



# SECTION TEN

## Rules and Regulations

### ARTICLE ONE

(Updated March 12, 2016)

#### **Purpose**

These Section Rules and Regulations have been adopted by the American Youth Soccer Organization (AYSO) pursuant to the authority granted in AYSO National By-laws to provide guidance to the Section in its organization and operation.

Under AYSO National Bylaws and National Policy Statements, the Section has the responsibility to operate in accordance with these Rules and Regulations.

These Rules and Regulations are subject to AYSO's Articles of Incorporation, National Bylaws, National Policies statements, and National Rules and Regulations (collectively referred to as the "operating regulations"). The Section Rules and Regulations are meant to enhance and to conform to the operating regulations. To the extent that there may be any contradiction or conflict among these documents, the operating regulations shall prevail.

These Rules and Regulations, or such other rules and regulations as the Section may adopt, must be made available to the members of the Section. They are available on the Section website at:

[http://www.aysosection10.org/uploads/3/4/5/4/34544259/section\\_ten\\_rules\\_regs\\_approved\\_20150314.pdf](http://www.aysosection10.org/uploads/3/4/5/4/34544259/section_ten_rules_regs_approved_20150314.pdf).

# ARTICLE TWO

## **Vision**

To provide world class youth soccer programs that enrich children's lives.

## **Mission**

The AYSO Mission is to develop and deliver quality youth soccer programs where everyone builds character through participation in a fun, fair, safe, family environment based on the AYSO philosophies:

1. Everyone Plays
2. Balanced Teams
3. Positive Coaching
4. Open Registration
5. Good Sportsmanship
6. Player Development

The core values guiding AYSO are:

1. Fun
2. Ethics
3. Education
4. Accessibility

Our Section accomplishes the mission by providing these essential services:

1. Coaching and refereeing programs, including quality delivery systems
2. Quality administrative and operating systems with a support network
3. Strong financial position
4. Special network for volunteers, supported by a Section and National Staff
5. Program research and development

# ARTICLE THREE

## **Duties and Responsibilities of the Section**

The duties and responsibilities of the Section shall be, to the extent permitted by its size and available resources:

1. To operate and offer a quality youth soccer program to all youth from ages 4-18 years old (defined in the operating regulations) in a safe, fun, fair, positive environment that complies in letter and spirit with the By-laws, Policies, Rules, Regulations, and Philosophies of AYSO.
2. To maintain good community relations and become involved in youth development and community activities.
3. To register with the National Office all administrators prior to the commencement of the season.
4. To obtain and maintain safe playing facilities and equipment.
5. To schedule inter-Area post season Section League and All Star tournament games for those Areas that desire to participate.
6. To recruit and assign volunteer coach and referee staffs, and to assist the Areas and Regions with appropriate training and certification through clinics and audio/visual programs.
7. To disseminate information to the participants and the community concerning Section 10 and its programs.
8. To recognize volunteer efforts.
9. To hold periodic meetings of the Section Board, and disseminate to the participants and communities appropriate information concerning the operation of the Section.
10. To publish for the Section, and the files of AYSO, and make available to the participants at least annually, financial statements of the Section and Rules and Regulations for the operation of the Section.
11. To collect and disburse fees and other monies for the sound financial organization and of the Section. To keep and submit to the National Office, as required, accurate financial records to insure continuation of the tax exempt status of AYSO. To participate in the National Accounting Program, to utilized NAP Online, and to pay the

National Office all amounts due with respect to its purchases.

12. To elect a Section Director, who in turn will appoint at a minimum a Coach Administrator, Referee Administrator, Management Administrator, and a Treasurer.
13. To comply with the Soccer Accident Insurance (SAI) Plan and to submit insurance claims according to current procedures.
14. To notify the National Office immediately of any threatened or actual claim or lawsuit brought against the Section, Areas, or Regions.
15. To cooperate with neighboring Sections, and develop personnel to promote growth, development, and cooperation throughout AYSO.
16. To participate in Section and National events and programs.
17. To cooperate in policies and procedures developed by the National Board of Directors or the National Office with respect to requiring designated volunteers to complete a volunteer form, and with respect to verifying the information obtained, before permitting such volunteer to participate.

# ARTICLE FOUR

## Membership in the Section

There shall be three kinds of members in the Section.

Participating Members: Those persons serving in their Region or Area in coaching, refereeing or in administrative capacity, including the members of the Section, Area, or Region boards. All coaches, referees, and other volunteer positions designated by the AYSO National Office shall be registered volunteers and the appropriate forms completed as prescribed by AYSO.

