

ANSYA Constitution, By-Laws and Policies

**Adopted by the Board of Directors on
12/19/03.**

ANYSA Constitution, By-Laws and Policies

Each person having any responsibility whatsoever for any team participating in the Angelina Youth Soccer Association is responsible for reading and understanding the Association's Constitution and By-laws. In the event charges of infraction of any regulations contained herein are made against any team representative ignorance of these regulations will not be considered an appropriate defense.

Mission

Angelina Youth Soccer Association (ANYSA) is a non-profit organization created to promote, coordinate and administer youth soccer throughout its organization.

Purpose

ANYSA operates under the governance of the South Texas Youth Soccer Association (STYSA), which is a 501c(3) tax-exempt corporation. Both organizations meet the requirements of the Texas Non-Profit Corporation Act since their purposes are charitable, educational, and athletic. ANYSA teaches and promotes good sportsmanship; educates its youth participants and adults sponsors in the fundamentals of soccer; sponsors regularly scheduled youth soccer competitions; and conducts other activities consistent with its mission as appropriate.

Constitution

1. Name

1.1. The name of this organization shall be the **ANGELINA YOUTH SOCCER ASSOCIATION ("ANYSA")**, hereinafter referred to as the Association.

2. Purpose

2.1. It shall be the purpose of this Association to foster and promote youth soccer within its area of jurisdiction, or as otherwise determined by its governing organization, which shall generally be considered Angelina County. ANYSA shall teach good sportsmanship, educate youth participants on the fundamentals of the game of soccer, promote the game of soccer and conduct such activities as shall be deemed appropriate for the promotion of youth soccer.

2.2. The Association shall be a non-profit organization and shall be subject to the rules presented in its Constitution and By-laws.

3. Affiliation

3.1. The Association shall be approved by the South Texas Youth Soccer Association ("STYSA").

4. Officers and Directors

4.1. The business, property, and activities of the Association shall be managed by a Board of Directors ("Board"). The elected and appointed Board officers shall consist of:

4.1.1. President (Elected)

4.1.2. Vice President – Recruitment (Elected)

4.1.3. Vice President – Operations (Elected)

4.1.4. Treasurer (Elected)

4.1.5. Registrar – Appointed by the President sixty (60) days prior to year end and certified by the Board;

4.1.6. Secretary – Appointed by the President sixty (60) days prior to year end and certified by the Board;

4.1.7. In the event either of the appointed positions are not certified by the Board the President shall appoint a candidate fourteen (14) days prior to year end that is certifiable by the Board;

4.2. The Board will also consist of several non-titled members.

4.3. The Board shall number at least eight (8), including officers, but not more than fifteen (15) members.

4.4. The duties of the Board of Directors shall be as follows:

4.4.1. Interpret and enforce the Association's Constitution, By-laws, and Policies;

4.4.2. Establish all Association fees and charges;

4.4.3. Establish and administer all Association rules;

4.4.4. Resolve all disputes, protests and appeals except as otherwise noted in the Association's Constitution and By-laws;

4.4.5. Adopt a budget and approve expenditures in accordance with Association's policies and procedures;

4.4.6. Carry out all other duties and responsibilities specified in the Association's Constitution and By-laws.

4.5. The term of office for elected officers shall begin upon their election and shall be for one (1) year. Each elected officer may succeed themselves in office one (1) time, exception to the succession limit may be granted prior to each election by two-thirds (2/3) majority vote of the entire board. The Board members must be given thirty (30) days written notice of the proposed exception, voting for the exception may not be done by proxy but must be done in person.

- 4.6. The President shall fill any remaining term of six (6) months or less by appointment. All other vacancies will be appointed by the President but must be approved by majority vote of the Board. All appoints made pursuant to a vacancy shall be for the remainder of the unexpired term.
- 4.7. When the office of the President becomes vacant the Vice President – Recruitment shall fill the vacancy.

5. Seasonal and Fiscal Year

- 5.1. The seasonal year shall be the same as the STYSA seasonal year.
- 5.2. The fiscal year shall be the calendar year.

