

DISTRICT VI POLICY

August 2014

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1. REGISTRATION, TRANSFERS, AND RELEASES

1.1 REGISTRATION

1.1.1 District VI will comply with all rules and policies currently in effect for Cal North. In addition the following District VI policies are in effect. <http://www.calnorth.org/about/brr/>

1.1.2 All League registration fees will be paid directly to Cal North at the current per player rate designated by Cal North. District Registrar fees must be paid by separate check made payable to the District VI Registrar at the current per player rate.

1.1.3 No player may register with a new league or roster onto another team while still owing money to an old team, club or league.

1.2 TRANSFERS AND RELEASES

1.2.1 All transfers must comply with current Cal North player transfer rules.

<http://www.calnorth.org/about/brr/rules/>

In all cases the current player pass of the transferee must be submitted to the League Registrar before completion of the movement. A District VI fee of \$15.00 per request will be assessed for each transfer, payable to District VI. If the transfer involves player movement with another District then an additional fee of \$15.00 per request will be applied. (totaling \$30.00)

1.2.2 All players must be in good standing to be granted a youth to senior provision to play in the senior division.

1.2.3 A current competitive player requesting to transfer to a recreational team must obtain permission by the District Commissioner prior to movement being completed.

2. LEAGUE PLAY

2.1 COACHING REQUIREMENTS

2.1.1 All coaches and assistant coaches must present Coaching Passes for league games. If neither is available then the game cannot be played until a properly certified coach is present.

2.1.2 Coaches are appointed for a one year term only, there is no "grandfathering". Coaches must reapply each season.

2.2 RECRUITMENT

2.2.1 No adult affiliated with a program (administrator, coach, parent or booster) shall actively recruit a player rostered on an active team from another League for participation in their program for the seasonal year.

2.2.2 The following activities may be considered recruitment:

2.2.2.1 Providing incentives to players such as reductions in fees, trips, uniforms and other equipment.

2.2.2.2 Using a position of authority to coerce a player. This may include adults involved with the District ODP program, adults involved with clinics and soccer schools, adults involved with High School programs or other non-affiliated programs such as indoor soccer.

2.2.3 Violation of the recruiting prohibition will be sanctioned.

2.3 INDIVIDUAL DISTRICT 6 SOCCER LEAGUE MEMBER RELATED ACTIVITIES

(Updated 7/13/2016)

2.3.1 All venues used for soccer related activities (i.e., team practice, matches, tryouts, league registration events, etc.) must be located within the individual league's established District 6 boundary. In the circumstance where a District 6 league would like to conduct a soccer related activity within another District 6 league's established boundary, permission from both the President of the requesting league and the President of the league within which the venue lies must be granted in the form of a written approval.

2.3.2 Any pre-existing agreement between District 6 leagues for use of venues that cross established District 6 league boundaries is exempted from this policy until both leagues agree to end the pre-existing agreement.

2.3.3 When a violation of this policy has been confirmed, District 6 arbitration will be used to resolve disputes. Penalties per violation will be:

- A. First violation – The offending League will get a 'caution' from District 6 BOD to stop violation of policy 2.3.1
- B. Second and subsequent violation – The offending League will be fined \$200.
- C. Third violation – Should the third violation of this policy occur within the current soccer season, an investigation by District 6 will occur. District 6 may suspend the offending coach(s) of the offending team(s) for a minimum of two (2) soccer (current season) matches and/or put the League in bad standing (current season).
- D. All fines collected as a result of the violation of District 6 Policy 2.3.1 will support the District 6 Scholarship Fund.

2.4 PROGRAMS

2.4.1 In order to form teams the following requirements must be met:

2.4.1.1 All Competitive teams must be formed by fair and open tryouts.

2.4.1.2 Leagues must provide at least 2 dates for tryouts in each age group where teams will be formed.

2.4.1.3 All players attending tryouts must be provided an equal opportunity to make the team, based upon their ability.

2.4.1.4 No team may hold tryouts prior to the tryout start date established by the District VI Board of Directors.

2.4.2 No Coach, Assistant Coach, Manager or Trainer who holds a valid coaching pass, regardless of the Division of play, for any team in a given League may be selected as a coach, assistant coach, manager or trainer with a Competitive team in a like or subsequent age group, same sex, with another League in the next seasonal year.

