

# ENGLEWOOD SOCCER ASSOCIATION (ESA)

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# **Englewood Soccer Association**

## **STANDING RULES AND BYLAWS**

Adopted and Enacted By  
The Board of Directors  
February, 1982

Revised

June, 1983  
January, 1984  
March, 1985  
March, 1986  
July, 1988  
July, 1990  
January, 1994  
February, 1997  
June, 1997  
May, 1999  
August, 2000  
January, 2005



# **ENGLEWOOD SOCCER ASSOCIATION (ESA) STATEMENT OF PURPOSE**

## **PREAMBLE TO THE ESA BYLAWS:**

The Englewood Soccer Association (ESA) program is designed to make soccer a pleasant, fun and safe experience for all participants. The primary focus of ESA is on recreational soccer at all youth age groups. Participants in recreational soccer will be taught the basic skills of soccer and will be given the opportunity to play at least 50% of each game regardless of ability ("everybody plays rule"). The primary purpose of ESA recreational soccer is to provide each player an equal opportunity to participate, to learn the advantages of teamwork, sportsmanship, and invaluable life lessons, such as winning and losing with dignity.

In addition to recreational soccer, ESA sponsors a Competitive soccer program. Competitive soccer programs are designed for players who wish to compete with other players of similar age for the chance to play on a limited number of advanced skill level teams. Players in competitive soccer are not covered by the "everybody plays" rule.

Englewood Soccer Association will not discriminate against any individual on the basis of race, color, religion, age, sex, or national origin.

The most recent edition of ESA Rules and Regulations covers, in detail, all operational rules and regulations for the Recreational and Competitive soccer programs. The ESA Rules and Regulations may be amended, altered or repealed only by the ESA Board of Directors at any regular meeting or at a special meeting called for the purpose.

The Englewood Soccer Association is composed of volunteers who give their time and labor freely for the benefit of all the young people in the program. Without volunteers to run the Association and coach our young people, the Englewood Soccer Association would not be able to function.

These Standing Rules are the published record of various rules, regulations and policies adopted by the Board of Directors of the Englewood Soccer Association for the orderly operation of the ESA soccer program.

## **GENERAL POLICIES AND INFORMATION**

## **A. AFFILIATIONS**

ESA is a member of the Colorado State Youth Soccer Association (CSYSA).  
CSYSA is a division of the United States Youth Soccer Association (USYSA).  
USYSA is the youth division of the United States Soccer Federation (USSF).  
USSF is affiliated with the Federation Internationale de Football Association (FIFA).

Englewood Soccer Association shall abide by the Constitution and Bylaws of the Colorado State Youth Soccer Association, the United States Youth Soccer Association and the United States Soccer Federation; all rules and procedures as set forth by the Board of Directors and all applicable rules and regulations of the USYSA and USSF.

## **B. SERVICES PROVIDED THROUGH CSYSA**

1. a. \$2 million liability insurance policy for injury, death or destruction of property. Coverage is provided for players, coaches, referees, directors, volunteers or any participant acting in an official capacity with respect to their duties.
- b. \$5,000 medical/accident insurance coverage at games, practices, and supervised group travel as authorized by the Policyholder directly to and from a covered event. All coverage is secondary to your primary personal insurance policy(ies).

This outline of coverage is for general information only, and subject to change. The wording of the actual insurance policy constitutes the only agreement between the insured and the insurance company.

2. Certified coaching and referee clinics for all levels of competition, and basic clinics for coaches, referees and players.
3. Interleague with other CSYSA member associations and clubs.
4. State tournaments for various levels of competition.

## **C. CSYSA RULES AND PROCEDURES ADOPTED**

The most current edition of the CSYSA Rules and Procedures shall apply to ESA participation in the advanced and intermediate competition programs of CSYSA. In any area not specifically covered in ESA Standing Rules, CSYSA Rules and Procedures shall be adhered to as they apply in ESA Developmental (Recreational) play and in Interleague play scheduled with other CSYSA affiliated associations and clubs.

# **GUIDELINES FOR ESA RECREATIONAL LEAGUE**

## **A. EVERYBODY PLAYS**

Every player registered in recreational soccer is entitled to play the equivalent of at least 50% of each game. The exceptions are that a coach may take disciplinary action with a player who has missed practice without a valid reason or who has been disruptive at practice or a game. An injury is also a valid reason. In any case, the coach must make every reasonable effort to notify that player's parent or guardian before the game. Should this not be possible, the parent or guardian must be told at the game or immediately thereafter. In addition, a coach must notify the referee prior to the start of the game that such player(s) will not be playing 50% of the game. If the referee notices that a player, in uniform at a game, has not played a full half, the referee has the power, the duty and the right to enforce this rule. However, the referee should first inquire of the coach and the player for an explanation. If the explanation is reasonable, the referee should accept the coach's word on the matter.

## **B. COACHING**

Assuming there are enough players to form a team, the first critical position to be filled is that of the coach. The coach is responsible for teaching skills, tactics and sportsmanship. Whenever the team wins, the coach should stress compassion for their opponent's position and respect for their efforts. Whenever the team loses, the coach should stress that everyone did their best and that there is no shame. They should not blame anyone else for their defeat. They must accept it gracefully and try harder in practices and in the next game. The most important thing for every player to strive for is to do the best that he or she can as a team member, given their own level of skill, ability, and to have fun.

## **C. TEAM REPRESENTATIVES**

The second critical position for a team is that of team representative. While the coach is working with the players on the field, the team representative is responsible for communications, paperwork, and all financial matters of the team. The team representative is important because it removes this workload from the coach. If the coach is under 18 years of age, a team representative of legal age is required by ESA to attend all team activities. In that case, besides the above duties, the team representative is also responsible for the conduct of the youth coach and the players during practices and games. Some youth coaches are quite mature, but they cannot be expected to have the experience to exercise the best judgment in every situation, especially in an emergency situation involving injuries. A youth coach also may not be able to totally control their time due to commitments to parents or school. The team representative shall not be the team coach, assistant coach, or a member of their immediate families.

#### **D. REFEREE REPRESENTATIVES**

The third critical position for a team is that of Referee Representative. U6-U8 teams are required to designate at least one team referee representative by name in order for that team to participate in ESA games and activities. Noncompliance with this requirement will result in penalties and possible disbandment of the team. The team referee representative will be responsible for assuring that the team's refereeing responsibilities are met. ESA encourages that the team's coach is not his/her team's referee representative. Further, the team representative shall be responsible for notifying ESA's Referee Coordinator prior to any referee changes. The team referee representatives must be ESA or USSF certified and willing to train and work as a Center Field Referee from the level of their team and younger. ESA will provide paid USSF certified referees for all sanctioned home games for U9 and older.

It is of great importance to have competent officials to insure fair play. ESA will provide classes to train members in the Laws of the Game and in officiating techniques. An official must be levelheaded, reliable and qualified. This is a perfect opportunity for parents to assist the program and to make it more enjoyable for all.

#### **E. SPECTATOR BEHAVIOR**

All parents, relatives, and friends of the team should be aware that the players are doing their best and that our program stresses the recreational aspects of soccer. Cheers and expressions of encouragement to the players are always in order and increase their enjoyment. It is never appropriate to belittle players or to shout things that would embarrass them. This principle holds true for your team, their opponents, and the officials.

The officials have total control over every match and the Laws of the Game define that their decisions are final. If a "Silent or Non-coaching Quarter" is designated prior to the game, all spectators must adhere to all guidelines as provided by CSYSA. Remember that they are impartial and that they are doing their best. One does not normally cheer for an official; however, a word of encouragement or thanks is truly appreciated. ESA also trains and assigns youth officials over the age of 12 based upon the recommendation of their coaches. These young people deserve the same respect and cooperation that an adult official would receive. Experience has shown that they can and do perform well.

#### **F. COMMUNITY RESPONSIBILITY**

ESA does not own the fields where practices and games are held. It is of utmost importance that we leave that facility as clean or cleaner than it was when we arrived. This is a joint responsibility of the team and their supporters. Our actions toward our teams, their opponents, officials, and the playing facilities are a direct reflection on ourselves. We should always strive to make our Association something of which we can be proud.

## **DEFINITIONS OF TERMS USED BY U.S.Y.S.A.**

### **ADVANCED (COMPETITIVE) TEAM**

A team of players having better than average playing skills selected by a tryout. Teams are formed from players within a geographically defined area and play games within a state league.