Playing Members: All registered soccer players.

Contributing Members: Those other persons whom the Section board grants a membership for providing a contribution of value to the Section as an expression of its gratitude.

The names, addresses, telephone numbers, and email addresses of all members of the Section, Areas, or Regions, as well as the information contained in the AYSO Executive Member Directory (EMD), are private and confidential. All member information contained within eAYSO is considered private and confidential and shall not be made available for use in mailing lists, email blasts, or disclosed to anyone, including any vendor or sponsor, without the prior written approval of the National Executive Director.

# ARTICLE FIVE

## Management of the Section

1. The Section Board shall conduct the business and affairs of the Section.
2. The Section Board comprises the Section Director, the Area Directors, or their designees for:

**Area A:** Bakersfield, Lake Isabella, Frazier Park, Tehachapi, McFarland

**Area D:** High Desert Communities of California City, Rosamond, Lancaster, Quartz Hill, Palmdale, Lake Los Angeles, Tri-Communities (Phelan, Piñon Hills & Wrightwood), Hesperia, Helendale, and Victorville

**Area E:** Agoura/ Westlake, Thousand Oaks, Newbury Park, Moorpark, Simi Valley, Malibu

**Area O:** Visalia, Tulare, Porterville, Coalinga, Mariposa, Cutler-Orosi

**Area Q:** Five Cities, Lompoc, Santa Ynez, San Luis Obispo, Nipomo, Paso Robles, Atasdadero

**Area S:** Santa Clarita Valley, Newhall, Canyon Country, Castaic, Saugus, Stevenson Ranch

**Area V:** Granada Hills, North Valley, Encino, Van Nuys/Sherman Oaks, Burbank/North Hollywood, Woodland Hills/West Hills, Chatsworth/Porter Ranch, Winnetka

**Area W:** Camarillo, South Oxnard/Port Huememe, Ventura/Saticoy, Santa Paula, Santa Barbara, Ojai, Fillmore, North Oxnard/El Rio, Carpinteria

3. Unless otherwise specifically provided by these Rules and Regulations, all decisions of the Section shall be made by a simple majority decision of the Board Members voting on any such matter pertaining to the section; however, that the Section Director may veto any such decision if the effect of such decision would be to violate any of the National operating regulations. Such veto may be reviewed by the Section 10 National Board of Director Liaison on request by a one third vote of the Section Board Members voting on such matter.
4. The Section Director shall appoint their support staff, who shall serve concurrent terms with the Section Director who appointed them.

5. The Section Director shall fix at its initial meeting each year, the dates, time, and place of each regular meeting of the Section Board and send notice of such meetings to its participants in the program. In addition, the Section Director or one third of the Board Members may call a special meeting of the Section Board on three day's prior notice stating the purpose of the meeting, which notice may be given in writing, email, or by telephone, or in person. A majority of the Board Members shall constitute a quorum for the purpose of holding either a regular or special meeting. It shall be the policy of the Section to hold one Board meeting in each month during the playing season, and at least one every two months outside of the season. All Section Board meetings shall be open to all participating members, unless the Section Director determines that it is necessary to hold a special closed session. The Section Board shall provide for the taking of minutes of the proceedings at each meeting, and make them available to the members of the Section.
6. The Section Board shall, by a simple majority vote, nominate ninety days prior the National Annual General Meeting (NAGM), a Section Director and forward such nomination to the National Board of Directors. In the absence of a Section Board or in the absence of a nomination by a majority vote from the Section Board, the Section Director will be nominated by the National Board of Directors. The nominee for Section Director shall be appointed by the AYSO National Board of Directors for a term of three years, unless a shorter term is specified in these Rules and Regulations. New Section Director's term shall commence after the conclusion of all Section playoffs or March 31, whichever is sooner.
7. In the event of a vacancy in the position of Section Director, other than at the expiration of the term, the Section Board, including (if available) the outgoing Section Director, shall recommend an interim Section Director, and submit such recommendation to the National Board of Directors. The interim successor shall remain in office until the completion of the election procedures in paragraph 6.
8. The Section Director may serve multiple terms so long as they are nominated and appointed as indicated above.
9. It is the general policy of the Section that the Section Director will have normally served a year as an Area Director before serving as Section Director.
10. No Board Member or any other participant in the Section shall receive monetary or other compensation for their services to the Section, nor may they use their position to benefit directly or indirectly in any way, such as a supplier of equipment or camp programs to the Section. Nothing in this paragraph prohibits a Section Board staff member or volunteer from being reimbursed for their out-of-pocket expenses incurred for work on behalf of the Section with the approval of the Section Director or designee.

