

FEDERAL WAY EAST MOD SOCCER CLUB

Approved February 2000

Article 1 Name

This organization shall be known as Federal Way East Mod Soccer Club (incorporated), here after referred to as the Club; and be affiliated with the Federal Way Soccer Association (incorporated), here after referred to as F.W.S.A.; and Washington State Youth Soccer Association (incorporated), here after referred to as W.S.Y.S.A. This Club is and shall be known as a non profit organization and shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code or the corresponding provision of any future United States Internal Revenue Law.

Article 2 Objectives and Purpose

The purpose of this Club shall be to teach, govern, and promote all aspects of the game of soccer among those players, U-6 through U-10 who elect to join an affiliated team covered by the boundaries of this club listed in Article 4 of these by-laws.

Article 3 Control and Authority

The final control and authority of this club shall be listed in the by-laws of this Club, and a body of members known as the Board of Directors, except when superseded by those of the FWSA by-laws or WSYSA by- laws and Constitution. This club shall have custodial responsibility for the youth that live within it's boundaries and shall exercise the right of decision making on all matters pertaining to Club affairs.

Article 4 Boundaries

The boundaries of this club shall be from Pacific Highway South, east to West Valley Highway, south to the Pierce County line and north to the Federal Way School District 210 boundary. This clubs boundaries shall include the following Elementary schools, which are part of Federal Way School District 210: Sunnycrest, Woodmont, Valhalla, Mark Twain, Star Lake, Wildwood, Meredith Hill, Lakeland, Lake Dolloff, Camelot, and Rainier View Elementaries. Evergreen Elementary is excluded from this club's boundaries as it is a member of Auburn Soccer Association. This club may choose to include any private schools that may fall within the above listed boundaries.

Article 5 Membership

Membership to the Club will be open to anyone who participates in the affairs of the Club. Participation is described as serving on the Board of Directors, Coaching, or otherwise participating in any club sponsored activity or having a child who is a member of a team governed by the Club.

Article 6 Organization

SECTION 1: The Governing Body

The Club Board of Directors, shall be the governing body of this Club. It shall consist of the elected officers (here after referred to as the Executive Board), appointed Chairpersons, coaches, or any contributing interested members.

SECTION 2: The Board of Directors shall vote on the following matters:

The responsibilities of the Board of Directors and Authority shall include, but not be limited to:

1. Filling vacancies of the Executive Board.
2. Removal of officers based on detrimental actions or neglect of accepted responsibilities.
3. Approval of club and Association By-laws.

Article 7 Executive Board

SECTION 1: Executive Board:

The Executive Board of this Club shall consist of the following officers:

- A. President;
- B. Vice President;
- C. Secretary;
- D. Treasurer;
- E. Registrar;
- F. Judiciary.

SECTION 2: General duties and responsibilities:

The Executive Board shall be responsible for conducting the business and administrating the affairs of the Club to include, but not limited to, the following:

1. Enforcing the club and FWSA and WSYSA by-laws, procedures, and rules.
2. Approval and operation of any and all tournaments sponsored by the club.
3. Approval or removal of the club Board of Directors.
4. Recommendations to the Club Board of Directors for suspension or removal of the Club officers.
5. Review and make recommendations on matters to be submitted to the Board of Directors.
6. Sign orders on the treasury.

SECTION 3: Officers election Procedures:

To promote continued inter-club expertise and cooperation, the East and West clubs intend to stagger elections of their Executive Board offices.

(a) The Executive Board shall be elected at the Annual General Meeting by the clubs' voting membership, as follows:

1. Officers to be elected in ODD numbered years are:
President
Secretary
Judicial

2. Officers to be elected in EVEN numbered years are:

Vice President
Registrar
Treasurer

- (b) A 30 day written notification stating the date and place of the election shall be sent to each member of the Board of Directors.
- (c) Nominations shall be accepted from the floor at the election.
- (d) Prior to each election, The President shall appoint a person who is not a candidate for office to conduct the election. Such person shall appoint a minimum of two (2) tellers and a secretary to pass out, collect and count the ballots in the presence of the election chair. Ballots may be distributed in advance by this committee as part of the procedure of signing in. The election results shall be announced to the membership by the election chair who shall state the number of eligible votes, the number of votes counted, the number of votes necessary to elect, and the results of the balloting.
- (e) A majority of votes cast shall be necessary to elect.
- (f) In the event an objection is raised, a recount of the ballots may be approved by the Board of Directors in a weighted, roll call vote. In the event a recount is authorized, each person running for office shall be entitled to appoint one person to monitor the recount.
- (g) The election chair shall then entertain a motion to destroy the ballots.

SECTION 4: Term of Office:

- (a) The term of office for the club Executive Board shall commence immediately upon election, and shall continue until the Annual General meeting two years hence. Each outgoing officer must transfer all club records and files maintained during the course of the office to the successor and assist the new officer for a period not to exceed the remainder of the fiscal year, in order to assure a smooth transition. Each club officer shall not serve in the same office for more than two (2) full terms.
- (b) In the event the office of the President, Vice President, Secretary Treasurer, Registrar, Judicial are all vacated, the Board of Directors shall elect, by a majority vote of a quorum, replacements for the remainder of their respective terms. In the interim, the Board of Directors shall designate a member of the Board of Directors as Acting President.
- (c) Any Executive Board member being absent from three (3) consecutive meetings of the Executive Board or the Board of Directors, or being negligent in responsibilities to the club, or being in violation of the club or FWSA or WSYS Code of ethics or combination thereof, shall be subject to suspension or removal by the Board of Directors.

SECTION 5: Duties and responsibilities:

The duties and responsibilities of each elected officer shall be:

A. PRESIDENT:

- 1. Preside over all club meetings;
- 2. Submit a report on his/her activities at each monthly meeting;
- 3. Supervise all activities of the Club and Executive Board;
- 4. Serve as a member of all committees;
- 5. Present to the Board for approval all nominations for vacancies on the Board as necessary during his/her term of office;
- 6. Prepare an agenda before all meetings, and
- 7. Present for approval, by the Executive Board, appointed Chairpersons names.

