

CEN-TEX SOCCER ASSOCIATION

**ADMINISTRATIVE
RULES & REGULATIONS**

GENERAL CODE OF CONDUCT:

1. I recognize that it is my duty to constantly keep abreast of any changes in the Laws of the Game and administrative League Rules and to keep my training refreshed.
2. I do hereby acknowledge the referee's total authority over any matches I participate in. I pledge that I will never interfere with carrying out of the Referee's prescribed duties, before, during, or after a match.
3. I understand that any criticism of referees, or officials should be limited to constructive criticism using proper procedures.
4. As a registered coach, I will always strive to conduct myself in the highest ethical and moral manner possible, including refraining from indulging in arguments or name-calling with referees, other coaches and/or spectators.
5. I also acknowledge that being a coach and acting as a player, or spectator my conduct is more closely noticed by all concerned. I will, therefore, strive to set a very high stand of personal conduct, to serve as an example to all.
6. When traveling, proper conduct is even more important because my action and the actions of my team reflect upon our city, school and every member of the League.
7. I hereby pledge that I will always faithfully carry out my duties and obligations as a coach registered with the league; and that I do hereby acknowledge and accept the jurisdiction of the League, NTSSA, and USSF over my actions and conduct as a coach/parent.
8. I furthermore understand that I may be disciplined, to include being placed on probation, suspended, or refused registration for significant or repetitive breaches of this Code of Conduct or any of its article or provisions, or League Regulations.

LEARN, TEACH, HAVE FUN AND LET THE KIDS PLAY.

COACH'S GUIDE

LEAGUE PURPOSES

1. Administration of competition of recreational teams for all players and promote youth development through competitive fun and fair play.
2. Nurture a positive, healthful environment for the players and for the effective and fair administration of the League's program.
3. Promote educational experiences that will contribute to the development of more highly skilled soccer players to be better citizens through teaching good sportsmanship and responsibility.

COACHING GUIDELINES:

1. Learn the game yourself and continue to learn-no one is ever a complete authority.
2. Don't criticize the players, rather TEACH them to do better.
3. Don't demand that the kids win, only ask that they try their best.
4. Let everyone play, the benefits far outweigh winning all the time.
5. Don't typecast a player to one position. Let him experience all aspects of the game. Look for any hidden talent.
6. Don't lose your temper in front of the kids.
7. Don't pressure the kids. Parents should cheer the players on emphasizing the good, down-playing the mistakes.
8. Get to know the other coaches and officials. They're not your enemies, but rather your allies in teaching.
9. Rival coaches should meet and exchange friendly greetings before and after each game to set the correct tone for the event.
10. Let the kids play for the fun of it. It's their game.
11. The most important thing is not to win but for all to participate.

PARENT'S GUIDE & PLAYER'S RIGHTS

GUIDELINES TO SOCCER PARENTHOOD

1. In competition someone always loses. If you win do it graciously, not boastfully. If you lose do not allow child to become negative.
2. Too much competition, too soon, can slow down a child's progress in skill development.
3. Make fun and technique development your first priority.
4. Your child's coach will need all the support and help you can offer. Please, make yourself available and volunteer all the time you can spare.
5. Disagreements with the coach or officials do not belong on the public soccer field. Questions, input, and positive suggestions should be voiced to the coach and/or club in adult atmosphere. (The youth player should not be present.)
6. The overall purpose is to enjoy the game and the opportunity to be with your child on the field of play.

PARENT'S ROLE

1. Provide transportation to and from all practices and games ensuring that the player is prompt not only in arriving but also in his departure.
2. Stay and watch practices as well as games and lend the young players your support in a positive manner. Do not point out their mistakes, leave that to the coach, but dwell on their accomplishments as well as their efforts.
3. I unable to attend to practice or game encourage child not to talk with or leave practices or games with strangers.
4. Ensure child brings equipment to all soccer games and practices when appropriate.
5. Be available to kick the ball around with your child when you are invited to do so.
6. Avoid material rewards. Build an attitude of "the rewards lie in the fun of being able to play".
7. Be a good listener. Make them feel important and let them know that they are contributing to a team effort.
8. Be positive. Never criticize. Suggest an alternate way if they are not performing correctly..."Hey, that is pretty good, but why don't you try it this way."
9. ALLOW YOUR CHILD TO BE A CHILD.

PARENT'S CODE OF CONDUCT

1. Children have more need for example than criticism.
2. Attempt to relieve the pressure of the competition, not increase it. A child is easily affected by outside influences.
3. Be kind to your child's coach and officials. The coach is a volunteer, giving of personal time and money to provide a recreational activity for your child.
4. The opponents are necessary friends. Without them your child could not participate. Applaud good plays by your team and by members of the opposing team.
5. Do not openly question an official's judgment and honesty. Officials are symbols of fair play, integrity, and sportsmanship.
6. Accept the results of each game. Encourage your child to be gracious in victory, and to turn defeat into victory by working towards improvements.
7. Remember your child is involved in organized sports for their enjoyment, NOT YOURS.
8. Encourage your child to always play by the rules.
9. Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointments.

