



CONSTITUTION AND BY-LAWS

**KINGSWAY YOUTH FOOTBALL ASSOCIATION
PO BOX 300
SWEDESBORO, NJ 08085**

ARTICLE 1: NAME

- A. The name of this organization shall be the “Kingsway Youth Football Association”, referred to as KYFA and “Kingsway Youth Football Elite”, referred to as KYFE.
- B. KYFA and KYFE is currently under request to serve as a non-profit organization exempt from taxation under Section 501(c)3 of the Internal Revenue Code.
- C. The principal location for KYFA and KYFE shall be located at Hidden Acres Park, Jessup Mill Road, Clarksboro, NJ 08020. All practices shall be held at Locke Avenue Park, Woolwich, NJ 08085, Gov. Charles C. Stratton School, Swedesboro, NJ 08085, or any suitable practice field.

ARTICLE 2: OBJECT

- A. The object of this organization shall be to further the concepts of organized sports and recreational activities, among the youth, thereby creating a favorable environment in which, by work and demonstration, the qualities of safety, good sportsmanship, team work, and good citizenship may be advanced.
- B. The objective will be achieved by providing supervised competitive football contests and provide a program that maintains the highest standards and seeking out coaches and other volunteers willing to teach and exemplify these same principals.
- C. KYFA and KYFE will maintain these objectives by adhering to the by-laws, rules and regulations of the current league affiliation and this Organization. No member shall financially benefit from the operation of this Organization.
- D. KYFE is a sub-division that will run separate from the KYFA fall season and can be made up of any youth that meets the age requirements. Player selection for the KYFE will be by tryout or a coach’s invitation. The objective is to provide youth with another league to play competitive football outside of the current league affiliation season. The KYFE will ask for volunteer coaches that will be required to meet the same standards and responsibilities of the KYFA coaches.

ARTICLE 3: GOVERNMENT

- A. The government of this organization shall consist of the following offices: said offices to be called and hereinafter referred to as the Executive Board:
 - 1. President
 - 2. Vice-President
 - 3. Secretary
 - 4. Treasurer
 - 5. Trustees (6), including but not limited to, Concession Stand Coordinator, Fundraiser Coordinator, Purchasing Coordinator, Web Design and/or any positions deemed necessary by the Executive Board. Trustee obligations may



also be fulfilled by more than one individual and can be supported by President, Vice-President, Secretary and Treasurer.

- B. Any other office may be established by the Executive Board at their will and pleasure; said office to be non-voting. The Executive Board shall have the authority to establish committees, as they deem prudent. Committee heads and committee members may be recommended from the general. All committees established shall have equal representation from each team or unit sponsored, if possible. The duration of a committee so formed or designated shall be determined at its inception.
- C. Government of KYFA and KYFE shall be under the direct supervision of the President and the Executive Board.
- D. Officers shall serve in their elected capacities for the full term of office that they are elected to which shall be as follows:
1. **President** – This position shall be held for a term of two years subject to re-election on a bi-annual basis. Term to expire alternately with the Vice-President.
 2. **Vice President**– This position shall be held for a term of two years subject to re-election on a bi-annual basis. Term to expire alternately with the President.
 3. **Secretary**– Term of office shall be for two years subject to re-election on a bi-annual basis. Term to expire alternately with the Vice President.
 4. **Treasurer** – Term of office shall be for two years subject to re-election on a bi-annual basis. Term to expire alternately with the President.
 5. **Trustees** – Term of office shall be for two years subject to re-election on a bi-annual basis.
- E. Any person(s) with membership within KYFA (ONLY) are eligible to serve on the Executive Board as long as they meet the following requirements:
1. 21 years of age
 2. Involved in KYFA as a coach, volunteer, parent or guardian of a participant, or past Board member for one complete term, without a break of service, before seeking a Board seat.
 3. Have served one term on the Executive Board and be voted upon by the Board to fill the office of President.
- F. The Executive Board, with at least one full year of service, will vote upon the nominations for vacant Board positions during the December board meeting. Newly appointed board members will not have the ability to vote until after they have completed one full year of their term without break.
- G. Nominations will be accepted from October 1st until November 30th or the last game of the season, whichever is later. Nominations can be submitted via the website or email, to any current Board member or in the concession stand during any home Varsity game.
- H. In the event that the office of the President becomes vacant, the next officer in succession shall fill the position of Interim President. The Interim President shall



conduct the election of a new President, in conjunction with the Executive Board, and serve as the President until a replacement is elected.

