



BY-LAWS

THE WEST HARTFORD YOUTH FOOTBALL LEAGUE

FOUNDED BY JOHN H. CAREY, JR., 1955

2014 Season

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ARTICLE I - NAME AND LOCATION

- Sec. 1. The name of this non-profit organization shall be the West Hartford Youth Football League, a division of the West Hartford All Sports Council, Incorporated, hereinafter referred to as "the League".
- Sec. 2. The location of this organization shall be the Town of West Hartford, CT.

ARTICLE II - OBJECTIVE

- Sec. 1. The objective of this organization is to instill in the youth of the Town of West Hartford principles of good citizenship, good sportsmanship and teamwork, through the knowledge of and association in, the competitive sports of football.

ARTICLE III - THE BOARD OF DIRECTORS

- Sec. 1. The Board of Directors shall manage the affairs of the League.
- Sec. 2. Men or women who have served in the League for three (3) or more years as either a Head Coach, Assistant Coach, Officer, Director, Committee Member or Team Parent and have actively participated in the League during at least two of the prior three years shall be eligible to be nominated for the Board of Directors. A list of those people eligible and confirmed by the nominating committee will be established annually at the Annual Meeting. Three year participation requirement may be waived at discretion of the Board of Directors subject to majority approval by the eligible voters.
- Sec. 3. The Board of Directors shall have between nine (9) and nineteen (19) members. A quorum for the transaction of business of the Board of Directors shall consist of at least 51% of the members. Except as otherwise set forth in these By-Laws, the Board of Directors shall act at all times by simple majority vote of the quorum.
- Sec. 4. The Board of Directors shall have full power to resolve any disputes relating to all matters of the By-Laws.
- Sec. 5. The Board of Directors shall have the authority, by vote of two-thirds (2/3) of the members present after a hearing at which the person is given the opportunity to defend himself/herself, to put on probation, suspend, or remove any member whose conduct is considered inappropriate to the best interest of the League.
- Sec. 6. The Board of Directors and Head Coaches are to attend at minimum of 70% of the meetings held by the Board of Directors. If a Head Coach cannot attend a scheduled meeting, that Head Coach shall make arrangements to have representation by another member of his/her coaching staff to attend the meeting.

Sec. 7. Coaches, Volunteers, Players and Family members, shall follow the proper protocol in resolving issues or problems. Persons seeking resolution should follow the guidelines set forth in the description of the 3rd Vice President (Article V Section 3). Final resolutions shall follow the guidelines outlined in Article III, Sections 3 and 5.

ARTICLE IV - OFFICERS

Sec. 1. The Officers, Directors and Committees of the League shall be:

1. **OFFICERS:**

- President
- Executive Vice President
- 1st Vice President
- 2nd Vice President
- 3rd Vice President
- 4th Vice President
- 5th Vice President
- 6th Vice President
- Treasurer
- Secretary

2. **DIRECTORS:**

- Divisional Director – Pony
- Divisional Director – Pee Wee
- Divisional Director – Mighty Mite
- Divisional Director – Instructional / Flag

3. **COMMITTEES:**

- Fundraising Committee
- Parent Committee
- Player Eligibility Committee

Sec. 2. The President and Executive Vice President cannot be a standing Head Coach of any team in the League.

Sec. 3. The 1st Vice President of the League cannot be a standing Head Coach or Assistant Coach of any team in the League.

Sec. 4. The duties of the Officers, Directors and Committee Members shall be as follows:

1. Officers

President (Executive):

The President shall call and conduct all meetings according to the League By-Laws. The President shall have the power to appoint any chairperson and committee members to efficiently execute the duties of the League. The President shall research and appoint the chairperson for the Fundraising and Parent Committee's and the four Divisional Directors. The President shall be the Executive Officer in charge of seeing that all members of the Executive Board, Directors, Committees and/or Coaches are executing their outlined tasks and duties. The President shall be the Executive Officer in charge of executing the policies approved by the Board of Directors. The President cannot be a Head Coach in the League. This position holds 1 vote as an officer of the Board of Directors.

