

DEPTFORD SOCCER ASSOCIATION

CONSTITUTION
&
BY-LAWS



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Deptford Soccer Association

CONSTITUTION & BYLAWS

2008 Edition

SECTION 1 – ADMINISTRATION

ARTICLE 1 NAME AND COLORS

- 1.0.1 The name of this organization shall be DEPTFORD SOCCER ASSOCIATION. Within this document it shall also be referred to as “DSA.”
- 1.0.2 The colors of the association are black, white and gold.

ARTICLE 2 AFFILIATION

- 2.0.1 The Deptford Soccer Association shall be an affiliate of and shall comply with the constitution and bylaws of the New Jersey Youth Soccer Association, South Jersey Amateur Soccer League, the South Jersey Boys Soccer League and/or South Jersey Girls Soccer League and Gloucester County Soccer League.
- 2.0.2 League affiliation is to be determined by the membership of the association at the recommendation of the executive committee on an as needed basis.

ARTICLE 3 PURPOSE

- 3.0.1 To instill in the membership the ideals of good sportsmanship, fair play and respect for authority so that they may become better, more responsible persons in today’s society.
- 3.0.2 To promote knowledge and appreciation of the game of soccer and to improve ones individual and team skills.
- 3.0.3 To provide for the youth a supervised soccer program and the highest competitive level possible under the rules and regulations of the affiliate organizations.

ARTICLE 4 GOVERNMENT

- 4.0.1 The Deptford Soccer Association is organized in keeping the IRC Section 501(c)(3) primarily to conduct competition in the sport of soccer and to support and develop amateur athletes for that competition.
- 4.0.2 Deptford Soccer Association shall be governed by the Executive Committee in accordance with the bylaws of the association and its’ affiliated organizations.

ARTICLE 5 TERMS OF OFFICE AND ELECTION

- 5.0.1 Nominations may be made at the September General Meeting. Nominations may be made by anyone attending the meeting. Nominations will also be accepted from the floor during the October General Meeting before elections take place.
- 5.0.2 Elections of the Executive Committee shall be held during the November meeting by secret ballot of all voting member present and in good standing. Any person who is running unopposed may be elected by voice vote if so moved and seconded. If more than two people run for the same position and there is a tie, only the candidates that are tied are put to a re-vote from the membership.
- 5.0.3 The newly elected officers shall take part in the transitional operation of the organization until the following January general meeting at which time they will assume the full duties of their offices.
- 5.0.4 Each officer shall serve one (1) full year, with the exception of the following offices which will hold a 2 (two) year term: President, Recreation Coordinator and Coaching Chairperson. and may not be re-elected for more than five (5) terms in succession for the same office, unless no other individuals are nominated for position. After a one (1)-term break in service, he/she may again become eligible to hold that same office.

- 5.0.5 Prerequisite for position of President is 1 year of immediate prior board service. President should not be elected for more than 2 (two) consecutive terms.

ARTICLE 6 AMENDING THE BYLAWS AND CONSTITUTION

- 6.0.1 Recommendations for changes to the by laws may be submitted by anyone associated with DSA in writing to the Vice President at any time. The Vice President shall provide a copy of the recommendation(s) to the Secretary for both record keeping and distribution at the next General Meeting
- 6.0.2 The by laws shall be reviewed annually. A committee chaired by the Vice President and consisting of at least two other (General Members in good standing) people shall review the by laws and submit any recommended changes to the Executive Committee. The by laws committee shall consider all of the proposals and invite that individual to attend the committee's discussion meeting.
- 6.0.3 All proposed changes shall be presented at the June Executive Committee Meeting. The proposed changes to the by laws will be voted on a one by one basis at the July Executive Committee Meeting. Passing of a proposed by law will require a majority vote by a quorum of the Executive Committee.
- 6.0.4 The revised by laws shall be voted on at the August Executive Committee meeting. If the new version fails to pass then the by laws from the previous year will remain in effect.
- 6.0.5 This is the only time the by laws may be amended.

ARTICLE 7 TEMPORARY RESOLUTIONS

- 7.0.1 When a situation arises where the resolution of a problem would conflict with the existing by laws, the Executive Committee, by a two-thirds vote of the Entire Executive Committee, may draft and pass a Temporary Resolution, which supersedes the by laws
- 7.0.2 All Temporary Resolutions expire at the start of the June General Meeting.

ARTICLE 8 MEETINGS

- 8.0.1 General meetings of DSA will be held monthly at a time and location to be determined by the Executive Committee
- All Meetings will be conducting with the following agenda
- Call to Order
 - Roll Call
 - Reading and approval of previous minutes.
 - Reading and approval of Report
 - Old and Unfinished Business
 - New Business to include additional Reports
 - Adjournment
- 8.0.2 Meeting of the Executive Committee shall be held once each month. Time and place will be determined by the President and approved by the Executive Committee.
- 8.0.3 Special Meetings may be called at the discretion of the Executive Board.
- (a) The Secretary shall be responsible for notification of all members in writing or verbally at least one (1) week prior to any special meetings or as time allows.
- 8.0.4 Each team must be represented at each General meeting. One (1) representative can represent more than one team and must sign in for each team.
- 8.0.5 Anyone present may speak, but only the Executive Committee and Voting Members may make motions, second motions and vote.
- 8.0.6 Unless otherwise specified in these by laws decisions shall be made by a majority vote
- 8.0.7 Public participation (General Public) shall be limited to ten (10) minutes per individual. Unless voted on and approved by the voting members.