B. VICE PRESIDENT:

1. Attend all Club monthly meetings;
2. Submit a report on his/her activities at each meeting;
3. Assume the President's duties in his/her absence;
4. Assist the President as required;
5. Coordinate any exchange programs or skills contests;
6. Organize team pictures;
7. Act as F.W.S.A. representative at all monthly Association meetings;
8. Handle all public relations, and publicity issues; and
9. Handle any insurance claims.

C. SECRETARY:

1. Attend all Club monthly meetings;
2. Submit a report on his/ her activities at each meeting;
3. Attend to and file all correspondence;
4. Prepare and read all meeting minutes;
5. Call role of the Board and name any proxy voters;
6. Notify all elected officers, appointed Chairpersons, and coaches of any business meetings;
7. Sit on the Newsletter and Coaches Coordinator committees; and
8. Help prepare meeting agendas.

D. TREASURER:

1. Attend all Club monthly meetings;
2. Submit a report on his/her activities at each meeting;
3. Keep financial records of all monetary transactions;
4. Maintain a checking account with signature authority by the President, Vice President, Secretary, and Treasurer (Checks will be signed by Treasurer and one other officer);
5. Assist with and schedule an audit on the records prior to the Annual General Meeting;
6. Sit on the Ways and Means, Equipment and Registration Committees;
7. Submit at the Annual General Meeting a proposed budget for the year;
8. File a tax exempt status with the IRS yearly;
9. File yearly State Tax Form and Federal Tax Form; and
10. Pay all insurance fees to FWSA.

E. REGISTRAR:

1. Attend all Club monthly meetings;
2. Submit a report on his/ her activities at each meeting;
3. Coordinate Annual Player registration;
4. Verify age of all players registered in the Club by having on file a copy of each child's certified birth certificate or other WSYSA approved document;
5. Maintain an up to date file on all players, teams and coaches;
6. Handle all transfers to and from teams, and to and from clubs and Associations;
7. Maintain and provide up to date rosters of each team registered in the Club;
8. Establish a deadline date for the registration and submit to the Secretary for the Annual calendar;
9. Maintain a liaison with the FWSA Registrar; and
10. Submit to coaches, team assignment sheets.

F. JUDICIARY:

1. Attend all Club monthly meetings;
2. Submit a report on his/ her activities at each meeting;
3. Preside over all Club Judicial matters;
4. Submit proposed changes to the Club and FWSA By-laws, in their proper format, to the Club secretary a minimum of 45 days before the respective AGM; and
5. Establish a Judicial pool (of a minimum of two non partisan persons plus the Judicial Chair), to be called upon as needed.

ARTICLE 8 APPOINTED CHAIRPERSONS

SECTION 1: Chairpersons:

The appointed Chairpersons positions shall be:

- A. Referee Coordinator;
- B. Fields Coordinator;
- C. Coaches Coordinator;
- D. Equipment Coordinator;
- E. Girls Coordinator (club may elect to assign coord. for each age division);
- F. Boys Coordinator (club may elect to assign coord. to each age division);
- G. Risk Manager;
- H. Ways and Means Coordinator; and
- I. Match and Event Coordinator.

SECTION 2: Appointment:

The appointed Chairpersons shall be appointed and approved by a majority vote of a quorum of the Board of Directors at the regular monthly meetings.

SECTION 3: Term of office:

- (a) The term of office for the appointed Chairpersons shall commence immediately upon appointment and shall continue until the AGM two (2) years hence. Each outgoing Chairperson must transfer all club records and files maintained during the course of the office to the successor and assist the new Chairperson for a period not to exceed the remainder of the fiscal year, in order to assure a smooth transition.
- (b) In the event any of the Appointed positions become vacant, the Board of Directors shall elect, by a majority vote of a quorum, a replacement.
- (c) Any Chairperson being absent from three (3) consecutive meetings of the club or being negligent in responsibilities to the club, or being in violation of the club or FWSA Code of ethics or combination thereof, shall be subject to suspension or removal from office.

SECTION 4: Duties and responsibilities:

The duties and responsibilities of the respective appointed Chairperson shall be as follows:

A. REFEREE COORDINATOR:

1. Attend all Club monthly meetings;
2. Submit a report on his/her activities at each meeting;
3. Keep liaison with the FW Soccer Referee Association;
4. Organize mod soccer referees, maintaining an up to date file on all referees involved in mod soccer;
5. Seek and promote appropriate training for mod soccer referees;
6. Provide a list of U-9 and U-10 games schedule to FWSRA for referee assigning; and
7. Assign referees for the U-8 and under home games.

B. FIELDS COORDINATOR:

1. Attend all Club monthly meetings;
2. Submit a report on his/ her activities at each meeting;
3. Schedule the use of all club fields for practice (including lighted field time) and games by member teams;
4. Coordinate club members to maintain, develop and upgrade, the number and quality of Club fields;
5. Care and maintain all Club field equipment;
6. Work in conjunction with the Chairperson of Fields committee on the FWSA Board in acquiring and improving fields for soccer; and
7. Coordinating lining, netting and setting up of mod goals of all fields to be used.

C. COACHES COORDINATOR:

1. Attend all Club monthly meetings;
2. Submit a report on his/her activities at each meeting;
3. Facilitate pre-season Coaches' training regarding paper work, responsibilities and expectations;
4. Collect from all Coaches, Assistant coaches and team Managers, all proper paper work such as, Coaches application, Washington State Youth Soccer Association Volunteer form, Washington State Patrol form, in addition to any other form the FWSA or WSYSA may later require, and timely return them to the Club Risk Manager;
5. Seek and promote coaches clinics;
6. Address Coaches' issues with respect to parents, players, referees or Board members; and
7. Set up and maintain a file on all club coaches, their training records, each years team assignment, accomplishments, violations or disciplinary actions taken against. (*this last file will be a confidential file, only available to the Club and Association Judicial Chairs*)

D. EQUIPMENT COORDINATOR:

1. Attend all club monthly meetings;
2. Submit a report on his/her activities at each meeting;
3. Purchase, issue, and maintain all uniforms, equipment, and materials owned by the Club;
4. Collect and inventory all equipment at end of season; and
5. Provide competitive bids to the Executive Board for approval, prior to purchase of necessary equipment.

