



AYSO Standard Regional Policies & Protocols



AYSO National Office

TEL (800) 872-2976

FAX (310) 525-1155

www.ayso.org

Copyright © 2017 by American Youth Soccer Organization

All rights reserved. No part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including photocopying, recording, or other electronic or mechanical methods, without the prior written permission of the publisher, except in the case of brief quotations embodied in critical reviews and certain other noncommercial uses permitted by copyright law. For permission requests, write to the publisher, addressed "Attention: Risk Manager," at the address below.

AYSO National Office
19750 South Vermont Avenue, Suite 200
Torrance, CA 90502
800-872-2976

Accredited By:



Content

AYSO Standard Policies and Protocols	1
Article One: Introduction and Purpose	1
Article Two: Mission	2
Article Three: Corporate Governance	2
Article Four: Duties and Responsibilities of the Region	2
Article Five: Membership in the Region	4
Article Six: Management of the Region	4
A. Regional Commissioner and Regional Board Member Composition	4
B. Duties and Responsibilities of Mandatory Regional Board Positions	5
C. Meetings	6
D. Voting and Veto Powers	7
E. Regional Commissioner Initial Appointment/Reappointment/Replacement	7
F. Regional Board Member Selection and Appointment	7
G. Voluntary Service and Conflict of Interest	8
Article Seven: Program Vision and Administration	9
A. Representative Visionary Requirements	9
B. Operational Expectations	9
C. Best Practices and “How-To’s”	10
Article Eight: Financial Banking and Related Matters	10
Article Nine: Dispute Resolution and Due Process	11
Article Ten: Regional Amendments to Standard Regional Policies and Protocols	12
A. Adoption of AYSO Standard Regional Policies & Protocols	12
B. Amendment to the AYSO Standard Regional Policies & Procedures	12
C. Publication of P&Ps and Addendums	12
AYSO Standard Regional Policies & Protocols - Attachments	13
A. SR P&Ps Addendum Form	13
B. Additional Region Policies and Guidelines	15

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 5, 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 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 volunteer membership. 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 (NAP) and NAP Online and must adhere to the financial policies and procedures described in the Treasurer's Manual, unless otherwise authorized by the National Office.
- B. An annual budget must be adopted that provides the basis for setting player registration fees, submitted to the National Office, and made available to the participants of the Region and AD no later than June 1, which is 30 days prior to the end of the Organization's fiscal year; (See Treasurer Manual.)
- C. Annual budgets must be prepared, submitted to the RC, the Regional Board, the Area Director and/or Section Director and the AYSO National Office and made available to the participating members of the Region; (See Bylaw 1.04(l), NPS 3.2 and the Treasurer Manual.)
- D. 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.;
- E. 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;
- F. Regional financial records must be maintained for seven (7) years;

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. 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;
- H. 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;
- I. 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.
- J. Pre-signed checks and blank checks cannot be used;
- K. Only one (1) checking account and two (2) savings accounts/CDs are permitted, unless previously authorized for Tournaments and/or Cultural Events;
- L. Payments to independent contractors (vendors) must be reported to the National Office for the potential issuance of 1099 forms;
- M. 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;
- N. 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;
- O. 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,
- 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. _____ _____ _____ _____
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	58

Date Signed by RC May 13, 2022	Regional Commissioner Name David Schnider	Regional Commissioner Signature
--	---	--

Approved by: Date Signed by AD	Area Director Name	Area Director Signature

Date Signed by SD	Section Director Name	Section Director Signature

Received by: Date Sent to National Office	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	Heat Policy
3.0	Concussion Policy
4.0	Player Three Quarter Participation Policy
5.0	Referee Point Requirement Policy
6.0	Turkey Tournament Participation Policy
7.0	All Star Tournament Participation Guidelines

AYSO Region 58 Refund 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, as provided below, of a player's decision to withdraw or drop from the program on or before June 30th, a refund will be made of the appropriate registration fee paid less a \$30 non-refundable registration processing fee.
- If the Region is notified of a player's decision to withdraw or drop after June 30th, no refund will be made.
- Any player who has participated in a team activity (practice, scrimmage or game) is not eligible for a refund.

Please note that when you register, your family is charged a membership fee of \$17.50 by AYSO National. This fee is charged by the national office, not our region, and is non-refundable.



AYSO Region 58: **HEAT POLICY**

It is part of AYSO's mission to provide a fun, safe, and family friendly environment for kids to play soccer. We recognize that excessive heat conditions can pose a threat to the safety of children and volunteers in our program and that appropriate steps must be taken to reduce the risk of heat related injuries. We further recognize that temperature alone is not the sole factor in determining whether conditions are unsafe and that wind, humidity, and other factors make a difference.

AYSO Region 58 has adopted the following heat policy...

95°+

WBGT* 81+

If the temperature is expected to or does exceed 95 degrees or the WBGT* shows a heat reading of 81 or higher

THE FOLLOWING HEAT ADJUSTMENTS SHALL BE MADE...

KEEP HYDRATED BE PREPARED

Parents and volunteers will be cautioned to keep themselves and their children hydrated AND are recommended to bring sun shades, ice packs, iced towels, and extra water to the park with them for games.

DON'T OVER EXERT PLAYERS

Referees and coaches should liberally make allowances for heat, especially in the noncompetitive divisions (U5-U8) where we do not keep score. Do not push kids to play more when they are showing signs of heat exposure.

REDUCE PRACTICE TIMES

Coaches should reduce practice times to no more than an hour with at least four water breaks.

