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TRI-VALLEY YOUTH FOOTBALL CONFERENCE

TVYFC
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SANTA YNEZ

OFFICIAL RULES AND BYLAWS
2009

Tri-Valley Youth Football Conference

Board of Directors

This Board consists of two distinct sections, the Executive staff, which participates in Board meetings and administers the rules as decided by the Executive Council, which creates and approves the rules with a majority vote. In the event of a tie vote by the Council, only the Executive Staff President votes to decide the outcome of the vote and break the tie.

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STATEMENT OF PRINCIPLES

SECTION A – OBJECTIVE:

The objective of this program is: to inspire youth, regardless of race, color, creed, gender, or national origin; to practice the ideals of health, citizenship, and character; to bring our youth closer together through the means of a common interest in sportsmanship, fair play, and fellowship; to impart to the game's elements of safety, sanity, and intelligent supervision; and to keep the welfare of the player first, foremost, and entirely free of the adult lust for glory.

SECTION B - SPECIFIC PURPOSE:

1. To acquaint the players with the fundamentals of the game rules: passing, running, kicking, blocking, and tackling.
2. To teach through the game, sportsmanship, love of the game, and the ability to take a few knocks and bumps.
3. To promote safe play by encouraging the players to play down to the lowest age and weight division for which they qualify.

SECTION C - DIVISION FRAMEWORK:

To maintain uniformity teams must fall into one of the following divisions: BANTAM, JUNIOR I, JUNIOR II, or SENIOR. Each team so classified must be formed in accordance with the requirements as set forth in Article II of this rulebook.

SECTION D - CHAPTER DUTIES:

It shall be the duty of each Chapter to establish the necessary procedures to assure compliance with the rules contained in this book, bearing in mind that NO Chapter may establish rules, which contradict the rules, and regulations contained herein but should never be more lenient. **Chapters may have stricter rules as long as they follow the guidelines of the TVYFC rules.** Each Chapter must submit a policy statement on the rules/policies they use to form teams within their Chapter. These statements must specifically address how team splits are accomplished.

In order to remain a Chapter in good standing with the TVYFC, all organizations must accept and meet the following standards:

1. Obey all Rules, Regulations, and Bylaws
2. Pay all fees, fines and bills immediately upon notification.
3. Provide Game Field Commissioners for all home games.
4. **Discipline** coaches as appropriate for coaching ethics violations.
5. **Not** allowing coaches to cut or run-off weaker players.
6. Attend special meetings as called and all conference meetings.

7. Maintaining an active board capable of managing their own internal affairs, and satisfying all TVYFC administrative requirements.
8. Treating visitors as if they were the home team.
9. When a player signs up at the Chapter level, the Chapter must put the date and time the player signed in order to verify the "last to sign, first-to-be-let-go" policy of the Conference when a team is over booked.

SECTION E – TERMINOLOGY:

1. Use of the term "TVYFC" in this rulebook refers exclusively to the Tri-Valley Youth Football Conference.
2. Use of the term "Chapter" refers to a Chapter franchised by the TVYFC under such rules and regulations as are contained in the TVYFC Bylaws.
3. A "franchised team" is one, which has met the requirements of its Chapter and the TVYFC.

ARTICLE II **PLAYER ELIGIBILITY**

SECTION A - PLAYER REQUIREMENTS:

1. **MUST BE AN AMATEUR:** To be an amateur under TVYFC football rules, players **CANNOT:**
 - a. Play for monetary benefits such as cash, merchandise, or any compensation, nor compete against any professional athlete.
 - b. Compete under an assumed name. Players must use name on certified birth certificate or provide legal documentation of a name change at the time of registration.
 - c. Compete on any outside tackle football team during the same season unless approved by the TVYFC Executive Council. *Any potential player coming from all other tackle football organizations who was discharged from a team for **DISCIPLINARY REASONS**, but not limited to such, will not be considered eligible for play.*
2. **PLAYER CONDUCT:** If a player is ejected from a game by the CIF Officials for any reason, the Game Field Commissioner and TVYFC Athletic Director must be notified. The player in question will not be allowed to participate in practice the entire week following and may not play in the next game. If s/he is ejected from another game s/he will be suspended from the TVYFC for the rest of the season. The same rule applies to all coaches.
3. Any player using profane language while communicating with an adult involved with the TVYFC or Team OR Game Official shall be suspended from participating in the current game (if not yet played) or the following week's activities, including the next game, unless the problem is solved at a Chapter and/or Chapters level. The second time this infraction occurs, the player WILL be suspended from TVYFC for the remainder of the current season.