E. GIRLS COORDINATOR:

1. Attend all club monthly meetings;
2. Submit a report on his/her activities at each meeting;
3. Notify all girls team coaches of all meetings and activities;
4. Help fill all Coach vacancies and make public notice of such need;
5. Assist club Registrar as needed in placement of girls to teams;
6. Assist club Registrar in pre-registering existing teams from previous season and collecting copies of certified birth certificates or other WSYSA approved documents for all girls registered within the club; and
7. Submit to the Club Match and Event Coordinator, a list of all teams registered for a current season schedule, and during the season a weekly win-loss record (no scores) of each U7 and above girls team to aid in future season bracketing.

F. BOYS COORDINATOR:

1. Attend all Club monthly meetings;
2. Submit a report on his/her activities at each meeting;
3. Notify all boys team coaches of all meetings and activities;
4. Help fill all coaches vacancies and make public notice of such need;
5. Coordinate placement of registered boys to teams;
6. Assist Club Registrar in pre-registering existing teams from previous season and collecting copies of certified birth certificates or other WSYSA approved documents for all boys registered within the club; and
7. Submit to the Club Match and Event Coordinator, a list of all teams registered for a current season schedule, and during the season a weekly win-loss record (no scores) of each U7 and above boys team to aid in future season bracketing.

G. RISK MANAGER:

1. Attend all club monthly meetings;
2. Submit a report on his/her activities;
3. Ensure that *all club members who work with children*, such as, but not limited to, the Board of Directors, Executive Board, Head and Assistant Coaches Team Managers, fill out and return to the Club Risk Manager, a Washington State Youth Soccer Association Volunteer form, Washington State Patrol clearance form, in addition to any other FWSA or WSYSA required security form;
4. Maintain a liaison and work with the FWSA Risk Manager to provide him/her with all the *completed and ready for submission*, Washington State Patrol forms, Washington State Youth Soccer Volunteer forms, in a timely manner, for all required club members listed in item 3, above;
5. Set up and maintain a file that contains copies and dated records of all Club members completed and filed WSYSA Volunteer forms, WSP forms and any other security forms that may be required by FWSA or WSYSA; and
6. Ensure that all required Club members listed in item 3 of this section, refile with him/her the required above mentioned forms, 18 months after their initial filing, with the club Risk manager who will then forward them to the FWSA Risk manager for submission to the appropriate agencies, to avoid a lapse in Washington State Youth Soccer Association approval to be a volunteer.

H. WAYS AND MEANS COORDINATOR

1. Attend all club monthly meetings;
2. Submit a report on his/ her activities;
3. Establish the needs of, and coordinate with the club Treasurer on the Club Budget;
4. Conduct any fund raiser activities of the Club; and
5. Chair a fund raiser committee composed of one assistant or representative from each team.

I. MATCHES AND EVENTS COORDINATOR

1. Attend all club monthly meeting;
2. Submit a report on his/ her activities;
3. Develop and maintain any league (within the two clubs) or internal club schedules for regular season or tournaments not done by the FWSA Director of competition.
4. Keep a liaison with the FWSA Director and assist the same as needed with this club's team schedules; and
5. Distribute to all affected Board Members (Referee, Fields, Girls and Boys Coordinators) in this club and up to date game schedule for all levels and ages received from the District scheduler, Association scheduler or developed in-house.

Article 9 Meetings

SECTION 1 Annual General Meeting

- (a) The club Annual General meeting must be held before the FWSA which is in April. The club may elect to hold their AGM at the end of the season (mid November) for the upcoming season.
- (b) Written Notification of the meeting and it's agenda and any proposed by law revisions in addition to a list of candidates for each elected office, will be sent to all Club members at least 30 days prior the AGM.
- (c) The order of business at the AGM shall be as follows:
 - 1. Roll call
 - 2. Credentials
 - 3. Minutes
 - 4. Officer's reports
 - 5. Committee Reports
 - 6. Unfinished Business
 - 7. Proposals (by law changes)
 - 8. New Business
 - 9. Election of officers
 - 10. Good of the game
 - 11. Adjournment

SECTION 2 Voting at the AGM

- (a.) All Club members over 18 years of age shall have the right to vote at the Annual General Meeting. Each member is entitled to one vote.
- (b) Proxy votes shall be accredited to one representative of each team or Board member in lieu of the Board member or Coach of record attending. Delegates shall be limited to a maximum of 5 votes per delegate, self (1) plus four (4) proxy votes. All proxy votes must be in writing and signed by the absent voter.

SECTION 3 Monthly meetings

- (a.) A quorum of the club shall consist of six (6) Board members, with at least three(3) of them being elected officers.
- (b.) The Club Board shall meet on a monthly basis, time and place specified by the Club President.
- (c.) Club Secretary and the Boys and Girls Coordinators will notify all Board members of any scheduled meetings.
- (d.) An agenda will be established by the President and made available before each meeting.
- (e.) Agenda for the monthly meeting shall be:
 - 1. Call to order
 - 2. Roll call
 - 3. Minutes
 - 4. Officer's reports
 - 5. Committee / Chairpersons reports
 - 6. Unfinished Business
 - 7. New Business
 - 8. Good of the Game
 - 9. Adjournment
- (f.) Monthly meetings shall be open to all members and last no longer than two (2) hours.
- (g.) The rules contained in the current edition of Robert's Rules of Order newly revised, shall govern the Club in all cases, to which they are applicable and in which they are not inconsistent with these by-laws and with any special rules of order the club may adopt.

SECTION 4 Voting at monthly meetings:

(a.) The following or their proxy will have the right to vote at any meeting.

1. President (as tie breaker only)
2. Vice President
3. Secretary
4. Treasurer
5. Registrar
6. Judiciary
7. Referee Coordinator
8. Fields Coordinator
9. Coaches Coordinator
10. Equipment Coordinator
11. Girls Coordinator
12. Boys Coordinator
13. Risk Manager
14. Ways and Means Coordinator
15. Director of Competition
16. Coaches (Head and Assistant)
17. Any club member (over 18years) that had attended the previous meeting

(b.) No club member may have more than one (1) vote for self. No member may submit more than 5 votes (four (4) proxy and one (1) self). All proxy votes must be in writing and signed by the absent voter.

SECTION 5 Attendance at meetings.