Executive Vice President (Development):

The Executive Vice President shall preside over the Development of the League. The Executive Vice President shall assist the President as directed and have full powers to act in all matters in the absence of the President, including but not limited to running meetings, etc. The Executive Vice President shall be responsible for pursuing sources of revenue in the form of grants and gifts from organizations that make such funds available to non-profit groups such as the League. The Executive Vice President shall be responsible for renewing and collecting funds from our team sponsorships and pursue any new sponsorship as needed. The Executive Vice President shall be responsible for every team sponsor having a banner to be hung at games. The Executive Vice President shall find and appoint a chairperson and, if needed, committee members for Development. The Executive Vice President shall help the President execute the policies approved by the Board of Directors. The Executive Vice President cannot be a Head Coach in the League. This position holds 1 vote as an officer of the Board of Directors.

1st Vice President (Registration):

The 1st Vice President shall preside over Registration. The 1st Vice President shall have full responsibility for player registration and the distribution of players; i.e., blind draft. The 1st Vice President shall work to ensure proper collection, storage and security of registration data and player information. The 1st Vice President shall be responsible to police all matters pertaining to such duties. The 1st Vice President shall be responsible for the planning and running of all registration drives, i.e., parades, Celebrate West Hartford, etc. The 1st Vice President must appoint a chairperson and, if needed, committee members to assist with Registration. The 1st Vice President, along with the chairperson cannot be a Head Coach or Assistant Coach in the League. This position holds 1 vote as an officer of the Board of Directors.

2nd Vice President (Publicity):

The 2nd Vice President shall preside over the League's Publicity. The 2nd Vice President shall provide and oversee the positive promotion of the League, its events and activities through the use of the media and other available mediums. The 2nd Vice President shall be responsible for assuring weekly publication of

game results and statistics provided to him/her by team coaches and/or representatives. The 2nd Vice President shall also be responsible for notifying media of the League's special events including parades, registration, Opening Day and Super Bowl. The 2nd Vice President will make the necessary arrangements for videotaping, announcing, and airing of the League Super Bowl games on public television and/or through other media; i.e., WHCTV. The 2nd Vice President shall be responsible for the regular maintenance of the League website to ensure pertinent League information is posted in a timely manner and maintained on the website, including a calendar of events. The 2nd Vice President shall not be responsible for updating individual team web pages within the League website. The 2nd Vice President shall appoint, if needed, committee members to assist with Publicity. This position holds 1 vote as an officer of the Board of Directors.

3rd Vice President (Public Relations):

The 3rd Vice President shall preside over Public Relations. The 3rd Vice President shall serve as a liaison between players, families and the Board of Directors. The 3rd Vice President will also act as the liaison between coaches and the Board of Directors. The 3rd Vice President will be responsible for promoting an understanding, by players, families, and/or coaches of the League's functions, operations and goals. The 3rd Vice President shall be responsible for advising the Board of Directors of issues, trends and concerns as expressed by players, families, and/or coaches during his/her interactions with the League. The 3rd Vice President will see that all player, family, and/or coaching related inquires go through the proper channels and procedures; i.e., approaching Coach first, 3rd Vice President second, President and Executive Vice President third. The 3rd Vice President will make all recommendations on dismissal of current coaches not meeting the standards set by the League to the Board of Directors. The 3rd Vice President shall appoint, if needed, committee members to assist with Public Relations. This position holds 1 vote as an officer of the Board of Directors.

4th Vice President (Equipment):

The 4th Vice President shall preside over and be responsible for the selection, purchase and maintenance of all League equipment; i.e., uniforms, etc. The 4th Vice President shall order all awards and/or recognitions; i.e., trophies, etc. No purchases will be allowed without his/her approval. Any purchase over \$500 must be approved by the Treasurer. The 4th Vice President shall resolve all credit issues due the League in a timely manner; i.e., 60 days. The 4th Vice President has authority to order an inventory and audit any team's equipment at any time during the year. The 4th Vice President will submit a report of inventory at the Annual Meeting. This position holds 1 vote as an officer of the Board of Directors.