6. Meetings

- 6.1. The Association's annual meeting shall be in February of each year. The agenda shall include an annual report from the President, an operating plan for the upcoming year, including an annual budget that has been certified by the Treasurer and the schedule with the dates, times, and location of board meetings for the upcoming year.
- 6.2. The Association shall meet monthly or more often at the discretion of the President at a time and place known to each member. No notice is required of a regularly scheduled meeting unless the date, time and/or place is changed;
- 6.3. An agenda and minutes from the previous meeting shall be circulated prior to the regular board meeting in accordance with Association's Policy;
- 6.4. Special meetings may be called by the President or by a simple majority of the Board by placing notice in writing via mail or email to all Board members at least ten (10) days prior to the special meeting. Such notice shall include the date, time and place for the meeting and shall include an agenda of the order of business. Action taken at a special meeting is binding only for items specifically enumerated in the special meeting agenda;
- 6.5. Board members must be present to vote at any meeting. Voting by proxy will not be allowed, except as otherwise set forth in the Constitution or By-laws. On all matters each board member shall have one (1) vote;
- 6.6. A quorum for any regularly scheduled board meeting shall be 25% of the current board membership. A quorum for all special meetings shall be 51%.
- 6.7. Except as otherwise set forth herein, a majority vote of a quorum of the Board shall constitute approval of all matters except for amendments to the Constitution and By-laws and discipline matters involving Officers or Directors;

- 6.8. The normal order of regular business meetings shall be as follows:
 - 6.8.1. Call to order and roll call;
 - 6.8.2. Approval of minutes of previous meeting(s);
 - 6.8.3. Guests;
 - 6.8.4. Treasurer's report;
 - 6.8.5. President's report;
 - 6.8.6. Old business;
 - 6.8.7. New business;
 - 6.8.8. Committee reports;
 - 6.8.9. Adjournment
- 6.9. The President may modify the order of presentation of any meeting's business to accommodate guests, Board members, or to bring about the efficient handling of meetings. Meetings shall be conducted in accordance with the most recent edition of Robert's Rules of Order unless specified elsewhere in this Constitution and By-laws or in STYSA's rules of order.
- 6.10. All items for action must be specified either in the "Old Business" or "New Business" section of the circulated agenda as specified in Section 6.1, no action can be taken on any item unless listed in this manner.

7. Election of Officers and Directors

- 7.1. Election of officers and directors shall take place at the Association's November board meeting.
- 7.2. The Association President shall appoint a Nominating Committee no later than September to find qualified candidates for those offices scheduled to become vacant. The Nominating Committee shall report its results at a meeting in October. The proposed slate of officers shall be mailed or emailed to all directors at least two (2) weeks prior to the November election.
- 7.3. Nominations from the floor may be made during the elections with the provision that person(s) being nominated from the floor be present at the meeting and that they affirm their interest and willingness to serve in the position should they be elected.
- 7.4. Directors may be added to the Board from time to time. If a board member wishes to recommend the addition of a director this request should be presented to the Secretary at a regularly scheduled meeting, this item will then become an agenda item at the next meeting. The written request must be circulated along with the agenda and minutes as set forth in the Constitution and By-Laws. A majority vote of the Board is required for affirmation. Voting by proxy shall be allowed for the election of directors, the Secretary will present all written proxies, including electronic proxies, and retain them as part of the records of the Association.

8. Discipline of Officers and Directors

8.1. Any Officer or Director may be removed from their office in the Association for excessive unexcused absences from regular Board meetings, for gross neglect of their assigned duties or misconduct. This action shall take place only after counseling with individual, and a hearing by the full Board. A two-thirds (2/3) majority of a quorum of the Board is required to remove such officer or director from their position.

9. Committees

9.1. The formation of standing committees as well as any Special Committees shall be approved by the Board. It shall be the specific duty of the committees to perform such duties defined in the Constitution and By-laws or as instructed by the Board.