SPECIAL GAMEDAY RULES

Referees can impose the following:

- May shorten quarters
- Give additional water breaks
- Allow substitute players to leave the field area to find shade
- Allow players to substitute more frequently
- Take other appropriate measures to reduce heat exposure.

105°+

WBGT* 86.2+

If the temperature is expected to be or reaches over 105 degrees or the WBGT* shows a heat reading of 86.2 or higher

ALL GAMES AND PRACTICES WILL BE CANCELLED

If games are canceled, competitive matches already played that day will be deemed friendlies.

NOTE: The Regional Commissioner may deviate from this policy or adjust procedures as deemed appropriate in his or her sole discretion.

*The Region will use a wet bulb globe thermometer (WBGT)** to measure conditions, if available. Consistent with US Soccer Guidelines***, if the WBGT shows a heat reading (not temperature) of over 81 we will impose mandatory heat restrictions. If the reading exceeds 86.2, we will cancel all games and practices. If the WBGT is not available for any reason, the Commissioner or other responsible volunteers will use their best judgment based on perceived conditions.

** https://en.wikipedia.org/wiki/Wet-bulb_globe_temperature

*** <http://www.ussoccer.com/~media/files/federation-services/r2r-recognize-2-recover/us-soccer-heatguidelines-final.pdf?a=en>



AYSO Region 58 Concussion Policy and Procedures

AYSO provides national guidelines for concussion policy and procedures. In addition, AYSO mandates that every region should comply with their own state's concussion laws. Effective Jan 1, 2017 California has a new law: AB 2007. AYSO policy and CA laws are designed to protect athletes from the harms of concussion. Since healthcare providers are not available to evaluate and manage concussions at games and practices, it is essential that athletes, parents, coaches, referees and administrators are all educated as to the signs, symptoms and management of concussion. In order to meet all AYSO requirements **and** CA state law requirements, Region 58 implements the following Concussion Policy:

Pre-season:

All coaches, referees and administrators must undergo mandatory concussion training (such as the CDC "Heads Up Program" which can be completed online via the AYSO or CDC website). The RRA is responsible for compliance of the referees and the RCA is responsible for compliance of the coaches prior to certification. The RC or a designated ARC will be responsible for compliance of board members. Concussion training is required to be repeated every 2 years.

Players and parent/guardians must sign the Parent/athlete Concussion information sheet. This is required to be e-signed at the time of online player registration.

At practices and games:

At any game, practice or other AYSO sanctioned event, an athlete is to be removed from play if he or she is suspected of suffering a brain injury or is displaying any of the signs or symptoms of concussion (as described in the online training course and on the concussion information sheet). Remember: "When in Doubt, Sit them Out." The player, the player's parent/guardian, the player's coach, the Center Referee, and Regional Board Members all individually have the authority to remove the player: a consensus is not required. If any one of them decide to remove the athlete from play then the athlete is not allowed to return to any practices or games until they have completed all of the steps below and final clearance is provided by the Safety Director. Other witnesses to a potential head injury do not have authority to remove a player, but are encouraged to report their concerns to any person who is authorized. If an AYSO sponsored Certified Athletic Trainer is present, they have authority to remove the player, but they cannot clear a player to return to play.

Referees are required to follow the AYSO referee action plan regarding concussion and coaches are required to follow the AYSO coach action plan regarding concussion. According to these action plans the following must occur (regardless of which individual initiates the removal from play):

- Coach:
- Request the Referee to stop play. (or if during practice, coach will stop practice)
 - Remove athlete from play.
 - Keep athlete out until after final clearance from AYSO Safety Director.
 - Inform athlete and parent/guardian about possible concussion and provide them with CDC fact sheet on concussion.
 - Inform parent/guardian about SAI information on AYSO.org

Inform parent/guardian that athlete will not be allowed to return to play in games or practice until he/she has been cleared by a healthcare professional (MD or DO) experienced in evaluation of concussions and that healthcare professional has completed the AYSO Concussion Release Form
Complete AYSO incident report within 48 hrs and notify the Safety Director and Division Manager
Obtain signed AYSO Participation release from parent/guardian
Obtain signed Medical release (which is the Concussion Release Form) from parent/guardian
Submit all 3 completed forms to Safety Director

Safety Director: Collect and submit the following to: insuranceclaims@ayso.org
Completed AYSO Incident Report
Signed Participation Release
Copy of signed Player Registration Form
Copy of SAI claim

Referee: If concussion is suspected or the coach request the player to leave the field, whistle to stop play.
Call coach onto field.
Remove athlete from play.
File supplemental game report of the incident.
Notify Safety Director.

Return to play:

If the healthcare provider has determined that a concussion or other brain injury **has not** occurred, then return to play will follow the guidelines for all other injuries which includes the completion of the Incident Report Form and the Participation Release Form.

If the healthcare provider has determined that a concussion or other brain injury **has** occurred, then the following return to play steps must be taken:

The Safety Director must receive & review completed: AYSO Incident report form
AYSO Participation release form
AYSO Concussion release form

Once the forms have been received, the Safety Director will notify the coach that the player is cleared to follow the graduated return to play protocol (if they have not begun so already). This protocol can be reviewed on the concussion training course and can be implemented by coaches in coordination with the healthcare professional (or can be begun by the athlete on their own in coordination with the healthcare professional) but must include the following steps:

- Step 1: Physical rest until symptoms have resolved
- Step 2: Low intensity exercise
- Step 3: Moderate intensity exercise
- Step 4: High intensity exercise and non-contact soccer specific drills

REGION 58 THREE QUARTER (3/4) RULE POLICY

One of the five core values 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. Unfortunately, in the past, some coaches have lost sight of the EVERYONE PLAYS core value by refusing to allow ALL players an opportunity for ample play in each game, thereby jeopardizing our goal of consistent playing time for all AYSO athletes.