SECTION B – REGISTRATION AND DIVISION PLACEMENT

1. AGES AND WEIGHTS:

- A.** Players must be between the ages 8 and 14 during the current playing year unless there is a parent waiver for 7 year olds ONLY. See Exponent Chart below for details.
- B.** One pre-season player certification before the playing season begins and one post season playoff certification prior to participating in the first game of the playoffs. The location and time for the certifications will be scheduled prior to the season's start and again at the seeding meeting each year.
- C.** Mandatory player verification on the day of Super Bowl at the field prior to the game and a mandatory weigh in for **ALL** Senior players. Any player over the 200+ weight limit will be restrict to playing on the offensive and defensive line only and may not carry the ball. Players must match certified rosters and registration documentation. Players not listed on certified rosters or who do not have the proper registration paperwork **ON FILE** will not be allowed to play in the Super Bowl.
- D.** Registration and Division placement
 - i.** Registration Certification is the process by which an athlete's division is identified according to exponent totals.
 - ii.** The exponents shall be date of birth, weight, height, and proof of grade level.
 - iii.** Date of Birth: An ORIGINAL birth certificate from the county of birth will determine the athlete's date of birth. If this birth certificate is not applicable, any federal, military or state certificate will be acceptable.
 - iv.** Picture: At certification, each player contract shall be accompanied by a CURRENT picture (no more than one [1] year old) for inspection by the certifying official. The picture area showing the player's head and neck shall be at least one inch (1") in height. Pictures will be kept as part of the certification package along with Birth Certificate, TVYFC Certified Roster, etc. by the player agent from each appropriate Chapter and will be available upon request. ALL TVYFC Chapters are authorized to use a Chapter owned digital camera at the time of Certification Day for players who do not have a picture of themselves during Certification. This does not overlook the parent's responsibility to make sure they are accountable to provide a current picture of their child prior to Certification Day.
 - iv.** Weight: Weight will be determined by using a calibrated scale measured in pounds.
 - v.** Height will be determined by using a stationary Y axis measured in inches.
 - vi.** Grade level will be determined by verifying via a current year report card or in case of home school youth, by providing the official district home school transcript which is provided by county or city district offices here in CA.
- F.** Exponents
 - i.** The numerical value assigned to an exponent range.
 - ii.** The exponent ranges will be based upon Table 1.

Table 1: Exponent Placement Table								
Age	Date of Birth	Exp.	Weight	Exp.	Height	Exp.	Grade	Exp.
8	1-01 to 12-01	1	45 to 64	1	46" to 49"	1	4	1
9	7-00 to 12-00	2	65 to 73	2	50" to 51"	2	5	2
9	1-00 to 6-00	3	74 to 78	3	52" to 53"	3	6	3
10	7-99 to 12-99	4	79 to 83	4	54" to 55"	4	7	4
10	1-99 to 6-99	5	84 to 88	5	56" to 57"	5	8	5
11	7-98 to 12-98	6	89 to 93	6	58" to 59"	6	9	6
11	1-98 to 6-98	7	94 to 98	7	60" to 61"	7		
12	7-97 to 12-97	8	99 to 103	8	62" to 63"	8		
12	1-97 to 6-97	9	104 to 108	9	64" to 65"	9		
13	7-96 to 12-96	10	109 to 113	10	66" to 67"	10		
13	1-96 to 6-96	11	114 to 118	11	68" to 69"	11		
14	7-95 to 12-95	12	119 to 123	12	70" to 71"	12		
14	1-95 to 6-95	13	124 to 128	13	72" +	13		
			129 to 133	14	Total	Exp.		
			134 to 137	15	Bantam	0 - 12		
			138 to 143	16	Junior 1	13-24		
			144 to 148	17	Junior 2	25 -36		
			149 to 153	18	Senior	37+		
			154 to 158	19				
			159 to 163	20				
			164 to 168	21				
			169 to 173	22				
			174 to 178	23				
			179 to 200+	24				

G. Certification Conditions

- i. Bantam: An athlete **MUST** be 8 years old by 12/31 of the current playing season and cannot become 11 years old during the playing season. The athlete must weigh at least 45 pounds.
- ii. Junior 1: An athlete cannot become 13 years old before 12/31 of the current playing season.
- iii. Junior II: An athlete cannot become 14 years old during before 12/31 of the current playing season.
- iv. Senior: An athlete cannot become 15 years old during before 12/31 of the current playing season.

2. PHYSICAL REQUIREMENTS:

No player shall be allowed to participate in any capacity (registered or certified) if s/he has not attained and does not maintain a sound physical condition. The attainment of a sound physical condition should be attested to by a duly qualified physician. No player is permitted to enter into any type of physical training without first obtaining "health certification" from said physician.

3. WAIVER REQUESTS:

There are **NO** waivers allowed in the Bantam, Junior I, Junior II or Senior Divisions. The only **EXCEPTION** to this rule would be a medical condition with written confirmation from the child's doctor that would endanger a player's health and well-being. This would be reviewed, discussed and voted on by the Executive Council on a case by case basis.

4. SCHOLASTIC REQUIREMENTS:

- A. Every player shall be encouraged to maintain a sound scholastic record (C average or better). A Chapter may be stricter than the TVYFC rules, but not more lenient. If a Chapter chooses to require that a "C" average be maintained by their players, they may do so without permission from the TVYFC. Players **MUST** be full time students, in good standing (i.e., public school, private school, continuation school or home school (with verification if needed). No drop outs will be permitted to remain in TVYFC.
- B. **SUSPENSIONS:** If a player is suspended from school, it will be a chapter decision as to what course of action and/or punishment should be levied. It is highly recommended that a player be suspended from all practice and play during his/her suspension. Suspension from practice and/or games shall not exceed suspension time from school, unless followed by immediate expulsion from school.
- C. **EXPULSION:** A player may not participate in TVYFC while expelled from school. Player may return to TVYFC when re-enrolled in same school or another school program. All expulsions **MUST BE** reported to the TVYFC President and/or Athletic Director within two weeks of expulsion. Failure to report expulsion may result in game forfeitures.

5. CERTIFICATION PROCESS:

Certification of all players will be conducted by the TVYFC Certification Committee. Said Committee will consist of no less than three members of the Executive Council as appointed by the Certification Director. Procedure, time, date and place will be given to the chapters no later than two (2) weeks prior to that Chapter's certification day. (NOTE: A digital scale that can be calibrated and certified MUST be provided by the host chapter on their certification day.) The conference certification process will be determined by the TVYFC Executive Council. Once a chapter's certification day has passed, only fully certified players may participate in practices, scrimmages, AND games. Participation of players not fully certified is limited to **CONDITIONING ONLY**. Certifications will be conducted at times and locations to be determined by the TVYFC. **THERE WILL BE NO GAME FIELD CERTIFICATIONS.** Certification schedules to be decided by the Executive Council.