SECTION 2 – EXECUTIVE BOARD AND EXECUTIVE COMMITTEE –
DUTIES AND RESPONSIBILITIES

ARTICLE 9 EXECUTIVE BOARD

- 9.0.1 The Executive Board is empowered to meet at times other than regular meetings to act on pressing matters such as: disciplinary hearings, schedules, serious parental or coaching concerns, issues that affect play.
- 9.0.2 The decisions made at these meetings must be put on the agenda for the next General Meeting
- 9.0.3 Any decisions made by the Executive Board will require a majority vote from the Executive Committee for final determination
- 9.0.4 The Executive Board shall consist of the following officers: President, Vice President, Secretary, Treasurer, Coaching Coordinator, Fields Coordinator and Recreation Coordinator

ARTICLE 10 EXECUTIVE COMMITTEE

- 10.0.1 The Executive Committee shall consist of the members of the Executive Board plus the following officers: Registrar, Auxiliary Chairperson, Boys Travel Chairperson, Girls Travel Chairperson, Administrative Chairperson, Tournament Chairperson, Fundraising Chairperson, Equipment and Building Chairperson, Grounds Chairperson and Trustee.
- 10.0.2 A minimum of 9 members of the Executive Committee including at least three members of the Executive Board is required to conduct business or a vote
- 10.0.3 All executive committee officers have the responsibility to attend **ALL** general, executive and emergency meetings. Failure to attend 3 consecutive meetings will be subject to board reviews, and may result in dismissal from position
- 10.0.4 The executive committee shall be responsible and have sole authority for:
 - a. Enforcing the constitution, by-laws, and rules and regulation of affiliated organizations
 - b. Recommend affiliated leagues
 - c. Adopting necessary rules and regulations for specific cases or circumstances, not provided for in the by-laws
 - d. Approval of all coaching personnel
 - e. Approval of an annual budget
 - f. Approval of all contacts.
 - g. The executive committee shall have the power to appoint such standing and special committees as it shall deem necessary and shall delegate such powers to them as necessary for efficient operation of the association.
 - h. The executive committee may adopt such rules and regulations for the management of the association and conduct of its meetings as necessary for the efficient operation, providing they do not conflict with the by-laws of the association or its affiliations.
 - i. The outgoing executive committee shall, at the January meeting, provide a summary of the years operations, to include a complete financial statement covering all moneys and assets. This summary shall be sufficiently comprehensive as to be meaningful to the general membership.
 - j. The executive committee shall be responsible to hold hearings and render decisions on any disputes.
 - k. Executive Committee will have final approval/denial on any Executive Board decisions.

ARTICLE 11 PRESIDENT

- 11.0.1 Presides over all meetings
- 11.0.2 Preside over all protests, investigations and disciplinary actions unless an obvious conflict of interest exists as determined by a majority vote of the executive committee
- 11.0.3 Establish and appoint members to committees as necessary to meet the goals of the association.

11.0.4 President has authorization (Executive Privilege) in the absence of a General Meeting to make decisions in executive capacity as they relate to purchasing, disciplinary action, emergent business with Local, Township and School Board authorities.

ARTICLE 12 VICE PRESIDENT

12.0.1 Oversees all committees

12.0.2 Chairperson for the by law review committee and responsible for presenting any suggested changes to the Executive Committee

12.0.3 The Vice President shall in the event of absence or disability of the President, assume all the duties and responsibilities of the President.

ARTICLE 13 TREASURER

13.0.1 The Treasurer shall be responsible for all Association moneys and securities, maintaining records of all receipts and disbursements.

13.0.2 All disbursements over \$500.00 shall be approved by two (2) executive members, with the exception of article 16.0.5

13.0.3 The calendar year of the Association shall be the period from January 1 to December 31.

13.0.4 The Treasurer books shall be open to review within 60 days of the year end. The review of the Association shall be appointed annually by the board. There shall be a minimum of one independent reviewer, two if available, and the Treasurer or Board Member cannot hold this position

13.0.5 The Association Treasurer shall make a written report to the board of the financial position of the Association and the report shall contain a balance sheet , income statement and bill list. The report shall be provided monthly.

13.0.8 All re-imbursments are subject to the completion of either a requisition form or request form. All request must be accompanied with copies of invoices.

ARTICLE 14 SECRETARY

14.0.1 Recording of all Minutes, including attendees, and distribution at the next meeting for approval.

14.0.2 Responsible for notifying Executive Committee of all meetings.

14.0.3 Responsible for all Distribution Lists (phone, Email and mailing addresses)

ARTICLE 15 COACHING COORDINATOR

15.0.1 The Coaching Coordinator shall be responsible for the following:

a. Tryouts for Travel Teams

b. Travel Coaches

- Presenting Coaching requests to Executive Committee for approval and team assignment
- Verification of Required Certifications of the association and/or its' affiliations
- Recruiting new coaches
- Instructing and assisting coaches in the policies set forth in the by-laws and any decisions as approved by the executive committee

c. Travel Players

- Notifying Players of Team Assignments
- Instructing parents and players of their rights and responsibilities as set forth by the association and its' affiliations

d. Player Cards

- Distribution of packets to coaches
- Retain all unused player/coaches cards

- e. Practice Schedules and Scrimmages
 - Shall create a practice schedule for all practices if necessary and may approve the use of any field for the use of a scrimmage.
- 15.0.2 The coaching Coordinator shall be responsible for presenting the views of the association coaches to the executive committee.
- 15.0.3 The coaching Coordinator shall handle all disputes between players, parents and/or other persons and the coaches. If a dispute cannot be resolved by the coaching chairperson, he/she shall refer it to the executive committee for a hearing and dispensation.
- 15.0.4 The Coaching Coordinator shall notify all coaches of General Meetings and mandatory coaches meetings
- 15.0.5 The Coaching Coordinator shall conduct a minimum of one (1) meeting per season (Fall and Spring) with all coaches and any additional staff members as may be necessary.
- 15.0.6 The Coaching Coordinator shall be responsible for coaching education.