PLAYER'S RIGHTS

1. The right to decide when to participate in soccer.
2. The right to play in every game. At younger ages, every child should have the opportunity to play at least 50% of every game. No child should have to stand and watch at practice.
3. The right to participate at a level that corresponds to each child's maturity and ability.
4. The right to be taught the fundamentals of soccer.
5. The right to participate in a safe and healthy environment.
6. The right to play as a child and enjoy participation in the sport.

CEN-TEX SOCCER ASSOCIATION CONSTITUTION

ARTICLE I: The name of this association shall be the CEN-TEX SOCCER ASSOCIATION, and it will be known as the “ASSOCIATION” for all purposes herein after set forth.

ARTICLE II: Its purpose shall be to foster and advance the cause of soccer and to guard the interests of its members. The program shall promote the idea of good sportsmanship, honesty, loyalty, and courage through organized athletic competition.

ARTICLE III: The headquarters of this association shall be located in the city of Brownwood, Texas.

ARTICLE IV: This association shall be comprised of two categories of members. The members of the first category, to be known as associate members, shall not be entitled to vote on association matters and shall be comprised of players, parents, and any other person who has an interest in and sympathy with the purpose of this association and who adheres to its constitution, by-laws, rules, and regulations.

The members of the second category, to be known as voting members, shall be entitled to vote on association matters and shall be comprised of current board members, Cen-Tex Soccer Association registered coaches, assistant coaches (per NTSSA roster), and referees (registered with CTSA). Voting members shall have a floor vote on all association matters. There shall be only one vote per voting member regardless of position or number of positions held.

ARTICLE V: The association shall be governed by a Board of Directors, hereinafter referred to as officers or board. A quorum of this board at regular scheduled meetings shall be as follows: Any five voting members of the association in good standing, at least three of which must be a combination of President, a First Vice President-Rules, a Second Vice President-Referees, a Third Vice President-Coaches, a Fourth Vice President-Fields, and Treasurer, a Secretary, a Registrar and/or a Concession Coordinator. A simple majority of the voting members present shall carry the vote. The officers shall be elected for a term of two years and may succeed themselves in the same office. Elections shall be held during the December board meeting. Newly elected officers shall assume office on January 1.

Any officer that desires to seek elections to another office must give written notice of intention to resign from the office he is holding no later than the regular meeting prior to the election.

No one person may be nominated for more than one office per ballot, except for write in nominations at the time of the elections.

One-half of the officers shall be elected each year in the following manner:

- President.....(elected odd years)
- V.P. Rules.....(elected even years)
- V.P. Referees.....(elected odd years)
- V.P. Coaches.....(elected even years)
- V.P. Fields.....(elected odd years)
- Treasurer.....(elected even years)
- Secretary.....(elected odd years)
- Registrar.....(elected even years)
- Concession Coordinator.....(elected each year)
- Commissioners.....(elected each year)

ARTICLE VI: The officers of the association shall consist of a President, a First Vice President-Rules, a Second Vice President-Referees, a Third Vice President-Coaches, a Fourth Vice President-Fields, a Treasurer, a Secretary, a Registrar, a Concession Coordinator and one Commissioner for each of the various player age divisions of the association. Each officer shall be entitled to one vote except for the President who shall refrain from voting unless there is a tie vote in which case the President shall cast the deciding vote.

ARTICLE VII: Any member of the Board of Directors shall be required to resign following a vote of no confidence in his/her ability to remain in office or to perform the duties of that office. The call for such a vote must be presented in writing to each member of the Board of Directors by not less than three members of such board. The vote of no confidence must be passed by a two-thirds majority vote at a scheduled board meeting after all officers have been given fourteen days written notice of such meeting.

ARTICLE VIII: The by-laws and constitution may be amended at any Board of Director's meeting provided that notice of the proposed amendment shall be given at the previous meeting in writing.

ARTICLE IX: The rules of soccer shall not be altered, unless approved and not contrary to this constitution, with exception: to the betterment and protection of the players of this association. Any changes shall be clearly explained in writing to all parties affected.

ARTICLE X: A member of the Board of Directors not attending three consecutive meetings of this association will have this office declared vacant unless such absences are excused by the simple majority of the Board of Directors in accordance with ARTICLE V. His office shall then be filled in accordance with the by-laws of the Cen-Tex Soccer Association under duties of the President, section f.

CEN-TEX SOCCER ASSOCIATION BY-LAWS

These are the By-Laws of Cen-Tex Soccer Association, duly adopted this 14th day of July, 1998, at an organizational meeting of the Board of Directors named in the Articles of Incorporation of the Association.

ARTICLE I (Offices)

- (1) **Principal Office.** The principal office of the association in the State of Texas shall be located in the city of Brownwood, county of Brown, Texas. The association may have such other offices, either within or without the state of Texas, as the Board of Directors may determine or as the affairs of the association may require from time to time.
- (2) **Registered Office.** The association shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office of the association, and the registered office may be changed from time to time by the Board of Directors.