### **ADULT**

All programs, events, and state associations for players age 19 or older under the auspices of CSSA and USSF.

### **AFFILIATION**

Process by which a state association administers soccer for the national body (USSF/USYSA) under the rules, regulations, programs, policies and guidelines as set by the national body. The state body is responsible for the submission of all registration fees for all players registered under the state association from all affiliated leagues, clubs, and teams under their jurisdiction regardless of age group.

### **AGE DIVISION/GROUP**

Method of registering players during a season under USYSA Rule 2102. The divisions are set up by USYSA in two year increments. Teams may be formed in single year groupings. The maximum age within a team is determined by the birth date of the oldest player on the team prior to August 1 within a seasonal year.

### **CLUB**

An organization formed to help in the administration and development of players and teams; may consist of one or more teams playing in one or more leagues. A club may or may not be classified as a league. Clubs are governed by the same restrictions as leagues. (See Home League).

### **COMPETITIVE LEAGUE**

A league formed with teams participating in a higher level league game program, usually comprised of Advanced Teams. Statistical records are kept on the team involved. Teams are usually from designated geographical areas in which there may be a Home League Program.

### **DEVELOPMENT TEAM (Primary Team)**

A team comprised of novice or entry level players. Generally plays in Home League or Recreational League programs.

### **FEDERATION INTERNATIONALE DE FOOTBALL ASSOCIATION (FIFA)**

The world governing organization for soccer; subdivided into six continental associations:

North America  
Europe  
Asia

South America  
Africa  
Oceania (Australia)

The highest authority for the administration of international playing rules, international competition and technical and educational development programs.

#### HOME LEAGUE CLUB

The organization through which a player is registered to a team. The league or club is affiliated with the state association and all players of all age groups are registered to the state association. Generally is classified as a Recreational League.

#### INTERMEDIATE TEAM

An Intermediate Team plays in a league with more advanced competition than a recreational league. However, Intermediate teams are part of the developmental program. An Intermediate Team must have played together for 2 or more seasons as a Developmental team. 50% of an Intermediate Team must have played together as a Developmental team before moving up to the Intermediate level.

#### LEAGUE

A structured group formed for the specific purpose for providing play between teams under a common set of administration and competition rules. Leagues may be comprised of teams from one or more clubs and may be defined by geographical boundaries. See Competitive League and Home League.

#### LEAGUE SEASON

The period of time designated for the set of scheduled competitions of league program. May or may not be the same as national Seasonal Year.

#### NATIONAL COACHING PROGRAM

A program of courses developed and administered by USSF for the purpose of providing registration, licensing and training of coaches at all levels of the soccer program. Provides guidelines for state associations for training and licensing of coaches at lower levels. Offers gradual advancement from novice to nationally licensed coaches.

#### RECRUITING

The process of enlisting new team members.

#### RECRUITING, IMPROPER

Attempt to attract new team members using methods which violate CSYSA recruitment rules or which may be considered unethical.

# ENGLEWOOD SOCCER ASSOCIATION STANDING RULES

## SECTION ONE REGISTRATION, ROSTERS AND FEES

### 1.1

Player registration forms shall be available for distribution at least sixty (60) days prior to the first scheduled game of any playing season.

### 1.2

The Registration Committee shall ensure that the majority of completed team rosters are in the possession of the appropriate Division Coordinator no later than fifteen (15) days prior to the first scheduled game of any playing season.

### 1.3

Player registration fees are due and payable at the time of registration. If the registration fee is paid on or before the published early registration deadline, a discount will be applied to the established registration fee. No player, in any case, will be allowed to practice, or play in a scheduled match until the necessary registration fees have been paid.

### 1.4

In keeping with the Preamble of these Bylaws, it is the Association's intention to provide all youth living in the City of Englewood the opportunity to play soccer regardless of financial ability. A program has been established by the Board of Directors, and shall be supervised by the Registrar, making funds available on a first come first served basis for those unable to pay the required registration fee for the then current season. The number of participants in this program shall not exceed five percent (5%) of the total ESA player registration fees for that season. In order to be considered for this program, the following requirements have been established:

1. a player must be a resident of the City of Englewood;
2. one must return to the ESA Registrar not later than the season's early registration deadline:
  - a.) a completed registration form for the then current season together with birth certificate and player picture (if required); and
  - b.) an official ESA "Financial Hardship Application Form" which can be obtained from the Registrar.

All such material shall be submitted directly to the Registrar for approval.

1.5

If there are two siblings from the same family who are fully paid and registered for the current season with ESA, ESC or both, then up to two additional siblings, (brothers/sisters) of the two paid registered players may play with ESA at no additional registration fee for the then current season. This family registration fee waiver applies only to ESA recreational players and does not apply to the fees of ESC competitive players.

1.6

Any team which has less than the required number of players, whose fees have been paid prior to inter-league scheduling, shall not play and the team will be disbanded. Players from such teams shall be reassigned to other existing teams as space is available or such player fees shall be refunded.

1.7

Division Coordinators shall receive completed forms from the Registration Committee and shall form teams according to the following criteria:

- a.) Maximum effort will be expended to form single sex and single year age group teams for age groups U7 and above;
- b.) When two-year age group teams must be formed, maximum effort will be expended to have the majority of players on said team of the older age group;
- c.) Maximum effort will be expended to form teams within a common geographic proximity; and
- d.) Any teams comprised of less than 50% Englewood residents must have prior Board of Directors approval to play for ESA.

1.8

Where applicable, Division Coordinators shall be responsible for ensuring the completeness, legibility, and accuracy of all registration forms prior to submitting them to the Registrar.

1.9

The Registrar shall prepare certified rosters of each team and distribute them as follows;

- a. CSYSA
- b. Division Coordinators
- c. Coaches (for their team only)
- d. ESA Board Members (as needed)

1.10

The Registrar shall be responsible for the collection of registration fees due from each player and for delivering those monies to the Treasurer.

**SECTION TWO  
SEASONAL YEAR, PLAYING SEASONS AND AGE LIMITS**

2.1

The Seasonal Year is hereby defined as September 1 of any calendar year through August 31 of the following calendar year.

2.2

A. The Spring Playing Season shall occur approximately March through May of each year. Awards will be presented by ESA at the conclusion of the Season.

B. The Fall Playing Season shall occur approximately August through October of each year and shall be considered the "trophy" season by ESA; at the conclusion, player awards will be presented by ESA.

2.3

Standings will be kept by ESA for determining equitable selections of specific teams to represent the Association at various tournaments which invite ESA to participate.

2.4

Players attaining the limiting age on or after August 1 of the Seasonal Year, will be eligible to play for the remainder of the Seasonal Year on the team to which they have been assigned.

Example: In the Seasonal Year, Fall, 2004 through Spring, 2005, the birth date cutoff would be August 1, 2005.

2.5

A player may move to the next higher division from their age ("playing-up") at the discretion of the Registrar, provided there is not a team in such player's age division. All others desiring to play-up must submit such request in writing to the Registrar and the Registrar will submit said request to Board of Directors for approval or disapproval. No player can play-up two age divisions without applying and receiving specific Board of Directors approval.

2.6

The following documents shall be acceptable as proof of age except where the rules of competition state otherwise:

Birth Certificate; Certified Notification of Birth; U.S. Board of Health Records; U.S. Baptismal Certificate; Certificate of Naturalization (issued by USINS); U.S. Alien Registration Card; U.S. Passport.

**SECTION THREE  
MATCH DURATION, BALL SIZE AND ROSTER SIZE**

<u>DIVISION</u>	<u>MATCH DURATION</u>	<u>BALL SIZE</u>	<u>PLAYERS ON FIELD</u>	<u>MAXIMUM ROSTER</u>	<u>MAX. ROSTER REQUIRED</u>
U-19	2-45 MIN. HALVES	#5	11 V 11	18	15
U-18	2-45 MIN. HALVES	#5	11 v 11	18	15
U-17	2-45 MIN. HALVES	#5	11 v 11	18	15
U-16	2-40 MIN. HALVES	#5	11 V 11	18	15
U-15	2-40 MIN. HALVES	#5	11 v 11	18	15
U-14	2-35 MIN. HALVES	#5	11 V 11	18	15
U-13	2-35 MIN. HALVES	#5	11 v 11	18	15
U-12	2-30 MIN. HALVES	#4	11 V 11	18	15
U-11	2-30 MIN. HALVES	#4	11 v 11	18	15
U-10	2-25 MIN. HALVES	#4	8 V 8	14	11
U-9	2-25 MIN. HALVES	#4	8 V 8	14	11
U-8	4-12 MIN. QUARTERS	#3	4 V 4	10	10
U-7	4-12 MIN. QUARTERS	#3	4 V 4	10	10
U-6	4-7 MIN. QUARTERS	#3	4 V4	8	6

There will be no overtime for any game during regular season play.