ARTICLE 16 FIELD COORDINATOR

- 16.0.1 Order, Distribute and store supplies
- 16.0.2 Organize Workdays
- 16.0.3 Set up committees and make appointments to assist in these duties
- 16.0.4 Make Decisions on the playability of the Fields and Recommend any closures for all practice and game fields
- 16.0.5 Authorization to purchase supplies or repairs to equipment as deemed necessary with amount not to exceed \$1,000 without prior Board Authorization.

ARTICLE 17 RECREATION COORDINATOR

- 17.0.1 Responsible for: Overseeing Recreational committee members.
 - a. Responsible for policies and processes set forth in Appendix I
 - b. Responsible for assignment of Teams, Coaches, Game Schedules, Concession and Maintenance Schedules, Uniforms and Awards for the Recreation Program
 - c. The Recreation Coordinator will be responsible for recruiting, instructing and assisting the Recreation League coaches.
 - d. The Recreation Coordinator shall be responsible for presenting the views of the program to the executive committee.
 - e. The Recreation Coordinator shall conduct meeting with all coaches and any additional staff members as may be necessary.
 - f. The Recreation Coordinator shall handle all disputes between players, parents and/or other persons and the coaches. If a dispute cannot be resolved by the Recreation Coordinator, he/she shall refer it to the executive committee for a hearing and dispensation.

ARTICLE 18 REGISTRAR

- 18.0.1 Registration of all players. Provide Data to Treasurer, Coaching Coordinator and Recreation Coordinator
- 18.0.2 The Registrar shall keep a complete record of all teams and players for the purpose of player registration, team, association, league affiliation and insurance records. He/she shall also conduct the semi-annual membership drive.
- 18.0.3 Coordinate camp registration with Tournament/Camp Chairperson

ARTICLE 19 BOYS TRAVEL LEAGUE REPRESENTATIVE

- 19.0.1 League Representatives shall represent the association at meetings of the South Jersey Soccer Leagues and/or its' affiliated organizations. He/She shall report any business discussed or decisions made at said meeting at the general and/or executive meeting of the Association.
- 19.0.2 League Representatives shall contact all Coaches and coordinate procedures for team registrations.
- 19.0.3 Shall collect all fines incurred by the travel coaches and shall notify and enforce all policies or restrictions

ARTICLE 20 GIRLS TRAVEL CHAIRPERSON

- 20.0.1 League Representatives shall represent the association at meetings of the South Jersey Girls Soccer Leagues and/or its' affiliated organizations. He/She shall report any business discussed or decisions made at said meeting at the general and/or executive meeting of the Association.
- 20.0.2 League Representatives shall contact all Coaches and coordinate procedures for team registrations.
- 20.0.3 Shall collect all fines incurred by the travel coaches and shall notify and enforce all policies or restrictions

ARTICLE 21 TOURNAMENT/CAMP CHAIRPERSON

- 21.0.1 Recreation Tournament
 - a. Responsible for the creation and oversight of the Tournament/Camp Committee
 - b. Responsible for Tournament registration with NJYSA (if applicable)
 - c. Camps- Create, coordinate and oversee all camps hosted at the Deptford Soccer Complex- registration to such camps will be headed by the current Registrar

ARTICLE 22 FUNDRAISING CHAIRPERSON

- 22.0.1 Club Events (Organization and preparation of Club Events)
- 22.0.2 Creation, organization of Club fundraisers
- 22.0.3 Creation and assistance of approved individual team fundraisers
- 22.0.4 Club fundraising and individual team fundraisers plans must first be presented to Board for approval.
- 22.0.5 Responsible for making sure that all teams have fulfilled all of their league obligations to the league, including but not limited to concession stand, field duty, maintenance duty, etc and that teams are in "Good Standing" with league prior to authorization to fundraise as individual team

ARTICLE 23 AUXILIARY CHAIRPERSON

- 23.0.1 The Auxiliary Chairperson shall administrate the concession stand and auxiliary committee
- 23.0.2 Responsible for the inventory and proper containment of all items
- 23.0.3 Responsible for the proper operation as governed by local or state ordinances

ARTICLE 24 ADMINISTRATIVE CHAIRPERSON

- 24.0.1 The Administrative Chairperson shall be responsible for the following:
 - a. Kid Safe – ensure that all coaches and volunteers complete the background form and provide NJYSA with the proper documentation
 - b. Organize both the Finger Printing (if available) and Rutgers Certification requirements.

