

# **PACIFIC YOUTH FOOTBALL LEAGUE “P.Y.F.L.”**

*AGOURA/OAK PARK CHARGERS*

*BURBANK VIKINGS*

*CAMARILLO ROADRUNNERS*

*CALABASAS WOLFPACK*

*FILLMORE BEARS*

*HIGHLAND BULLDOGS*

*MOORPARK MUSKETEERS*

*NORTH OXNARD WARRIORS*

*OJAI EAGLES*

*OXNARD PANTHERS*

*PALMDALE FALCONS*

*SANTA BARBARA SHARKS*

*SANTA CLARITA VALLEY WARRIORS*

*SOUTH VALLEY RAIDERS*

*THOUSAND OAKS TITANS*

*VALLEY RAMS*

*VENTURA PACKERS*

*WEST LANCASTER EAGLES*

## **OFFICIAL RULES AND BY-LAWS**

***(Rev. 06/10/18)***

# PART I - OFFICIAL RULES

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# ARTICLE I

## STATEMENT OF PRINCIPLES

### SECTION A – OBJECTIVE.

The objective of this program is: to inspire youth, regardless of race, color, creed, or national origin; to practice the ideals of health, citizenship, and character, to bring our youth closer together through the means of a common interest in sportsmanship, fair play, and fellowship; to impart to the games elements of safety, sanity, and intelligent supervision; and to keep the welfare of the player first, foremost, and entirely free of the adult lust for glory.

### SECTION B – SPECIFIC PURPOSE.

1. To acquaint the players with the fundamentals of the game rules: passing, running, kicking, blocking, and tackling.
2. To teach through the game, sportsmanship, love of the game, and the ability to take a few knocks and bumps.
3. To promote safe play by encouraging the players to play down to the lowest age and weight division for which they qualify.

### SECTION C – DIVISION FRAME WORK.

To maintain uniformity teams must fall into one of the following divisions:

GREMLIN, PEEWEE, BANTAM, MIDGETS, JUNIOR or SENIOR.

Each team so classified must be formed in accordance with the requirements as set forth in Article II of this rulebook.

### SECTION D – CHAPTER DUTIES.

It shall be the duty of each Chapter to establish the necessary procedures to assure compliance with the rules contained in this book, bearing in mind that no Chapter may establish rules, which contradict the rules and regulations contained herein. Each Chapter must submit a policy statement on the rules/policies they use to form teams within their Chapter. When a player signs up at the chapter level, the chapter must put the date and time the player signs up. All signups must be open to all prospective participants on a first-come, first-serve basis.

**NOTE:** *In order to remain a Chapter in good standing with the PYFL all organizations must accept and meet the following standards:*

1. Obey all Rules, Regulations, and By-laws.
2. Pay all fees, fines and bills immediately upon notification.
3. Provide Game Field Commissioners and Auditors for all home games.
4. Fine/Discipline coaches as appropriate for coaching ethics violations.
5. To not allow coaches to cut or run-off weaker players.
6. Attend special meetings as called and all conference meetings.
7. Maintaining an active board capable of managing their own internal affairs, and satisfying all PYFL administrative requirements.
8. Treating visitors as if they were the home team.
9. When a player signs up at the Chapter level, the Chapter must put the date and time the player signed in order to verify the last to sign first-to-be-let-go policy of the Conference when a team is over booked.

### SECTION E – TERMINOLOGY.

1. Use of the term "PYFL" in this rulebook refers exclusively to the Pacific Youth Football League
2. Use of the term "Chapter" refers to a Chapter franchised by the PYFL under such rules and regulations as are contained in the PYFL By-laws.
3. A "franchised team" is one, which has met the requirements of its Chapter and the PYFL.
4. An "associate chapter" is one, which has applied for membership in the PYFL.

## ARTICLE II PLAYER ELIGIBILITY

### SECTION A – PLAYER REQUIREMENTS.

1. **MUST BE AN AMATEUR.** To be an amateur under PYFL football rules, players CANNOT:
  - A. Play for monetary benefits such as cash merchandise, or any compensation, nor compete against any professional athlete.
  - B. Compete under an assumed name or compete on any outside tackle football team during the same season. This does not however, prohibit registration of players who have been cut from school squads at the start of the season.
2. **PLAYER CONDUCT.** If a player is ejected from a game by the CIF Officials for any reason, the ejected participant's name must be printed on the PYFL score reporting form. Both participating chapters are required to report the participant in question. This participant will be categorized as an ineligible player in the next game and the rules regarding an ineligible player will apply. If he is ejected from another game he will be suspended from the PYFL for the rest of the season. The same rule applies to coaches.
3. **SCHOLASTIC REQUIREMENTS.** Every player shall be encouraged to maintain a sound scholastic record and must be a full time student in good standing (i.e., no dropouts.) A Chapter may be stricter than the PYFL, but not more lenient. If a Chapter chooses to require a C average to be maintained by their players they may do so without permission from the PYFL.

### SECTION B – CERTIFICATION:

1. **AGES AND WEIGHTS**
  - A. September 1 will determine the playing age of a player for the current season.
  - B. A Gremlin player must be at least age (6) and a Pee-Wee player must be at least age (8) and forty-five (45) pounds to be eligible for participation. Players in Bantams, Midgets, Juniors and Seniors must be at least age ten (10) and fifty-five (55) pounds to be eligible for participation.
  - C. A ten (10) pound weight gain during the season is allowed based on the top weight for age based on the Chart below. "With The Exception" of: Bantams age 11, Midgets age 12 and Juniors age 13 will only be allowed a five (5) pound weight gain during the season.
  - D. A one-time Post-Season weigh-in will be held for all teams playing in the playoffs prior to the first playoff game. The location and time for the weigh-in will be scheduled to be held at the seeding meeting each year. If a player weighed greater than 10 pounds away from the max certification weight during the August certification, the player will not be required to recertify for post season. All play down players will be required to certify for the Post Season.
  - E. On the senior level, unlimited senior weight players may qualify as players who will be designated "X-Men", wearing a clearly visible X on their helmet. These players can only play interior line positions on offense and defense (Center, Guard Tackle of offense and Tackle, Nose or End on defense). These players cannot carry or catch the ball on offense, not allowed to advance a fumble or interception and cannot participate on kickoff or kick return teams. A maximum of three (3) x-men can participate at one time for each team. A player designated as an "x" remains an "x" the entire year despite any weight change during the season or prior to playoffs

**SECTION B – CERTIFICATION Official Weight and Age Chart:**

A player must be at least 6 years of age to be eligible for participation. For the 2018 Season, the playing age of the player is their age as of **September 1, 2018**. The player's weight and age determine the division they will play in as follows; see below table for more detail by age.

**EXCEPT PLAY DOWNS:** Play Downs use **December 1, 2018** to determine league age in Bantam, Midget, Junior, and Senior Divisions. Put simply, your child cannot play down (upper age) if their birthday falls between September 1, 2018 and December 1, 2018; even if they make weight.

SEE BELOW FOR PLAY DOWNS (rule change for 2018)

PYFL Weights as of January 2018

Gremlins	Pee-Wee	Bantam	Midgets	Juniors	Seniors
Age 6 Max Wt.: 100 lbs	Age 8 Max Wt.: 115 lbs	Age 10 Max Wt.: 130 lbs	Age 11 Max Wt.: 145 lbs	Age 12 Max Wt.: 160 lbs	Age 13 Max Wt.: 190 lbs
Age 7 Max Wt.: 100 lbs	Age 9 Max Wt.: 115 lbs	Age 11 Max Wt.: 75 lbs*!	Age 12 Max Wt.: 95 lbs*!	Age 13 Max Wt.: 105 lbs*!	Age 14 Max Wt.: 190 lbs
					"X" Man Unlimited Weight

**No high school student, 9th grades or higher will be allowed to play, this includes any player that has successfully been promoted from or graduated from the 8<sup>th</sup> grade in June of the upcoming season. This includes any player who is being held back voluntarily or being home schooled. An appeal may be made to the PYFL under special circumstances for repeat 8<sup>th</sup> graders to be able to play.**

\*-Only allowed a 5 lbs. weight gain during the season. All others are allowed to gain 10 lbs.

!-Play downs use December 1, 2018 to determine league age.

PLAY DOWN AGE/DIVISIONS (Rule Change for 2018)
SENIOR: Age 14 (Turns 15 between 9/1/18 and 12/1/18, may not play PYFL as a 15 year old.)
JUNIOR: Age 13 (Turns 14 between 9/1/18 and 12/1/18, must play Seniors)
MIDGETS: Age 12 (Turns 13 between 9/1/18 and 12/1/18, must play Junior)
BANTAM: Age 11 (Turns 12 between 9/1/18 and 12/1/18, must play Midgets)

PW: N/A GRM: N/A

**\*\*NOTE\*\***

**Any player can play in a division higher than their age; however the player must stay below the MAX weight of that division. This includes any players that must play up due to their birthdate.**

**2. PHYSICAL REQUIREMENTS:**

No player shall be registered or certified if he has not attained and does not maintain a sound physical condition. The attainment of a sound physical condition should be attested to by a duly qualified physician. No player is permitted to enter into any type of physical training without first obtaining health certification. Initially, any player weighing 10% or more over the maximum weight for a Division will be assigned to the next higher Division, if age allows. Any player weighing more than the maximum for a Division, but less than 10% more, may initially be assigned to either Division at the discretion of the Chapter.