Therefore, in order to better accomplish our goal, Region 58 has instituted the following Three Quarter (3/4) Rule Policy for regular-season, post-season, and tournament-team play (excluding the All Star tournament):

- 1) Except as otherwise provided in this Policy, every registered AYSO player in Region 58 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 through 8U;
 - b) In 10U, players
 - i) must play at least one (1) quarter in the field and
 - ii) may play no more than two (2) quarters in goal;
 - b) In 12U, players
 - i) must play at least one (1) quarter in the field and
 - ii) may play as many as three (3) quarters in goal so long as each other player plays in three (3) quarters of the game pursuant to this Policy;

- iii) Unless the Head Coach, for reasons beyond his or her control, has no players available as substitutes, in which case the same player may remain as many as four (4) quarters in goal.
 - c) In 14U, players
 - i) must play at least one (1) quarter in the field and
 - ii) may play as many as three (3) quarters in goal so long as each other player plays in three (3) quarters of the game pursuant to this Policy
 - iii) unless
 - (1) a player's Head Coach has received from that player's parent's or guardian's prior written request in the attached form and that request has been signed by the Head Coach and submitted to the 14U Division Manager to obtain approval from the Regional Commissioner or the Assistant Commissioner for Competitive Divisions, in which case, the Head Coach, in his or her sole discretion, may, but is not required to, play that player as many as four (4) quarters in goal so long as each other player plays in three (3) quarters of the game pursuant to this Policy; or
 - (2) the Head Coach, for reasons beyond his or her control, has no players available as substitutes, in which case the same player may remain as many as four (4) quarters in goal.
- 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; and
 - c) No player shall have his/her playing time in games limited because of non-attendance at practice without the prior approval of the Commissioner or his or her designee, which approval shall not be considered without (i) reliable verification that the player regularly does not attend practice despite the coach's request to the parents and the player that he/she do so, and (ii) a meeting in person or by phone between the coach, one or both parents, the player, and the Commissioner or his or her designee, for the purpose of determining whether the absences are the player's responsibility or the parent's, and/or whether there is any justification for the absences. The Commissioner or his or her designee shall then approve or deny the request for reduced playing time in his sole and reasonable discretion based on the best interests of Region 58, and the specific team and

player involved.

- 5) Violations of this Policy shall be handled as follows:
 - d) 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;
 - e) In the event of a presumed violation, the Division Manager 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;
 - f) The Division Manager 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;
 - g) In the event that a mistaken violation is found to have occurred:
 - i) The offending coach's team shall forfeit any points awarded for the game in which the Policy violation occurred; and
 - ii) 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;
 - h) In the event that an intentional violation is found to have occurred: For the first offense, the offending coach shall be suspended for the next game.
 - i) 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;

- i) Any coach who is previously determined to have mistakenly violated this Policy shall be presumed to have acted intentionally in connection with any subsequent violation in the same league season.
- 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 16/19U divisions or to the All Star Tournament, as those players are subject to the Area and Section Rules which are handed out separately.
- 8) Any ambiguity or omission in this Policy shall be resolved by the Region 58 Commissioner or his or her designee.

Goalkeeper Four Quarter Request Letter

Player Name:

Head Coach:

We understand that it is the policy of AYSO Region 58 that in the 14U divisions, no player may be required to play all four quarters of a game in goal without the request of that player's parents or guardians and the approval of the Regional Commissioner (RC) or the Assistant Regional Commissioner for the Competitive Divisions (ACCD). We acknowledge that the primary purpose of that policy is to ensure that all players have an opportunity to play in the field and no player is forced to play a full game in goal. We also acknowledge that the region believes that it is important for players who want to focus on goal keeping to spend some time in the field developing ball control and passing skills.

Despite those considerations, we believe that it is in the best interest of our child to have the opportunity to play four quarters of a game in goal. By signing below, we are requesting that Region 58 give the Head Coach the option to play our child in goal for four quarters. We understand that player positions are still at the sole discretion of the Head Coach and that even if permission is granted that does not require the Head Coach to play our child in goal for four quarters in any game.

[This form must be signed by all parents or guardians who have legal custody of the player unless otherwise approved by the RC. The form must be signed by the coach and submitted to the Division Manager. The Division Manager must then submit the form to the RC or ACCD for approval]

Parent/Guardian 1

Parent/Guardian 1

Dated:

Dated:

Signature

Signature

Printed Name

Printed Name

Division Manager

RC/ACCD

Signature

Signature

Step 5: Full contact soccer practice

A minimum of a 24 hr period must occur between each step. Steps 1-3 may allow the athlete to be at soccer practice to observe practice and participate in those steps during practice time but separate from the team. Steps 4 and 5 may occur with the team during practice. If symptoms return at any step then the athlete is to be held out from further exercise or practice and the parent/guardian and healthcare provider are to be notified.

Once the return to play protocol has been completed **and** it has been a minimum of 7 days since the head injury occurred, then the coach must notify the Safety Director. The Safety Director will then provide final clearance for the athlete to return to play in any AYSO sanctioned event. The Safety Director will keep a record of all forms and of the date of clearance for return to play of the athlete.