11. Any Section Staff Member may be removed in accordance with Article Nine of these Rules and Regulations. The Section Director may be suspended or removed only by the National Board of Directors in accordance with National By-laws.



# ARTICLE SIX

## Officers

The Section Board consists of the Section Director and the Area Directors. The Section Director shall appoint other non-voting members to the board. At a minimum the following non-voting positions will be appointed; Treasurer, Coach Administrator, Referee Administrator, and Management Administrator. Other members may include Assistant Section Director, Secretary, Director of Coach Instruction, Director of Management Instruction, Director of Referee Instruction, Director of Referee Assessment, Child and Volunteer Protection Advocate, Safety Director, Auditor, Director of VIP Programs, Tournament Administrator, and any other positions as the Section Director may from time to time deem necessary or desirable. Job descriptions for required Section staff are located at [www.ayso.org](http://www.ayso.org), and may be downloaded for review.

# ARTICLE SEVEN

## Information about the Program

1. Section Fees: Annual fees may be assessed to each Area based upon the number of Areas in the Section. The total fees assessed will be based upon the annual budget as provided by the Section Treasurer, and approved by a simple majority vote of the Section Board.
2. Length of Season: The official playing season of Section 10 shall be from August 1 through July 31. Player cut-off dates will be set each year by the Section Board. The Section tournaments shall be conducted in accordance with all National Rules, Regulations, and operating regulations.
3. Teams/Players
  - a. No registration, placement, or transfer of players shall be accepted after a cutoff date as established and published in the Section Calendar. There are no cut-off registration dates for the AYSO Playground, VIP, Jamboree (U5), U6, and U8 divisions.
  - b. A complete listing of Regional teams, by division, and indicating the player names and birth dates shall be submitted to the Area Director and Section Director upon request.
  - c. Regional league champions shall be determined by a system devised by the Regional Commissioners prior to the start of the season and approved by the Area Director.
  - d. In order for a Region to be eligible for Section Tournament participation, the Region must be compliant in all fiscal obligations to AYSO. Specifically, A Region that appears on the monthly Accounts Receivable Report with outstanding invoices over ninety-one (91) days is seriously in arrears and must correct this status immediately. Any Region appearing more than three times in the twelve months prior to a Section 10 Tournament will not have teams invited to the tournament, without specific approval of the Section Director. For example:

<b>Tournament</b>	<b>Twelve Months Prior</b>
Section 10 U16-19 – November 12,13 2016	November 2015 – October 2016
Section 10 EXTRA – November 12,13 2016	November 2015 – October 2016
Section 10 U10,12,14 League –February 18,19,2017	February 2016 – January 2017
Section 10 U10,12,14 All-Star –February 25,26,2017	March 2016 – February 2017

- e. In order for a team to be eligible for Section Tournament participation, the team must have played half of the Regional or inter-Regional AYSO games scheduled.
  
- f. In order for a Region to have teams eligible for Section 10 Tournament participation, the Region must:
  - 1) Have all seven required board positions filled by July 1 of the current Membership Year, as shown in eAYSO.
  - 2) Ensure that all board members have the required certification (see Appendix 1 – Section 10 Board Training Matrix) and training completed by July 1 of the current Membership Year.
  - 3) Require that after July 1 of the current Membership Year, a new board member has sixty (60) days to complete the certification and training required for their new position.
  - 4) Highly recommend that a volunteer be certified and trained before being assigned to their position.
  - 5) Have all board members complete the new AYSO Safe Haven course. All other forms of safe training (BASIC, Coach Safe Haven, and Referee Safe Haven) do not meet this requirement.
  - 6) Highly recommend that Dispute Resolution is completed for the Assistant Region Commissioner, Region Coach Administrator, Region, and Referee Administrator. All other board positions are encouraged to complete this course.
  - 7) Require that all EXTRA Administrator shall meet the above training and certification.
  - 8) Ensure that all board member volunteers attend the annual updates classes (if provided) for their positions, for example, CVPA.

It is highly recommended that all Area Directors support this policy by using the same rules for their Area tournaments or playoffs.

