

# **JEFFCO MIDGET FOOTBALL ASSOCIATION RULES**

## **SECTION I: ELIGIBILITY**

- 1. GRADE/AGE**
- 2. PLAYER REQUIREMENTS**
- 3. REGISTRATION**
- 4. ROSTERING**
- 5. OFFICIAL ROSTERS and TEAM BOOKS**
- 6. PLACEMENT**
- 7. INELIGIBLE OR ILLEGAL PLAYER**
- 8. BACKFIELD LIMITATION**
- 9. WEIGH-IN**
- 10. SWEATDOWNS**
- 11. WAIVERS**
- 12. AREAS**
- 13. COACHES**

## **1 GRADE/AGE**

- 1.1** League play begins at 2nd grade. Players will be placed on teams on their grade for the year of play. The Jefferson County Midget Football Association (JMFA) sponsors the following age groups for play: 2nd grade (7); 3rd grade (8); 4th grade (9); 5th grade (10); 6<sup>th</sup> grade (11); 7th grade (12); 8th grade seniors - (13-14). High School students are ineligible to participate in the JMFA program.
- 1.2** When special circumstances exist due to repeating a grade or being advanced a grade, the JMFA board will determine where the child will be rostered based on age as of July 31st of the current year.
- 1.3** At no time, will a player be allowed to play up or down in grade.
- 1.4** Any player who was previously rostered on a JMFA team with players one grade above or below that players school grade, may elect to move to that players school assigned grade level one time in that player's JMFA career.

## **2 PLAYER REQUIREMENTS**

- 2.1** No player shall be eligible to play or practice until his/her registration fee has been paid or waived by the area
- 2.2** The doctor's certificate has been received stating that the player is medically eligible to participate in football.
- 2.3** A copy of the birth certificate or US Passport or state issued Identification Card is on file
- 2.4** Proof of grade/proof of residence is received
- 2.5** The parents code of ethics is received
- 2.6** Release of liability is received
- 2.7** The player is equipped with certified equipment as approved by JMFA.
- 2.8** Areas using Electronic Registration may use electronic signature of acceptance of the Parents Code of Ethics and the Release of Liability to satisfy receipt of the forms and proof of registration.
- 2.9** No player participating in a tackle football program (including school programs) other than JMFA is eligible for participation in JMFA.
  - 2.9.1** Players found to be concurrently rostered to a JMFA team and participating in another football program shall be deemed illegal and *Section 1 Rule 7* will apply.
- 2.10** A child who turns 15 prior to November 30th is ineligible to participate in the JMFA program.

### **3 REGISTRATION**

- 3.1** Registration will be officially closed at the time of the county bracketing, with the following exceptions: (A player may be accepted after the County Bracketing meeting date if the following procedure is adhered to)
  - 3.1.1** Area President/Director assigns the player to the team with the smallest roster in his/her area with the signed approval of the County President.
  - 3.1.2** If the area has full rosters in the player's age group, the player will go to the closest geographical area with an opening on a roster in the player's grade. See Section II, Rule 2.
  - 3.1.3** The County President or his/her designee will perform weigh-in. A player cannot enter the program after the second game has been played by any team in the grade level (any division) in which that player will compete. Player cannot enter the program after the second regularly scheduled game has been played, e.g. a youth cannot enter the program during the playoffs only.

### **4 ROSTERING**

- 4.1** Area Presidents/Directors have prime responsibility to roster players on teams and to do so within the association rules -In accordance with Rule 2 Player Requirements
- 4.2** Returning players should appear on their previous team's roster.
- 4.3** No area registration forms can have a space for requesting a different coach or team for returning players. For returning players wishing to change teams it will be clear that the players will be entered into the blind draft at the parents request, no guarantee of movement will be made.
- 4.4** May not add a player under the guise of the player's relative being an assistant coach, unless it is a rookie team of any age.
- 4.5** Any parent, player, relative or coach who alters or modifies official documents such as birth certification, report cards, etc., in an attempt to play out of the player's true grade will be suspended for one (1) calendar year. Re-entry into JMFA for those violations will require a majority vote of the JMFA Board.
- 4.6** Areas that have two or more 7th grade teams advancing into Seniors, may combine rosters to form a team if numbers are not sufficient to form two or more teams. Any combination of two or more rosters must be ratified by the county board by a majority vote. Any and all roster combination is subject to Rule 12 placement. (moved from rule 5 Official Rosters)

### **5 OFFICIAL ROSTERS and TEAM BOOKS**

- 5.1** Rosters listing the players' names, complete addresses, telephone number, birth dates, and grade and photo of each player showing his/her jersey number will be prepared for each team and presented to the President of the JMFA County Board prior to the first official practice.

- 5.2 The weight, height, jersey number and patch designation of each player will be recorded on the roster in ink at the time of the official weigh-in.
- 5.3 All 3rd – 8<sup>th</sup> grade players must reappear on their previous year's roster unless the parent has opted for the blind draft.
- 5.4 An official roster must be available at all games.
  - 5.4.1 The official roster must be signed by the County Board, Area President/Director, and Head Coach in ink at the official weigh-in.
  - 5.4.2 As part of the pre-game warm up and prior to the start of the game, the opposing head coaches or their designee will meet to review the official rosters as related to the patch players on each team. If it is found that any player required to have a patch does not, that player will not play until the patches are secured to their helmet
  - 5.4.3 If an official roster is not presented, the game is forfeited and counted as a loss by the team unable to or refusing to present their official roster. In the case that neither team has their official roster; the game is counted as a loss for both teams. This rule will be administrated and enforced by the referee. A roster can only be challenged before the beginning of a game.
- 5.5 Team Books shall have all documents required for player registration and eligibility.
- 5.6 The Team Book shall be presented for review at the time of weigh-in.
- 5.7 If a team wishes to challenge an opposing players eligibility they must do so on the JMFA play count sheet prior to kickoff, and in writing to their Area Director who will make formal request to the JMFA President.
  - 5.7.1 The team with the challenged player shall deliver the Team Book to the JMFA President or his/her designee with-in 4 hours of the game where the challenge was made.
  - 5.7.2 Team Books contain sensitive information and as such no team is required to present the book directly to the challenging team but is required to surrender it to the JMFA president or his/her designee at any time it is requested.
  - 5.7.3 An official roster(s) will be made available to any and all JMFA Board of Directors, Area President/Director or County Representatives for review upon written request to the JMFA executive board and Area in question at any reasonable time. A copy of the official roster(s) will be submitted from the County and from the Area in question.

## **6 PLACEMENT**

- 6.1 Establishment of 2nd and 3rd grade teams is determined by JMFA geographical area with the recommendation to keep the number of players on each team in balance. All teams in a grade level shall be numerically balanced at the time of draft, this shall mean within 15%. Any player registering after the draft shall go to the team with the fewest players in the grade as stated in Section I Rule 6.

- 6.2** All new players and returning players wishing to change teams must be placed by draft when there is more than one team in a grade level.
- 6.3** 3rd grade through 8th grade returning players must remain on the same team, this includes players who do not play for one year but wish to return unless they wish to transfer to another team in their area with county approval. Former JMFA players who have not played for two years or more are considered new players to be placed in the blind draft. See restrictions.
- 6.4** Players from another area must return to their home area. New players or those desiring to transfer to another team (after county approval) will be used to numerically balance out existing rosters or to form new teams.
- 6.5** Selection should be accomplished by players remaining unidentified with the exception of grade and backfield eligibility. This constitutes a draft.
  - 6.5.1 Draft Cards may contain the following information:**
    - 6.5.1.1** Grade
    - 6.5.1.2** 'P' if the player is over the backfield limit in the age group
    - 6.5.1.3** A random player identified # known only to those administrators conducting the draft.
    - 6.5.1.4** High school identifier - Only if the area builds 2nd and 3rd grade teams along high school lines.
    - 6.5.1.5** '1', '2' or '3' - Only if the child is a returning player and has requested, in writing to the Area Director, a Division 1 or 2 placement.
- 6.6** Draft Procedure may be done in one of the following ways as determined by the Area Board. All age groups in the Area's draft will be done the same way.
  - 6.6.1** The team with the most returning players will select first, each team in the age group will make one pick in order, until rosters are full and all children have been selected.
  - 6.6.2** The team with the worst record/seed will select first, each team in the age group will make one pick in order, until rosters are full and all children have been selected.
  - 6.6.3** Rookie teams will select first, then the longest standing teams in order, each team in the age group will make one pick in order, until rosters are full and all children have been selected.
- 6.7** Information that may be given to individual coaches at the time of the draft - confidential and may not be shared with any other coach.
  - 6.7.1** A 'Do Not Pick List' - given only if a parent has requested in writing to the Area Director that a child be moved from a team for personal reasons. The Area Director and the County President must approve and sign this request.
  - 6.7.2** A 'Recruit list' of new players - Given if:
    - 6.7.2.1** The coach has submitted a list of specific NEW players to his Area Director at least two (2) days prior to the draft; and
    - 6.7.2.2** The parent has confirmed in writing to the Area that the child has been recruited.

**6.8** No child is guaranteed placement on any particular team regardless of any recruiting or draft requests. Each area must give notice of the date, time, and place of any impending draft to the JMFA president, with a minimum of five (5) days notice, so as to allow a JMFA officer(s) (not affiliated with the area conducting the draft) to be in attendance for purposes of monitoring the draft as deemed necessary. Players not rostered by areas will be placed on a county-wide waiting list and placed as needed.

**6.9 RESTRICTIONS:**

**6.9.1** A. No coach may recruit returning JMFA players.

**6.9.2** B. No coach may recruit players from other teams or areas.

**6.9.3** No coach may select a player before the draft or official rostering.

**6.9.4** No coach may take part in team assignments.

**6.9.5** No player may choose a team assignment.

**6.9.6** No player may be placed on a predetermined team.

**6.10 Recruiting:** Coaches may recruit new players to their specific team. (New players are defined as any player who has not been rostered on a JMFA roster for 2 years.) Placement of recruited player must be accomplished through the draft and teams must remain balanced. Area directors must set the number of recruits each team is allowed prior to the draft as determined by the overall numbers and the requirement to maintain balanced numbers on teams.