5th Vice President (By-Laws):

The 5th Vice President shall be in charge of keeping the By-Laws updated, recording any changes and/or amendments and the distribution of the By-Laws to all League members. The 5th Vice President shall be in charge of recording any changes and/or amendments of any League and division specific rules changes made beyond the rules stated in the Federation Rule book. The 5th Vice President

shall distribute a division specific rules of play to all League members. The 5th Vice President shall be in charge of the distribution of the Federation Rule book to all League members. The 5th Vice President shall also be assigned the task of setting the schedule of games and rescheduled games for both regular and playoff seasons. This position holds 1 vote as an officer of the Board of Directors.

6th Vice President (League Matters):

The 6th Vice President shall be in charge of a variety of League matters; i.e., officials, permits, etc. The 6th Vice President will see that there are officials for each day there are games, including rescheduled games. The 6th Vice President will make arrangements each week to meet with the Treasurer to obtain checks to pay officials. The 6th Vice President will deal with and finalize all field permits and insurance coverage for practice, including all-stars and game days, including rescheduled game days and all-stars. If requested by the Board of Directors, the 6th Vice President will arrange for an Ambulance to be available for each day there are games. The 6th Vice President will organize and arrange the annual program book. The 6th Vice President will organize and make arrangements for Opening Day pictures. The 6th Vice President shall appoint, if needed, committee members to assist with League Matters. This position holds 1 vote as an officer of the Board of Directors.

Treasurer:

The Treasurer shall be in charge of the deposit and distribution of all League funds. The Treasurer shall prepare a budget for the next season, which will be delivered at the Annual Meeting. The Treasurer shall be responsible for submitting a formal, written, semi-annually, non-certified, audited Financial Report. The Treasurer shall also submit a year-end Financial Report. The Treasurer shall pay all types of outstanding bills within 30 days of receipt, unless there is an unresolved issue with a League credit. The Treasurer shall be prepared to render other reports as requested by the President and/or Executive Vice President. This position holds 1 vote as an officer of the Board of Directors.

Secretary:

The Secretary shall record and distribute minutes of all of the leagues meetings and handle all correspondence and notifications concerning meetings. These meetings include all League, Director and Committee meetings. The Secretary shall email minutes within 7 days of a meeting being held. No voting privileges.

2. Directors

Divisional Directors:

There shall be three (3) Divisional Directors appointed by the President, one for the Pony Division, one for the Pee Wee Division, one for the Mighty Mite Division and Instructional (Flag) Division combined. The Divisional Directors shall preside over all meetings requested by any Head Coach(s) within that division for the purposes of discussing and establishing division specific rules proposals, discussing issues of concern, and preparing proposals for advancement.

Results from requested Divisional Director meetings will go to a finalizing vote by the officers of the Board of Directors for approval. No voting privileges.

3. Committees

Fundraising Committee:

The Fundraising Committee shall be responsible for all fundraisers run for the League. The Fundraising Committee will also be responsible for the maintenance and running of the League's concession stand. The chairperson of the Fundraising Committee, appointed by the President, will be responsible for finding all committee members. No voting privileges.

Parent Committee:

The Parent Committee shall consist of all League Team Mothers and any other parent that wants to get involved in the League. The Parent Committee shall assist with fundraising and the running of the concession stand as it pertains to his/her specific team within the League. The chairperson of the Parent Committee, appointed by the President, will be responsible for finding all extra committee members. No voting privileges.

Player Eligibility Committee:

The Player Eligibility Committee shall review all requests made by coaches for any change and/or addition to a player's eligibility. The Player Eligibility Committee shall consist of the head coaches of the division that the player in question plays in, along with the President, 1st VP, and 3rd VP voting on those decisions. All decisions of the Player Eligibility Committee shall be final.

ARTICLE V - ELECTIONS OF DIRECTORS AND OFFICERS

- Sec. 1. The President shall appoint a nominating committee of three members from the Board of Directors to prepare a slate of Officers and Directors to be presented for election at the Annual Meeting. Such nominations shall be made at least 30 days prior to said Annual Meetings. Other nominations from the floor may be made at the Annual Meeting.
- Sec. 2. Officers and Directors of the League shall be elected by a majority of the incumbent Board of Directors at the Annual Meeting. (See Article III, Section 3)
- Sec. 3. If any Officer or Directorship is left vacant, the Board of Directors may fill the unexpired term at any official meeting following written notice to all members of the Board of Directors that an election is to take place.
- Sec. 4. Officers and Directors are nominated on a yearly basis.