ARTICLE 25 EQUIPMENT AND BUILDING CHAIRPERSON

- 25.0.1 The Equipment and Building Chairperson shall be responsible for the following:
 - a. Uniforms for the Travel
 - b. Balls for the Travel
 - c. Patches – ensure that enough are in inventory and collect appropriate costs from teams
 - d. Awards for the Travel and Recreation Program
 - e. Clubhouse Maintenance Schedules
 - f. Responsible to coordinate duties of Equipment and Building Committees

ARTICLE 26 TRUSTEE

- 26.0.1 The Trustee responsibilities to include, but not limited to
 - a. Auxiliary support
 - b. Fields and Buildings Maintenance support
 - c. Recreation support
- 26.0.2 The Trustee position may also be held by the past president of the association

SECTION 3 COACH SELECTION AND ELIGABILITY

ARTICLE 27 - COACHES SELECTION

- 27.0.1 Any individual who wishes to be a Head Coach or Assistant Coach of a Travel Team must submit their request in writing to the Coaching Coordinator prior to the final day of open registration for the season or playing year they wish to coach. Coaches must meet the certification requirements set by the governing by laws of the affiliated organizations. The Executive Committee will review and approve/deny the requests. Considerations will be given to; the experience of the coach with soccer, the experience of the coach with the requested team, the experience of the coach within DSA, certifications and recommendations, but these considerations do not automatically determine the selection. A secret ballot will be taken if more than one person qualifies for and wishes to be a Head Coach of the same team and will be approved by a majority vote. The Head Coach is able to select the Assistant Coaches for the team from the list of approved coaches.
- 27.0.2 Any individual who wishes to be a Head Coach or Assistant Coach of a Recreation Team must submit their request in writing to the Recreation Coordinator prior to the selection of teams for that soccer season. Coaches must meet the minimum requirements of the NJ Youth Soccer Association and adhere to the Laws set forth by Deptford Township.
- 27.0.3 Any person who is under suspension by any affiliated organization or another Deptford Township authorized activity is not eligible to serve as a coach with any team in DSA until their suspension and any fines are cleared and the person is in good standing with the organization in question.

ARTICLE 28 - ELIGABILITY

- 28.0.1 All coaches must be properly certified to meet the DSA standards for liability protection before they may conduct practice or participate in any games. All Travel Coaches must have a NJYSA “F” License or higher.
- 28.0.2 All coaches, Executive Committee members and any other volunteer who has direct contact with the children must sign and have on file a “Kid Safe” background check form. Without a signed form the person is not allowed on the field in either practice or games.

28.0.3 All coaches must attain the proper certifications and processes as directed by the state and local governances to include, but not limited to, Rutgers SAFETY Course and the Fingerprinting Background Check.

SECTION 4 MEMBERSHIP AND VOTING RIGHTS

ARTICLE 29 - MEMBERSHIP REQUIREMENTS

29.0.1 ADULT MEMBERSHIP

- Any person over 18 years of age actively interested in soccer, youth and furthering the objective of the Association shall be considered a member.
- Any adult member, coach, parent or other who physically or verbally assaults a youth, referee, opposing fan or any other individual will be immediately banned from participating in any club activities, pending a review by the executive board.

29.0.2 YOUTH MEMBERSHIP

- Any Youth meeting the requirement of the Association's objectives and a registered player for the current playing season.

ARTICLE 30 - VOTING RIGHTS

30.0.1 Adult Members in good standing (meeting all league responsibilities) who have attended at least five (5) General Meetings of the previous twelve (12) meetings prior to the voting meeting will be eligible to vote at general meetings.

30.0.2 Youth Members (Players) will not have a vote in Association matters.

SECTION 5 REGISTRATION

ARTICLE 31 REGISTRATION

31.0.1 Any youth residing in Deptford Township or its surrounding communities shall be eligible to participate.

31.0.2 All outside teams must provide certificate of insurance to satisfy the "Hold Harmless" to satisfy the Township of Deptford.

31.0.3 Youth players are required to register and pay such registration and pay fees as deemed necessary by the executive committee and/or general membership. Registration or playing fees are not to be predated and are not refundable with the exception of:

- (a) A player withdrawing before the fees are paid to the affiliated soccer league
- (b) At special consideration of a quorum of the executive committee.

31.0.4 All parents/guardians registering a player must accept and abide by the zero tolerance policy as set forth by Deptford Township and DSA.

31.0.5 All players are required to fulfill any club fundraising obligations in order to participate in any future activities.

31.0.6 All players registering for upcoming season must be paid in full for prior seasons.

31.0.7 Good will registration shall be brought before and approved by the Board, prior to registration being accepted.

31.0.8 Late registration will be accepted based upon availability of team openings.

SECTION 6 TRAVELING AGE YOUTH PLAYERS, TEAMS AND TRYOUTS

ARTICLE 32 TRYOUTS

- Each age bracket with registering players will hold an evaluation (tryout) of age appropriate players for the upcoming playing year as outlined by the affiliated organizations.

32.0.1 Any player may attend a tryout if -

- a) They are currently registered with Deptford Soccer Association for the upcoming playing season and they are age and/or gender appropriate for that team or as defined by the affiliated league.
- b) A player not currently registered for the upcoming year may still participate in the tryouts if they provide proof of current league affiliation for insurance purposes and they are age and gender appropriate for that team or as required by the affiliated league. The player must register and be in good standing with the Deptford Soccer Association prior to being selected and approved to a travel team.

32.0.2 Players who are not age appropriate will be permitted to tryout and be selected to a team if:

- a) Recommended by their current coach or coaching coordinator.
- b) The parent/guardian can make a written request to the Executive Committee and/or to the Coaching Coordinator. The executive committee and/or the Coaching Coordinator will approve/deny the request on a case-by-case basis and notify the parent/guardian.
- c) The association does not have enough players to register a team in the age appropriate bracket
- d) If the association does have an age appropriate team the player may only move up to the older age bracket team if they qualify for the highest ranked team and deemed appropriate by the Coaching Coordinator.