**6.10.1** Example: Area has 3 teams in 4th grade with a total of 66 players in the age group. The Area has determined prior to Draft that each team will have 22 players. Team A has 19 returning players, team B has 14 returning players and Team C is a rookie team. All players shall be placed in the blind draft, If a Team has "recruits" the Area may provide the coach with a "Recruit List" but cannot guarantee placement.

## **7 INELIGIBLE OR ILLEGAL PLAYER**

**7.1** If an ineligible and/or illegal player is discovered to be playing or has played on a team, the following process must be completed and disciplinary actions carried out.

**7.2** The player shall not be allowed to participate in JMFA scheduled games from the time of discovery until process is completed or until the issues of eligibility are resolved, whichever occurs first.

**7.2.1** the head coach of the team is directly responsible for his/her players and as such disciplinary actions will be directed at him.

**7.2.2** The player and his family know the requirements of eligibility and as such disciplinary action will be directed at them.

**7.3** A disciplinary hearing will be called and held by JMFA members prior to the team's next scheduled game to hear the facts of the case and render a decision concerning eligibility and determine disciplinary action for the head coach, player, and/or board member.

**7.4** The disciplinary actions are as follows:

**7.5 Coach:**

**7.5.1** First Offense: If the head coach has knowingly played an ineligible and/or illegal player said coach would be suspended for the next scheduled game (JMFA post-season play included) and any games the player had played will be forfeited.

**7.5.2** Second Offense: Three (3) game suspension and warning of dismissal from the program as a whole.

**7.5.3** Third Offense: Dismissal from the program, can reapply the next season only through an official meeting of JMFA members.

**7.6 Player:**

**7.6.1** Suspended for the season. All games he/she played in will be forfeited.

**7.7 Board Member:**

**7.7.1** If a board member knowingly entered an illegal/ineligible player, he/she will be suspended for that year.

**7.8** The above rule and hearing shall be done in a timely manner and is comprehensive, e.g, the coach and the player are both disciplined, one is not exclusive of the other, if the JMFA board finds sufficient proof to direct disciplinary action. An area should remain free to hear and discipline their own individual cases prior to them reaching the JMFA level.

## **8 BACKFIELD LIMITATION**

**8.1** Backfield limitations shall be as follows:

2nd grade, 75 lbs.

3rd grade, 85 lbs.

4th grade, 95 lbs.

5th grade, 105 lbs.

6th grade, 120 lbs.

7th grade, 135 lbs.

8th grade Seniors have no backfield weight limitations.

**8.2** All players whose weight as entered on the official JMFA roster exceeds the backfield limit for the players' age group by .01 lbs shall be designated a patch player.

**8.3** A patch player shall be designated with two(2) 1-inch diameter stickers with the JMFA logo in a bright neon green color. Placement of these stickers will be on the sides of player's helmet behind and slightly below the ear hole.

**8.4 Patch players are allowed to:**

**8.4.1** Play as an offensive or defensive lineman on the Line of Scrimmage (LOS).

**8.4.2** Play as a tight end or wide receiver on the LOS and receive a forward pass thrown beyond the LOS.

**8.4.3** Run with the ball after having intercepted a pass that was thrown by the opposing offense.

**8.4.4** Line up in the offensive backfield for the purpose of being the kicker of a punt, extra point attempt, or field goal. In the event of a muffed snap, the patch player may cover the ball, or block to protect the holder.

**8.4.5** Perform a kick-off or free kick following a safety or line up at any position on a kick-off or free kick.

**8.4.6** Play on the front line on a kick-off return and may advance the football if receiving on inside kick.

**8.5 Patch Players are NOT allowed to:**

**8.5.1** Line up in an offensive or defensive backfield position except as defined in Paragraph B above. Patch players are not allowed to retreat upon the snap or during the play into a typical linebacker or defensive back position. Note: Patch players are allowed to chase a ball carrier downfield.

**8.5.2** Line up in a linebacker position.

**8.5.3** Hand off, run, pass or receive a pass when lined up in the offensive backfield to perform a kick.

**8.5.4** Be a part of a fake play when lined up in the offensive backfield to perform a kick.

**8.5.5** Play a position on the kick-off receiving team except the front line.

**8.5.6** Take a hand-off in the offensive backfield for an end around play when the patch player is playing a tight end or receiver position.

**8.6** Any violation of the rule pertaining to a patch player shall be an unsportsmanlike penalty. Repeated violation of the rule shall be grounds for the expulsion of the player and/or coach as it is unsportsmanlike conduct. There are no backfield limitations for the senior teams.

## **9 WEIGH-IN**

**9.1** All Players must attend their Official Area Weigh-in to be eligible to participate in JMFA.



- 9.1.1** If any player will not be available for their scheduled weigh-in date, it is the responsibility of the Head Coach to notify the Area Director who will make arrangements with another Area President to weigh the player prior to the Official Area Weigh-in at a time and location determined by the that Area Director.
- 9.1.2** Players who miss weigh-in due to illness or family emergency and supported by documentation of illness or emergency will be weighed in by the JMFA President or his/her designee at a time and location determined by JMFA.
- 9.1.3** Teams must have their Team Book at weigh-in and the book must be complete.
- 9.1.3.1** Failure to present the team book at Weigh-in may result in a suspension of the head coach and possible disciplinary action directed at the Area.
- 9.1.4** The weigh-in shall be in accordance with JMFA approved guidelines, which shall be provided to all area board members on or before the last meeting preceding the official weigh-in. TO CLARIFY, PLAYER WEIGHING .01 POUNDS OR MORE ABOVE WEIGHT LIMIT WILL BE DESIGNATED AS PATCH.
- 9.1.5** Each area must conduct its weigh-in in conjunction with at least one other JMFA area.
- 9.1.6** Each weigh-in must be monitored by a JMFA representative appointed by the JMFA President and not affiliated (past or present) with the areas conducting the weigh-in.
- 9.1.7** Each area must insure that their official JMFA rosters for the previous season are present at their weigh-ins for review by the other participating areas and the JMFA appointed monitor for the weigh-in.
- 9.1.8** Any change to the date/time/location of a weigh-in must be communicated to the JMFA President with a minimum of five (5) business days notice, so as to allow a JMFA representative to be in attendance.
- 9.1.9** Team or individual photos of each player are not required to be in the team book however the JMFA executive board reserves the right to request and receive a current (two years or less) photo of any player who's identity or eligibility to participate is in question. This may be any number of school or government forms of photo ID in addition to a team or individual photo. Failure to produce these documents will result in game forfeiture and head coach suspensions of up to one year.

## **10 SWEATDOWNS**

- 10.1** JMFA is opposed to sweating a child down to make weight. It is unhealthy for a child to lose significant body weight. Patch limits are in place to protect the smaller children from injury due to significant weight differentials.
- 10.2** To discourage coaches and parents from sweating down a child, each coach will be given three (3) player challenges per season.

- 10.3** A challenge must be filed prior to the end of a game and if the player in question plays in the backfield and is determined by re-weigh to be more than 10% over their weigh-in weight, the game will be forfeited.
- 10.4** If a challenge is filed, the player in question will be re-weighed by a county official and will be given no more than 24 hours notice of re-weigh.
- 10.5** Time and place of re-weigh will be determined by county official and shall take place no more than 72 hours after challenge.
- 10.6** This is not to exclude challenges filed midweek prior to a game. Note: A Coach of the team filing a Challenge must attend the re-weigh.
- 10.7** A player who does not comply will be automatically patched. Any player found to weigh 10% over their weigh-in weight and over the weight limit in their age group will be patched for the remainder of the season.

## **11 WAIVERS**

- 11.1** All youngsters are required to play within the area where they reside or attend school. The only exceptions being:
  - 11.1.1** When an area does not have enough youngsters in a grade to field a team
  - 11.1.2** When an area has filled the youth's grade group to capacity
  - 11.1.3** If a youngster moves after September 1, the player may continue to play that season in the area of residence as of September 1 for that playing season only
  - 11.1.4** When a player has been rostered on the same team for two or more consecutive years.
  - 11.1.5** When a parent wishes to move the child for personal reasons.
- 11.2** ANY OTHER EXCEPTION MUST BE REVIEWED AND APPROVED BY THE COUNTY BOARD. ALL OF THE ABOVE SITUATIONS, WAIVER FORMS MUST BE SIGNED BY BOTH AREA PRESIDENTS INVOLVED AND APPROVED BY THE COUNTY PRESIDENT.
  - 11.2.1** If the President of the Area that the child wishes to move from refuses to grant the waiver, the accepting area may ask the JMFA Executive Board to approve the waiver without said directors signature,
    - 11.2.1.1** the Executive Board may allow or deny the waiver at their discretion.
    - 11.2.1.2** The JMFA Executive Board reserves the right to impose up to a 3 game suspension on any player who is being waived out of area.
- 11.3** All players waived to another area must go into the blind draft or to the team with the smallest roster on the date of the waiver as specified by the County President.
- 11.4** At the conclusion of the waived season it shall be the option of all waived players to return to their home area or elect to stay in their waived area.

- 11.5** Whichever area the player elects to play in, that area henceforth shall be considered by all to be their permanent area for their remaining years of play in the JMFA program.
- 11.6** ANY CHILD MAY REQUEST AN AREA WAIVER ONLY ONCE IN THEIR CAREER IN JMFA.
- 11.7** ANY VIOLATION OF THESE RULES WILL RESULT IN ALL GAMES, WHICH THE INELIGIBLE PLAYER PARTICIPATED, BE FORFEITED.
- 11.8** Youngsters living in isolated areas immediately adjacent to Jefferson County where no program is available may apply through the County Board for permission to play in the JMFA program.