Attendance at regular monthly meetings and the AGM is mandatory for all Executive Board members. Any Executive Board member unable to attend, must send a proxy voter with his/her (board members) written vote. Any Executive Board member, or appointed Chairperson, missing two (2) meetings consecutively, may be asked to vacate that office.

SECTION 6 Special Meetings:

(a.) Special meetings may be called by the Executive Board as requested.

(b.) Business meetings shall be held at a time and place designated by the President. Meetings shall be limited to two (2) hours. Special meetings may be convened by request of the President, or two (2) or more of the elected officers, or 30% or more of the club membership.

Article 10 Finances

SECTION 1 Fiscal year

The fiscal year of this club shall be at 12:01am on September 1, and the end at 11:59 p.m., on August 31, of the following year. All financial rules and regulations are in effect during the twelve (12) months of the fiscal year.

SECTION 2 Budget:

(a.) The Treasurer , with the support of the club Executive Board and Ways and Means Chairperson, shall prepare a proposed budget for the next fiscal year. Copies of the proposed budget, by line item, shall be submitted to the Club Board of Directors, at least thirty (30) days prior to the meeting at which it is adopted. Copies of the approved budget, by line item, shall be printed in the Annual report.

(b.) The budget shall be limited for any given year to expected income plus reserve for that year. The total budget shall include no less than 10% contingency fund each year.

SECTION 3 Registration fees

- (a) Each player in this club shall pay a registration fee. The registration fee shall be determined at the Board of Directors meeting (club monthly meeting) prior to registration.
- (b) In order to assist families with multiple children playing soccer, the club will charge the registration fee for only 2 children per family. The third or more children play for free.
- (c) To acknowledge and encourage volunteers, the Club will allow one free registration per household, for each member of the Executive Board, Appointed Chairs, and Head Coaches.
- (d) No player shall be denied the right to play soccer due to his/her inability to pay the registration fee. All players unable to meet this fee shall declare hardship to his/her team coach or the Club Registrar before the first scheduled game and uniform distribution.
- (d) Player fees shall be collected by each team's coach, who shall not issue any club equipment or permit any boy/girl in any game until he/she is properly listed on the roster and his/her registration fee has been collected or hardship declared. Each Coach will turn over to the Club Registrar, each of his/her teams players completed registration form and the registration fees he /she collected before the seasons first league game.
- (e) Any player who withdraws from the club before the first season game may be entitled to a full refund of his/her registration fees. A hearing by the Executive Board shall determine the validity of any grievances regarding registration fee refunds. All requests must be submitted in writing of the same year and addressed to the club Treasurer. The Executive Board must approve and authorize all refunds.

SECTION 4 Audit

The financial books and accounts maintained by the Treasurer shall be audited at the end of each Treasurer's term, or every two (2) years which ever comes first.

SECTION 5: Expenditures:

All Club expenditure shall be:

- (a) Consistent with the approved budget for the year and within the Club's objectives,
- (b) Considered reasonable by the Executive Board, and
- (c) Authorized by the Executive Board.

Article 11 Insurance

SECTION 1 Insurance

The club is required to purchase athletic insurance through WSYSA. Fees are paid to FWSA annually.

SECTION 2 Insurance Claims:

All insurance claims will be coordinated with the Club's Vice President.

Article 12 Year

Section 1 Seasonal year:

- (a) The seasonal year of the club shall begin September 1, and end on August 31, of the following year. Insurance coverage shall be for the same period of time.
- (b) Team rosters for existing teams will be in effect September 1, through May 1 of the following year.

Section 2 Fiscal Year:

The fiscal year of the Club shall begin 12:01 am September 1, and end at 11:59 PM, August 31 of the following year.

Article 13 by-law Amendments:

SECTION 1 by-law Amendments:

- (a) Amendments to these by- laws may be affected at the Annual General Meeting upon affirmative vote of the majority vote of a quorum and of the members present.
- (b) Amendments to the mod soccer rules may not be made unless there are identical amendments to both the East and West Mod Soccer Clubs' by-laws.
- (c) Amendments to the mod soccer rules must be within the guidelines set forth by FIFA and the WSYSA.
- (d) Amendments to the mod soccer rules must be submitted for review to the FWSA Executive Board at least 45 days prior to the FWSA annual general meeting

SECTION 2 Proposed by law Amendments

A proposed amendment to the by-laws must be submitted in writing to the Club Secretary, not later than 45 days preceding the Annual General meeting and to be mailed to the voting members no less than 30 days prior to the Annual General meeting.

SECTION 3 By-law Conflicts

Any case in which these by-laws are in conflict or become in conflict with the by-laws of the FWSA or the WSYSA, the WSYSA will take precedence, then the FWSA, and these by-laws shall be amended at the next Annual General Meeting to eliminate the cause of conflict.

SECTION 4 Provisional By-laws

The Club's Board may, from time to time, make temporary rules or regulations governing specific cases or occasions not provided for on the existing by-laws, but which may be necessary for carrying out the objectives of the Club. Provisional Changes that were approved during the season, must be submitted for ratification at the next Annual General Meeting for adoption into the by-laws if approved by a majority vote, of a quorum, of the eligible membership.

Article 14 Player Registration

SECTION 1 Age limits:

This club shall govern over the boys and girls ages U-6 through U-10 who elect to join an affiliated team covered by this clubs Boundaries, listed in Article 4 of these By-laws. This club will forward all players boys and Girls, U-11 and up to the Federal Way United Soccer Club which is a member club of FWSA.

SECTION 2 Player limitation:

- (a) No player shall be denied the opportunity to participate due to physical and/or mental limitation.
- (b) No player shall be denied the opportunity to participate due to the inability to pay the registration fee. The club will register said player as a hardship and allow said player to participate.

SECTION 3 Player registration:

Each player shall register on a form approved by FWSA. Such form shall include, name, address, telephone number, date of birth, and a signed emergency medical authorization

treatment form. A copy of his/her certified birth certificate or other WSYSA approved document to verify player age, must accompany this players registration form for the first time registering with this club.

SECTION 4 Playing down:

A player may play down (age level) if in the opinion of their coach, and an appropriate expert, it would be detrimental to their physical and or/ mental well being to play in their own age group. A written request and verifying documents must be submitted to the Club Board of Directors and FWSA Board for their approval.