Fields increase in size as players go up in age division. Although there are guidelines in this regard, many clubs and associations have little flexibility in size of field. Field size is not grounds for protest.

Note: The "Maximum Roster" column above indicates the maximum number of players that may be added to a roster. The "Max. Roster Required" column indicates the maximum number of players a coach may be forced to place on a roster by the Association. A coach may always elect to have up to the maximum number of players on the roster.

In order that players that desire to play have the opportunity and in accordance with CSYSA rules, the older age divisions may form teams to play in small sided (less than 11 players per side) interleaved games.

## **SECTION FOUR TEAMS**

### 4.1

Regarding U11 and above, ESA may assign up to eighteen (18) players to a team. No team shall consist of fewer than eleven (11) players or more than eighteen (18). No coach shall be required to have more than fifteen (15) players if so desired.

### 4.2

Regarding U9 and U10, ESA may assign up to eleven (11) players to a team. No team shall consist of fewer than eight (8) players or more than fourteen (14). No coach shall be required to have more than eleven (11) players if so desired.

### 4.3

A player shall be registered to no more than one team in ESA at a given time during any playing season. Assignment to a team binds that player to that team for a seasonal year, unless the player is granted transfer by the Registration Committee, or upon formation of new teams.

#### 4.4

Each player shall submit a fully completed registration form and player fees, as required by ESA, for each season prior to playing in any scheduled ESA match. Said registration form shall include a parental/guardian release of liability.

#### 4.5

Each player, in attendance with their team at any scheduled ESA match, shall be afforded the opportunity to play the equivalent of 50% of the allotted playing time of that match. This requirement is subject to internal discipline administered by the coach for unexcused absences or other justifiable disciplinary reasons. Parents/Guardians are to be notified: (a) prior to; (b) during; or (c) as soon after the match as possible.

#### 4.6

Excepting U6, all ESA teams will play with the ESA approved uniform.

#### 4.7

No commercial sponsorship or advertisement may be added to any team uniform, banners or flags.

#### 4.8

For age divisions U8 and younger, each team shall provide the name of an individual who will serve as referee representatives and who is responsible for their team. The team coach shall notify the Referee Coordinator with the team's referee representative's name prior to the Quadrant Interleague or scheduling of games and such representative shall become club certified prior to the first scheduled game of the season. It is the responsibility of the team representative to notify the Referee Coordinator prior to an assigned match if there is a conflict and another referee must be assigned.

#### 4.9

ESA teams are given the opportunity to participate in various tournaments at the end of each season. ESA will pay a portion of a team entry fee into an ESA endorsed tournament for any team upon receipt of team's portion of such tournament fee. The ESA contribution will not exceed fifty percent (50%) of the total fee, to a maximum of one hundred dollars (\$100.00). ESA will make this contribution one time per team, per season. If space in a tournament is limited, teams will be sponsored on a space available basis, according to their win/loss records.

#### 4.10

In the event a team roster falls below the minimum number of players, the team shall apply to the Board of Directors for assignment of additional players, which shall be taken from existing "wait listed" players who registered too late for the current season; then from any new players not presently registered or subsequently acquired by the registration committee.

#### 4.11

All players on ESA teams shall be assigned only by the Registration Committee. It shall be strictly prohibited for a coach or a team representative to initiate a contact with any player for the purpose of encouraging, inviting or promising that player to play on their team. Contacts with potential players are to encourage them to play within ESA and to refer them to the registration committee. Any player, who wishes to change teams, or to be assigned to a specific team, must make that request through the Registration Committee.

#### 4.12

The latest time for accepting late registrations will be the Saturday of the second scheduled season match. Registration forms and fees must be given to a member of the Registration Committee by that day or they will not be accepted. If a team falls below the number of required players after this time and a player requests to play within ESA, late registrations may be accepted by the Registration Committee.

### **SECTION FIVE COACHES AND TEAM REPRESENTATIVES**

#### 5.1

Every reasonable attempt shall be made to engage qualified, mature, and experienced coaches. All coaches must be approved by the Board of Directors. Less experienced coaches should, where possible, apprentice for a season as an active assistance coach.

#### 5.2

No coach may be younger than eighteen (18) years of age without Board approval and will require a team representative of legal age.

#### 5.3

If an entire team, or a substantial portion thereof, wishes to remain intact while going through a division change, the coach of that team will be permitted to be their coach in the new division.

#### 5.4

A coach may serve as the coach of more than one team.

#### 5.5

Each team shall have a team representative, of legal age, other than the coach, who shall be responsible for the conducting of all team business, the actions of the players and coaching staff, and any other provisions established by ESA.

### **SECTION SIX OFFICIALS**

### 6.1

Every reasonable attempt shall be made to engage experienced, qualified, and mature officials.

### 6.2

First and second season officials shall attend at least one formal referee training clinic and at least one refresher clinic each year. Experienced officials are expected to assist new officials in improving their skills and new officials are expected to actively seek this assistance. Whenever possible, experienced officials should be assigned to officiate matches with less experienced officials.

### 6.3

Youth officials, trained and certified by ESA only, shall be allowed to officiate those games of teams U8 and younger. In cases where youth officials are centering a game, ESA will require that an adult lines person be present to assist the youth official.

- a.) The Referee Committee may waive the age division provision at their discretion for specific youth officials based upon their individual qualifications.
- b.) In an emergency, teams may agree to waive these restrictions.
- c.) The age division provision does not apply to linesmen.

### 6.4

Every home match shall proceed according to the current rules adopted by ESA/CSYSA and, in order to be considered a valid match, shall be officiated by persons certified by ESA or USSF and assigned to the match.

- a.) In an emergency, teams may agree to utilize the services of non-certified officials. In this event, no protest or appeals concerning the officiating will be considered.

### 6.5

A linesmen shall be any individual certified as a referee by ESA or USSF and shall have the following duties:

- a.) Assist the center referee by signaling with a raised flag when the ball is out of play and which team is entitled to the corner kick, goal kick, or throw in.
- b.) If the linesmen is USSF certified, they may draw the center referee's attention to any other breach of the Laws of the Game which the linesmen feels that the center referee may not have seen. The center referee shall always be the final judge of the decision and any action to be taken.
- c.) The referee may, in an emergency, appoint club linesmen to assist the referee and limit their duties to indicate the ball out of play.

## **SECTION SEVEN**

## ESA PRACTICE AND GAME RULES

### 7.1

All players must observe the following:

- a.) All players are required to wear shin guards during all practices, regular season matches, and tournament match play. Those ESA players failing to comply will not be allowed to practice or compete in that match.
- b.) Players must remove jewelry, watches, and barrettes to be eligible to participate in any practice or match play.
- c.) If both teams are wearing similar color jerseys, the home team shall wear light jerseys and the visiting team shall wear dark colored jerseys. Either team's goalkeeper shall change jersey as the referee directs regardless of home/visitor status. In the case of either team not having a back-up jersey, pennies may be worn.