- I. In the event that a member holding an elected office must vacate for reasons other than ending of term, said position shall be filled by appointment by a majority vote of the Executive Board. Appointed member shall hold said office for the duration of the remaining term of the vacated position.
- J. In the event that a member holding an elected office does not attend 3 or more consecutive board meetings (without consent of the President), said member may be removed from the board by majority vote of the Executive Board and said position shall be filled by appointment by a majority vote of the Executive Board. Said Board member will not be permitted to hold a board position in the future.
- K. Any member of the Board may request to remove a Board member by taking the following steps:
 1. The member must file a signed grievance letter, naming the officer involved in the grievance and describing the reasons for removal.
 2. This letter will be submitted to the President and the person subject to removal.
 3. In the event the member to be removed is the President, the letter should be submitted to the Vice President.
 4. The President (or Vice President) will call a special meeting of the Board within ten days to review the grievance. The Board, minus the President and the Board member subject to removal, will vote on removal in an anonymous ballot. If a quorum is in favor of removal, then the member will be removed.
 5. The decision of the Board is final. Vacancies will be filled by the Presidential (or Vice Presidential) appointment and accepted by the Board at the next regular meeting or as soon as possible. Appointees will serve the remainder of the unexpired term
- L. The Executive Board, by a majority vote, a quorum being present, at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Board member when the conduct of such individual is considered detrimental to the best interest of KYFA or KYFE.
- M. No one Executive Board Member shall make a binding commitment on behalf of the KYFA or KYFE without proper authorization of the entire Executive Board.

ARTICLE 4: OFFICERS; DUTIES

At the end of the term of office, all books, records, funds, papers, documents and all other property of KYFA having to do with the financial or other transactions of the KYFA which may have come into the Treasurer's possession or may have been compiled or created during the term of office must be turned over to the successor.

A. President

1. Shall preside at all board meetings
2. Shall appoint all committees
3. Responsible for the development and maintaining an orderly and efficient calendar of events.



4. Shall delegate all duties and have all powers not inconsistent with this constitution which deems essential to the welfare and best interest of the Association
5. Shall be authorized to sign checks for organization
6. Shall not have a vote, unless to break a tie

B. Vice- President

1. Shall have all powers and duties of president in the absence of the president
2. Work closely with the League Representative
3. Be in charge of and responsible for all football operations and all duties associated with said operations including:
 - i. Selection, subject to Board Approval, of all coaches and assistant coaches
 - ii. Schedule and coordination of annual Football Coaches meeting in the beginning of the season
 - iii. Coordination of the Jamborees in August for all levels.
 - iv. Provide communication to all head coaches regarding decisions made by the Executive Board.
 - v. Obtaining all forms of insurance as required by KYFA, KYFE, and current league affiliation.

C. Secretary

1. Shall record the minutes of all meetings, both regular and special.
2. Shall cause to be read at the next meeting of executive board all minutes taken at previous meetings, both regular and special, not read prior to current meeting of executive board. All minutes will be submitted in writing for approval or corrections by the Board before entering them in the permanent records of KYFA
3. Shall keep attendance records of Board members attending and absent.
4. Shall dispatch all correspondence relating to the organization
5. Be responsible for the custody of the By-Laws and all other official records and documents of KYFA, including voted upon changes.
6. Be responsible for submitting all home Varsity scores to current league affiliation.
7. Send out an email to all members of the KYFA, during the current regular season, (5) days prior (unless an emergency meeting is called) to any board meeting so members will have a chance to address the board during the public session of the meeting.

