



Region 795
Standard Regional
Policies and Protocols
&
Region Addendums

4. AYSO Standard Regional Policies and Protocols

Article One: Introduction and Purpose

Welcome to the heart of the American Youth Soccer Organization – its Region.

The AYSO Region is where “the beautiful game of soccer” meets the children of our cities, townships and counties and in the process educates and develops our Nation’s young people through AYSO’s six philosophies of Everyone Plays®, Balanced Teams, Open Registration, Positive Coaching, Good Sportsmanship and Player Development. (See AYSO National Bylaws, Section 1.01 and Article Two of these Standard Regional Policies and Protocols.)

These Standard Regional Policies & Protocols¹ (P&Ps) have been established as a Governing Document by the National Board of Directors (NBOD) pursuant to the authority granted in Article One, Section 1.03(a)(6) and (11) of the AYSO National Bylaws and in support of AYSO's other Governing Documents (Articles of Incorporation, National Bylaws, National Policy Statements and National Rules & Regulations).² They are designed to inform the Regional Leadership (Regional Commissioner and Regional Board Members) about how an AYSO Region must be administered, and to assure a successful and rewarding experience by our AYSO volunteers, players and families.

Pursuant to Bylaw 1.04(l) and NPS 6.1, the Region has the responsibility to operate in accordance with these P&Ps unless the Region has obtained permission from the NBOD or its delegate to vary from these requirements, through the addendum process set forth in Article Ten of these P&Ps. Any such variation must also comply with any Rules & Regulations appropriately adopted by the Region's Area Director and/or Section Director, pursuant to Bylaw 8.03. To the extent that there may be any contradiction or conflict between these P&Ps, including any approved Addendum thereto and other AYSO Governing Documents, the other AYSO Governing Documents will prevail.³

While these P&Ps are intended to advise AYSO's local leaders about what is required to operate a Region, suggested "Best Practices" about how to operate a successful Region can be found within the AYSO Reference Book Chapter 8.

Finally, know that you are not alone; Your NBOD, Section and Area Directors and the AYSO National Office Staff stand ready to support you and all who you serve. So, if you have questions, just ask!

¹ These Standard Regional Policies & Protocols are abbreviated and referred to as the P&Ps.

² References to some of AYSO's Governing Documents have been abbreviated for ease of use, as follows; AYSO National Bylaws = Bylaws; AYSO National Rules & Regulations = R&Rs; and AYSO National Policy Statements = NPS.

³ All of AYSO's Governing Documents, including these P&Ps, are available on-line at www.ayso.org.

Article Two: Mission

The AYSO Mission is to develop and deliver quality youth soccer programs which promote a fun, family environment based on the AYSO philosophies:

Everyone Plays - Our goal is for kids to play soccer—so we mandate that every player on every team must play at least half of every game.

Balanced Teams - Each year we form new teams as evenly balanced as possible—because it is fair and more fun when teams of equal ability play.

Open Registration - Our program is open to all children who want to register and play soccer. Interest and enthusiasm are the only criteria for playing.

Positive Coaching - Encouragement of player effort provides for greater enjoyment by the players and ultimately leads to better-skilled and better-motivated players.

Good Sportsmanship - We strive to create a safe, fair, fun and positive environment based on mutual respect, rather than a win-at-all-costs attitude, and our program is designed to instill good sportsmanship in every facet of AYSO.

Player Development - We believe that all players should be able to develop their soccer skills and knowledge to the best of their abilities, both individually and as members of a team, in order to maximize their enjoyment of the game.

(See Bylaw 1.01 and Reference Book, Chapter 6, AYSO Fundamentals.)

Article Three: Corporate Governance

AYSO is a single California corporation. Each Region is a part of that corporate entity and, as such, the assets and liabilities of the Region belong to the Corporation. Similarly, it is possible for the conduct of a Regional Board Member to impose legal obligations upon AYSO. Consequently, all material contracts in excess of one year duration, including proposed leases of fields or property must be reviewed and approved by the NBOD or its delegate and prior to their execution.

Since we are one corporation, no AYSO volunteer may file a lawsuit in the name of AYSO without the prior written approval of the National Office and any claim/lawsuit against an AYSO Region or Executive or Participating Member must be immediately reported to the National Office. Finally, AYSO takes great pride in its brand identity and in the trademarks, logos and other items of Intellectual Property it has developed over the years. (See NPS 1.1 for the requirements and proper use of trade name, trademark and logos.)

(See Bylaws 1.03, 1.04(p), and 9.02; NPS 1.1, 1.3, 3.5, 3.6, 3.11, 4.5, 5.3; and the Reference Book, Chapter 8.)

Article Four: Duties and Responsibilities of the Region

The obligations required of every AYSO Region are set out in AYSO's Governing Documents. The most significant of those are:

- A. To operate and offer quality youth soccer programs, which promote a safe, fair, fun and positive environment that complies in spirit and letter with the Bylaws, NPS, R&Rs, and Philosophies of the Organization. (See Reference Book, Chapter 6, AYSO Fundamentals.)

- B. To nominate a Regional Commissioner (hereinafter "RC") and to nominate and appoint, at a minimum, a Treasurer, Risk Manager/Safety Director, Coach Administrator, Referee Administrator, Registrar and Child And Volunteer Protection Advocate. (See Article Six, Paragraphs E and F.)
- C. To register all players, coaches, referees, administrators and other volunteers prior to the commencement of the season and, as applicable, throughout the season, in accordance with the registration procedures of the Organization;

Please note that the failure of a Region to properly register a player or volunteer on a timely basis presents significant risk management and insurance issues that could result in severe sanctions, including but not limited to, revocation of the Region's charter, removal of the RC, and/or holding the Region responsible for payments under the Soccer Accident Insurance program.

(See Bylaws 1.04(c) and 1.04(t) and NPS 3.7 for a discussion of the registration and application requirements and procedures for the registration of volunteers and players.)

- D. To comply with the Volunteer Protection Act of 1997 by ensuring that all volunteers: are trained and certified; are given a position description, preferably in writing; and know and perform their duties consistent with AYSO's Governing Documents. (See Reference Book, Chapter 9, Safe Haven, for a discussion of the Federal Volunteer Protection Act of 1997 and the requirements for a volunteer to obtain the legal protections it affords, and Chapter 15, for a listing of approved AYSO Position Descriptions.)
- E. To assign players and coaches to assure proper balance of teams within each age division within the Region or within a reasonable geographical part thereof; (See Bylaw 1.04(d).)
- F. To ensure the financial integrity of the Organization by complying with the obligations established by Bylaw 1.04(l) and (m), including, but not limited to, the timely payment of all National Player Registration Fees in accordance with the registration requirements and procedures of the Organization. (See Article Eight, Financial Banking and Related Matters, of these P&Ps.);
- G. To comply with the Soccer Accident Insurance (SAI) plan and to submit insurance claims according to current procedures; (See Bylaw 1.04(o) and www.AYSO.org, Volunteers/Insurance.)
- H. To educate and inform its members that AYSO is a mandated reporter in many states and that most states ask that any adult who knows or suspects child abuse or neglect, file a good faith report. (See Reference Book, Chapter 9, Safe Haven Guidelines, Child Abuse and Neglect for a partial listing of various state's child abuse reporting agencies. Please contact the Safe Haven Department of the AYSO National Office with any questions.);
- I. To contact the National Office if it believes that events in their community, even those not related to AYSO or youth sports, may create heightened sensitivity with respect to AYSO, its programs or its reputation; and
- J. To comply with the requirements set out with NPS 2.5 and all directions provided by the National Office whenever a Region is considering paying for services to be rendered. (See Paying for Services on the AYSO website at www.ayso.org and also Article Six, Paragraph G of these P&Ps.)

