

OREGON YOUTH SOCCER ASSOCIATION
POLICIES

POLICY 201-1 FORMATION OF AN AFFILIATED CLUB

Section 1. Purpose

This policy explains the procedures for forming clubs to be affiliated with OYSA.

Section 2. Procedure

- A. Write a letter to OYSA requesting the Board of Directors to accept the application for membership as an Affiliated Club with OYSA.
- B. List all Board Members of the Club.
 - 1. Must have a functioning Board of Directors of at least five members.
 - 2. In clubs that field only competitive teams, club coaches, including the Head Coach, cannot make up more than one-third of the Board of directors of the club.
- C. Provide a copy of the club's bylaws and policies for review by OYSA.
 - The bylaws must contain:
 - 1. Name of club
 - 2. Purpose of club
 - 3. Affiliation with OYSA, USYSA, & USSF
 - 4. Who are the members in the club
 - 5. Boundaries of the club. Insure that they are in compliance with the OYSA Bylaws
 - 6. Officers and duties
 - 7. Board of directors
 - 8. Terms of office
 - 9. When the annual meeting takes place
 - 10. Who can vote at the annual meeting
 - 11. Fiscal year
 - 12. Financial operations
 - 13. Grievance, Protest, and Appeal language
 - 14. Dissolution of the Club
 - The policies should cover:
 - 1. Formation of teams or leagues
 - 2. Hearing procedures
 - 3. Field policies
 - 4. Registration policies
 - 5. Other policies as necessary
- D. Have at least five (5) teams with players registered with OYSA.

- E. Be able to provide additional fields for its team in competition as in the table below. Fields must be suitable for play for the age level of the teams in the club.

1 to 3 teams = 1 field	14 to 18 teams = 5 fields
4 to 6 teams = 2 fields	19 to 22 teams = 6 fields
7 to 9 teams = 3 field	23 to 27 teams = 7fields
10 to 13 teams = 4 fields	28 or more teams = 7 fields, Plus 1 field for every 5 teams beyond 27 teams.
- F. Be prepared to apply for tax-exempt status (501c3)

Section 3. Approval

- A. The Director Administrative Services will:
 1. Review the application for completeness. If errors are found, the application will be returned for correction.
 2. Notify the Director from the appropriate District of the pending application.
 3. Upon completion, present the application to the Board of Directors for consideration of approval.
- B. The Board of Directors will approve the affiliation upon finding that the new club will further the interests and purposes of OYSA. Factors to be considered include but are not necessarily limited to the following:
 1. Affiliation will provide access to OYSA programs to a new population of players.
 2. Affiliation will further the development and growth of players, coaches, administrators and referees.
 3. Affiliation will further the development or availability of fields and facilities for youth players.
 4. Affiliation is requested by existing clubs and the District involved.
 5. Adjustments to existing club boundaries might have to be made.

Section 4. Non-Profit Status

OYSA desires all clubs to become incorporated and file for 501c3 status with the IRS.

POLICY 202-2 REGISTRATION

Section 1. The registration of players by an Affiliated Club is meant to include all players beginning at the early ages (Micro/U5/6) through the U-19 level.

Section 2. The registration of USSF trained referees is accomplished through the Oregon Referee Committee. This would also include all referees who are

club trained. A USSF registered referee who is also a player must register as a player with an Affiliated Club.

POLICY 301-1 BOARD MEMBER CODE OF ETHICS

Section 1. Board Members will:

- A. Listen carefully to my fellow board members, and the constituents I serve.
- B. Respect the opinion of my fellow board members.
- C. Respect and support the majority decisions of the board.
- D. Recognize that all authority is vested in the board when it meets in legal session and not with individual board members.
- E. Keep well informed of developments that are relevant to issues that may come before the board.
- F. Participate actively in board meetings and actions.
- G. Call to the attention of the board any issues that I believe will have an adverse effect on the Association or our constituents.
- H. Attempt to interpret the needs of constituents to the Association and interpret the action of the Association to ties constituents.
- I. Refer constituent or staff complaints to the proper level on the chain of command.
- J. Recognize that the board members job is to ensure that the Association is well managed, not to manage the Association.
- K. Vote to hire the best possible person to manage the Association.
- L. Represent all constituents of the Association and not particular geographical or special interest groups.
- M. Consider myself a "trustee" of the Association and do my best to ensure that the Association is well maintained, financially secure, growing and always operating in the best interest of the Association and its constituents.
- N. Always work to learn more about the board member's job and how to do the job better.
- O. Declare any conflicts of interest between my personal life and my position on the Association board, and avoid voting on issues that appear to be a conflict of interest.

Section 2. As a member of the board, I will not:

- A. Be critical, in or outside of the board meeting, of fellow board members.
- B. Use the Association or any part of the organization for my personal advantage or the personal advantage of my friends or relatives.
- C. Discuss the confidential proceedings of the board outside the board meeting.
- D. Promise prior to a meeting how I will vote on any issue in the meeting.
- E. Interfere with the duties of the executive or undermine the executive's authority.