ARTICLE II (Membership in Association)

This association shall be comprised of adults and youths who have become members of the association by application to an approval of the Board of Directors and who also adhere to the constitution, by-laws, and rules of soccer of the association. Any player may become a member of the association upon submission to and approval by the Board of Directors of the association of a properly executed application/release form, birth certificate, and payment of all fees. Any adult who agrees to abide by the constitution, by-laws, and rules of soccer of the association may become a coach upon the approval of the Board of Directors and continue coaching, subject to removal for a just cause by the association.

Any member of the association, coach, team, or official may be expelled, and his or her membership canceled, forfeited or suspended unilaterally by the association's Board of Directors or through its consideration of a recommendation of the Appeals and Disciplinary Committee, or he or she may be censured by the Appeals and Disciplinary Committee and/or by the association's Board of Directors for a violation of the association's constitution, by-laws, rules of soccer, or for conduct prejudicial to the interests of the association. A red card shall not in itself be considered an expulsion for these purposes. The Board of Directors may suspend the rights of any member who shall be in default for more than thirty days of any fees or fines so levied by the association. Any member of the association whose membership is terminated for any type of disciplinary reason must re-apply in person to the Board of Directors at which time their situation will be reviewed and may result, with a majority vote of the Board of Directors, in reinstatement.

The association will honor all orders of suspension of players, coaches, or referees issued by this association or any other association or USSF Division.

An annual membership is established as being from September 1 through August 31 of the following calendar year.

All players and coaches must register prior to each season. Unregistered players shall not be permitted to play due to insurance considerations. A registration fee will be established by the Board of Directors prior to the registration prior for each season.

ARTICLE III (Government of Association)

- (1) Government of Association. This association shall be governed by its members which shall consist of the Board of Directors of the association, referees, and the recognized delegate from each registered team in good standing; each of whom shall be entitled to one vote. No delegates shall be entitled to more than one vote. Only the designated delegates will have the right to speak at the meeting. Any Board of Director or delegate may introduce anyone to speak provided he has the permission of the chair. The designated delegate shall be the coach of the team unless otherwise specified in writing. There shall be no vote by proxy.
- (2) Affiliation with the North Texas State Soccer Association. This association shall be directly affiliate with and comply with the authority of the North Texas State Soccer Association and shall represent all its members and respective interests in and before the North Texas State Soccer Association.
- (3) Superseding Authority of NTSSA Rules. The association recognizes the superseding authority of the rules of the North Texas State Soccer Association (NTSSA).
- (4) Territory of the Association. The territory under the jurisdiction of this association is defined as being that part of Texas which includes: Brown County, Texas and Comanche County, Texas. A map reflecting the territory under the jurisdiction of the association shall be on file with NTSSA.
- (5) Jurisdiction. This association shall have jurisdiction over all members, administrators, referees, coaches, assistant coaches, managers, registered players, teams, parents and other personal affiliated with such teams. Each member will adhere to these by-laws and rules of soccer and will comply with the authority of the association. If the association is presented sufficient evidence that a member is not adhering to these by-laws and rules of soccer, the association will as the A & D Committee to investigate the allegation and take necessary action.
- (6) Fiscal Year. The fiscal year of the association shall be from August 1 to July.
- (7) Books and Records. The Corporation shall keep correct and complete books and records of account and shall keep minutes of all meetings at its principle office.
- (8) Resignation. Any director, committee member, officer, or agent may resign by giving written notice to the President. The resignation shall take effect at the time specified therein, or immediately if no time is specified. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.
- (9) Amendments to By-Laws. These by-laws may be altered, amended or repealed, or new by-laws may be adopted at any meeting of the association at which a quorum is present by a two-thirds vote of the total present membership. Provided, however, that all members have been given ten days written notice.

ARTICLE IV (Meetings)

- (1) Place of Meetings. All meetings of the association shall be held at such a place as shall be designated by the President. All meetings of the association will be open to the members and the general public. Executive session may be called by a two-thirds approval of the Board of Directors to discuss personnel or legal matters. Any vote will have to be brought in front of the association.
- (2) Quorum for Meetings. A quorum for all meetings shall consist of any five voting members of the association in good standing of which at least three shall be members of the Board of Directors. A simple majority of the voting members present shall carry the vote. Once a quorum is established, all actions taking place at the meeting shall be legal regardless of the number present at the time of a vote. Provided the meeting had not been previously legally adjourned.
- (3) General Membership Meetings. The association will hold monthly meetings on the second Tuesday of every month. Such meetings shall be at a reasonable location designated by the President. A quorum is required for this meeting to take place. The order of business shall be:
 - Roll Call and Vote Accreditation
 - Approval of Minutes of Last Meeting
 - Unfinished Business
 - New Business
 - Reports of Officers and Committees
 - Adjournment
- (4) Special Meetings. Special meetings of the association for any purpose or purposes, unless otherwise prescribed by statute or by the Articles of Incorporation or by these by-laws, may be called by the President by petition of twenty percent of the designated delegates from registered teams in good standing. Business transacted at all special meetings shall be confined to the purpose stated in the notice of the meeting. A quorum is required for this meeting.
- (5) Emergency Actions. Any three voting members of the Board of Directors (which may include the President) may take emergency action on matters demanding immediate attention when it is impractical or impossible to call a meeting and shall report their actions to all Board of Director members in writing within three days.
- (6) Notice of Meetings. Written or printed notice stating the place, day, and hour of a meeting shall be delivered not less than ten nor more than fifty days before the meetings, either personally by mail, by public announcement, or at the direction of the President to each delegate or board member of record entitled to vote at the meeting unless otherwise provided in these by-laws. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the delegate or board member at their address as it appears on the records of the association with postage thereon prepaid.
- (7) Proxy. There shall be no vote by proxy for any meetings.