- g. In order for a player to be eligible for Section Tournament participation

Section 10 will comply with the requirements described in the AYSO National Policy Statement 2.2:

- 1) Player participation in secondary programs (a) shall require prior participation as a team member in the concurrent, or just concluded Standard Primary program, absent special circumstances (described below);
  - 2) The players in the all-star programs must participate in the same division they played in the Standard Primary program, exceptions may be approved by the RC, AD, or SD.
  - 3) The player should have played in a minimum of one-half of the Standard Primary program games;
  - 4) Special circumstances would include, but are not limited to, an illness; a soccer-related injury; a player's change of address (moved to a new Region); parental custodial rights; conflict with secondary or high school rules of state which prevent the registered player from completing the Standard Primary program
- h. In case of postponed games, the full power to reschedule region games shall reside with the Regional Commissioner, Area games with the Area Director, and Section games with the Section Director, or with the respective designees.
- i. Jamboree (U5), U6, U7, and U8 teams are not eligible to participate in Section 10 Tournaments.
- j. No roster additions or substitutions may be made for any reason to any league team roster after deadlines established under these Rules and Regulations, except under the following conditions:
- 1) The team has fewer players on the roster due to having played the season with less than twelve (12) players in the U19, U16, or U14 divisions, or the specified number of players under the U10 and U12 short-sided play National Programs.
  - 2) The additional player(s) is(are) selected by a "blind random draw" conducted by the Area Director or Region Commissioner from all remaining rostered players that are eligible for playoffs within that Region's division.
  - 3) The roster is not expanded to greater than thirteen players in the U19,

U16, and U14 divisions, or the specified number of players under the U10 and U12 short-sided National programs.

- 4) The players who played on the team during the regular league season are no less than half of the population of the team after expansion.
  - 5) Under no condition may replacements, additions, or substitutions be made from any league team after the team's first scheduled game in the Area competition, or such earlier deadline as the Area Director may establish.
- k. Section 10, in accordance with AYSO Rules and Regulations (I.I.1-3), beginning on August 1, 2016 will follow the US Soccer mandates regarding heading the ball.

#### 4. Coaches

- a. In order for a coach to be eligible to participate in a Section 10 Tournament:
  - i. The coach and assistant coach must be a current year AYSO registered volunteer.
  - ii. The coach and assistant coach must have completed the AYSO's Safe Haven course and certification within the last two years.
  - iii. The coach and assistant coach must have completed the CDC Online Concussion Awareness Training within the last two years.
  - iv. The coach and assistant coach must have completed and received credit for AYSO coach training for the age level of the team they are coaching, according to the following table:

U10	U10 AYSO Coach Training Course (with field training).
U12	U12 AYSO Coach Training Course
U14	AYSO Intermediate Coach Training
U16	AYSO Advanced Coach Training
U19	AYSO Advanced Coach Training

This training must be completed prior to October 1 for U16 and U19. The training must be completed prior to October 31 for U14 and below.

- b. All teams that participate in the Section League Tournament must have a certified and trained coach. All teams that participate in the Section All Stars

Tournament must have a certified and trained coach and assistant coach. The coach shall be designated no later than October 1 for U16-U19 teams and October 31 for U10, 12 and 14 teams. The assistant coach shall be designated upon submission of the Section League Tournament roster. The roster must be submitted by the roster deadline. Only certified and trained coaches and assistant coaches shall be allowed to coach.

In the case of League coaches **ONLY**, a U14, U16, or U19 coach may be “making progress” toward this training goal. “Making progress” is interpreted as follows:

In the case of U14, U16, and U19 teams only, the coach must have taken the prerequisite course within the last twelve months.

- c. For a U14 coach, the requirement is to have completed the U12 Coach Course within the last twelve months. For a U16 or U19 coach, the requirement is to have passed the Intermediate Coach Course within the last twelve months.

## 5. Referees

- a. In order for a referee to be eligible to participate in Section Tournament participation:
  - i. The referee must be a current year AYSO registered volunteer.
  - ii. The referee must have completed the AYSO’s Safe Haven course and certification within the last two years.
  - iii. It is highly recommended that the referee completes the CDC Online Concussion Awareness Training within the last two years.

## 6. Instructors

- a. The instructor must be a current year AYSO registered volunteer.
- b. The instructor must have completed the AYSO’s Safe Haven course and certification within the last two years.
- c. It is highly recommended that the instructor completes the Online Concussion Awareness Training within the last two years.
- d. All coach, referee, or management instructors must “Return” or “Cancel” the rosters in eAYSO within fourteen (14) days of the date of the course. Any instructor with “Approved” courses after fourteen (14) days will be ineligible

to lead any course until the roster is cleared.