POLICY 303-1 FINANCE AND BUDGET COMMITTEE

- Section 1.** The Committee will consist of five members. The members of the Committee will be the OYSA Secretary/Treasurer as its Chair, one Director at Large appointed by the President, and three District Directors appointed by the Board of Directors.
- Section 2.** The term of the members of the Committee is for one year. Members of this Committee may be appointed to successive terms.
- Section 3.** Meetings of this Committee will require a quorum of three members and decisions of the Committee will be made by majority vote. The Chair, any two members, or the Board of Directors may call meetings of the Committee.
- Section 4.** The Committee will review the financial operations of OYSA; will develop the annual budget with the Executive Director; will meet at least quarterly to review financial statements and report any deviations in revenues and expenses; will assist the Executive Director and the Board with the annual financial audit; and will assist the Board and Executive Director in communicating financial matters to the Affiliated Clubs.

POLICY 303-2 SEARCH COMMITTEE

- Section 1.** The Search Committee will consist of five members. The members of the Committee will be the OYSA Vice President as its Chair, one Director at Large appointed by the President, and three District Directors appointed by the Board of Directors.
- Section 2.** The term of the members of the Committee is for one year. Members of this Committee may be appointed to successive terms.
- Section 3.** Meetings of this Committee will require a quorum of three members and decisions of the Committee will be made by majority vote. The Chair, any two members, or the Board of Directors may call meetings of the Committee.
- Section 4.** The Committee will seek out and receive nominees to the positions of Officers and Directors; request a background profile (resume style) from nominees; interview nominees to seek interests in youth soccer and what they might bring to the association by their service; ask all nominees to submit to and have processed completed background checks; present nominees with documents and expectations that outline the duties of the position they may serve in if elected; gain nominee's signature on the conflict of interest statement adopted by the Board; and present a slate of nominees for elections prior to an AGM.

Section 5. In addition, the Committee will seek out and receive candidates who are interested in serving on the three advisory committees and will made this list of candidates from the districts available to the Board of Directors.

Section 6. The Committee will not serve as a screening out process.

Section 7. Nomination Process

- A. The work of the Committee will begin within 45 days following the AGM and generally follow the guidelines as stated in Section 4 above. The Committee will seek to have more than one candidate per position for the election. The Committee will present its slate of nominees to the member Affiliated Clubs 30 days prior to the upcoming AGM. This deadline is for making candidates known prior to the AGM so that interested parties may contact candidates in preparation for the elections.
- B. If between the 30 days prior to an AGM and the AGM date should a person want to be placed in nomination from the floor at an AGM; the interested candidate must complete a nominee packet consisting of a) a signed affidavit of completed and approved background check (which will be verified with the list of completed checks maintained in the OYSA office), b) a signed consent form stating willingness to serve if elected, and c) a signed conflict of interest statement (as approved by the Board). This completed nominee packet must be delivered to and received by the Vice President before 9:00 PM the day prior to an AGM. The Committee will meet prior to the AGM to review any of these nominee packets received. The Vice President will make this reviewed information available at the AGM election so that these candidates may be nominated from the floor. If time allows the Committee will also work with these candidates to complete as much of the other aspects of the nominating process as outlined in Section 4 above.

POLICY 303-3 ADMINISTRATIVE SERVICES ADVISORY COMMITTEE

Section 1. The Administrative Services Advisory Committee will consist of nine members, one from each district appointed by the Board of Directors, plus appoint the Director of Administrative Services (staff) as a facilitator. The Board of Directors will also appoint one District Director to the advisory committee to serve as the liaison to the Board.

Section 2. The term of the members of the Administrative Services Advisory Committee is for one year. Members of this Committee may be appointed to successive terms.

Section 3. The Administrative Services Advisory Committee will work with and advise the Director of Administrative Services on administrative, office, and

activities of OYSA. These include, but are not limited to, budget preparation, management and fiscal reports, personnel management, risk management, player/member registration, sponsor fulfillment, Goal Lines production, and maintenance of all business records. This advisory committee will help ensure compliance with USSF, USYSA, and OYSA bylaws, policies, procedures and requirements.

Section 4. The Administrative Services Advisory Committee and the Director of Administrative Services shall maintain a procedure manual. This manual will be reviewed and approved at least annually by the Board of Directors.

POLICY 303-4 PROGRAM SERVICES ADVISORY COMMITTEE

Section 1. The Program Services Advisory Committee will consist of eighteen members, two from each district, appointed by the Board of Directors, plus appoint the Director of Program Services (staff) as a facilitator. The Board of Directors will also appoint one District Director to the advisory committee to serve as the liaison to the Board.

Section 2. The Board of Directors will make appointments to the Program Services Advisory Committee on the following basis. One of the appointments from each district will be primarily concerned with the recreational programs and issues. The other appointment from each district will be primarily concerned with the competitive and ODP programs and issues.