- (1) **Chapter Responsibilities.** Each Chapter is expected to do everything in their power to expedite the certification process on their Certification Day. Certification will be accomplished on a team-by-team basis. Each team is to provide a typed roster for certification. Pen and ink changes will be made on the spot as necessary; ineligible players will have a line (ink on the original only) drawn through their name, and the Team Rosters will then be certified with the signature Certification Auditor. The original will go to the Athletic Director of the TVYFC to be processed and returned. The TVYFC will keep a copy. On the day of certification, each Chapter will provide at least one person for each division to assist with the review of the certification documentation of neighboring chapters, as directed by the TVYFC Executive Board.
- (2) **Transfers.** Once a participant is certified, that participant may obtain a release from the team to which s/he is certified, upon application to, and subsequent approval by her/his Chapter Player Agent. (NOTE: In these instances, the Conference President or Athletic Director and the TVYFC Secretary will be notified immediately.) The reason for removal of a participant must be stated in writing and DATED to the Chapter Player Agent, TVYFC President or Athletic Director, and TVYFC Secretary. Under no circumstances can the team staff remove a participant from a certified roster. Dropped participants names shall be left on Certified Roster, but shall be lined out in a manner that will leave the information legible.
- (3) **Certified Rosters.** Certified Team Rosters will be made available to all Chapter Presidents or their attending designees at the waiver meeting or within three (3) business days following the meeting.

SECTION C - INSURANCE

1. Each Chapter shall have at least one individual identified as the Chapter Insurance Representative, which may be the Chapter President.
2. A player requiring the services of a doctor (for either illness or injury but not limited to such) cannot return to practice or game play until he has a written release from the doctor. The Head Coach is held responsible for insuring that the written releases are obtained and are available for review on request.

SECTION D - TEAM COMPOSITION

1. Each team shall consist of a minimum of twenty (20) and a maximum of thirty (30) certified players. *After Certification Day, a Chapter team may fill vacancies in its roster until the third game day; however, **no team may increase the size of its roster over the amount of players originally certified, UNLESS they fall below 16 eligible players.** Team is allowed to establish its roster to a MAXIMUM of 22 players if original certified number of players was 22 and under OR to the number of players on the original certified roster if OVER 22.* One reason for a forfeit situation is if a team has less than 16 players available for a game. The coach must call the TVYFC and if he still feels that the team can play with a short-staffed team, he may request to do so. If fewer players show up than were expected, it is up to the coaches involved and the Game Field Commissioner to decide if the game will be played or a scrimmage held. If a game is played, the results will stand.
2. Any player added to a team must meet all of the before mentioned requirements of this rulebook and must have completed ALL required physical conditioning before any body contact is allowed. (See Article V, Section A, Items 8 and 9.)

ARTICLE III **BOARD MEMBERS, ATHLETIC DIRECTORS, COACHES, AND TEAM OFFICIALS**

SECTION A – ELIGIBILITY

The following are prerequisites for adult participation in TVYFC:

1. Athletic Director at Chapter levels must be 21 years of age or over.
2. Head Coach must be 21 years of age or over. They must attend a mandatory Head Coach's meeting annually at a time and place to be specified by the TVYFC. Each Team must have at least one CPR certified staff member on the field at all times, a copy of each certification card must be on file with the TVYFC and the individual Chapter.
3. A 21 year old or older head coach or assistant must be present at practices and games at all times.
4. All Chapters' Board of Director members and coaches must not have any felony convictions or recurring misdemeanor charges in order to participate or coach in the TVYFC in any capacity.
5. ALL personnel must be registered with their respective Chapter, and on the team registration and roster forms.
 - A. They must not have been convicted of any crime, which would cause them to register under Section 290 of the California Penal Code.
 - B. They may be found ineligible by their Chapter or by the General Membership of TVYFC for conviction of ANY crime. The chapters will collect verifiable information necessary to check all coaches, 18 years and older with the Megan's Law files. (Provide valid driver license or utility bill if the license has the wrong

address). Board members and coaches are responsible for providing their certified **LIVE SCAN** results to their chapters prior to beginning service.

- c. They must not advocate the overthrow of the United States of America by force or violence or be affiliated with ANY organization that has such intent.
6. All head coaches AND assistant coaches from EACH Chapter have a MANDATORY requirement to attend the TVYFC sponsored coach's clinic prior to the start of hell week. Failure to attend the TVYFC coach's clinic as a head or assistant coach to represent your Chapter could find you ineligible to coach a team within your chapter, or ANY chapter, if not given excused authorization by your Chapter President.
7. Each Chapter is encouraged to conduct a Coaching and Conditioning Clinic at the start of each season.

NOTE: Clinics cannot be conducted at the team level...they must involve multiple divisions and teams.

SECTION B - RESPONSIBLE TEAM OFFICIAL

1. **The Head Coach will have complete responsibility for the conduct and activities of his team, which includes all Assistant Coaches, players, team parents, Auditors, and any other persons who are supporting their team. The Head Coach will be held accountable by his Chapter and the TVYFC.**
2. All persons charged with the responsibility for a team MUST be familiar with the TVYFC Rule Book and comply with the provisions set forth.
3. The individuals responsible for a team shall ensure that coaching ethics, spectator control, and any other game control requirements are adhered to at all times.

SECTION C – COACHING PERCEPTIONS, INTEGRITY, AND ETHICS

All members of team staffs, including Cheer Coaches, of the TVYFC shall adhere to the following coaching ethics:

1. S/he will not criticize players in front of spectators, but reserve **constructive criticism** for private or in the presence of the team.
2. S/he will accept decisions of officials on the field as being fair and called to the best ability of the officials.
3. S/he will not criticize the officials, the opposing team, the coaches, or fans, by word of mouth or gesture.
4. S/he will emphasize that good athletes are good students, and both are physically and mentally alert.
5. S/he will strive to make every football activity serve as a training ground for life, and as a basis for good mental and physical health.

