Trades must be agreed to by both coaches involved, and
10. Trades must be completed before leaving the Team Placement Meeting.
11. All Team Placement Meeting information (i.e., selection round picks, trades, requests, etc.) should be kept **CONFIDENTIAL**.
12. Coaches and the U10 Commissioner will confirm the player allocation for each team, and the U10 Commissioner will be responsible for reporting the team rosters to the club registrar.

Spring Season

Only new players to the league and special request players (those requesting a different coach) will participate in the Skills Demonstration.

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After returning player count has been determined, the team with the fewest players will pick until the team has reached the same player count as the team with the next smallest roster, and so on until all teams are equal.

Article III: Duties of Contracted Positions

A. Assignor

1. Maintain USSF Assignor certification.
2. Shall be responsible to assign referees to the games in accordance to game assignment principles of the local referee association and in accordance with the requirements of various competition levels.
3. With input from the division commissioners, shall create and maintain a season master schedule on the website for the weekend usage of the fields and ensure that the schedule is kept current.
4. Shall coordinate with the Facilities Commissioner and affected Division commissioners before scheduling weeknight games. If such weeknight games are scheduled, they will be published on both the weeknight practice schedule and the weekend game schedule.
5. Shall develop and maintain for the benefit of HYSA and future HYSA assignors a database showing continuing experience and any relevant assessments of referees used each season.
6. Shall verify weekly with Division Commissioners that all games are listed on a master schedule for the next week's games.
7. Shall be responsible for updating the referee assignment schedule on the club website by Wednesday of each week.
8. Shall develop and maintain the Assignor duties and procedures document and submit to the Board.
9. Shall recruit new referees and establish a system of mentoring newly trained referees.
10. With the Vice President, shall arrange for Referee certification and recertification clinics to be held convenient to the community. Also shall arrange for continuing education, mentoring, and assessment of referees outside of certification clinics.
11. Shall provide the necessary information to the Treasurer for the payment of contracted fees to the referees and Assignor.
12. Shall remain informed of FIFA, USYS, STYSA, and HYSA rules and rule changes and shall disseminate this and other pertinent information to referees officiating at HYSA fields.
13. Shall be responsible to address all referee discipline issues and keep the HYSA board informed of any continuing issues.
- 10 At the beginning of each season, shall submit a budget covering all expected expenditures connected with providing game referees.

B. Director of Coaching

1. Head Coach of team(s) and direct player training/coaching
2. Oversee Director or Player Development duties
3. Supervise all select and recreational teams
4. Review practices for all age based training
5. Work with team coach and trainer to establish training goals

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6. Direct Club training systems to meet the needs of select players
7. Promote HYSA
8. Supervise and/or participate in training sessions
9. Approve and review all Camp Curriculums
10. Approve and Review all age-based Rec Curriculums: Little Kickers- U19
11. Direct and Administer ALL Select Tryouts (administer tryouts but not select the team members).
12. Administer monthly mandatory trainer meetings
13. Administer Rec Coaches meetings
14. Administer Fall/Spring Initial Meetings
15. Appropriately schedule Coach Meetings
16. Evaluations of trainers
17. Administer, schedule, and/or lead all coaches clinics and continued STYSA education
18. Review and Administration of Coaches/Training: Player Evaluations, conduct, parent's code of conduct, Mandatory uniform policy, sportsmanship, Mandatory practice uniform policy
19. Administer of all camps (select and rec)
20. Serve as Liaison to HYSA soccer and the outside soccer community
21. Track and enforce all coaches appropriate licensure.
22. Work with coaches and trainers to plan and attend continued educational course to obtain licensure.

Article IV: Fusion- Select Policies and Procedures

A. Mission Statement

1. Vision

To provide an affordable and quality competitive soccer program in northern Hays County, for boys and girls ages 10-18, with the emphasis on sportsmanship, teamwork and individual responsibility in an environment supported by family, volunteerism and the community.

2. Mission

Fusion soccer is about more than just soccer; it is focused on the physical, psychological and moral development of our children. Physical development is achieved through training to improve the individual's soccer skills, speed and agility. Psychological development is taught through team strategy and tactics, as well as how to cope with the pressure of competition. Moral development is nurtured when adults demonstrate good sportsmanship and make choices that put the children first.