Compliance and enforcement of the Concussion Policy:

Any coach, referee, administrator, parent or player found to be in violation of the concussion policy may be subject to discipline, up to and including permanent suspension from AYSO.

AYSO Region 58
Referee Points Policy
 Effective 2018

AYSO is an all-volunteer community organization with the mission to develop and deliver a quality youth soccer program in a family environment that is “fun, fair, and safe”. Referees are a critical and essential part of that “fun, fair, and safe” experience.

One of AYSO’s philosophies is “Everyone Plays” – that’s a philosophy targeting players. A parallel philosophy, but unwritten, is “Everyone Volunteers.” Referees that help bring about the “fun, fair, and safe” soccer are volunteers.

The challenge is, how do we get enough individuals to volunteer to provide 3 referees (one referee (center), two assistant referees) for every game. Looking at the 10U, 12U, and 14U player divisions, we anticipate having approximately 80 teams and 40 games each Saturday during the 2018 AYSO Fall League season. With 3 referees needed per game (one referee (center) center, two assistant referees), that’s 120 referee slots that need to be filled each Saturday. And if we expect each team to contribute an equal share of the needed referee slots, the numbers work out to:

<u>Referee Slots Needed</u>	<u>Weeks in Season</u>	<u>Total Referee Slots Needed</u>	<u>Number of Teams</u>	<u>Referee Points Per Team/Season</u>	<u>Referee Points Per Team/Week</u>
120	10	1200	80	15.0	1.5
120	11	1320	80	16.5	1.5
120	12	1440	80	18.0	1.5

Essentially, no matter how many teams, Saturdays, or weeks in the season, it works out that each team needs to provide, on average, 1.5 referees per Saturday of games. It’s that simple.

Being a referee not only offers you the opportunity to help with the “fun, fair, and safe” part, but also allows you to be role model for your own children and part of community in which you and your children will develop long lasting and rewarding friendships with other families.

So how do we meet this challenge? How do we encourage you to overcome all of those reasons that get in the way of becoming a referee and supporting your child’s team? We have a Referee Points Policy.

Here are the details of the Referee Points Policy

Target Number of Referee Points per Team

Teams in the 10U, 12U, and 14U player divisions have a target of 1.5 referee points per week of games played. A ten week season has a target of 15 referee points; an eleven week season has a target of 16.5 referee points; etc. The eligibility of a team to participation in the AYSO Fall Program League Playoffs will be determined, in part, by the number of referee points earned by a team.

Earning Referee Points:

1. By becoming a Certified Referee – If you are a “new” AYSO referee (that is, you attend the Referee Basic Certification Course for the first time and become a Certified Referee) you will earn two (2) extra referee points once you have earned four (4) referee points by refereeing AYSO Region 58 games.
2. Field Practical Instruction Training – Earn one (1) point for attending on field practical instruction training after taking the initial referee class. This involves interactive instruction and observing a referee team officiate an actual game. Sessions are held the first few weeks of the season. Limited to one (1) point per season.
3. Additional (or Repeat) Referee Training – Earn two (2) points for repeating the Regional Referee Class or three (3) points for attending an Intermediate, Advanced or National referee upgrade course. Must referee four games to get the points and can only get points for one class per season. Classes are offered and should be attended during the off season.
4. By being an Assistant Referee – You earn one (1) referee point for each game you work as an Assistant Referee in AYSO Region 58 games.
5. By being a Referee (Center) – You earn one (1) referee point for each game you work as the game Referee (Center) in AYSO Region 58 games.
6. By being a Standby Referee – You can earn one (1) referee point for signing up on the weekly schedule in a “Standby Slot”. The “Standby Slots” will not be available if all regular referee game slots have not been filled.
 - a. On game day, if it is necessary to ensure that there are three referees for a scheduled game, then you, as the Standby Referee, will be assigned to a game.
 - b. On game day, if it is not necessary to assign you to a game, you will be assigned to a game with a full referee crew and either assigned as an Assistant Referee on the game or asked to mentor or shadow another referee, at the direction of the Referee (Center).
 - c. You will not earn a referee point if you do not work a game.
7. By being a MENTOR Referee – If you are a returning referee, that is, you have refereed in prior years within AYSO Region 58, you may volunteer to be a MENTOR Referee. If you are interested in being a MENTOR Referee please contact the Regional Referee Administrator to discuss this option. MENTOR Referees are designated at the discretion of the Regional Referee Administrator. MENTOR Referees can earn one (1) referee point for acting in the capacity of a MENTOR Referee.
 - a. “MENTOR Referee Assignments” will not be available if all regular referee game slots and all “Standby Slots” have not been filled.
 - b. On game day, if it is necessary to ensure that there are three referees for a scheduled game, then you, as a MENTOR Referee, will be assigned to a game.
 - c. On game day, if it is not necessary to assign you to a game, you will (i) either be asked to mentor or shadow a “new” referee, that is, a referee who did not referee in prior years within AYSO Region 58, or (ii) be asked to support a referee crew in some other way.
 - d. You will not earn a referee point if you do not work a game.
8. BONUS referee points – You earn one (1) “bonus” referee point as the Referee (center) for each “bonus” game you sign up for prior to game day and complete the assignment as the Referee (center). The “bonus” referee point is in addition to the (1) referee point you would normally earn, thus earning two (2) referee points for being the Referee (center) on a “bonus” game. “Bonus” games will be identified by the Referee Staff. Typically “bonus” games will be afternoon games, usually after 1:00 PM.