SECTION 5 Playing up:

- (a) A player may play up, no more than 2 years, if in the opinion of their coach, and the Club Board of Directors, it is beneficial to the individual player. Written application must be submitted to the Club Board of Directors for approval.
- (b) No player may play up, for any reason, without the written permission and consent of the player, and their parents or guardians.

SECTION 6 Player Transfers:

- (a) Release and transfer of players between Clubs or within the same Club, before the Club Registrar has transferred the Club registrations to the FWSA Registrar, shall be handled between the sending and receiving coaches, players parents and Clubs' Registrars. no transfer form required.
- (b) Release and transfer of players between clubs or within the same club, after the Club Registrar has transferred the Club registrations to the FWSA Registrar, WILL REQUIRE a transfer form filled out and filed by the Club Registrar with the FWSA Registrar.
- (c) Release and transfer of a player from another Association within the same District (District III) shall require a WSYSA, (provided by the WSYSA office) transfer form filled out and filed with the FWSA Registrar. In addition, a player release form may be required, signed by both the sending and receiving Coaches and Associations. (See FWSA Registrar for details).
- (d) All player transfers must be completed by midnight, October 31st of the seasonal year.

Article 15 Player Team Assignments

Except as otherwise specified in these by-laws, all players will be assigned to teams based on their age as of August 1st preceding the seasonal year. The seasonal year is September 1st through August 31.

SECTION 1: PLAYER AGE DEFINITION:

- U-6 player has not reached 6th birthday before August 1
- U-7 player has not reached 7th birthday before August 1
- U-8 player has not reached 8th birthday before August 1
- U-9 player has not reached 9th birthday before August 1
- U-10 player has not reached 10th birthday before August 1.

SECTION 2 Defunct teams

- (a) Any player registered on a team in this club which has ceased to operate, before Oct 31st, and accordingly has been declared defunct by the Executive Board, may be transferred (with a transfer form to the FWSA) to another club team. WSYSA does not permit player transfers after Oct. 31. so the Club Board of Directors may elect to grant a partial refund of the registration fees to each player of the defunct team.
- (b) If a team goes defunct, all moneys and assets shall be turned over to the Executive Board for disposition back to the original team members.

SECTION 3 RESIDENCY CHANGES:

In case of a residency change, a player may not be compelled to transfer from a team of which he/she has been a registered member prior to changing residence.

SECTION 4 INDIVIDUAL PLAYER TEAM PLACEMENT:

- (a) The Club Registrar, and Boys and Girls Coordinators shall work together in assigning each player to a team. **ONLY** the following criteria will be used in determining the placement of each player to a team.
 - 1. The players age and sex
 - 2. The school or neighborhood the player attends / lives.
 - 3. Available space on a team
- (c) The Club will make every effort to first place players on teams with other players from their same school, and when that is not possible with players from the same neighborhood. If that is not possible, then every effort will be made to place the player on a team with a friend, before placing them with any other team.
- (d) Upon written request, the Club Board of Directors may vote to allow individual players to play on teams with friends even though they may not attend the same school or neighborhood.
- (e) Players may be dropped from a team for disciplinary reasons upon approval of the Board of Directors.

SECTION 5 Incomplete teams:

Incomplete teams, within the Club, will be referred to the club Registrar and Club Board, whom at their discretion may waive team size requirements to allow placement of the affected players.

Article 16 Athletic Policy and Player Participation:

With the exceptions of illness, injury or disciplinary action by the coach or Club Board, each child registered to a team who is present and in proper uniform at a game, shall play 50% of the game.

Article 17 Uniform and Equipment

- (a) Uniforms for member teams will be issued for all players, after their registration form, birth certificate and fees are paid (or hardship declared).
- (b) No player shall be permitted on the field without a uniform and shinguards in a league game.
- (c) The Club is responsible for the purchase and disposition of all uniforms and equipment for each playing season. However, with prior concurrence of the Executive Board, teams may purchase their own Uniforms independently, or as part of a Club buy. If teams purchase their own uniforms they must be the Club colors, which are Royal Blue and White.
- (d) All uniforms and equipment issued to a team must be turned in to the Equipment Coordinator within 15 days following the teams last season game.

Article 18 Sponsorship and Fund Raising

SECTION 1 Individual team sponsorship

Each team may actively seek their own sponsor, and such moneys paid to the team may be used for the teams expenses. All sponsors must be approved by the Club Board of Directors.

SECTION 2 Club fund raisers

Any and all team and Club fundraisers must be approved by the Board of Directors. Team fund raising drives will not coincide with the Club fund-raisers, precede or follow by two (2) weeks. All income from team and Club fundraising must be reported to the Club Treasurer, and all funds must be processed through the Club account.

Article 19 Team Staff

SECTION 1 Coaches and staff/ WSYSA and WSP forms

Each team must have a Head Coach who is at least 18 years of age. Each Coach may choose to have an Assistant Coach and a team manager, however, every individual on each team who works with the players MUST fill out a Washington State Patrol form and a WSYSA volunteer form every two (2) years. These clearance forms must be approved by the appropriate agencies, to permit any individual to work with any team.

SECTION 2 COACH SELECTION

When two or more coaches apply for the same team, the coach's coordinator shall apply the following criteria to select each team coach.

1. training, coaches license level (preference given to the license level appropriate for the applicable team age group.)
2. experience
3. recommendations

Article 20 Team size and Mod rules of play

Section 1: U-6 Mod Rules

1. **THE FIELD:** The field shall be rectangular, it's length being not more than thirty (30) yards and it's width not more than twenty (20) yards. The field of play shall be rectangular; the width shall not exceed the length. A halfway line shall be marked out across the field with a center circle with a three (3) yard radius. Goal size four (4) feet high by six (6) feet wide. A goal area is defined by the area bounded by the lines that come out (3) yards from the goal line that are connected by a (6) yard line that runs parallel with the goal line, this area is to be centered half way between touchlines.
2. **EQUIPMENT:** Ball size #3, shinguards are mandatory.
3. **PLAYER JERSEY:** Color should be sufficiently different from those of the opposing team. If a conflict arises, the home team is responsible for providing alternate uniform colors.
In general, certain items are not allowed to be worn, including rings, necklaces, bracelets, earrings, hard-billed hats, and other articles of clothing deemed to be hazardous by the referee.
4. **NUMBER OF PLAYERS:** A maximum number of players on the field at any one time shall be three (3) per team with no goalkeeper. Maximum players on the roster should not exceed six (6).
5. **REFEREE:** In general, an accredited referee is not required for a game. As a minimum, games played must be supervised by either an official referee or a person designated to act in their behalf.
6. **DURATION OF THE GAME:** Four (4) ten (10) minute quarters, there shall be two (2) minute quarter breaks, and a half time break of five (5) minutes.
7. **START OF PLAY:** Opponents must be three (3) yards from the center mark while place kicks are in progress.