Section 3. The term of the members of the Program Services Advisory Committee is for one year. Members of this Committee may be appointed to successive terms.

Section 4. The Program Services Advisory Committee will work with and advise the Director of Program Services on OYSA's Recreational, Competitive, and Olympic Development Programs. These include, but are not limited to planning, implementing, and managing all sponsored recreational tournaments, competitive leagues/tournaments, and achieving the goals of the Recreational, Competitive, and Olympic Development Programs. This advisory committee will help ensure compliance with USSF, USYSA, and OYSA bylaws, policies, procedures, and requirements.

Section 5. The Program Services Advisory Committee and the Director of Program Services shall maintain procedure manuals. These manuals will be reviewed and approved at least annually by the Board of Directors.

POLICY 303-5 CLUB SERVICES ADVISORY COMMITTEE

- Section 1.** The Club Services Advisory Committee will consist of nine members, one from each district appointed by the Board of Directors, plus appoint the Director of Club Services (staff) as a facilitator. The Board of Directors will also appoint one District Director to the advisory committee to serve as the liaison to the Board.
- Section 2.** The term of the members of the Club Services Advisory Committee is for one year. Members of this Committee may be appointed to successive terms.
- Section 3.** The Club Services Advisory Committee will work with and advise the Director of Club Services on services to the Affiliated Clubs. These include, but are not limited to: planning, implementing, and managing all state sponsored coach and player development clinics, and educational opportunities. Assist established and emerging Affiliated Clubs with organizational development services. This advisory committee will help ensure compliance with USSF, USYSA, and OYSA bylaws, policies, procedures, and requirements.
- Section 4.** The Club Services Advisory Committee and the Director of Club Services shall maintain procedure manuals. These manuals will be reviewed and approved at least annually by the Board of Directors.

POLICY 404-1 MEETINGS

- Section 1.** The Officers and Directors are required to attend the AGM, plus all meetings of the Board and assigned committees, unless excused by the President for Board meetings or Committee Chair for committee meetings. The maximum number of allowable excused meetings is one-fourth annually for either the board meetings or committee meetings.
- Section 2.** The procedures to be followed for the election of District Directors are:
- A. The room will be divided to allow the representative from the Affiliated Clubs to gather by District.
 - B. To facilitate this meeting of the District, a District Director from a District not up for election will be assigned by the Presiding Officer of the AGM.
 - C. The Search Committee will give a list of candidates to be considered to the District Director facilitating the meeting.
 - D. Candidates running for office will be allowed to talk briefly (2-3 minutes) to the Affiliated Club's representatives.
 - E. Candidates must be nominated and elected in accordance with Roberts Rules of Order.

- F. The District Director facilitating the meeting will report the results of the election back to the Presiding Officer.

POLICY 404-2 CONFLICTS: CONCURRENT POSITIONS AND COMPENSATION

- Section 1.** If a nominee for a position of Officer or Director is currently serving in any position as described in Bylaw 404, Section 6, (a) through (d), such nominee (or the immediate family member) shall resign the concurrent position immediately upon election of nominee to office and provide proof of such action to the Board of Directors in writing; or such election shall be declared invalid and the position shall be vacant.

- Section 2.** If a duly elected Officer or Director (or the immediate family member) during the term of office takes a concurrent position as described in Bylaw 404, Section 6, (a) through (d), such Officer or Director shall immediately resign from the position as Officer or Director by giving written notice to the Board of Directors.

- Section 3.** Determination of Compensation: for purposes of determining compensation as to Bylaw 404, Section 6, (c) and (d), and related policies, it shall be as follows. If in any given month during the term of office, the compensation of the Officer or Director or immediate family member shall be determined to be a total of \$600 or more for the preceding 12 consecutive months or the following 12 consecutive months; the restriction of concurrently held positions would apply and the actions of Section 1 or Section 2 of this Policy would be required to take effect.

POLICY 501-1 AGM NOMINATION AND ELECTION PROCESS

- Section 1.** No person may be nominated from the floor for the positions on Board of Directors unless the potential candidate has completed the nominee packet as provided for in Policy 303-2, Section 4 and Section 7. A person, having completed the nominating process as outlined in Policy 303-2 and not been elected to the position nominated for, may be nominated from the floor (with the individual's consent) for another position.

- Section 2.** On even numbered years, the Officers and Directors at Large will be elected in the following order:
 - A. President
 - B. Director at Large, Position 1
 - C. Director at Large, Position 2

On odd numbered years, the Officers will be elected in the following order:

- A. Vice President
- B. Secretary/Treasurer

After the election of Officers and Directors at Large, the next order of business is for the Districts to elect their District Directors.