(See Bylaw 1.04.)

Article Five: Membership in the Region

A. There are three categories of members in AYSO: Executive Members, Participating Members and Honorary Members:

- **EXECUTIVE MEMBERS:** Every RC of a Chartered Region is an Executive Member. While RCs of Pilot Regions generally have most of the rights and responsibilities of their peers in Chartered Regions, they are not Executive Members and, therefore, do not have the right to vote, including at the National Annual General Meeting or in connection with the nomination of an Area Director. (See Bylaws 1.05, 1.06, and 7.02.)
- **PARTICIPATING MEMBERS:** All properly registered and accepted players and volunteers (except for RCs) within the Region are Participating Members.
- **HONORARY MEMBERS:** An Honorary Member is someone who has rendered outstanding or extraordinary service to the Organization, as recognized by the NBOD.

(See Bylaws 3.03, 3.04 and 3.02, respectively and AYSO Hall Of Fame Nominations on the AYSO website, www.AYSO.org, for nominating procedures for National recognition and for establishing local "halls of fame".)

B. The names, addresses and telephone number of all members of the Region, as well as the information contained in any Executive Member directory or any AYSO database are private and confidential. Such information and mailing lists or access to any AYSO database may not be disclosed or distributed to anyone, including any vendor or sponsor, without the prior written approval of the National Executive Director. (See NPS 1.2.)

Article Six: Management of the Region

The management of an AYSO Region requires conduct consistent with AYSO's Governing Documents and discretionary decisions that a Region believes are necessary to operate a successful AYSO program in that Region's unique environment. In AYSO's Governing Documents, words such as "required", "shall" and "shall not" describe mandatory acts. Words such as "may", "could", and "might" refer to decisions or acts considered to be discretionary. (For a discussion of recommended/discretionary "Best Practices" in the management of a Region, please see the Reference Book, Chapter 8.)

The following is a list of some of the more significant Regional Board management obligations.

A. Regional Commissioner and Regional Board Member Composition

1. Upon creation of the Region by the NBOD, the RC shall appoint the initial Regional Board to serve until the first scheduled Regional Board meeting, at which time nominations for board positions will take place, subject to appointment by the RC.
2. The Regional Board shall, at a minimum, consist of the RC, the Regional Treasurer, Regional Risk Manager/Safety Director, Regional Coach Administrator, Regional Referee Administrator, Regional Registrar and Regional Child and Volunteer Protection Advocate, all of whom are voting members. With the approval of the Regional Board, one person may serve in more than one position with the exception of the RC who cannot also serve as Regional Treasurer. In any case, where a Regional Board Member serves in more than one voting position, there is only one vote per person, not one vote per position. (See Bylaw 1.04 (n).)
3. The RC, in consultation with the Regional Board, may create such other voting or non-voting Board Members or other staff positions, as deemed desirable. Unless specifically noted to be a non-voting

Board Member, as required pursuant to the Addendum procedures set out within Article Ten of these P&Ps, all Regional Board Members will be deemed to be voting Board Members. The duties and responsibilities of these other positions shall be approved by the RC.

4. All members of the Regional Board understand that they owe a duty of loyalty to AYSO and by accepting appointment to the Regional Board agree to be bound by AYSO's Governing Documents.
5. All voting Regional Board Members must have reached the age of majority (adults), as defined by the State in which they reside, whereas youth volunteers may serve as non-voting Regional Board Members. (See NPS 2.15.)
6. Regional Board Members serve a one year terms, or until the next annual meeting of the Regional Board.
7. Any Regional Board Member, other than the RC, may be suspended, limited in activities or removed, in accordance with the Dispute Resolution procedures approved by the NBOD. (See Article Nine of these P&Ps, Dispute Resolution and Due Process for non-executive members.)

B. Duties and Responsibilities of Mandatory Regional Board Positions

A brief overview of the duties and responsibilities of the seven mandatory Regional Board positions follows:

1. Regional Commissioner (“RC”)

- a) The RC, with the support and assistance of the Regional Board, shall have the responsibility and authority to conduct the day-to-day business affairs of the Region; guide the development of its future; and assure its compliance with AYSO’s Governing Documents. (See Bylaw 7.03.)
- b) The RC’s initial term of service shall be as appointed by the NBOD and the RC may serve multiple terms so long as he or she is nominated by the Regional Board and approved by the Area Director and/or Section Director and appointed by the NBOD. It is the responsibility of the RC to ensure that his/her term of appointment does not expire. If the term does expire, all eAYSO access rights previously granted to the RC will be revoked and the RC will no longer have the rights and privileges of an Executive Member including, but not limited to, the right to vote at an NAGM or in connection with the nomination of an Area Director. These limitations will remain in place until such time as the RC’s application for reappointment, if any, is approved by the NBOD. (See Bylaw 7.05 and NPS 4.6; see also Policy for Access Rights.)
- c) The RC, in concert with the Regional Treasurer, shall insure that all fees collected and monies disbursed are done so in a fiscally responsible manner as described in Bylaw 1.04(m). (See Reference Book, Chapter 15, RC Job Description.)
- d) The RC, or his or her delegated Member of the Regional Board, shall preside at all Regional Board meetings. (See Reference Book, Chapter 15, RC Job Description)
- e) The RC shall maintain close liaison with the Area and Section Directors. (See Bylaw 7.03.)
- f) The RC shall act in all ways to avoid even the appearance of a conflict of interest. (See NPS, Article Five “Standards of Conduct and Conflict of Interest”.)
- g) The RC may be suspended by the Area Director or the Section Director and suspended or removed by the NBOD in accordance with the Bylaws. (See Bylaw 7.03.)

2. Regional Treasurer

The AYSO volunteer position of Regional Treasurer shall have custody of all funds and securities, evidence of indebtedness and other valuable documents, and shall deposit funds and securities in the name and to the credit of the Region in a bank or depository. The Treasurer shall comply with AYSO’s

Governing Documents, including but not be limited to the following obligations: the preparation and maintenance of the Region's financial statements and their dissemination to the Region's participants and the National Office, the timely payment of all National Player Registration Fees, the full participation of the Region in the National Accounting Program, including NAP Online, the AYSO Policy on the Reimbursement of Expenses Incurred by the Region's Members, proper bank account maintenance and, AYSO's Player Refund Policy. (See Bylaws 1.04(l) and (m); NPS 3.1, 3.2, 3.9 and 3.10; and the AYSO Treasurer Manual, Accounts Receivable Section.)