9. Working with the Regional Referee Administrator to ensure accuracy of earned referee points – Please verify the accuracy of the referee points you earn. If you have earned “extra” or “bonus” referee points that are not reflected in your team’s referee point totals, contact the Regional Referee Administrator to review referee points earned and assigned.

Losing Referee Points:

1. Lose one (1) point for not showing up for a game you signed up to referee. – Because some individuals are ambitious when signing up to referee games (on the referee game schedule) but not so ambitious in actually showing up to fulfill the referee duties that they signed up for, referees (and their home team) will lose (1) referee point for each “no show” – that is, for not showing up for a game that they volunteer to referee. Timely notification that you will not be able to referee a game for which you signed up, at the discretion of the Referee Administrator, will prevent the loss of a point.
2. If you do not perform the duties of a referee, in whatever manner, you will not earn a referee point. – If you report to the Referee Tent to fulfill the referee slot you signed up for, but for whatever reason it has been necessary to assign another referee to replace you on that game, e.g., you are late reporting to the Referee Tent, you will not earn a referee point. At the discretion of the Regional Referee Administrator you may be assigned to a game in some other capacity and earn a referee point by performing the assigned task. Normally, if you make a good faith effort to be available for the games you sign up to referee you will not lose a referee point.

Other guidelines regarding earning referee points:

1. You must be a trained, certified referee to earn referee points. Being certified requires:
 - a. Referee Training, only needed once, but refresh and advanced training recommended
 - b. Safe Haven, renew/refresh training every two years
 - c. Concussion Awareness, renew/refresh training every two years, and
 - d. Registering as an AYSO volunteer, required every year.
2. If all referee slots for the 10U, 12U, and 14U division games are filled by volunteers, then you can earn one (1) referee point for refereeing an 8U game, at the Referee Administrator’s discretion.
3. Although not required, we encourage members of the 8U community to take the Basic Referee training and become a certified referee. Getting a “head start” refereeing 8U games will make the transition to refereeing 10U games the next year easier.
4. Referee points earned by a “non-affiliated” referee may be assigned to a team only if the receiving team is identified on the game card on the day the game is played. A “non-affiliated” referee is a referee that is not “related” to a player on the team to which the referee point is to be assigned. “Non-affiliated” referee points not assigned to a team on the game card on the day the game is played will not be eligible to be assigned to any team.
5. In general, teams will be discouraged from earning more than the targeted number of referee points. It is not our intent to prevent a referee from supporting Region 58’s goal of a qualified referee crew for every game. Indeed, we would encourage experienced referees to shadow and mentor less experienced referees. However, in the spirit of good sportsmanship, if a referee earns points beyond the targeted number, that referee might consider making those additional “excess” referee points available to other teams. See (4) above for “non-affiliated” point guideline.

Rewards for Referee Points:

1. The joys of being part of the AYSO Region 58 community, a family friendly environment that gives you this opportunity to be a role model for your children, make lifelong friends, and, yes, wear that fashionable referee uniform.
2. All teams with the targeted number of referee points for the AYSO Fall Season Program, for example, 16 referee points, will be eligible to participate in the League Playoffs for their division.
3. The primary brackets for League Playoffs in each of the 10U, 12U, and 14U divisions will be set based on the 8 teams with the highest standings determined by “game points.”
4. If there are more than 8 teams within a division with the targeted number of referee points, playoff brackets for the division will be determined by the number of teams qualifying, the number of earned “game points”, and the number of field game slots available. Because the number of League Playoff game slots may be less than the number of teams that are “eligible to participate,” all teams with the targeted number of referee points may not be guaranteed participation in League Playoffs. The actual number of League Playoff game slots in a division’s playoff bracket will be determined by the Regional Commission, at his/her discretion.

REGION 58 TURKEY TOURNAMENT POLICY

The Turkey Tournament 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 U19 (U19 TT teams usually play in Pasadena as Region 33 does not have U19 play). There is a charge to play in the tournament which is approximately \$50 per player (including uniform). Participation in the TT is by invitation only as it is our goal to reward certain designated categories of volunteers who have demonstrated their commitment to Region 58.

Therefore, in order to better accomplish our goal, Region 58 has instituted the following Turkey Tournament Policy:

1. The following designated categories of volunteers, in the following order of priority, are entitled to have their registered children in competitive divisions eligible to play on TT teams (“Eligible Players”):
 - a. Board Members (all children);
 - b. Head Coaches in competitive divisions (all children), and Certified Head and Certified Assistant Youth Coaches (and their siblings);
 - c. 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);
 - d. Team Managers (formerly team parents) in competitive divisions (children from that team); and
 - e. Certified Assistant Coaches in competitive divisions (children from that team);
 - f. All other registered children of Team Managers and Certified Assistant Coaches, respectively;
 - g. To the extent the number of Region 58 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 respective Division Manager with the approval of the Region 58 Commissioner or his designee;
 - 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 at the discretion of the respective Division Manager with the approval of the Region 58 Commissioner or his designee.
2. TT teams within the same division (i.e. all GU10 teams) shall be formed by the respective Division Manager with the approval of the Region 58 Commissioner or his designee, 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 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 58 Commissioner or his designee.