Substitutions for players shall be accomplished at normal stoppage of play (regardless of possession) or with an injury and with notification / permission by the referee. Substitutions are also unlimited in number. Each player shall play a minimum of 50% of the total playing time. It is strongly recommended that all players have the opportunity to play all positions.

There are no off-sides.

No corner kicks. Throw-ins take the place of a corner kick.

8. **GOAL KICKS:** Opponents must be three (3) yards from the ball.
All fouls shall result in an indirect free kick, from the point of the foul, executed no closer than three (3) yards from the Goal. There shall be no direct free kicks or penalty kicks. Opposing players shall be no closer than three (3) yards from the point of the free kick.

During a throw in, all players shall remain a reasonable distance three (3) yards away from the point of throw. A player shall be offered a minimum of one

additional try at properly executing a throw in, free kick or goal kick and the mistake shall be explained. Future tries shall be at the discretion of the referee.

There shall be no score keeping or overtime for the purpose of declaring a winner.

All rules not addressed conform to FIFA.

9. **PLAYER CONDUCT:** In general, the game is to be played in a manner consistent with a safe physical and emotional environment for the participants. Players are expected to conduct themselves accordingly. Good sportsmanship shall be stressed at all levels of the game.

Players shall be encouraged to shake hands after the end of the game.

Slide tackles are not allowed. Slide tackling shall result in stoppage of play, and an indirect free kick by the opposing team.

Other actions resulting in stoppage of play and an indirect free kick by the opposing team include, but are not limited to intentional tripping, pushing, holding or handballs.

Player shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence, physical intimidation or degradation.

10. **COACHES CONDUCT:** In general, the game is to be coached in a manner consistent with a safe physical and emotional environment for participants. Coaches are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages in the presence of any player is prohibited. Coaches are responsible for the conduct of their players, coaching staff, and spectators.

Coaches shall not be allowed on the field of play during the entire duration of the game except with the referee's permission. Coaches shall not be positioned at the end line or near the goal areas.

Coaches shall be dismissed from the game field for flagrant un-sportsman-like infractions. Including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

11. **SPECTATOR CONDUCT:** In general, the game is to be observed in a manner consistent with a safe physical and emotional environment for the participants. Spectators are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages at the game site is prohibited.

Spectators are allowed to watch the game from the middle $\frac{1}{2}$ of the sidelines, and shall be no closer than two (2) yards from the touchline. No spectators are allowed behind the goal line.

Spectators shall be dismissed from the game field by the coach for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

The Federal Way Youth Soccer Association allows the coach to drop a player from a team if the parent or guardians behavior is in flagrant violation of the rules of

spectator conduct.

SECTION 2 U-7 and U-8 Mod Rules:

1. **THE FIELD:** The field must be rectangular, it's length being not more than sixty (60) yards, nor less than forty (40) yards and its width not more than fifty (50) yards nor less than thirty (30) yards. The length in all cases shall exceed the width.
MARKINGS: The two longer boundary lines are called touchlines and the two shorter lines are called goal lines. A halfway line parallel to the goal lines is to be marked out from touchline to touchline, with a six (6) yard radius center circle around the midpoint. Four arcs with a two (2) feet radius at each corner are to be drawn inside the field.
AREAS: A goal area is defined by the area bounded by the lines at three (3) yards from each goal post and three (3) yards from the goal line into the field of play. A penalty area is defined by the area bounded by the lines at nine (9) yards into the field of play from each goal post. Goal size: five (5) feet high by ten (10) feet wide.
2. **EQUIPMENT:** Ball size #3 for U-7 and ball size #4 for U-8., shinguards are mandatory
3. **PLAYER JERSEY:** Colors should be sufficiently different from those of the opposing team. If a conflict arises, the home team is responsible for providing alternate uniforms colors.
4. **GOALIE JERSERY:** The goalie jersey shall be a color significantly different than the color of either team.

In general, certain items are not allowed to be worn, including rings, necklaces, bracelets, earrings, hard-billed hats, and other articles of clothing deemed to be hazardous by the referee.

5. **NUMBER OF PLAYERS:** A maximum number of players on the field at any one time shall be six (6) per team, one of which may be a goalkeeper. Maximum number of players on the roster should not exceed twelve (12).
6. **REFEREE:** In general, an accredited referee is not required for a game, but is desirable. As a minimum, games played must be supervised by either an official referee or a person designated to act in their behalf. Referees are asked to explain the infractions to the player.
7. **DURATION OF THE GAME:** Duration of the game shall be divided into two (2) twenty-five (25) minute halves. There shall be a half time break of five (5) minutes.

Substitutions for players shall be accomplished at normal stoppage of play (regardless of possession) or with an injury and with notification / permission by the referee. Each player shall play a minimum of 50% of the total playing time. It is strongly recommended that all players have the opportunity to play all positions.

8. **START OF PLAY:** Opponents must be six (6) yards from the center mark while place kicks are in progress.

There are no off-sides. However, "*camping out*" near the opposing goal is not allowed and shall be called at the discretion of the referee.

In an effort to protect the goalie, the goalie is not to be contacted by any opposing player.

Goal kicks shall be free kicks executed from any position within the goal area. Opposing players shall be no closer than six (6) yards from the point of the free kick. The ball must travel outside the goal area before it is in play.

Corner kicks shall be executed from the corners. Opposing players shall be no closer than six (6) yards from the point of the corner kick.