3. Regional Risk Manager/Safety Director

The AYSO volunteer position of Regional Risk Manager/Safety Director shall be responsible for the overall aspects of the Region's safety including the safe condition of the Region's equipment, goals and fields and for ensuring that the Region's players, volunteers and parents are aware of AYSO's Soccer Accident Insurance (SAI), and AYSO's Incident Report Procedures. This position, together with the RC, is also responsible for implementing and monitoring AYSO's Severe Weather and Concussion Awareness Policies. (See Bylaws 1.04(e), (f), and (o), as well as NPS 2.10, 2.13, and 2.14.)

4. Regional Coach Administrator ("RCA")

The AYSO volunteer position of RCA is responsible for implementing, monitoring and maintaining the AYSO National Coaching Program at all age levels within the Region, including program delivery, volunteer training and certification (including assisting the CVPA with Safe Haven), as well as staff development, communication and coordination. (See Bylaw 1.04(q) and the Reference Book Chapter 6, AYSO Fundamentals (Programs), and Chapter 10, National Coaching Program.)

5. Regional Referee Administrator ("RRA")

The AYSO volunteer position of RRA is responsible for implementing, monitoring and maintaining the AYSO National Referee Program at all age levels within the Region, including the program delivery, volunteer training and certification (including assisting the CVPA with Safe Haven), as well as staff development, communication and coordination. (See Bylaw 1.04(q) and the Reference Book Chapter 56, AYSO Fundamentals (Programs), and Chapter 11, National Referee Program.)

6. Regional Registrar

The AYSO volunteer position of Regional Registrar is responsible for the planning and implementation of the annual registration of all players. The Regional Registrar shall comply with AYSO's Governing Documents, including but not being limited to: the registration of all players prior to the commencement of the season and, as applicable, throughout the season, in accordance with the registration and application requirements and procedures of the Organization. (See Bylaw 1.04(c).)

7. Regional Child & Volunteer Protection Advocate ("CVPA")

The AYSO volunteer position of Regional CVPA is responsible for overseeing the Safe Haven Program within the Region. This includes working with the RC, RCA and RRA to provide Safe Haven training and certification of all coaches, referees and other volunteers in the Region. The CVPA is also responsible for the screening and registration of all regional volunteers prior to the commencement of the season and, as applicable throughout the season, in accordance with the registration and application requirements and procedures of the Organization. Finally, the CVPA, together with the RC, is also responsible for the implementation and monitoring of AYSO's Code of Conduct Policy against Harassment, Abuse, or Violence. (See Bylaw 1.04(c), NPS 2.12 and 3.7, together with Reference Book, Chapter 9, and AYSO Safe Haven.)

C. Meetings

As established within Bylaw 1.04(k), and consistent with the principles of established corporate governance, every Region shall hold an annual and thereafter periodic meetings of the Regional Board, conducting these meetings in an open and transparent fashion, excepting for any necessary executive sessions, and maintaining minutes thereof, which minutes are to be reasonably made available to the Regional Board, the Region's Participating Members, and the National Office.

For a listing of recommended “Best Practices” in the administration of the Region’s Board meetings, the limitations of when executive sessions are permissible, the requirements of a quorum and the general responsibilities of Regional Board Members, see the Reference Book, Chapter 8.

D. Voting and Veto Powers

Unless otherwise specifically provided by these P&Ps, decisions of the Regional Board must be made by a majority decision of the voting Regional Board Members deciding on any such matter; provided, however, that the RC may veto any such decision if (a) the effect of such decision would be to violate any of AYSO’s Governing Documents or applicable law or (b) in the RC’s discretion, as guided by application of his or her fiduciary obligations, would not be in the best interests of the Region or the Organization.

E. Regional Commissioner Initial Appointment/Reappointment/Replacement

1. When a new Pilot Region is formed, the NBOD appoints the initial RC based upon information provided by the applicable Area and Section Directors and the National Office. (See Bylaw 1.05.)
2. Once the Initial RC is appointed, a Regional nominating committee shall be established by (i) the RC, in consultation with the Regional Board, at least three months, and preferably six months, before the expiration of the RC’s term or the end of an RC’s term due to planned resignation, or (ii) the Regional Board, whenever there is a vacancy in the RC position due to the RC’s death, unexpected resignation or removal.
 - a) The nominating committee will be comprised of a reasonable number of both Regional Board Members and Regional Participating Members who are not players or Members of the Regional Board.
 - b) The nominating committee shall submit its list of one or more names of individuals who they have determined to be qualified as candidates for the position of RC to the Regional Board. The voting members of the Regional Board shall, by a majority vote, nominate an RC and forward such nomination to the Area and Section Director, whose territory includes the Region. If both the Area Director and Section Director approve of the nomination of the person as Regional Commissioner, then the nomination will be forwarded to the National Board of Directors for election. (See Bylaw 7.03)
 - c) In the absence of a nomination by the Regional Board, it is the responsibility and authority of the Region’s Area Director to work with the Region to ensure that an RC is nominated.
 - d) The NBOD has full discretion whether or not to appoint a nominee or to appoint a nominee for a term of three years or for a shorter period as it deems appropriate, after taking into account any input provided by the Area Director and/or Section Director.
 - e) In the event of a vacancy in the position of RC, the Region’s Area Director or other NBOD designee will step in and become the acting RC and work with the Regional Board to continue the operations of the Region until such time as a nominee for RC has been appointed by the NBOD. If there is no appointed RC, then the Region will not be represented at any vote for an Area Director or have a vote at an NAGM. (See Executive Member Selection Protocol under Best Practices in the Reference Book.)

F. Regional Board Member Selection and Appointment

1. At least one month prior to the annual meeting of the Region, or from time to time as may be needed, the RC shall appoint a nominating committee of not less than three individuals, consisting of Regional Board Members, one of whom shall serve as the Chair of the committee, and a reasonable number of Participating Members, who are not Members of the Regional Board.

2. The nominating committee shall publicize to the Participating Members of the Region the Regional Board positions to be voted upon, recruit candidates and accept the names of interested candidates for consideration.
3. Regional Board Members need not be parents of players in the Region.
4. At the annual meeting or from time to time as may be needed, the nominating committee shall present to the outgoing Regional Board a list of qualified candidates. By majority vote of the outgoing Regional Board Members present and voting, the final list of recommended nominees shall be presented to the RC for approval and appointment.
5. The RC may choose not to appoint a nominee to a Regional Board position, even though recommended, if the RC deems there is sufficient reason not to make the appointment. In such case, the RC shall ask the nominating committee to recommend additional candidates for approval and appointment. This inclusive and democratic process should be followed any time there are Regional Board positions to be filled, with the only exception being the appointment of the inaugural Regional Board.
6. An emergency or unplanned vacancy on the Regional Board before the expiration of the term, except that of RC, may be filled by a replacement candidate nominated by a majority vote of the voting Regional Board Members and approved and appointed by the RC. The person filling such vacancy shall serve until the next annual meeting.