2.4.3 All players on a team's roster who are present for a game are to play a minimum of one-half of that match unless there are disciplinary or medical reasons why they should not. Only those players who have missed practice and are being disciplined, or are ill or injured may play less than one-half of the game. Both the Referee and opposing coach are to be notified prior to the start of the game of any player(s) who will not be participating in at least one-half of the match.

3. TOURNAMENT PLAY

3.1 GENERAL

3.1.1 District VI follows all current Cal North guidelines for tournaments including that all teams playing in any Cal North sanctioned tournament must have valid player passes.

[file:///C:/Users/Soccer/Downloads/2012_2013TournamentManual%20\(1\).pdf](file:///C:/Users/Soccer/Downloads/2012_2013TournamentManual%20(1).pdf)

3.1.2 If a tournament specifies that guest players are allowed, contact your League Registrar for instructions/forms. A player cannot play as a guest player on another team at a tournament if the team they are registered on is playing in a tournament or in any other sanctioned game during that same time period.

3.1.3 Cal North only allows a team to apply to one tournament per weekend.

3.2 TRAVEL

3.2.1 Any team wishing to travel outside of Cal North must complete all required paperwork see Cal North website for detailed information and instructions.

http://www.calnorth.org/new_travel_request_system_now_available_for_the_20142015_season/

3.3 TOURNAMENT APPLICATION PROCESS

(Applies to tournaments in Cal North other than District Cup, Commissioner's Cup and Soccer Fest Tournament)

3.3.1 Apply to the tournament with the application they provide you along with payment and any supporting documents they require.

3.3.2 All teams participating in tournaments must have:

3.3.2.1 Official roster (goldenrod).

3.3.2.2 Player and coaches passes.

3.3.2.3 Original signed copies of medical releases for each player or signed player passes.

3.3.3 Apply to Host a tournament:

3.3.3.1 Electronic application and instructions to host on Cal North website.

http://www.calnorth.org/tournaments/how_to_host_a_tournament/

4. PROTEST, APPEALS AND DISCIPLINE

4.1 PAD COMMITTEE

4.1.1 The District PAD Committee will judge matters of discipline on all items sent to it by the Commissioner such as misconduct by players, coaches, spectators or others who have been sent off, or ordered away from, the field of play during tournaments. The committee will also hear issues of appeals, protests or grievances.

4.1.2 The Pad Committee shall consist of one Chairperson and three (3) members appointed by the District Commissioner, from the current League Presidents. If for any specific hearing, the assigned members cannot all meet, then a substitute may be appointed by the District Commissioner. The District Coach Coordinator and Referee Administrator may be invited to attend any meetings and closed sessions discussions but may not vote on matters before the PAD.

4.1.3 The PAD will convene an appeal review within 21 days of receiving a notice and the accompanying fee of \$100.00. The \$100.00 fee is required for appeals only and will be returned to the appellant in the event the appeal is upheld.

4.1.4 Hearings for administrative discipline, protests, grievances and tournament referrals do not require an administrative fee and will be scheduled within 10 days of request.

4.1.5 Attendance at hearings shall be limited to four (4) persons for the advocate and four (4) persons for the defendant. All other procedures shall comply with the Cal North manual for Protests, Appeals and Discipline. <http://www.calnorth.org/about/brr/rules/>

4.2 TOURNAMENT RED CARDS

4.2.1 As send-off reports are received, the Commissioner will send to the District VI Red Card Administrator (D6RCA) to determine if a review is necessary.

4.2.2 If one is NOT necessary, the D6RCA will notify the League President of receipt of the tournament notification and if the District is giving any additional penalty.