## **All Star Competition**

1. The All Star program is intended to provide an opportunity for those players who have demonstrated outstanding soccer ability, and who have displayed an attitude of fair play, enthusiasm, cooperation, and spirit to participate on a team composed of players who have similar qualifications and desires.
  - a. Section 10 offers an All Star program for U19, U16, non-co-ed teams, only, at the discretion of the Section Director with the approval of a majority of the Area Directors.
2. All Star teams shall be formed no sooner than 10 (ten) days prior to Thanksgiving for all U14, U12, and U10 teams, unless a written exception is submitted to the Section Director and is approved by the Section Director and Area Directors prior to the requesting Region's start of season. This shall mean that no player can be confirmed as being on an all-star team, no final roster may be published, no team meetings can be had, no practice may be conducted, and no tryouts may be held until ten days before Thanksgiving.
  - a. Between November 1st and 10 (ten) days prior to Thanksgiving, coaches may, however, receive nominations or recommendations, inquire as to whether or not a player will be available to play if selected to the team, and evaluate players. A final roster shall be given to the Area Director on a date established by the Area Director. This date shall be prior to the team's first game in Area competition, or such earlier date as the Area Director may establish.
  - b. Each Area shall determine its own competitive format.
  - c. All Star players must compete in the division in which they participated in during the regular season. However, regions that desire to play U-19 through U-10 matches intra-regionally and are unable to field a minimum of four teams per division, may combine players from within U19 through U10 for that purpose. The decision to utilize this format shall be announced prior to the season start, and the Region must obtain the approval of the Area Director. A Region playing with this format may create all-star teams for U19 through U10 with players of the appropriate age to participate in Area and Section play.
  - d. To be eligible for all-star competition a player must have been registered and played in the minimum number of league games as determined by the Region,

but not less than half of the total league games played by the team to which he/she was assigned to during the just concluded regular season as defined in the National Rules and Regulations. League games shall be the games played by that team prior to playoffs within the Region or Area.

3. Special circumstance eligibility may include a change of residence, an illness, a severe injury, parental custodial rights, and conflict with high school rules (CIF). Approval for the special circumstance eligibility must be obtained by the Area Director.
  - a. In order to maintain uniformity of application of these Rules and Regulations, all teams, including tournament and select teams, shall be governed by the rules applicable to all-star teams, including the rule relating to the date for formation. All tournaments held in Section 10 shall be governed by the National Rules and Regulations.

## **Section 10 AYSO FLEX™ Programs**

Section 10 provides the full spectrum of AYSO FLEX™ programs.

AYSO FLEX™ is the umbrella initiative for optional player opportunities that enable AYSO Regions, Areas, and Sections to choose player programs that best serve their local needs.

Programs under the FLEX™ umbrella include opportunities for different competitive levels, ages, and abilities. FLEX programs currently include Challenge (AYSO Club) EXTRA™, for players that want a more challenging soccer environment; VIP, for players with disabilities; Jamboree (U-5), a pressure-free opportunity for four year olds and the Special U-16/U-19 Program for our teenagers.

## **Section 10 AYSO Challenge (Club) Program**

Please refer to the Section 10 Challenge Program Guidelines available on the Section 10 website:

[http://www.aysosection10.org/uploads/3/4/5/4/34544259/section\\_10\\_ayso\\_challenge\\_guidelines\\_final.pdf](http://www.aysosection10.org/uploads/3/4/5/4/34544259/section_10_ayso_challenge_guidelines_final.pdf)

AYSO Challenge team **may** be eligible for AYSO tournaments. Check with each Tournament Director.

## **Section 10 AYSO EXTRA Program**

The Section 10 EXTRA Program complies fully with the AYSO National EXTRA Guidelines. Section 10 oversees and monitors the Area EXTRA Programs. For information regarding this important program, see the revised Section 10 EXTRA Policies and Procedures.



<b>EXTRA Program Eligibility</b>				
	Side by Side Player	Concurrent Player	Side By Side Team	Concurrent Team
Eligible for Tournament Team	Yes	Yes	Yes	Yes
Eligible for All Star	No	Yes *	No	Yes
Eligible for National Games	Yes	Yes	Yes	Yes
* To be eligible for All Star play, a concurrent team would be required to disband as an EXTRA team and go through the process of qualifying for the All Star team per Region policy.				

