AREA 10A
Rules and Regulations

ARTICLE ONE

Purpose

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

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

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

These Rules and Regulations, or such other rules and regulations as the Area may adopt, must be made available to the members of the Area.

ARTICLE TWO

Mission

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

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

The core values guiding AYSO are:

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

Our Area accomplishes the mission by providing these essential services:

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

ARTICLE THREE

Duties and Responsibilities of the Area

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

a. To operate and offer a quality youth soccer program to all youth from ages 4-18 years old (defined in the operating regulations) in a safe, fun, fair, positive environment that complies in letter and spirit with the Bylaws, policies, rules, regulations, and philosophies of AYSO.
b. To maintain good community relations and become involved in youth development and community activities.
c. To register with the National Support and Training Center all administrators prior to the commencement of the season.
d. To obtain and maintain safe playing facilities and equipment.
e. To schedule inter-area post season Area League and Spring Select games for those Regions that desire to participate.
f. To recruit and assign volunteer coach and referee staffs and to assist the Regions with appropriate training and certification through clinics and audio/visual programs.
g. To disseminate information to the participants and the community concerning the Area 10A and its programs.
h. To recognize volunteer efforts.
i. To hold periodic meetings of the Area Board and disseminate to the participants and communities appropriate information concerning the operation of the Area.
j. To publish for the Area and the files of AYSO, and make available to the participants at least annually, financial statements of the Area and guidelines for the operation of the Area.
k. To collect and disburse fees and other monies for the sound financial organization and of the Area, to keep and submit to the National Support and Training Center as required, accurate financial records to insure continuation of the tax exempt status of AYSO, to participate in the Accounting Program, and to pay the National Support and Training Center all amounts due in respect to its purchases.
l. To elect an Area Director who in turn will appoint at a minimum a Coach Administrator, Referee Administrator, Management Administrator, and a Treasurer.
m. To comply with the Soccer Accident Insurance (SAI) Plan and to submit insurance claims according to current procedures.
n. To immediately notify the National Support and Training Center of any threatened or actual claim or lawsuit brought against the Area.
o. To cooperate with neighboring Areas and develop personnel to promote growth, development, and cooperation throughout AYSO.
p. To participate in Section and National events and programs.
q. To cooperate in policies and procedures developed by the Board or the National Support and Training Center with respect to requiring designated volunteers to complete a volunteer form, and with respect to verifying the information obtained, before permitting such volunteer to participate.

ARTICLE FOUR

Membership in the Area

There shall be three kinds of members in the Area.

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

Playing Members: All registered soccer players.

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

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

ARTICLE FIVE

Management of the Area

1. The Area Board shall conduct the business and affairs of the Area.
2. The Area Board comprises the Regional Commissioners or their designees for:

Region 73:

Region 181:

Region 294:

Region 359:

Region 382:

Region 479:

Region 657:

Region 842:

Region 1416:
:
Region 1569:

Region 5031:

3. Unless otherwise specifically provided by these rules and regulations, all decisions of the Area shall be made by a simple majority decision of the Board Members voting on any such matter pertaining to the Area, however, that the Area Director may veto any such decision if the effect of such decision would be to violate any of the National operating regulations. Such veto may be reviewed by the Section 10 Director Liaison on request by a one third vote of the Board Members voting on such matter.

4. The Area Director shall appoint their support staff who shall serve concurrent terms with the Area Director who appointed them.
5.

The Area Director shall fix at its initial meeting each year, the dates, time, and place of each regular meeting of the Area Board and send notice of such meetings to its participants in the program. In addition, the Area Director or one third of the Board Members may call a special meeting of the Area Board on three day's prior notice stating the purpose of the meeting, which notice may be given in writing, email, or by telephone, or in person. A majority of the Board Members shall constitute a quorum for the purpose of holding either a regular or special meeting. It shall be the policy of the Area to hold one Board meeting in each month during the playing season and at least one every two months outside of the season. All Area Board meetings shall be open to all participating members unless the Area director determines that it is necessary to hold a special session. The Area Board shall provide for the taking of minutes of the proceedings at each meeting and make them available to the members of the Area.