6. S/he will emphasize that winning a game is the result of TEAMWORK.
7. S/he will not use abusive or profane language before anyone connected with the game.
8. **S/he will not “pile it on” or “run up” the score.** An Official's time-out will be called **AFTER the conversion attempt and the kick off** following the 25th point over the opposition. Head Coaches, the Game Field Commissioner and/or President(s) will remove six (6) players and replace them with substitutes. **THIS PROCEDURE IS MANDATORY AND NOT FOR THE COACHES TO DECIDE.**

NOTE: A player cannot be considered a dominant player if s/he played less than 12 plays. Furthermore, they will insure that the **gifted or dominant players, which have been contributing most directly to the lopsided score, ARE** among the players removed.

NOTE: Once the point differential between the two teams becomes less than 25 points, the starters may return to play ONLY AFTER the conversion attempt and the kick off. The TVYFC Game Field Commissioner and/or President(s) will monitor and approve this process. In an instance of EXTREME disparity between teams such that the proper implementation of the above rule is inadequate and/or player safety becomes an overriding concern, the Game Field Commissioner may, at his/her discretion, call for a Coaches/Officials mid-field meeting to discuss the institution of a “running clock.” **ALL decisions made by the Commissioner ARE FINAL.**

9. S/he will not be on the practice or playing field under the influence of alcohol or ANY drugs.
10. Use of any tobacco products, including smokeless products, on the practice or playing field is prohibited at all times.
11. S/he will set a positive example in personal conduct at all times.
12. **COACH CONDUCT:** If a Coach is ejected from a game by the CIF Officials for any reason, the TVYFC President or Athletic Director **MUST** be notified. The Chapter will disallow the Coach in question to participate in the next week of practice and the next game, unless ejection is **RESCINDED BY THE CIF OFFICIAL.** If Coach is ejected from another game, s/he will be suspended for the remainder of the current TVYFC season.
13. Any Coach using profane language or threatening anyone involved with the TVYFC in any capacity shall be suspended from participating in the current game, or the following week's activities, including the next game, unless the problem is resolved at the Chapter and/or Chapters level. The second time this infraction occurs, the Coach will be suspended from TVYFC for the remainder of the current season.
14. S/he will play all eligible players for a minimum of twelve (12) plays in each game. The Head Coach of record will receive a one (1) game suspension for the first offense and will be removed from his/her head coaching position thereafter for the rest of the current season if s/he fails to play a player or players for the required twelve (12) plays.

15. S/he will not remove his team from the field unless there is a bonafide safety issue. The Head Coach of record will be removed from his/her head coaching position for the rest of the current season if s/he pulls a team from the field during a game without a safety issue. If a safety issue exists, the coach **MUST** notify the Game Field Commissioner and/or the head game official and give them a chance to correct the condition before pulling his/her players off the field.

SECTION D - ACT OF DISBARMENT

1. A Coach, other adult acting in an official capacity, or parent may be barred from further participation for the remainder of the TVYFC season by violation of any of the following acts:
 - a. Paid Coach - by receiving any portion of his annual income for services as an Athletic Director or Coach in TVYFC.
 - b. By striking any other Coach, game official, Conference or Chapter official, spectator, or ALL other participants at a TVYFC function.
 - c. Any sufficient cause such as un-sportsmanlike conduct or profane language, whether on the field or as a spectator.
 - d. **MUST NOT ALLOW "sweating down" tactics in order for a player to make the team weight.**

"Sweating down" includes, but is not limited to:

 - i. Steam rooms.
 - ii. Steam cabinets.
 - iii. Rubber sweat suits.
 - iv. **ANY** medication
 - v. **ANY** method that is injurious to the physical and/or mental health of the player.
 - e. Will not knowingly permit a player to re-enter a game once he is badly bruised or injured to such an extent that further play would jeopardize his health.
 - f. S/he shall not permit a previously injured player to practice, scrimmage, or play in a game without a **written release from the doctor.**
 - g. S/he will abide by the team doctor or physician's decision in all matters of injury.
 - h. S/he will not permit an ineligible player to participate.
 - i. S/he shall not indulge in un-sportsman like conduct.
 - j. S/he and his/her coaching staff must remain in compliance with the TVYFC Rules of Coaching, Perception, Integrity and Ethics at all times during a game. Coaches are the key to the success of those three words, therefore they are expected to pay close attention to the moral aspect of their conduct. Coaches have to be aware that their decisions, choices, and attitudes directly affect the behavior of players under their supervision.
 - k. S/he must never attempt to discourage, run-off, or cut weaker players.

ARTICLE IV **PLAYING FIELDS AND EQUIPMENT**

SECTION A - FIELD SPECIFICATIONS AND REQUIREMENTS

1. No team or teams shall be approved to play home games unless they have an approved field as determined by whatever method the TVYFC shall choose.
2. The fields shall have the following:
 - a. All divisions will play on a regulation field, 120 x 53-1/3 yards. Exceptions must be approved by TVYFC on a yearly basis.

- b.** All fields will be properly marked to include yard markers. The use of CIF defined pylons at the end zones will not be required, although some equivalent, less expensive markers will be used.
- c.** The home team shall furnish a down marker with letters at least six inches high and a ten-yard chain
- d.** A visible clock, which is readable from both benches, will be required for all games. The head official on the field is responsible for directing the person running the clock, therefore, any conflicts between official time and visible time shall be the referee's call. If the time for a period expires during a down, play shall continue until the down ends. If a visible clock is not available, the official time will be kept on the field and a two (2) minute warning will be given in all four (4) quarters.
- e.** The chain gang will operate from home side of the field. No member of the coaching staff of either team that is playing may operate the chains or down markers. Whenever possible, adults will be used on all chain gangs.
- f.** The hosting Chapter shall provide at least one field commissioner for crowd control per game.
- g.** A first aid kit must be available at all games.