**Section Tournament Rules and Regulations**

1. Section League and All Star Tournament Rules and Regulations will be published annually upon acceptance by the Section Board.

**Sponsors**

1. Section 10 encourages local business and individuals to support its programs.
2. Suitable recognition should be given to them. In addition, the Section strongly encourages the Regions to support AYSO National sponsors in whatever manner possible, and conflicts with these sponsors should be avoided. Contributions should be made to the Regions rather than to the Section. All such contributions are considered charitable contributions and are deductible for U.S. tax purposes, subject to the applicable limitations according to the Internal Revenue Code.

# ARTICLE EIGHT

## FINANCIAL, BANKING, AND RELATED MATTERS

### 1. Budget Financial Statement

The Section Board shall adopt an annual budget no later than June 1 for the upcoming fall season that shall provide for setting Area fees. (See Article 7, Paragraph 1). At the end of each season, the Section Board shall cause to be prepared a statement of income received and amounts expended in connection with the program. The Section Board and staff shall approve a final statement, and a copy shall be made available to Section 10 members upon request.

### 2. Account Signatories

All checks drawn on the Section's bank accounts shall bear two signatures; one of which must be either the Section Treasurer's or the Section Director's. Two signatures from the same household or those related in family, or with common business ownership shall **not** be allowed. There must be at least three signatories on the Section bank accounts.

### 3. Immediate Accounting to Section Treasurer

The Section Treasurer, in cooperation with other Section Board and staff members, shall establish internal control procedures to safeguard against the misuse or loss of Section assets, especially in regard to the immediate accounting to the Section Treasurer for monies received, checks written upon the Section Ten account, invoices received for accounts payable by the Section, and requests for reimbursement to volunteers for out-of-pocket expenses incurred on behalf of the Section. Such internal control programs will include the following:

- No one should sign a Section blank check, or which contains any item to be filled in at a later time.
- No one should sign a Section check without verifying the expense by examining the request for reimbursement.
- No request for reimbursement to Section volunteers shall be honored without a voucher signed by the volunteer, itemizing the out-of-pocket expenses incurred, and without receipts or other documentation attached.
- All bills and invoices received for payment by the Section must be forwarded to the Section Treasurer for payment, if not already paid, within five days of receipt.
- The Section Treasurer must be notified of any checks written on the Section bank accounts without his/her knowledge within 48 hours of the issuance or delivery of such check for payment of any Section expense.
- All bank withdrawal transactions and Section checks shall be noted with the appropriate

National Accounting Program (NAP) code denoting the purpose for such transactions.

#### **4. Monthly Bank Reconciliations**

The Section Bank accounts shall be reconciled by someone who is not a designated signer on the account, Auditor, for example, and said reconciliations shall be reviewed by another Board Member who is not authorized to sign on the account.

#### **5. Region and Area Bank Accounts**

Banking regulations prevent an individual from obtaining access to a Region's bank account (balances, statements, etc.) without a signature on file with the bank. When there is a need for an Area Director or the Section Director to discuss a Region's financial situation with the Region's banking institution, it cannot be done in a timely manner without involvement from the Financial Department at the National Office without the Section Director or Area Director designated as a signatory on the account.

Therefore, to expedite the access of information from the Region bank accounts, the Area Director shall be an authorized signatory on each account of a Region within that Area. The Section Director shall be an authorized signatory on each of the Area bank accounts. The Area Director and Section Director are not expected to have access to Region/Area checks or the right to remove funds without proper notice to the Region or Area and may only do so if there is good cause to suspect improper and/or misappropriation of AYSO funds.

#### **6. Section and Area Bank Accounts**

The Section and Areas must utilize the NAP Online system. It is strongly recommended that the Regions also use NAP Online.

# ARTICLE NINE

## DISPUTE RESOLUTION

### 1. Policy

It is the policy of the Section to resolve all disputes involving persons involved in Section in amicable way. Compromise should be emphasized whenever possible, and personality conflicts should be avoided when disciplinary action is found to be necessary, it is the Section's policy to take only the minimum action necessary. All means available should be taken to avoid legal action.

It is the policy of the Section to avoid punishing the players for the conduct of the parents, except when no other solution (e.g., where a parent cannot or will not cease their disruptive behavior).

It is the policy of the Section to avoid wiping out years of good memories of AYSO and good service and that suspension or removal procedures are to be used only as a last resort. Voluntary resignation is preferable to a suspension or removal procedure.