G. Voluntary Service and Conflict of Interest

1. No Regional Board Member shall receive monetary or other compensation for his/her services to the Region related to their volunteer position. Nothing in this paragraph prohibits any Regional Board or staff member, or Regional participant, from being reimbursed for his or her appropriate out-of-pocket expenses incurred on behalf of the Region and in accordance with the expense reimbursement procedures set out within the Reference Book, Regional Operations, Financial Matters and NPS 3.1.
2. Consistent with NPS 5, no Regional Board Member may use his/her position to benefit him/herself directly or indirectly in any way, such as a supplier of equipment, materials or services to the Region except as permitted by NPS 2.5 and Article Four, Paragraph J of these P&Ps (Paying Volunteers) and the procedures established within NPS 5.3 (Conflict of Interest Policy).
3. The Region may not reduce or eliminate a player fee based upon volunteer work done by a participant's parents or guardians. Should a Region decide to incur the cost of the volunteer membership fee for its participating volunteers, an exception shall be made to allow a reduction of a player fee associated with the volunteer for an amount not exceeding the cost of the volunteer membership program. This rule does not impact the Region's ability to set early registration discounts available to all participants, to create volunteer recognition programs, to provide scholarship programs and provide other programs available in the Region's program. No fee distinction shall be made based upon parental or player participation in Regional fundraising activities.
4. The Region may not condition the registration of a player based upon any requirement of volunteer participation by a parent or guardian.

(See NPS 5.)

Article Seven: Program Vision and Administration

A. Representative Visionary Requirements

The AYSO Mission of "Developing and delivering quality youth soccer programs which promote a fun, family environment" is best accomplished by assuring quality educational programs, implementing well-structured administrative systems, having an integral volunteer network focusing on AYSO's development; and guaranteeing a strong financial position. The following is a partial listing of acts necessary to best achieve these goals:

1. Regions must implement the Safe Haven, Coaching, Referee, and Management Programs, with a focus on providing volunteer training opportunities throughout the year. (See Bylaws 1.04(h) and (q).)
2. Regions must, at a minimum, implement AYSO's Standard Primary Program on an annual basis and, to the best of their ability, participate year-round in the other various National Programs available and indicate which programs are available within their Policies and Protocols which may include but not limited to: VIP, EXTRA™, Kids Zone™, a (U5), U-16/U-19, Soccerfest, Tournaments, and NAASA - AYSO Adult, together with attending leadership events such as RC Training, Nationally-supported Section events (Section Conferences/Meetings, AYSO EXPOS, etc.) and the National Annual General Meeting (NAGM). (See Bylaw 1.04(q) and (s).)
3. Player and volunteer recruitment, development and retention must be a focus of the Region. (See Bylaw 1.04(h) and (r).)
4. To assure that the Region enjoys a vibrant future, the RC and Regional Board are expected to develop reasonable fundraising and sponsorship opportunities. (See Bylaw 1.04(m).)
5. The creation of both a short-term and long-range Strategic Plan for the future development of the Region is critically necessary and, once created, must be periodically reviewed and updated with the Area Director providing approval. (See Bylaw 1.04(r).)

(See Reference Book, Chapter 6, AYSO Fundamentals, Mission Statement Comments.)

B. Operational Expectations

A number of concrete steps is required to meet the previously stated visionary goals. The following is a partial list of many most often achieved by successful Regions:

1. The Regional Board shall establish and communicate annually the registration fee for each player, as well as have a documented refund policy. (See Bylaw 3.06 and NPS 3.10.)
2. Teams must be formed as established in Articles II and III of the R&Rs, assuring proper balance of teams within each age division within the Region or within a reasonable part thereof. (See Bylaw 1.04(d).)
3. The only team member(s) a head coach may specify to be on his/her team is his/her own child or children. Otherwise, there shall be no automatic retention of players on any specific team or with any specific coach from the previous season. (See R&Rs Article II, Paragraph G and Bylaw 1.04(d).)

4. Every player on every team must play at least one-half of every game; (See R&Rs Article I, Paragraph C.1.)⁴
5. Regions shall provide all necessary equipment (including goals, nets and corner flags) and, for all players, provide matching team uniforms, consisting of jerseys (with approved AYSO Logo), shorts and socks. (See Bylaw 1.04(f) and R&Rs, Article VI, Paragraph A.) Any variances shall be outlined as an addendum to the Region's Standard Policies and Protocols.
6. The highest standards of conduct and good sportsmanship, consistent with the AYSO philosophies, must be maintained at all times by player, volunteers and spectators. (See NPS 2.12 (AYSO's Code of Conduct Policy against Harassment, Abuse, or Violence).)
7. Offensive, insulting or abusive language, the consumption of alcoholic beverages, the use of tobacco products, or smoking or simulating smoking or the use of tobacco products, at Regional-sponsored events whenever children are present, is forbidden. (See, in part, R&Rs Article I, Paragraph E.1 (d) and (e).)

C. Best Practices and "How-To's"

To assist the Region in meeting its responsibilities and in achieving the greatest successes possible, proven "Best Practices" and "How-To's" can be found in the AYSO Reference Book, Chapter 8.

Article Eight: Financial Banking and Related Matters

Consistent with the obligations established within Bylaw 1.04(l) and (m), every AYSO RC and Regional Board Member agree as a condition of the assumption of their Regional Board membership to comply with and assure proper oversight of the following financial obligations:

- A. All Regions must use the National Accounting Program and must adhere to the financial policies and procedures described in the Treasurer's Manual, unless otherwise authorized by the AYSO Office.
- B. An annual budget must be adopted that provides the basis for setting player registration fees, and made available to the participants of the Region and to the Area Director and/or the Section Director no later than June 1, which is 30 days prior to the end of the Organization's fiscal year; (See Treasurer Manual.)
- C. Ensure the financial integrity of the Organization by complying with the obligations established by Bylaw 1.04(l) and (m), including, the timely payment of all national player registration fees prior to the commencement of the season and, as applicable throughout the season, in accordance with the registration requirements and procedures of the Organization.;
- D. Any suspected financial irregularity/fraud or misuse of funds must be immediately reported to the Area Director, Section Director, and Finance Department of the National Office;
- E. Regional financial records must be maintained for seven (7) years;
- F. The use of regional credit cards, ATM/debit cards, deposit-only cards, electronic transfer of funds and online banking are prohibited, with the exception of an AYSO issued restricted use corporate credit card. However, view-only online account management is permitted;

⁴ Through the Addendum process described in Article 10, Regions will have the opportunity to select the so-called "three-quarter rule" for their Regions, whereby no player will play an entire game unless all other players on the team will play at least "three quarters" of the game. This option is frequently used in Regions throughout AYSO.