ARTICLE V (Board of Directors)

- (1) Board of Directors. The business and affairs of the association shall be managed by its Board of Directors, which shall consist of the Directors of this Association; each of whom will be entitled to one vote. The Board of Directors shall transact all business of the association and shall have the power to enforce the laws of the game, rules of the NTSSA, the United States Soccer Federation and its respective division, and the by-laws and rules of soccer of this association. The Board of Directors shall also hear appeals of decision to their A & D Committee. The Board of Directors shall obtain assistance from individuals whose expertise will accomplish their duties.
- (2) Vacancies. The Board of Directors will find a candidate and present this person at a scheduled meeting for majority board approval within ninety days of the vacancy.
- (3) Compensation. The Board of Directors shall serve without salary for their services. Any Board of Director member may be reimbursed for expenses approved by the budget and/or the Board of Directors.
- (4) Reports. With the exception of the President, all Executive Officers of the association shall report the functions of their office at each regular meeting of the association.
- (5) Minutes. The Board of Directors shall keep regular minutes of its proceedings. The minutes shall be placed in the minute's book of the association. Minutes shall be approved at the next board meeting.
- (6) Grievance Involving Board of Director's Members. A member of the Board of Directors can be a member or official of a team or club. In the event of any grievance involving such organization, he may not act in its behalf nor be entitled to vote on the grievance.
- (7) Annual Budget. The Board of Directors shall approve an annual budget and designate a depository for association funds. The Board of Directors shall designate those officers who shall have authority to conduct the association's business and cause such persons to be bonded, if it is deemed appropriate.
- (8) The Board of Directors:
 - (a) shall adopt and publish such further local policies and procedures to conduct the association's business and/or govern the conduct of the membership.
 - (b) may purchase, receive, lease or otherwise own, hold, improve, use or otherwise deal in and with real, or personal property, or any interest therein by majority vote of the quorum.
 - (c) may pledge, sell, lease, operate personal property; and mortgage, dedicate alienate, release, transfer, hypothecate, sell of otherwise encumber its real property, together with improvements thereon by two-third's vote of the Board of Directors.
 - (d) shall exercise their powers and duties in good faith, with a view to the interests of the association and to this end adopt appropriate guidelines for action on matters where potential conflicts of interest may exist.

ARTICLE VI (Officers, Employees, and Agents)

- (1) **President.** The President of the association shall preside at all association meetings. He/She shall appoint all service committees. He/She is an ex-officio voting member of all committees. He/She shall cast the deciding vote in the event of a tie at any meeting, or he/she may waive the right to do so. He/She may appoint delegates to any meetings of the members. He/She shall submit an annual report in writing at the annual meeting and said report shall become part of the minutes of such meeting. He/She shall be responsible for insuring that all members with check signing authority be bonded. The President shall co-sign with the Treasurer all checks for expenditures as needed to conduct the regular business of the association. He/She is empowered to take prudent and reasonable action in cases not covered in these by-laws, and such authority is implicit in the office.
- (2) **V.P. Rules.** The Vice President Rules shall succeed to the office of President in the event that office becomes vacant. He/She shall serve in that office until the next regularly scheduled Executive Committee meeting, at which time the board of Directors will appoint a President to serve until an election can be held at the next Annual General Meeting to fill the office of President. The Vice President Rules shall succeed to the powers of the President in his/her absence. He/She shall be responsible for seeing that the administrative policies and operations of the association are carried out. The Vice President Rules shall provide rulings and/or interpretations of the constitution, by-laws, and the rules of soccer as they are required.
- (3) **V.P. Referees.** The Vice President Referees shall succeed to the powers of the President in the absence of both the President and Vice President Rules. The Vice President Referees shall organize the programs for the instruction, registration and administration of all USSF referees and assistant referees within the Cen-Tex Soccer Association in compliance with the programs and policies of NTSSA and USSF National Referee Committee. He/she shall maintain a record of the scores and standings in each competitive age group. He/she shall maintain a record of all caution points and inform the league and/or tournament officials and NTSSA of the player/or team status. The Vice President of Referees shall be required to either be a certified referee assignor or make the commitment to become a referee assignor at the very next available opportunity.
- (4) **V.P. Coaches.** The Vice President Coaches shall succeed to the powers of the President in the absence of the President, V.P. Rules, and V.P. Referees. The Vice President Coaches shall report all activities involving coaches at each regular meeting of this association. The Vice President Coaches shall promote the desire for the highest quality coaching standards throughout the association and assist all member coaches in achieving the highest quality coaching standards. He/She shall assist in the administration of all NTSSA coaching clinics held in the territory of this association and to schedule such clinics as needed to promote better coaching skills. He/She shall maintain records of all current coaches and their license level attained while participating in the coaching program of this association.
- (5) **V.P. Fields.** The Vice President Fields shall succeed to the powers of the President in the absence of the President and the previously mentioned Vice Presidents. He/She shall be responsible for the maintenance and use of all physical facilities at the soccer complex.