4.2.3 If one is needed, the D6RCA will notify the person(s) involved in the incident and/or any other responsible person (such as the coach of a player, club officer or league officer) of the receipt of the complaint and the notice that the D6RCA will review the complaint and provide notification. The D6RCA then will assemble (in any manner, i.e., by telephone or in person) a panel between three (3) to five (5) individuals from the list of nominees to serve as the Committee. Care shall be taken by the D6RCA to select members that do not have conflicts of interest with persons or issues being considered that week.

4.2.4 The D6RCA may notify the person(s) involved by phone within three (3) days, and will send written notification within seven (7) days of the decision. The decision will be sent to the person(s) involved in the incident and/or any other responsible person (such as the coach of a player, club officer or league officer) of the Committee's decision. The written notification will provide the person involved with the procedure to appeal and/or request a hearing. The fee for an Appeal or Protest is \$100.00 payable to District VI.

4.2.5 The D6RCA will keep written records of the disciplinary action and will report the results to the Commissioner and the information will be available to any appeal committee if an appeal is made.

4.2.6 The D6CRA shall arrange for the return of any player's or coaches' passes to the League President when discipline has been served.

4.2.7 Any coach receiving a send off (Red Card) will be precluded from being a Cal North participant until the send off suspension is served with the team for which it was issued.

4.3 APPEALS OF IN-HOUSE, CCSL, DISTRICT PLAYING LEAGUE, COMMUNITY PLAYING LEAGUE AND TOURNAMENT PLAY PENALTIES.

4.3.1 As appeals or protests are received regarding other disciplinary actions, the Commissioner will notify either the D6RCA or appoint a Chairperson to hear an appeal. Within a reasonable time of receipt of the complaint, the D6RCA or Chairperson will send the required

notices of hearing. The D6RCA or Chairperson will assemble three (3) to five (5) individuals from the list of nominees to serve as the Committee. Care shall be taken by the D6RCA or Chairperson to select members who do not have conflicts of interest with persons or issues being considered that week.

4.3.2 Complaints filed under this section shall:

4.3.2.1 Be written and accompanied by the required fee.

4.3.2.2 Provide the nature and specifics of the complaint.

4.3.2.3 Cite the rule(s) or procedure(s) which have been violated.

4.3.2.4 Include all supporting documentation (i.e. statements of witnesses).

4.3.2.5 Names, addresses, and telephone numbers of all parties.

4.3.3 Appeals on protests will be held as required by State rules. The D6RCA or District VI Chairperson then will schedule an appeal within the District. The appeal may not consist of a "face-to-face" process, if no "face-to-face" appeal is being heard, an appeal panel will not have either party present at the appeal. No new documentation is allowed, as the appeal will be based upon the documentation from the initial hearing, a statement of appeal and any rebuttal from the party who held the hearing to the statement of appeal. The appeal is a review of the case/original hearing and is to determine whether the governing rules have been properly followed and whether both sides were afforded fair proceedings with notice and opportunity to be heard. **No rehearing of the case is allowed** and no new evidence may be presented to the appeal panel unless circumstances have materially changed, or new facts are discovered that were unavailable at the time of the original hearing. If face-to-face appeal is scheduled all parties will be invited to attend the appeal, using written notice as required by State rules. The appeal will be held between seven (7) and 30 days (20 days for youth athletes) from the notice. The person(s) involved may elect not to attend the hearing.

4.3.4 The D6RCA or Chairperson may notify by phone within three (3) days and will send written notification within seven (7) days of the decision. The decision will be sent to the person(s) involved in the incident and/or any other responsible person (such as the coach of a player, club officer or league officer) of the Committee's decision. The written notification will provide the person involved with the procedure to appeal the hearing. The fee for an Appeal or Protest is \$200.00 payable to CYSA. However, no additional hearing will be held on this manner on this appeal at the District level.