AYSO Region 58 All-Star and Tournament Team Policy and Guidelines

The All-Star and Tournament team programs are intended to provide coaches and players who have demonstrated superior skills, effort, attitude, and commitment during the Fall season the opportunity to continue to develop their skills in a more-competitive environment against post-season teams from other AYSO regions. Our Region's goal is to assemble the most capable teams at each level, based on the technical ability, versatility, and character of the players available. We seek to select coaches who embody AYSO principles and will represent the region well in tournament season competitions.

The purpose of this policy is to establish the rules and guidelines by which we will select All-Star and Tournament team coaches and players. It is intended to create a fair process that is used consistently in the competitive divisions (10U, 12U, 14U, and 16U).

I. All-Star Head Coach

The purpose of the guidelines, insofar as coach selection is concerned, is to help select the best head coach for the All-Star team for each respective competitive division, based on the eligible candidates, and after considering and weighing all of the various factors set forth below.

A. Selection Method

1. Selection Committee: The region shall have an All-Star Coach Selection Committee consisting of the Assistant Commissioner for the Competitive Divisions ("ACCD"), the Assistant Commissioner for Tournaments ("ACT"), and the Regional Coach Administrator ("RCA"), or such other Board members as the Regional Commissioner ("RC") believes appropriate under the circumstances.
2. Straw Vote of Division Coaches: The Division Manager ("DM") shall take a confidential straw vote of the division's coaches to see who the coaches would elect as All-Star Head Coach. This vote shall be non-binding and advisory only. This straw vote may also be used to inform the process of identifying an appropriate All-Star "B Team" Head Coach (in the 10U divisions) and Tournament team Head Coaches in all divisions.
3. Selection Process: The DM shall review the straw vote of the division coaches and the factors described below and make a recommendation to the Selection Committee for each Head Coach position in the division. The All-Star Coach Selection Committee shall select an All-Star Head Coach from one of the eligible candidates in the respective division after considering and weighing the relevant

factors. It shall be the objective of each Selection Committee to reach a consensus on each All-Star Head Coach, but a majority vote of the committee shall prevail if required. The Selection Committee must submit their choice to the RC for final approval.

B. Eligibility

1. All coaches who (a) are registered as a coach volunteer in Region 58; (b) are AYSO-certified to coach in that division; (c) have completed safe haven and concussion training online; and (d) sign the Coach Commitment Letter referenced in paragraph I.B.2 below, are eligible to be selected as the All-Star Head Coach in that division. DMs should work to identify eligible coaches who are interested in serving as the All-Star Head Coach as early in the Fall season as possible.
2. Each All-Star Coach shall be required to sign a letter agreement confirming his/her commitment, as well as acknowledging and agreeing to perform the several responsibilities of the All-Star Coach. A sample All-Star Coach Commitment Letter is attached as Exhibit A. Failure by an All-Star Coach to honor the commitments set forth in that letter will be a significant factor against any future All-Star coaching assignments absent extraordinary circumstances.

C. Factors To Be Considered/Not Considered

Preference shall be given to volunteers who served as head coach in Region 58 during the current Fall season in the competitive division in which they seek to coach the All-Star team. If the Selection Committee does not have an interested candidate from that pool of coaches who they feel is qualified, they may consider assistant coaches from that division or other coaches who are otherwise eligible.

The following factors *shall* be considered and weighed in making the All-Star Head Coach decision. Because coach selection is by its nature a subjective decision-making process, the Selection Committee members shall determine how much weight to give any particular factor.

1. AYSO Philosophies (Positive Coaching, Good Sportsmanship, Everybody Plays);

2. Role Model/Good Representative of Region 58 (e.g. respect for opposing teams);
3. Ability to facilitate a great post-season experience for the players;
4. Knowledge of the players in the division, gathered through observation of the players and teams over the course of the Fall season;
5. Knowledge of game (e.g. Laws, Spirit, Tactical, Strategic);
6. Ability to communicate with/teach players;
7. Organizational abilities (e.g. enter tournaments, obtain referees, control parents);
8. Volunteer level (e.g. Active Board member; other extraordinary volunteerism);
9. Temperament/Demeanor with players/others (i.e. screamer, yeller, complainer);
10. Past discipline issues (e.g. referee send-offs, 3/4-rule violations, league suspensions);
11. Any other non-prohibited factors which the Selection Committee believes are appropriate under the circumstances.

The following factors *may* be considered:

1. Whether the candidate has a child in the division;
2. Whether the All-Star-eligible child (if any) of the candidate is likely or unlikely to be voted a “Consensus” player (as defined below).

Whether a candidate has a successful season won-lost record during the current, or any prior, season *shall not* be considered in making the All-Star Head Coach decision.

D. Assistant Coach

Once an All-Star Head Coach is selected, the Head Coach may select an Assistant Coach. Assistant Coaches must meet the same eligibility requirements identified in paragraph I.B.1 above. Selection of an Assistant Coach does not earn their child a place on the team. All players must be selected in accordance with the player selection procedures below.

E. Commissioner's Authority

Notwithstanding anything set forth above to the contrary, the RC has the authority, in his/her sole and reasonable discretion, to determine that a coach shall not be eligible to be an All-Star Coach (typically because of prior misconduct). Similarly, the RC also has the authority, in his/her sole and reasonable discretion, to determine that a person not otherwise-eligible to be an All-Star Coach, shall be eligible (typically because of the unquestioned ability and qualifications of the non-eligible person).