SECTION B - OFFICIAL BALL

1. The official ball shall be:

a. Bantam/Junior I Divisions

Size: Length 10 1/4" -10 1/2"

Long axis circumference: 25" - 25 1/4"

Small axis circumference: 18 1/4" -18 1/2"

Weight: 12-13 oz.

Example: Voit CF6S or Rawlings AG4 JUNIOR

b. Junior II/Senior Division

Size: Length 10 1/2" -1 0 3/4"

Long axis circumference: 26 1/4" - 26 3/4"

Small axis circumference: 19" - 20 1/4"

Weight: 13-15 oz.

Example: Voit CF7S or Rawlings AG4 YOUTH

2. Official balls made of rubber or leather may be used interchangeably if previously agreed upon before the start of the game and the head official has been notified in advance of the start of the game.
3. If the provisions of subparagraph (a) through (b) above are used: each team is then responsible for ensuring that a satisfactory ball is furnished. Since some name brand balls differ slightly in size, the opposing offense has the right to carry their own game ball onto the field. The officials should be notified in this event, and both balls should represent as close as possible, the descriptions above.
4. Balls are not required to have stripes of any specific kind or color.

SECTION C - MINIMUM EQUIPMENT REQUIREMENTS

All teams must wear equipment during all practice contact sessions, scrimmages, and games with equipment meeting the minimum protective standards found to exist in the following equipment:

Helmet - The helmet is the single most important piece of equipment a football player wears because it protects the nerve center of the entire head. The helmet shall be either one or two-piece construction of high quality fiber or plastic-type material, head cushion or head suspension type. At a minimum, a double bar shall be attached to the helmet. The chinstrap will be standard equipment for all helmets. Helmet must be NOCSAE (National Operating Committee on Standards for Athletic Equipment – www.NOCSAE.org) approved. ALL HELMETS MUST BE CERTIFIED ONCE EVERY TWO YEARS PER SAFETY STANDARDS.

Shoulder Pads - Shoulder pads shall be corrugated molded fiber or plastic material (for sanitary reasons) and shall be padded with coated washable finish, have adjustable elastic underarm straps, and should be of a cantilever type.

Girdle and Hip Pads - Hip and kidney pads shall be made of heavy padding to protect the kidneys, hips, and spine. They can be of vinyl coated material, with or without fiber inserts. Care must be taken to guard the exposed edge of the hipbone, the base of the spine, and the kidney area.

Thigh Guards - Thigh guards shall be of a molded, corrugated fiber or plastic material.

Knee Pads - Kneepads shall be constructed of a shock absorbing material.

Game Jerseys - Game jerseys for all Divisions should consist of an all cotton, rayon/cotton, or cotton/nylon material. Double shoulders and double elbows are optional. It is recommended that numbers be sewn on; however, air-dye or processed stenciling can be used if desired. It is recommended that 6-inch front numbers and 8-inch back numbers be used. Numbering of jerseys in accordance with CIF Rule Book is **NOT** applicable.

Pants - Pants may be of either a shell or one-piece construction, natural or colored. One-piece pants must have removable pads. Knit material is recommended, with either tunnel belt loops or attached web belt. Thigh guard pockets should be cotton drill cloth, and for longer wear should be hanging from the waistband. Knee pad pockets should be sanforized drill cloth or similar material envelope style.

Footwear - Footwear for all Divisions: Steel, aluminum, or nylon with metal cap cleats, are **NOT** allowed. All footwear must be in good condition.

Mouthpiece - A mouthpiece approved by TVYFC or prescribed by a licensed doctor or dentist **MUST be worn at all times**. No clear mouthpieces are allowed.

ARTICLE V **CONDITIONING AND PRACTICES**

SECTION A - CONDITIONING AND PRACTICES

1. No organized team activity or conditioning may start before the first Monday of August.
2. Only "Coach's Clinics" may be held before August 1st. Adults only, NO players.
3. First week of practice: Calisthenics and isometrics only. This week is for conditioning **ONLY**. Scheduling practice sessions is at the discretion of the Chapter. No practice shall exceed two (2) hours or begin past 8:30 P.M. Each player is **REQUIRED** to have ten (10) hours of conditioning before s/he receives any equipment. Practice for the 1st week shall equal five (5) days per week, two (2) hours per day, totaling ten (10) hours per week.
4. Second week: Helmets and shoulder pads may be worn for dummy contact only. There shall be no man-on-man contact during the second week of practice. Players must have their ten (10) hours of conditioning to receive helmets and shoulder pads. Practices not to exceed two (2) hours or five (5) days per week. It is recommended that practice should not exceed four (4) days; extra day can be used for make-up conditioning. No practice may begin after 8:30 P.M.