10. Amendments

10.1. Amendments to the Constitution and By-laws can be made at any meeting by a two-thirds (2/3) majority of the members provided such written notice is furnished to all Board members thirty (30) days in advance of the meeting.

11. Enactment

11.1. This Constitution and By-laws shall supersede all previous Constitutions and By-laws.

12. Authority to Create Rules

12.1. The Association shall adopt and make available such regulations for youth players as required by STYSA and/or the needs of the Association to operate an orderly soccer program. All competitions sponsored by the Association shall be administered in cooperation with STYSA regulations.

13. Dissolution

13.1. The Association may be dissolved by a two-thirds (2/3) majority vote of the Board provided each board member has received thirty (30) days written notice.

13.2. In the event the Association is dissolved or ceases to function, assets of the Association shall be disposed of to pay Association liabilities and any balance remaining after payment of all known liabilities shall be

disbursed to such organizations established exclusively for charitable, religious, or scientific purposes as shall at that time qualify as an exempt entity under Section 501 (c) (3) of the Internal Revenue Code, or other applicable statute or regulation.

By-Laws

1. Duties of Officers and Directors

1.1. The President shall:

- 1.1.1. Preside at all meetings of the Board;
 - 1.1.1.1. Coordinate the activities of the Vice Presidents;
 - 1.1.1.2. Provide guidance regarding rules and regulations of ANYSA;
 - 1.1.1.3. Appoint, subject to Board approval, such committees as may be needed for the proper operation of the Association;
 - 1.1.1.4. Represent the Association at all STYSA meetings;
 - 1.1.1.5. Represent the Association at public functions requiring attendance;
 - 1.1.1.6. Present a written operating and financial report at the annual meeting;
 - 1.1.1.7. Perform other duties as may be assigned by the Association.

1.2. The Vice President – Recruitment shall:

- 1.2.1. Act in the absence of the President with the same powers granted to the President;
- 1.2.2. Supervise Association recruitment activities for coaches, commissioners and other volunteers;
- 1.2.3. Promote ANYSA through advertisements to publicize registration, tryouts, etc.;
- 1.2.4. Prepare press releases and submit them to local media to promote ANYSA;
- 1.2.5. Represent the Association at STYSA meetings;
- 1.2.6. Organize and serve as chairperson of the Discipline and Protest Committee;
- 1.2.7. Organize training for adult volunteers;
- 1.2.8. Act as a liaison between the Association and STYSA for all matters relating to coaching and adult volunteers;
- 1.2.9. Appoint members to assist as needed in accomplishing activities;
- 1.2.10. Perform other duties as assigned by the President.

1.3. The Vice President – Operations shall:

- 1.3.1. Supervise the maintenance and care of the soccer fields and facilities;

- 1.3.2. Oversee the use of the soccer facilities;
- 1.3.3. Organize and coordinate the formation of teams for each age division;
- 1.3.4. Organize and coordinate the scheduling for each age division;
- 1.3.5. Coordinate and disseminate all necessary information relative to club play to all commissioners, coaches, and referees;
- 1.3.6. Coordinate the purchase of awards to be given to teams;
- 1.3.7. Coordinate a program to recruit and train referees to officiate Association games;
- 1.3.8. Develop a coordinated system to assure all games are properly officiated;
- 1.3.9. Act as a liaison between the Association and all referee associations;
- 1.3.10. Provide the Treasurer with annual cost estimates as to the funds needed to conduct operations;
- 1.3.11. Perform other duties as assigned by the President.

1.4. The **Treasurer** shall:

- 1.4.1. Prepare and present the Association's annual budget ;
- 1.4.2. Maintain all financial records of the Association;
- 1.4.3. Prepare and present monthly financial statements to the Board;
- 1.4.4. Coordinate filing of tax returns;
- 1.4.5. Account for all receipts and disbursements of the Association;
- 1.4.6. Coordinate activities to solicit for grants to promote youth soccer;
- 1.4.7. Perform other duties as may be assigned by the President.