Section 3. At an AGM, just prior to the point of the elections for District Directors (see Bylaw 404, Section 2), the presiding officer shall determine a quorum for each district by roll call of the represented Affiliated Clubs by district, then give any instructions on the nomination and election of District Directors, each district shall nominate and vote, each district shall report the results to the presiding officer, and the report will be read to the assembly before the next order of business.

Section 4. In the election for any position at an AGM, if three or more candidates are running for a position and one candidate has not obtained the required majority of votes after two ballots, all candidates except the top three with votes will be eliminated from ballot three. If there is not a winner on ballot three, only the top two candidates with the highest votes will appear on ballot four.

POLICY 501-2 AGM AGENDA ITEMS

Section 1. Purpose

This policy outlines suggested items to be considered at an Annual General Meeting.

Section 2. AGM Agenda

The suggested items for an AGM are the following, but not limited to:

- A. Call to Order
- B. Roll Call
- C. Credentials Report
- D. Acceptance of Minutes of Previous AGM
- E. Report of Officers and Committees
- F. Unfinished Business
- G. Proposals for changes to the Bylaws and Policies
- H. New Business
- I. Presentation and Discussion of Annual Budget
- J. Election of Officers and Directors
- K. Adjournment

POLICY 501-3 BOARD OF DIRECTORS AGENDA ITEMS

Section 1. Purpose

This policy outlines suggested items to be considered at a regular meeting of the Board of Directors.

Section 2. Meeting Agenda

The suggested items for a meeting are the following, but not limited to:

- A. Call to Order
- B. Roll Call
- C. Acceptance of Minutes
- D. Introduction of Guests
- E. Treasurer's Report
- F. All other Reports
- G. New and Unfinished Business
- H. Adjournment

POLICY 701-1 GRIEVANCE, PROTEST & APPEALS

Section 1. Purpose

This policy provides procedures for the prompt and fair disposition of disputes arising from violations of Bylaws and Policies of OYSA and its affiliated clubs, from matters involving the right of individuals to participate in OYSA sponsored games, and from violations of league rules and regulations.

Section 2 . Right to Participate

Any grievance which concerns the right of an individual to participate in any activity sponsored by USSF and OYSA (as defined by USSF), and its members, may be appealed to the USSF Appeals Committee. Any matter which concerns the right of a player to participate in any activity sponsored by USSF and OYSA, and its members, shall be promptly heard, so as to allow completion of the entire hearing and appeal process within 60 days. However, protests arising from games played under the authority of OYSA in tournaments and league play will be resolved on a final basis according to league or tournament rules, if so provided.

Section 3. Referee Abuse and Assault

Misconduct consisting of referee abuse or assault must be referred immediately to OYSA, which has original jurisdiction in such matters.

Section 4. Misconduct of Game Officials

- A. Misconduct of game officials must be referred immediately to OYSA, which has original jurisdiction in such matters. OYSA will forward reports to the Professional Conduct Subcommittee of the Oregon Referee Committee.
- B. OYSA delegates its responsibility to hold hearings under USSF Policy 531-10 (2)(d) to the Professional Conduct Subcommittee of the Oregon Referee Committee.
- C. OYSA appoints the Oregon Referee Committee as the “Referee Disciplinary Committee” for the first level of appeal under USSF Policy 531-10 (4)(a)(1).

Section 5. Judicial Committee

The Vice President shall appoint a committee which shall act as the Judicial Committee, which shall hear protests and disciplinary matters arising from games administered directly by OYSA, or involving OYSA officials. The committee as constituted for a particular hearing shall consist of at least three persons who have no bias or interest in the matter being heard.

Section 6. Appeals Committee

The Vice President shall appoint a committee, which shall act as the Appeals Committee, which shall hear appeals from decisions made by clubs, districts or leagues which are OYSA members. The committee as constituted for a particular appeal shall consist of at least three persons who have no bias or interest in the matter being heard.

Section 7. Filing Procedures

- A. Any protest, grievance or allegation of misconduct, which concerns an OYSA administered game or an OYSA official shall be filed in writing (which shall include facsimile and electronic transmission) with the OYSA Vice President or Executive Director, and should contain:
 - 1. The nature and the specifics of the complaint;
 - 2. A list of any policy or procedure claimed to have been violated;
 - 3. A statement of the desired resolution.
- B. An appeal from a decision made by a club, district or league shall be filed in writing (which shall include facsimile and electronic transmission) with the OYSA Vice President or Executive Director, by a person or entity adversely affected by the decision appealed from, and shall contain a statement of why the decision appealed from should be reversed, and the desired resolution. The filing of an

appeal will not limit the effect of a decision appealed from, unless and until the decision is reversed by the Appeals Committee.

- C. Time limitations:
A protest, grievance or allegation of misconduct shall be filed as soon as reasonably possible after the subject event. An appeal shall be filed within 14 days after a protest, grievance or misconduct decision is received.
- D. Upon receipt of any protest, grievance, allegation of misconduct or appeal, the Vice President or Executive Director shall promptly make a determination as to how the matter should be resolved, including whether a disciplinary hearing (by the Judicial Committee) or an appeal hearing (by the Appeals Committee) should be conducted.
- E. All protest, grievance, allegation of misconduct or appeals must be accompanied with the appropriate OYSA fee. In the case of a facsimile or electronic filing, the fee must be received within three business days of the filing by the OYSA office. All appeals fees are non-refundable.