- (6) Treasurer. He/She shall server as the financial officer of the association and shall be responsible for coordinating budget appropriations, completing financial reconciliations, and reporting in writing, prior to each scheduled Board of Directors meeting, a balance sheet and income statement. He/She shall maintain complete and accurate financial records for all association receipts and disbursements. He/She shall co-sign all checks with the President.
- (7) Secretary. The Secretary shall keep minutes of all Board of Directors meetings and membership meetings. The minutes shall include a listing of all those in attendance. The minutes shall be approved at the next meeting if so voted. The Secretary shall keep all approved minutes in a book and have this book available for review by all members upon their request. The Secretary shall maintain a current record of the association's voting membership. The Secretary shall be responsible for periodic mailings to the association membership.
- (8) Registrar. The Registrar shall be responsible for administering all registration of players and coaches. He/She shall be responsible for the proper administration of the team assignments for all players. He/She shall be responsible for all rosters, travel applications and I.D. cards. He/She shall be aware of any team or association not in good standing with NTSSA. He/She shall be responsible for all movement of players (add, transfer, or delete) and shall be responsible for the completion of and the proper filing of all forms. He/She shall be responsible for notifying the Treasurer of any uncollected fees or fines. He/She shall be responsible for the completion of and proper filing of the association reconciliation forms, intent to play in Tournament of Champions forms, and insurance claim forms and any other forms so administered by NTSSA. He/She shall be aware of any procedural changes issued by NTSSA or the association and properly inform the commissioners of each age group of these changes.
- (9) Concession Coordinator. The Concession Coordinator shall be responsible for maintaining the concession stand for the association during all league and tournament games.
- (10) Commissioners. Commissioners shall conduct at least one age group division meeting for all the coaches/team representatives before playing schedules are established. These meetings shall cover:
 - (a) The administration of team assignments (player draft).
 - (b) The division organization as pertaining to the number of teams, length of season, number of games to be played, team uniform color conflicts, and team name conflicts.
 - (c) What constitutes a forfeit and what/when games will be allowed to be made up.
 - (d) Policies on use of and maintaining fields, policies on use of and maintaining nets, policies for ties in division standings, trophy policies, tournament policies and appeal and grievance policies.
 - (e) Which teams have returning coaches and which teams will need to find someone to volunteer.
 - (f) Rule XI-DISCIPLINE

- (g) Discuss any amendments to the association's and NTSSA's constitution, by-laws and local rules of soccer.
 - (h) Commissioners shall coordinate with the Registrar on the administration of team assignments (player draft) for their age group division.
 - (i) Commissioners shall coordinate with the Scheduling Committee on the scheduling of all games for their age group division.
 - (j) Commissioners shall deal with appeals or grievances arising in their age group division.
- (11) Coaches. The association will invite individuals who will promote and uphold the purpose and goals of this association as set forth in the by-laws.

All coaches are required to attend at least a "G" clinic and are urged to attend additional clinics. The purpose of these clinics are to introduce modern soccer coaching methods, raise the level of play within Cen-Tex Soccer Association and NTSSA and provide for the development of the players to their full potential.

A coach's invitation may be withdrawn if he/she does not promote and uphold the goals of Cen-Tex Soccer Association and NTSSA. Any three members of the association may petition in writing the A & D Committee to review a coach's invitation. The review will be conducted per the A & D guidelines.

Only coaches shall coach or instruct players during the game and this shall be in a positive and constructive manner.

ARTICLE VII (Standing Committees)

The following standing committees shall be appointed by the Chairperson and approved by two-thirds majority vote and the Board of Directors present at the next scheduled board meeting. Vacancies on such committees shall be filled by appointment, within thirty days of occurrence of such vacancy. In case of an emergency, the committee chairperson shall have the power to fill vacancies of any committee by appointment until such vacancy can be filled in accordance with normal procedures. All committee meetings/hearings are open to the membership.