1.5. The **Registrar** shall:

- 1.5.1. Prepare and submit necessary reports to STYSA for any participant in the Association whether it is a player, coach, or volunteer;
- 1.5.2. Prepare reports to be used by other committees for executing their assigned duties;
- 1.5.3. Act as Risk Management officer as defined by STYSA.

1.6. The **Secretary** shall:

- 1.6.1. Prepare board agendas and board minutes and circulate to board members prior to its scheduled meetings;
- 1.6.2. Prepare and update the event calendar;
- 1.6.3. Be responsible for the tabulation and documentation of items voted upon by the Board.

2. Board Powers and Administration

2.1. The Board shall transact all business of the Association and shall have the power to enforce the By-laws and policies of the Association. Any disputes shall be settled according to the rules and regulations of STYSA and the US Youth Soccer Association.

3. Standing Committees

Standing committees may be established at any meeting of the Board of Directors where establishing the committee is listed on a meeting agenda that has been promulgated to all Board members in accordance with the Constitution, By-Laws and Policies of the Association. The Board must approve both establishing the committee and appointments to the committee by 2/3 majority vote; written proxy votes shall be allowed. All written proxies, including electronic proxies, shall be presented by the Secretary at the meeting and retained as part of the records of the Association. Standing committee members can be removed automatically if they miss three (3) consecutive committee meetings or at the recommendation of any Board member provided such recommendation is set out as an agenda item and promulgated to all Board members in accordance with the Constitution, By-laws and Policies of the Association. Removal must be ratified by a 2/3 majority vote of the Board. Proxy voting will be allowed as set forth previously in this section. All standing committees shall be reviewed and affirmed at each annual meeting of the Association.

The following shall be standing committees of the Association:

3.1. Discipline and Protest Committee

- 3.1.1. This committee shall be appointed by the Vice President – Recruitment, who shall chair the committee, and shall consist of at least three (3) members.
- 3.1.2. The Committee shall appoint a secretary who Shall maintain records of all disciplinary actions and of any sanctions it levies;
- 3.1.3. The Committee shall report at each regular board meeting of any actions it has taken or are under consideration;

- 3.1.4. The Committee shall investigate all formal complaints made against any referee, player, coach or parent which are not in accord with the Constitution, By-laws or policies of ANYSA;
- 3.1.5. The Committee shall act on all grievances on behalf of the Board. The Committee will have the responsibility and authority to issue a ruling on the grievance without consulting the Board prior to its decision; however, all items brought before this Committee shall be presented in writing to the Board along with the Committee's written ruling, regardless of any action taken, at the next scheduled Board meeting after any ruling of the Committee. The Board shall review the actions of the Committee but shall not take any further action unless one of the parties to the grievance files a written complaint directly with the Board or one of the Board members files a written dissent to the action taken. In the event of either action, the Board, upon a 2/3 majority vote may i) act as a committee of the whole and adjudicate the complaint; ii) may refer the complaint back to Committee for additional action; or iii) may affirm the Committee's ruling.
- 3.1.6. The Committee shall establish and administer a program to promote sportsmanship of players, parents, coaches;
- 3.1.7. The Committee shall conduct such other investigations as directed by the Board or the President.

3.2. Finance Committee

- 3.2.1. This committee shall be appointed by the Treasurer, who shall chair the committee, and shall consist of at least three (3) members;
- 3.2.2. The Committee shall oversee all finances of the Association;
- 3.2.3. The Committee shall compile and review financial information gathered from the Association and prepare an annual budget;
- 3.2.4. The Committee shall make recommendations to the Board and/or other committees regarding program participation fees associated program costs and other financial matters affecting the Association.