3. Goals

The Fusion goals can be summed up in one word – EFFORT.

- **Excellence**
- **Fairness**
- **Fun**

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- Organization
- Responsibility
- Teamwork

Excellence is:

- A winning attitude, not just winning games
- The ability to accept winning and losing, and to learn from both
- Understanding that team excellence must start with the individual excellence

Fairness is:

- Treating others as they want to be treated
- Giving all Fusion players the opportunity to play in games
- Playing in accordance with rules of the game, as well as the spirit of the rules
- Everyone contributing financially and through volunteer efforts

Fun is:

- Wanting to come to practice and games
- Enjoying competing at the highest level possible
- An appreciation of the progress that come from sustained sacrifice and hard work

Organization is:

- Active membership of Fusion in HYSA, CAYSA, STYSA and USYSA
- Facilities and equipment appropriate to competitive soccer
- Qualified administrators, trainers, coaches, managers, and referees

Responsibility is:

- Sustained work to improve individual and team skills
- Continuous learning of game tactics and strategy
- Commitment to teamwork and full participation in training sessions and games

Teamwork is:

- Valuing and working for the good of the team over the good of the individual
- Trusting that everyone will do what is best for the team
- Supporting the team and teammates
- Good communications on and off the field

EFFORT applies to all members of the Fusion family, including trainers, coaches and other volunteers, players, and parents. With everyone's EFFORT, Fusion select soccer can achieve its Vision and Mission.

B. Position Requirement and Responsibilities

1. Trainer

Requirements to be eligible to contract as a trainer:

- Eighteen years of age or older
- Hold a minimum of a US Soccer Federation D coaching license (or equivalent as evaluated by the Fusion Advisory Committee) within one year of becoming a Fusion trainer
- Maintain a current STYSA-issued Kid Safe badge

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Responsibilities of the Trainers

Trainers will:

- prepare and implement training sessions (duration and frequency to be stipulated in the professional coach/trainer's contract)
- if full time. The trainer will provide his/her own transportation to attend all scheduled games of the team(s) he/she is assigned to train. In the event of a conflict between scheduled games when the trainer is responsible for training more than one Fusion team, the teams' managers and/or volunteer coaches will determine which game the trainer will attend. If the team managers and/or volunteer coaches are unable to come to an agreement then priority will go first to team playing at highest level, D1, S2, D2 or highest Spring Cup Play.)
- If part time trainer, game attendance is not required but strongly encouraged whenever possible.
- prepare and implement game strategy and tactics
- identify areas for team/player improvement, and develop and implement long-term plans for team/player improvement
- participate in the process of selecting team members (see procedures for player selection)
- communicate with the players and parents regarding team rules, expectations for training and game participation
- identify player discipline issues and communicate such to the parent volunteer assistant coach to determine if player discipline is needed
- provide balanced feedback to the players on an individual basis during and after games
- work with the parent volunteer assistant coach and manager to develop team-specific rules
- be responsible for deciding player discipline issues (also notify parents of discipline)
- ensure that the team complies with all applicable rules (i.e. minimum playing time during games)
- professional coaches/trainers will communicate team rules, expectations for training and game participation to all players and parents
- professional coaches/trainers are professionals hired by the association, and will be responsible for selecting players for teams. This allows the selection process to be fair and neutral.

2. Parent Volunteer Coach

Requirements to be eligible to serve as a volunteer coach:

- Twenty-one years of age or older
- Hold a minimum of a US Soccer Federation E coaching license within one year of becoming a volunteer coach (or equivalent as evaluated by the Fusion Advisory Committee)
- Minimum of one year coaching youth soccer
- Maintain a current STYSA-issued Kid Safe badge

Responsibilities of the Parent Volunteer Coaches

Parent Volunteer Coaches will:

- attend every practice or will designate an adult observer
- attend every game or designate a substitute (who has a STYSA-issued KidSafe badge)
- At the request of the trainer , the parent volunteer coach can provide suggestions regarding