- (1) *Appeals and Disciplinary Committee.* The committee will consist of seven members, including the Chairperson, nominated by the Board of Directors. A limit of two members from any one age group shall be enforced. Three members shall constitute a quorum. The Chairperson shall notify those parties involved in any A & D hearing within seven days of the ruling of this committee. The Chairperson shall notify the Board of Directors and NTSSA of the rulings made for each situation. The V.P. Rules shall serve as a non-voting advisor to the A & D Committee. All reports will be heard in a timely manner by the committee and in no event shall this time period exceed fourteen days. All decisions of this committee will be governed by the Rules and Regulations of NTSSA. Executive committee members shall not sit on the A & D Committee.
- (2) *Scheduling Committee.* This committee shall be comprised of the V.P. Fields, the V.P. Referees, and the V.P. Coaches with the V.P. Fields serving as

Chairperson. This committee shall, with the assistance and cooperation of the age group commissioners, develop and coordinate a regular league playing schedule for all teams during the season including any re-scheduled games. The only recognized reasons for postponement of scheduled games are:

- (a) any unforeseen emergency.
 - 1. The loss of one or more players to an activity other than soccer does not constitute an emergency. This includes players playing in tournaments as guest players on a different team. All efforts should be made to play with the players present or expected to be present.
 - 2. In the case where an emergency prevents the coach of record from attending a game, all efforts should be made to find a team representative for the game.
- (b) Inclement weather.
- (c) Attending an out-of-town tournament. (Every effort possible will be made for the team to make it up prior to the tournament.)
- (d) an act on the part of the players, coaches, parents, etc. before the game is started or is considered complete that requires the referee to suspend the game. Any team not showing up for their regularly scheduled game for any other reason will forfeit the game.

- (3) *Tournament Committee.* This committee shall be comprised of the President, V.P. Fields, the V.P. Referees, and the Concession Coordinator. The tournament director shall be a volunteer from the association membership/board and shall be elected by majority vote. Standing members of the tournament committee shall not serve as the tournament director. This committee shall be responsible for schedules and formats for all tournaments sponsored by this association. This committee is responsible for obtaining, filling out, administering and filing all sanctions, forms and any other paperwork required by NTSSA. Any special rules and/or procedures for local tournaments that are adopted by the Board of Directors shall be administered by this committee.

ARTICLE VIII (Rules, Regulations, Procedure for Appeal)

In no event shall any person or persons or organizations under the jurisdiction of this association resort to the courts until all appeal procedures have been exhausted. For violations to this rule, the offending party shall be subject to the sanctions of suspension and fines as set forth by the United States Soccer Federation, and shall be liable for all expenses incurred by the Cen-Tex Soccer Association and its officers and members in defending each court action, including but not limited to court costs, attorney fees, reasonable compensation for time spend by the Cen-Tex Soccer Association officers and members in responding to and defending against allegations in the actions, including responses to discovery and court appearances, travel expenses, and the expenses for holding special meetings necessitated by the court action.

- (1) Procedures for filing appeals shall be as follows.
 - (a) All appeals to the Appeals and Disciplinary Committee must be submitted in writing and received within ten days of the appealed decision. All appeals

shall be accompanied by a \$50.00 fee (cash or cashier check) with the exception of coaches invitation review. If the appeal is upheld by the committee, the fee will be returned. If it is denied, the fee will be forfeited to the treasury of this association.

- (b) This committee, at its discretion, may, when requested in writing to do so, waive the time limit for filing appeals, but in no case shall an extension of more than ten days be granted.
- (c) All appeals to this committee must be made in writing to the Chairperson of the committee. In case of controversy as to timely receipt of appeals, the postmark date (postage meter not acceptable) will govern.
- (d) Upon receipt of appeal, properly submitted, the Chairperson of the committee shall set a time and place for the hearing and will advise all appropriate parties. Such hearing settings are solely the responsibility of the committee, but all such hearings must be scheduled within ten days of receipt of the appeal and the appealing party is bound to present all information and evidence relative to the appeal at the hearing.
- (e) Decisions of the Appeals and Disciplinary Committee may be appealed to the Executive Committee of this association. Procedures for filing appeals with the Executive Committee shall be exactly (including time limit and filing fee) as for filing with the Appeals and Disciplinary Committee except that all material shall be submitted to the President, who shall notify all concerned parties of the receipt of the appeals and the time and place for the hearing as set by the President.
- (f) Decisions of the Executive Committee may be appealed to the NTSSA. Appeals must be mailed to NTSSA within five days of the Executive Committee decision.
- (g) All decisions at all levels of the appeal process shall stand and be of full force and effect until changed by a higher authority.

CEN-TEX SOCCER ASSOCIATIONS RULES OF SOCCER

1. Rules of Competition.

Substitute players and spectators must remain at least three feet back from the touchline and within the designated spectator area. There will be no coaching from behind the goals. If a team plays with less than the maximum number of players per age group as specified by NTSSA on the field, the opposing team may reduce the number of players on their team to correspond to the opponents, but they shall not be morally or legally required to do so.

2. Coaches Responsibilities.

- a. A coach, assistant coach, or a team representative must be present with and be responsible for the team and spectators during the game. If no one will assume this responsibility, the game will be declared a forfeit.
- b. Coaches who intend to continue or who intends to discontinue coaching in the Cen-Tex Soccer Association shall:
 - (1) He/She must notify the league at least tow weeks before the player draft is held of their intention.
 - (2) If he/she is intending to discontinue coaching or no notification is received by the association, all parents will be called to notify them there is no coach and give each of them the opportunity to volunteer to coach or secure a coach for their team.
 - (3) If no coach, assistant coach, or team representative is available at the time of the player draft to represent their team, it will be disbanded and put back through the draft.
 - (4) If registration is high in a particular age group and it is necessary to form another team or to maintain an existing team nucleus that is unrepresented, every effort will be made to supply a coach.
 - (5) If after team assignments are made all team leadership is lost and all possibilities of replacement are extradited, the Board of Directors, with the cooperation of the commissioner of the particular age group involved, shall make every effort to place each player on an existing team.