6. The Area Board shall, by a simple majority vote, nominate ninety days prior the National Annual General Meeting (NAGM), a Area Director and forward such nomination to the Section Director. In the absence of an Area Board or in the absence of a nomination by a majority vote from the Area Board, the Area Director will be nominated by the Section Director. The nominee for Area Director shall be appointed by the AYSO National Board of Directors for a term of three years unless a shorter term is specified in these Rules and Regulations. New Area Director's term shall commence after the conclusion of all Area playoffs or March 15, whichever is sooner.

7. In the event of a vacancy in the position of Area Director other than at the expiration of the term, the Area Board including (if available) the outgoing Area Director, shall recommend an interim Area Director and submit such recommendation to the Section Director. The interim successor shall remain in office until the completion of the election procedures in paragraph 6.

8. The Area Director may serve multiple terms so long as they are nominated and appointed as indicated above.

9. It is the general policy of the Area that the Area Director will have normally served a year as a Regional Commissioner before serving as Area Director.

10. No Board Member or any other participant in the Area shall receive monetary or other compensation for their services to the Area, nor may they use their position to benefit directly or indirectly in any way, such as a supplier of equipment or camp programs to the Area. Nothing in this paragraph prohibits a Area Board staff member or volunteer from being reimbursed for their out-of-pocket expenses incurred for work on behalf of the Area with the approval of the Area Director or designee.

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

ARTICLE SIX

Officers

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

ARTICLE SEVEN

Information about the Program

1. Area Fees: Annual fees may be assessed to each Region based upon the number of players in the Region. The total fees assessed will be based upon the annual budget as provided by the Area Treasurer, and approved by a simple majority vote of the Area Board.

2. Length of Season: The official playing season of Area 10A shall be from August 1 through the Area tournaments. Player cut-off dates will be set each year by the Area Board. The Area tournaments shall be conducted in accordance with all National rules, regulations, and operating guidelines.

3. Teams/Players
    a. No registration, placement or transfer of player names shall be accepted after a cut off date as established and published in the Area Calendar. There are no cut-off registration dates for the VIP, U5, U6 and U8 divisions.
    b. A complete listing of regional teams, by division, and indicating the player names and birth dates shall be submitted to the Area Director and Area Director upon request.
    c. Regional league champions shall be determined by a system devised by the Regional Commissioners prior to the start of the season and approved by the Area Director.
    d. In order for a region to be eligible for Area Tournament participation, the region must be compliant in all fiscal obligations to AYSO.
    e. In order for a team to be eligible for Area Tournament participation, the team must have played half of the regional or inter-regional AYSO games scheduled.
    f. In order for a player to be eligible for Area Tournament participation, he/she must have played a minimum of half of the regional or inter-regional AYSO games as defined in the National Rules and Regulations.
    g. In order for a coach to be eligible to participate in Area Tournament participation, he/she must at be age appropriate trained and Safe Haven certified for the level coaching.
    h. All teams that participate in the Area League or other Area Tournaments must have two certified and trained coaches. The head coach shall be designated no later than October 1 for U16-U19 teams and October 31 for U10, 12 and 14 teams. The assistant coach shall be designated upon submission of the Area League Tournament roster. The roster must be submitted by the roster deadline. Only certified and trained coaches shall be allowed to coach
    i. In case of postponed games, the full power to reschedule region games shall reside with the Regional Commissioner, area games with the Area Director, and Area games with the Area Director, or with the respective designees.
    j. U5, U6, U7, and U8 teams are not eligible to participate in Area 10 Tournaments.
    k.

No roster additions or substitutions may be made for any reason to any league team roster after deadlines established under these Rules and Regulations, except under the following conditions:

1) The team has fewer players on the roster due to having played the season with less than twelve (12) players in the U19, U16, or U14 divisions, or the specified number of players under the U10 and U12 short-sided play National Programs.
2) The additional player(s) is selected by a "blind random draw" conducted by the Area Director from all remaining rostered players that are eligible for playoffs within that Region's division.
3) The roster is not expanded to greater than thirteen players in the U19, U16, and U14 divisions or the specified number of players under the U10 and U12 short-sided National programs.
4) The players who played on the team during the regular league season remain in half of the population of the team after expansion.
5) Under no condition may replacements, additions, or substitutions be made from any league team after the team's first scheduled game in the Area competition or such earlier deadline as the Area Director may establish.