- G. All checking/savings accounts must have a minimum of three (3) signatories (the RC, Treasurer and Area Director, when reasonable), and any other Regional Board Member; and none can be members of the same family or household;
- H. All checks must be signed by two (2) account signatories, one of whom should be the RC or Treasurer. At no time can a signatory sign for or authorize a check made payable to the signatory.
- I. Pre-signed checks and blank checks cannot be used;
- J. Only one (1) checking account and two (2) savings accounts/CDs are permitted, unless previously authorized for Tournaments and/or Cultural Events;
- K. Payments to independent contractors (vendors) must be reported to the National Office for the potential issuance of 1099 forms;
- L. Fundraising in various states may trigger the obligation to pay sales or other various taxes. Whenever fundraising is considered, the National Office must be contacted to determine if a tax applies;
- M. Tournaments must be self-sustaining as Regional funds cannot be used. Similarly, Regional funds cannot be used to subsidize traveling AYSO teams, but can be used to cover many Regional operating expenses for hosting Cultural Exchanges;
- N. Please consult the AYSO Treasurer Manual for a discussion of additional requirements and "Best Practices" for the following: cash handling protocols, submission of monthly financial reports, use of PayPal, coding of income and expenses, audits of Region finances, reconciliation of registered players to player registration fees received, refund policies, requirements of Regional Auditors, volunteer reimbursement, attendance at Nationally-supported Section events and the NAGM, land ownership and leaseholds, AYSO Supply Center purchases and other similar subjects.

(See Bylaw 1.04(l) and (m), together with the AYSO Treasurer Manual and the Treasurer's Position Description contained in the Reference Book, Chapter 15.)

Article Nine: Dispute Resolution and Due Process

The successful resolution of disputes involving the day-to-day activities of our AYSO volunteers is one of the most important goals in achieving a harmonious and healthy Region. As such, guiding principles such as "compromise," "suspension or removal as the last resort," the "recognition of valuable service" and "finding a fair and just resolution" are the cornerstones of AYSO's approach in dealing with such situations.

While the concepts of Dispute Resolution and Due Process apply to both Executive Members (RCs) and Participating Members, there are differences between the procedures and protocols. As a result, the following discussion only applies to the Region's Participating Members. (See Article five of the P&P's for the definitions of Executive and participating Members.)

When a Participating Member's conduct, or that of a parent or guardian, even if not a Participating Member, has risen to the potential need of "limiting, suspending or removing/terminating" that person's participation in AYSO, the Region must follow the Due Process protocols adopted by the AYSO NBOD, as authorized within National Bylaw 3.07(d). While these procedures and protocols are set out in their entirety in the Reference Book, Chapter 8, Due Process, the following are several of the more significant provisions:

- A. When disciplinary action is found to be necessary, only the minimum action necessary should be taken. In that spirit, when possible, the Member should be allowed to resign and disputes should not be publicized to respect their individual privacy,

AYSO Standard Regional Policies and Protocols

Article Ten: Regional Amendments to Standard Regional Policies and Protocols

- B. Regions must avoid punishing a player for the conduct of the parents, except when there is no other solution,
- C. There are required means by which Notice of the contemplated action must be given,
- D. The RC is ultimately responsible for determining which of several alternative Due Process procedures will be used,
- E. If the gravity of a person's conduct presents an imminent danger to any participant or to the program, the RC may immediately suspend the person(s) involved,
- F. The RC has the ultimate authority to remove a Participating Member, a parent or guardian, as well as those not entitled to Due Process, such as other family members and spectators, from further involvement in the program,
- G. A precise Due Process procedure has been established for holding a "Disciplinary Review Panel",
- H. A onetime Appeal Process has also been established to verify that the original determination was not arbitrary or capricious, that the original procedure was fair, and that the established procedures for Due Process were followed.

If questions arise, please do not hesitate to contact your Area Director, your Section Director and the National Office.

Article Ten: Regional Amendments to Standard Regional Policies and Protocols

A. Adoption of AYSO Standard Regional Policies & Protocols

These AYSO Standard Policies & Protocols (P&Ps) shall be deemed adopted by the Region, unless and until amended as set forth below. (See NPS, Article Six.)

B. Amendment to the AYSO Standard Regional Policies & Procedures

Should a Region desire to amend these P&Ps, it may only be accomplished with the following steps:

1. A two-thirds (2/3) vote of the Regional Board Members,
2. The recommendation of the RC,
3. Copies of the signed Standard P&Ps Addendum Form, with the recommended change(s), sent by the RC to the Area Director, Section Director and the AYSO National Office,
4. Approval by the NBOD or its delegate.


C. Publication of P&Ps and Addendums

The Region must make these P&Ps, along with any Regional addendums, if they exist, available upon request to the members of the Region pursuant to Bylaws 1.04(i) and (l).

AYSO Standard Regional Policies & Protocols - Attachments

A. SR P&Ps Addendum Form

This form, available on the AYSO website, www.AYSO.org at the following link, SR P&Ps Addendum Form, is intended to capture all appropriate changes to the SR P&Ps that the Region determines is best for its members and community. This could include, for example, “having $\frac{3}{4}$ play before any player played the full game”.




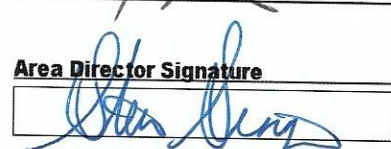
AYSO Standard Regional Policies & Protocols – Addendum A
 (Please check or fill in the appropriate box)

Article	Paragraph	Change
6	A.3.	List of non-voting Regional Board positions. <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%; border-bottom: 1px solid black;"></div> <div style="width: 30%; border-bottom: 1px solid black;"></div> <div style="width: 30%; border-bottom: 1px solid black;"></div> </div>
6	E.2. (d)	Requested length of term for Regional Commissioner, if not 3 years: <input type="checkbox"/> 2 years <input type="checkbox"/> 1 year
7	B.4.	Minimum playing time for each player, if not one-half: <input checked="" type="checkbox"/> No player plays a full game until all players play three-fourths.

Additional Addendum Items

Article	Paragraph	Change

Section	Area	Region
10	V	75

Date Signed by RC	Regional Commissioner Name	Regional Commissioner Signature
5/19/22	FRANK GALLUCCI	
Approved by:	Area Director Name	Area Director Signature
Date Signed by AD	STEVE SINGER	
Date Signed by SD	Section Director Name	Section Director Signature
Received by:	National Office	Received By/Team/Date

B. Additional Region Policies and Guidelines

Regions with additional Region specific policies and guidelines, not covered in the AYSO Standard Policies and Protocols, are required to submit these policies and guidelines for review and approval by the Area Director, Section Director and NBOD or its delegate. The following Addendum B Cover Sheet must be used to itemize each local policy and guideline approved by a two-thirds vote of the Regional Board and be accompanied by a full copy of these Regional policies and guidelines. Examples of Region specific policies and guidelines may include a Registration Fee Refund Policy, Player Sponsorship Guidelines, All-Star Team or Secondary Play Selection Criteria, etc.

The signed and approved SR Addendum and Addendum B including a complete copy of any Regional policies and guidelines, must be forwarded to the National Office upon approval.