3.3. Registration/Uniform Committee

- 3.3.1. This committee shall be appointed by the Vice President – Operations, who shall chair the committee, and shall consist of at least three (3) members;
- 3.3.2. This Committee is responsible for coordinating all registration activities. . The Committee shall provide to the Board of Directors at its Annual meeting, for the Board's approval, a schedule of registrations along with written guidelines documenting the written registration process. The registration schedule shall become a part of the Association's calendar for the upcoming year. The registration

schedule and process shall developed in such a manner to i) provide access to as many players as possible; ii) encourage the attraction of new participants and the retention of existing participants. The registration schedule and process shall contain provisions for early and late registration for both recreational and select participants either through concurrent or separate registration schedules;

- 3.3.3. This committee shall oversee all registration activities that occur during the year, including but not limited to, the establishment of site(s), media coverage, collecting fees set by the Finance Committee, the collecting necessary forms and documents, the distributing of marketing and informational materials and the staffing of the registration activities;
- 3.3.4. The Committee is responsible for establishing procedures to reconcile the payments received at each registration with the number of registrants. This report shall be presented to the Board at its next scheduled meeting along with an explanation for any variances;
- 3.3.5. The Committee is responsible for the preparation of written reports to be delivered to the Select Committee for its use in determining eligibility of players trying out for select soccer;
- 3.3.6. The Committee shall procure a sufficient number of uniforms within the cost parameters established by the Finance Committee. The procurement and distribution of uniforms will not require any Board action as long as the cost of obtaining the uniforms is within budget parameters. The ordering and distribution of uniforms shall not provide material limitation to the registration process in terms of scheduling registration times that will allow for the attraction and retention of as many participant as possible.

3.4. Select Team Committee

- 3.4.1. This committee shall be appointed by the President and shall consist of each least three members;
- 3.4.2. All members of this Committee must be active Board members, preferably with some experience with U-12 and above teams;
- 3.4.3. The Committee is responsible for oversight of all activities of select and/or tournament teams playing under the Association's name;
- 3.4.4. The Committee will operate under policy guidelines adopted by the Association and make recommendations to the Board for the approval or disapproval of any items not contemplated in the Policy;
- 3.4.5. The Committee will serve as the liaison between the Board and any select or tournament team playing in the Association.

3.5. Field and Equipment Committee

- 3.5.1. The committee shall be appointed by the President and shall consist of each least three members;
- 3.5.2. This Committee is responsible for oversight of all soccer facilities and equipment operated by the Association;
- 3.5.3. The Committee will prepare an annual written report for use by the Finance Committee in the preparation of the annual budget, the report will provide the detail of funds needed for equipment and upkeep of soccer fields.

3.6. Volunteer Committee

- 3.6.1. This committee shall be appointed by the President and shall consist of at least three members;
- 3.6.2. The Committee will be charged with assembling volunteers from registration forms and other sources;
- 3.6.3. The Committee will work with other committees to find the highest and best use of its volunteer labor pool that best advances the goals of the Association.

4. Finances

- 4.1. The Association shall administer its own budget, formulated, and approved by the Board;
- 4.2. The Association shall have the authority to determine appropriate assessments to permit it to function. Assessments will cover, among other things, such items as state registration fees, administrative expenses authorized by the Board, the cost of equipment and awards, insurance, and any other expenses that may be approved by the Board;
- 4.3. The Association shall maintain a non-profit status with the Internal Revenue Service and the State of Texas.

5. Amendments

- 5.1. Any proposal to amend the By-laws must be made in writing and submitted to the Board. In addition, thirty (30) days written notice must be circulated to all Board members. The notice must state the date, time, and place of the meeting as well contain the proposed amendment. Amendments may be approved at any duly constituted meeting by a two-thirds (2/3) majority vote of of the Board. Members that are unable to attend may vote by proxy, by submitting their vote in writing to the Secretary of the Board.

Policies and Guidelines

The following policy and guideline statements are intended to provide guidance for specific activities conducted by the Association. These statements are intended to provide guidance and to set an expectation level of the participants. They are also intended to aid the Board in its oversight function of the Association. The Board may amend policies from time-to-time. Requested amendments to policies must be placed on the agenda of a regularly scheduled board meeting at least thirty (30) days in advance and the amendment furnished to all Board members in writing.