All fouls shall result in an indirect free kick. There shall be no direct free kicks or penalty kicks. Opposing players shall be no closer than six (6) yards from the point of the free kick, unless the kick is taken less than six (6) yards from the goal. In this case, opposing players may line up on the goal line.

During a throw in, all players shall remain a reasonable distance five (5) yards away from the point of the throw.

A player shall be offered a minimum of one additional try at properly executing a throw-in. Mistakes will be explained to the players. Future tries shall be at the discretion of the referee.

There shall be no score keeping or overtime for the purpose of declaring a winner.

9. PLAYER CONDUCT: In general, the game is to be played in a manner consistent with a safe physical and emotional environment for the participants. Players are expected to conduct themselves accordingly. Good sportsmanship shall be stressed at all levels of the game.

Players shall be encouraged to shake hands after the end of the game.

Slide tackles are not allowed. Slide tackling shall result in stoppage of play, and an indirect free kick by the opposing team.

Other actions resulting in stoppage of play and an indirect free kick by the opposing team include, but are not limited to, intentional tripping, pushing, holding or handballs.

Player shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence, physical intimidation or degradation, or aggressive contact with the goalie.

10. COACHES CONDUCT: In general, the game is to be coached in a manner consistent with a safe physical and emotional environment for participants. Coaches are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages in the presence of any player is prohibited. Coaches are responsible for the conduct of their players, coaching staff, and spectators.

Coaches shall not be allowed on the field of play during the entire duration of the game except with the referee's permission.

Coaches shall be dismissed from the game field for flagrant un-sportsman-like infractions, including but not limited to: swearing, physical violence or physical or

verbal intimidation or degradation of players or referees.

11. **SPECTATOR CONDUCT:** In general, the game is to be observed in a manner consistent with a safe physical and emotional environment for the participants. Spectators are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages at the game site is prohibited.

Spectators are allowed to watch the game from the middle $\frac{1}{2}$ of the sidelines and shall be no closer than two (2) yards from the touchline. No spectators are allowed behind the goal line.

Spectators shall be dismissed from the game field by the coach for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

The Federal Way Youth Soccer Association by-laws allow the coach to drop a player from a team if the parent or guardians behavior is in flagrant violation of the rules of spectator conduct.

SECTION 3 U-9 and U-10 Mod Rules:

1. **THE FIELD:** The field of play shall be rectangular, it's length being not more than ninety (90) yards nor less than seventy-five (75) yards and its width not more than fifty (50) yards nor less than forty (40) yards. The length in all cases shall exceed the width. A halfway line shall be marked out across the field; with an eight (8) yard radius center circle, and four arcs with a two (2) foot radius. Goal area: six (6) yards from each goal post and six (6) yards into the field of play joined by a line drawn parallel with the goal line. The penalty area shall be 15 yards into the field of play. Goal size six (6) feet high x 18 feet wide minimum – 8 feet high x 24 feet wide maximum.
2. **EQUIPMENT:** Ball size #4. Shinguards are mandatory
3. **PLAYER JERSEY:** Colors should be sufficiently different from those of the opposing team. If a conflict arises, the home team is responsible for providing alternate uniform colors.
4. **GOALIE JERSERY:** The goalie jersey shall be a color significantly different than the color of either team.

In general, certain items are not allowed to be worn, including rings, necklaces, bracelets, earrings, hard-billed hats, and other articles of clothing deemed to be hazardous by the referee.

5. **NUMBER OF PLAYERS:** A maximum number of players on the field at any one time shall be eight (8) per team, one of whom must be a goalkeeper. Maximum number of players on the roster should not exceed fourteen (14). Each player should play a minimum of 50% of the total playing time (exception can be granted by the club's Board to teams enrolled in district competitions).
6. **REFEREE:** In general, an accredited referee is required for a game, As a minimum, games played must be supervised by either an official referee or a person designated to act in their behalf. Linesmen are desirable, but not mandatory. Referees are expected to explain the infractions to the player.
7. **DURATION OF THE GAME:** Each game shall have two (2) twenty-five (25) minute

halves with a five (5) minute break between halves.

8. **START OF PLAY:** Opponents must be eight (8) yards from the center mark while place kicks are in progress.

All restarts after fouls shall conform to FIFA with the opponents eight (8) yards away, minimum.

There shall be no score kept for the purpose of declaring a winner.

Rules not addressed in these by-laws shall conform to FIFA.

9. **PLAYER CONDUCT:** In general, the game is to be played in a manner consistent with a safe physical and emotional environment for the participants. Players are expected to conduct themselves accordingly. Good sportsmanship shall be stressed at all levels of the game.

Players shall be encouraged to shake hands after the end of the game.

Slide tackles are not allowed. Slide tackling shall result in stoppage of play, and an indirect free kick by the opposing team.

Other actions resulting in stoppage of play and a direct free kick by the opposing team include, but are not limited to intentional; tripping, pushing, holding or handballs.

Player shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence, physical intimidation or degradation, or aggressive contact with the goalie.

10. **COACHES CONDUCT:** In general, the game is to be coached in a manner consistent with a safe physical and emotional environment for participants. Coaches are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages in the presence of any player is prohibited. Coaches are responsible for the conduct of their players, coaching staff, and spectators.

Coaches shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

11. **SPECTATOR CONDUCT:** In general, the game is to be observed in a manner consistent with a safe physical and emotional environment for the participants. Spectators are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages at the game site is prohibited.

Spectators are allowed to watch the game from the middle ½ of the sidelines and shall be no closer than two (2) yards from the touchline. Spectators must remain between the penalty areas.

Spectators shall be dismissed from the game field, by the coach, for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

The Federal Way Youth Soccer Association by-laws allow the coach to drop a player from a team if the parent or guardians behavior is in flagrant violation of the rules of spectator conduct.

Article 21 Judicial

The Club Judicial Chair will follow the WSYSA's most current administrative handbook for all judicial matters. The Club Judicial Chair will train with and maintain a liaison with the FWSA Judicial Chair.

SECTION 1 Judicial committee:

- (a) The Judicial Committee shall have sole responsibility for disciplinary recommendations.
- (b) All appeals start at the FWSA level.
- (b) All parties directly / indirectly involved in alleged violation shall not serve on the Judicial Committee proceedings
- (c) Judicial Committee shall be formed from a judicial pool and shall consist of a minimum of two (2) non partisan persons plus the Judicial Chair.
- (e) The Judicial Committee shall be formed on an as need basis.
- (f) The Judicial Chair shall vote only in a tie.