D. Treasurer

1. Shall have custody and responsibilities for all organization funds. Said funds to be deposited in local bank or trust companies approved by the executive board in the name of organization
2. Shall record all transactions involving monies belonging to the organization. Said transactions to be kept in a ledger book available for inspection by the general membership at any meeting. Transactions to be recorded in such a manner as to be understandable to organization.
3. Shall have the authority to sign checks in the name of the organization. Said checks to be countersigned by the designated member of the Executive Board, President, with the approval of the Executive Board.



4. Shall cause to be paid out all monies needed for the satisfaction of outstanding bills or expenditures approved by the Executive Board.
5. Shall make an accounting to the Executive Board on the status of the association's funds at each regular meeting.
6. Shall establish and maintain a post office box in the name of the organization; said box to be the official mailing address of the organization.
7. Shall coordinate with the Web Manager the collaboration and collection of all electronic player registration, database management, and financial records.

E. Trustee

1. Will assist in decision making of concerns pertaining to the organization and its membership.
2. As Concessions Coordinator:
 - i. Determine the menu, prices, and competitively purchase all food and supporting items.
 - ii. Organize and manage the concession stand for all home Varsity games.
 - iii. Provide for safe and clean storage of all food and support items
 - iv. Oversee the grill or provide individual(s) to man it during all home Varsity games.
3. As Fundraising Coordinator:
 - i. Determine fundraising activities after adequate research and Executive Board approval
 - ii. Organize and manage each fundraising activity
 - iii. Solicit and serve as liaison to the community for sponsorship opportunities.
4. As Special Events Coordinator:
 - i. Oversee picture day, and annual banquet.
 - ii. Develop and market Summer Football camp
5. As Purchasing Coordinator:
 - i. Provide research for each purchase, including but not exclusive to, equipment provided to each player and coach, merchandise to be sold, Parent's gifts, and trophies, subject to Executive Board approval.
 - ii. Purchase above items and determine necessary quantities and sizes needed for each season.
 - iii. Oversee equipment handout and equipment return.
 - iv. Maintain the safety of all equipment provided by KYFA.
 - v. Provide kits to all coaches necessary to maintain equipment.
6. As Web Manager:
 - i. Serve in any capacity as deemed necessary by the Executive Board
 - ii. Be authorized to maintain a website, e-commerce, and social network site on behalf of KYFA.
 - iii. Work in conjunction with Treasurer regarding all monies deposited for registration.

F. League Representative

1. Shall be appointed on a yearly basis by the Executive Board.
2. Shall attend all current league affiliation meetings and act as a liaison for KYFA.
3. Ensure a Board member can attend in the event he/she cannot attend.



4. Shall report to the President any pertinent matters regarding current league affiliation and KYFA.
5. Shall not have voting privileges on the Executive Board, unless a member.

ARTICLE 5: MEETINGS

- A. Meetings shall be held as called by the Executive Board on the third Tuesday of each month unless otherwise stated. During the season, August 1 until August 31, meetings held weekly every Tuesday, September 1 until November 30, meetings held on the 1st and 3rd Tuesday of each month. All meetings will be held at the Woolwich Municipal meeting at (time TBD) unless otherwise stated.
- B. The Executive Board shall have the authority to call special meetings. At such meetings only that business which made the meeting necessary shall be discussed.
- C. A quorum for organization meetings shall be no less than one-third of the total active membership. In the event a quorum cannot be established, the Executive Board and members present may approve to dispense with the quorum requirement for the period necessary.
- D. At a regular meeting where a motion, after discussion, is put to a voice vote, the President may not vote except to break a tie. A majority vote shall stand.