It is the policy of the Section to avoid publicizing the suspension or removal proceedings beyond those who need to know, and to respect the privacy of the individuals involved. However, the Section may notify the National Office or members of the AYSO Legal Commission of proceedings pursuant to the operating regulations, and must comply with all applicable regulations requiring suspension, abuse, and similar events.

### 2. General Due Process Procedures

Disputes involving day-to-day activities of the regions should first be addressed and resolved, if possible, by the appropriate Regional Commissioner in charge of the activity and/or then by the Area Director. Disputes arising out of Area game conduct should first be addressed and resolved, if possible, by the Area Coach Administrator and/or then by a disinterested Review Panel appointed by the Area Director and/or the Section Director, if necessary.

If it is determined that it is necessary that a person involved needs to be disciplined, or that their involvement in the Section should be limited or terminated, and then the Section Director or designee shall give notice in writing to such person of such intention. Such notice shall specify the action to be taken and the reason. Such notices shall further notify such person that he or she, upon request, will be given a reasonable opportunity to explain why such action should not be taken. Such opportunity to respond may be in person at a hearing, by telephone, or in writing. The Section Director may appoint a disinterested Review Committee to consider such discipline. After such opportunity to respond has been given, the Section Review Panel shall make its determination and announce it in writing to all persons concerned.

### **3. Suspension**

The Section Director may suspend a person involved in the Section from further involvement in notice (by telephone, fax, email, writing, or in person). If there is found to be an imminent danger to the program by his or her continued involvement, or if crime has been alleged to be committed by such participant then suspension must be followed by a disciplinary hearing described in paragraph two, above. A suspension will be considered to be temporary in nature, and such suspension may be removed or set aside by a special vote of the Section Board at any time.

### **4. Removal**

The Section Director may remove a person (whether or not suspended); who is involved in the Section, including a Board or staff member, from further involvement in the program. Such removal may occur upon prior notice, and after a determination is made that removal is appropriate, as the result of the hearing described in paragraph two, above. Such removal is only permitted when there is a foundation and proof of a violation of the National Bylaws or of the rules, regulations, policies or philosophies of AYSO, or for an action which disrupts the Section's or AYSO's activities or programs.

### **5. Hearing Procedures**

The disciplinary review shall be held at a neutral location, when possible. The review procedures shall be communicated and understood by all parties prior to the commencement of such review. All interested parties are to be informed of the date, time, and location of such review in advance with a minimum of forty-eight (48) hours' notice.

At the review, the Panel shall listen to the facts of the situation from all interested parties, and then adjourn to a private session where the decision will be reached. Under no circumstances shall the Review Panel deliberate in the presence of the parties involved in the dispute. The Review Panel will then decide the issue raised pursuant to AYSO operating regulations and these Section Rules and Regulations based on the evidence provided and by a simple majority vote to determine the appropriate action including whether no action should be taken against the individual accused or whether such person should be given a warning or caution, or if the person should be given a written reprimand, or whether such person should be suspended or removed from involvement in Section activities. All interested parties shall be promptly notified of such decision in the case of removal, and where deemed appropriate, such individual is given an opportunity to resign.

### **6. Review**

Any determination made in accordance with this Article shall be final and binding on all concerned parties unless it is determined by the Section 10 Board Liaison, that such determination was arbitrary and capricious, or that the procedure was not fair, or that the person or persons making such determination are found not to have been disinterested. Any interested party dissatisfied with the final decision or final action taken by the Section Director may request a review of such decision by the National Board of Directors, as may be appropriate in pursuant to the operating regulations relating to dispute resolution and due process.

# ARTICLE TEN

## CHANGES IN RULES AND REGULATIONS

### Approval of Rules and Regulations

These Rules and Regulations shall become effective after being approved by the Section Director, the existing Section Board and Section executive membership, and then submitted to the National Board of Directors.


### Changes in Rules and Regulations

Once adopted, these Rules and Regulations may only be amended by the Section Board, the Section executive membership, and then submitted to the National Board of Directors for final approval.