Addendum B – Additional Regional Policies and Guidelines

#	Policy or Guideline
1.0	Player Registration – Registration Fee Refund Policy
2.0	Three Quarter Rule Policy
3.0	Fall Season Core Team Formations Policy
4.0	Volunteer Points, 1 st Place Team and Playoffs
5.0	Turkey Tournament Policy
6.0	All Star Teams Coach and Player Selection Policy
7.0	Referee & Vpoints

Region 795 Player Withdrawal / Drop and Refund Request Policy

Player Withdrawal / Drop and Refund Request Policy

When you register your child for AYSO youth soccer the Region incurs registration costs. In addition, the process of team formation and balancing of teams requires that the Region be advised of any player withdrawals or drops immediately. Therefore, the following refund policy has been established:

- When the Region is notified of a player's decision to withdraw/drop from the program on or before July 31, a refund will be made of the appropriate registration fees paid less the \$20 non-refundable National Player Fee and any payment processing fees
- If the Region is notified of a player's decision to withdraw/drop after July 31, a refund will be made of the appropriate registration fees paid less an administrative fee of \$30, the \$20 non-refundable National Player Fee and any payment processing fees
- If the Region is notified of a player's decision to withdraw/drop after September 1, all refunds and refund amounts will be at the discretion of the region and will be determined on a case by case basis factoring in if a player has participated in a team activity (practice, scrimmage or game)
- Refund requests **MUST** be submitted using the form below. We cannot accept or process requests made via email or other communications with Region personnel.

Refund Request -- Notification of Withdrawal / Drop from Region 795 Youth Soccer Program

To notify the Region that you wish to withdraw your child from the Fall or Spring youth soccer program and to request a refund, **[CLICK HERE](#)** to access and then complete the drop/refund request form.

Please note that when you register, your family is charged a membership fee of \$20 by AYSO National. This fee is charged by the National Office, not our Region, and is non-refundable. Additionally, payment processing fees are not charged by the region and are non-refundable.

Please contact our Registrar, **Registrar795@gmail.com** if you have any further questions.

REGION 795 THREE QUARTER (3/4) RULE POLICY

One of the six (6) philosophies of AYSO is that EVERYONE PLAYS. This core value is designed to ensure that every registered AYSO player gets a consistent amount of playing time each and every week regardless of whether he or she is considered one of the most talented players on the team.

The AYSO requirement for play time is 1/2 of a game; however, Section 10 requires 3/4 of a game. Region 795 is part of Area V and Area V is part of Section 10, which means Region 795 follows the 3/4 of a game policy.

Unfortunately in the past, some have lost sight of the EVERYONE PLAYS core value by refusing to allow ALL players an opportunity to play equally in each game, thereby jeopardizing our goal of a consistent amount of playing time for all AYSO athletes. Therefore, in order to better accomplish our goal, Region 795 has instituted the following Three Quarter (3/4) Rule Policy:

1. Except as otherwise provided in this Policy, every registered AYSO player in Region 795 is entitled to play in three quarters (3/4) of every game.
2. If a player arrives after the game has already started, the rules are as follows:
 - a. If the player arrives while the first quarter is being played, he/she must play at least two of the three remaining quarters;
 - b. If the player arrives while the second quarter is being played, he/she must play at least one of the remaining two quarters;
 - c. If the player arrives while the third quarter is being played, he/she need not play at all in that game, but may play one quarter at the discretion of the coach; and
 - d. If the player arrives while the fourth quarter is being played, he/she shall not play at all in that game absent circumstances that would permit him/her to enter the game in the fourth quarter (i.e. an injury to a teammate, or his/her team's playing short due to player absence), and then only at the discretion of the coach.
3. The Goalkeeper rules are as follows:
 - a. There are no goalkeepers in 5U, 6U, 7U or 8U;
 - b. In 10U, players can play no more than two (2) quarters in goal and must play at least one (1) quarter in the field;
 - d. In 12U, players can play no more than three (3) quarters in goal;
 - e. In 14U, players can play all four (4) quarters in goal so long as all other players are each allowed to play three (3) quarters of the game pursuant to this Policy; and
4. Injury, illness, and non-attendance at practice shall be handled as follows:
 - a. Any player that is injured and needs to be removed from the field for the balance of the quarter (or more), shall be credited with having played the quarter in which he/she was injured. The player coming in for the injured player shall not be credited with having played that quarter;
 - b. Any player that is injured or ill is not required to play three quarters so long as the decision not to play three quarters is made in good faith by the parents and the player, and not by the coach. The assistant referee must be informed so that he/she can note the illness or injury on the game card;
 - c. No player shall have his/her playing time in games limited because of non-attendance at practice
5. Violations of this Policy shall be handled as follows:
 - a. A violation of this Policy shall be presumed to occur whenever the game card for a 10U, 12U or 14U team reveals that:

- (i) a player did not play in three (3) quarters and there is no justification noted on the game card (i.e. player was sick, injured, asked to be removed, arrived late, etc.) and/or
- (ii) the Goalkeeper Rules set forth in paragraph 3 were not followed;
- b. In the event of a presumed violation, the Coach Administrator or other person assigned by the Commissioner, shall contact the coach and, if necessary, the parent of the affected player, the player and/or any other person, to determine if the game card correctly recorded an actual violation, and if so, whether the coach intended to violate this Policy or whether the coach mistakenly did so;
- c. The Coach Administrator or other person assigned by the Commissioner, shall communicate his/her conclusions to the Commissioner who may accept, reject, or modify those conclusions at his sole and reasonable discretion;
- d. In the event that a mistaken violation is found to have occurred:
 - (i) The offending coach shall receive a warning and shall be placed on probation
 - (ii) If a second mistake occurs, then the offending coach's team shall forfeit any points awarded for the game in which the Policy violation occurred; and
 - (iii) The opposing team in the game in which the Policy violation occurred shall be awarded three points regardless of whether it won, lost, or tied the game, in lieu of any other points it may have earned. In the event it won the game, the final score shall stand. In the event it lost or tied the game, it shall be awarded a 1-0 forfeit victory;
- e. In the event that an intentional violation is found to have occurred:
 - (i) For the first offense, the offending coach shall be suspended for the next game. For the second offense, the offending coach shall be suspended for the next two games. For the third offense, the offending coach shall be suspended for the balance of the league season;
 - (ii) The offending coach's team shall forfeit any points awarded for the game in which the Policy violation occurred;
 - (iii) The offending coach's team shall additionally have three points deducted from their cumulative season point total unless the team does not have three total points in which case all points which the team does have shall be deducted; and
 - (iv) The opposing team in the game in which the Policy violation occurred shall be awarded three points regardless of whether it won, lost, or tied the game, in lieu of any other points it may have earned. In the event it won the game, the final score shall stand. In the event it lost or tied the game, it shall be awarded a 1-0 forfeit victory;

6. It is the sole and exclusive responsibility of the head coach to ensure that his/her substitutions are properly recorded on the game card by the assistant referee.

7. This Policy does not apply to the 16U/19U divisions, as those divisions adhere to the national guideline of ½ of a game play due to roster sizes.

8. Any ambiguity or omission in this Policy shall be resolved by the Region 795 Commissioner or his designee.

Region 795 - Fall Season Core Team Formations

Region 795 Team formations will be made by the RC, ARC, RCA, RRA & any assigned division managers.