ARTICLE VI – MEETINGS OF THE BOARD OF DIRECTORS

- Sec. 1. The Annual Meeting of the Board of Directors shall be held during the 4th week of January. The purpose of this meeting shall be to elect a new slate of Officers and Directors and to schedule the annual Pee Wee and Mighty Mite player drafts.
- Sec. 2. Additional meetings may be called by the President or upon request of at least four members of the Board of Directors to the President.
- Sec. 3. All meetings shall be open to all adult personnel associated with any part of the League, but only members of the Board of Directors may vote. All meetings will be conducted according to Roberts Rules of Order.
- Sec. 4. Written or oral notice of meetings shall be given to all members of the Board of Directors at least one week prior to the time of any meeting of the Board of Directors. Any Officer may waive notice of any meeting in writing or by attendance without protest at the meeting.
- Sec. 5. If all members of the Board of Directors, severally or collectively consent in writing to any action taken or to be taken, such action shall be as valid as though it had been authorized at a meeting of the Board of Directors. The Secretary shall file such consents within the minutes of the meetings of the Board of Directors.
- Sec. 6. Members of the Board of Directors may participate in a meeting of the Board of Directors by means of a conference telephone or similar communications equipment enabling all members participating in a meeting to hear one another. Participation in a meeting pursuant to this section shall constitute presence in person at such meeting.

ARTICLE VII -PLAYER ELIGIBILITY

- Sec. 1. Any youth will be eligible to play who meets all of the following requirements:
1. Is a resident of West Hartford, or attends a public or private school in West Hartford, or receives special permission from the Board of Directors.
 2. Has written permission from one or both parents or legal guardian.
 3. Meets the specific weight, age, or grade requirements under the proper divisional classification.

Sec. 2. Player eligibility or changes in player eligibility shall be determined by the Player Eligibility Committee outlined in Article V, Section 4. All decisions of the Player Eligibility Committee shall be final.

ARTICLE VIII - ORGANIZATION AND PLAYER ALLOCATION

Sec. 1. Divisions

Youths selected to play in the Football League shall be divided into Four separate Divisions; PONY, PEE WEE, MIGHTY MITE AND FLAG. Each Division will have separate teams that will be sponsored by the League and supported by registration, fund-raising, contributions from spectators, and or organizations or firms desiring to further promote the League.

Sec. 2 Teams **CREATION/ELIMINATION OF TEAMS**

The creation of any expansion team or elimination of any team on any level shall be within the discretion of the Board of Directors subject to majority approval by the eligible voters.

Sec. 3. Instructional / Flag Division

The Flag Division shall be comprised of children aged 5, 6 and 7 as of September 1 of the current year. There are no weight restrictions. 7 year olds have the option of playing up to the Mighty Mite Division subject to a signed parental request and consent and approval by the Player Eligibility Committee

Sec. 4. Mighty Mite Division

The Mighty Mite Division shall be composed of children ages 8 and 9 as of September 1 of the current year. Children age 10 as of September 1 of the current year and weighing 75 pounds or less have the option of playing down in the Mighty Mite Division; No other 10 year olds will be eligible to play in the Mighty Mite Division. Any player whose weight exceeds 125 lbs without pads shall be limited – see restrictions below. Players eligible to run with or catch the ball (skilled positions) must not exceed 115 lbs.

- *Players over 125lbs without pads must play as interior linemen on both offense and defense*
 - o *Defense (Tackle to Tackle, cannot play D-End)*
 - o *Offense (Center, Guard or Tackle)*
 - o *Special Teams (Cannot play on kick team & are only allowed on the front line for the kick return team)*

- *Players over the weight to run the ball and between 116-125lbs without pads and are limited to the following positions*
 - o *Defense (as above but may also play D-End)*
 - o *Offense (As above but may also play TE)*
 - o *Special Teams (Cannot play on kick team & are only allowed on the front line for the kick return team)*
- *Players weighing 115lbs or less without pads are not position limited and may run with the ball*

New youths in the Mighty Mite Division who quit prior to opening day cannot play for any other team that year. The following year, their names are free re-entered in to the draft. If a youth in the Mighty Mite Division quits after opening day, he/she remains the property of the same team for the following year and can only be released by permission of the Head Coach of the Mighty Mite team to which he/she is committed.