32.0.3 Evaluations will be held prior to selection of teams for the upcoming playing year. Dates and Times will be determined by the Coaching Coordinator and the Evaluation Committee and advertised by the association.

32.0.4 Format for the tryouts is determined by the Coaching Coordinator with approval from the Executive Committee.

32.0.5 Evaluations will be conducted by the coaching coordinator and the Evaluation Committee. The tryout should be attended by ALL prospective coaches and players of the age group.

32.0.6 Player evaluations will be determined through the tryout process, prior playing performance and the coaches input.

32.0.7 The Final Player Evaluation List shall be provided to all coaches in that age bracket within one week of the last tryout date.

ARTICLE 33 - TEAM SELECTIONS

33.0.1 The coach of the highest ranked team will select their roster first. The coach of the next highest ranked team will then select their roster and so on until all players are placed. The coaching coordinator must approve the final roster selections and may require a coach to change their selection if a discrepancy is determined between a players' evaluation and the final team selection.

33.0.2 The Coaching Coordinator may request that the roster selection be completed within a one week time period of receiving the Final Player Evaluation to ensure that all players are notified within a timely manner.

33.0.3 Team size

(a) Small Sided Teams (U8 to U10) –

- 1) A team should have at least 10 eligible players before the association will register them in their affiliated league.
- 2) The coach of the Highest Ranked team is not required to select more than 12 players and may take up to the maximum players allowed as long as it does not restrict any team from meeting the minimum amount of players for registration.

The Coaching Coordinator may require all teams in an age bracket to accept additional players to fill all roster spots.

(b) Full Sided Teams (U11 and up) –

- 1) A team should have at least 13 eligible players before the association will register them in their affiliated league.
- 2) The coach of the Highest Ranked team is not required to select more than 15 players and may take up to the maximum players allowed as long as it does not restrict any team from meeting the minimum amount of players for registration. The Coaching Coordinator may require all teams in an age bracket to accept additional players to fill all roster spots.

33.0.4 Intact Teams transferring into DSA shall be immediately expected to comply with the team selection procedures.

33.0.5 Any player and/or parent has, at their full discretion, the absolute right to decline to play for a coach or team.

33.0.6 Players not selected to a travel team will be placed in the In-Town Program provided there is an age bracket available.

ARTICLE 34 - TEAM POLICY

34.0.1 All team players present for a game must participate in at least ¼ of the game. The coach shall make every effort to provide more playing time if possible.

34.0.2 All players must attend at least 50% of scheduled team practices in order to qualify for team play.

34.0.3 Coordination and/or modification of uniforms will be determined by the executive committee.

34.0.4 Teams may select to wear alternate game uniforms. Each team is responsible for the uniform and the uniform must be comprised of the club's colors.

34.0.5 All teams must have a representative (preferably the head/assistant coach) attend all general meeting. Failure to attend General Meeting may result in a loss of coaching privileges or playing privileges at the game fields as determined by the Executive Committee.

34.0.6 All head/assistant coach must attend all Mandatory Coaches Meetings. Failure to do so will result in fines and/or loss of coaching privileges and/or loss of playing privileges on the game fields as determined by the Executive Committee.

34.0.7 All teams must provide a volunteer to participate on the Auxiliary, Maintenance, Tournament and Fundraising Committees. Team representation at the committee meetings are mandatory and compulsive failure to do so may result in fines and/or loss of coaching privileges and/or loss of playing privileges on the game fields as determined by the Executive Committee.

34.0.8 All teams are required to perform maintenance and concession stand duties as scheduled by the Executive Committee members. Missed assignments may result fines and/or loss of coaching privileges and/or loss of playing privileges on the game fields as determined by the Executive Committee.

34.0.9 All Travel Teams are required to participate in the Annual Fall Festival Soccer Tournament and pay the appropriate tournament fee. Refusal to participate will result in a loss of coaching privileges and/or loss of playing privileges on the game fields as determined by the Executive Committee.

SECTION 7 - COMMITTEES

ARTICLE 35 – COMMITTEES

35.0.1 The executive committee shall recruit members, which shall include but not limited to the following committees:

(a) Auxiliary Committee

- 1) The Auxiliary Committee shall be headed by the auxiliary chairperson who is elected to office by the voting members.

- 2) The auxiliary committee shall handle the running of the concession and the scheduling of the stand duty.
 - 3) The treasurer of the auxiliary committee must provide financial reports to the executive committee at each general meeting
- (b) Finance Committee
- 1) The finance committee shall be headed by the treasurer.
 - 2) The finance committee shall be responsible for submitting the annual financial plan to the executive committee for their consideration
 - i. Submitted by the March general meeting.
 - ii. Approved by the May general meeting.
 - 3) The finance committee is responsible for an annual review of each teams General Ledger who have been approved for individual team fundraising.
- (c) Maintenance Committee
- 1) The Maintenance Committee shall be headed by the Field Coordinator and Second chaired by the Equipment and Building chairperson who are both elected to office by the voting members.
 - 2) The Maintenance Committee shall handle the maintenance of the practice and game facilities and the scheduling of the maintenance duties.
- (d) Tournament/Camp Committee
- 1) The Tournament/Camp Committee shall be headed by the Tournament/Camp Chairperson who is elected to office by the voting members.
 - 2) The Tournament/Camp Committee shall handle the Annual Fall Festival Soccer Tournament and/or any other tournament the association decides to host.
- (e) Fundraising Committee
- 1) The Fundraising Committee shall be headed by the two (2) Fundraising Co-chairperson who is elected to office by the voting members.
 - 2) The Fundraising committee shall coordinate any and all club wide fundraising activities.
 - 3) All fundraising activities shall be voted upon by the executive committee.
- (f) Registration Committee
- 1) The registration committee shall be headed by the registrar.
 - i. The registrar shall recruit the committee from the executive committee and the general membership
 - 2) The registration committee is responsible for the registration of all players.
 - 3) The registration committee is responsible for any pre-registration publicity.
 - 4) The registration committee is responsible for maintaining accurate records of registration.
- (g) Auditing Committee
- 1) The auditing committee shall be led by a member of the executive committee and appointed by the president
 - 2) The auditing committee shall consist of two (2) individuals selected from the general membership by the committee head.
 - 3) The association's financial records shall be audited one each year.
- (h) Recreational League Committee:
- The Recreation Program Committee is responsible for the overall operation of the Program, and jointly with other committees where appropriate for the following
- 1) The registration of all players, coaches and team helpers
 - 2) Placement of players on teams
 - 3) Recruitment and selection of coaches, assistants and team helpers for the teams
 - 4) Scheduling of all games