II. All-Star Team Formation

A. Purpose

The primary objective of the post-season is to provide a positive opportunity for players to develop with other players at a similar skill level. When forming All-Star teams, we seek to assemble the best teams we can to represent us in the Area, Section, Western States, and other tournaments. Thus, unlike the Fall season, we do not balance All-Star teams within our region, because they are meant to be balanced against similar competition from other regions. Assuming we have enough players available, we will form one All-Star team in each of the 16U, 14U, and 12U divisions and an All-Star A Team and All-Star B Team in the 10U divisions. In the 10U division, our intent is to form the best A Team available before we then form the best B Team available from the remaining pool of players and coaches.

B. Eligibility

To be eligible to play on an All-Star (or Tournament) team, players must (i) have been registered with Region 58 for that Membership Year's Fall season; (ii) have played in at least $\frac{1}{2}$ of their team's league season games (excluding playoff games), with the player needing to play at least $\frac{3}{4}$ of a game in order to qualify as having played in that game (exceptions may be made for documented injuries or illness with approval by the RC); and (iii) sign (along with his/her parents) a commitment letter confirming his or her commitment to the All-Star (or Tournament) team if requested.

C. Selection

Each coach in the division shall be asked to participate in the voting for the division's All-Star team. Under normal circumstances, voting should occur after the year-end coaches'/player rating meeting (which should be scheduled by the DM to occur no later than early November). All players in the division who meet the eligibility criteria set forth above may be selected in the voting. In voting, coaches shall be asked to vote for players who they would want to make up the division's All-Star team if they were

coaching the team, taking into consideration the needs and positions of a complete team (Goalkeeper, Defenders, Midfielders, Forwards/Strikers). In other words, coaches will not necessarily vote for the 9/10, 12 or 14 players the coach considers to be the division's "best" or "most-individually-skilled" players.

The DM for the division in question shall tally the votes submitted and shall work to identify, in consultation with the ACCD and/or ACT, a clear dividing-line in the voting results to separate what shall be termed "Consensus" players — who are automatically invited to the team — from the remainder of the vote-getters. The target for the number of such Consensus players, by division, should be as follows: 10U — 6 or 7 players; 12U — 8 or 9 players; 14U — 10 players. However, the DM must have the flexibility to identify an appropriate dividing line that may deviate from that target number. Once identified as a Consensus player, the All-Star Head Coach may not remove that player from the All-Star team (as part of the selection process).

The remainder of the players who will be invited to the All-Star team will be considered "Discretionary-Pick Players." For the 10U All Star A Team, and for the All Star teams in the 12U and 14U divisions, players are not eligible to be selected as a Discretionary-Pick Player unless they receive a minimum of 2 All-Star votes from the division's coaches.

In the 10U divisions, once the selection of the All Star A Team is complete and the roster is confirmed and complete, selection for the All Star B Team shall commence. The DM shall again attempt to identify a clear-dividing line in the votes received by the remaining players so that Consensus players may be identified. Following the identification of those individuals, the All Star B Team coach shall again be allowed to round-out the team with Discretionary-Pick Players. For the 10U All Star B Team, players must receive at least 1 All-Star vote from the division's coaches to be eligible for selection as a Discretionary-Pick Player.

In addition to attempting to form the best, most complete team possible, the following factors are among those that may be considered by division coaches in casting votes for, and by the All-Star Head Coach in selecting, All-Star players:

- 1) Game and practice attendance during league season;
- 2) Player Attitude (e.g. with teammates, coaches, referees, opposing players)
- 3) Conduct on field during season (e.g. yellow or red cards/violent conduct, good or bad sportsmanship);
- 4) Difficult parents;

- 5) First or second year (in the division at issue) player;
- 6) Other commitment issues (e.g. other sports or interests).

D. Discretionary-Pick Oversight Committee

Each competitive division will form a Discretionary-Pick Oversight Committee (“DPOC”) to assist the DM with the All-Star team-formation process. In divisions with six or more teams, that committee will consist of three members. In divisions with fewer than six teams, it will consist of all coaches willing to participate, subject to the approval of the ACCD. Members of the DPOC will be selected by the DM and approved by the ACCD and RCA. The DPOC shall consist, where at all possible, of three head coaches from the division in question, with exceptions allowed where necessary upon consultation with the RC. Target characteristics for DPOC members should be knowledge of and experience with the particular division’s player pool, knowledge of the game, fairness, and a capacity for and willingness to exercise independent decision-making. DMs should work to identify potential DPOC members as early in the Fall season as possible (ideally by no later than October 1) to allow potential/confirmed DPOC members to observe players throughout the Fall in preparation for All-Star team formation. DMs may wish to identify a minimum of 4 potential candidates, in order to anticipate the possibility that one such candidate may become the All-Star Head Coach.

DPOC members shall not be parents of children eligible for selection as Discretionary-Pick Players. Where possible, DPOC members also should not be parents of children who are Consensus players. If there are an insufficient number of division head coaches willing/able to be DPOC members, DMs should work to identify willing and able division assistant coaches to serve on the DPOC. Should that pool of individuals be insufficient to complete the DPOC, DMs should work to identify Board members or other individuals who are best able to fill the position, preferably with knowledge of the players if possible.

The DM may decide, upon consultation with DPOC members and consideration of communication needs (as addressed below), whether the members of the DPOC will be anonymous.