*The Mighty Mite Division will combine with the Farmington "C" League and as such will schedule a fully integrated season including playoffs between the two leagues on a trial basis for the 2014 Season.

Sec. 5.

Pee Wee Division

The Pee Wee Division shall be comprised of children aged 10 and 11 as of September 1 of the current year. Children age 12 as of September 1 of the current year and weighing 90 pounds or less have the option of playing down in the Pee Wee Division; No other 12 year olds will be eligible to play in the Pee Wee Division. Any player whose weight exceeds 125 lbs without pads shall be limited – see restrictions below. Players eligible to run with or catch the ball (skilled positions) must not exceed 125 lbs.

- *Players over 155lbs without pads must play as interior linemen on both offense and defense*
 - *Defense (Tackle to Tackle, cannot play D-End)*
 - *Offense (Center, Guard or Tackle)*
 - *Special Teams (Cannot play on kick team & are only allowed on the front line for the kick return team)*
- *Players over the weight to run the ball and between 126-155lbs without pads and are limited to the following positions*
 - *Defense (as above but may also play D-End)*
 - *Offense (As above but may also play TE)*
 - *Special Teams (Cannot play on kick team & are only allowed on the front line for the kick return team)*
- *Players weighing 125lbs or less without pads are not position limited and may run with the ball*

The Mighty Mite draft will be scheduled at the Annual Meeting as stated in Article VII Section 1. Eligible players will be drafted by one of the Pee Wee Division teams. The Mighty Mite draft order is based on the final regular season Pee Wee Division standings from the season that most recently came to a close, last place team having the first pick, sixth place team the second pick, fifth place team the third pick and so on. The draft cycle continues until all eligible Pee Wee players are drafted.

New youths in the Pee Wee Division who quit prior to opening day cannot play for any other team that year. The following year, their names are free re-entered in to the draft. If a youth in the Pee Wee Division quits after opening day, he remains the property of the same team the following year and can only be released by permission of the Head Coach of the Pee Wee team to which he/she is committed.

The Pee Wee Division will combine with the Farmington "B" League and as such will schedule a fully integrated season including playoffs between the two leagues on a trial basis for the 2014 Season.

Sec. 6.

Pony Division

The Pony Division shall be comprised of children ages 12-14 as of September 1 of the current year. No 15 year olds nor Ninth Graders will be eligible to play in this Division. Any player whose weight exceeds 155 lbs without pads shall be limited – see restrictions below. Players eligible to run with the ball (skilled position) must not exceed 155 lbs. *The Pony Division will combine with the Farmington "A" League and as such will schedule a fully integrated season including playoffs between the two leagues on a trial basis for the 2013 Season.

- *Players over 185lbs without pads must play as interior linemen on both offense and defense*
 - o *Defense (Tackle to Tackle, cannot play D-End)*
 - o *Offense (Center, Guard or Tackle)*
 - o *Special Teams (Cannot play on kick team & are only allowed on the front line for the kick return team)*
- *Players over the weight to run the ball and between 156-185lbs without pads and are limited to the following positions*
 - o *Defense (as above but may also play D-End)*
 - o *Offense (As above but may also play TE)*
 - o *Special Teams (Cannot play on kick team & are only allowed on the front line for the kick return team)*
- *Players weighing 155lbs or less without pads are not position limited and may run with the ball*

A youth drafted to a Pony team that does not come out that year, or should quit either in mid-season or prior to opening day will remain property of that team as

long as he/she is eligible to play in that division. He/she can only be released by permission of the Head Coach of the Pony team to which he/she is committed. If player compensation is required and/or requested, it will be arbitrated by the 1st Vice President after conferring with all of the Head Coaches within the Pony Division.

Sec. 7. *Player Assignment*

Players shall be allotted to various teams under the jurisdiction of the 1st Vice President in as equitable a manner as possible. All teams shall be allowed to carry over to the next year any players who continue to meet the weight, age, and grade requirements for their division.