**3. WAIVER REQUESTS:** No waivers are allowed

**4. DRAFTING PROCEDURES:**

- A. Drafts will be held at the chapter level and be monitored by a neutral member of the chapter's board. The chapter may request a member of PYFL Executive Board to monitor if they chose to do so. The drafts will be held the Saturday following the first (1<sup>st</sup>) week of practice.
- If a coach feels the draft was done unfairly, they may contact the PYFL VP and request a re-draft. Each chapter is to send copies of all team drafts directly to the VP of PYFL by the end of day Sunday, BEFORE the second (2<sup>nd</sup>) week of practice.
- B. Head coaches have the right to keep their players from the previous year. Teams losing their Head coach may stay together in the same division as the previous year. A Head coach moving up from a lower division will have the choice of bringing his players with him or inheriting the returning team.
- C. The team with the fewer returning players will have 1st pick in the draft.
- D. Teams will be limited to three (3) coach's options, with these options to be taken in the 3rd, 4th and/or 5<sup>th</sup> round. Options must be declared prior to the draft excluding the head coach's son who will be declared as a returning player whether or not he has played.
- E. If a coach's option is used and that player chosen was with the other team in the same division, it would then be the team with the lost player to have one pick to replace the player(s). This would be done as an additional 3rd round draft pick.
- F. Teams with fewer players draft 2 for 1 beginning in the first round until the teams have an even number of players. Once an even number is achieved then all picks will be alternating until all players have been taken
- G. After completion of draft, no trades can be made after 48 hours.
- H. Children will be placed on a team in accordance with age & weight as specified in conference rules.
- I. Additional sign-ups over the maximum number will be placed on a waiting list until vacancies occur. This will be accomplished on a first come first served basis.
- J. No returning player may transfer from the player's previous team/head coach to another team/head coach within the same chapter, other than as a coach's pick, without the prior written consent of the PYFL Executive Board. A returning player desiring to make such a transfer shall submit a written request signed by such player's parents or legal guardian stating the reason(s) for such request. Any such request shall be submitted to the PYFL Executive Board no less than 24 hours in advance of the PYFL draft date and shall be submitted through the PYFL chapter in issue.
- K. Teams wishing to join the PYFL from another league may join the PYFL in its entirety with the following rules:
- (1) Only players from the previous year's certified roster are allowed.
  - (2) Boundary waiver players must be put in the draft. (If there is one for that division)
  - (3) Returning players for that team will be listed as the first players in the draft for that team. (If they have 15 players, they will be listed on the draft sheet 1-15 and the first pick for that team will be #16)
  - (4) A player from the incoming team may opt to enter the draft.
  - (5) No coach or player who has left the PYFL in the past is eligible to return with a new team, they must enter the draft.
  - (6) Team must enter the PYFL before the PYFL official draft day.

**5. WEIGH-INS:** A digital scale is required for weigh-ins.

## 6. **CERTIFICATION PROCESS:**

- A. The PYFL Certification Committee(s), which shall consist of the PYFL executive board, will conduct certification of all players. Procedure, time and place will be given to the Chapters no later than two weeks prior to that Chapter's Certification Day.
- B. The Conference certification process will commence within the first 3 week of August. Only certified players may continue to participate in contact football after the certification date. A player may certify before the date if they are not able to attend the scheduled certification by contacting the PYFL Vice President to make special arrangements.
- C. The PYFL will prepare a master list of all players that are ineligible (due to overweight, age, out of boundary, etc.) to play, to be given to all chapters.
- (1) **Chapter Responsibilities:** (Returning player certification book) Each Chapter is expected to do everything in their power to expedite the certification process on their Certification Day. Certification will be accomplished on a team-by-team basis. Each team is to provide a typed roster for certification. Pen and ink changes will be made on the spot as necessary; ineligible players will have a line (ink on the original only) drawn through their name, and the Team Rosters will then be certified with the signature Certification Auditor. The original will go to the Vice President of the PYFL to be processed and returned. The PYFL will keep a copy. The paperwork certification will occur at least three days prior to player certification at regional sites. These sites will have a PYFL Executive Board Member present. Each Chapter will provide at least one person for each division to assist with the review of the certification documentation of neighboring chapters, as directed by the PYFL Executive Board.
- (2) **Playing Age.** Proof of a new player's age must be presented at the time of initial certification. Proof of age is by State (or County) issued copy of birth certificate. If this cannot be provided then at least one of the following will be furnished:
- (a) Passport/Immigration documentation
  - (b) U.S. Military Birth Registration or ID card
  - (c) Federal Government Birth Certificate
  - (d) County Birth Registration
  - (e) Letter from school the player is attending, attesting to the date of birth of the player, by his full name, to include the names of player's parent(s) that are being carried on the school records. This letter is to be on school letterhead stationery, and signed by the principal, vice-principal, counselor, or registrar of the school. Letter must be dated.
  - (f) Hospital record with the hospital seal and doctor's signature
- (3) **Proof of Address.** Players must provide a utility bill to prove current address. In areas where chapters use schools and/or school district boundaries, a current report card will be required. A cell phone bill can be used to satisfy the proof of address. However under no circumstances can a bank statement, credit card, or insurance bill be used.
- (4) Report Cards will be required for all Seniors and play down Juniors. . No high school student, 9th grades or higher will be allowed to play, this includes any player that has successfully been promoted from or graduated from the 8<sup>th</sup> grade in June of the upcoming season. **This includes any player who is being held back voluntarily or being home schooled.** An appeal may be made to the PYFL under special circumstances for repeat 8<sup>th</sup> graders to be able to play.
- (5) **Transfers.** If a player moves during the regular season they may apply to the Chapter in which they now reside. The following season they must play for the chapter in the area, which they reside.
- NOTE:** *In these instances the PYFL Vice President and Athletic Director will be notified in writing immediately.*
- D. **Removal.** The reason for removal of a participant must be stated in writing (and dated) to the Chapter, PYFL Vice President and Athletic Director. Under no circumstances can the team staff remove a participant from a certified roster. Dropped participants names shall be left on Certified Roster, but shall be lined out in a manner that will leave the information legible.

## SECTION C – INSURANCE

1. Each Chapter shall have at least one individual identified as the Chapter Insurance Representative.
2. A player requiring the services of a doctor (illness or injury) cannot return to practice or game play until he has a written release from the doctor. The Head Coach is held responsible for insuring that the written releases are obtained and are available for review on request.

## SECTION D – TEAM COMPOSITION

1. Each team (Gremlins-Seniors) shall consist of a minimum of sixteen (16) and a maximum of twenty-five (25) certified players. However, individual chapters may choose to certify additional players above the 25. **After Certification Day, a Chapter team may fill vacancies in its roster up to 25 players. However, no team may increase the size of its roster over the amount originally certified after the second game of the season, unless they fall below 16 eligible players.** One reason for a forfeit situation is if a team has less than 16 players available for a game. The coach must call the PYFL Athletic Director and if he still feels that the team can play with a short-staffed team, he may request to do so. If fewer players show up than were expected, it is up to the coaches involved and the Game Field Commissioner to decide if the game will be played or a scrimmage held. If a game is played, the results will stand.
2. Any player added to a team must meet all requirements of this rulebook. (See Article V, Section A)





## ARTICLE III

### COACHES AND TEAM OFFICIALS

**SECTION A – ELIGIBILITY:** The following are prerequisites for adult participation in PYFL:

1. Head Coach must be 21 years of age or over. They must attend a mandatory Head Coaches meeting annually at a time and place to be specified by the PYFL. Each Head Coach must be CPR certified, and a copy of their card must be on file with the PYFL.
2. A 21 year old or older head coach or assistant must be present at all practices and games.
3. All personnel must be registered with their Chapter on the team registration and roster forms.
  - A. They must not have been convicted of any crime, which would cause them to register under Section 290 of the California Penal Code.
  - B. They may be found ineligible by their Chapter or by the General Membership of PYFL for conviction of any crime.
  - C. The chapters will collect verifiable information necessary to check all coaches, 18 years and older with the Megan's Law files. (Provide valid driver license or utility bill if the license has the wrong address).
4. Each Chapter is encouraged to conduct a Coaching and Conditioning Clinic at the start of each season.
5. Head Coach of each team in Conference may be required to take a test on CIF Rule Book and PYFL Rule Book.
6. All Coaches must complete the **USA Football Heads Up Football Coaches Certification**.

**SECTION B – RESPONSIBLE TEAM OFFICIAL.**

1. The Head Coach shall have complete responsibility for the conduct and activities of his team and shall be held accountable by his Chapter and the PYFL.
2. All persons charged with the responsibility for a team must be familiar with the PYFL Rule Book and comply with the provisions set forth.
3. The individuals responsible for a team shall ensure that coaching ethics, spectator control, and any other game control requirements are adhered to at all times.

**SECTION C – COACHING ETHICS.** All members of team staffs of PYFL shall adhere to the following coaching ethics:

1. Will not criticize players in front of spectators, but reserve constructive criticism for private, or in the presence of the team.
2. Will accept decisions of officials on the field as being fair and called to the best ability of the officials.
3. Will not criticize the officials, the opposing team, the coaches, or fans, by word of mouth or gesture.
4. Will emphasize that good athletes are good students, and both are physically and mentally alert.
5. Will strive to make every football activity serve as a training ground for life, and as a basis for good mental and physical health.
6. Will emphasize that winning a game is the result of TEAMWORK.
7. Will not use abusive or profane language before anyone connected with the game.