## **12 AREAS**

- 12.1** The area boundaries as set forth below, may be adjusted from time to time at the discretion of the County Board by a simple majority vote of the voting membership.
- 12.2** All JMFA Areas are defined by High School Articulation. Any player living in a HS articulation outside of the area and wish to play must have a JMFA approved waiver prior to roster placement.
- 12.2.1** Alameda – Alameda High School
- 12.2.2** Arvada – Arvada High School, Arvada West High School, Pomona High School, Ralston Valley High School, Faith Christian (must show proof of enrollment in FC)
- 12.2.3** Bear Creek – Bear Creek High School, D'Evelyn High School, Colorado Academy (must show proof of enrollment in Denison, D'Evelyn, or Colorado Academy), Option with South Metro - Kennedy High School
- 12.2.4** Englewood – Englewood High School
- 12.2.5** Golden – Golden High School
- 12.2.6** Green Mountain – Green Mountain High School
- 12.2.7** Highlands Ranch – Highlands Ranch High School, Mountain Vista High School, Thunder Ridge High School, Rock Canyon High School, Valor High School (must show proof of enrollment in Valor)
- 12.2.8** Lakewood – Lakewood High School, Jeffco Open School, Option with Wheat Ridge – Jefferson High School
- 12.2.9** Mountain – Evergreen High School, Conifer High School, Clear Creek High School, Platte Canyon High School
- 12.2.10** North Metro – Thornton High School, Mountain Range High School, Horizon High School, Skyview High School, and District 27J consisting of Prairie View and Brighton High Schools, as well as their subsequent Charters.
- 12.2.11** South Jeffco – Chatfield High School, Columbine High School, Dakota Ridge High School, Front Range Christian School (must show proof of enrollment in FRCS)

**12.2.12** South Metro – Littleton High School, Heritage High School, Arapahoe High School, Lincoln High School, Sheridan High School, Option with Bear Creek - Kennedy High School

**12.2.13** Standley Lake – Standley Lake High School

**12.2.14** Wheat Ridge – Wheat Ridge High School, Option with Lakewood – Jefferson High School

**12.3** OPTION AREAS: Youths living in option areas that have never participated in the JMFA program, may choose one of the option areas as their home area. Once he/she has placed for that area, it will be considered their home area.

## **13 COACHES**

**13.1** All Coaches (Head and Assistant), Team Managers and Team Mom's, must consent to and pass a background check.

**13.2** Coaches are selected by the Area President/Director

**13.3** Coaches are required to conduct themselves in accordance with both the NFHS and JMFA Coaches Code of Ethics at all times.

**13.3.1** All Coaches, Team Managers and Team Mom's are subject to disciplinary action by his or her area and/or by the JMFA board of directors if said coaches actions or behavior are determined to be detrimental to the Players, Officials, Spectators, the Area or the JMFA.

**13.3.2** Possible disciplinary actions may include:

**13.3.2.1** Probation

**13.3.2.2** Suspension for 1 or more games

**13.3.2.3** Suspension for the balance of the season

**13.3.2.4** Suspension for 365 days from the date of infraction

**13.3.2.5** Dismissal from the program

### **NFHS COACHES CODE OF ETHICS**

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as though he or she were the coaches' own, and his or her welfare should be uppermost at all times. Accordingly, the following guidelines for coaches have been adopted by the NFCA Board of Directors.

The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student-athlete and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The coach shall uphold the honor and dignity of the profession. In all personal contact with student-athletes, officials, athletic directors, school administrators, the state high school athletic association, the

media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.

The coach shall avoid the use of alcohol and tobacco products when in contact with players.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.

Before and after contests, coaches for the competing teams should meet and exchange cordial greetings to set the correct tone for the event.

A coach shall not exert pressure on faculty members to give student-athletes special consideration. A coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

## **JMFA COACHES CODE OF ETHICS**

### **Preamble**

All JMFA football coaches must realize the game is played for the benefit of the participants. An emphasis will be placed on developing life long values. Coaches are role models and will set positive examples for players, parents, and spectators. The Code of Ethics has been developed to stress operating within specific coaching guidelines that brings credit to the team and JMFA.

### **Article One - Responsibilities to Players**

- A coach must be aware of the influence he has on his players. All actions are expected to follow the rules of proper sportsmanship and respect the dignity of his players and the opposition.
- All coaching techniques and decisions will be within the rules of the game. Every effort must be made to abide by high principles that promote mutual respect between the coach and his players.
- It is in the best interest of all for the coach to consult trained medical personnel when injuries take place. The orders of the physician or certified athletic trainer must be followed.

- Medication and treatment should be administered only with the direction of a physician or trained medical personnel.
- All coaches are expected to know eligibility rules and apply them uniformly.
- Prime consideration must be given to the academic performance of the players.

#### **Article Two - Responsibility to JMFA**

- The primary function of the coach is to educate players through participation in the game of football.
- A coach is a representative of JMFA and is expected to conduct himself in a manner that brings credit to the organization.
- All football players are expected to follow school policies and will be reminded by the coach to seek academic success.
- The coach must be sensitive to the fact that he is responsible for promoting a positive image for the program in the district.

#### **Article Three - Rules of the Game**

- The rules and suggestions in the CHSAA Rule Book and JMFA Rules are an integral part of the code and must be followed.
- Every coach has a responsibility to know the rules and to teach them to his players.
- The coach will promote sportsmanship and respect for the opponent through teaching proper techniques .
- Proper blocking, tackling, alignment, use of the clock, etc. will be promoted through maintaining high ethical standards in practice and games.
- Coaches should stress that on field communication should be between teammates only.
- Good sportsmanship habits are formed on the practice field. The coach will provide direction to guarantee that proper standards are followed at all times.

#### **Article Four - Officials**

- Officials will have the respect and support of the coaches and players. Comments during and after the game must focus on the players.
- Coaches and officials are required to attend JMFA Rules Interpretation Meetings and stay informed on rule changes. Players should be made aware how rules are interpreted.
- Officials should be treated in a courteous manner. Concerns about officials should be expressed to the JMFA in writing.
- Quick decisions must be made during games and officials will make the best decision at the time.

#### **Article Five - Public Relations**

- Use courtesy, honesty, and respect in all dealings.
- Professional, school, and family matters must be kept private.
- Comments about upcoming games should be limited to promoting the contest.
- Coaches will maintain a level of professionalism that will transcend any reference to predicting outcomes.

#### **Article Six - Scouting**

- It is considered ethical to scout opponents only during games or agreed upon scrimmages. The head coach is responsible for the actions of his scouts.

- Video scouting is acceptable as long as it is done from the stands and or sidelines from goal line to goal line.

**Article Seven - Other Responsibilities**

- Before and after the game opposing coaches should meet and exchange greetings.
- Coaches should help to improve sportsmanship
- The coach should limit his comments about the game to members of his team and encourage his players to do the same.
- It is ethical to limit all rewards, celebrations, etc. to the team and to respect the dignity of the opponent.
- The coach must follow all rules and regulations as determined by JMFA policy.

**SECTION II: BRACKETING, SCHEDULING, PLAYING PERIOD**

- 14. SEASON BRACKETING**
- 15. SEASON SCHEDULING**
- 16. PLAYOFF SEEDING & SCHEDULING**
- 17. TIEBREAKERS ALL DIVISIONS**
- 18. PLAYING PERIODS**
- 19. OFFICIAL PRACTICE START**
- 20. PLAYOFF AND CHAMPIONSHIP SCHEDULING.**



## **14 SEASON BRACKETING**

- 14.1** All Member Areas will submit copies of all rosters as they stand on that day at the JMFA Bracketing meeting.
- 14.2** A team with 12 or more returning players constitutes a returning team regardless of coach change.
- 14.3** All Teams in all Divisions will be seeded based on the previous seasons record, including post season play.
  - 14.3.1** All teams in all divisions will be split into two conferences. Division 1 teams will be split into two 5-team conferences with Carnation Bowl Champion seeded #1 and the Grade Runner-up seeded #2. The remaining teams will be seeded based on their previous year's records. Carnation Bowl Champs and Runners up in Divisions 2 and 3 shall be advanced a division and seeded at the bottom of that division.
- 14.4** Carnation Bowl winners and Runners Up will be moved to the next highest division and seeded at the bottom of that division.
- 14.5** A team may be forced up or down a division when a team above them is added or disbanded.
- 14.6** Divisions 1 & 2 MUST consist of an even number of teams
  - 14.6.1** 4th through 8th Grade teams will be seeded for Division 1 as follows: Division 1 teams will be split into two 5-team conferences with the Carnation Bowl winner seeded #1 and the Carnation Bowl Runner-up seeded #2. The remaining teams will be seeded based on their previous year's records.
  - 14.6.2** The 9th and 10th place teams in Division 1 shall move to Division II. The Carnation Bowl winner and Carnation Bowl Runner-up in Division II shall move to Division I and be seeded at the bottom of each league based on previous year's record.
  - 14.6.3** The teams in the bottom of Division 2 may be dropped to Division 3 as decided by the JMFA Board. The Carnation Bowl winner and Carnation Bowl Runner-up in Division II shall move to Division I and be seeded at the bottom of each Conference based on previous year's record.
  - 14.6.4** The Carnation Bowl winner and Carnation Bowl Runner-up in Division 3 shall move to Division 2 and be seeded at the bottom of each Conference based on previous year's record.
    - 14.6.4.1** When there is space available in Division 1 or 2; upon request of coach and with approval of the area director and majority vote of the county board, new teams may enter into Division 1 or 2 and be randomly seeded at the bottom of that Division.
- 14.7** Division I teams with 11 or fewer players shall be dropped to Division II. Division 2 teams with 11 or fewer players shall be dropped to Division 3.
- 14.8** If a team is dropped to Division 2 or 3 due to lack of returning players, their roster shall be frozen and no more returning players may be added to the roster.