Codes of Honor

Coach's Code

- Soccer is a game of happiness.
- The laws of soccer should be regarded as mutual agreement, the spirit of which no one should try to evade or break.
- Visiting teams and spectators are honored guests.
- No advantages except those of superior skill should be sought.
- Official decisions should be accepted without looking angry, no matter how unfair it may seem.
- Winning is desirable, but winning at all cost defeats the purpose of the game.
- Losing can be a triumph when the team has given its best.
- The ideal is the greatest good to the greatest number.
- In soccer, as in life, treat others as you would have them treat you.

Player's Code

- Play the game for the game's sake.
- Be generous when you win.
- Be graceful when you lose.
- Be fair always, no matter what the cost.
- Obey the laws of the game.
- Work for the good of your team.
- Accept the decisions of the officials with good grace.
- Believe in the honesty of your opponents.
- Conduct yourself with honor and dignity.

Parent's Code

- Remember children have more need of example than criticism.
- Make athletic participation for your child and others a positive experience.
- Be kind to your child's coach and to officials. They are volunteers giving freely of their time to provide a recreational activity for your child.
- The opponents are necessary friends. Without them, your child could not participate. Cheer good plays by your team and by members of the opposing team.
- Between the exuberance of the winner and the disappointment of the loser we find a person called a referee. All of them follow the same creed to watch every move or every player and to call the game to the best of his/her ability. Do not openly question his/her judgment or honesty. He/she is a symbol of fair play, integrity and sportsmanship.
- Accept the results of each game. Encourage your child to be gracious in victory and to turn defeat into victory by working toward improvements.

Laws of the Game

The laws of the game for ANYSA shall be the Laws of the Game and Universal Guide for Referees with USSF Supplement printed by the USSF except as set forth in this guideline. In the case of conflict, the official rules of FIFA or STYSA will take precedence.

Prior to each season (Fall and Spring) the Registration/Uniform Committee will propose rules for each age group depending upon the number of participants and the current recommendations of STYSA. The rules for each age group will be furnished to, and approved by the Board at least thirty (30) days prior to each registration and will be available to participants when they register.

Circulation of Agenda and Minutes

An agenda in the format listed in Section 6.8 of the Association's Constitution shall be furnished to each board member at least ten (10) days prior to any board meeting. If any item requires action by the Board it must be so stated in the "Old Business" or "New Business" section(s) of the document. There should be sufficient description of the item so that Members have adequate

prior knowledge of the item requiring action. The Board can take no formal action if the agenda is not circulated in a timely manner and/or the item is not listed on the agenda in the prescribed fashion. Minutes from the previous meeting are required to be circulated with the agenda and are subject to the same policy guidelines.

Budget

The Treasurer is required to submit an annual budget to the Board for approval at the Association's annual meeting. The budget should at a minimum contain an estimate of the beginning and ending cash position of the Association and estimated expenses by major category.

Select/Tournament Team Policy

Select Teams must comply with all ANYSA general policies and procedures unless superceded by this Select/Tournament Team Policy. Select/Tournament Teams are governed under the authority of the Select Team Committee (STC). The STC is subject to the authority of the ANYSA Board of Directors. At each regularly scheduled Board Meeting, the STC shall provide the Board a written summary of all actions it has taken since the prior board meeting. This information shall be forwarded to the Secretary and included with the minutes and agenda for the upcoming meeting.

1. Administration

- 1.1. The STC is charged with the responsibility of ensuring the greatest player participation at the age group appropriate for the player. Fielding as many teams as possible across appropriate age groups is a primary objective. Consideration is given to achieving a high level of competitive play; however, this is secondary to fielding viable teams at all age levels.
- 1.2. Each year, at a date not later than the date of registration, any party wishing to form or continue to field a select team must notify the STC of their intent in writing. The written request shall include the team's age bracket, the coach's name, a primary and secondary contact, and identifying the team as newly formed or a continuing team.
- 1.3. Prior to tryouts, the STC will schedule an orientation for managers, coaches and parents of select team members. This orientation shall include information regarding travel requirements, fees, administrative requirements and other information deemed necessary for the effective formation and administration of select teams including the role of ANYSA, coaches, trainers, and administrators. Attendance at this meeting is mandatory for coaches and managers and is recommended for attendance by players and parents.
- 1.4. After formation each select team shall provide the STC, in writing, a primary and secondary contact person. These contacts will serve as the

liaisons between the team and the STC for all matters. The team will be considered duly notified of any matter if either one of these contacts is served notice.