ARTICLE 6: MEMBERSHIP

- A. Membership shall be restricted to parents and those individuals interested in the objective of the organization.
- B. It shall be required that everyone holding a valid membership have their names placed on a roster for the express use of the Executive Board regarding assignment on an equal basis of various responsibilities necessary to the successful operation of the organization and the sponsored teams.
- C. Any member that withdraws from the organization shall forfeit the membership cost for the remainder of such membership's validity.
- D. A member considered withdrawn has no voting rights in the general election and shall remain withdrawn until renewal.
- E. Membership in this organization may be terminated for any breach of maturity, common sense, good sportsmanship or any other act that in the opinion of the Executive Board could be detrimental to the organization.
- F. In the event that it becomes necessary to terminate the membership of any individual for just cause, after consideration, the membership cost shall be forfeited by that individual per Article 6, paragraph E.
- G. If action required Article 6, paragraph E and F is carried out and does not prove effective, it shall become necessary for the individual concerned and involved to remove himself from the organization.
- H. If, in the opinion of the Executive Board after a reasonable period and consultation with those involved, it is decided that an individual or group may be eligible for re-admission after being denied membership under Article 6, paragraphs E, F, or G, the matter must be brought up at the next regularly scheduled meeting and put to a voice vote by the executive board before re-admission can be effected. If the vote is for re-admission, then the individual or group shall be in a probationary status for one year. If during the probationary period more problems develop, then the individual or



group so involved shall be banned permanently from participation in the organization's activities.

ARTICLE 7: AMENDMENTS

- A. The constitution and by-laws of this organization may be amended by motion after discussion and being read at two regularly scheduled meetings. The Executive Board must approve the amendment.
- B. Amendments made by motion, that would affect any one team sponsored, shall require the head coach of the team so affected to be present for discussion of the proposed amendment with the Executive Board prior to the amendment being voted on and adopted by the Executive Board.

ARTICLE 8: FINANCIAL POLICY

- A. The Fiscal Year of the KYFA is January 1st to December 31st.
- B. The Executive Board shall cause all monies to place in the common treasury. (Checking account)
- C. The expenditure and acceptance of funds or materials by the organization shall not be made in such a manner at any time, so as to benefit one specific team to the exclusion of other sponsored teams without the express approval of the Executive Board.
- D. All expenditures of funds must be supported by three written quotes and paper documents prior to final board approval.
- E. No expenditures may be made without sufficient funding sources being available in reserve. Fiscal integrity must be maintained.
- F. General fundraising during any specific season shall be determined and executed by the Executive Board. There shall be no separate fundraising amongst the member teams within this organization without prior approval from the Executive Board.
- G. There shall be absolutely no soliciting without consent of the Executive Board.

ARTICLE 9: ELIGIBILITY

- A. Participation on any team is limited to eligible children residing in the Kingsway Regional High School sending district i.e. (Swedesboro, Woolwich Twp, East Greenwich Twp, South Harrison Twp, Logan Twp), along with any child residing outside of any Kingsway High School sending district within the current league affiliations guidelines.
- B. KYFA is Unlimited weight. Birthdates will coincide with age on or before July 31st date. The Divisions would be as follows:

FRESHMAN DIVISION	5, 6, & 7 years
SOPHOMORE DIVISION	8 & 9 years
JUNIOR DIVISION	10 & 11 years
SENIOR DIVISION**	12, 13 & 14 years

** Cannot be 15 years old before July 31 or in 9th grade.

- C. No child may participate in any sponsored activity without the written consent of a parent or guardian.



- D. Where there are age limitations involved, all entrants must furnish proof of age.
- E. All eligible participants must meet the age and grade requirements as established in current league affiliation's by-laws.
- F. Kingsway Youth Football Association accepts no responsibility for any physical impairment that a child may have unless this condition is so indicated on the application/release form. If, in the opinion of the head coach involved, it is considered necessary, a doctor's certificate of release may be required.
- G. If any child does not or will not conform to those requirements listed under Article 9, paragraphs A, B, C, D and E then that child shall be ineligible to participate until such time as he or she shall conform.