- 14.8.1** EXCEPTION – If at the coach’s request, the area director’s recommendation and county board approval, a team may retain a Division 1 or 2 seed.
- 14.9** In grades 3 – 8 Division I will consist of at least 10 teams.
- 14.9.1** If any Division I Team is disbanded in grades 3 – 8, the county will determine which team shall be seeded in 10th place using the remaining seeding of the previous year’s record – keeping 10 teams in Division I.
- 14.9.2** The teams designated to drop may be required to remain in Division I or Division II semi-finals teams from the previous year may be required to advance to Division I.
- 14.10** Rookie teams of any grade shall be randomly seeded at the bottom of division 3
- 14.10.1** All 2<sup>nd</sup> grade teams will be randomly seeded into two conferences
- 14.10.2** When a team is made up of 12 or more players from Division 1 and/or 2 but fewer than 12 players from any one team the JMFA Board shall determine division placement.
- 14.11** 2<sup>nd</sup> Grade teams advancing to 3<sup>rd</sup> grade: the top 10 teams from the previous season, based on final record including post season play, shall be moved to Division 1

## **15 SEASON SCHEDULING**

- 15.1** The season shall begin “0” Week for all Division 3 and 2<sup>nd</sup> grade teams
- 15.2** “0” Week is determined as 13 weekends before Thanksgiving of that year.
- 15.3** The season shall begin Week 1 for all Division 1 & 2 teams.
- 15.4** All teams will be scheduled to play 8 regular season games.
- 15.4.1** Teams will play all other teams in their conference where possible and across conference when necessary to complete an 8 game schedule.
- 15.4.2** All teams will be scheduled to play no less than 3 home games on home fields.
- 15.4.2.1** EXCEPTION: when the home area is not in good standing or has not supplied the necessary fields to accomplish balanced schedules.
- 15.4.3** Some games may be scheduled neutral when necessary. (a neutral game is played at a field not associated with either team)
- 15.5** No team may make scheduling requests
- 15.5.1** Games will be played as scheduled; all reschedules will be done by the JMFA scheduler. A coach may NOT reschedule a game. Schedule requests may be made by the Area Director to JMFA at the bracketing meeting but no guarantee of accommodation will be made. Any request made after the official schedule is released will not be accepted.
- 15.6** No team may make schedule changes

- 15.7** Fields are rented from local Recreation departments and schools and closure of fields is determined by those entities.
- 15.8** When weather conditions dictate the closure of fields every effort will be made to reschedule effected games.
  - 15.8.1** Games may be rescheduled to weeknights when space and lights are available.
  - 15.8.2** Games may be moved to Sunday
  - 15.8.3** When more games are effected than there is space available to complete all scheduled games the season may be “pushed” 1 week.
    - 15.8.3.1** “Pushing” the season means that the schedule is delayed by one week. i.e. When Week 5 games are cancelled due to field closure all Week 5 games will be played the following weekend and all following games are then pushed out 1 week, including post season and Carnation Bowl.
    - 15.8.3.2** In the case when more than 1 weekend of play is effected and the season has already been “pushed” the games will be deleted from the schedule and post season bracketing will be done based on games played.

## **16 PLAYOFF SEEDING AND SCHEDULING**

### **16.1 2<sup>nd</sup> – 8<sup>th</sup> grade All Divisions**

- 16.1.1** Playoff Bracketing: The top 8 teams from the Division will advance to the playoffs and will be seeded based on their overall record. Playoff schedules for all Divisions will be as follows: 1 vs 8; 2 vs 7; 3 vs 6; and 4 vs 5.

## **17 TIEBREAKERS ALL DIVISIONS**

- 17.1** Head-to-head match up
- 17.2** Conference Record
  - 17.2.1** If there are an uneven number of conference games played by each team the tem with the most losses will be removed from consideration.
- 17.3** Points allowed v. common opponents
- 17.4** Total points allowed
- 17.5** California Play-off
  - 17.5.1** The highest-level tiebreaker that applies to all/remaining teams should be applied.
  - 17.5.2** If all teams have not played Head-to-head, then conference record should be used to exclude teams from the tie.
  - 17.5.3** The remaining teams will then be seeded using Head-to-head.

**17.5.4** If remaining teams have not played Head-to-head and Conference Record does not produce a clear winner or loser, then points allowed versus common opponent should be used to exclude teams from the tie and elevate one team to the first available seed.

**17.5.5** The remaining teams will then be seeded using Head-to-head if possible or the cycle will repeat.

**17.5.6** If, and only if, no other higher-level tie breaker can be applied to remaining teams, a California Play-off will be played.

**17.5.7** Forfeits will not be factored into points allowed v. common opponents or total points allowed.

**17.5.7.1** If a forfeit offers any team an advantage or disadvantage in points tie the Forfeit should be neutralized to calculate 17.3 and 17.4 by calculating the teams average points per game and adding that number to the total points allowed. If a tie remains move to tiebreaker 17.5.

**17.5.7.2** California Play-Off will not be used to determine seeding positions. The team with the most completed games will receive the higher seed.

**17.6** Examples:

**17.6.1** Teams A, B, C are all tied for 7th place at 4-4, A is 3-3 in Conference, B is 4-3 in Conference, C is 3-3 in Conference.

**17.6.1.1** A – Beat B, Lost to C

**17.6.1.2** B – Beat C, Lost to A

**17.6.1.3** C – Beat A, Lost to B

**17.6.1.4** Head-to-head is a circle so conference record is used and B becomes the 7th seed. Now Head-to-head resolves the remaining tie between A & C. C is 8th and A is 9th.

**17.6.2** Teams A, B, C, D are all tied for 6th place at 4-4, A is 4-3 in Conference, B is 4-3 in Conference, C is 4-3 in Conference, D is 4-3 in Conference.

**17.6.2.1** A – Beat B, Lost to C, Did NOT play D

**17.6.2.2** B – Beat C, Lost to A and D

**17.6.2.3** C – Beat A, Lost to B and D

**17.6.2.4** D – Beat B & C, Did NOT play A

**17.6.2.5** Head-to-head is not used yet because they did not all play each other so conference record is used and the tie remains. So Points allowed v Common Opponents is used

**17.6.2.6** A – Allowed 88

**17.6.2.7** B – Allowed 79

**17.6.2.8** C – Allowed 91

**17.6.2.9** D – Allowed 93

**17.6.2.10B** wins the 6th seed, we must stay with Points because D did not play A, so A wins the 7th seed. Now we return to Head-to-head and D wins the 8th seed, C- is the 9th seed. Now Head-to-head resolves the remaining tie between A & C. C is 8th and A is 9th.

## **18 PLAYING PERIODS**

**18.1** A playing period is hereby defined as a practice or a game in which one or more players are engaged in organized instruction or play or practice of play.

**18.1.1** Each 2nd - 6th grade team is limited to four (4) playing periods a week,

**18.1.1.1** Each 2nd - 6th grade teams shall have no more than three (3) contact practices, plus one (1) game per week.

**18.1.2** Each 7th and 8th grade team is limited to a maximum of five (5) playing periods per week.

**18.1.2.1** Each 7th and 8th grade team shall have no more than four (4) contact practices, plus one (1) game per week.

**18.2** A week is defined as Monday through Sunday.

**18.2.1** No team may practice OR PLAY on Sunday, EXCEPT AS PROVIDED BELOW.

**18.2.1.1** Infraction of this rule will result in the head coach being suspended from all JMFA activity for a period of one (1) calendar year.

**18.2.1.2** There will be exceptions made to the Sunday rule when a game must be rescheduled due to weather postponement and in the case of playoff or championship rules.

**18.2.1.3** EXCEPTIONS TO THE SUNDAY RULE MAY ALSO BE GRANTED IF A TEAM WHO WISHES TO PARTICIPATE IN AN EVENT OBTAINS APPROVAL OF THE JMFA BOARD TO PARTICIPATE IN SUCH EVENT. IN SUCH INSTANCES, EXCEPTIONS TO THE PLAY PERIOD LIMIT RULES MAY ALSO BE GRANTED BY THE JMFA BOARD.

**18.2.2** During the playoffs and championship weeks teams may have unlimited practice days with a 2-hour practice limit per day Monday through Saturday.

## **19 OFFICIAL PRACTICE START**

**19.1** NO TEAM SHALL PRACTICE PRIOR TO THE FIRST DAY OF OFFICIAL PRACTICE.

**19.1.1** Infraction of this rule will result in the head coach being suspended from all JMFA activity for a period of one (1) calendar year.

**19.1.2** The first day of official practice shall be designated by the county President.

**19.1.3** The first week of practice for all players, regardless of date of entry to the JMFA program, shall consist of conditioning and non-contact practice.

**19.1.3.1** Non-contact is defined as no physical contact: player to player, player to coach, or player to dummies and/or bags.

- 19.1.4** For the first week of practice players are to wear helmets, cleats, t-shirts, and shorts only, no shoulder pads or leg pads.
- 19.1.5** Contact practice shall begin the second week and follow those procedures as indicated above.
- 19.1.6** A week of practice is defined and must consist of a minimum of three 90-minute sessions.
- 19.1.6.1** All JMFA players must participate in at least three (3) non-contact practice sessions and at least three (3) contact practices sessions before participating in any game session.

## **20 PLAYOFF AND CHAMPIONSHIP SCHEDULING.**

- 20.1** Every effort will be made to schedule playoff games on the same field in any grade and division and to schedule the start of those games at or after 11:00 a.m. when and where field availability permits.
- 20.2** From time to time, it may be necessary and therefore allowable to schedule games on separate fields and at times earlier than proscribed.
- 20.3** Games may be played on Sundays when deemed necessary by the JMFA board.
- 20.4** The Carnation Bowl shall be scheduled by the JMFA board for the 11th weekend following the 1st scheduled games of the season, with a 'fall back date' of the 12th weekend, not to conflict with the weekend immediately following Thanksgiving, when completion of the season is hindered by weather or other unforeseen and uncontrollable factors.
- 20.5** No division, grade, or team shall be given priority treatment in the scheduling of the Carnation Bowl.
- 20.6** Games shall begin at 5pm Friday and 8 am Saturday and Sunday with the youngest teams playing first and processing chronologically through the day.
  - 20.6.1** Every effort will be made to schedule the Carnation Bowl in a stadium.
    - 20.6.1.1** In the event that no stadium is available, the JMFA will determine the most appropriate venue to conduct the championship game.
    - 20.6.1.2** The JMFA board shall determine annually the necessity to charge a nominal admission fee to all spectators of the Carnation Bowl.
- 20.7** Friday, Saturday, Sunday Determination
  - 20.7.1** In years ending in even numbers – the Division I championships shall be played on Saturday and the Division II championships on Sunday.
  - 20.7.2** In years ending in odd numbers – the Division I championship shall be played on Sunday and the Division II championships on Saturday.
  - 20.7.3** When possible Friday night games will be scheduled and the teams/grade/division scheduled to play on Friday night shall be determined by the JMFA board.