Sons/daughters of Head Coaches may be assigned to their parent's team, if the parent makes the request. This rule also applies to Assistant coaches with at least three (3) years of coaching under the following conditions:

1. He/She has coached for three years in the Pee Wee and/or Mighty Mite Divisions and his/her son/daughter is a first year player.
2. He/She have coached for at least three years and are coaching in the Pony Division during the year that his/her Pee Wee son/daughter is eligible for the draft.
3. If player compensation is required and/or requested, it will be arbitrated by the 1st Vice President after conferring with all of the Head Coaches within said division.

Sec. 8. *Legacy Rule:*

All player grades are based on the season that most recently came to a close.

1. A sibling is eligible to be a legacy player if a Pony Division team has a seventh grade sibling of a draft eligible Pee Wee.
2. A sibling is eligible to be a legacy player if a Pee Wee Division team has a sibling returning of a draft eligible Mighty Mite.

ARTICLE IX - COACHING PERSONNEL

Sec. 1. Each team shall be supervised by one (1) Head Coach with a maximum of six (6) Assistant Coaches.

Any person desiring to be a Head Coach or wishing to remain a Head Coach must submit a written request to the Board of Directors. Failure to do so will be viewed

as an intent not to continue coaching and the Board of Directors will proceed to elect a new Head Coach.

HEAD COACH ELECTION

The President shall notify the board of directors of the availability of a Head Coaching position. The Secretary shall post on the WHYFL website the specific Head coach position that has become available. Any interested individual in the Head Coaching shall notify the League President as soon as possible.

Requirements for the position of Head Coach are as follows:

- a. Must be at least 21 years of age.
- b. Must conform to WHYFL's rules and regulations
- c. Must submit a resume detailing their football experience
- d. Must pass the background check
- e. Must have completed at least one year of coaching in the WHYFL. This requirement may be waived in exceptional circumstances.

ELECTION OF HEAD COACHES

Head Coaches shall be elected by the majority of eligible voters of the Board of Directors at the last general meeting in December. Each Head Coach positions will be deemed terminated at the conclusion of each season and must be renewed pursuant to the election procedures of a Head Coach.

TERMINATION OF HEAD COACHES

Any Head Coach at any time may be removed from their position with a two-thirds majority vote of eligible voters of the Board of Directors.

Each Head Coach shall select his assistants subject to the approval of the Board of Directors. Such coaching personnel shall be selected on the basis of their own good character, their ability to work with youth, and teach the objectives of the League. Each Head Coach shall be responsible for the actions of his/her assistants and shall have the authority to release any assistant not acting in the best interests of the League. Such released personnel may request and obtain a hearing before the Board of Directors.

Sec. 2. All coaching personnel shall be required to adhere to the League's code of conduct statement signed before the beginning of each season and complete the following prior to the start of each season:

1. Background check
2. First Aid Training (at least one coach on each team must be certified every three (3) years.
3. Concussion awareness training
 - For 2014, the Center for Disease Control “Heads Up: Concussions In Youth Sports” course will be utilized:
 - <http://www.cdc.gov/concussion/HeadsUp/youth.html>

Sec. 3.

PROHIBITION ON MONETARY INCENTIVES

It is prohibited for any member of the league (board member, coach, assistant coach, division director, volunteer, etc to reward a player with a monetary incentive (e.g. cash, gift cards, or other coupon which transfers purchasing power).

As outlined in the WHYFL Coaches Code of Conduct, any member of the league who is found to have violated this or any other policy may be subject to temporary or permanent removal, as determined by the Board of Directors

ARTICLE X - RULES

Sec. 1.

Rules of Play:

The National Federation of State High School Association rules shall be accepted as the official League Rules with such exceptions as may be proposed annually by the Divisional Directors for each division and voted on after all the eligible voters from each division have been notified in writing of the proposed changes prior to the meeting at which action is to be taken. All rules and changes in rules must be submitted in writing to the 5th Vice President. Only Head Coaches or their representative, authorized in writing, from that specific division may vote on the rules of play for that division. A majority vote is needed with a majority of Head Coaches or their representatives present. Results from requested Divisional Director meetings will go to a finalizing vote by the Board of Directors for approval. Changes in rules will be enforced at the start of the next full season. The 5th Vice President will publish and distribute the division specific rules of play that shall apply during the course of the season to each team.