Section 8. Notice and Hearing

- A. Parties shall be given reasonable and adequate notice of the time and place scheduled for a hearing by the Judicial Committee or Appeals Committee.
- B. Any documentation upon which any party intends to rely at hearing shall be provided to the Judicial Committee or Appeals Committee and all other parties, and shall be made a part of the hearing record.
- C. Hearings shall be conducted informally, but with full regard to the rights of all parties to be heard, to present witnesses and evidence, and to be treated courteously and fairly.
- D. A record of proceedings of any hearing shall be kept, sufficient to identify: who participated in any capacity; what statements and evidence were presented; what issue(s) was decided and why.
- E. The Judicial Committee or Appeals Committee shall issue a written decision following any disciplinary or appeal hearing, explaining the reason(s) for its decision and advising the parties of any right to appeal.

Section 9. Mediation

Parties who desire to resolve disputes through mediation shall notify the Vice President or Executive Director of their interest in mediation. If all parties to a dispute agree to mediation, a disinterested mediator appointed by the President or Vice President will schedule and conduct a mediation session. Because it is non-binding in nature, mediation will be in addition to, not in place of, the procedures provided herein.

POLICY 801-1 RISK MANAGEMENT

Section 1. Authority and Duties

- A. The Executive Board of OYSA shall annually review the Risk Management programs and services of the Association and report to the full Board any issues of concern or changes.
- B. In addition, the Executive Board shall set general duties of the risk management programs and services administration as overseen by the Vice President.
- C. Some of the duties assigned, but not limited to, are as follows:
 - 1. The authority to deny acceptance or suspension from any official capacity any applicant, coach, or administrator of any program for risk management factors as established by the OYSA Executive Board.
 - 2. Maintain and secure as records custodian storage of all disclosure forms and criminal history reports.
 - 3. Oversee and manage programs and services to include:
 - a. Review of disclosure forms
 - b. Coordinate criminal history checks
 - c. Administrate notification of denial or suspension of identified person
 - d. Coordinate and communicate with Risk Management Coordinators of affiliated clubs
 - e. As granted by Executive Board of OYSA, and under the oversight of the Vice President, order criminal history checks on individuals, groups, or random sample of coaches, administrators, or applicants for any positions within OYSA, and its programs, and Affiliated Clubs.

Section 2. Administration

- A. Vice President of OYSA shall be the board liaison for and have general oversight of the Risk Management programs and services for the Association. The Director of Club Services shall act as the Risk Management Coordinator (RMC) to handle operational details and carry out the risk management policies and procedures.
- B. The RMC shall follow the Bylaws, Policies, or Procedures pertaining to the administration of the risk management programs and services. The responsibility and authority of the RMC shall be governed by the Vice President in coordination with the Executive Director.

Section 3. Guidelines for denial

- A. The RMC has the authority to deny any applicant, current coach or current program administrator the privilege of serving in such roles for not meeting any and all risk management criteria as established by the OYSA Executive Board.

- B. The authority of the RMC to deny any individual the privilege of serving may not be overruled by an official entity except as allowed in the appeal process.
- C. OYSA has adopted the following actions as reasons for exclusion from serving as a coach or administrator:
 1. Any conviction for a crime of violence.
 2. Any conviction for a crime against a person.
 3. Any report of child abuse appearing in official documents.
 4. Any record of sexual offenses or sexual misconduct.
 5. Admitted uses of/ or conviction for use of illegal drugs.
 6. Documented history of alcohol abuse, including DUI's.
 7. Intentionally falsifying information on the Disclosure Form.
 8. Refusal to fully complete or sign the Disclosure Form.
 9. Refusal to submit to any terms under this document.
 10. Any other information that casts serious doubts on the applicant's ability to be entrusted with the supervision, guidance and care of young people.
- D. Any Affiliated Club or participating League may also deny the privilege of serving as a coach or administrator for not meeting any and all risk management criteria as established by the club board or league commissioner.
- E. The RMC shall suspend any coach or administrator that is formally charged with child abuse and/or molestation until the case is resolved pursuant to USYSA Bylaw 252. In such cases the alleged offender shall be advised of his/her appeal rights.

Section 4. Oregon Youth Soccer Association (OYSA) maintains procedures and has various handouts; some provided by USSF and USYSA which cover such items as Child Abuse, Player Safety, First Aid, Financial Management, Management of Coach and Spectator Behavior, lawsuits, and other Risk Management issues. These handouts are available to the Affiliated Clubs upon request.