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## Appendix 1 – Section 10 Board Training Matrix

Section 10 Training Matrix - Effective January 31, 2015																	
	AYSO's SAFE HAVEN EVERY TWO YEARS	CDC CONCUSSION AWARENESS EVERY TWO YEARS	RC & BOARD ORIENTATION	RC TRAINING	COACH ADMIN	REFEREE ADMIN	REGION MGMT	DISPUTE RESOLUTION	REGISTRAR	TREASURER	SAFETY DIRECTOR	TOURNAMENT TALK	CVPA	VIP			
Regional Commissioner	●	●	●	●	●	●	●	●	●	●	●	●	●	●			
Registrar	●	●	●				●	●	●	●		●	●	●			
Treasurer	●	●	●				●	●	●	●		●	●	●			
Safety Director	●	●	●				●	●		●	●	●	●	●			
CVPA	●	●	●				●	●	●			●	●	●			
VIP	●	●	●				●	●		●	●		●	●			
Region Coach Administrator	●	●	●		●		●	●		●	●		●	●			
Region Referee Administrator	●	●	●			●	●			●	●		●	●			
Tournament Director	●	●					●	●	●	●	●		●	●			
Tournament Coach Administrator	●	●			●		●	●			●		●	●			
Tournament Treasurer	●	●					●	●	●		●		●	●			
Tournament Referee Administrator	●	●				●	●				●	●	●	●			
All Board Members	●	●	●				●	●	●	●	●	●	●	●			
●	Required Course										Green Shaded Courses if Tournaments or VIP Programs offered by Region						
●	Recommended Course																

## MOVING FORWARD

For those looking to adopt the mandates in 2016-17, here is a list that shows the birth year for that season. Again, please note that when determining the age group for a season, the year the competition ends should be used.

Season	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
<b>Birth Year</b>									
2020									
2019									U6
2018								U6	U7
2017							U6	U7	U8
2016						U6	U7	U8	U9
2015					U6	U7	U8	U9	U10
2014				U6	U7	U8	U9	U10	U11
2013			U6	U7	U8	U9	U10	U11	U12
2012		U6	U7	U8	U9	U10	U11	U12	U13
2011	U6	U7	U8	U9	U10	U11	U12	U13	U14
2010	U7	U8	U9	U10	U11	U12	U13	U14	U15
2009	U8	U9	U10	U11	U12	U13	U14	U15	U16
2008	U9	U10	U11	U12	U13	U14	U15	U16	U17
2007	U10	U11	U12	U13	U14	U15	U16	U17	U18
2006	U11	U12	U13	U14	U15	U16	U17	U18	U19
2005	U12	U13	U14	U15	U16	U17	U18	U19	
2004	U13	U14	U15	U16	U17	U18	U19		
2003	U14	U15	U16	U17	U18	U19			
2002	U15	U16	U17	U18	U19				
2001	U16	U17	U18	U19					
2000	U17	U18	U19						
1999	U18	U19							
1998	U19								

There is another very important component to understand about this chart. To avoid players aging out of an age group during a season, the new top age group for youth competitions is U19. This change aligns with the birth year standard and makes sure that players are not eliminated from participating during the second half of a season. In short, all the existing U18 leagues should become U19 in the 2016-17 season and this change should cascade down the age groups (Ex: U17 becomes U18, U16 becomes U17, etc.).



## NEXT STEPS

If adopting in 2016-17, your next steps should be the following:

- Reference the chart above to determine age groups
- Based on your current highest age group of competition offered, you will need to add an additional age group above that to ensure that players of all ages have the ability to compete. This will ensure that players are playing under the correct age group (19 year olds not playing in U18 competitions) and that players will not miss a year of competition.
  - Ex: Current highest league is U18. Player born in December of 1999 will be 19 years of age during the 17/18 season and should register for U19
  - For those that currently have U19 competitions, that moves to U20, and the same applies for subsequent older ages

For those adopting in 2017-18, your next steps will be the same except they will take place a year later.

In addition to the video and FAQ, we have also created a chart that tracks the pathway of a player from the 2016-17 season to 2024-25. Since the Player Development Initiatives are rooted in individual player development, this chart may make it easier to see the pathway a player takes based on his or her birth year.

This chart is organized to demonstrate how players will progress when registering by birth year. It displays the exact same information as the “Birth Year and Season Matrix” found above. Again, please note that when determining the age group for a season, the year the competition ends should be used.

- Ex: 2017-18 = 2018 - U7 = 2011

Age Group	U6	U7	U8	U9	U10	U11	U12	U13	U14	U15	U16	U17	U18	U19
Season														
2016-17	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998
2017-18	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999
2018-19	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000
2019-20	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001
2020-21	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002
2021-22	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003
2022-23	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
2023-24	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
2024-25	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006