### 7.2

All coaches must observe the following:

- a.) The first team listed on the schedule shall be considered the "Home Team". The Home Team for the first game of the day on any field shall be responsible for picking up the field equipment at its storage site, transporting it to the field, and setting it up in sufficient time to start the match on time. Both teams are responsible to have game balls available. The referee will select the best ball for the match.
- b.) The home team playing the last match of the day on any field shall take down the field equipment, properly pack, and return the field equipment to the storage site. If any lost or damaged equipment is noted, the coach should notify the Field and Equipment Coordinator about the problem as soon as possible.
- c.) Any team delaying the start of the match more than fifteen (15) minutes without the sanction of the proper authority shall forfeit the match to the opponent. Any match may be started with the CSYSA minimum required amount of team players on the field. In the event that both teams fail to show up for a scheduled match, and the referee rules the field playable, both teams shall be assessed with a loss; unless the match has been canceled or rescheduled through the Scheduling Committee of ESA. Scheduling conflicts do not constitute a forfeit.
- d.) Both teams are responsible for the proper and respectable behavior of their respective supporters before, during and after a match; also for the cleanup of the playing facility after each match. The coach shall be responsible for the actions of any individual that the referee reasonably considers to be a supporter of that coach's team.
- e.) Coaching from the sidelines; i.e., giving directions to one's own team on points of strategy and position is permitted, provided that:

- 1) No mechanical devices are used.
  - 2) The tone of voice is informative and not abusive.
  - 3) All coaches and players are to be at their "bench" during the match. The bench area shall be that area one-yard away from the touchline and extending ten yards in both directions from the halfway line (maximum of twenty yards in length). If both teams are required to locate their bench on the same side of the field due to adverse conditions, then the bench area shall be twenty yards one way from the halfway line.
  - 4) No coach or player is to make derogatory remarks or gestures to the officials, other players, coaches, or spectators.
  - 5) No coach or team member is to use profanity.
  - 6) No coach or team member is to incite, in any manner, disruptive behavior of any kind.
  - 7) Any individual, in the proximity of the field of play, whom the referee reasonably considers to be acting in a coaching manner or capacity, shall be restricted to the appropriate team bench area, asked to refrain from coaching activities, or asked to leave the area.
  - 8) The penalty for violation of the above provisions shall be ejection from the match and disciplinary action shall be taken by the Board of Directors of ESA and/or CSYSA.
- f.) All ESA teams are responsible for notifying the Division Coordinator in charge of the competition, within eight (8) days after completion of the match, as to the outcome of the match. Notification will be in the form of an ESA Score Card signed by the Center Field Referee.
- g.) Matches canceled due to weather are to be rescheduled at the same time on the second Sunday following the regularly scheduled match. Matches canceled due to weather and/or scheduling conflicts do not constitute a forfeit.

### 7.3

The Referee shall observe the following:

- a.) Arrive at the field at least 15 minutes prior to the start of match play in order to accomplish pre-match duties and to start the match on time. Failure of an official to appear for an assigned match shall be reported to the Referee Coordinator within 24 hours after the match. The pre-match duties are:

- 1.) Check player pass cards for each team against the certified rosters and allow only properly registered players to participate in the match.
  - 2.) Inspect the field and equipment for proper set-up and safe playing conditions.
  - 3.) Inspect each player for proper equipment.
- b.) Referees who are responsible for the late start of a match may be disciplined by the proper authority. Referees may, at anytime, be called upon by the authority to explain their reports.
- c.) The referee's judgment with regard to the physical condition of the field of play and its acceptability for play shall not be challenged except by those having responsibility for the fields.
- d.) The referee shall have the authority to stop, suspend, or terminate any match when the referee deems it necessary, by reason of the elements, spectator interference, or other cause. A detailed written report shall be made within 24 hours to the Referee Coordinator concerning the decision.
- e.) The referee shall have the authority to shorten playing time of a match, when either team has caused a delay, so that following matches may be started on time. Playing time may also be shortened by reason of weather or darkness.
- f.) Substitutions will be unlimited in number and frequency. However, the referee shall have the authority to refuse permission for substitutions in those situations that are judged to be obvious attempts to delay play or run out the clock. Players shall enter the field of play at or near the halfway line nearest the team bench area. Players may be substituted at the following times with the permission of the referee:
- 1) Prior to a throw-in, by the team in possession of the ball.
  - 2) Prior to a goal kick, by either team.
  - 3) After a goal is scored, by either team.
  - 4) After an injury, when the referee stops play, by either team.
  - 5) At half-time (or quarter time) as applicable.
  - 6) When the referee stops play to caution a player (yellow card); only the cautioned player may be substituted.

#### 7.4

The following general principles of discipline are to be observed:

- a.) If a player or coach is ejected from an ESA match for misconduct or is guilty of unsporting conduct before, during, or after a match, that individual shall be immediately suspended and that suspension will be a minimum of one match which would be the next regularly scheduled league match. The player or coach must be in attendance for the suspension to count.
- b.) When a red or yellow card is issued, the referee shall record the date, player's number, player's name and the reason for the caution or ejection on the Referee score card. The appropriate authority shall also be notified. If suspended, the Board shall note the date of reinstatement on the back of the roster. The referee shall legibly sign all scorecards.
- c.) Any coach, who pulls his/her team from the field of play during a match, shall be subject to the previous conditions of that action. Which may include suspension and/or other disciplinary action as deemed appropriate by the Board of Directors.
- d.) Any team that plays a player who is over-age or non-registered shall forfeit the match(es) in which that player took part.
- e.) Any coach or player, who is ejected from a match, shall remove themselves no less than 100 yards from the playing field immediately or the match will be forfeited.

**SECTION EIGHT  
LAWS OF THE GAME**

8.1

The Rules of Play shall be the most current Laws of the Game as published by FIFA with those modifications. All contests sanctioned by CSYSA shall abide by the Laws of the Game played in accordance with the latest rules and regulations of CSYSA, as amended.

8.2)

Realizing that the U-6, U-7 and U-8 ("E" Division) is the first introduction many young people have to soccer, modifications to the rules of play are included in this section for that age division.

8.3)

**Special Modifications for U-6, U-7, and U-8 Divisions:**

4 v 4 Rules

**LAW I - THE FIELD**

**A. Dimensions:** The field of play shall be rectangular: the length in all cases shall exceed the width.

*Recommendation for U7 & U8:*

*Length: 50 yards    Width: 30 yards*

Recommendation for U6:

Length: 30 yards    Width: 25 yards

**B. Markings:**

1. Distinctive lines not more than five (5) inches wide.
2. A halfway line shall be marked out across the field.
3. A center circle with a five (5) yard radius.
4. Four corner arcs with a two (2) foot radius.
5. Goal area: three (3) feet from each goal post and three (3) feet into the field of play joined by a line drawn parallel with the goal line.

**C. Goals:** Recommendation for U7 & U8:

**Six (6) feet high by twelve(12) feet wide**

**Recommendation for U6:**

**Three (3) feet high by four (4) feet wide**

**LAW II - THE BALL:** Size three (3).

**LAW III - NUMBER OF PLAYERS:**

**A.** Maximum number of players on the field at any one time: four (4). No goalkeeper.

**B.** Maximum number of players on the roster should not exceed: ten (10) with single games being played.

**C. Substitutions:**

1. Injuries
2. When a goal is scored by either team.
3. At the end of each quarter.
4. Before taking a GOAL KICK, by either team.
5. On your OWN THROW-IN.

**D.** Playing Time: When the number of players on a team exceeds 8, a reasonable effort will be made to give each player equal playing time. Each player on a team of 8 or less SHALL play a minimum of 50% of the total playing time per game.

**E.** Teams and games may be co-ed. If one (1) player on the team roster is a boy the team will be classified as a BOYS team.

**F.** At game time all players must have current player passes with pictures and be listed on the official signed roster in order to play.

**LAW IV - PLAYERS EQUIPMENT:**

**A.** Footwear: Tennis shoes or soft cleated soccer shoes.

**B. Shin-guards: MANDATORY. Knee high stockings shall be worn over and shall cover the entire shin guard.**

**C. If both teams are wearing similar color jerseys, the home team shall wear light jerseys and the visiting team shall wear dark colored jerseys. Pennies are an acceptable solution to color conflicts.**

D. No jewelry, including earrings of any kind, rings, hair control devices with hard parts, etc. are allowed. Casts must be well padded. Medical tags or religious medals are allowed if securely taped to the body.

**LAW V - REFEREE:**

- A. A USSF Registered or Club Certified Referee is preferable.
- B. Parent, coach, or assistant coach may referee if above is not available.
- C. All rule infractions shall be briefly explained to the offending player.
- D. Home team will provide the referee.

**LAW VI - LINESMAN:** Not necessary, but may be used at the discretion of the referee.

**LAW VII - DURATION OF THE GAME:**

- A. The game shall be divided into four (4) equal twelve (12) minute quarters for U7-U8 matches, and four(4) equal seven (7) minute quarters for U6 matches.
- B. There shall be a two (2) minute break between quarter one (1) and quarter two (2), and another two (2) minute break between quarters three (3) and four (4).
- C. There shall be a half time break of five (5) minutes between quarters two (2) and three (3).