5. Third week: Full player contact may begin for those players who have completed ten (10) hours conditioning and eight (8) hours with helmets and shoulder pads with no contact.
6. Conditioning or practice shall not exceed two (2) hours on any day, nor shall they be conducted more than four (4) days per week, INCLUDING chalk talks and team meetings.
7. Beginning Monday, August 31, 2009, practice is as follows and shall NOT EXCEED:
 - a. Bantams and Junior I: Two (2) hours per day, THREE (3) days per week.
 - b. Junior II and Seniors: Two (2) hours per day; FOUR (4) days per week.
8. Practices occurring twenty-four (24) hours or less before a scheduled game will be conducted WITHOUT physical contact.
9. NO player may have player to player contact in a practice, scrimmage game, or intra-conference scrimmage and/or game, until s/he has completed ten (10) hours of conditioning and eight (8) hours of helmet and shoulder pad practice without contact.
10. No practice, scrimmage, or inter-conference scrimmage MAY EVER begin past 8:30 P.M. without special permission from TVYFC President and/or TVYFC Athletic Director

ARTICLE VI

SCHEDULING OF SEASON AND POST SEASON GAMES

SECTION A - SCHEDULING

The TVYFC shall establish schedules subject to the following limitations:

1. TVYFC will set the starting and ending dates of all seasonal play. No team will play before or after these dates unless special permission is granted by TVYFC.
2. All teams are limited to a season of (12) games, including quarter and semi-final games, or post-season games.
3. TVYFC Final Championship Games are excluded from the above rules.
4. A period of at least seventy-two (72) hours must elapse from the conclusion of one game prior to the playing of another game by the same team, except as waived by TVYFC for play-off game conflicts.
5. All night games shall begin before 8:30 p.m.
6. No charge shall be made for any TVYFC sanctioned contest without prior approval by the Executive Council.

SECTION B - NON-FRANCHISED TEAMS

1. Teams shall not practice, scrimmage, play, or otherwise compete against a non-franchised team, unless permission is granted by the TVYFC President and/or Athletic Director.
2. A non-franchised team shall be defined as any team that is not a member of a Chapter franchised by the TVYFC.

SECTION C - SCRIMMAGES

1. Controlled scrimmages may be scheduled, but such scrimmages shall not exceed five (5) pre-season scrimmages (prior to the first regular scheduled game). No scrimmages shall be held prior to the Saturday at the end of the third week of practice.
2. Under no circumstances may a team play or scrimmage a team, which is not in the same age and weight classification. This includes practices and/or scrimmages with High School teams. **NOTE:** *Two teams in the same Chapter and Division can co-practice and scrimmage together throughout the season.*
3. Scrimmage constitutes a practice session, and shall not exceed 2 hours of actual playing time in length.
4. All scrimmages shall be controlled scrimmages, which is ten offensive plays per team, in rotation.
5. Participation in a Jamboree constitutes one scrimmage.

ARTICLE VII **GAME REGULATIONS**

SECTION A – GAME DAY REQUIREMENTS

All member Chapters must provide/arrange for the following:

1. An official set of TVYFC Rules and Bylaws for the current season must be available at the playing field.
2. Each Chapter will provide a Game Field Commissioner for all home games.
 - a. There will be a meeting in the middle of the field five (5) minutes prior to the start of each game. The Game Field Commissioner(s); all Officials; both Head Coaches; all Auditors; AND the Chain Gang should be present at the meeting. This is to introduce the Coaches and Officials; review the 18 and 25 point rules; injury and overtime procedures; the four (4) minute audit review and the rule differences for the Bantam Division. This will also be for clarification of new rules and changes (i.e., horse collaring, coach's box).
 - b. Maximum number of team staff members on the field is seven (7) coaches, which includes statisticians/trainers/physicians, two (2) auditors and Executive Council members.

3. **AUDITORS AND AUDITS**
 - a. Audits MUST INCLUDE both teams.
 - b. Each team shall provide two (2) Auditors to be added to staff of each team.
 - c. Auditors shall be familiar with teams and auditing position.
 - d. There will always be an Auditor from each team on both sidelines. They should assist each other to insure a fair audit for both teams.
 - e. ALL four (4) Auditors will be a part of the Game Field Commissioner's meeting prior to the start of the game.
 - f. ALL AUDITORS ARE TO REMAIN NEUTRAL ON BOTH SIDES OF THE FIELD DURING ALL TVYFC GAMES. FAILURE TO DO SO WILL BE CAUSE FOR IMMEDIATE REMOVAL BY THE GAME FIELD COMMISSIONER.
 - g. An opposing team MUST NEVER be discouraged from auditing.
 - h. Should a team be without two (2) Auditors, it is up to the Game Field Commissioner or President of the Chapter, if available, to decide who will audit. The Chapter of the team without two (2) Auditors will be subject to FORFEIT.
 - i. Auditors are guests of the sideline they are auditing and should be treated as such.
 - j. All Auditors will be introduced to Head Coaches during the pre-game midfield meeting. The Audit will be conducted from each team's sideline area. No auditing will be conducted from press boxes or any place in the grandstands.
 - k. Each coach MUST understand that the Auditors are on the sideline to assist the team and Coaches are to insure that every player on the team has played his/her mandatory twelve (12) play MINIMUM.
 - l. The Auditors must give immediate assistance when asked about playing time for players.
 - m. At the conclusion of each game, it is the Auditor's responsibility to make sure all audit sheets are signed by the Game Field Commissioner. The ORIGINAL copy should be given to the HOME Chapter, usually the Game Field Commissioner, and the Head Coach keeps the second copy. All Chapter copies should be retained until after the end of the season.
 - n. In the event of any dispute, the official game Auditor's testimony will automatically carry the most weight.
4. **COMMENT:** Everyone should recognize that participation audits are not conducted to provide a basis for game protests. Instead, they are conducted to ensure that no youngster is forgotten, needlessly embarrassed, or deprived of his legitimate right to participate. By the time a Protest is filed, the young person's feelings have already been abused. However, we must also recognize that the only legitimate way we can guard against unscrupulous or opportunistic abuse of this rule is to enforce it! Strict adherence to the above procedures by all Chapters will go a long way towards helping us achieve our real goals. Coaches that do not support TVYFC policies of player participation are not wanted in this conference!
5. In the event that visiting team colors are conflicting, it is the RESPONSIBILITY OF THE HOME TEAM to have a contrasting jersey. (NOTE: The only exception to this would be that the number higher seed going into the Super Bowl game for their division will be allowed to elect jersey color.)