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- game strategy and tactics
- At the request of the trainer, the parent volunteer coach can provide suggestions to help identify areas for team/player improvement and assist the coach in developing a plan for improvements.
- At the request of the trainer, the parent volunteer coach can provide suggestions regarding game strategy and tactics
- At the request of the trainer, the parent volunteer coach can provide suggestions to help identify areas for team/player improvement and assist the trainer in developing a plan for improvements
- At the request of the trainer. The parent volunteer coach will work with the trainer and manager to develop team-specific rules
- Parent coach will run games in absence of trainer due to schedule conflict or part time trainer status.

3. Team Manager

Requirements to be eligible to serve as a team manager:

- Twenty-one years of age or older
- Maintain a current STYSA-issued Kid Safe badge

Responsibilities of the Team Manager

Team manager will:

- keep a roster with parents and players names, phone numbers and emails
- keep a call list for emergencies for each player
- collect fees
- maintain account records and bookkeeping
- coordinate games schedules and referee payments when needed
- provide game-related information (e.g., time, location, maps, driving directions)
- provide player documentation (game cards, medical releases, roster and penalty point report)
- regularly attend games and practices
- coordinate workday volunteers from their team
- coordinate equipment orders
- coordinate tournaments/payments and refunds
- file and coordinate disputes for team
- coordinate fundraisers (with team parents)
- coordinate concession stand sign ups (with team parents)
- participate in the process of selecting team members (with regards to ability to pay and the meshing of the individual with the other members of the team; depending on coaching experience and coaching license held, manager may also provide additional input on player selection)

Team manager may assist in:

- game support as needed
- field set up and area clean up after practice (with team captains)

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Article V: Hays Academy (Rec Plus).

The Academy program mission is to provide Division 4 (U8/U9/U10) players and teams with age and developmentally appropriate training two to three times per week throughout the fall and spring seasons.

The training format is of a more rigorous pace than is typical of Division 4 levels, and those who choose to participate in the Academy are expected to desire such instruction.

A. TRAINING EMPHASES

- 1) Individual technique development
- 2) Individual and team fundamental tactical instruction
- 3) FUN!
- 4) Shooting/finishing in each session
- 5) Scrimmage

The shooting/finishing activity and duration is up to the coach's discretion. However, EACH session should include this component at some point.

B. U8 AGE GROUP CHARACTERISTICS AND THEIR IMPLICATIONS FOR TRAINING

U8 Characteristics

1. Still physically immature
2. Similar fatigue, recovery rate, and attention span as U6's
3. They equate effort with performance
4. More inclined toward small group activities
5. Have a limited team identity (I play on Melissa's team.)

Implications for Training

1. Continue to develop fundamental movement skills (walking, running, jumping, hopping; bending, stretching, twisting, pulling/pushing; throwing, catching, striking)
2. Continue to teach how to dribble, kick, and control the ball properly – players are still not ready for deep, technical instruction
3. Introduce pair work
4. Introduce spacing and relationship to opponents
5. Tactics: when we have the ball, we all attack; when they have the ball, we all defend.

C. U9/U10 AGE GROUP CHARACTERISTICS AND THEIR IMPLICATIONS FOR TRAINING

U10 Characteristics

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1. Gross and small motor skills are becoming more refined
2. Beginning to think ahead in terms of pace
3. Lengthened attention span
4. More team-oriented
5. Peer pressure starting to be a factor

Implications for Training

1. Dynamic, technical repetition of individual techniques, 1v1 and 2v1 attacking and defending situations, and passing techniques is crucial, and executed in fun and active skill-oriented games
2. They should demonstrate their creative abilities on and off the ball (“scheming”)
3. Challenge players to solve problems on the field themselves
4. PLAY is critical – don’t lecture, get activities started quickly
5. Tactics: support in attack, cover in defense, and immediate transition