8. Will not be on the playing field under the influence of alcohol or dangerous drugs.
9. Use of tobacco on the playing field is prohibited (this includes smokeless).
10. Will set an example in personal conduct at all times.

#### **SECTION D – ACT OF DISBARMENT.**

1. A Coach, other adult acting in an official capacity, or parent may be barred from further participation in the PYFL by violation of any of the following acts:
  - A. Paid Coach - by receiving any portion of his annual income for services as an Athletic Director or Coach in PYFL.
  - B. By striking any Coach, official, spectator, or other participants in the PYFL.
  - C. Any sufficient cause such as un-sportsmanlike conduct or profane language, whether on the field or as a spectator.
  - D. Shall not permit "sweating down" tactics in order for a player to make the team weight. Sweating down to include, but not be limited to:
    - (1) Steam rooms.
    - (2) Steam cabinets.
    - (3) Rubber sweat suits.
    - (4) Any method that is injurious to the health of the player.
  - E. Will not knowingly permit a player to re-enter a game once he is badly bruised or injured to such an extent that further play would jeopardize his health.
  - F. He shall not permit a previously injured player to practice, scrimmage, or play in a game without a written release from the doctor.
  - G. He will abide by the team doctor or physician's decision in all matters of injury.
  - H. He will not permit an ineligible player to participate.
  - I. He shall not indulge in un-sportsman like conduct.
  - J. He must remain in compliance with coaching ethics.
  - K. He must never attempt to discourage run-off, or cut weaker players.

## ARTICLE IV

### PLAYING FIELDS AND EQUIPMENT

#### SECTION A – FIELD SPECIFICATIONS AND REQUIREMENTS.

1. The fields shall have the following:
  - A. All divisions will play on regulation field, 120 x 53-1/3 yards. Exceptions must be approved by the PYFL on a yearly basis.
  - B. All fields will be properly marked to include yard markers. The use of CIF defined pylons at the end zones will not be required, although some equivalent, less expensive markers are to be used.
  - C. The home team shall furnish a down marker with letters at least six inches high and a ten-yard chain
  - D. A visible clock, which is readable from both benches, will be required for all games. If official time must be kept on the field, a two (2) minute warning will be given in all four (4) quarters.
  - E. The chain gang will operate from home side of the field. . No member of the coaching staff of either team that is playing may man the chains or down markers. Whenever possible, adults will be used on all chain gangs.
  - F. The home team should provide at least one qualified medical attendant. A team physician or nurse is preferred. A local ambulance phone number and phone location must be posted.
  - G. The hosting Chapter shall be responsible for two (2) man-hours per game for crowd control.
  - H. A first aid kit must be available at all games.

#### SECTION B – OFFICIAL BALL.

1. The official ball shall be:
  - A. **Gremlin and Pee Wee Divisions**

Size: 10" – 10 ¼"

Long axis circumference: 24" – 24 ¼"

Small axis circumference: 17 ½" – 18"

Weight: 10-12 oz.

Example: Rawlings AG4 Pee-Wee

- B. **Bantam and Midget Divisions**

Size: Length 10 1/4" -10 1/2"

Long axis circumference: 25" - 25 1/4"

Small axis circumference: 18 1/4" -18 1/2"

Weight: 12-13 oz.

Example: Rawlings AG4 JUNIOR

- C. **Junior and Senior Divisions**

Size: Length 10 1/2" -10 3/4"

Long axis circumference: 26 1/4" - 26 3/4"

Small axis circumference: 19" - 20 1/4"

Weight: 13-15 oz.

Example: Rawlings AG4 YOUTH

2. Official balls made of rubber or leather may be used interchangeably if previously agreed upon before the start of the game and the head official has been notified in advance of the start of the game.
3. If the provisions of subparagraph (a) through (b) above are used: each team is then responsible for ensuring that a satisfactory ball is furnished. Since some name brand balls differ slightly in size, the opposing offense has the right to carry their own game ball onto the field. The officials should be notified in this event, and both balls should represent as close as possible, the descriptions above.
4. Balls are not required to have stripes of any specific kind or color.

**SECTION C – MINIMUM EQUIPMENT REQUIREMENTS:** All teams must be equipped during all practice contact sessions, scrimmages, and games with equipment meeting the minimum protective standards found to exist in the following equipment:

Helmet---The helmet is the single most important piece of equipment a football player wears because it protects the nerve center of the entire head. The helmet shall be either one or two-piece construction of high quality fiber or plastic-type material, head cushion or head suspension type. At a minimum, a double bar shall be attached to the helmet. The chinstrap will be standard equipment for all helmets. Helmet must be NOCSAE approved.

Shoulder Pads---Shoulder pads shall be corrugated molded fiber or plastic material (for sanitary reasons) and shall be padded with coated washable finish, have adjustable elastic underarm straps, and should be of a cantilever type.

Girdle and Hip Pads---Hip and kidney pads shall be made of heavy padding to protect the kidneys, hips, and spine. They can be of vinyl coated material, with or without fiber inserts. Care must be taken to guard the exposed edge of the hipbone, the base of the spine, and the kidney area.

Thigh Guards---Thigh guards shall be of a molded, corrugated fiber or plastic material.

Knee Pads---Kneepads shall be constructed of a shock absorbing material.

Game Jerseys---Game jerseys for all Divisions should consist of an all-cotton, rayon/cotton, or cotton/nylon material. Double shoulders and double elbows are optional. It is recommended that numbers be sewn on; however, air-dye or processed stenciling can be used if desired. It is recommended that 6-inch front numbers and 8-inch back numbers be used. Numbering of jerseys in accordance with CIF Rule Book is not applicable.

Pants---Pants may be of either a shell or one-piece construction, natural or colored. One-piece pants must have removable pads. Knit material is recommended, with either tunnel belt loops or attached web belt. Thigh guard pockets should be cotton drill cloths, and for longer wear should be hanging from waistband. Kneepad pockets should be sanitized drill cloth or similar material envelope style.

Footwear---Footwear for all Divisions, screw in rubber molded cleat, bar cleated Little League baseball shoes, and tennis shoes are permissible. Steel, aluminum, or nylon with metal cap cleats, is not allowed. All footwear must be in good condition. All one-piece molded shoes are permissible.

Mouthpiece---A mouthpiece approved by or prescribed by a licensed doctor or dentist must be worn at all times.

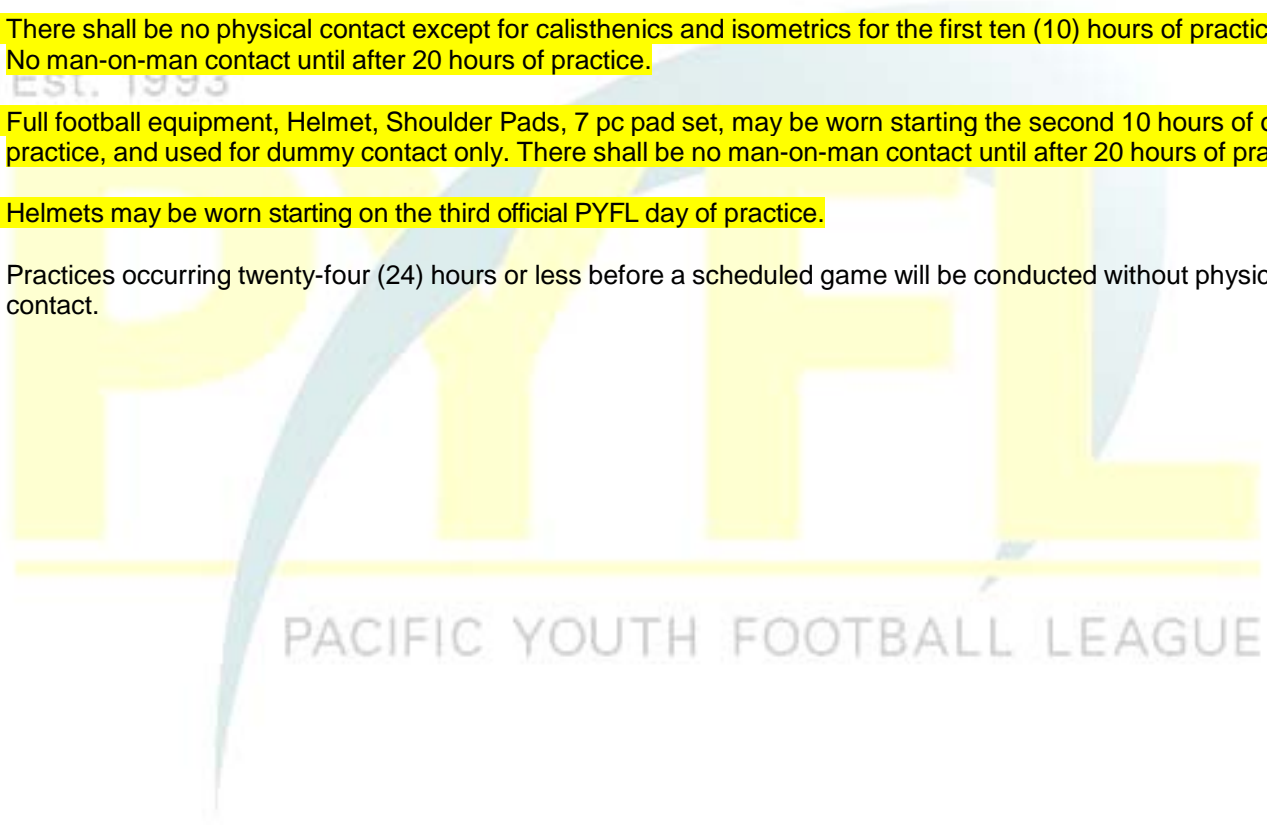
Supporter---An athletic supporter of soft material must be worn at all practices, games, etc. No other device may be used unless approved by a licensed doctor and stated in writing.