**LAW VIII - START OF PLAY:**

**A. BEGINNING THE GAME:** A coin is tossed and the winning team shall have the choice of which goal to defend, and the losing team shall kick off. After the Referee gives the signal to start play, the kick off team takes an indirect free kick from the center circle. The ball must move forward. Every player must be on their own side of the field and the receiving team must be at least five (5) yards from the point of kick off. The kicker shall not play the ball a second time until it has been played or touched by another player.

**B.** At the start of each quarter the kick off is by the opposite team to that who kicked off at the beginning of the last quarter. The teams will switch goals each half.

**C.** A drop ball will be used to restart the game after stopping play for injury, etc.: the drop will be at the location of the ball when the whistle blew. The players may not kick the ball until it has hit the ground. One player from each team may face off on the drop ball; however, participation is not required.

**LAW IX - BALL IN AND OUT OF PLAY:**

**A.** The ball is out of play when:

1. It has wholly crossed the goal line or touch line.
2. When signaled by the referee for penalties or injury.

**B.** The ball is in play at all other times from kick off to the end of quarter, including:

1. Ball rebounds from goal post, cross bar, or corner flag.
2. Ball rebounds off Referee if Referee is in bounds.

**LAW X - METHOD OF SCORING:**

**A.** No score will be allowed if last touched by the attacking team in the attacking teams half of the field.

**B.** A goal is scored when the ball wholly crosses the goal line between the goal posts and under the cross bar, and no penalty has been signaled by the Referee.

**LAW XI - OFF SIDES:** There are no off sides.

1. No attacking player may STAND or be STATIONED in the goal area (the box around the goal) without having possession of the ball. Infraction of this rule will result in an INDIRECT FREE KICK being awarded to the opposing team and will be taken from the closest point on the goal area line.

2. No defending player may be stationed within the goal area. Infraction of this rule will result in an INDIRECT FREE KICK being awarded the opposing team. It will be taken from the closest point on the goal area line.

**LAW XII - FOULS AND MISCONDUCT:**

**A.** All fouls shall result in an indirect free kick with the opponents five (5) yards away.

**B.** The following are some types of fouls and misconduct which will result in the awarding of an indirect free kick:

1. Kicking or attempting to kick an opponent.
2. Tripping an opponent.

3. Jumping at an opponent.
4. Charging at an opponent in a violent or dangerous manner.
5. Striking or attempting to strike an opponent.
6. Pushing an opponent.
7. Holding or spitting at an opponent.
8. Handles the ball, strikes, carries, or punches the ball.
9. Plays in a dangerous manner.

C. The referee must explain ALL infractions to the offending player.

**LAW XIII - FREE KICKS:**

- A. All penalty kicks in 4 v 4 are indirect free kicks.
- B. A goal may not be scored until the ball has been touched by a second player of either team.
- C. All opposing players must remain a minimum of five (5) yards from the point of taking the free kick. The ball is not in play until it has been kicked and moves.
- D. The player taking the kick may not touch the ball a second time until it has been played or touched by another player.
- E. The ball must be stationary before taking the free kick.
- F. No kicks shall be taken by the attacking team within the defending team's goal box.

**LAW XIV - PENALTY KICK:** No penalty kicks are to be taken during these games.

**LAW XV - THROW-IN's:**

- A. A throw-in will be awarded to the opposite team to that of the player who last touched the ball while in bounds when the ball passes wholly across the touch line. The throw-in will occur within one yard of the point where the ball went out. The thrower, at the moment of delivering the ball, must face the field of play and both feet must remain on the ground and not enter the field of play. The thrower must use both hands and shall deliver the ball from behind and over the head. The ball is in play the moment it wholly crosses the touch line. The thrower may not play the ball until it has been played or touched by another player. A goal shall not be scored directly from a throw-in.
- B. Failure to perform the throw-in properly requires a re-throw. One re-throw is allowed before giving the ball to the opposing team for a throw-in.
- C. The referee shall explain the proper method before allowing the player to re-throw.

**LAW XVI - GOAL KICK:**

**A.** When the ball wholly crosses over the end line, having last been played by the attacking team, a goal kick (indirect free kick) shall be awarded the opposite team. It will be taken from inside the goal area.

**B.** Opponents must be five (5) yards away from the ball.

#### **LAW XVII - CORNER KICK:**

**A.** When the ball wholly crosses over the end line, having last been played by the defending team, a corner kick shall be awarded the opposing team. It must be taken from the corner on the side nearest where the ball went out.

**B.** Opponent players must remain a minimum of five (5) yards from the ball until put into play. A goal may be scored directly from a corner kick.

**C.** Players from either team may be in the goal area at the taking of a corner kick.

#### **SECTION NINE**

#### **COMPETITIVE DIVISION RULES AND REGULATIONS**

##### **9.1**

The competitive program is designed for players who are selected to compete in an advanced level of organized soccer provided by CSYSA and ESA. Although, ESA is a recreational league, ESA provides an advanced level of play for selected players and coaches through the Englewood Soccer Club. Before approving a request for a competitive team in any age division, the ESA Board of Directors must consider the following:

- a. The number and skill level of players available;
- b. The cooperation, communication, and support of the coaches;
- c. The effect on recreation teams; and
- d. Coach qualification and commitment.

##### **9.2**

All teams playing competitive soccer with ESA will be under the auspices of Englewood Soccer Club (ESC). ESC will be a separate division of ESA, under the direction of the ESA Board of Directors (BOD) and headed by its own coordinator.

##### **9.3**

The ESC Coordinator shall be appointed by the ESA BOD annually, and shall be invited to sit on the ESA Board as a non-voting member. The ESC Coordinator shall be a liaison between ESC participants (players, coaches, and parents) and the ESA BOD. The ESC Coordinator shall represent the interests, requests, and concerns of ESC and its members, at ESA Board of Directors meetings.

The ESC Coordinator shall have the responsibility of supervising all activities relating to the registration of competitive teams, which includes, but is not limited to:

- a. The collection of all information and monies necessary to register a team with ESA and CSYSA:
- b. The reporting of team funds/audits to the ESA BOD;
- c. Approving and coordinating try-out schedules;
- d. Informing/educating parents, prospective players, and coaches, of the personal and financial requirements of playing competitive soccer; and
- e. With names provided by the ESA registrar, the ESC Coordinator may invite, by direct mail, current ESA players to participate in try-outs.

#### 9.4

After being accepted on a team, all players must register with the ESA registrar through the ESC Coordinator. All players must submit a completed ESC Registration Form, and their fees paid in full before being allowed to play. A player registered to a competitive team is bound to such team and the team to such player, through the end of the then current Seasonal Year; unless the team's head coach, the player, and the player's parent(s)/guardian(s) have all signed a CSYSA form releasing said player from such team.

#### 9.5

The Seasonal Year competitive player registration fees due to ESC shall be divided equally in halves per playing season (as defined in "Section 8.13" below). The registration fee for a player registered for only the Spring playing season shall be one-half of the registration fees for the full Seasonal Year.

#### 9.6

The registration fee for competitive play will be set by the ESA BOD. The fee will be sufficient to cover:

- a. All CSYSA fees, including referee fees;
- b. The cost to ESA to provide a competitive program;
- c. Tournament fees in the amount of \$350 per season for each ESC team (must be utilized by such team during the then current Seasonal Year);
- d. An amount great enough to cover programs for training and other related expenses that are requested through the ESC Coordinator by an ESC team(s) and approved by the ESA BOD; and
- e. A reasonable reserve to assure the future growth and stability of ESC.

#### 9.7

All monies relating to ESC shall be accounted for separately from ESA funds and held under the control of the ESA Treasurer. No individual ESC team shall receive money from ESC funds in

the form of grants, tournament fees, training, clinic, or other related type costs until such time as all individual player registration fees due from such team have been received by the ESA Treasurer.

### **9.8**

The ESA BOD may at its sole discretion make a grant available to a team to assist the team with start up expenses. These funds may be made available from the ESC general account, or if sufficient funds are not available, the funds may be given from the ESA general fund. Application for such funds must be submitted in writing to the ESA BOD through the ESC Coordinator.