### **SECTION III: PLAYING FIELD**

**24. SIZE**

**25. MARKINGS**

**26. GOAL POSTS**

**27. GAME EQUIPMENT**

**28. SIDELINE**

**29. CONDUCT**

## **21 SIZE**

- 21.1** The playing field for 2nd - 5th grade shall be 60 yards long and 40 yards wide, plus end zone 10 yards behind the goal lines, making the total area within the lines 80 yards by 40 yards.
- 21.2** The playing field for 6th - 8th grade teams will be the official high school size, marked in accordance with the high school rules.

## **22 MARKINGS**

### **22.1 The 60-yard field**

- 22.1.1** Shall be properly marked and designated at 10-yard intervals and also with 25-yard lines.
- 22.1.2** There shall be inbound marks 40 feet in from each sideline.
- 22.1.3** On the 60-yard field the box will extend from the 20-yard lines in

### **22.2 The 100-yard field**

- 22.2.1** Shall be marked in accordance with official high school rules.
- 22.2.2** On the 100-yard field the box will extend from the 25-yard lines in.
- 22.3** Spectators' boundary lines should be a minimum of three (3) yards out from the sidelines and designated by ropes, painted lines or burned lines.
- 22.4** Colored flags or sideline markers will be used as corner markers
- 22.5** sideline markers will be used every 10 yards on at least one side of the playing field.
- 22.6** All side-line and corner markers shall conform to JMFA requirements.
- 22.7** The players box shall be at least three yards deep (if there is not reasonable room to accomplish this the area will determine the depth of the box) and be clearly marked on both sides of the fields.
- 22.8** A clearly marked spectator boundary shall be provided on all fields
- 22.8.1** it is the responsibility of the Area Field Representative and Team Manager to keep spectators behind the boundary.



## **23 GOAL POSTS**

### **23.1 2nd - 5th grade teams**

**23.1.1** Shall have goal posts placed seven (7) yards behind the goal lines.

**23.1.2** If goal posts are not seven (7) yards deep on the playing field and the goal posts are placed at the back of the end zone, then the field will be played (as is) since the field is the same for both teams. The ball for all extra points will be placed on the 3-yard line. This will be discussed during the pre-game meeting with both coaches and officials.

**23.1.3** Size and spacing of posts shall be 15 feet apart with the top of the crossbar nine (9) feet above the ground.

### **23.2 6th, 7th and 8th grade teams**

**23.2.1** the high school rules apply.

**23.3** All goal post vertical sections must be padded.

## **24 GAME EQUIPMENT**

**24.1** The host area shall furnish the down box, 10-yard chain and field setup.

**24.2** The home team will furnish the stop clock for 7th and 8th grade teams.

**24.3** The home team will furnish two qualified adults for the down box;

**24.4** The visiting team shall furnish one qualified adult for the down box.

**24.5** Each team will provide the game ball when playing offense.

**24.6** The home team shall furnish down box at neutral fields when notified one week in advance that down box will not be provided since there is no home area.

## **25 SIDELINE**

**25.1** The home team shall have a choice of sideline.

**25.1.1** During the playoffs, if there is not a designated home team, the team with the best overall record shall have a choice of sidelines.

**25.1.2** During the playoffs, if both teams have the same record, choice of sideline shall be determined by coin flip.

## **26 CONDUCT**

**26.1** Refer to the following documents: NFHS Official Rules, JMFA Coaches Code of Ethics, JMFA Parents Code of Ethics.

**26.1.1** There is no tobacco use of any kind allowed on JMFA fields.

**26.1.2** There is no alcohol use allowed on JMFA fields.

**26.1.3** Spectators shall remain behind the spectator boundary at all times.

**26.1.4** Berating or verbally abusing officials, players, coaches or spectators is unacceptable and will result in ejection from the facility and suspension the following week.

## **SECTION IV: GAME RULES**

**27. OFFICIAL RULES**

**28. GAME OFFICIALS.**

**29. LENGTH OF GAMES**

**30. POSITION OF THE BALL AND START OF PLAY**

**31. A-GAP**

**32. 2ND & 3RD GRADE TACKLE BOX**

**33. 2<sup>ND</sup> & 3<sup>RD</sup> GRADE FREE PUNT**

**34. POINTS FOR SCORING**

**35. PENALTIES**

**36. PLAY RECORDERS AND TIMEKEEPERS AND CHAIN CREW**

**37. GAME BALLS**

**38. CLEATS**

**39. MOUTHPIECES**

**40. UNIFORMS**

**41. FORFEITED GAME**

**42. POSTPONEMENT OF GAMES**

**43. RESCHEDULING OF GAMES**

**44. CODE OF CONDUCT**

**45. PROTESTS AND GRIEVANCES.**

**46. CORRECTIVE ACTION.**

**47. MANDATORY PLAY**

**48. ON FIELD INSTRUCTIONS**

**49. USE OF VIDEO EQUIPMENT**

**50. ELECTRONICS AND ELEVATION DEVICES**

## **27 OFFICIAL RULES**

**27.1** Where applicable and with changes and additions listed herein, the official rules will be the rules of the National Federal State High School Athletic Association, referred to in these rules and regulations as “Official high school rules”.

## **28 GAME OFFICIALS.**

**28.1** TWO paid officials are assigned for the 2nd - 5th grade games.

**28.1.1** The game may be played with only one official.

**28.2** THREE paid officials will be supplied for the 6th - 8th grade games.

**28.2.1** The game may be played with only two officials.

**28.3** JMFA shall make every effort to meet this expectation, however the number of available officials is beyond the control of the association and as such some fields may have only the minimum number of officials.

## **29 LENGTH OF GAMES**

**29.1** Each game shall consist of four (4) quarters.

**29.1.1** Each quarter shall consist of 20 plays for 2nd - 4th grades

**29.1.2** 24 plays for 5th and 6th grades, without regard to the actual time involved.

**29.1.2.1** Only point after attempts, both sides penalized and any penalties (unless refused by opponent) do not count as plays.

**29.1.2.2** The Mercy Rule will become effective at any point at any point in the game when the disparity in the score is 40 points or greater for 100-yard fields and 30-points or greater on the 60-yard fields.

**29.1.2.3** If at any time the deficit narrows to less than 24 points, normal game rules apply.

**29.1.3** 7th and 8th grade games shall consist of four (4) 12-minute quarters.

**29.1.4** Three (3) time-outs per half will be permitted for the 2nd – 5th grade teams.

**29.1.5** Official high school rules will apply for the 100-yard teams.

**29.2** After the first half, if the score disparity exceeds 60 points or greater during the game for 100-yard fields and 40 points or greater for 60-yards fields, the referee will call the official game and freeze the points on the score board as the official score.

**29.2.1** With the referees still officiating, play will continue as a scrimmage but in an unofficial scoring capacity.

## **30 POSITION OF THE BALL AND START OF PLAY**

**30.1** For the games on 60-yard fields

- 30.1.1** Kickoff - 25-yard line;
- 30.1.2** safety and touchbacks - 12 yard line;
- 30.1.3** Try for points - 2 yard line.
- 30.2** For games on 100-yard fields
- 30.2.1** official high school rules apply.

## **31 A-GAP**

- 31.1** JMFA defensive players cannot lineup in the “A” Gap or head-up on the center during a punt, point after touchdown, and field goal attempt.
  - 31.1.1** The “A” Gap is defined as the space between the center and guard on offense.
    - 31.1.1.1** The maximum space allowed for “A” Gap is one yard.
    - 31.1.1.2** If the gap is larger than one yard players can line up on the line of scrimmage one yard outside the Centers shoulders. *Once the ball leaves the snappers/centers hand(s) the A-Gap dissolves.*
  - 31.1.2** If on 4<sup>th</sup> down, the Offensive team lines up in normal depth shotgun, the Center may be covered.
  - 31.1.3** The Offense must be in an obvious punt , point after or field goal formation.
  - 31.1.4** Penalty: Unsportsmanlike conduct

## **32 2<sup>ND</sup> & 3<sup>RD</sup> FREE PUNT**

- 32.1** JMFA teams playing 2<sup>nd</sup> and 3<sup>rd</sup> grade football (during games while a coach is on the field) can declare a free punt on 4<sup>th</sup> down.
- 32.2** The coach on the field for the offensive team may declare a free punt.
  - 32.2.1** Once a punt is declared , the official will move the ball 15 yards forward from the line of scrimmage, where the opposing team will take over possession with a first down
- 32.3** The free punt will decrease the number of plays left in the quarter by 1.
  - 32.3.1** The Play will NOT count towards any player’s mandatory minimum plays.

## **33 POINTS FOR SCORING**

- 33.1** For all grades:
  - 33.1.1** Two (2) points shall be scored for a successful kick or drop kick after touchdown;
  - 33.1.2** one point shall be scored for any other successful play after touchdown.

**33.2** If there is a tie at the end of a scheduled game (including regular season, playoff and championship games), the tie will be resolved by the 10-yard overtime procedure used in high school.

**33.2.1 OVERTIME PROCEDURE.**

**33.2.1.1** Each team having an offensive possession of the ball from the ten (10) yard line.

**33.2.1.2** A coin flip will determine which team is to receive the first possession.

**33.2.1.3** Each team will have four downs to score. Scoring will follow regulation games rules, including extra points.

**33.2.1.4** At the conclusion of an overtime round if the game is still tied, another overtime round will be played.

**33.2.1.4.1** During the regular season the game will end in a tie if the score is still tied after the completion of two (2) overtimes.

**33.2.1.4.2** During the playoffs and Carnation Bowl, overtime rounds will continue to be played until an overtime round does not end in a tie.

**34 PENALTIES**

**34.1** For 2nd - 5th grade

**34.1.1** all penalties in the official high school rules shall be reduced to 60 percent of their stated value,

**34.1.1.1** e.g., 15 yards will be 9 yards, 10 yards will be 6 yards, 5 yards will be 3 yards, etc.

**34.2** 6th - 8th grade will use penalties set forth in official high school rules.

**34.3** EJECTIONS:

**34.3.1** First Offense: Any player, coach (head or assistant) who is ejected from a game by the officials, or causes a game to be forfeited due to unsportsmanlike conduct, will automatically be suspended for the next game (schedule, playoff, or Carnation Bowl) on the first offense.