All team formations will use a serpentine style assignment as this is the best way to allow for fair and balanced team formations

In the 5U, 6U, 7U, & 8U divisions, teams shall be formed as follows:

1. Individual player ratings will be entered into each player's profile
2. Using a computer program, players will be assigned to teams randomly based on their ratings
3. The player assignment will be done using a serpentine style assignment
4. Carpool requests will be attempted and honored only if such requests will still keep the teams balanced
5. Carpool requests will be made by swapping players of like ratings between teams
6. Once all teams are set and carpool requests are exhausted, coaches will be blindly assigned to a team.
7. Coach's children shall be swapped onto the coach's team by swapping players of like ratings

In the competitive 10U, 12U, 14U, 16U & 19U divisions, teams shall be formed as follows:

1. All team formations shall be done live
2. All coaches in the competitive divisions are allowed to attend the team formations and observe the team formations, but may not participate or influence the formations
3. Individual player ratings will be entered into each player's profile
4. Player's ratings will be applied to each player's registration form
5. Player registration forms will be split into two piles representing each of the 2 ages in that particular division.
6. Depending on the number of teams, each pile of Player registration forms will be laid out into 2 sections using a serpentine style assignment
7. The ratings of each of the 2 sections on each team shall be added up and compared to each in order to balance all teams.
8. Once each section is balanced, both sections shall be added up for a total team rating and all teams ratings shall be compared to ensure all teams are balanced
9. Carpool requests will not be honored in the competitive divisions
10. Once all teams are set, coaches will be blindly assigned to a team.
11. Coach's children shall be swapped onto the coach's team by swapping players of like ratings

Volunteer Points, First Place Team Determination & Region 795 Playoffs

Participating divisions

The non-competitive divisions do not identify a first place team. These divisions are 5U, 6U, 7U, 8U.

The 16U and 19U divisions play under rules coordinated at the area level.

All competitive divisions, 10U through 19U, shall use a combination of volunteer points and in region win-loss-tie record to determine playoff qualification and first place teams.

Volunteer points given to teams

Volunteer points will be awarded to volunteers for specific volunteer tasks, outlined in the Region 795 Volunteer Point System in your coach manual.

To qualify for playoffs

First and foremost, a team must be in good standing. Teams that accumulate an excessive number of ejections (players, coaches, parents) or have a pattern of poor sportsmanship are not considered to be in good standing. Additionally, the severity of any one person's single action could cause the team to fall out of good standing with the region. Any team that is in danger of missing the playoffs due to behavior issues will be informed.

The coach of the team must be certified at the appropriate level for their team. The teams must accumulate the correct amount of Volunteer points as outlined in the Volunteer Point System. The tie-breakers for teams tied in the standings are: 1) Head to Head, 2) Most wins, 3) Least goals against, 4) Goals for, 5) Shots from the mark

All teams that meet the above requirements qualify for the region playoffs. Of the teams that qualify, the team with the best win-loss record shall be declared the first place team.

The 10U Division shall automatically send the first place team, by season standings, in the boys and girls division to the Area 10V Playoffs. A second 10U team from the boys and girls division shall also be sent to the Area 10V playoffs and that second team shall be the first place finisher of the Region 795 playoffs.

The 12U and 14U shall send one team from each of the boys and girls divisions to the Area 10V playoffs. The Teams shall be the first place finisher of the Region 795 playoffs.

If our region is awarded a wild card for another team in any division, that team shall be the second place finisher from the Region 795 Playoffs. The intent of this is to reward teams that focused on player development. The board shall determine the format of the playoff based on the number of teams that qualify for the region playoffs and the number of teams to be sent to the Area 10V Playoffs.

Teams must remain in good standing during the Region playoffs. Teams (players, coaches, & parents) that exhibit poor sportsmanship or that violate any Region Policies during the Region Playoffs may not be allowed to attend the Area 10V Playoffs. All Teams earning the opportunity to play in the Area 10V playoffs need to be approved by the Region 795 Regional Commissioner or Designee.

REGION 795 TURKEY TOURNAMENT POLICY

The Turkey Tournament (TT) is a two day soccer tournament hosted by Region 33 (Balboa/Encino) that takes place on the Friday and Saturday following Thanksgiving Day. There are no regular league games that Saturday because of the Thanksgiving holiday. TT is only available in the competitive divisions of U10 through U16.

Participation in the TT is by invitation only as it is our goal to reward volunteers who have demonstrated their commitment to Region 795. There is a team fee for the tournament which the region will pay for as a thank you to the volunteers. There may be a charge for shorts and/or socks for each player in order to play in the tournament, however players will be issued region jerseys, which shall be returned after the tournament.

In order to better accomplish our goal, Region 795 has instituted the following Turkey Tournament Policy:

1. The following designated categories of volunteers shall have their registered children in competitive divisions eligible to be selected to play on TT teams ("Eligible Players"):
 - a. Board Members (all children);
 - b. Certified Head & Assistant Coaches in competitive divisions (all children)
 - c. Certified Head & Assistant Coaches in non-competitive divisions (siblings in competitive divisions);
 - d. Certified Referees who have refereed at least 7 games by the end of games played on the Saturday that is at least 20 days prior to the first day of the TT (all children), and Certified Youth Referees who have done the same (and their siblings);
 - e. Team Managers (formerly team parents) in competitive divisions (children from that team);
 - f. Other team volunteers children who have significantly helped the team or region
 - g. To the extent the number of Region 795 teams that can participate in the TT is limited by the host region or for any other reason, then Eligible Players shall be selected to play on TT teams according to the priority order set forth in paragraphs a-f above at the discretion of the RC, RCA and RRA or their designee(s).
 - h. To the extent that additional players are needed to fill out TT teams that do not have enough Eligible Players, the additional players shall be selected by the RC, RCA and RRA or their designee(s).
2. TT teams within the same division (i.e. all GU10 teams) shall be formed and approved by the RC, RCA and RRA or their designee(s), and shall be balanced to the best extent practicable given the players available, and the general desire to keep players from the same league team together on the same TT team.
3. All TT teams shall be subject to the Section 10 Three Quarter Rule as set forth in the separate "Three Quarter Rule Policy" statement.
4. Any ambiguity or omission in this Policy shall be resolved by the Region 795 Commissioner or his designee.

Region 795 All Star Teams - Coach and Player Selection

Region 795 will form All Star teams for each competitive division (defined as divisions 10U, 12U, 14U). The amount of teams shall be based on team allotments per region as set forth by Area 10V.

Coach Selection

- 1) Any coach from the current season may submit their candidacy to be the All Star coach in the division they are coaching.
- 2) Coaches must be current with all required training and have the proper coaching certification for the division they are applying for
- 3) Coaches will be selected from those candidates by the RC, ARC, RCA & RRA.
- 4) Selections will be made based on the coach's standing with the region, service time to region and division, prior All Star coaching experience and/or tournament experience.

Player Selection

- 1) The All Star coach of each All Star team shall choose the players for the team.
- 2) The list of players shall be approved prior to speaking with the player or parents
- 3) Approval of players shall be made by the RC, ARC, RCA and RRA
- 4) Changes to the players selected may be made by the RC, ARC, RCA & RRA



Referee & V-Points System

The Referee program has gained momentum and achieved record success over the past seasons. Overall volunteerism has increased, as well. To encourage recruitment efforts and ensure a **FUN, FAIR, and SAFE** experience for the children, Region 795 utilizes a V-points system.