## ARTICLE V

### CONDITIONING AND PRACTICES

#### SECTION A – CONDITION AND PRACTICES.

1. No organized practices with full football equipment. Organized team activity may be held year round, without full football equipment as described in #6 below.
2. Conditioning or practice sessions shall not exceed two (2) hours in any one-day.
3. Until Labor Day there shall be no more than 6 practice sessions per week. Gremlin teams shall only practice a maximum 4 days a week until Labor Day, and 2 days a week after Labor Day.
4. After Labor Day, practice sessions will be limited to 8 hours per week.
5. There shall be no physical contact except for calisthenics and isometrics for the first ten (10) hours of practice. No man-on-man contact until after 20 hours of practice.
6. Full football equipment, Helmet, Shoulder Pads, 7 pc pad set, may be worn starting the second 10 hours of official practice, and used for dummy contact only. There shall be no man-on-man contact until after 20 hours of practice.
7. Helmets may be worn starting on the third official PYFL day of practice.
8. Practices occurring twenty-four (24) hours or less before a scheduled game will be conducted without physical contact.



## ARTICLE VI

### SCHEDULING OF SEASON AND POST SEASON GAMES

**SECTION A – SCHEDULING.** The PYFL shall establish schedules subject to the following limitations:

1. PYFL will set the starting and ending dates of all seasonal play. No team will play before or after these dates unless special permission is granted by the PYFL.
2. All teams are limited to a season of (13) games, including quarter and semi-final games, or post-season games.
3. PYFL Final Championship Games are excluded from the above rules.
4. A period of at least seventy-two (72) hours must elapse from the conclusion of one game prior to the playing of another game by the same team, except as waived by PYFL for play-off game conflicts.
5. All night games shall begin before 8:30 p.m.
6. Divisions may be separated into North & South. If this occurs, all teams from the same chapter will play together in the North or South.

### SECTION B – NON-FRANCHISED TEAMS.

1. Teams shall not practice, scrimmage, play, or otherwise compete against a non-franchised team, unless permission is granted by the PYFL Athletic Director.
2. A non-franchised team shall be defined, as any team that is not a member of a Chapter franchised by the PYFL.

### SECTION C – SCRIMMAGES.

1. Controlled scrimmages may be scheduled, but such scrimmages shall not exceed five (5) pre-season scrimmages prior to the first regular scheduled game). No scrimmages shall be held prior to the Saturday at the end of the third week of practice.
2. Under no circumstances may a team play or scrimmage a team, which is not in the same age and weight classification. This includes practices and/or scrimmages with High School teams.

***NOTE:*** Two teams in the same Chapter and Division can co-practice and scrimmage together throughout the season.

3. Scrimmage constitutes a practice session, and shall not exceed 2 hours of actual playing time in length.
4. All scrimmages shall be controlled scrimmages.
5. Participation in a Jamboree constitutes one scrimmage.

## ARTICLE VII

### GAME REGULATIONS

**SECTION A – HOME TEAM REQUIREMENTS.** All member Chapters must provide/arrange for the following:

1. An official set of PYFL Rules and Bylaws must be available at the playing field.
2. Each Chapter will provide benches for the visiting teams.
3. Each Chapter will provide a Game Field Commissioner for all home games.
  - A. A member of the opposing team may observe the auditing process
  - B. Audit must include both teams. All players will be checked for the minimum of twelve action plays per game.
  - C. Both auditors are introduced to head coaches before the start of the game. The audit will be conducted from each team's bench area or immediately behind bench. No official audits can be accepted from press box or top of grandstand locations. Each coach should come to understand that the Auditor is on the sideline to assist the Team Monitor in his duties, and not to interfere. The team coach or manager may check with the PYFL Auditor throughout the game to ensure his team chart agrees with the Auditor's chart. The Auditor is on the sideline to allow immediate assistance when asked and will not bother coaching staff unless there appears to be a problem. Audit sheets will be a three-part form. The third copy is to be exchanged with the opponent before the game. The second copy is for the team to keep. The original is to be given to the game commissioner.
  - D. At the conclusion of the game, audit sheets will be collected and mailed to the Athletic Director by the home Chapter.

**NOTE:** *In the event of any dispute, most weight will automatically be given to the testimony of the official auditors.*

**COMMENT.** Everyone should recognize that participation audits are not conducted to provide a basis for Game Protests...instead, they are conducted to ensure that no youngster is forgotten, needlessly embarrassed, or deprived of his legitimate right to participate. By the time a Protest gets filed, the young person's feelings have already been abused. However, we must also recognize that the only legitimate way we can guard against unscrupulous or opportunistic abuse of this rule is to enforce it! Strict adherence to the above procedures by all Chapters will go a long way towards helping us achieve our real goals. Coaches that do not support PYFL policies of player participation are not wanted in this conference!

4. The Head Coach of the home team is responsible to contact the Head Coach of the visiting team before Wednesday night during the week of the game to discuss the following: Game time, Game location, Where to park or parking rules, Jersey color. If the two teams have the same jersey color, it is the responsibility of the home team to have a contrasting jersey available. If the visiting team has not heard from the home team Head Coach, they should attempt to contact the home team.

**NOTE:** *The higher seed going into post-season games for their division will be allowed to elect jersey color.*

5. Final decision on conflicting colors will rest with the game officials.

## SECTION B – PLAYING RULES.

1. No unauthorized personnel are allowed on the field during the game. Game officials will clear the field before the game is resumed. The only exceptions are the Gremlin, Pee-Wee Division and Bantam Division where:
  - A. Two coaches from each team are allowed on the field during each Gremlin game. One coach from each team is allowed on the field during each Pee-Wee game. One coach from each team is allowed on the field during the first four scheduled Bantam games. In Bantam, if one team has had a bye both sets of coaches are allowed on the field on the fifth week.
  - B. After the fourth scheduled Bantam game, coaches are not allowed on playing field, exception being if the 25-point rule is in effect, then the coaches are allowed to re-enter the playing field under the same rules as Section I (a) through (e).
  - C. Coaches can call offensive or defensive signals in the huddle, but must stay back out of the way after huddle breaks. As soon as the quarterback is in position to receive the snap, the coaches on the field must be back at least fifteen (15) yards and they cannot communicate with their players again until the play is over.
  - D. Coach may not speak while ball is in play (Referee may assess major penalty).
  - E. Participation is strictly optional; but Coach changes can only be made during time outs or with changes in possession.
2. During charged time-outs, a Coach may join his team's huddle on the field, or the team's players and the team's. Coaches may converse with each other; ten (10) feet inside the field from the sideline (see CIF Rule Book).
3. No member of the Coaching staff is allowed on the playing field unless a player is injured or he has permission from the officials. If both teams are on one side of the field, the allowed space is from mid-field to the twenty nearest a team's bench. If teams are on opposite sides of the field, the restraining area shall be between the twenty-five yard lines.
4. Game Official's Assistants (Chain Gang) will be positioned on the home sidelines.
5. Penalties in Gremlin, Pee-Wee, and Bantam Divisions will be five (5) yards for all infractions, with Unsportsmanlike penalties resulting in 1 ten (10) yards. All penalties in Midgets, Junior and Senior Divisions will be per CIF rules. Teams will play 10-yard first downs.
6. Non-chargeable time-outs will be: injury of a player, repair of equipment, and official's time-out. An injured player for whom the clock is stopped, or for whom the ready-for-play signal is delayed, shall be replaced for at least one play. His team shall not be charged with a time-out.
7. The official will not charge a time-out to a team when the captain calls a time-out and there is cause for the official to have an official's time-out by reason of an injury, etc. He will inform the captain in this case that he was already calling a time-out, which is not chargeable, and that the team's request will not be honored unless the team captain desired to have the additional time-out taken and charged.
8. Coaches will be informed by the official closest to them of the player's number and the rules infraction for which a penalty is imposed.
9. Each team will be permitted to have a maximum of ten (10) related personnel on the field. This can include up to seven coaches (head and assistants), trainer, statistician, and team parent. Auditors (2) and water and ball boys (2 each max) under the age of 14 are not counted against this total.
10. The playing time shall be as follows: All division games will consist of four (4), twelve (12) minute quarters. Fifteen (15) minutes maximum will be allowed between halves, including a compulsory three (3) minute warm-up.