SECTION C - PLAYING RULES

1. CIF Certified Game Officials are expected to control the football field and TVYFC Game Field Commissioners control the sidelines. If the Game Field Commissioners are having

problems, they may ask the CIF Officials to STOP THE GAME until the problem on the sidelines is under control. No unauthorized personnel are allowed on the field during the game. CIF Game Officials will clear the field before the game is resumed. The only exception is in the Bantam Division where:

- a. One coach from each team is allowed on the field during any Bantam game.
 - b. Coaches can call offensive or defensive signals in the huddle but must stay back out of the way after the huddle breaks. As soon as the quarterback is in position to receive the snap, the coaches on the field must be back at least fifteen (15) yards and they cannot communicate with their players again until the play is over.
 - c. Coach may not speak while the ball is in play. (Referee may assess major penalty.)
 - d. Participation is strictly optional; but coach's changes can only be made during time outs or with changes in possession.
2. During charged time-outs, one Coach may join the team huddle on the field, or the team's players may meet all of the team's Coaches directly in front of the team box at a distance of not more than five (5) yards.
 3. No member of the Coaching staff is allowed on the playing field unless a player is injured or he has permission from the officials. If both teams are on one side of the field, the allowed space is from mid-field to the twenty nearest a team's bench. If teams are on opposite sides of the field, the restraining area shall be between the twenty five (25) yard lines.
 4. Penalties in Bantam divisions will be five (5) yards for minor and ten (10) yards for major infractions. Penalties in Junior and Senior Divisions will be per CIF rules. Teams will play 10-yard first downs.
 5. Non-chargeable time-outs will be: Injury of a player, repair of equipment, and official's time-out. An injured player for whom the clock is stopped, or for whom the ready-for-play signal is delayed, shall be replaced for at least one play. His team shall not be charged with a time-out.
 6. The official will not charge a time-out to a team when the captain calls a time-out and there is cause for the official to have an official's time-out by reason of an injury, etc. He will inform the captain in this case that he was already calling a time-out, which is not chargeable, and that the team's request will not be honored unless the team captain desired to have the additional time-out taken and charged.
 7. Coaches will be informed by the official closest to them of the player's number and the rules infraction for which a penalty is imposed.
 8. Each team will be permitted to have a maximum of seven (7) personnel on the field with the team, i.e., Coaches, Assistant Coaches, Trainer, Statisticians, etc. The Auditors (2), water boys (2) and ball boys (2) are excluded from this count.
 9. The playing time shall be as follows: All games will consist of four (4), ten (10) minute quarters. Fifteen (15) minutes maximum will be allowed between halves, including a compulsory three (3) minute warm-up.

10. Five (5) minutes prior to the start of the third quarter, the officials shall give each team a warning to ensure that the coaches shall have sufficient time for a proper MANDATORY warm-up period for team members prior to start of play.
11. The official Rulebook for conducting all games shall be the "National Federation of State High School Associations Rule Book" used by the CIF and more commonly known as CIF Rules. This shall be superseded only by written rules of the TVYFC, which are in conflict with it. In these cases, TVYFC Rules shall take precedence. (NOTE: *CIF rules prohibit the use of sideline placards to communicate with players on the field.*)
12. Conversion Scoring. A team will receive two (2) points for running or passing and two (2) points for kicking. If no goal post is available, kicking is disallowed.
 - a. The following applies to Bantams only:
 - i. Kicking conversion must be declared.
 - ii. No rushing the kicker.
13. Bantam Division teams, upon notification to the referees, may elect to free kick. IF a free kick is elected, a minimum of seven (7) players both offensive and defensive must stay on the line of scrimmage and there will be no movement until the ball is kicked. Ball must be kicked within 25 seconds. Clock is running. Free kick is for Punting only. Punter must stay directly behind the center.
14. Will not "pile it on" or "run up the score." .An official's time out will be called after the conversion attempt and the kick-off following the scoring of the 25th point over the opposition. *Both, head coaches, the Game Field Commissioner and/or President(s) MUST remove six (6) players and replace with substitutes. Note: A player cannot be considered a dominant player if played less than twelve (12) plays.* Furthermore, they will insure that the gifted or dominant players, which have been contributing most directly to the lopsided score, *are* among the players *removed*. NOTE: Once the point differential between the two teams becomes less than 25 points, the starters MAY return to play AFTER the conversion attempt AND the kick off. The TVYFC Game Commissioner and/or Presidents will approve this MANDATORY process. In an instance of EXTREME disparity between the teams, such that proper implementation of the above rule is inadequate and player safety becomes an overriding concern, the Game Field Commissioner may, at his discretion, call for a Coaches/Officials mid-field meeting to discuss the institution of a running clock. The Commissioner's decision will be final.
15. Eighteen Point Rule: After a team scores, if it is still behind by eighteen (18) points or more, it has the option to kick off or receive. This rule does not apply to the start of the second half.
16. In the event of a tie, a winner will be determined per the current Tie-Breaker Rule in the CIF Rule Book. During regular season play, if a tie has not been broken after two (2) consecutive overtime series have been completed, then the game will be recorded as a tie.
17. Mandatory Play Rules:
 - a. All eligible players will play a minimum of 12 Action Plays per game of either offense, defense, or special teams OR a combination of the three.