### **9.9**

Sponsors for ESC as an organization may be obtained for equal distribution to each team. Individual teams may secure sponsorship for their own team. Written solicitation for sponsors and/or money by individual teams utilizing the names “Englewood Soccer Association” or “Englewood Soccer Club” in such written solicitation shall first be submitted to the ESC Coordinator and approved by the ESA BOD. If a sponsor(s) is not desired by an individual team or cannot be secured, each player must be prepared to pay for his or her own expenses including, but not limited to, personal equipment, uniforms and travel expenses. If team funds from sponsors or fundraising efforts are remaining upon disbandment of a team, such funds shall be forwarded to the ESA Treasurer, through the ESC Coordinator, and credited to the ESC account. Individual player accounts funded directly by a player or parents/guardians of a player, and held within a team held account, shall be returned to such player or parents/guardians upon disbandment of said player’s team.

### **9.10**

ESC shall be affiliated with CSYSA through ESA.

### **9.11**

Player eligibility is governed by the rules defined in ESA Rules and Regulations and the FIFA Rules with CSYSA modifications. The competitive program will follow CSYSA guidelines.

### **9.12**

All ESC players will participate in games at the discretion of the team’s coach.

### **9.13**

The competitive playing season will follow the same starting and ending dates of other competitive teams in the area as determined by CSYSA. The “Seasonal Year” runs from September 1 through August 31 of the following year and consists of a Spring and a Fall playing season.

### **9.14**

Home games will be played on fields under the jurisdiction of ESA. Away games will be played at locations scheduled by CSYSA.

### **9.15**

ESC rules of play will be governed by FIFA rules with CSYSA modifications.

**9.16**

All players or individual teams in ESC shall be responsible for purchasing their own uniforms and equipment. The uniform colors shall be Black, White, or Maroon.

**9.17**

All competitive teams registered through ESA will be known as the Englewood Soccer Club.

**9.18**

Each team will submit within two weeks of its try-outs the name of its team manager. The team manager shall be unrelated to the coach and be a parent/guardian of a player on the team. The team manager is responsible to open a team checking account, accounting for all income and expenses, and the regular reporting of such to the members on the team. The team manager is also responsible for an accounting of all team funds to the ESC Coordinator before the team is registered with CSYSA each playing season, and once again within four (4) weeks after the last regular playing season game. The team manager shall make such team records available for review by the ESC Coordinator and the ESA BOD at any time upon receiving five (5) days prior notice.

**9.19**

All persons desiring to coach or continue coaching for an ESC team are responsible for applying in writing to the ESA President and the Board of Directors. The ESA Board of Directors will approve head coaches prior to holding tryouts for the team. It is preferred that head coaches hold a USSF license. No person may be appointed as head coach unless such person

has demonstrated a proficient ability to successfully work with youth. This may be considered a code of conduct for coaches. Coaches will be held accountable for behavior adverse to what is stated below:

- a. Encourages the enjoyment of athletic participation as a pleasant, fun, and safe experience;
- b. Emphasizes good sportsmanship and good relations with fellow teammates, opponents, coaching staff, officials, parents, and spectators;
- c. Sensitivity to the emotional and psychological needs and attitudes of youth relating to their participation in athletics; and
- d. Teaching and developing soccer skills, tactics, and strategies.

**9.20.**

**The Assistant Coach** will be selected by the head coach, who will also determine the duties of the assistant coach(es). It is preferred that assistant coaches also obtain a USSF license as soon as possible after his/her appointment.

## **9.21**

A competitive try-out for each ESC team will be conducted in accordance with CSYSA guidelines and the guidelines of the ESC Coordinator. At least one open tryout will be publicly announced at ESC expense not less than one (1) week prior to the first tryouts. The public announcement shall include the date, time, and place of the planned tryout. Other tryouts can be held at the discretion of the coach to accommodate players who missed the first tryout. All teams shall be formed under the following guidelines:

- a. 50% of the team players must be residents of the City of Englewood. The ESA BOD may upon request, waive this requirement;
- b. No player can play-up an age division without prior approval from the ESC Coordinator and the ESA BOD; and no more than 3 players per team can play up;
- c. Tryouts and player selection will be under the direction of the head coach with final selection approved by the ESC Coordinator and verified by the ESA Registrar; and
- d. In the case of more than one coach in a given age/sex division, one tryout will be held for all players in that age/sex division and the designated primary coach (A) will select his/her team first. Two teams in a given age/sex division may not be formed in the same Seasonal Year, unless the first team formed plays at the Premier Level in the Sate League. Final determination of what level of competition a team will enter is made by CSYSA following prevailing procedures.

## **SECTION TEN ALCOHOLIC BEVERAGE PROHIBITION**

### **10.1**

The use, possession, and/or consumption of any alcoholic beverages, immediately before, during, or immediately after the playing of any youth soccer match is expressly prohibited.

### **10.2**

Any player, team official, association official, or other member of ESA who violates this prohibition, shall be subject to disciplinary action and/or suspension by the Board of Directors.

## **SECTION ELEVEN PROTEST AND APPEALS PROCEDURE**

### **11.1**

Only violations of the Articles of Incorporation, Bylaws, ESA Standing Rules, or the gross misapplication of the Laws of the Game shall be proper subjects to be considered for action.

### **11.2**

The following shall be the line of authority for protests and the hearing of an appeal. An individual may not proceed to the next higher authority until all deliberations at the previous level have been completed and an adverse decision rendered.

- a.) ESA Referee Committee
- b.) ESA Board of Directors
- c.) CSYSA Protest and Appeals Committee
- d.) CSYSA Board of Directors

#### 11.3

Should any hearing authority choose not to hear a protest or appeal, that authority may refer the matter to the next higher authority.

#### 11.4

Upon receipt of any adverse decision, an appeal may be made to the next higher authority in accordance with current CSYSA Rules and Procedures.

## **SECTION TWELVE TOURNAMENT PLAY**

#### 12.1

No registered team, or any individual player, shall participate in any tournament that is not officially sanctioned by CSYSA, or other affiliated state associations under USYSA. Participation in violation of this rule shall result in suspension of the team or individual player for a period to be determined by the State Board. Sanction status of tournaments can be obtained from the State Administrator.

# ENGLEWOOD SOCCER ASSOCIATION

## BYLAWS

### ARTICLE I

#### NAME

The name of this organization shall be the ENGLEWOOD SOCCER ASSOCIATION, hereinafter called the Association.

### ARTICLE II

The purpose for which this nonprofit Association is formed is to promote and facilitate the growth of youth soccer as a recreational sport in the Englewood, Colorado area, and, in the pursuance thereof, to develop competition schedules for all age groups of both sexes and to provide, where physically possible, facilities, staff and relating equipment in an environment designed to foster learning, to include, but not limited to good sportsmanship, soccer skills and tactics, team play, and community responsibility.

### ARTICLE III

#### Section I Definitions

##### A. "Playing Member"

Every player who is registered to play with the Association for the current season.

##### B. "Active Member"

Every volunteer contributing significant time within the current season to the furtherance of the objectives and purposes of this Association as defined in Article II above; including, but not limited to, members of the Board of Directors, Coaches, Assistant Coaches, Team Representatives, Coordinators, Referees and members of various committees.

##### C. "Voting Members"

Every Active Member shall have one vote in the elections of the Association.

#### Section 2 Withdrawals

Any member of the Association may withdraw at any time. In the case of playing members, there will be no refund of any current season registration fees paid after the first scheduled sanctioned game of the season. Any fees refunded will be paid less any costs incurred by the association.

### **Section 3 Suspension**

Any member of the Association may, for cause, and after hearing, been given an opportunity for a hearing, be suspended from membership by a two-thirds vote of the entire membership of the Board of Directors. Cause for suspension, in general, shall consist of willful violation of these Bylaws or the Standing Rules adopted by the Association, or conduct unbecoming a gentle person, or conduct considered to be unsporting.

### **Section 4 Participation**

The Board of Directors shall establish the terms and conditions under which members may participate in Association activities, including, but not limited to, soccer matches. The Association will not discriminate against any individual on the basis of race, color, religion, age, sex, or national origin.

### **Section 5 Duties**

- A. It is the duty of each Active Member of the Association to participate in the nomination of persons to serve on the Board of Directors by suggesting qualified members to the Nominating Committee as described in Article VII of the Bylaws.
- B. It is the duty of each Active Member of the Association to vote in the election of the Board of Directors.
- C. It is the duty of each Active Member to fulfill his/her commitment to the Association to the best of their ability, and to promote the objectives and purposes of the Association as stated in Article II.
- D. It is the duty of every Active Member to bring forth suggestions and grievances to the Board of Directors through the appropriate officer, committee, etc., so that such suggestions and grievances may be acted upon in a timely manner.