11. Five (5) minutes prior to the start of the third quarter, the officials shall give each team a warning to ensure that the coaches shall have sufficient time for a proper MANDATORY warm-up period for team members prior to start of play.
12. The official rule book for conducting all games shall be the "National Federation of State High School Associations Rule Book" used by the CIF and more commonly known as CIF Rules. This shall be superseded only by written rules of the PYFL, which are in conflict with it. In these cases, PYFL Rules shall take precedence.  
**NOTE:** PYFL rules prohibit the use of sideline placards to communicate with players on the field.
13. Conversion Scoring. A team will receive: Two (2) points for running or passing and,  
 One (1) point for kicking from the three-yard line  
*[If no goal post is available, kicking is disallowed]*  
Gremlin, Pee Wee and Bantams may have free PAT kicks after touchdowns.  
 ---Players can waive arms but cannot rush the kick. Snap must be at least 5 yards.  
 ---If a snap is mishandled or touches the ground, the play is dead.  
 ---A converted kick results in one (1) point.
14. Gremlin, Pee-Wee and Bantam Division teams, upon notification to the referees, may elect to free kick. If a free kick is elected, a minimum of seven (7) players both offensive and defensive must stay on the line of scrimmage and there will be no movement until the ball is kicked. Ball must be kicked within 25 seconds. **Clock is running. Free kick is for Punting only. Punter must stay directly behind the center.**
15. In the event of a tie, a winner will be determined per the California Tie-Breaker Rule from the (10) ten-yard line. During regular season play, if a tie has not been broken after two (2) complete overtime series have been completed, then the game will be recorded as a tie.
16. Mandatory Play Rules
- A. All eligible players will play a minimum of 12 Action Plays per game of either offense or defense or special teams, or a combination of the three. **Failure to play any player(s) 12 plays will result in a forfeit of the game. The affected player(s) must play in 24 plays in the next game. A second violation by that team in the same season will result in a one game suspension for the Head Coach.**
- B. All Divisions. Each player shall be afforded the maximum opportunity to participate in each game consistent with his abilities and the strategy of the game.
- C. An "Action Play" is defined as any play in which the ball is legally in play as defined by Rule 4, Section 1 of the CIF Rules. Spiking the ball or taking a knee repeatedly to get players their 12 plays will not count toward the minimum 12 play rule and may result in disciplinary action against the Head Coach.
- D. "Regular Scheduled Game" is any game scheduled by the PYFL officials. This includes, but is not limited to, play-offs.
- E. Free PAT in Gremlin/PeeWee/Bantam, only the center, holder & kicker shall have that play counted toward their 12 plays.
- F. Will not "pile it on" as the phrase is used when a team gets a commanding lead and desires to raise the score as high as it can. An official's time out will be called after the kick-off following the scoring of the 25<sup>th</sup> point over the opposition, and at that time, **the coach with the commanding lead will remove** as many of **his dominant offensive and defensive players**. The opposing coach may request the removal of **up to six** players. The players removed will not be subjected to the 12-play rule. "Pile it on" shall be defined to include, but not be limited to, the following: attempting to run up the score by passing, running gimmick plays, (if you are ahead by that much, you should be running plays between the tackles by non-impact players) or any other methods trying to embarrass the other team. Blitzing on defense. Intentionally kicking onside after you score. Remember, should the losing team get back to within the 25 points allowing the team that is ahead to put the players back in, it **doesn't mean that they have to**. Opposing teams will continue to play their regular defense and not stack the box to defend against the leading team running between the tackles. Failure to do so will allow the leading team to run plays outside the tackles.

## 17. League Standings and Playoff Seeding.

The following is the official method for determining the first and second place teams of the PYFL's geographical region conference of each division only in the event of a tie. The first criterion is actually the only basis for determining conference standings.

Conference champions are automatically the top seeds in their division. Overall record dictates the seed of the champions.

(#1) Win/Loss record of games played within own conference.

If tied (#2) Win/Loss records of games head to head-of-tied teams within own conference.

If tied (#3) Strength of schedule, based on opponents won-loss record.

If tied (#4) Drawing from hat.

After the conference champions, the remainder of the playoffs will be determined by the following criteria:

(#1) Win/Loss record.

If tied (#2) Win/Loss records of games head to head-of-tied teams.

If tied (#3) Strength of schedule, based on opponents won-loss record.

If tied (#4) Drawing from hat.

## SECTION C – SCOUTING RULES.

1. Films and videotapes may be taken of games. Viewing of films or videotapes during the game, including half time is not allowed.
2. Films or videotapes can be made available to other teams.
3. There will be no scouting/video taping of practices, scrimmages, or jamborees.

## SECTION D – SPOTTING RULES.

1. Spotting (passing information from stands to bench during game) may only be done between the twenty-five (25) yard lines.
2. Statisticians shall not engage in spotting or any form of coaching during the course of a game.
3. Field phones may be used without any obligation to make any field phones available to the opposing team. Gremlin, Pee-Wee and Bantam coaches that are on the field may not use field phones.

## **ARTICLE VIII**

### **RULES AND VIOLATIONS**

#### **SECTION A – CHAPTER AUTHORITY.**

1. Without limiting any other penalties that might expressly be set forth elsewhere in these Rules and By-Laws, a violation of rules contained within this rulebook shall be handled by the individual Chapter first.
2. The PYFL has the right to increase the penalty imposed by the Chapter.

#### **SECTION B – APPEALS.**

1. A team or individual may appeal a Chapter's decision to the PYFL.
2. An appeal must specify the articles and sections of the PYFL Rule Book.

#### **SECTION C – PYFL AUTHORITY.**

1. Nothing contained herein prohibits the PYFL from taking action on a violation without any Chapter formally presenting it, if the PYFL General Assembly and/or Athletic Director Committee decide this action to be in the best interest of the players and the League.
2. All decisions of the PYFL are final and binding on all Chapters, teams, and individuals. **NO APPEAL ACCEPTED!**

#### **SECTION D – PENALTIES.**

A violation of any rule or rules contained herein may subject a Chapter, team, or individuals to any one or all of the following penalties; said penalties to be levied by the PYFL General Assembly.

1. Forfeiture of game or games.
2. Disqualification from competing for, or taking part in, championships.
3. Disqualification from participating in bowl or post-season games.
4. Suspension, expulsion, ineligibility, disbarment, or probation.
5. Loss of franchise.
6. Subject to a fine of not less than \$25.00 and no more than \$200.00.
7. Any team found practicing in full football equipment prior to the first allowable day of practice will have the Head Coach suspended immediately and the Chapter fined \$100.00. The Coach's suspension may be for up to one year.
8. Any player's relative found guilty of any of the aforementioned Acts of Disbarment, (See Article III Section D) shall result in the Chapter suspending the participating player for a minimum of one week from all PYFL functions. A second infraction shall require that the Chapter suspend the child for the balance of the playing season.

9. In addition to any other provisions providing for forfeiture penalty under these rules, a game may also be forfeited for the following reasons:
  - A. Coaches exhibiting un-sportsmanlike conduct toward any game official, player, director, or opposing Coach or player.
  - B. Parents and/or followers of a team using un-sportsmanlike conduct toward any official, player, Coach, director, or opposing Coach or player.
10. Penalty for players found to be over the weight limit during the season will be:
  - A. Gremlin thru Junior divisions the player will be weighed before each of the remaining games.
  - B. Senior division the player will become an "X" player for the remaining games.

**NOTE:** Before the game is forfeited for the foregoing sportsmanship issues, one warning will be given by a director or game official to comply with PYFL Rules.

Est. 1993

PYFL

PACIFIC YOUTH FOOTBALL LEAGUE

## **ARTICLE IX**

### **GAME RULES**

#### **SECTION A – GAME OFFICIALS.**

1. The minimum number of officials to be assigned per game in each division will be Gremlin & PeeWee-2, Bantam & Midget-3, and Junior & Senior-4. If no officials show up; the Game Field Commissioner is responsible for arranging the stand in officials. The game will stand as played and there will be no protest of the officiating.
2. The Game Field Commissioner will report the ejection of any Coach or team official to the PYFL Athletic Director in writing, within 24 hours of the incident.
3. CIF game officials will do their best to inform the appropriate team's coach of the number of the player who commits any infraction.
4. Game officials are to be paid in cash prior to the start of each game by the home team the amount which is agreed upon by the PYFL and the officials association prior to the season. Failure to pay will result in a forfeit. Official assigner fee will be paid to the PYFL separately.

#### **SECTION B – PROTESTS.**

1. Protests on matters involving judgment as rendered by an official will not be considered.
2. Protests of pre-game violations must be registered with the game officials, the Game Field Commissioner, the opponent's Chapter President or his designated official prior to the kick-off.
3. Protests must specify the articles and section of this and/or the CIF rule book.
4. Protests shall be acted upon in accordance with the PYFL By-laws.
5. Protesting the weight of a player during the season must follow the guidelines below:
  - A. Protest must be made in writing to PYFL Vice-President or Athletic Director. PYFL VP or AD will weigh player in question no less than 72 hours prior to the next game at the practice facility of the team in question.

#### **SECTION C – FORFEITS.**

In the event that a team must voluntarily forfeit a game, no less than 72 hours (Wednesday night) advance notice must be given by the forfeiting Chapter to the President of the League and the Athletic Director. If less than 72 hour's notice is given, the forfeiting Chapter will be responsible for paying any incurred Officials Fees and a \$100 fine. Forfeit will stand unless there were extenuating circumstances and the Athletic Director can reschedule the game. The Athletic Director's decision is FINAL.