- 5) Communication with other committees of Association (as needed) in respect to the program
 - 6) Providing regular updates and recommendations to the Executive Committee on matters that may effect the program
 - 7) Resolving all routine issues
 - 8) Investigating and resolving any disciplinary issues arising in the program
 - 9) Communicating the philosophy, responsibilities, policies, and rules of the game to players, coaches and member families
 - 10) Providing, with assistance of all Executive Committee members, a visible Executive Committee presence at the soccer field on game days
 - 11) Modification of the laws of the game as deemed appropriate for each age group
 - 12) Providing assistance to coaches, players and parents
- (i) Equipment and Building Committee
- 1) Responsible for building maintenance (not repair)
 - 2) Assist with the preparation of Trophies

SECTION 8 – TEAM RESPONSIBILITIES

ARTICLE 36 – Team volunteers

36.0.1 ALL team will be responsible for representation to each of the following committees

36.0.1.2 Auxiliary/Concession Stand, Fundraising, Field/Building Maintenance, Tournament

APPENDIX I - Deptford Soccer Club Recreation League Guidelines

Purpose

The purpose of the youth soccer program is to provide an opportunity for the youth of Deptford and its' neighboring towns to develop soccer skills, to foster proper attitudes toward competition and sportsmanship, to learn respect for rules, the value of teamwork, self-discipline, and the gaining of self-confidence through the improvement of their soccer skills.

Most importantly, the purpose is to provide a FUN, enjoyable and satisfying experience for all involved in the program: players, coaches, referees and parents.

Separate programs are organized for the children based on their grade enrollment and/or age. All programs run for roughly a 10 week period in both the fall (early-September until mid-November) and the spring (Mid March until late-May).

Philosophy:

Deptford Youth Soccer Association's Recreation Program provides children the opportunity to play organized recreational soccer with one another. The program is instructional in nature and children are taught the basic individual and team skills needed to play the game of soccer, the rules of the game, and to compete. It is recognized that games can become competitive, but this competitive spirit should be secondary to the instructional and recreational goals of the program. Every child in the Recreation Program is given equal opportunity to play regardless of ability. The Recreation Program Committee may modify the rules of the game, as it deems appropriate to the individual age levels.

Parental involvement in the program is strongly encouraged. Parents should remember that the Recreation Program is instructional and recreational in nature--cheering for their child, their child's teammates, and all good soccer plays is strongly advocated. Poor sportsmanship and bad behavior by the parents at this level set a bad example for our children and are unacceptable. Parents are encouraged to assist the Association run the program by coaching and doing other volunteer work.

General Overview-

The Recreation Program, overseen by the Recreation League Committee, provides soccer training and recreation for children who Pre-Kindergarten through Grade 5 in both the Spring and the Fall. The number of players on a team depends on the number of children who register on time. Late registrants may be placed on a waiting list.

Each Season is 8-10 weeks long and usually consists of one practice per week (determined by each team's coach) and one game played on Saturday. Games that are canceled due to weather may or may not be rescheduled at the end of the season.

Each Child participating will receive a new uniform consisting of a soccer jersey that must be worn at each game. Soccer shin pads are required. Cleats, which must be specifically designed for soccer, are recommended but not required. Jewelry, other than medic alert tags, may not be worn for safety reasons.

Responsibilities:

Recreation Coordinator:

The Recreation Coordinator maintains the responsibility for the overall Recreation Program, but will have a Committee oversee the program's operation.

Coaches:

They should understand and abide by the philosophies, rules and policies of the Association. Coaches should be aware of, teach and follow the rules of the game as modified for the age group they are coaching.

Coaches Must:

1. Ensure all children get an equal opportunity to play and in all positions
2. Play only the children on their roster given to them by the Committee.
3. Communicate with their players' parents and encourage their attendance and participation
4. Make the game FUN. Maintain an atmosphere of instruction and recreation

5. Make every reasonable effort to keep from running up game scores (try to keep no more than a 5 goal differential)
6. Notify and get approval from the Committee of any coaching /player roster changes
7. Abide by any directives set forth by the Committee or the BOD, and make parents and children aware of the policies set forth in regards to sportsmanship, and behavior
8. Coaches are responsible for the behavior of their team, parents of their players, assistants, and team helpers as well as themselves. (Any BOD member should be made aware of any problems ASAP)
9. Abide by SJSL "Coaches Code of Conduct and "Zero Tolerance Policy" with regards to their own and their players' parents behavior
10. Issue new uniforms and equipment only to players on their current active rosters
11. Complete a kid safe form (new coaches, assistants, or helpers)
12. Notify Committee Member, Referee Coordinator and opposing coach if they must cancel or reschedule a game. Coordination of any make up game will be the coach's responsibility. Association cannot guarantee a referee, field, or equipment for any make up game.