POLICY 801-2 EXTREME WEATHER SAFETY

Section 1. OYSA has adopted an Extreme Weather Safety Guideline to enhance the safety of players participating in OYSA sanctioned and sponsored activities. The guideline offers information to league, tournament and event administrators. Listed are precautions during hot and cold weather, when lightning is present and on proper hydration for the athletes. League and tournament directors, coaches and event administrators should be aware of these guidelines.

POLICY 802-1 TEAM FORMATION

Section 1. Purpose

In order to promote the orderly formation of teams, the member_clubs will be responsible for the certification of registration for teams sponsored by clubs.

Section 2. Definitions

- A. Registration – The signing of intent to play the sport of soccer and the paying of fees to become a member of Oregon Youth Soccer Association (OYSA) through a member club.
- B. Rostering – Assignment of a registered player to a team.
- C. Recreation Team – The use of tryouts, invitations, recruiting or any like process to roster players on the basis of talent or ability is prohibited.
- D. Classic or Competitive Team – A team formed on the basis of player ability or talent as determined through the use of a tryout that is publicly advertised and open to any eligible player who wishes to participate.
- E. Select Team – A team which players are selectively chosen without the use of a tryout.
- F. Guest Player – A registered player participating in a competition for a team to which the player is not rostered for the purpose of league play.
- G. Olympic Development Program (ODP) Team – The official team of OYSA.
- H. Sponsored League or Tournament – A league or tournament that is directly administered by OYSA.
- I. Sanctioned League or Tournament – A league or tournament that is directly administered by a member club and has been approved by OYSA.
- J. Member – Clubs that have met the minimum membership requirements as described in the bylaws, policies and Club Membership Manual and have been approved for membership by the OYSA Board of Directors.
- K. Participant – An individual player, generally a member of an Member Club and registered with OYSA, US Youth Soccer and the US Soccer Federation.
- L. Affiliate – A youth soccer organization that conducts OYSA sanctioned competitions.

Section 3. General Policies

- A. Member clubs shall establish_policies and regulations regarding the formation of teams entering into affiliated leagues.
- B. Unregistered players are strictly prohibited from playing_in matches or practicing with member club teams.
- C. Players and/or their families that have unpaid financial obligations to OYSA or a member club may have their membership privilege suspended until such obligations have been satisfactorily resolved.

- D. All leagues must be sanctioned by OYSA. A member club, group of clubs or other affiliated entity must complete OYSA's "Permission to Host" paperwork and pay all appropriate fees.
- E. Member clubs shall submit their team formation policy and bylaws to OYSA annually on or before the club registration deadline.
- F. Small Sided Games Policy
 - 1. U11 – Sponsored (administered directly by OYSA) leagues and tournaments will be 8v8 beginning in the fall of 2008.
 - 2. U11 – Sanctioned (administered directly by member clubs) leagues and tournaments are encouraged to play 8v8 in the fall of 2008 and will be required to play 8v8 by the fall of 2009.
 - 3. U6 through U10 - By the fall of 2007, all sponsored and sanctioned leagues and tournaments in Oregon will conform to the following formats:
 - i. U6 - 3v3 - recommended without a goal keeper
 - ii. U7 & U8 4v4 - recommended without a goal keeper
 - iii. U9 6v6 - recommended with a goal keeper
 - iv. U10 8v8 - recommended with a goal keeper
- G. Clubs may not require a player to play above his/her nominal age group.

Section 4. Interplay

- A. Tournaments:
 - 1. Restricted and Unrestricted Tournaments – A tournament sanctioned by OYSA may be "Restricted" – open only to teams from a single US Soccer Federation organizational member or a subset thereof, or "Unrestricted" – open to teams from all US Soccer Federation member organizations.
 - 2. Member clubs and/or other OYSA affiliated organizations seeking sanctioning for an unrestricted tournament must purchase and provide evidence of a One Million Dollar (\$1,000,000) CSL comprehensive general liability policy including coverage for participant/spectator medical payments. In lieu of medical payments, a sports accident policy with a One Hundred Thousand dollar (\$100,000) limit of liability per injury is acceptable. OYSA and the hosting US Soccer Federation Member Organization will be listed as an additional insured and a hold harmless and indemnification agreement in favor of OYSA must be executed. Before OYSA will sanction any tournament required to provide the above-described insurance, the insurance policy (ies) must be approved by OYSA.
 - 3. OYSA member teams may participate in unrestricted tournaments sanctioned by another US Soccer Federation Member Organization provided they request and receive written approval from OYSA. Member clubs and/or other OYSA affiliated organizations that do

not comply with the tournament policies on interplay described above will not be covered by OYSA general liability and other insurance provided through membership in OYSA.

B. Leagues:

1. All participants in OYSA sanctioned leagues must be registered members of OYSA. Teams from other US Soccer Federation member organizations may participate in OYSA sanctioned leagues; however all participating players and coaches must also register with OYSA.
2. Insurance provided through membership in OYSA will not extend to players or teams that participate in non-OYSA sanctioned leagues. Further, general liability and other insurance provided through membership in OYSA shall not extend to member clubs for activities and events arising from member players or teams participating in non-OYSA sanctioned leagues.