ARTICLE 10: TEAM RULES

- A. Rules that are considered to be official for the sport or endeavor shall be applicable.
- B. Rules and regulations shall conform to those governing the New Jersey State Interscholastic Athletic Association, except where local rules of play differ as applies to the current league affiliation.
- C. No team shall be allowed to operate without adequate insurance coverage for all members of said team.
- D. No team shall be put into a contest, which would jeopardize and/or forfeit organizations insurance coverage.
- E. No team shall be put into a contest without sufficient equipment needed for the sport involved.
- F. Kingsway Youth Football Association shall not offer releases to eligible participants residing within its league designated jurisdiction pursuant to Article XII Sections B and C of the constitution and by-laws governing the current league affiliation unless said release is determined by the Executive Board is deemed to be in the best interest of the Kingsway Youth Football Association.
- G. Article 10, F also applies to participants who reside within another organization's jurisdiction and wish to play in the KYFA.
- H. In the event KYFA Executive Board votes to allow a player to leave or join KYFA per F and G above, official releases will need to be submitted prior to the players first practice or game to the President.

ARTICLE 11: AWARDS

- A. Appropriate awards shall be given as the situation dictates subject to the approval of the Executive Board.
- B. Shall any team or teams win their respective division and or league the purchase of award jackets for such accomplishments shall be the sole financial responsibility of the parents or guardians of each individual. Kingsway Youth Football Association shall have no financial responsibility towards this purchase.
- C. Kingsway High School Scholarship for (1) football player who meets the following criteria:
 - 1. They will have participated at least 3 years from the freshman thru senior level in the KYFA program.
 - 2. Must be a football player for a minimum of 3 high school years.



3. Graduating with a 3.0 average or greater.
4. Must have a letter of acceptance from a college or university.

ARTICLE 12: COACHES AND INSTRUCTORS

- A. Coaches and instructors shall be volunteers. Selection of head coaches and instructors shall be the responsibility of the Executive Board. In the event a head-coaching job becomes available, consideration will be given to assistant coaches within the organization first.
- B. All coaches shall pay for a background check, that will be conducted by the executive board, prior to every season to insure the safety of our players.
- C. Selection of the assistant coaches shall be the responsibility of the selected head coach at each level with final approval from the Executive Board.
- D. Coaches and instructors shall be required to attend and maintain a current certification through the Rutgers Safety Course at the expense of the individual.
- E. Head coaches and instructors shall have authority in matters pertaining to the methods, procedures, applications and requisites for participation as it relates to the particular sport or endeavor that he or she may be involved in.
- F. Any coach or instructor found to be in opposition or inconsistent with the constitution and by-laws of the Kingsway Youth Football Association and the Tri-County Midget Football League, Inc. shall be removed for just cause, after due consideration, by the Executive Board.
- G. Coaches and instructors shall be bound to the “Codes of Conduct” of but not limited to East Greenwich Twp, Woolwich Twp and the Tri-County Midget Football League, Inc.
- H. Coaches and instructors shall be at all times while in their capacity required to conduct themselves in a manner befitting their station by demonstrating the qualities being alluded to by all parents and this organization.
- I. Coaches and instructors shall not become embroiled in incidents that could prove detrimental not only to themselves, but to the children that are in their charge, as well as this organization.
- J. It shall be the responsibility of the head coach or his representatives in the event of an incident or injury during said practice or contest, to file an incident or injury report to the President. Failure to do so shall result in action by the Executive Board against said coach or his representatives.
- K. Coaches and instructors shall present themselves upon call from the Executive Board.
- L. Coaches and instructors shall provide the board with a copy of any memos to be given to participants prior to said papers being handed out, so as the board may be aware of the team’s activities, should a question or problem arise.
- M. Coaches and instructors shall request the Executive Board’s permission prior to requiring team members to purchase or attend any function other than the understood organization’s games and practices.
- N. Coaches shall request permission from the Executive Board prior to any use of the Home Field at Hidden Acres, at any time of the year.
- O. Coaches are responsible for the set-up and clean up of the Home Field at Hidden Acres during JV Games. This includes, but not limited to, the bathrooms.
- P. **Failure to meet any of the guidelines listed above shall result in disciplinary action by the Executive Board against said coach or his representatives.**