### **Section 6 Annual Meeting of Members**

- A. The Annual Meeting of the Association shall be held during the fourth quarter of each calendar year at such time and place as the Board of Directors may determine.
- B. The Annual Meeting shall be for the purpose of announcing the results of the election and installation of the Board of Directors, presenting committee reports, reporting the financial status of the association, and for the transacting of other such business as may be indicated in the Notice of the Annual Meeting or may be brought before the Association.

C. The Notice of the Annual Meeting shall state the time, date, place and agenda of the meeting. Such notice shall be distributed no later than twenty-one (21) days prior to the Annual Meeting date.

**Section 7 Special Meeting of Members**

Special meetings of members of the Association may be called a majority vote of the Board of Directors. Notice of any such special meeting shall be given to the active members of the Association by the Secretary at least three (3) days prior to said meeting and said notice shall state the purpose for which the special meeting has been called. No other business than the specified shall be transacted as said special meeting.

**ARTICLE IV**

**ELECTION OF THE BOARD OF DIRECTORS**

**Section I General Procedures for Nominations and Elections**

A Nominating Committee, appointed by the President and approved by the Board, whose chairperson shall be the Secretary, shall solicit nominations from the Association membership for persons to fill the appropriate number of positions on the Board of Directors for the next year. Incumbent Board Members may run for re-election. A list of those persons so nominated and willing to serve shall be submitted to the Secretary. Ballots shall be distributed to the voting membership and should include a pre addressed, stamped envelope for the return of the ballots on a timely basis. The Nominating Committee will count all ballots received as of the date specified in the ballot, but not later than the seventh day prior to the Annual Meeting.

**Section II Periodicity of Elections**

Four Directors shall be elected each year.

**ARTICLE V**

**BOARD OF DIRECTORS**

**Section I General Powers**

The business and affairs of the Association shall be managed by a Board of Directors, each Board member having one (1) vote, excepting the President, who shall vote only in the case of a tie or a final vote needed to constitute a quorum.

**Section 2 Number and Tenure**

The number of Directors of the Association shall be eight (8), and each director shall serve for a term of two (2) years, until his/her successor has been duly elected and qualified. Board members shall take office on January 1 following the year in which they were elected.

### **Section 3 Regular Meeting**

The Board of Directors shall hold its first meeting within forty-five (45) days after the Annual Meeting for the purpose of electing officers. Thereafter, the Board shall meet at least ten (10) times during the calendar year.

### **Section 4 Special Meeting**

Special meetings of the Board may be called by the President, or shall be called by the Secretary upon the request of any four (4) members of the Board.

### **Section 5 Notice of Meetings**

Notice of regular Board meetings and special board meetings shall be given to each Director by the Secretary at least three (3) days prior to the date of said meeting.

### **Section 6 Quorum**

Fifty percent (50%) plus one (1) of the members of the Board shall constitute a quorum.

### **Section 7 Other Authority Granted**

Consistent with these Bylaws, the Board of Directors shall:

- A. Have the power to fill vacancies on the Board for the duration of the unexpired term created by such vacancy, and any such vacancy shall be filled within sixty (60) days of said occurrence.
  
- B. Adopt rules, regulations and policies for conducting the activities of the Association, and shall maintain a public record of such decisions to be known as Standing Rules.

### **Section 8 Removal of a Board Member**

Any Director may be removed from the Board and/or office by the following procedure:

A petition signed by 20% of the current Voting Members of the Association, as defined in Article III, shall be presented to the Board of Directors of the Association. This petition shall state in full the grievance against the Board member complained of, and call

call for the removal and recall of said Board member by special election to be called for that purpose.

Upon receiving any such petition complying with the above requirements, the Secretary, or another Board member as designated by the Board, shall call the special recall election by giving notice thereof. Said recall election shall be accomplished by distributing serial numbered ballots, randomly, to each current Voting Member of the Association, with a pre addressed, stamped return envelope. A minimum of 51% of the ballots distributed must be returned to the Board for the recall election to be valid, and a simple majority of said votes cast shall be sufficient to remove the subject Director.

### **Section 9 Absences**

When a Director, for unexcused reasons, misses two (2) consecutive Board meetings, that Director shall be considered unwilling to serve, or unable to perform assigned duties, and may be replaced by the Board of Directors.

## **ARTICLE VI**

### **OFFICERS**

#### **Section 1 Number**

The officers of the Association shall be a President, a Registrar, a Field and Equipment Coordinator, a Referee Coordinator, an Events and Projects Coordinator, a U6-U8 Coordinator, a Treasurer, and a Secretary, all of whom shall be elected by the Board of Directors from within its membership. Each Director shall hold no more than one office at any one time. Such other officers or assistant officers as may be deemed necessary may be elected or appointed by the Board of Directors.

#### **Section 2 Election and Term**

Officers shall be elected annually by the Board of Directors at the first meeting of Directors following the Annual Meeting.

#### **Section 3 Vacancies and Removal**

The procedures described in Article V, Section 7, Section 8 and Section 9, of these Bylaws shall also apply regarding vacancies and removal of officers, whether elected or appointed.

#### **Section 4 President**

The President shall preside at all meetings of the Association and Board of Directors, and perform all duties incident to this office. The President shall, in conjunction with, and subject to the approval of the Board of Directors, appoint all committee chairpersons, and shall be an ex-officio member of all committees. The President shall at all times advise the Board of Directors of such matters as may affect the Association and make suggestions as to promoting the efficiency of the Association in obtaining the objectives as stated in Article II of these Bylaws.

The President, and/or President's designee(s), shall be the Association's representatives to any organization(s) with which this Association is or may in the future become affiliated. The President is responsible for coordinating all public relations between the Association and any outside agencies or organizations.

### **Section 5 Director Positions**

A. The Registrar shall act as the vice president and, in the absence of the President, assume the duties and responsibilities of the President. In addition, the responsibilities of this office will involve the supervision of all Association activities relating to personnel, which includes, but is not limited to, registration of players, team assignments, coaching and assistant coaching assignments, and coordinate Risk Management policies in accordance with CSYSA Guidelines.

B. The Field and Equipment Coordinator position shall involve the procurement and maintenance of equipment and facilities, which includes, but is not limited to, acquisition, maintenance, and storage thereof. Also, to maintain the seasonal score book on a weekly basis to determine flighting for the following season.

C. The Referee Coordinator position shall involve the supervision of all Association activities relating to the Laws of the Game and the Standing Rules of the Association, which includes, but is not limited to, supervision, training, and scheduling of game officials; scheduling of home field locations and game times; training of coaching personnel; and providing adequate opportunity for all other Association personnel to become knowledgeable in the Laws of the Game, the Standing Rules, and the current interpretations, explanations and implementations thereof.

D. The Secretary shall be responsible for conducting all official correspondence of the Association; preserving all books, documents, and communications; maintaining an accurate record of the proceedings of the Association and Board of Directors meetings; and notify all Board Members of all regular and special Board meetings. In addition, the Secretary shall have the responsibility of supervising all Association activities relating to the promulgation of information to all members of the Association, which includes, but is not limited to, publication of a monthly newsletter containing a report of significant actions at each Board of Directors meetings; arranging and coordinating the Annual Meeting and presentation of the awards; administration of nominations and elections of Board members; insuring

information pertaining to the injury of any Association's members covered in Section B "Services Provided through CSYSA" of the General Policies and Information; and shall maintain a list of the voting members in conjunction with the Registrar.

E. The U6-U8 Coordinator shall have the responsibility of supervising all association activities relating to the "under six, seven, and eight" divisions that includes, but is not limited to, the formation of teams, scheduling of games and officials, coordinating training of new coaches and officials, with a strong emphasis on finding and registering first time players.

F. The Projects and Events Coordinator shall have the responsibility of supervising all activities related to raising monies for the Association, including but not limited to, fundraising, obtaining sponsorship and donations, and the accounting and submission of these funds to the association's treasurer. In addition, the Projects and Events Coordinator shall have the responsibility of providing coaches information, assistance, equipment necessary to their coaching duties, and promoting good sportsmanship throughout the league. This includes, but is not limited to, a timely coach's letter, and assisting coordinators in the recruitment of coaches. Further, the Projects and Events Coordinator shall be responsible for any special projects pertaining to the association, such as, but not limited to, the coordination of trophy and uniform selection, picture day, and all other special events/projects as determined by the President and/or Board of Directors.