## ARTICLE X

### PYFL CHAMPIONSHIPS

**SECTION A – LOCATION.** All games must be played in a regulation high school, college, municipal stadium, or other approved facility. The General Assembly President shall inspect and approve locations. The PYFL's championship tournament and Jim Thornton Invitational Tournament structure will be established at the annual scheduling meeting and will be based upon the number of teams in each division. Whenever the schedule permits, and there are sufficient teams within a division to warrant it (i.e. 26 or more), a 16 team play-off with a 4 game playoff structure may be held. The decision on the set-up and format of the playoff schedule will be made at the scheduling meeting.

**SECTION B – GAME DAY CERTIFICATION.** The Game Field Commissioner and the Head Coaches will verify each playoff certified roster, the 12-play audit sheet for the game and the certification book with player's pictures before each playoff game.

**SECTION C – OFFICIALS.** There shall be a minimum of two (2) CIF certified officials at each Gremlin & Pee Wee playoff games, three (3) for Bantam & Midget games and four (4) for Junior & Senior games. These officials shall be approved by the PYFL Head Official (Athletic Director).

**SECTION D – SEMI-FINAL GAMES.** Shall be played at a single location. Highest seed shall be given the first opportunity to host. If teams from the same chapter in different divisions are the first seed, that chapter will have the choice of which division they will host. Two (2) sites for semifinals. Gremlins, Pee-Wees & Bantam will play at one site hosted by top seed of bantam division and Midgets, Juniors & Seniors will play at one site hosted by top seed of senior division. Sites to be determined at the first playoff seeding meeting.

#### **SECTION E – SUPER BOWL HOST RULES & REQUIREMENTS.**

1. The Host chapter must have an alternate plan in the event of any of the following:
  - A. Field condition is a safety hazard.
  - B. Field becomes unavailable that day. (CIF playoffs or other school events)
2. First game of the day will start no later than 10:00 AM. Two hours 30 minutes between each game.
3. The decorations at the stadium should be PYFL colors.
4. Clothing, hats, and other souvenirs should prominently display the PYFL colors & logo, not the host chapter.
5. There should be adequate space for warm-ups for teams playing in the next game.
6. A visible scoreboard and lights must be present.
7. Adequate restrooms must be available. Locker rooms are not required but preferred.
8. Information for the Super Bowl program should be acquired once the semi-finals are set. The PYFL will provide a page, which will have the history of the PYFL super bowls. Front covers may not have corporate sponsorship.
9. The PYFL will pay for the officials' fees.

## ARTICLE XI

### PYFL ALL-STAR GAME

#### SECTION A – ALL-STAR GAME

The President will appoint the All-Star Committee. The committee will consist of five (5) people, two (2) from the North, two (2) from the South and one (1) Chairperson, along with any Executive Board Member who wishes to participate.

The All-Star Committee will coordinate:

1. Coaching Staff Selection
2. Player Selection Process
3. Team Composition
4. Practices
5. Game Rules
6. Equipment & Cost
7. Press Release

The All-Star Committee will submit its final selection of players & coaches along with the rest of the preparations for the game to the Executive Board for approval.



**PART II – BY-LAWS**  
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## ARTICLE I

### MEMBERSHIP

**SECTION A – MEMBERSHIP.** The PYFL consists of voting member and associate Chapters. In order to be a voting member, a prospective Chapter must field a minimum of two (2) teams, and have their membership application approved by a 2/3-majority vote of the General Assembly. Each Chapter is a separate, independent entity with responsibility for managing their own internal affairs. The only stipulation is that they must agree to abide by all PYFL rules and the decisions of the General Assembly. (See Rules, Article I Section D)

1. All associate chapters upon acceptance of the general assembly will be on a probationary status for at least the first year. Full member status will be voted on at the January meeting following the probationary season.
2. All prospective chapters must complete a PYFL Chapter application, accompanied by a non-refundable \$500.00 application fee.
3. Prospective chapters must present their application proposal no later than the February general assembly meeting.
4. A maximum of two prospective chapters will be accepted in one year.

### SECTION B – MEMBERSHIP SUSPENSION OR DISMISSAL

1. Any member of the PYFL, and any player, adult, city Chapter, or Board Member is subject to suspension or dismissal from the program by the General Assembly if, in its opinion, their failure to comply with the By-laws or Rules of the PYFL is detrimental to the program and the PYFL.
2. Evidence of misconduct or failure to comply with the By-laws or Rules shall be presented in writing to the Athletic Director of the PYFL and will outline, in detail, the charge being preferred. At the next regular meeting, or a special meeting if deemed necessary, the complaint will be heard by the General Assembly and a decision will be handed down.
3. Suspension or dismissal will require a 2/3 vote of the General Assembly, with a quorum of members being present.

**SECTION C – FISCAL YEAR.** The PYFL will operate on a fiscal year beginning February 01 and ending January 31. This will apply both to financial matters and officer positions.

## ARTICLE II

### GENERAL ASSEMBLY

**SECTION A – MEMBERSHIP.** The Presidents and vice-presidents from the voting member Chapters of the PYFL will form the General Assembly with each Chapter having two (2) votes. The Presidents and vice-presidents will be considered the primary representatives from their Chapters; two (2) alternates may be named. Associate Chapter representatives will attend and participate in General Assembly proceedings, but they cannot vote.

#### **SECTION B – THE EXECUTIVE BOARD OF THE PYFL.**

1. The executive board of the PYFL will consist of the following members:

President

Vice President

Treasurer

Secretary

Athletic Director

Insurance Commissioner

Division Directors (up to six)

Member-at-large

2. Election of the executive board will be held at the first general membership meeting of the calendar year. The term of office of the executive board will run from February 1 to the following January 31st. Each position will be voted upon individually and requires a simple majority of the voting members present to elect a person to the executive board. Term limits are established as follows:
  - President - no more than three consecutive years.
  - Vice president - no more than three consecutive years.
  - Treasurer - no more than three consecutive years.
  - Secretary - no more than three consecutive years.
  - Athletic Director - no more than three consecutive years.
  - Member-at-large - no time limitation.
  - Insurance Commissioner – no more than three consecutive years.

At the last general membership meeting of the calendar year, the Secretary of the executive board will recommend to the membership, the names of chapter representatives to serve on the executive board nominating committee. The nominating committee will consist of five people. The role of the nominating committee is to solicit applications for election to the executive board from the general membership.

The nominating committee will compile a complete list of all applicants and will forward the list to the chapter representatives at least two weeks prior to the first general membership meeting of the calendar year.

3. Each executive board member, other than the President, has certain duties and functional responsibilities. Each is responsible to appoint an executive staff to assist them in the conduct of their duties. In addition to the traditional duties of these positions, their functional responsibilities are as follows:
  - Vice President manages the certification process and the Semi-Annual Rules Committee.
  - Secretary manages the board member nomination process.
  - Member-at-large manages the officiating process and new chapter membership process.

## ARTICLE III

### OFFICER'S DUTIES

1. **PYFL President:** will preside over all General Assembly meetings and will appoint all committees; will administer the by-laws and rules of the PYFL as set forth; will be given certain discretionary powers to permit carrying out the policies of the General Assembly expeditiously; will be an ex-official member of all committees and will report directly to the General Assembly. The President will preside over all meetings of the PYFL as needed. This office is for one (1) year beginning February 01 and shall be held for no more than three (3) consecutive years.
2. **Vice President:** In the President's absence, the Vice President will appoint a Certification Committee(s) and manage the certification process of all players involved in the PYFL as outlined in Article II, Section B, Number 5, Certification Process. The Vice President will appoint a Rules Committee for the Semi-Annual Rules Meeting. This office is for one (1) year beginning 01 February and shall be held no more than three (3) consecutive years.
3. **Treasurer:** shall maintain a petty cash fund. The petty cash fund will be maintained to cover miscellaneous expenses and a record kept and submitted monthly to the Executive Board; will report to the General Assembly as necessary. He will be responsible for the collection/disbursements of officiating funds. This office is for one (1) year beginning February 01 and shall be held no more than three (3) consecutive years.
4. **Secretary:** will assist the General Assembly President in the recording of minutes and any other matters pertaining to the distribution of all information to the Executive Board and the General Assembly. The Secretary will handle the typing, clerical, and general correspondence duties associated with PYFL administration. The Secretary will distribute minutes of meetings in written form to the member chapters no later than two (2) weeks after the meetings and will conduct the correspondence and keep records and files of same. At the last General Assembly meeting of the calendar year, the Secretary of the Executive Board will recommend to the membership the names of chapter representatives to serve on the Executive Board Nominating Committee. The Nominating Committee will consist of five (5) people. The role of the Nominating Committee is to solicit applications for election to the Executive Board for the general membership. The Nominating Committee will compile a complete list of all applicants and will forward the list to the chapter representatives at least two (2) weeks prior to the first General Assembly meeting of the calendar year. This office is for one (1) year beginning February 01 and shall be held no more than three (3) consecutive years.
5. **Member-at-large(s):** He will review and investigate all applications of new chapter memberships and report findings to the General Assembly. Executive Board members can assign duties to the Members at Large to assist in the operation of the PYFL. This office is for one (1) year beginning February 01 and has no term limitations.
6. **Executive Staff:** Each Executive Board Member other than the President has certain duties and functional responsibilities. Each Executive Board Member has the option to appoint an Executive Staff Assistant to assist them in the conduct of their duties. The Athletic Director is the only standing member of the Executive Staff.
7. **Athletic Director:** will conduct drawings for League structure; will schedule regular, post-season, and playoff games; will post and distribute scores of games and standings upon notification from Chapter Presidents; and will manage the protest process as outlined by Article VII, "Protest". The Athletic Director will serve as the chief advisor to the General Assembly on all officiating issues. He will personally approve all officials scheduled to officiate PYFL championship games. He will receive and review all complaints and protests pertaining to officiating throughout the League. He will serve as liaison between various Official Associations and the PYFL. The Athletic Director is elected to this position at the first General Assembly meeting of the calendar year. This office is for one (1) year beginning February 01 and shall be held no more than three (3) consecutive years.
8. **Division Directors:** The primary duty of the Division Director is to investigate grievances using the procedures in the bylaws, reporting all findings to the PYFL Athletic Director. They shall attend the annual PYFL Coaches Clinic. They shall distribute a copy of the PYFL by-laws to each head coach. They shall assist the PYFL A.D. evaluate the teams in their division prior to the schedule being made. They shall assist the PYFL A.D. with the game schedule. They may not have a relative in the division they are directing. They will be appointed by the PYFL Executive Board no later than the June General Assembly Board Meeting.