To be clear, the purpose of the DPOC is not to simply replace an All-Star Head Coach’s discretionary team selection authority with a 3-person committee’s discretionary team selection. It is instead intended to prevent or correct the *abuse* of that authority, with the expectation that the DPOC’s oversight authority will be exercised in only extreme, or unusual, cases. As such, for the DPOC to overrule an All-Star Head Coach’s discretionary-pick selection of a player, the DPOC must *unanimously*

determine that the selection is improper. DPOC members shall consider whether the All-Star Head Coach has a reasonable and credible explanation for his/her selection of the particular player in question, taking into consideration the needs of the team. If a single member of the DPOC is convinced that the All-Star Head Coach has offered a reasonable and credible explanation, the All-Star Head Coach's selection will stand.

To that end, if the DM determines, upon initial communications with the individual DPOC members, that there is a reasonable prospect that the DPOC may overrule an All-Star Head Coach's Discretionary-Pick selection, the DM shall give the All-Star Head Coach the opportunity to explain, in detail, the basis/reasoning for the selection. The DM shall then inquire with each DPOC member, ideally individually, as to whether they approve or disapprove of the All-Star Head Coach's Discretionary-Pick selection at issue.

Where the DPOC has unanimously overruled an All-Star Head Coach's discretionary pick, the All-Star Head Coach will be given the opportunity to choose another player from the field of eligible players, and the DPOC's process shall begin anew as to that player. The DPOC shall not — absent consent from the All-Star Head Coach and the DM — make the selection for the All-Star Head Coach. In addition, if ANY player turns down an invitation to an All-Star team, any newly-picked player designed to replace that player shall be considered a Discretionary-Pick Player, and therefore also subject to the DPOC process.

E. Announcement of All-Star Players

The goal will be for All-Star players to be announced on the day after the conclusion of Region 58 playoffs. The All-Star Head Coach shall be announced on the same day, although he/she must be informed before that date, on a confidential basis, so that he/she can select (and defend, if necessary, the selection of) Discretionary-Pick Players. The All-Star Head Coach will also be able to notify their selection for assistant coach in advance and the DPOC will be informed in advance as well. Any person informed about the coach or players prior to the formal announcement is expected to keep that information confidential.

F. Commissioner's Authority

Notwithstanding anything set forth above to the contrary, the RC has the authority, in his/her sole and reasonable discretion, to determine that a player shall not be eligible to be on the All-Star team (typically because of prior misconduct of the player and/or parents). Similarly, the RC also has the authority, in his/her sole and reasonable discretion, to determine that a player not otherwise eligible shall be eligible to play on the All-Star team

(typically because an All-Star-caliber player was injured during the season and missed playing in the required number of games).

III. Tournament Teams

A. Tournament teams shall be formed in each competitive division shortly after the conclusion of Region 58 playoffs and the announcement of the respective division's All-Star team(s). Head Coach selection shall be made by the All-Star Coach Selection Committee using the same guidelines set forth herein for All-Star Head Coach selection, though a new "Straw vote" (which is non-binding, in any event) shall ordinarily not be taken. However, selection of Tournament team players shall *not* be subject to the procedures set forth in paragraph II.D above. Selection shall instead be largely left to the discretion of the Tournament team Head Coach, with the oversight of the DM. Strong consideration shall, however, be given to non-All-Star players who are highly-rated and/or who received multiple All-Star votes, along with consideration being given to lower-rated players evidencing a strong commitment and desire to play throughout the entirety of the tournament season. In all cases, the RC shall give appropriate guidance in player selection when deemed necessary.

B. Tournament team Head Coaches and players will be expected to sign Commitment Letters similar to their All-Star counterparts.

IV. Substitutes

A. Substitute Players: A Substitute Player is someone from our Region who fills in for an absent player at a tournament. Substitutes must have played in our Region in the Fall and must meet the All Star eligibility requirements described in paragraph II.B, above. If the player is currently playing on a different team (All-Star or Tournament team), the coach seeking a substitute should first ask the Head Coach of the player's team to make sure that the player's team is not playing at the tournament in question. If the Head Coach approves or if the player is not currently on a Tournament team, the coach seeking the substitute should contact the player to see if he/she is available. In the 10U divisions, the A Team Head Coach should be given the first option for any particular substitute. In divisions where tournament teams are categorized as "B Team," "C Team," "D Team," etc., options should likewise first be given to teams in that order. Substitutions should at all times be coordinated with the ACT.

B. Players may decline to play for a particular All-Star or Tournament team, and still be eligible to play for a different All-Star or Tournament team, if the decision to decline is made so as to enable the player to play with a sibling on that other team, or if a parent is the Head or Assistant

Coach of that other team. Should a player otherwise decline to play on an All-Star team, he/she shall not be eligible to play for a Tournament team unless (a) the player declines because he/she cannot make the time commitment required for the All-Star team or (b) the player declines for some other reason deemed adequate by the RC to ensure that it is not a subterfuge to avoid playing for the All-Star Head Coach and to play, instead, for the Tournament team Head Coach. Except as permitted by the foregoing, any player who has declined to play for, or who has left, a particular team, shall not be allowed to participate in any tournament in which his/her former team is also competing. For these players, as others, the coach interested in inviting the player should discuss the invitation with the player's original Head Coach before any substitution request is conveyed to the player.

C. Guest Players: A Guest player is a player from another AYSO region filling in as a substitute player on one of our Tournament teams. Qualified players from our Region should be given priority over Guest Players. Any request to use a Guest Player must be approved by both the ACT and the RC.

D. Only approved Substitute Players or Guest Players should practice with a team on a regular basis.

V. The RC has the authority to make any decision necessary in the best interests of the Region in the event of omission, ambiguity or error in the Policy and Guidelines.