Section 5. OYSA Sponsored League and Tournament Policies

- A. These policies apply specifically to teams formed for entry into OYSA sponsored competition.
1. Select teams are not eligible to participate in State Cup or OYSA sponsored leagues.
 2. Any team comprised of any players that have been informed by an agent of a club that they need not attend tryouts to make the team shall be considered a select team.
 3. A club may allow a maximum of 4 U10 players to play up on a U11 team. This includes U10 players playing in OYSA sponsored U11 league and tournament play. A club should only do this when it is in the best interest of the player.
 4. U10 players may not play up more than one age bracket in OYSA sponsored competitive/classic competitions without the express written permission from the player's parent(s) and/or legal guardian(s) and the State Head coach and/or Technical Director.
 5. Players younger than U10 may not participate in OYSA sanctioned competitive/classic leagues or tournaments.
 6. There are no playing up restrictions for U11 or older players. However, OYSA recommends that all players play in age groups most appropriate for their psycho-social, psycho-motor and cognitive abilities.
 7. A team that changes clubs, shall be considered a new team for the purpose of placement into OYSA Classic events except when the change is a result of merging clubs, club dissolution or when teams are displaced from a club as following a club organizational change resulting in team ineligibility (i.e., as when a club decides to quit offering a competitive/classic program).

8. The Oregon Youth Soccer Executive Director, in coordination with the member clubs, shall establish beginning tryout dates for the formation of fall and winter Classic teams. All OYSA clubs will hold their tryout for these teams only after the established dates. These dates must be established no later than April 1st each seasonal year. The dates shall not be earlier than:
 - a. U-14 and under (Fall Season): The Sunday following State Cup Finals.
 - b. U-15 and over (Winter Season): August 1st.

Section 6. Player Development and Movement

- A. Oregon Youth Soccer strives to provide avenues for the development of soccer players throughout the state. We believe it is generally not in the best interest of players or of the sport for players to be recruited from one club/team at the detriment of another club/team. Efforts to legislate against this activity have proven to be complex and problematic. Further, there are clearly circumstances in which it is beneficial to a player's development to move from one club/team to another.
- B. Therefore, Oregon Youth Soccer does not have a policy on recruitment. We do, however, have procedures that must be followed for a player transfer to be properly executed. The procedure and form for player transfer is described and available in the Oregon Youth Soccer Registrar's Manual. The central principle in the procedure is full and complete communication between the interested parties.
- C. An equally and perhaps more important principle is the expectation that the player who may be asked to leave one club/team to join another is encouraged to do so because it is truly in the best interest of the player; rather than a potential benefit to another club or team. There is an expectation of courtesy, integrity and professionalism that should apply in any situation where representatives of one club/team invite the interest of a member of another club/team. If a coach of one organization believes that a player would be better served by another organization, then the preferred approach would be for the player's existing club/team coach to be contacted prior to contacting the player in order to discuss the situation. In this way, the player's current coach is engaged in the consideration of what is best for the player and is aware of the potential loss of the player. This is especially true for competitive teams and players
- D. Often parents or other adults are heavily engaged in promoting a player to other clubs and teams. Club leadership and coaches have an obligation to honestly assess and evaluate where a player will receive the best opportunity for development. At times, adults seek opportunities for players that do not fit the level of development best

suited for the player. This can lead to a level of pressure that is counter productive or even damaging to a player.

- E. At no time shall a player be transferred against his or her will.
- F. At no time shall a player be offered or receive an economic incentive for participation.
- G. Further, players should not be enticed by promises of playing time or starting positions.

POLICY 802-2 SPECIFIC COMPETITION

Section 1. Classic League Program

While the Classic League is available to any team registered in accordance with OYSA Rules and Regulations, it is intended for the more skilled players.

- A.. A Classic League program will be made available in the Fall (generally, September through November) in the following age groups:

Under 14 Girls	Under 14 Boys
Under 13 Girls	Under 13 Boys
Under 12 Girls	Under 12 Boys
Under 11 Girls (Developmental)	Under 11 Boys (Developmental)

- B. A Classic League program will be made available in the winter (generally, January through April) in the following age groups:

Under 19 Girls	Under 19 Boys
Under 18 Girls	Under 18 Boys
Under 17 Girls	Under 17 Boys
Under 16 Girls	Under 16 Boys
Under 15 Girls	Under 15 Boys

- C. A Classic League program will be made available in the Spring (generally, March through April) in the age groups listed in Section 1a.