Teams with a 28 point lead at any time during a game are asked to use judgment in their offensive play calling, defensive play calling and substitution patterns.

Teams winning a game by more than 28 points, if requested, must write an explanation to the opposing teams Head Coach and League President. The explanation must include the patterns, with examples, he/she took to prevent the excessive scoring that occurred. The Board of Directors reserves the right to

suspend a Head Coach for one game if his/her actions are deemed unsportsmanlike.

Sec. 2. *Playing Time:*

All players must play a minimum of ten (10) or more plays in every game, including playoff and championship games. The ten (10) plays may include any offensive, defensive and/or special teams play.

The Rules of Playing Time need not be enforced in circumstances where disciplinary action is being taken on a player or when a worry for a player's physical well being is in question.

Sec. 3. *Playoffs:*

The schedule of games for the regular season shall be prepared by the 5th Vice President and drawn as to permit each team to play an equal number of games. In case of multiple postponements, the first game postponed will be rescheduled first. The 1st place team at the end of the regular season will be declared the league champion. If a tie exists for 1st place, the tiebreaker used to break the tie will be head to head record. In the Pony Division, if the teams are still tied after applying the tiebreaker, the tiebreaker used to break the tie will be the combined scores of the head to head meetings. If the teams are still tied after applying the tiebreaker, co-champions will be declared and a coin toss will be used to determine seeding for the playoff games.

Sec. 4. *Format of Playoffs:*

1. The format for the playoffs on the Mighty Mite level will follow a semifinal format, 1st place versus 4th place, 2nd place versus 3rd place, followed by a final format whereby the winners meet for the championship. The higher ranked team will be the home team.
2. The format for the playoffs on the Pee Wee level will be as follows: 1st place versus 4th place, 2nd place versus 3rd place, followed by a final format whereby the winners meet for the championship. The higher ranked team will be the home team. The 5th place and 6th place teams will face each other in a consolation game during the first round of the playoffs.
3. The format for the playoffs on the Pony level will be as follows: In both the EAST and WEST Divisions, 1st place versus 2nd place for the divisional championship. The winners meet for the superbowl. The higher ranked team will be the home team. The 3rd place and 4th place teams will face each other in a consolation game during the first round of the playoffs.
4. If a playoff game ends in a tie, sudden death using the National Federation of State High School Association rules will be put in to effect to break the tie.

Sec. 5. Rules for Weigh-In.

1. The official weigh-ins will be held two weeks prior to the beginning of the season for all divisions. The Head Coach or his/her representative shall be present along with the President, Executive Vice President, and/or 1st Vice President, who will conduct the weigh-in. All players of every team must be weighed in as specified in Article VII Section 1-3.

Sec. 6. Equipment:

1. The League will furnish each player with the standard youth equipment commercially available. No player shall be allowed to participate in any game or practice without approved League equipment and must not be allowed contact in practice or a game without helmet, shoulder pads, hip pads, tailbone pad, thigh pads, knee pads, practice/game pants, mouthpiece and supporter. Only equipment sanctioned and approved by the League will be allowed. Any exception must be approved by the League.
2. Shoes will not be furnished by the League. Players may wear sneakers or any rubber soled cleats. No metal cleats will be allowed. Players must also supply their own mouthpiece and athletic supporter.
3. Each player is responsible for the equipment issued to him/her. His/her coach is responsible for seeing that all equipment issued to his/her team needing reconditioning is turned over to the 4th Vice President in charge of equipment at the time specified by that official. No player should be allowed to keep his/her equipment from one year to the next. Parents assume liability up to \$300 for equipment when they sign the player's registration card.

Sec. 7. Practice:

1. The start of pre-season practice will begin the week following the conclusion of the F.A.S.T. Program and will be determined by the 5th Vice President. Practices prior to the start of West Hartford Public School system session may be extended to eight (8) hours per week, but, may not exceed the two (2) hour limit, or the one (1) per day limit.
2. Once the school year starts, practices shall be limited to six (6) hours per week. No practice shall exceed two (2) hours in any one day. There shall be no more than one (1) practice per day.
3. A 10-minute water break must be given after 50 minutes of practice (as well as any other time an individual player requests a water break).