- 1.5. Teams shall be formed by a player's age as defined by USYSA and conform to STYSA rules and regulations.
 - 1.5.1. Players are to be placed on the youngest team for which they qualify.
 - 1.5.2. Any player wishing to be play-up to an advanced age must notify the Select Team Committee (STC) at least four (4) weeks prior to select team tryouts or at registration. Play-up criteria shall be strictly enforced and the play-up eligibility expires at the end of each seasonal year.
 - 1.5.3. All requests for play-up must be received prior to tryouts or rostering to ensure the equitable and efficient formation of teams. A player making a late request late may be disqualified for consideration to play-up.
 - 1.5.4. The STC has the authority to grant play-up privileges to a player without Board action under the following conditions:
 - 1.5.4.1. Players with August birthdays will be eligible to play-up with their classmates;
 - 1.5.4.2. Players having a sibling on the team that she/he is requesting to play-up to and the player successfully completes the try-out for this age group;
 - 1.5.4.3. There is no team rostered for the player's age;
 - 1.5.4.4. The team roster for the player's age group contains 18 players;
 - 1.5.4.5. Any player that has been granted the privilege of playing up prior to the adoption of this policy is grandfathered for as long as they continue to play with the team that they are currently rostered. If the player opts to play-up to yet a different age group they would be subject to policy guidelines. This rule applies only to the privilege of playing up and does not guarantee a roster spot in the event of a tryout.
 - 1.5.4.6. Although the STC has the express authority to grant play-up requests that meet one or more of the preceding criteria, a complete list of players granted this privilege under the aforementioned criteria must be furnished to the Board at its next regularly scheduled meeting
 - 1.5.5. Exceptions to the above will be considered in the following situations:
 - 1.5.5.1. The parent or guardian of any player requesting to play-up must: 1) complete a play-up request form at or before registration. The form will be provided by the STC on request or at registration. (See Appendix A) 2) Obtain the approval of the

coach of the team that the player request play-up privilege for. The coach must document to the STC the coach's agreement as outlined below.

1.5.5.1.1. The coach of the team to which the player is requesting to play-up to must submit a written request to the STC containing the following information:

1.5.5.1.1.1. Why it is in the best interest of the player to play-up;

1.5.5.1.1.2. Why it is in the best interest of the team that the player is requesting to play-up to;

1.5.5.1.1.3. How the team that is appropriate to the players age shall not be adversely affected.

1.5.6. Prior to Select Team try-outs, the STC shall submit all requests of this type in writing along with the STC recommended action to the Board for approval at a regularly scheduled meeting. The Board must approve all requests to play-up other than the five (5) exceptions cited in Sections 1.5.4.1 – 1.5.4.5. The Chair of the STC shall notify the coach of the Board's action.

1.5.7. Any player that is granted the privilege of playing-up must play in that age bracket for the entire seasonal year.

1.5.8. After a team is formed and its roster has been finalized no additions or deletions are allowed unless approved by the STC.

2. If a team wishes to add a player during the seasonal year consideration must first be given to any unrostered eligible players registered in ANYSA. The coach is responsible to notify the STC and request the roster of eligible players. The coach is also responsible for notifying the eligible players of the opening. No player from another association or an unregistered player may be invited to participate with a select team with the intent of becoming a member until the coach of the said team has fulfilled his/her requirement to fill the roster with an eligible ANYSA player **AND** has received sanction by the STC.