Section 2. State Tournament

- A State Tournament will be held annually for the following age groups:

Under 19 Girls	Under 19 Boys
Under 18 Girls	Under 18 Boys
Under 17 Girls	Under 17 Boys
Under 16 Girls	Under 16 Boys
Under 15 Girls	Under 15 Boys
Under 14 Girls	Under 14 Boys

Under 13 Girls
Under 12 Girls

Under 13 Boys
Under 12 Boys

The winners of the U-19, U-18, U-17, U-16, U-15, U-14, U-13 and U-12 ranges will represent OYSA at the USYSA Regional Competition. The Director of Program Services is the State Cup Tournament Director.

POLICY 802-3 DISCIPLINE

Section 1. Purpose

In order to be consistent with discipline throughout the State of Oregon, this policy applies to all Classic, Select, and U-15 and above players, all coaches, and members of OYSA. This policy is suggested to be a guideline for the recreational players U-14 and below, except the section on game officials which also applies to all recreational players.

Section 2. Discipline

- A. A league or club Disciplinary Committee shall act on all disciplinary matters under its jurisdiction, and shall have discretionary powers in determining disciplinary action applied to team personnel and players. Game suspensions listed below are to be regarded as minimums for the charged offenses, depending on the findings of the disciplinary committee. Penalties may be increased according to the gravity of the infringements, or decreased in the case of recreational small-sided play.
- B. When sent off the field of play and shown the red card for infringement of the "Laws of the Game", players and substitutes shall be disciplined by further game suspensions as follows:
 - 1. Serious Foul Play:
Suspend for a minimum of one (1) game.
 - 2. Violent Conduct
 - a. Striking or attempting to strike another player, team official or spectator, or unlawfully entering the field of play during an altercation. Suspend for a minimum of two (2) games.
 - b. Aggression toward an opponent when they are not contesting for the ball. Suspend for a minimum of one (1) game.
 - 3. Spitting at an opponent or any other person. Suspend for a minimum of two (2) games.
 - 4. Denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within his own penalty area). Suspend for a minimum of one (1) game.

5. Denying an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offense punishable by a free kick or penalty kick. Suspend for a minimum of one (1) game.
6. Offensive or abusive language:
 - a. Using offensive, or insulting or abusive language and/or gestures. Examples include, but are not necessarily limited to, words uttered in frustration and, in the referee's opinion, loud enough to be heard outside the field of play. Suspend for a minimum of one (1) game.
 - b. Using offensive, or insulting or abusive language and/or gestures which, in the referee's opinion, are directed towards any person. Suspend for a minimum of two (2) games.
7. Second Caution:

A second cautionable offense after having received a caution in the same match. Suspend for a minimum of one (1) game.
- C. Any player, substitute or coach who refuse the referee's request for their name, or gives a false name, while the referee is gathering data to report an infringement of the "Laws of the Game" involving them, shall have one game added to the suspension that would normally be levied by the disciplinary Committee.
- D. Disciplinary actions listed above are to be regarded as minimum game suspensions, depending on the findings of the Disciplinary Committee. The Disciplinary Committee has discretionary powers to increase / decrease penalties befitting the infractions.
- E. Coaches and assistant coaches sent off the field of play for infringement of the "Laws of the Game" shall have one (1) game added to the suspension that would normally be levied against a player for a similar infringement.
- F. Misconduct towards game officials will follow USSF Policy 531-9. The minimum suspension for Assault is one (1) year (three (3) years in the case of the referee being a minor) and review by the OYSA Executive Board regarding further disciplinary action. The minimum suspension for Abuse is three (3) games and review by the OYSA Executive Board regarding further disciplinary action. These minimums are established by USSF and may not be reduced by OYSA.
 1. Assault. This is an intentional act of physical violence at or upon a referee. It includes, but is not limited to, hitting, punching choking spitting at , or on, grabbing or bodily running into, head butting, kicking or throwing any object at a referee that could inflict injury and damaging the referee's uniform or personal property.
 2. Abuse. This is a verbal statement or physical act not resulting in bodily contact which implies or threatens physical harm to a

referee or the referee's property or equipment. It includes, but is not limited to, using foul or abusive language or gestures toward a referee, spewing any beverage on a referee's personal property, or verbally threatening a referee. Verbal threats are remarks that carry the implied or direct threat of physical harm.

Section 3. Hearings

- A. All hearings will follow procedures outlined in OYSA Policy 701-1.
- B. No Club, League, District Administrator, coach, player, parent of player, or any other person or entity who or which can be identified as a member or associate member of OYSA, may invoke the aid of an Attorney and/or the aid of the Courts in the United States without first exhausting all available avenues of appeal within OYSA and USYSA.
- C. For violation of this Policy, offending party shall be subject to sanctioning as outlined in USSF Bylaw 707, and shall be liable to OYSA for all expenses incurred by OYSA and its officers in defending against each court action, including but not limited to the following:
 - 1. Court costs.
 - 2. Attorney's fees.
 - 3. Reasonable compensation for time spent by OYSA officials and employees in responding to and defending against allegations.
 - 4. Travel expenses.
 - 5. Expenses for holding special board meetings necessitated by the court action.