ARTICLE 13: PARENT’S RESPONSIBILITY

- A. Parents shall be required to uphold the concepts outlined.
- B. Parents shall not involve themselves between their children and the coaches and instructors.
- C. Parents shall be bound to the “Codes of Conduct” of but not limited to East Greenwich Twp, Woolwich Twp and the current league affiliation.
- D. Parents shall, where at all possible support the organization by:
 - 1. Maintaining self-discipline.
 - 2. Encouraging the participants.
 - 3. Maintaining the equipment being used by their children.
 - 4. Helping their child adhere to the requests of the coaches and instructors.
 - 5. Keeping real or imagined complaints to themselves and voicing the grievances at the next regularly scheduled meeting, not at or near the scene of the contest that prompted the thought.
 - 6. Realizing that while in attendance at a scheduled contest, they are expected and specifically requested to maintain control over any additional children brought by them, so that said children do not become a nuisance to other interested spectators.
 - 7. Being aware that officials have authority to forfeit any contest to the opposing team or unit for detrimental behavior by spectators of our team or unit.
 - 8. Always keeping uppermost in their minds that the coach or instructor is responsible to the organization and not to the parents.
 - 9. All parents must attend an organizational meeting at the beginning of the season, as scheduled by the Executive Board.

ARTICLE 14: COACHES

- A. All coaches are to reflect good sportsman like behavior at all times, any coach found to be disrespectful will be brought before the Executive Board for discussion of incident.
- B. If any coach should cause this organization to receive a fine, he/she will be brought before the Executive Board for discussion of incident. If coach is found in the wrong he/she will be promptly suspended or released.
- C. There will be NO improper language on the field during games or practices. Any coach found guilty of these actions will be brought before the Executive Board for discussion of incident.
- D. If any player incurs an injury during a game or practice, it is the head coach’s responsibility to report this injury to the President of the Executive Board at the end of the game or practice. If he is not available an Executive Board member must be notified. If this procedure is not followed the head coach will be brought before the Executive Board for discussion of this incident.
- E. The Executive Board must communicate any game schedule changes directly to the Kingsway Youth Cheerleading Association Executive Board.
- F. If any coach is reported to the Executive Board by a parent, it will be up to the



President to address the situation. If there is need for further discussion the coach will be brought before the Executive Board.

- G. Head Coaches are not to leave the game field or practice field until all their participants have been dismissed to their parent for ride.
- H. Head Coaches are not to leave the practice field until their light towers have been lowered and policed their practice area of any debris or trash.
- I. Each year after the election the Executive Board has the responsibility to select the Head Coaches and approve any assistant coaches for each team for the next season.
- J. Each age division has rules enforced per team. These rules are to be presented to the Executive Board prior to the season's start. Once approved they may be distributed to the participants.
- K. All memos that need to be distributed to team members by coach or team parent MUST be approved by the Executive Board first.
- L. Clean-up after games are the responsibility of the coaching staff, this includes the bench area and the club house.
- M. Coaches of the first scheduled team will set-up the field and the last scheduled team will break-down the game field. This includes taking all trash cans to the proper location for trash pickup.
- N. Practice schedule will be limited to 4 nights per week after the start of the school year. (Off day is up to the coaching staff).

ARTICLE 15: UNIFORMS/EQUIPMENT

- A. Appointments will be made to disburse all equipment for each division.
- B. All equipment and uniforms are to be counted prior to hand out and upon return.
- C. Uniform/equipment form is required to be signed by participant and parent or guardian and a check in the amount of \$150.00 is required as a deposit and will be cashed if equipment is not returned when scheduled.
- D. Damaged equipment must be reported promptly. Any damage done due to individual carelessness will be cause for payment for item by individual. If damage is due to normal wear and tear, item will be collected and marked out of inventory, if unable to be repaired.
- E. At season's close all Head Coaches will be responsible to collect every piece of uniform and equipment from his/her own team.

ARTICLE 16: CLUB HOUSE

- A. No player is to gain entrance to the club house unless he/she accompanies a coach. Anyone disobeying this procedure will be warned once. The second time, person will be refused entrance to the club house.
- B. This building is to be treated with the utmost respect. Anyone causing damage or defacing of property will be addressed and reported to township authorities.