4. The following Drills and Warm-up Exercises are banned from all activities. Neck Bridges, Neck Rolls, Bull in the Ring, Barrel Rolls without helmets, and any and all drills and exercises not generally accepted as safe, and that may not be reflective of actions that would normally occur during the course of a football game.

Sec. 8. Contact Limits

Purpose

Create a mandatory “no contact” period during the beginning of each season (e.g. helmet / no pads) and limit the amount of full-speed collisions and other contact allowed in practice.

Initial no-contact period

Coaches shall be prohibited from placing players in full pads (e.g. helmet, shoulder pads, padded practice pants, etc...) until they have completed a minimum of three (3) non-contact practices. A “practice” shall be considered a regularly scheduled, two-hour practice that takes place after the official season opens. Contact is defined as those drills that involve full speed collisions (blocking or tackling) outside a period of three yards. The three initial non-contact practices shall be focused on conditioning, and allowing players to become acclimated to a typical full practice.

Contact limitations

Further, coaches are prohibited from any drill that involves full-speed, head-on blocking and tackling that begins with players lined up more than three yards apart.

Acceptable measures:

Coaches may conduct 40 minutes of contact drills for every 120 min (e.g. 2 hours) of practice. A scrimmage (whether intra team or against another squad) counts toward this limit. (either 40 minutes total of each practice or 1/3 of total weekly practice time)

Sec. 9. *Protests:*

In keeping with the stated purpose of the League, the decisions of the town Field Officials shall be final. No protests will be allowed.

ARTICLE XI - FINANCIAL POLICY

Sec. 1. The Board of Directors shall decide all matters that pertain to the finances of the League and it shall be a permanent policy to place all income in a common League treasury, directing the disbursement of funds in such a manner that will give no individual team an advantage over the others as to equipment, etc.

Sec. 2. The Board of Directors shall prohibit the contribution of funds to individuals of teams. The regulation is to discourage favoritism among teams and to endeavor to equalize the benefits of the League.

ARTICLE XII - AMENDMENTS

Sec. 1. Proposed changes in the By-Laws or any section thereof must be made in writing and incorporated with the notice of meeting which is to be mailed or sent out by similar communications equipment to all members of the Board of Directors. These By-Laws or any section thereof may be amended or repealed by a two-thirds vote of the quorum.

REVISION HISTORY

Date	Revisions
2013	Article VIII – Organization and Player Allocation updated <ul style="list-style-type: none"> • Instructional / Flag Division revised to include to 5,6, and 7 year olds • Mighty Mite Division revised to include 7, 8, and 9 year olds. In addition, positional weight limits implemented. • Pee Wee Division revised to include 10 and 11 year olds. In addition, positional weight limits implemented • Midget Division eliminated (combined w/ Pony) • Pony Division revised to include 12, 13, and 14 year olds. In addition, positional weight limits implemented. • Pony Division to play joint schedule with Farmington.
	Article X – Rules <ul style="list-style-type: none"> • Contact limits implemented.
	Article IX – Coaching Personnel <ul style="list-style-type: none"> • Added Head Coach qualification requirements, process for election and process for termination • Added Prohibition on Monetary Incentives
	Article VIII-Organization and Player Allocation <ul style="list-style-type: none"> • Added process for creation and elimination of teams
2014	Article III- The Board of Directors <ul style="list-style-type: none"> • Clarified Board of Directors eligibility requirements
	Article VIII- Organization and Player Allocation <ul style="list-style-type: none"> • Mighty Mite Division revised to include eligibility of older/lighter 10 years olds weighing 75 pounds or less • Mighty Might Division to play joint schedule with Farmington. • Pee Wee Division revised to include eligibility of older/lighter 12 years olds weighing 90 pounds or less • Pee Wee Division to play joint schedule with Farmington. • Pee Wee Division ball carrier limit; error corrected
	Article X- Rules <ul style="list-style-type: none"> • Clarified practice and contact limit rules

I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION TO THE BEST OF MY KNOWLEDGE AND ABILITIES AND SHALL STRIVE TO UPHOLD THE STANDARDS OF THE WEST HARTFORD YOUTH FOOTBALL LEAGUE SET FORTH IN THESE BY-LAWS.

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