3. Try Outs

3.1. The STC shall set a tryout date for each age group. The STC shall take necessary measures to make sure all players receive sufficient notification and that more than one date is available for tryouts.

3.2. The STC shall form a panel of three individuals for each age division that is conducting tryouts. The panel shall consist of the team's coach and two individuals that have no direct interest in the team.

3.3. The panel will choose, based on majority decision, the first 12 players based on the results of the tryout. The coach will choose the remaining 6 players.

3.4. If there are a sufficient number of players, 18 players must be rostered from the try-out. The coach may not leave open roster spots for later use.

- 3.5. The STC shall submit the final roster to the Registrar for approval. This submission must be in writing and signed by at least two members of the STC.
4. Coaching Qualifications
 - 4.1. In order to be eligible to coach a select team the coach must possess the following:
 - 4.1.1. A minimum E license;
 - 4.1.2. Three years of coaching experience;
 - 4.1.3. Be in good standing with ANYSA and STYSA;
 - 4.1.4. Approved by the STC;
 - 4.2. If a coach and/or trainer is charging a training fee this information must be submitted to the STC so the information can be dispersed to potential players.
5. League Play
 - 5.1. The STC will determine where the team will play for regular league play.
 - 5.2. The seasonal year for select teams is August 1st through July 31st.
6. Rules of Play
 - 6.1. For all Super II, Division II and Division III competitions, coaches must make every effort to play each registered player that is present at least one-half of each game unless unable to do so due to player's illness or injury or for disciplinary reasons. In the event that a player is present but will not be playing, the coach must inform the referee and the opposing coach as to the reason the player will not participate;
 - 6.2. The STC will review all written complaints regarding the playing time rule.
 - 6.2.1. All complaints concerning the playing time rule must be written and at a minimum contain the following
 - 6.2.1.1. Player's name;
 - 6.2.1.2. Date(s) of game(s) in question;
 - 6.2.1.3. Coach's name;
 - 6.2.1.4. Player's age;
 - 6.2.1.5. Team name;
 - 6.2.1.6. Specific information regarding the complaint;
 - 6.2.1.7. Signature of complainant.
 - 6.2.2. If a coach does not comply with rule the STC will review the situation and provide a written report to the D&P Committee for a ruling. Continued violation of this rule can result in the suspension of the coach for a length of time to be determined by the D&P Committee.
 - 6.3. Division I shall have no minimum playing time.
 - 6.4. All other rules of play will follow STYSA guidelines unless specifically amended by the Board.
7. Finances
 - 7.1. Each select team will be required to handle its own finances.
 - 7.2. ANYSA will administer funds for select teams in the following situations:

- 7.2.1. league fees outside of ANYSA
- 7.2.2. any purchase made through ANYSA
- 7.3. ANYSA will not issue any checks or otherwise pay any expense for a select team until it has received funds from that team or on its behalf.
- 7.4. Each team is responsible for its own uniforms. The STC will provide guidance and recommendations to aid the team in selecting and ordering uniforms. Uniforms may be ordered through ANYSA provided that they are paid for in advance.

Appendix A.

REQUEST TO PLAY UP

I request that me child _____, be granted the privilege of trying out for the following age group:

U-13 ___

U-14 ___

U-15 ___

U-16 ___

U-17 ___

U-18 ___

I understand that this is not the age group in which my child would typically be rostered in and that I must comply with ANYSA's policies and procedures in order for my child to be considered. In addition to this request it is my responsibility to do the following:

1. Obtain written approval from the coach of the team that I am requesting play up privilege for, the coach must provide me with following written information and I will forward it to the Select Team Committee (ANYSA) by [date]. The approval from the coach must contain the following information:
 - a. Why it is in the best interest of the player to play up;
 - b. Why it is in the best interest of the team that the player is requesting to play up to;
 - c. How the team that is appropriate to the player's age shall not be adversely affected;
 - d. Coach's signature.

I understand that it is my responsibility to gather this information and return it within the stipulated time frame or this request may not be honored.

Signature: _____