**34.3.2** A second offense will cause such player or coach to be automatically suspended for the remainder of the season (playoffs and Carnation Bowl included), including JMFA post season play.

**35 PLAY RECORDERS AND TIMEKEEPERS CHAIN CREW**

**35.1** Two play recorders and timekeepers, one representing each team, shall stay together during the game, and shall record the plays, or time, thus determining when the quarters are completed.

**35.2** The play recorders or timekeepers shall notify the referee, who shall notify both team captans and coaches at five (5) plays or two minutes before the end of each quarter.

**35.2.1** Any discrepancies between the play recorders and timekeeper's shall be resolved by a flip of a coin by the referees.

**35.3** One time clock shall be used by the timekeepers.

**35.4** The officials shall not keep game clocks, provided there is one qualified timekeeper from each team.

**35.4.1** If the timekeepers refuse to stand together on the same sideline, the play count or timekeeping will revert to the home team.

**35.5** The Chain crew is also part of the officiating crew and may not coach or provide instruction during the game.

**35.6** Infractions of this rule will result in being penalized with an unsportsmanlike conduct penalty.

## **36 GAME BALLS**

**36.1** Game balls shall be in conformity with the JMFA approved requirements. Because the availability of certain brands of footballs varies from year to year, game balls will be approved on a yearly basis. Teams will use game balls issued to them when playing offense. The county board has approved more than one brand of football for JMFA use.

**36.1.1** 2nd, 3rd, and 4th grades will play with a K2 or its equivalent;

**36.1.2** 5th and 6th grades will play with a TDJ or its equivalent; and

**36.1.3** 7th and 8th grades will play with a TDY or its equivalent.

## **37 CLEATS**

**37.1** Detachable cleats of up to  $\frac{3}{4}$  inch as defined by the NFHS rules are allowed for teams scheduled to play games on 100-yard fields and are not allowed for teams scheduled to play games on 60-yard fields.

## **38 MOUTHPIECES**

**38.1** Mouthpiece is mandatory with the color consistent with the latest revision of Official High School Rules.

## **39 UNIFORMS**

**39.1** All players must wear an official jersey with number corresponding to their individual roster number.

**39.1.1** When two teams meet from the same area, contrasting jerseys will then be permitted with emphasis on matching numbers as much as possible for the visiting team.

**39.2** If there is a damaged jersey requiring a change of jersey, the player's number must remain the same.

**39.2.1** If a number change is required, the county President or designee must initial the change on the official rosters before the use of a jersey in a game.

- 39.3** NFHS Rule 7-2-5 SPECIFYING APPROPRIATE UNIFORM NUMBERS FOR LINEMEN, SHALL NOT APPLY.
- 39.4** No slit sleeves will be permitted and any player with such modification to the jersey is ineligible for play in that game.
- 39.4.1** If the sleeve must be slit for proper fit with equipment, a material insert (gusset) must be sewn in to give the jersey sleeve support.
- 39.5** If a jersey is damaged during a game and the official deems the damage capable of causing a potential injury or a number is no longer distinguishable, the official may assign another jersey to that player for that game only.
- 39.5.1** The official will discuss this with both coaches, and the name of the player and both jersey numbers will be noted on the play counter and timekeeper sheets of both teams by the official.
- 39.6** All JMFA players will be allowed to wear any type of glove provided the gloves do not have any metallic or protruding surfaces. Game officials shall have the right to inspect player's gloves and rule whether or not a player's gloves are suitable.

## **40 FORFEITED GAME**

- 40.1** A scheduled game is automatically forfeited by any team that cannot field 11 eligible players within 30 minutes of the schedule game time, unless the game is officially postponed.

## **41 POSTPONEMENT OF GAMES**

- 41.1** In general, the Association tries to discourage the postponement of games due to inclement weather.
- 41.1.1** Games may be postponed by the County President or the home team's Area President or designee.
- 41.1.2** A game may be postponed or suspended by an official if he or she deems the playing surface or conditions to be potentially hazardous to the players.
- 41.1.3** If a game is suspended during play, the County Board will have the final determination as to whether the game will be resumed from that point or if the results are to be final.

## **42 RESCHEDULING OF GAMES**

- 42.1** Rescheduling of games will be done as soon as possible by mutual agreement of the scheduling committee. (In the event of bad weather, the Area Presidents/Directors are to contact the County President and a special meeting will be called to make all necessary changes).
- 42.2** It will be the responsibility of the Area Presidents to contact their own teams involved in schedule changes.

## **43 CODE OF CONDUCT**



- 43.1** Each team shall be responsible for keeping the spectators orderly and off the playing field and behind the spectator's boundary. S
- 43.1.1** Shouting abusive language at a player, officials, or spectators is strictly prohibited, and violation shall result in enforcement of the high school rules.
- 43.2** At the immediate time of any incident or physical abuse of a Coach, Player Official or Spectator the officials will meet with the head coaches of both teams in order that every effort is made to identify the assailant.
- 43.2.1** Physical abuse of a Coach, Player Official or Spectator by any individual or coach will result in suspension of the individual or individuals involved from all JMFA activities for the entire calendar year or 365 days, commencing with the date of the infraction.
- 43.3** Officials will enforce official high school rules pertaining to coaches, boundaries and conduct, except that coaching from the sidelines by the team coaches will be permitted.
- 43.4** Only the head coach may ask for a rule interpretation or clarification of a penalty from a game official provided the coach does so in a professional manner.
- 43.5** A maximum of seven (7) coaches will be allowed inside the box on game day.
- 43.5.1** All coaches must pass a background check.
- 43.6** EJECTION: Any player, coach (head or assistant) or spectator who is ejected from a game by the officials or JMFA and it's representatives, or causes a game to be forfeited due to unsportsmanlike conduct will automatically be suspended for the next game (scheduled, playoff or Carnation Bowl) on the first offense. A second such offense will cause such player or coach to be automatically suspended for the remainder of the season (playoffs and bowl games included).

## **44 PROTESTS AND GRIEVANCES.**

- 44.1** A protest committee consisting of at least three (3) members will be appointed by the County President to consider complaints of Rule and By-law infractions.
- 44.1.1** Each area will submit the name of one person each year that will be available to serve on the protest committee during the year.
- 44.2** Filing a protest: The proper procedure for filing a protest on a misapplication of the rules, not a judgment call, is to mark the following on a score sheet or play counter form before the snap of the ball for the next play.
- 44.2.1** The game officials shall be required to stop play when advised by either coach that a protest is to be filed.
- 44.2.1.1** The Official must allow the protest to be filed regardless of his or her opinion as to the validity of the protest.
- 44.2.2** ALL Items must be complete and correct:
- 44.2.2.1** Quarter - time left or number of plays left in quarter

- 44.2.2.2** Position of ball - down, direction, distance and who had it - going which way
- 44.2.2.3** Score at this point
- 44.2.2.4** Description of protest - be brief
- 44.2.2.5** Signature of both coaches, (or only protesting coach and referee)
- 44.2.2.6** The game officials shall notify both coaches that a protest has been filed
- 44.2.3** The Area President/Director and team scorekeeper shall be allowed to attend the protest meeting
- 44.3** All protests of Rule or By-law infractions will be submitted in writing to the Area President, along with the score sheet or play counter form as designated above.
- 44.4** The protest and the necessary record must be submitted to the protest committee by the Area President within two (2) days of the alleged infraction.
- 44.5** The County President will serve as a chairperson of the protest committee;
- 44.6** the protest committee will then render a decision of protest allowed or protest not allowed within two (2) days.
  - 44.6.1** The protest committee's decision is final.
  - 44.6.2** The officials furnished by the Association are paid officials. Protests regarding judgment calls will not be permitted insofar as the outcome of any game is concerned.

## **45 CORRECTIVE ACTION.**

- 45.1** If any JMFA area member consistently disregards the Rules and By-laws of the JMFA, their membership may be rescinded.
  - 45.1.1** The JMFA President shall appoint and chair a review board to impose and monitor corrective action such that the membership might be retained.
  - 45.1.2** If such corrective action is not forthcoming, the area membership may be rescinded by a two-thirds vote of the remaining members.

## **46 MANDATORY PLAY**

- 46.1** Players participating in JMFA shall participate in every game including playoffs and the Carnation Bowl, with the following minimum play requirements:
  - 46.1.1** All players, regardless of grade (2nd - 8th grades)
  - 46.1.2** 15 plays including kickoff, kickoff return and extra point conversions.
- 46.2** Reasons for not participating in mandatory play are:
  - 46.2.1** Illness
  - 46.2.2** Injury

- 46.2.3** Unexcused absent one practice (or more) per week without cause
- 46.2.4** Poor school performance as related by the parent
- 46.2.5** Attitude (justifiable), and
- 46.2.6** Official ejection.
- 46.3** If a child is not eligible prior to the start of the game, the player eligibility form must be completed and present at the pre-game meeting of the head coaches. Players who are ineligible are not required to meet this rule.
- 46.4** If a player becomes ill, is injured or has an attitude problem at any point during the game, the head coach shall notify the head official and the play-counters who will note the minimum play count sheet. In this case, the Area Director will exercise final say if a violation of this rule is alleged.
- 46.5** Each area shall provide one scorekeeper/play counters. That person will be part of the "officiating crew", along with timekeeper, and chains personnel.
- 46.6** Each play counter (one per team per game) is required to use the league-standard play-counting sheet. Play counting sheets are to be signed by each play counter at the conclusion of the game.
- 46.7** All play counters are to meet at midfield at the beginning of halftime to consolidate notes and agree on status of all players. This shall take place in the presence of the head referee. Play counters will then inform their respective head coaches of status of all players before the start of the 3rd quarter.
- 46.8** Failure to comply with mandatory play shall not be a forfeitable offense in the regular season
- 46.9** Failure to comply with mandatory play in the playoffs or Carnation Bowl shall result in a forfeit. The JMFA County Board shall provide play counters at the Carnation Bowl.
- 46.10** Failure of coach to comply with the mandatory play rule shall be reported in writing to the Area President and team manager, or appointed team representative keeping account of players and plays. This complaint is to be delivered to the respective coach along with a warning.
- 46.10.1** The Area Director at his/her discretion may review film to determine that the play count violation did/did not occur.
- 46.11** A second reported offense should be brought before the board or its designated committee. If the committee or board determines that the coach in question has violated the mandatory play rule, then the coach shall be barred from participation or attendance at the team's next game.
- 46.12** A third reported offense, with a determination by the Area President or designated committee that the coach in question has violated the mandatory play rule, shall result in the coach being barred from coaching in the JMFA program for the remainder of the calendar year and an additional one calendar year beginning on January 1 the following year.
- 46.13** Failure of play counter to sign play-counting sheet at conclusion of the game may result in one-week suspension for their team's head coach, as determined by Area President/Director.