3. Team Identification Conflicts.

Should two teams in the same age group desire the same team name and/or team colors, the team which has used the name and/or colors in Cen-Tex Soccer Association for the longest period shall have the privilege of choice. If the teams are equal in longevity the age group commissioner and the coaches shall work out a fair and equitable compromise.

4. Alteration of the Rules of Soccer.

The rules of soccer shall not be altered, unless approved and not contrary to the constitution and by-laws of Cen-Tex Soccer Association and NTSSA, with this exception: to the betterment and protection of the players of this association. Any changes shall be clearly explained in writing to all parties affected.

5. League Standings.

- a. There will be no scores recorded and no league standings kept for the, under five, under six, and under eight age groups.
- b. There shall be a record of the final scores and league standings kept for the under ten through under nineteen age groups. The V.P. Referees and Commissioners of each age group will keep records of wins, losses, and ties.
- c. If at the end of the regulation play the score is tied, the tie will be allowed.
- d. If at the end of the season there are teams in age groups under ten through under nineteen which are tied in league standings, a play-off game will be held to determine a winner. If the game is tied at the end of regulation, the game will go into overtime play and FIFA kicks, if necessary, to determine a winner. If at the end of season play more than two teams are tied, a round robin tournament format will be used to determine the league champion.

6. League Awards

- a. The association will award all players in the under five, under six, and under eight age groups with participation awards at the end of each season.
- b. The association will award first and second place trophies to the under ten through under nineteen age groups in which there are more than three teams participating. The association will award first place trophies to age groups in which there are three or less teams participating.

7. Transfer and Release.

A player may be transferred only once during any soccer year. Transfers will be handled after team assignments are made. The transfers will be handled by the two coaches involved, their age group commissioner and approved by the Board of Directors and NTSSA state youth commissioner. All requirements of the transfer and release rule being met and filed with the registrar. The burden of responsibility for seeing that rule is complied with lies with the coach of the team accepting the transferring player. The Recreational Add/Transfer/Delete form is the only form that has to be filled out.

8. Playing Age.

- a. The age of a player shall be his/her age on July 31 of the current soccer year.
- b. Youth players may participate in older divisions, but may not play in younger divisions than their age dictates. Once a player has played "up" to the next age bracket, he/she may not play "back" in his own age bracket until the following soccer year.

9. Types of Teams.

The following definitions of the recreational team and select/competitive team are:

- a. Recreational Team- A team shall be classified as a recreational team if it is made up of players that are not selected based on their athletic ability. Assignment to a team by, (1) an age group coordinating committee of more than one member on a territorial basis as defined by the Member Association Bylaws/Constitution. (Example: neighborhood schools, precincts, zip codes, etc.) or (2) by a random draw from one player pool on a territorial basis as stated above are the accepted means of forming and supplementing a recreational team.
- b. Select/Competitive Team- A team shall be classified as a select or competitive team if it is made up of players that tried out and then were selected by the coach or any other team representative. They can be selected through tryouts or through

observation of the player during competition. In general, a team not formed as is defined in paragraph (a) above is considered a select/competitive team.

10. Formation of Teams.

- a. When a team moves up to an older age division with either the returning coach or a nucleus of at least five players the team shall be allowed to stay together if at all possible. This is effective for age groups under eight through under nineteen.
- b. Placement of new registrations on a team shall be determined by the player draft.
- c. The commissioner of each age group shall determine the drafting order by a blind drawing of numbers from a hat, bucket, etc. for the first draft choice.
- d. Each team in the age bracket gets one draft pick. Then the team in the age bracket with the least number of registered players picks until they reached team roster size parity with the team with the next least amount of players. As parity is reached in number of team members the drafting order shall be resumed.
- e. All coaches shall first draft players from the player pool whose ages correspond to the age of his/her team. He/She can draft younger or older players only after all players corresponding to the age of his tam have been drafted.
Example: A first year under eight coach must draft first year under eight players until all first year under eight players eligible have been drafted.
- f. All teams in each age division will retain all players on its roster, unless a player requests to go back into the draft.

11. Registration.

- a. Registration deadline is one week before draft night. Registrations received after the deadline will be charged a late fee.
- b. If the registration fee for a child has not been paid by the first league game or hardship has not been requested, that child will be considered an ineligible player and will not be allowed to play until the registration fee is paid or hardship status is obtained.
- c. A committee consisting of the President, the Treasurer, and the Registrar will be the approving authority for hardship cases. All coaches will submit in writing for hardship cases to this committee. The following information will be submitted.
 - (1) Parents' name and address.
 - (2) Parents' work and home phone number.
 - (3) Supervisors name and extension number (if applicable).
 - (4) Short reason for the hardship request.