Players Responsibilities:

1. Make every effort to learn and follow the rules of the game of soccer
2. Show good sportsmanship when winning or losing
3. Listen and pay attention to their coaches
4. Have fun playing the game of soccer. All players are encouraged to tell their parents if they are not having fun or if they are having a problem with their coach or teammates
5. Treat all equipment with the utmost respect
6. Come prepared to play- shin pads, water bottle and a ball for practices and all of the aforementioned plus a uniform for games (soccer cleats are recommended but are not required)
7. Treat your coaches, teammates and officials with respect

Parents:

All parents are encouraged to:

1. Ensure that their child arrives at games and practices at the specific place and times
2. Have another adult responsible for your child at the game or practice that you are unable to attend. Do not assume your child's coach will watch your child after the conclusion of the game without his/her prior approval
3. Attend games and cheer for all good soccer plays by both teams
4. Become an active member by coaching or doing other volunteer work
5. Present a good example to all the children by following the policies set forth by the Association.
6. Notify your child's coach in the event that your child will be unable to attend a game or practice
7. Speak to coach or a BOD member if you feel your child is having a problem with a coach or a teammate
8. Be respectful toward players, coaches, referees and one another

Parents may NOT:

1. Make any derogatory or critical comments regarding referees, other players or coaches at any time. Any issues regarding referees, other players or coaches should be brought to the attention of a Board Member.

Procedures

Player Eligibility and Registration

All players must meet the age requirement for that season of play.

All late registrants will be placed on a waiting list and subsequently on a team only if space is available.

Every effort will be made to ensure all children that want to play will have the opportunity to do so.

All players will be placed on teams on a random basis and coaches will be selected by the guidelines set forth.

Coaches Selection

Coaching a team in the Program is a very rewarding experience, regardless of your expertise in soccer. Anyone wishing to coach in the program should complete an application during registration in both the fall and the spring. The criteria for selecting head coaches and assistants is based on one's willingness to coach and one's experience with the game of soccer- (coaching licenses, seasons coached, playing experience, referee experience, experience coaching other sports, etc.). Ideally, each team will have at least a head coach and one assistant coach. It is understood that some coaches may not have any prior experience.

Team Selection Process

The number of players registered on time will determine roster size, number of teams, and how each age group will be divided.

Players are selected and placed on teams on a random basis. Coaches are guaranteed to coach their own children. Each Head Coach may designate one (1) Assistant Coach for his/her team. Parents and players will be notified what teams they are on by the team's coach at least one week prior to the beginning of the season.

Grievances:

The Committee strives to operate an excellent program and encourages all comments, both positive and negative, as well as any constructive suggestions that may improve the program. Occasionally a member of the organization may feel that they have a substantial grievance or complaint with regard to a policy, coach, player or parent associated with the Program.

Any grievance of this sort should be submitted to any Board Member in a signed letter. Any grievance or complaint filed anonymously will not be addressed. All grievances will be confidential to the parties involved. The Committee will investigate all grievances brought to its attention and will seek a satisfactory resolution. Some grievances may require an action by the Board of Directors, in which case the Committee will offer a recommendation to the Board.

Anyone submitting a written grievance or complaint will receive a written response from either the Committee or Board of Directors.

Tots and U-4 Program

The Micro Program is for children who are enrolled in Pre-Kindergarten (3 and 4 years old).

Teams meet for one hour on Saturday mornings. The first thirty minutes are used for practice, followed by a thirty minute scrimmage. The teams play 3v3 with no goalies. Coaches may plan practices at their own discretion.

Rule 1 - The Field of Play

- Ideal field size is 20 yards wide by 25 yards long; acceptable range is 15-20 yards wide and 20-30 yards long
- No marked penalty area line goal area.
- Goals are four feet high and six feet wide.

Rule 2 - The Ball

- Size 3 ball.

Rule 3 - Number of Players

- Maximum number of players on the field at any one time is 3 (or 4 depending on the situation)
- Substitutions may be made on either team's throw-ins or goal kicks and at the start of a new quarter or half.
- All players shall play and equal amount of time. Each player shall play a minimum of 50% of the total playing time.
- Teams and games may be coed.

Rule 4 - Player's Equipment

- Footwear: Sneakers or soft-cleated soccer shoes.
- Shin-guards are mandatory. No child will be allowed to play in a game without shin-guards.

Rule 5 - Referees

- A parent, coach or assistant coach will be used as the referee.
- All rule infractions shall be briefly explained to the offending players.

Rule 6 - Assistant Referees

- None.

Rule 7 - Duration of the Game

- The game shall be divided into four eight minute quarters.
- There will be a two-minute break between each quarter and a five-minute break at half time.

Rule 8 - The Start of Play

- Opponents must be three yards from the center mark while kick-off is in progress.

Rule 9 - Ball In and Out of Play

- Throw-Ins

Rule 10 - Method of Scoring

- None

Rule 11 - Offside

- There will be no offside.

Rule 12 - Fouls and Misconduct

- The foul will be explained to the players and the game will resume by Throw-in

Rule 13 - Free Kicks

- None

Rule 14 - Penalty Kick

- No penalty kicks are to be taken during these games.