**46.14** At NO TIME shall a coach approach a parent or player and make an agreement to reduce the number of plays one game and increase the number of plays in subsequent games to make up the difference.

**46.14.1** If it is determined by an Area Director and/or board that the above statement has occurred, the head coach of that team shall be suspended for one calendar year from the date of infraction.

## **47 ON FIELD INSTRUCTIONS**

**47.1** One 2nd grade coach will be allowed on the field during games for the entire season, including playoffs and Carnation Bow.

**47.2** One 3rd grade coach will be allowed on the field during the first three (3) games of the JMFA scheduled season,

**47.2.1** one coach from the team on offense and one coach from the team on defense may be on the field for the purpose of instructing the players.

**47.2.2** Coaches on the field may only talk to their own players and may not discuss officials' calls

**47.2.3** On-field Coaches must stop talking or giving instructions when the offensive team gets in the set position.

**47.2.4** Infraction of the above guidelines will subject the coach to dismissal to the sidelines.

## **48 USE OF VIDEO EQUIPMENT**

**48.1** The use of video equipment or filming equipment will be permitted under the following conditions:

**48.1.1** Videotaping or filming or scouting must take place on lines from goal-line to goal-line.

**48.1.2** No taping/filming or scouting from the end zones.

**48.1.3** Taping/filming cannot impede/restrict the officials in the performance of their duties.

**48.1.4** Taping/filming by either of the participating teams cannot in any manner impede safe play, as determined by the game officials.

**48.1.5** No ladders, scaffold, or other elevation devices may be placed inside the spectator's boundary line.

**48.1.6** Failure to comply with the above conditions at the request of the game official will result in the delay of the game until safe conditions can be established and safe play can continue.

## **49 ELECTRONICS AND ELEVATION DEVICES**

**49.1** The use of electronics by any player, coach, or chain crewmember, is strictly prohibited including but not limited to:

**49.1.1** walkie-talkies, headsets, and cell phones.

**49.2** All coaches must be in the box at all times;

**49.2.1** no use of ladders, scaffolds, or other elevation devices is permissible by any member of the coaching staff.

**49.3** Use of any electronic or elevation devices shall subject the Head Coach to ejection from the game.

## **SECTION V: MEMBER AREAS**

**51. MEMBERSHIP**

**52. COUNTY ASSESSMENTS:**

**53. NEW AREA:**

**54. MINIMUM TEAMS:**

**55. DIVISION OF AREA:**

**56. MEMBER S**

**57. FAILURE TO ABIDE:**

**58. AUTHORITY and DISCIPLINARY ACTION:**

**59. ARTICLE VII - OFFICIAL UNIFORM COLORS**

## **50 MEMBERSHIP**

- 50.1** The JMFA shall consist of the following levels of organization and membership.
- 50.2** TEAM: A football team within an area (see Section 2 of this Article) shall consist of youngsters eligible to play football in accordance with the JMFA By-Laws and Rules of play. Also, in accordance with JMFA eligibility rules
- 50.3** AREA: The areas shall consist of the individual football teams formed within geographic boundaries of the areas as defined in these rules. Each said area shall be known as an area association, and shall be governed by an Area Board of Directors, hereinafter called the Area Board.
- 50.4** THE JEFFCO MIDGET FOOTBALL ASSOCIATION, INC.: The JMFA shall consist of the area associations and shall be governed by a Board of Directors, hereinafter called the County Board.
- 50.4.1** The County Board shall consist of elected county officials and two representatives from each Area Association,
- 50.4.1.1** One of whom shall be the Area Association President/Director,
- 50.4.1.2** The other a County representative as defined in Article IV, Section 2.

## **51 COUNTY ASSESSMENTS:**

- 51.1** The County assessment will be made and delivered at the August county meeting.
- 51.2** Assessments will then be due by the September county meeting.
- 51.2.1** If payment is not received by that meeting, then the ASSOCIATION failing to make payment will lose its county votes
- 51.2.2** All games its teams are scheduled to play will be forfeited.
- 51.2.3** Once payment is made to the county, all games will resume as scheduled but the forfeited games will hold and will not be replayed.
- 51.2.4** Once during a three-year period, an association may ask for a hardship from the County.
- 51.2.4.1** Payment of at least one-third must be made at the time of hardship
- 51.2.4.2** And the County Board must approve the hardship with a two-thirds majority vote.
- 51.2.4.3** The remaining two-thirds of the payment will be due prior to the playoff games beginning.

## **52 NEW AREA:**

- 52.1** Any new geographical area may be eligible to apply for membership in JMFA when said area is capable of fielding and supporting a minimum of six (6) football teams, and final membership in the JMFA shall be subject to approval of two-thirds of eligible voting members of the County Board.
- 52.1.1** Application must be submitted in writing to the President of the County Board.

## **53 MINIMUM TEAMS:**

- 53.1** A member area must maintain a minimum of six (6) teams each season.
- 53.2** Areas that do not meet the minimum on the weekend of bracketing can be subject to the following actions:
- 53.3** The area may be placed on probation and oversight.
- 53.4** The area would work with the Closest Geographical Area (CGA) with the lowest total teams with respect to fields, registration, and recruitment.
  - 53.4.1.1** The CGA will have oversight into all decisions related to the registration and recruiting process.
  - 53.4.1.2** The area not meeting the minimum will have a financial requirement only for the resources they use to the CGA.
- 53.5** If an area is unable to achieve greater than six (6) teams after a three (3) year period, the JMFA Board may vote to remove the area from JMFA membership.
  - 53.5.1** Areas that drop below the minimum requirement within three (3) years of an incident,
    - 53.5.1.1** The JMFA President will appoint an oversight committee to review all policies and procedures.
    - 53.5.1.2** The oversight committee may replace and/or implement new policies and procedures based upon the discoveries.

## **54 DIVISION OF AREA:**

- 54.1** An existing area may divide into two areas subject to the approval of a 2/3 vote of the eligible voting membership of the County Board and providing the area is fielding 12 football teams or more at the time of the request.
  - 54.1.1** Application to divide must be submitted in writing to the President of the County Board.

## **55 MEMBER S**

### **55.1 TEAM MANAGER:**

- 55.1.1** It is suggested that the Team Manager shall be an elected officer.
  - 55.1.1.1** Each team in the association shall hold an annual meeting on a date prior to December 31 of each calendar year, at which time, the voting members, by a majority vote of the membership present, a Team Manager shall be elected for the remainder of the calendar year.
  - 55.1.2** An elected Team Manager shall automatically be a member of their Area Board.
  - 55.1.3** If any Team Manager having been duly elected shall decline, fail or be unable to serve, the team concerned shall elect a replacement for the unexpired term.

## **55.2 AREA OFFICERS:**

**55.2.1** The following shall be elected officers within the various area associations:

**55.2.1.1** President/Directors

**55.2.1.2** Vice President(s)

**55.2.1.3** Treasurer

**55.2.2** Two or more officers may be combined in one person,

**55.2.2.1** Except the President/Director and Treasurer,

**55.2.2.2** And the offices of the President and County Representative shall not be so combined.

**55.2.3** Prior to December 31 of each year, each Area Board shall hold an election for the purpose of filling offices.

**55.2.3.1** Each area may conduct their election according to their own By-Laws.

**55.2.3.2** If an officer having been duly elected, shall decline, fail or be unable to serve, the Area Board shall elect a replacement for the unexpired term.

**55.2.3.3** If an Area President or County Representative is elected to an office of the County Board, the Area Board shall elect a replacement for the unexpired term.

**55.2.4** Each Area Association officer and/or each member of the Board of Directors shall be entitled to one vote at any meeting of the Area Association Board of Directors, except the presiding officer. The presiding officer may exercise a vote only as necessary to break a tie among those present.

**55.2.5** The duties of the Area Association Officers are as follows:

**55.2.5.1** Each officer shall maintain such books and records as may be appropriate to their office, and shall be expected to attend all meetings of the Area Board,

**55.2.5.2** And shall give a full and complete report of their activities to the Area Board on request.

**55.2.5.3** It shall be the duty of each officer, upon completion of their term, resignation, or removal, to turn over all the books and records to the Area Board or to their successor.

**55.2.6** President/Director: The President/Director shall call and preside at all meetings of the Area Association Board of Directors, and shall attend meetings of the County Board.

**55.2.6.1** In addition, they shall be responsible for securing coaches for the teams within their area, with the advice and consent of the Area Board of Directors.

**55.2.6.2** The assignment of each registered youngster to a team shall be a prime responsibility of this office.

**55.2.7** Vice President(s): The Vice President(s) shall assist the President/Director and discharge all of the duties of the President/Director in the absence of that office.



- 55.2.8** Secretary: The Secretary shall keep the list of all members, and shall record the proceedings of the meetings of the Area Board. The Secretary shall also attend to such correspondence and reports as may be required.
- 55.2.9** Treasurer: The Treasurer shall be charged with the responsibility of collecting assessment fees and of keeping a proper record of all financial transactions. They shall furnish such financial statements or information as may be required by the County Board or by the U.S. Bureau of Internal Revenue Service. County Representative: A County Representative shall attend all meetings of the County Board as a voting member thereof. They shall be responsible along with the Area President for representing the opinion of the area at County board meetings and for reporting all county board transactions to the area board.
- 55.2.10** Alternate County Representative: An alternate County Representative shall discharge the duties of the County Representative at meeting(s) of the County Board in the absence of that officer.
- 55.2.11** Equipment Manager: The Equipment Manager shall be responsible for the requisition, maintenance, report, replacements and distribution of appropriate equipment for the teams.
- 55.3** REFEREE/JMFA MEMBER: No referee or director of referees involved with JMFA may hold any coaching or administrative position.