ARTICLE 17: GENERAL FUNDRAISING

- A. Separate fundraising is permitted within the organization, with the Executive's Board permission. I.E. if a team wants to travel to a tournament, they are to inform the Executive Board and upon approval they are free to use KYFA equipment as long as that equipment usage follows the guidelines in article 15.



ARTICLE 18: FUNDRAISING PARTICIPANTS

- A. If a participant has registered as a fundraising participant, individuals who do not fulfill requirements in all fundraising will not be permitted to participate in any post season activities. (i.e. Banquet, All-Stars, championship jackets, etc.)

ARTICLE 19: ORGANIZATIONAL NON-PROFIT GUIDELINES

- A. The purposes for which the corporation is organized are exclusively charitable and educational within the meaning of section 501(c)3 of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law.
- B. Notwithstanding any other provision of these articles, this organization shall not carry on any activities not to be permitted to be carried on by an organization exempt from Federal income tax under section 501(c)3 of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law.
- C. In the event of dissolution, the residual assets of KYFA will be turned over to one or more organizations which themselves are exempt as organizations described in sections 501(c)3 and 170(c)2 of the Internal Revenue Code of 1986 or corresponding sections of any prior or future Internal Revenue Code, or Federal, State, or local government for exclusive public purpose.

Signature of officer

Date

Printed name of officer

Title

Signature of officer

Date

Printed name of officer

Title



COACHES CODE of CONDUCT

1. All coaches are to reflect good sportsmanship like behavior at all times. Any coach found to be disrespectful will be brought before the Executive Board for discussion of incident.
2. If any coach should cause this organization to receive a fine, he/she will be brought before the Executive Board for discussion of incident. If a coach is found in the wrong, he/she will be promptly suspended or released.
3. There will be NO IMPROPER LANGUAGE on the field during games or practices. Any coach found guilty of these actions will be brought before the board for discussion of incident.
4. If any player incurs a injury during a game or practice, it's the Head Coaches responsibility to report this injury to the President of the Executive Board at the end of the game or practice. If he is not available, a Executive Board member must be notified. If this procedure is not followed, the Head Coach will be brought before the Executive Board for discussion of this incident.
5. If any coach is reported to the Executive Board by a parent, it will be up to the President to address the situation. If there is need for further discussion the coach will be brought before the Executive Board.
6. Head Coaches are not to leave the game field or practice field until all their Participants have been dismissed to their parent for rides.
7. Head Coaches are not to leave the practice field until their light towers have been lowered and policed their practice area of any debris or trash.
8. Each age division has rules enforced by the team. These rules are to be presented to the Executive Board prior to the season's start. Once approved they may be distributed to the participants.
9. ALL memos that need to be distributed to team members by coach or team parent MUST be approved by the Executive Board first.
10. Clean-up after games are the responsibility of the coaching staff, this includes the bench area and the club house.
11. Coaches of the first scheduled team will set-up the field and the last scheduled team will break-down the game field. This includes taking all trash cans to the proper location for trash pickup.
12. Practice schedule will be limited to 4 nights per week after the start of the school year (Off day is up to the coaching staff).
13. I will place emotional physical wellbeing of my players ahead of a personal desire to win.



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14. I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
 15. I will do my best to provide a safe playing situation for my players.
 16. I will do my best to organize practices that are fun and challenging for all my players.
 17. I will lead by example in demonstrating fair play and sportsmanship to all my players.
 18. I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.
 19. I will remember that I am a youth sports coach, and that the game is for children and not adults.
 20. Respect and support the organization's by-laws, policies, code of conduct, and decisions of the board and membership.
 21. Speak for, on behalf of, or defame/slander the organization in any form unless specifically authorized to do so, and this includes making statements on social media.

Failure to meet any of the guidelines listed above shall result in disciplinary action by the Executive Board against said coach or his representatives.

I acknowledge that I have read and will follow the Coaches Ground Game Rules:

Date: _____ Signature: _____