G. The Treasurer shall be responsible for preserving all books, documents, and communications pertaining to finances; receipt of all funds of the Association (keeping a separate accounting of fundraising and ESC funds) and shall keep all monies of the Association deposited in the Association's name. At each regularly scheduled meeting of the Board of Directors, the Treasurer shall make a report to the Board of the Association's current financial status; shall maintain a complete membership roster of all players and all active members of the Association; shall provide a systematic method of collection of all fees and/or assessments. The Treasurer shall make all disbursements of funds on behalf of the Association and shall perform such other duties as may be incident to the office, under the direction of the Board of Directors.

### **Section 6 Return of Association Property**

At the expiration, or termination, of any Director's or officer's term of office, said Director or officer shall deliver all books, papers, and property of the Association to the Board of Directors.

## **ARTICLE VII COMMITTEES**

## **Section 1**

The Board of Directors shall authorize and define the powers and duties of all committees.

## **Section 2**

The President, in conjunction with the appropriate Coordinator, shall appoint all committee chairpersons, subject to confirmation by the Board of Directors.

## **Section 3**

Committees, as needed by the Association, shall be: Registration, Scheduling, Field, Referee, Disciplinary, Nominating, and any other deemed necessary by the Board of Directors.

A. The Registration Committee, reporting to and chaired by the Registrar, shall be comprised of all Division Coordinators and shall be responsible for the registration and classification, including registration fee waivers or scholarships of all players; assignment of players to teams; recruitment of coaches, referees and other volunteers; establishment of appropriate dates so as to allow for the effective completion of necessary functions of all committees prior to the start of each season.

B. The Scheduling Committee, reporting to and chaired by the Referee Coordinator, shall be responsible for generating a home field schedule for teams in all divisions. Coordinators of all divisions are automatically members of this committee.

C. The Fields Committee, reporting to and chaired by the Field and Equipment Coordinator, shall be responsible for acquiring and maintaining equipment, marking fields, and all other activities relating to making equipment and fields available and suitable for matches and practices.

D. The Referee Committee, reporting to and chaired by the Referee Coordinator, shall be responsible for referee game assignments and the continuing education and development of referee's skills.

E. The Disciplinary Committee, reporting to and chaired by the Referee Coordinator, shall be responsible for hearing all grievances and/or reinstating of any player or coach who has been ejected from a game.

F. The Nominating Committee, reporting to and chaired by the Secretary, shall be responsible for making nominations for the Board of Directors for the succeeding year.

**ARTICLE VIII  
FEES**

**Section 1**

- A. The Board of Directors shall establish player fees for the ensuing playing season.
- B. Player fees shall be sufficient to provide for the necessary operating expenses (including adequate reserves) of the Association and the proper maintenance and improvement of its property. Such fees shall be payable by dates established consistent with the respective seasons.
- C. No player fees or any part thereof shall be refunded in the event of suspension of a player for disciplinary reasons, nor for temporary or permanent suspension due to unforeseen emergencies.

**Section 2**

No player fees shall be used for the remuneration of Directors, Coaches, or Players for services rendered. The Board may, at its discretion, provide part or all of the expenses related to clinics given for referees and/or coaches, for other special situations which the Board may deem appropriate.

**ARTICLE IX  
CONTRACTS, LOANS, BONDS, CHECKS AND DEPOSITS**

**Section 1 Contracts**

The Board of Directors, through the President, may authorize any officer, officer's agent or agents to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances.

**Section 2 Loans**

No loans shall be contracted on behalf of the Association and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority shall be confined to specific instances.

### **Section 3 Bonds**

The Treasurer and any Association member, or employee, handling money, may at the discretion of the Board of Directors, be required to furnish a fidelity bond in such amount as the Board may deem necessary. The cost of said bond will be paid by the Association.

### **Section 4 Checks and Deposits**

The Board shall designate the bank or banks in which the funds of the Association shall be deposited, and determine the manner in which checks, drafts and other instruments for the payment of Association expenses shall be executed.

## **ARTICLE X**

### **FISCAL YEAR AND AUDIT OF ACCOUNTS**

#### **Section 1 Fiscal Year**

The fiscal year of the Association shall begin on January 1 and end on December 31 of each year.

#### **Section 2 Audit of Accounts**

The accounts of the Treasurer shall be audited each year by an independent accountant or by a committee appointed by the Board of Directors. The Board of Directors shall have the power to commission a special audit at any time deemed necessary.

## **ARTICLE XI**

### **ROBERT'S RULES OF ORDER**

In the absence of specific provisions within these Bylaws, Robert's Rules of Order will apply to the proceedings of any and all meetings of the Association.

## **ARTICLE XII**

### **CUSTODY OF PROPERTY**

#### **Section 1 Specific Custodianship**

The Board of Directors may, from time to time, place the property of the Association in the possession of a member who shall act as custodian of the property on behalf of the Association. Said custodial member shall provide reasonable care for that property in his/her possession. The custodial member shall return all property in his/her care to the Board of Directors at such time that the custodial member withdraws from membership, is removed according to the procedures defined within these Bylaws, or at such time as requested by the Board to return any such property.

#### **Section 2 Willful Damage**

Any property of the Association, which is willfully broken, damaged, or misappropriated by a member or a member's relative(s) or acquaintance(s), shall be promptly replaced or paid for by said member. If necessary, the Association may pursue all legal remedies to recover damages.

## **ARTICLE XIII**

### **DISCLAIMER OF LIABILITY**

The Association assumes no liability or responsibility for the property of members, their relatives or acquaintances, and they shall have no claim against the Association for any property brought onto or left on any practice field, playing field or location of other Association activities.

The Association desires that coaches, assistant coaches, referees, and any other persons charged with the conduct of any Association activity take necessary precautions to assure the safe conduct of such activities. However, the Association assumes no liability or responsibility for any accident, or injury to members, relatives or acquaintances thereof, active participants, officials, bystanders or observers; nor may any of the above mentioned persons or any other have any claim against the Association, its Board of Directors, members, assistants, whether volunteer or paid, for any injury or accident involving persons or property, by virtue of their connection with the Association.

## **ARTICLE XIV**

### **LIABILITY INDEMNIFICATION**

Each person, while acting as a Director, Officer, Active Member, agent, contractor, or employee of this Association shall be indemnified by the Association against expense, not to include loss of wages, actually and necessarily incurred in connection with the defense of any action, suit, or

proceedings in which the person is made a party by reason of being or having been a Director, Officer, Active Member, agent, contractor, or employee of the Association except in relation to matters the person shall be adjudged in such action, suit or proceedings be liable for gross negligence or willful misconduct, and except any sum paid for by the Association in settlement of action, suit, or proceeding based on gross negligence or willful misconduct in the performance of their duties.

The right of indemnification provided herein shall inure to each Director, Officer, Active Member, agent, contractor, or employee at the time such cost or legal expenses are imposed or incurred and in the event of their death shall extend to their legal representative(s).

The Board of Directors will provide, in conjunction with and through CSYSA, adequate liability insurance for the above described indemnification.

## **ARTICLE XV**

### **COMPLIANCE WITH STATE LAW AND SEVERABILITY**

#### **Section 1**

These Bylaws were drafted in compliance with the provisions of Article 20, Chapter 31, Colorado Revised Statutes 1953. Any conflict between these Bylaws and the Laws of the State of Colorado, the latter will control.

#### **Section 2**

If any Article, Section, or Provision of these Bylaws is found to be invalid, the omission or invalidation thereof shall not invalidate their remaining provisions.

## **ARTICLE XVI**

### **AMENDMENT OF BYLAWS**

These Bylaws may be amended only upon a two-thirds vote of the Board of Directors. An Amendment shall require at least five (5) votes to pass and a Board member must cast his/her vote in person at any meeting considering an amendment to these Bylaws. However, under extenuating circumstances and emergencies, a Board member may deliver a written proxy vote in a sealed envelope to the Secretary prior to the meeting together with an explanation of the circumstances requiring his/her absence.

## **ARTICLE XVII**

### **PUBLICATION AND PROMULGATION OF BYLAWS AND STANDING RULES**

Each Active Member of the Association shall be provided upon request with a copy of these Bylaws and the most current Standing Rules.