Rule 15 - Throw-Ins

- A second throw-in may be allowed if the player throws the ball improperly on the initial attempt. The coach will explain the proper method before allowing the player to re-throw.

Rule 16 - Goal Kicks

- None

Rule 17 - Corner Kicks

- No corner kicks will be taken. A throw-in will be taken instead.

Intramural Recreation Program

The Program is for children in the Kindergarten through Fifth grades.

Teams typically hold one practice each week for one hour and play games on Saturday mornings. Games are 6v6 and consist of four eight-minute quarters.

Teams are made up of players with a variety of skill levels. The goal is to create a teams of equal strength so that all end up with roughly a .500 record. [Age group coordinators](#) rely on player evaluations completed by the coaches to aid in team creation.

Law 1 - The Field of Play

- Fields are 30-40 yards wide and 50-60 yards long.
- Penalty area line marked touchline to touchline 10 yards from the goal line.
- Marked goal area.
- Goals are 6 feet high by 11 feet wide.

Law 2 - The Ball

- U6 players use a size 3 ball.
- U7 through U11 players use a size 4 ball.

Law 3 - Number of Players

- No fewer than five and no more than six players are needed to start a game.
- Substitutions may be made on either team's throw-ins or goal kicks and at the start of a new quarter or half.
- All players shall play and equal amount of time. Each player shall play a minimum of 50% of the total playing time.

Law 4 - Player's Equipment

- Footwear: Sneakers or soft-cleated soccer shoes.
- Shinguards are mandatory. No child will be allowed to play in a game without shinguards.
- The goalkeeper must have a different color shirt or pinnie than the field players.

Law 5 - Referees

- One referee, who must be at least 3 years older than the players
- All law infractions shall be briefly explained to the offending players.
- Referees decisions on points of fact connected with the game shall be final.

Law 6 - Assistant Referees

- None.

Law 7 - Duration of the Game

- The game shall be divided into four eight minute quarters. Coaches may agree to play shorter quarters.
- There will be a two-minute break between each quarter and a five-minute break at half time.

Law 8 - The Start of Play

- Opponents must be eight yards from the center mark while kick-off is in progress.

Law 9 - Ball In and Out of Play

- Throw-Ins

Law 10 - Method of Scoring

- None

Law 11 - Offside

- There will be no offside.

Law 12 - Fouls and Misconduct

- No cautions (yellow cards) or ejections (red cards).
- All fouls will result in an indirect free kick. The opponents must be eight yards from the ball when it is kicked.

Law 13 - Free Kicks

- All free kicks are indirect. The opponents must be eight yards from the ball when it is first kicked.
- No free kicks shall be taken by the attacking team within the defending team's penalty area. The ball will be placed on the penalty line at the point closest to the point of infraction.

Law 14 - Penalty Kick

- No penalty kicks are to be taken during these games. See Laws 12 and 13.

Law 15 - Throw-Ins

- A second throw-in may be allowed if the player throws the ball improperly on the initial attempt. The referee will explain the proper method before allowing the player to re-throw.

Law 16 - Goal Kicks

- A goal kick may be taken from any point inside the penalty area.
- All opponents must be outside the penalty area.
- The ball must full cross the penalty area line before anyone can touch it. If the ball is touched before it crosses the line, the ball shall be re-kicked.

Law 17 - Corner Kicks

- Opponents must be eight yards away from the ball when it is kicked.
- The kicker cannot touch the ball again until another player touches it.

Law 18 - Goalkeeper Restrictions

- On a goalkeeper save followed by a throw or punt, the ball must touch the ground or any player before it crosses the halfway line.
- The 4-step and 5-second rules are not enforced.

Temporary Resolutions

The following items are in response to Motions voted on and passed during the Executive Meetings during the course of the year. These items may be voted on during the next session of the By-Law Committee and place in the By-Laws as a permanent Article.

These temporary resolutions are in full force and effect as of the date that they are voted and passed by the majority.

1. Motion-Motion on the floor made (by Michael Mellace and seconded by Ken Hunt) to have an Inquiry Board/Committee appointed to gather information on any and all issues arising that conflict with our Code of Conduct. These appointees will be of the following Board capacity; President, Vice President and either of the following Coaching Chairperson or Recreational Coordinator, depending on the issue brought before the Board. Motion was passed unanimously (quorum)
2. Motion-Motion of the floor made (by Michael Mellace and seconded by Ken Hunt) that under NO Circumstances shall an individual who does not hold a Valid Driver's License gain access to or operation the "Gator". Motion was passed unanimously (quorum)
 - a. 1st offense-Any Headcoach who allows an unlicensed individual, regardless of age to operate in any capacity the "Gator" will have their coaching privileges revoked for a minimum of two (2) games. Should the offense occur at the end of one seasonal year, it shall carry forward to the beginning of the next seasonal year.
 - b. 2nd offense-Should that same Headcoach be cited for allowing an unlicensed individual, regardless of age to operate in any capacity the "Gator" will have their coaching privileges immediately suspended, pending Inquiry Board response and decision as to final status of coaches privileges.
3. Motion on the floor made (by Doreen Wheeler and seconded by Peg Scott) that all Scrimmages/Friendlies will follow the following:
 - a. All scrimmages/friendlies should be scheduled with Field Coordinator (Cattel or Monongahela)
 - b. All scrimmages/friendlies held at Cattel soccer complex will have the following:
 - i. Team in Club supplied uniforms, unless there is a conflict with visiting team colors
 - ii. Currently licensed paid Referee (no coach to parent of either team to officiate)