10U – 14U Teams

1. Each Region 795 10U – 14U team must earn a minimum of 100 V-points during the regular season
2. Teams that fail to reach that goal will **NOT** be eligible for post-season play
3. Each team will be required to provide a minimum of one (1) referee.
 - a. Teams may also provide as many additional adult or youth referees as they desire
4. All referee volunteers must meet AYSO volunteer requirements
5. No points will be awarded to referees who have not registered as an AYSO volunteer, completed the Safe Haven training, completed the Concussion Awareness Training, completed the Sudden Cardiac Arrest Training, completed the Safe Sport Training, completed being Fingerprinting and completed the required Basic Course including passing the Basic referee test
6. Coaches may also volunteer as a referee, but may not referee their own team's games or games within their division (exceptions may be made at the discretion of the RC, RRA or their designees)
7. Referee points are assigned to the referee who may award 100% of their points to a single team, or split their points, in 5 point increments, among the teams of their family **only**. **Youth Refs can only apply their points to their teams or family's teams. Cannot solicit or buy Ref Points.**
8. Referees will not earn points for games in which their child/children participate
 - a. Referees should not officiate a game in which their child participates
 - b. Exceptions may be made at the discretion of the RC, RRA or their designees
9. Each team may earn a maximum of 15 Referee Game points per week
 - a. Week defined as Monday – Sunday.
 - b. Exceptions may be made at the discretion of the RC, RRA or their designees
10. Points will be calculated for all weeks in the season
 - a. Points will be posted online weekly by V-Point Administrator.
 - b. Final point totals will be posted online
11. Non-referee volunteer points need to be earned.
 - a. A maximum of 25 non-referee Volunteer points need to be earned per team per season
12. Board Members earn 25 V-points. **These points may be applied to the Referee Points.**
 - a. Each team may accumulate a **maximum** of 35 points attributed to **Board Member** points

Referee game points must be earned throughout the season.

5U and 6U matches shall be officiated by the team's respective Coaches. There are no points for games in this division.

The Region Referee Administrator may not be able to schedule referees on 7U-8U matches. If a 7U-8U game does not have an assigned youth or adult referee, the game shall be officiated by the coach or registered volunteer designee of the "Home" Team.

There are no minimum V-point requirements for the 5U, 6U, 7U, 8U divisions. However, volunteer support is always needed and welcomed in order to have a successful season.

Referee & V-Points System Continued...

EARNING REFEREE POINTS

Referee points may be earned through a combination of the following activities.

Referee Training Points

5 points per new qualified & certified referee that successfully completes the Basic Referee training class AND completes a minimum of five (5) games in the current regular fall season.¹

15 points per referee that successfully upgrades to Intermediate/Advanced/National badge levels.²

5 points per referee for attending the Returning Referee meeting, AND completes a minimum of five (5) games in the current regular fall season.¹

¹ Points will be retroactively awarded to the respective team after the five (5) games are successfully completed.

² Points awarded for Upgrades COMPLETED during the season.

A maximum of 25 referee training points may be applied towards a team's goal of 100 V-points.

Referee Game Points for 8U games through 19U games

2.5 points per referee per game as a Regional Referee (Center or AR)

5 points per referee per game as an Intermediate Referee (Center or AR)

7.5 points per referee per game as an Advanced Referee (Center or AR)

10 points per referee per game as a National Referee (Center or AR)

****Any referee who is also coaching two or more teams shall be awarded the next badge level points per game they referee****

**** REGIONAL badges may participate in a 12U or higher match, subject to approval by the Referee Administrator (RRA), Regional Commissioner (RC) or their Designee.**

Points per referee per game as a Referee on any Sunday 16U or 19U game shall be awarded using same scale above

****Sunday 16U/19U matches require a minimum badge certification of *Intermediate*. See RRA for scheduling assignments for these games.**

Each referee may do 3 games per week unless approved for more games by the Referee Administrator (RRA), Regional Commissioner (RC) or their Designee.

75 POINTS OF A TEAM'S 100 V-POINTS MUST BE REFEREE POINTS - FAILURE TO MEET 75 POINT REQUIREMENT MAY DISQUALIFY YOUR TEAM FROM POST SEASON PLAY (Divisions 10U-14U)

Referee & V-Points System Continued...

Non-referee V-points may be earned using a combination of the following activities

A maximum of 25 non-referee points may be applied towards the goal of 100 V-points.

Field Set Up or Clean-up (Mason and SJE)

5 points per adult volunteer who provides direct assistance during the **set up or clean-up** of our fields at SJE and Mason. Volunteers must meet at the Referee table, upon completion of the last game; Tasks will be assigned by the Board Member in charge of setting up or closing down the facility. Points will be awarded upon successful completion of the set up or clean-up duties, with a board-member signature on the card.

*Note: No Volunteer Points are awarded for **setting up or tearing down** your individual team's goals.*

Board Member

Board Members earn a maximum 25 V-points for their annual service. Points may be awarded to one team, or they may be split, in 5 point increments, among 2 or more teams (**maximum of 10 points to non-family teams**).

- In order to receive their points, each Board Member must successfully complete the proper certification training for their respective position.
- In order to receive their points, each Board member must actively contribute to the region by doing any of the following:
 - Spending at least ½ day at the Mason or SJE Information Tent and/or lead the Close down of the Fields
 - Field monitor, ensuring matches begin/end on-time
 - Attend and help at a registration event
 - Attend and help at coach's/parent meeting
 - Attend and help at uniform distribution
 - Attend and help at trophy distribution
- Board members must attend and help at Opening Night
- These V-points may be applied to the required minimum of 75 Referee points.
- No single Team may accumulate more than 35 points attributed to Board Member points
- Regional Commissioner has sole discretion & authority to grant an exception and award Board Points even if a board member has not completed all of the tasks listed above, but may have been an asset in other areas - Regional Commissioner's decision shall be presented to the board the same night that board points are awarded

Referee & V-Points System Continued...

Field Equipment Delivery/Pick Up & Set Up & Field Striping (Mason & SJE)

- Mason Field Striping – Friday evenings & Saturday mornings
- Mason Equipment Delivery and Field Set Up – Friday evenings
- Mason Equipment Pick Up – Friday evenings
- Mason Equipment Delivery and Field Set Up – Saturday mornings
- Mason Equipment Pick Up – Saturday afternoons
- SJE Equipment Delivery and Field Set Up – Saturday mornings
- SJE Equipment Pick Up – Saturday afternoons
- A maximum of 100 points **may** be allocated for these roles and can be applied to Ref and Non-Ref Points. Points are awarded 10 points per week after assignment is complete.
- **These roles are a season long commitment.**
- Only one team will assigned per role
- See Regional Commissioner for more detail.

APPEALS

10U-14U teams having a **substantial** number of V-points, but failing to meet the minimum number of required V-points, may appeal to the Regional Commissioner.

1. Coaches must submit their appeals, in writing, to the Commissioner no later than the completion of week 10
2. Appeals must outline the extenuating circumstances.

Appeals will be evaluated by the **Regional Commissioner, Assistant Regional Commissioner, Regional Coach Administrator, and Regional Referee Administrator.**

V-POINT ADMINISTRATOR

- Frank Gallucci