9. **Insurance Commissioner:** will be responsible for managing the insurance program. Duties include: arrange for the delivery of the insurance certificates, arranging a date for the insurance company to come to a PYFL meeting to discuss our policy, working with the chapters when claim forms are needed.
10. **Game Field Commissioners:** During the season, it will be the responsibility of each Chapter to appoint a Game Field Commissioner for their field that is familiar with the PYFL rules and regulations. That Commissioner will be the PYFL host at that field for that day, and the point of contact for all visiting teams. It is imperative that these Commissioners feel as keen a responsibility for the needs of the visiting teams, as they undoubtedly feel for their own home teams! The integrity of the League demands it, and each visiting team has a right to expect it.

Commissioner responsibilities will include but not be limited to: pre-game briefings of officials; PYFL rule interpretations; certification issues; participation audits; crowd control; protest reports; etc.

**Note:** Game field commissioners should remain outside the coach's box unless needed. Although Game Field Commissioners are appointed by their individual Chapters, they become ipso facto members of the Executive Staff and are responsible for their actions to Athletic Director and the PYFL President.

Whenever possible Game Field Commissioners should also be members of the General Assembly.



## ARTICLE IV

### MEETINGS AND VOTING

1. Meetings of the entire General Assembly will be held monthly. They will include:
  - A. Membership/Elections Meeting
  - B. Rules and Bylaws Changes Meeting
  - C. Schedule Meeting
  - D. Special meetings as required.
2. Each chapter has two votes. Each chapter will maintain two primary and two alternate representatives. Two members must be present at a meeting in order to receive two votes. Associate chapters will not have a vote in general membership meetings.
3. The executive board does not vote on issues other than as representatives of their respective chapters, except on matters of protest.
4. All meetings will be conducted by "Robert's Rules of Order, Revised", and in strict compliance with PYFL Rules and By-laws. All business to be conducted by a simple majority vote except as defined herein. It is well understood that all protests will be handled by the PYFL Athletic Director, and that combined meetings of the entire General Assembly will be required to conduct elections, grant waivers, or change Rules. Otherwise, the decisions reached at meetings are binding on all Chapters, teams, and individuals residing in that area.
5. If a decision requiring the vote of the general assembly at a meeting in which the affected chapter is not present the executive board will make an attempt to contact a representative of said chapter during the meeting.
6. These meetings will be used to conduct the normal routine business for that region. Such meetings will be used to promote communications between Chapters, resolve differences, address apparent Rule infractions, arbitrate disputes, etc.
7. Special meetings may be called by the President of the General Assembly.

In the case of special meetings, those concerned shall be notified no less than forty-eight (48) hours in advance by telephone or in writing as to the date, time, place, and purpose.

***NOTE:*** 48-hour rule is waived if a simple majority of the General Assembly requests a special meeting during a regular meeting.

No business other than that for which a special meeting is called may be discussed.

8. A majority of the General Assembly will constitute a quorum for any business meeting.
9. No proxies will be accepted.
10. Chapter attendance at properly called meetings is mandatory. Failure to send at least one official PYFL representative to a meeting will result in the Chapter being assessed the following fines: meeting \$50.00. Failure to pay the fine in a timely manner or two consecutive failures to attend will result in automatic Assembly consideration for dismissal.

## ARTICLE V

### ELECTIONS IN CHAPTERS

Member Chapters will elect or appoint their Officers and Directors no later than January 31 and will notify the PYFL in writing of their Officers and Directors by the first meeting in February.

Est. 1993



PACIFIC YOUTH FOOTBALL LEAGUE

**ARTICLE VI**  
**PLAYING RULES**

1. The official playing Rules for PYFL will consist of the PYFL Rules, the CIF, and amendments thereto. Rules will take precedence in the order listed.
2. Interpretations of any Article of the By-laws or Section thereof, or any Rule of this program or organization, shall rest with the Executive Board.
3. A 2/3-majority vote to amend or add rules is required to change any rules after the annual rules meeting.

Est. 1993

**PYFL**

PACIFIC YOUTH FOOTBALL LEAGUE

## ARTICLE VII

### PROTEST

1. A protest on any item other than official's judgment must be filed, in writing and in the Athletic Director's possession not later than seventy-two (72) hours after the alleged infraction has taken place, accompanied by a check, cash, money order, or certified check in the amount of fifty dollars (\$100.00). No protest will be heard considering an officials judgment call.
2. A hearing will be held, if necessary, as soon as possible following receipt of the protest.
3. The team being protested against will be notified immediately of the protest and will be permitted to have a representative, along with the protesting Chapter, at the hearing.
4. The Athletic Director will inform the General Assembly, in writing, of his decision and recommendations within seventy-two (72) hours after the hearing.
5. The General Assembly will review the Athletics Directors decisions and recommendations and either upholds the findings or issue further disciplinary actions.
6. All decisions of the General Assembly are final and binding and its decisions will be verbally communicated to the Presidents of the Chapters involved within 24 hours of the hearing.
7. The \$100.00 protest fee will be refunded if the protest is allowed, and deposited in the PYFL treasury if the protest is disallowed.

PACIFIC YOUTH FOOTBALL LEAGUE



## ARTICLE VIII

### CHAPTER FEES

**SECTION A – FEES.** Fees, as established by the approved PYFL budget, will be payable as follows:

Chapter Membership Fees to be paid at the May meeting	\$600.00
Associate Member Fees to be paid at the May meeting	\$600.00
Participation patches to be paid by October meeting	TBA
Fines and Penalties to be paid by next PYFL General Assembly meeting after assessed	As Assessed
Coaches Clinic Fees to be paid on/or before the day of the Coaches Clinic	TBA
Officials Association Assigner Fee to be paid by October 15	TBA
PYFL Annual Raffle Fundraiser	
Ticket Printing – Due as received	TBA
Prizes – Due before Invitational	TBA

### SECTION B – PENALTY FOR FAILURE TO COMPLY.

1. Failure to comply with Article VIII, Section A shall result in a ten percent (10%) late penalty charge of the fees if not postmarked on or before date due. All returned checks will be considered a late payment and a 10% penalty charge applied.
2. Because of financial difficulties, a Chapter may request the 10% late penalty charge be waived by requesting in writing and submitting the Chapter's financial books to the PYFL Commissioner who will evaluate the Chapter's status and present the recommendations to the General Assembly for vote.
3. Failure to comply with Article VIII, Section A shall result in the offending Chapter's right to vote at any PYFL General Assembly meeting until such past due payments have been paid in full. Failure to pay the Game Officials assigner fees for regular season home games by the first divisional playoff seeding meeting will result in the loss of that Chapter's opportunity to host any home games during the playoffs.

## ARTICLE IX

### FINANCIAL DISBURSEMENTS

All payments of debts of the PYFL so authorized by the Executive Board shall be made on PYFL checks requiring two (2) Board Member signatures.

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PACIFIC YOUTH FOOTBALL LEAGUE

## ARTICLE X CHAPTER BOUNDARIES

1. Boundaries will be established and maintained by the PYFL. Each Chapter shall provide the PYFL a map of their boundaries.
2. Boundaries will be firm unless Chapters adjacent to each other enter into an agreement to change.
3. Cities within the geographical territory of the PYFL that do not have a participating chapter in the league shall be split only between the two closest PYFL existing neighboring chapters i.e.. (Westlake would be divided between Agoura & Thousand Oaks chapters or Santa Paula would be divided between Fillmore & Ventura).
4. All requests for changes will be approved by the General Assembly.

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### AMENDMENT TO WAIVER RULE

#### 70/30 RULE

70% of any team must live within the boundary limits of that chapter.

Player(s) who resides in an area without a PYFL chapter are obligated to play in the nearest PYFL chapter. Likewise, those players who live in those areas without a PYFL chapter, must play in the nearest PYFL chapter.

Those players do not count in the 70% (for example, players who live in Santa Paula who play in Fillmore or Ventura, those players do not count against the 70%).

If a player lives in more than one city or boundary limit, in which there is no PYFL chapter then that player WILL count against that teams 70%

Exemptions:

- 1) If a chapter cannot field a team in a division, then those players may play in the neighboring chapter without counting against the 70%.
- 2) If a chapter is full then those players who are on the waiting list may play in a neighboring chapter counting against the 70%.
- 3) All players who played in the 2014 season that were waived, are 'grand-fathered' in and do NOT count against the 70%.