D. ADDITIONAL COACHING TIPS FOR ACADEMY STAFF

- Plan training sessions that are age and developmentally appropriate. Your activities should challenge players in ways CONSISTENT with the characteristics of the age group and experience level. If activities are too complex/challenging, frustration will result; activities not complex/not challenging enough, boredom will result.
- Help players to begin learning to “pace” themselves in a game (establishing a playing “rhythm”). The game is not always rush-rush, 100 MPH. Sometimes, it is better to pass more (sideways, backwards) to goad the defense, and then exploit them when they are out of position. Also, help players learn how and where they can “rest” on the field while playing – a tiring midfielder can switch positions with a defender, players can get a rest when the ball goes out of bounds, a player can pass more rather than dribble, etc.
- Be aware that “more is not always better” relative to training frequency and duration, games, and tournaments.
- Your competitive focus is the development and achievement of the individual players. The outcome of all competitions has minimal importance in this program.
- Parent education and support is not only desired and critical to the program’s success, but is an integral feature of HYSA/Fusion’s organizational culture. Consistent communication with your teams’ parents (once per week, email and in-person) should include curriculum description, training purposes and expectations, individual and team development updates, plenty of “thank yous” as feasible, and concerns when necessary.
- Do a “parent skill inventory” prior to each season. Do you have any doctors, EMT’s, former coaches/players, financial, marketing, or contractor folks? Many of the vocations of your parents could possibly be helpful in your team/our club and proactively engage them to the club and you!

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Article VI: Hays Adult Team Formation, Rules and Procedures.

A. General

1. HYSA VP will coordinate the Adult league. The HYSA VP will be responsible for the following;
 - a. The season scheduling
 - b. Serve as the communication point
 - c. Will ensure compliance to the rules of the game with the players and feedback from the referees

B. Team Formation Rules

1. Teams will be formed strictly by blind draft and done by the HYSA VP, witnessed by a second board member.
2. There will be 11 maximum number of players per team in a 7 v 7 format with a keeper
3. Being this is a coed league, men and women will be separated to ensure equal distribution to the teams.
4. Couples will be on the same team unless otherwise noted on the registration form.
5. Teams formed in the Fall Season will remain together for the Spring Season. For any empty slots, due to players not returning to the team for whatever reason, replacements will be drawn (as stated in #1 this section) from new registrations for the spring season. All teams will be disbanded after the spring season and new teams will be formed for each fall season.

C. Player Eligibility

1. Your child must be a registered player at HYSA
2. You must be a referee or a non-parent coach registered with HYSA
3. Had a child in the past that played for HYSA, and are considered an Alumni of HYSA. Even if you were a child that played for HYSA you will be considered Alumni.
4. Registration fees are due at time of registration and shall be \$40 for one adult or \$60 per adult couple.
5. You must be at least 18 years of age at time of registration.

D. Referees and Responsibilities

1. Referees may be identified to officiate games by the Assignor of the club based upon availability.

E. Playing Rules

1. Each team must have alternate color jerseys as applicable provided by the players and not HYSA.
2. The game format will be 7v7 with a keeper.
3. Keepers shall be identified by a different jersey if applicable
4. This is a coed league, each team shall have a minimum of one woman on the field at all times, unless there is not a substitute at which time there may be no women on the field due to a needed substitution. If there are 3 or more women on all registered teams, then there will be 2 women on the field at all times. If there are only 2 women then one woman must remain on the field at all times during play.
5. If there is any behavior that is deemed inappropriate (i.e.... unsportsmanlike behavior, language, fighting, hand gestures etc.), by the referee, then the player will be asked to take a break from play. If the behavior persists then the player will be asked to leave the field of play and HYSA complex and be suspended from the next game.
6. All matches will be played on Sunday afternoons, times to be announced at season open.

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7. The duration of the match will consist of two 30 minute halves. This time can be decreased due to the number of players that report for play and in agreement with both teams and the referee.
8. All disciplinary matters will be directed to the HYSA VP and HYSA Board, as needed, for appropriate action.
9. Matters of referee judgment are not protest able at any time
10. In any exception to these rules or questions, FIFA laws will govern the rules of play.
11. During substitutions, only HYSA Adult Registered Players can be utilized.
12. In the event a team does not have enough players for a game, guest players are allowed to play as long as they are Adult Registered Players for HYSA.