12. Late Registration.

- a. No registration will be accepted after draft night. (NO EXCEPTIONS!)
- b. If a player does not register locally and misses the primary season (fall season) and then desires to rejoin the association, that player shall go to the draft for placement.

13. Foul Weather Procedure.

- a. Teams must report to the playing field ready to play unless previously notified. A fifteen minute grace period will be allowed after start time, after which a forfeiture for the team not in attendance will be declared. If both teams do not arrive within the grace period, a double forfeiture will be declared. A forfeiture is equivalent to a loss. Coaches must not assume that a game has been postponed.
- b. If a game is suspended by the referee, the scheduling committee must be notified. If the game is suspended before the second half has been started, that game shall be

replayed. If suspended after the second half of play has begun, that game shall be considered a full game.

14. Friendly Games.

- a. A friendly game- A single non-league game between two teams utilizing a certified referee(s).
- b. Group of friendly games- A number of friendly games with more than two teams participating.

15. Unsanctioned Play.

- a. Outdoor/indoor league not sanctioned by NTSSA or other USSF affiliate.
- b. Outdoor/indoor tournament not sanctioned by NTSSA or other USSF affiliate.
- c. Any game (friendly or scrimmage) with a non-USSF affiliate.

16. Rules of Field Play.

- a. Under Five/Six:
 - 1) Duration of play is divided into four eight minute quarters.
 - 2) Start 2nd and 4th quarters according to how the 1st and 3rd quarters ended. (i.e. if 1st quarter is stopped at a throw-in, start 2nd quarter with a throw-in, If 3rd quarter is stopped with the ball in play, start 4th quarter with a drop ball.)
 - 3) A two minute break is to be taken after the 1st and 3rd quarters to allow for substitutions. A five minute break is allowed at half-time.
 - 4) At kick-off, corner-kick, and indirect free-kick, opponents should be 5 yards from the ball.
 - 5) For all fouls, an indirect free-kick is to be taken.
 - 6) For throw-ins/kick-offs done improperly, a second try is allowed.
 - 7) Goal kicks are to be taken from any point inside the goal area.
 - 8) Off-sides is not called.
 - 9) Ball in and out of play and method of scoring governed by FIFA law.
 - 10) Ball size is #3.
 - 11) All players are to play one half of the game unless restriction of play for disciplinary reasons.
 - 12) Players are to be substituted at quarter breaks with the exception of injury or at the referee's discretion.
 - 13) Coaches may be on the field no more than five yards from the touch line.
- b. Under Eight:
 - 1) Duration of play is divided into four ten minute quarters.
 - 2) Start of quarters-same as Under Five/Six rules.
 - 3) Break in play- same as Under Five/Six rules.
 - 4) At kickoff, corner-kick and indirect free-kick, opponent should be six yards from the ball
 - 5) For all fouls- same as Under Five/Six rules.
 - 6) Throw-ins- same as Under Five/Six rules.
 - 7) Goals kicks- same as Under Five/Six rules
 - 8) Off-sides- same as Under Five/Six rules
 - 9) Ball in and out of play and method of scoring is governed by FIFA Law.
 - 10) Ball size is #3.
 - 11) Players play time- same as Under Five/Six rules
 - 12) Players substitutions- same as Under Five/Six rules
 - 13) Coaches may not be on the field at any time during play.

- c. Under Ten:
 - 1) Duration of play is divided into two 25 minute halves with a five minute break at half time.
 - 2) At kick-offs, corner-kicks, and free-kicks, opponents should be eight yards from the ball.
 - 3) Ball size is #4.
 - 4) All other rules governed by FIFA Laws.

- d. Under Twelve:
 - 1) Duration of play is divided into two 30 minute halves with a five minute break at half time.
 - 2) Ball size is #4.
 - 3) All other rules governed by FIFA Laws.

- e. Under Fourteen:
 - 1) Duration of play is divided into two 35 minute halves with a five minute break at half time.
 - 2) Ball size #5.
 - 3) All other rules governed by FIFA Laws.

- f. Under Sixteen:
 - 1) Duration of play is divided in to two 40 minute halves with a five minute break at half time.
 - 2) Ball size #5.
 - 3) All other rules governed by FIFA Laws.

- g. Under Nineteen:
 - 1) Duration of play is divided into two 45 minute halves with a five minute break at half time.
 - 2) Ball Size #5.
 - 3) All other rules governed by FIFA Laws

17. Regulations for Using Cen-Tex Soccer Fields Outside of League Play

- a. No team will practice, scrimmage or play games inside the fences of Cen-Tex Soccer without the proper approval from Cen-Tex Soccer Board of Directors. All teams will be given one (1) practice prior to the beginning of the first scheduled game for the league.

- b. Any team wanting to use their one allowed practice, scrimmage, or play games on fields located at Cen-Tex Soccer Complex must receive verbal permission from the V.P. of Fields at least one day prior to doing so.

- c. Two weeks prior to the Tournament of Champions all TOC teams may practice at the Cen-Tex Soccer Complex. These teams are responsible for all nets and flags on their fields and any trash that may occur during practice.