SECTION 2 Judicial representation

In any judicial matter, no player, coach, manager, team assistant, parent or officer from the team, Club or FWSA shall engage the services of any lawyer or attorney or invoke the aid of the courts until all avenues of approach of the Judicial procedure are exhausted through regular channels of organized soccer.

Article 22 Discipline

Coaches and/or staff, players and parents or guardians and spectators of youth soccer games will be brought before either the club, FWSA or WSYSA Judicial board, to be reviewed, disciplined or terminated for committing any of the following:

SECTION 1 Actions deeming Judicial review/ action

- (a) Conviction of a felony as defined by the revised code of WSYSA
- (b) Striking, Kicking, or spitting upon a player, or spectator.
- (c) Directing profane remarks at players, or spectators.
- (d) Unsportsman-like conduct.
- (e) Receiving a red or two yellow cards during league or tournament play.
- (f) Violation of these rules and regulations or decisions of the Club Board.
- (g) Violation of the club, FWSA or WSYSA (coaches and other) Code of Ethics

SECTION 2: Referee Assistant Referee abuse and assault:

This club will have a zero tolerance against referee abuse or assault. Any allegations of abuse or assault against a game official (referees or assistant referee) will be immediately directed to the WSYSA Board of Protest and Appeals for review and possible disciplinary action. Referee abuse and assault may be defined as, but not limited to the following:

ABUSE

- 1. Using foul or abusive language toward an official.
- 2. Spewing any beverage on an official's personal property
- 3. Verbally threatening an official.
- 4. Verbal threats or remarks that carry the implied direct threat of physical harm such as "I'll get you after the game" or "you won't get out of here in one piece" shall be deemed abuse of an official.
- 5. ANY COMMENTS DIRECTED, DEROGATORY OR NOT, AT THE OFFICIAL, OR ABOUT THE OFFICIAL, CAN BE DEEMED ABUSE OF THAT OFFICIAL. This includes, before and after the game, on and off the field, including the parking lot.

ASSAULT

- 1. Hitting, kicking, punching, choking, spitting on or at, grabbing or bodily running into an official;
- 2. Kicking or throwing an object at an official that could inflict injury;
- 3. Damaging an official's uniform or personal property, i.e. car, equipment, flags; or
- 4. Any unwanted physical contact with an official or his personal property can be deemed assault of an official.

Article 23 Coaches Code of Ethics:

This code of ethics has been developed to clarify and distinguish approved and accepted ethical and moral behavior from that which is detrimental to the development of soccer within the FWSA and the WSYSA.

This code shall be followed by every Coach in this Club. Each coach (head and assistant) will be required to subscribe, adhere, and be subject to the following code of ethics. Each coach shall be required to read and sign a copy of the code of ethics to be kept on record with the Club. A breach of this code shall make you subject to disciplinary action as determined by the Club Judicial Committee.

Because the words sportsmanship and fair play represents a discipline, and may be subject to numerous definitions, decisions as to the breach of these ideals will be the responsibility of the Club and it's Judiciary Board.

The following are some of the definable unethical practices that will not be tolerated, and shall make a coach subject to disciplinary action:

1. A coach in this club shall at all times keep the best interest and welfare of the youth foremost in his efforts and actions.
2. A coach shall strive at all times to serve as an example of sportsmanship and fair play in his actions and deeds. A coach should guide his players to the same.
3. A coach shall never place the value of winning over the safety and welfare of players.
4. Coaches shall instruct players to play within the laws of the game and within the spirit of the game.
5. Coaches shall not seek unfair advantage by teaching deliberate unsportsman-like behavior to players.
6. Coaches shall not tolerate inappropriate behavior from players regardless of the situation.
7. Demands on players' time should never be so extensive as to interfere with academic goals or progress.
8. Coaches must never encourage players to violate the FWSA or WSYSA recruitment, eligibility or players rules and policies.
9. Coaches shall adhere to all Club, FWSA and WSYSA rules and policies, especially those regarding eligibility, team formation and recruitment are mandatory and should never be violated. It is the responsibility of every coach to know understand these rules.
10. Coaches should be thoroughly aquatinted with and demonstrate a working knowledge of the Laws of the Game.
11. Coaches must adhere to the letter and spirit of the Laws of the game.
12. Coaches are responsible for their players' action on the field and must not permit them to perform with the intent of causing injury to opposing players.
13. Coaches must constantly strive to teach good sporting behavior.
14. Coaches must ensure that he, his team parents and players and spectators, refrain from criticizing the game officials. The coach must ensure that he, his team parents and players, and his spectators, show respect to the game officials and must never use demanding dialogue or gestures toward the opposing team or game officials.
15. Coaches must not incite players or spectators or attempt to disrupt the flow of the game.

16. All club , FWSA and WSYSA rules pertaining to recruitment shall be strictly observed by the coach, team manager or team representative.
17. Under no circumstances may a coach, manager or team representative approach a registered player with the objective of inducing him/her to leave his/her team.
18. A coaches behavior must be such as to bring credit to himself, his organization and the sport of soccer.
19. It is unacceptable for any coach to have any verbal altercation with an opposing coach or bench before, during, or after the game.
20. Coaches are responsible for controlling his team parents and spectators at all soccer games and related activities.
21. Knowingly and willfully luring players from other teams.
22. Allowing a player to practice with, turn out for, or otherwise encouraging a player to join ones team without first checking to see if that player is in any way attached to any other team, whether it be in another club or Association.
23. Making false representations to players or encouraging players or their parents to make false representations in order to manipulate players or a player (whether to gain or lose said player).
24. Conspiring with any other coach, parent, or player to manipulate players in a manner detrimental to any players best interest or against that players will or wishes.
25. A coach shall do his/her utmost not to let his personal desires color his decisions as to the welfare of the players.
26. A coach shall seek no advantage except those of superior skill.

As a coach of this club and the FWSA, I hereby subscribe and agree to adhere to the above code and subject myself to the decisions of the Club Judicial Board as they pertain to breaches in this code.

name

date