4. All Star Competition

The All Star program is intended to provide an opportunity for those players who have demonstrated outstanding soccer ability and who have displayed an attitude of fair play, enthusiasm, cooperation and spirit to participate on a team composed of players who have similar qualifications and desires.

a. Area 10A offers an All Star program (Spring Select) for U19, U16, non- co-ed teams, only, at the discretion of the Area Director with the approval of a majority of the Area Directors.

b. All Star teams shall be formed no sooner than three weeks prior to the Region's last regular season day for all U14,12 and U10 teams unless a written exception is submitted to the Area director for approval. This shall mean that no player can be confirmed as being on an all star team, no final roster may be published, no team meetings can be had, no practice may be conducted, and no tryouts may be held until the end of season play.

   During the last 3 (three) weeks of the Region's games, coaches may, however, receives nominations or recommendations, inquire as to whether or not a player will be available to play if selected to the team, and evaluate players. A final roster shall be given to the Area Director on a date established by the Area Director. This date shall be prior to the team's first game in Area competition, or such earlier date as the Area Director may establish.

c. Each Area shall determine its own competitive format.

d. All Star players must compete in the division in which they participated in during

the regular season. However, regions that desire to play U-19 through U-10 matches intra-regionally and are unable to field a minimum of four teams per division, may combine players from within U19 through U10 for that purpose. The decision to utilize this format shall be announced prior to the season start, and the region must obtain the approval of the Area Director. A region playing with this format may create all star teams for U19 through U10 with players of the appropriate age to participate in Area play.

e. To be eligible for all star competition a player must have been registered and played in the minimum number of league games as determined by the region, but not less than half of the total league games played by the team to which he/she was assigned to during the just concluded regular season as defined in the National Rules and regulations. League games shall be the games played by that team prior to playoffs within the region or Area.

   Special circumstance eligibility may include a change of residence, an illness, a severe injury, parental custodial rights, and conflict with high school rules (CIF). Approval for the special circumstance eligibility must be obtained by the Area Director.

f. In order to maintain uniformity of application of these Rules and Regulations, all teams, including tournament and select teams, shall be governed by the rules applicable to all star teams, including the rule relating to the date for formation. All tournaments held in Area 10A shall be governed by the National Rules and Regulations.

5. Area Tournament Rules and Regulations

Area Tournament Rules and Regulations will be published annually upon acceptance by the Area Board. These rules and regulations are specific to each tournament.

6. Sponsors

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

ARTICLE EIGHT

FINANCIAL, BANKING, AND RELATED MATTERS

1. Budget Financial Statement

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

2. Account Signatories

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

3. Immediate Accounting to Area Treasurer

The Area Treasurer, in cooperation with other Area Board and staff members, shall establish internal control procedures to safeguard against the misuse or loss of Area assets, especially in regard to the immediate accounting to the Area Treasurer for monies received, checks written upon the Area 10A account, invoices received for accounts payable by the Area, and requests for reimbursement to volunteers for out-of-pocket expenses incurred on behalf of the Area. Such internal control programs will include the following:

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

4. Monthly Bank Reconciliations

The Area Bank account's shall be reconciled by the Area Treasurer and said reconciliations shall be reviewed by another Board Member who is not authorized to sign on the account.

5. Region and Area Bank Accounts

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

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

ARTICLE NINE

DISPUTE RESOLUTION

1. Policy

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

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

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

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

2. General Due Process Procedures

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

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

3. Suspension

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

4. Removal

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

5. Hearing Procedures

The disciplinary hearing shall be held at a neutral location, when possible. The hearing procedures shall be communicated and understood by all parties prior to the commencement of such hearing. All interested parties are to be informed of the date, time, and location of such hearing in advance with a minimum of 48 hour's notice.

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

6. Review

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

ARTICLE TEN

CHANGES IN GUIDELINES

1. Approval of Rules and Regulations

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

2. Changes in Rules and Regulations

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

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