4.3.5 The D6RCA or Chairperson will keep written records of the hearing and will report the results to the Commissioner. The information will be available to any appeal committee, if an appeal is made.

4.3.6 Written reports and records kept by the D6RCA or Chairperson are the property of the District and are not subject to disclosure. The D6RCA or Chairperson and panel are the sole judges of any statements by witnesses.

4.3.7 The D6RCA or Chairperson shall arrange for the return of any players' or coaches' passes after the conclusion of periods of suspension.

5. NON-LEAGUE PLAY

5.1 JAMBOREE PLAY

5.1.1 District VI teams are allowed to play in or host Jamborees. The application (located in the “Forms” link) must be complete and approved by the League President and the District Tournament Coordinator. http://www.d6soccer.org/documents_district.html

5.2 FRIENDLY GAMES.

5.2.1 Teams that travel out of the District to play “friendly” games must notify their District Commissioner of their intent. This policy must be followed in order for the insurance coverage, both medical and liability, to be in effect for the team. See Cal North Policy Interpretation Memoranda (PIM 76-2)

5.3 EVENTS

5.3.1 District events are for intra-district competitions.

5.3.2 Events may be competitions involving teams from more than one league within the District or within a single League or competitions on Cal North non-approved tournament weekends or on Cal North approved weekends.

5.3.3 This means only teams registered within District VI may compete, no teams from other Districts or Organizations may play in events.

5.3.4 Per the Cal North manual examples of District events are District Cup, Commissioner's Cup, or a tournament involving only teams from the hosting district. All appropriate Cal North policies, procedures, rules and regulations must be complied with for these events.

5.3.5 In order to hold an event, an event application (located in the “Forms” link) must be completed and approved by a League President, and then sent to the District Commissioner for approval. Once approved, the District VI Tournament Coordinator will administer the event and all paperwork requirements.

http://www.d6soccer.org/documents_district.html

6. ADMINISTRATIVE

6.1 FINANCIAL

To ensure accuracy and reliability of our financial records, to evaluate the performance of individual programs and to protect our resources against waste, fraud or inefficient use, the following guideline must be followed.

6.1.2 DEPOSITS

6.1.2.1 DISTRICT CUP, COMMISSIONER'S CUP AND SOCCERFEST. District Cup, Commissioner's Cup and Soccer Fest application fees are paid when applying. The applications can be found on the District VI website. http://www.d6soccer.org/programs/cups/cup_menu.html

6.1.3 EXPENDITURES

6.1.3.1 Expenses paid by District check or paid by the volunteer out of their own funds:

6.1.3.1.1 If paid by District check. All District checks require two (2) authorized District signatures and the completed District VI "Expense Voucher" authorization form (located in the "Forms" link).

http://www.d6soccer.org/PDF/odp/D6_expense-voucher-2003.pdf

6.1.3.1.2 If paid by a volunteer. Reimbursement by the District will be made upon receiving the original receipt (documentation) and completed Cal North or District VI "Expense Voucher" authorization form (located in the "Forms" link).

<http://www.d6soccer.org/PDF/cysa/cysa-expense-reimbursement-request.pdf>

6.1.3.2 All bills/invoices received by a volunteer/board member, for services or goods received on behalf of the District, should be submitted to the District Treasurer within ten (10) days for payment by the District.

6.1.3.3 A bills/invoices presented to a League by the District Treasurer must be paid within 30 days. If not paid within 30 days, the League **may be** placed in Bad Standing and the League will be unable to participate in any Cal North activities.

6.1.3.4 All agreement for goods and services made on behalf of the District shall be approved in advance by the District VI Commissioner.

6.1.4 DISTRICT PAID REFEREES

6.1.4.1 All referees compensated directly by District VI will be paid by check issued by the District VI Treasurer. The name, address and social security number of each referee as well as the amount of compensation will be obtained by the respective Cup Committee and submitted to the District Treasurer. Payment of the compensation will be disbursed from the Cup fees collected.