## **56 FAILURE TO ABIDE:**

- 56.1** All member Areas accept that membership is a privilege and agree to abide by all Rules and By-Laws of the JMFA
- 56.2** Failure by an association to conform to these Rules shall submit them to possible probation or loss of membership in JMFA, or the County Board may determine such other penalty as appropriate.
- 56.3** A two-thirds vote of the voting membership of the County Board shall be necessary to impose any penalty.

## **57 AUTHORITY and DISCIPLINARY ACTION:**

- 57.1** The actions of any individual acting in an official capacity with JMFA or its member Areas are subject to the authority of the JMFA Board of Directors.
- 57.1.1** Official Capacity is defined as
- 57.1.1.1** Coach
  - 57.1.1.2** Assistant Coach
  - 57.1.1.3** Team Manager
  - 57.1.1.4** Team Mom
  - 57.1.1.5** Area Officers and Board Members
  - 57.1.1.6** Game Officials
  - 57.1.1.7** Players and Member parents/guardians

**57.1.2** When any individual in an official capacity is sanctioned by the JMFA Board they shall have to right to request a hearing of the JMFA Board in their defense

**57.1.2.1** NO HEARINGS WILL BE GRANTED FOR EJECTIONS BY A GAME OFFICIAL

**57.1.3** The JMFA Board shall be convened with-in two weeks of the request for hearing at a time and place determined by the JMFA President

**57.1.4** When the individual involved is NOT the Area President/Director they may present such arguments for or against the individual involved but shall recues themselves and remove themselves from the room while a determination is made.

**57.1.5** Sanctions may include but are not limited to:

**57.1.5.1.1** Warnings

**57.1.5.1.2** Conduct Contracts

**57.1.5.1.3** Probation

**57.1.5.1.4** Suspension

**57.1.5.1.5** Removal

**57.1.6** The JMFA's decisions are final

## **58 ARTICLE VII - OFFICIAL UNIFORM COLORS**

**58.1** Alameda: Blue on White

**58.2** Arvada: White on Red

**58.3** Bear Creek: Gold on Forest Green

**58.4** Englewood: Black on Tarheel Blue

**58.5** Golden: White on Maroon

**58.6** Green Mountain: Gold on Black

**58.7** Highlands Ranch: Blue on Gray and Gray on Blue

**58.8** Lakewood: Black on Orange

**58.9** Mountain Area: Navy on Grey/Silver

**58.10** North Metro: Black on Turquoise

**58.11** South Jeffco: Cardinal on Navy or Cardinal on White

**58.12** South Metro: Purple on Black

**58.13** Standley Lake: Green on Navy

**58.14** Wheat Ridge: Gold on Blue

**BY-LAWS**  
**Jefferson County Midget Football Association**  
**2008 Season**

**ARTICLE I - ORGANIZATION**

This organization shall be known as the Jefferson County Midget Football Association, Inc., a nonprofit corporation in Jefferson County, Colorado, hereinafter called JMFA.

**ARTICLE II - OBJECTIVE**

The objective of the association is to organize, schedule, and conduct a football program for youngsters between the ages of seven (7) and fourteen (14) who meet the JMFA eligibility.

**ARTICLE III - MEMBERSHIP**

The JMFA shall consist of the following levels of organization and membership.

**1. TEAM:**

A football team within an area (*see Section 2 of this Article*) shall consist of youngsters eligible to play football in accordance with the JMFA By-Laws and Rules of play. Also, in accordance with JMFA eligibility rules, all area membership fees must be paid by each player rostered prior to the first practice.

**2. AREA:**

The areas shall consist of the individual football teams formed within geographic boundaries of the areas as defined by Article VIII of these By-Laws. Each said area shall be known as an area association, and shall be governed by an Area Board of Directors, hereinafter called the Area Board.

**3. THE JEFFCO MIDGET FOOTBALL ASSOCIATION, INC.,:**

The JMFA shall consist of the area associations and shall be governed by a Board of Directors, hereinafter called the County Board. The County Board shall consist of elected county officials and two representatives from each Area Association, one of who shall be the Area Association President/Director, the other a County representative as defined in Article IV, Section 2. In addition, the immediate past President of the County Board shall automatically be a non-voting member of the County Board for one (1) calendar year.

**4. ELECTED OFFICER:**

A membership shall be extended to any elected office in JMFA, if said officer is not already a team-voting member.

**5. HONORARY MEMBERSHIP:**

An honorary membership may, at the discretion of the County Board and/or Area Board, be extended to any other person, firm, partnership, corporation or other business entity interested in supporting the objectives of JMFA.

## **ARTICLE IV – OFFICERS**

### **County Officers of the Jeffco Midget Football Assoc.:**

The following shall be elected officers of the Board of Directors of the Jeffco Midget Football Association, Inc.:

#### **a. OFFICERS:**

1. President
2. Vice President
3. Secretary (appointed by President with approval of the Board)
4. Treasurer
5. Such offices as the County Board may deem necessary

### **WHO CAN SERVE:**

The officers shall be elected from the County Board. An exception may be made where a particularly qualified person could benefit the association by being elected to an office.

JMFA coaches who have been elected to serve as President of the County Board will not be allowed to serve as the head coach of a team during their term of office.

JMFA coaches who have been elected to serve as an officer of the County Board will be allowed to coach with the following restrictions:

- a. May not serve on a protest committee that involves the area the officer is coaching for, the age group and division they are coaching in, or the opponent area of which they will face for the upcoming games for the remainder of the regular season.
- b. May not participate in a position that may influence the outcome of a game, e.g. participate in the assigning of officials for games.
- c. May not be involved in activities that are based upon factual information and the displaying or announcing of said information.
- d. May not be Treasurer of the county board.
- e. May not be a member of an area member board.
- f. May not be a part of the playoff selection/tie breaker process.
  - i. In addition, the coach/officer may not be a part of an activity that two-thirds of the board votes to disallow.
  - ii. If the coach becomes suspended for acts that are in violation of the JMFA Code of Ethics, JMFA Honor and Integrity Program, or any such similar program at the time, the coach/officer will be placed on probation without a review or vote.

- iii. If a coach/officer is suspended for a second infraction, a review committee will be convened to consider one of the following penalties:
  1. Two year suspension from JMFA,
  2. Lifetime ban from JMFA.

#### **ELECTION:**

Prior to December 31 of each calendar year, the County Board shall, by a majority vote of the members present, elect all officers of the County Board.

#### **VOTING RIGHTS:**

Each member of the County Board shall be entitled to one vote at meetings of the County Board except that the presiding officer may exercise a vote only if necessary to break a tie among those present.

#### **DUTIES OF THE COUNTY OFFICERS:**

Each officer of the County Board shall maintain such books and records as may be appropriate to their office and shall be expected to attend all meetings of the County Board, and shall give a full and complete report of their activities to the County Board on request. The duties of the officers set forth below shall be subject to such modifications as the County Board may from time to time determine. It shall be the duty of each officer upon completion of their term, resignation, or removal, to turn over all of their books and records in the County Board or to their successor.

1. **President:** The President shall call and preside at meetings of the County Board. They shall be responsible for assignments of all committees necessary to oversee and guide the activities of the JMFA. The President shall appoint a person who shall collect scores of all games each week of scheduled play and for the reporting of same, either to local newspapers and/or the JMFA.
2. **Vice President(s):** The Vice President(s) shall assist the President and discharge all the duties of the President in the absence of that officer.
3. **Secretary:** The Secretary shall keep the list of all members, and shall record proceedings of the meeting of the County Board. The Secretary shall also attend to such correspondence and reports as may be required.
4. **Treasurer:** The Treasurer shall be charged with the responsibility of collections, assessment of fees from all area associations, and keeping a record of all financial transactions. They shall furnish such financial statements as may be required by the County Board or the U.S. Board of Internal Revenue Service. He/she shall pay bills only upon approval of the County Board and upon presentation of suitable vouchers, receipts or invoices. All checks in excess of \$2,000.00 shall have two signatures from the following officers: President, Vice President or Treasurer.

## **ARTICLE V - MEETING AND RESPONSIBILITIES**

### **COUNTY:**

The County Board shall meet at least every other month throughout the calendar year and otherwise at the call of the President when requested by three (3) or more members of the County Board. The last meeting of each year shall be for the purpose of electing officers for the following year and to adopt any By-Law changes. It shall be the duty of the County Board to exercise supervision of all areas included in the JMFA and set out county wide policies, to determine areas of responsibility and discretion within which the area associations also may act, to elect officers to carry out the policies, to determine scheduling of games, to hire referees, and to carry out such other duties as may from time to time become necessary.

### **SCHEDULING COMMITTEE:**

The scheduling committee shall consist of one member from each area and the County Board of Directors. For each term whose area association can provide and equip the necessary playing fields, the scheduling committee shall schedule at least three (3) home games on their home field.

### **TERM LIMITS:**

Any officer of the County Board may serve a maximum of three (3) consecutive years in any office of the County Board.

### **DUPLICITY:**

No two people from the same area will serve on the County Board of Directors at the same time.

## **ARTICLE VI - GENERAL**

### **MEETING PROCEDURES:**

In all meetings called by any of the authorized officers or board members of JMFA, Robert's Rules of Order and Parliamentary Procedure shall be followed insofar as is applicable.

### **PRINCIPAL OFFICE:**

The location of the principal office of the JMFA shall be maintained at the residence of the President of the County Board, and may be moved from time to time by order of the County Board.

### **COUNTY SECRETARY:**

The Secretary of the County Board may be compensated in an amount to be set by the County Board.

### **COUNTY AUDIT:**

An audit of the financial records of the County Board shall be conducted at the end of the calendar year by a committee appointed by the President. An audit also shall be conducted in the event of the office of the county treasurer changing hands.

**RULE/BY-LAW CHANGES:**

All Rule and By-Law changes will be introduced during the association's December through April meeting; a simple majority vote of membership present is required to adopt new rules or by-laws.