**\*\* A Hostile Waiver is a waiver signed to play for a receiving chapter but does not allow the player to participate in post-season play.**

## ARTICLE XI

### BOUNDARY WAIVERS

1. Any player that is requesting a Boundary Waiver will be playing on a hostile waiver unless the waiver was given by the Waiving Chapter for any of the following: (1) The chapter doesn't field a team in that division; (2) The chapter is full in that division; (3) the waiving chapter consents to the post season play; or (4) A parent or legal guardian of the player is a Head Coach for the receiving chapter. Notwithstanding the foregoing, if the Chapter in which the player resides refuses to consent to the waiver, a parent or legal guardian may request a Boundary Waiver Exemption for the player from the PYFL Executive Board to allow the player to participate with the receiving chapter.
2. Waivers will be put in writing and forwarded to the PYFL Vice President. All requests to the PYFL Executive Board for a Boundary Waiver exemption shall be put in writing setting forth the reasons upon which the request is based. Upon Receipt of a written request for a Boundary Waiver Exemption, the chapter in which the player resides shall be notified of the request by the PYFL Executive Board and such chapter may submit to the PYFL Executive Board in writing such information as it may desire for the Executive Board to consider in evaluating the exemption request. If a Boundary Waiver is granted by the PYFL Executive Board, then Boundary Waiver Exemption will be presented to the PYFL General Assembly for a final vote.
3. Any Boundary Waiver obtained with the consent of the waiving chapter shall be valid only during the playing season for which the waiver was granted. If a Boundary Waiver Exemption is granted by the PYFL General Assembly, then the player shall be eligible to participate in regular season and post season play with the receiving chapter for only that valid season the waiver was granted.
4. 70/30 Rule: 70% of players on any team must live within the boundary limits of that chapter. A player who resides in an area without a PYFL chapter are obligated to play in the nearest PYFL chapter. Likewise, those players who live in those areas without a PYFL chapter must play in the nearest PYFL chapter. Those players do not count in the 70% (for example, players who live in Santa Paula who play for Fillmore or Ventura, those players do not count against the 70%). If a player lives in more than one city and/or boundary limit, in which there is not a PYFL chapter, then that player WILL count against that team's 70%.

#### Exemptions:

- 1) If a chapter cannot field a team in a division, then those players may play in the neighboring chapter without counting against the 70%.
  - 2) If a chapter is full then those players who are on the waiting list may play in a neighboring chapter counting against the 70%.
  - 3) All players who played in the 2014 season that were waived, are 'grand-fathered' in and do NOT count against the 70%.
5. No Boundary Waivers shall be permitted after certification day unless the chapter in which the player resides does not field a team in that division.
  6. No player from outside a chapter's boundary who has not yet obtained a Boundary Waiver from the waiving chapter or a Boundary Waiver Exemption from the PYFL Executive Board, shall be placed on the receiving chapter's roster while a waiting list is established with players from within said chapter's boundary. The PYFL's "first-come, first-serve" rule shall govern the signups of all prospective participants.

**\*\* A Hostile Waiver is a waiver signed to play for a receiving chapter but does not allow the player to participate in post-season play.**

## ARTICLE XII

### RULES OF PYFL

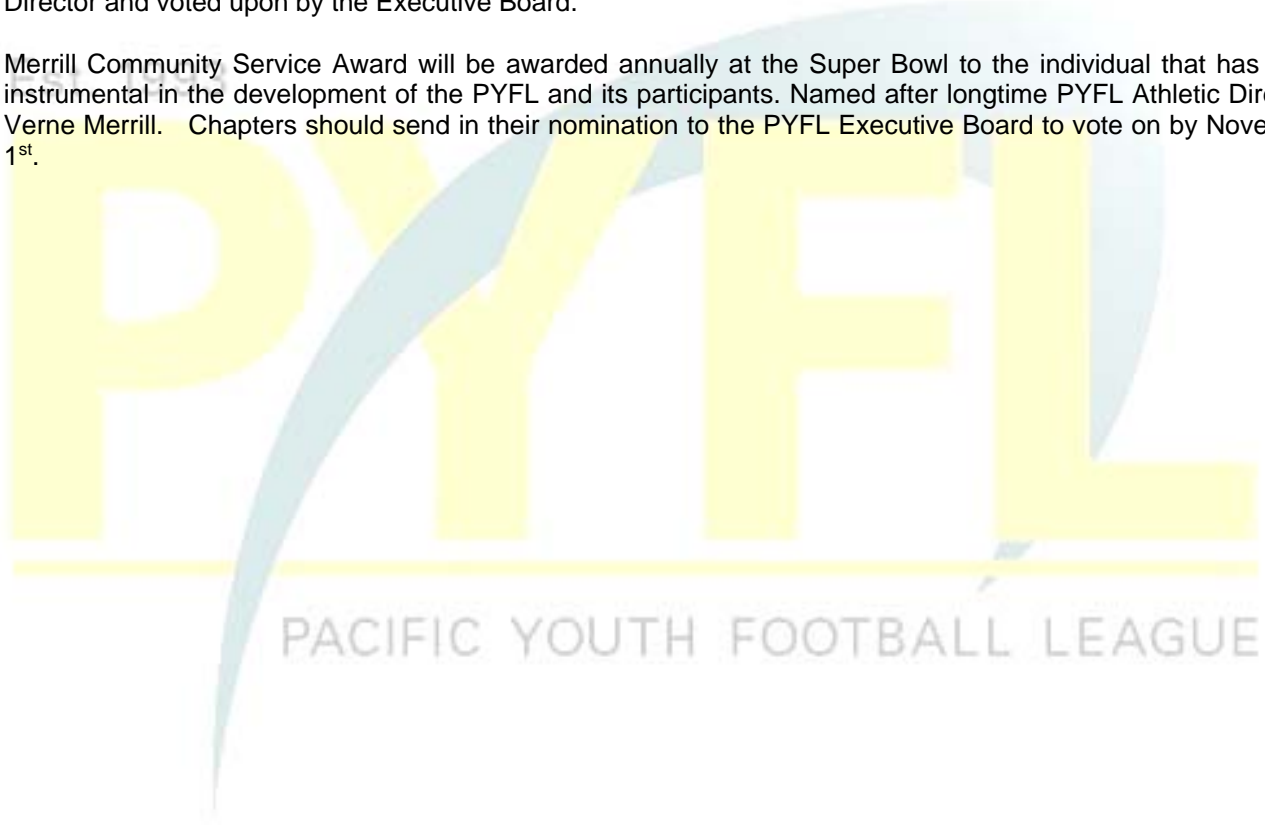
1. No rule changes every year. A Rules Committee will be appointed bi-annually by the Vice President of the General Assembly for the purpose of studying any new rules submitted by the Chapters for that coming year. \*MOVE TO AMENDMENT OF BYLAWS
2. All proposed rule changes must be submitted to the Rules Committee no later than the first meeting in February on an every-other-year basis.
3. All rule changes submitted will be presented to the General Assembly for a first reading at the first meeting in February, voted on in March with a 2/3 majority to pass; quorum present.
4. Rules changes submitted by the first meeting in February may be amended to correct wording by author with approval of a simple majority vote of General Assembly at first reading.
5. Yearly rules changes submitted by the first meeting in February may be amended to correct working by author with approval of a simple majority vote of the General Assembly at the first reading.



## ARTICLE XIII

### AWARDS

1. The PYFL will provide a plaque or trophy and champion or finalist patches to the Super Bowl Champion team and finalist team each year, along with the winner and runner up of the Jim Thornton Sr. Invitational Tournament.
2. The costs associated with all awards above will be borne equally by all chapters.
3. The individual chapters may provide plaques or trophies to their League Champion teams and participation patches for all of their players.
4. Chuck Purcell Award will be awarded annually at the Super Bowl to the chapter that best exemplifies all the values of and upholds the rules of the PYFL, as well as completing and turning in the required information on time. This award, which was named after the PYFL's first, elected Athletic Director. It will be nominated by the PYFL Athletic Director and voted upon by the Executive Board.
5. Merrill Community Service Award will be awarded annually at the Super Bowl to the individual that has been instrumental in the development of the PYFL and its participants. Named after longtime PYFL Athletic Director, Verne Merrill. Chapters should send in their nomination to the PYFL Executive Board to vote on by November 1<sup>st</sup>.



## ARTICLE XIV

### AMENDMENTS OF BYLAWS

1. The power and authority to adopt, amend, or repeal any of these By-laws rests solely with the General Assembly of PYFL.
2. The General Assembly Vice President will appoint a By-laws Committee at the regular meeting in January and it shall function throughout the year to receive, recommend, and formulate formal proposals for General Assembly vote.
3. **Procedure to amend.** A recommended change to these By-laws shall be presented in writing to the By-laws Committee for first reading at a regular or special meeting of the General Assembly, but action on the proposed change may take place only after its second reading at the following regular or special meeting. An affirmative vote of 2/3 of the General Assembly present at said meeting shall be necessary for adoption of the amendment.
4. **Record of Amendment.** Whenever an amendment or new By-law is adopted, it shall be duly recorded and dated.
5. When special circumstances deviating from these by-laws exist, a member/chapter may submit a written request for a waiver or change of the specific by-law. The request will be reviewed by the PYFL Executive Board. If the PYFL Executive Board approves the request, it will then be voted upon by the PYFL General Assembly at the next meeting, a Special Meeting or by email vote.