- b. The Game Field Commissioner will, when there are four (4) minutes remaining in the game, call time out and check with both sets of Auditors on the status of all eligible game players who have not completed their required twelve (12) action plays. If any eligible players are found to not have at least 12 Action Plays completed at that time, they will be inserted into the game immediately until they have completed all 12 of his/her Action Plays.
- c. An "Action Play" is defined as any play in which the ball is legally in play as defined by Rule 4, Section 1 of the CIF Rules. An ACTION Play happens whenever the ball is put in play, i.e., Snapped or Kicked, regardless if there is a flag on the play.
- d. Failure to abide by the above "Mandatory Play Rules" WILL result in an automatic forfeiture of that game. A SECOND VIOLATION WILL RESULT IN THE DISMISSAL OF THAT COACH.

SECTION D - SCOUTING RULES

1. Films and videotapes may be taken of games. Viewing of films or videotapes during the game, including half time is NOT allowed.
2. Films or videotapes can be made available to other teams.
3. There will be no scouting of practices.
4. Viewing of films or videotapes during the game, INCLUDING half time is not allowed.

SECTION E - SPOTTING RULES

1. Spotting (passing information from stands to bench during game) may only be done between the twenty-five (25) yard lines.
2. Chain gang and auditing personnel will be a part of the Game Field Commissioner meeting prior to the start of each game. Chain gang and auditing personnel will not engage in spotting or any form of coaching during the course of the game and must remain neutral at all times during the games. Failure to do so, will be just cause for removal from the sidelines and if need be, OFF the football field.
3. Field phones, cell phones, all blue tooth devices and ALL other communication devices **CANNOT** be used by anyone on the sideline at any time. In case of emergency, phone may be turned on and used for injuries purposes only.

SECTION F – NOISE MAKER

1. No noise maker of any kind will be allowed during TVYFC football games.

ARTICLE VIII RULES AND VIOLATIONS

SECTION A - CHAPTER AUTHORITY

1. Without limiting any other penalties that might expressly be set forth elsewhere in these Rules and By-Laws, a violation of rules contained within this rulebook shall be handled by the individual Chapter first.
2. The TVYFC Executive Council has the right to increase the penalty imposed by the Chapter.

SECTION B – APPEALS

1. A team or individual may appeal a Chapter's decision to the TVYFC. Whether or not the matter will be heard shall be decided by majority vote of the TVYFC Executive Council.
2. An appeal must specify the articles and sections of the TVYFC Rule Book.

SECTION C - TVYFC AUTHORITY.

1. Nothing contained herein prohibits the TVYFC from taking action on a violation without any Chapter formally presenting it if the TVYFC Executive Council decides this action to be in the best interest of the players and the Conference.
2. All decisions of the TVYFC are final and binding on all Chapters, teams, and individuals.
ABSOLUTELY NO APPEALS WILL BE ACCEPTED!

SECTION D – PENALTIES

A violation of any rule or rules contained herein may subject a Chapter, team, or individuals to any one or all of the following penalties; said penalties to be levied by the TVYFC Executive Council.

1. Forfeiture of game or games.
2. Disqualification from competing for, or taking part in, championships.
3. Disqualification from participating in bowl or post-season games.
4. Suspension, expulsion, ineligibility, disbarment, or probation.
5. Loss of franchise.
6. Any team found practicing prior to the first **ALLOWABLE** day of practice for the season will have the Head Coach suspended immediately. The Coach's suspension will be for up to one year.
7. Any player's relative found guilty of any of the aforementioned acts of Disbarment, (See Article III Section D) shall result in the Chapter suspending the participating player for a minimum of one week from all TVYFC functions. A second infraction shall require that the Chapter suspend the child for the balance of the playing season.
8. In addition to any other provisions providing for forfeiture penalty under these rules, a game may also be forfeited for the following reasons:
 - a. Coaches exhibiting un-sportsmanlike conduct toward any game official, player, director, or opposing Coach or player.

b. Parents and/or followers of a team using un-sportsmanlike conduct toward any official, player, Coach, director, or opposing Coach or player. **NOTE:** *Before the game is forfeited for the foregoing sportsmanship issues, one warning will be given by a director or game official to comply with TVYFC Rules.*

c. Failure to abide by the mandatory play rule will probably result in game forfeiture (see Article VII, Section A.).

ARTICLE IX **GAME RULES**

SECTION A - GAME OFFICIALS

1. Three officials will be scheduled per game, but the game will be played with a MINIMUM of two (2) CIF officials. If less than two (2) CIF officials show up, the game WILL NOT BE PLAYED.
2. An official finding it necessary to eject a coach or team official shall make a full and detailed report in writing to the appropriate official's organization, the TVYFC Athletic Director and the Chapter President within 48 hours of the incident.
3. ***CIF game officials will do their best to inform the appropriate team's coach of the number of the player who commits any infractions.***

SECTION B – PROTESTS

1. Protests on matters involving judgment as rendered by an official will **NOT** be considered.
2. Protests of pre-game violations must be registered with the game officials, the Game Field Commissioner, the opponent's Chapter President or his designated official prior to the kick-off.
3. Protests must specify the articles and section of this and/or the CIF rulebook.
4. Protests shall be acted upon in accordance with the TVYFC Bylaws.

SECTION C - FORFEITS

In the event that a team must voluntarily forfeit a game, no less than 72 hours (Wednesday night) advance notice must be given by the forfeiting Chapter to the President and the Athletic Director of the Conference. If less than 72 hours notice is given, the forfeiting Chapter will be responsible for paying any incurred official's fees. Forfeit will stand unless there were extenuating circumstances and the Athletic Director can reschedule the game. The Athletic Director's decision is **FINAL**.

ARTICLE X **TVYFC CHAMPIONSHIPS**

SECTION A – LOCATION

Each season, the Executive Council will determine the "Super Bowl" location by majority vote of the Council. Chapter requesting must provide information about the facility before the vote of approval by the Council. Facility must provide adequate seating, restrooms, snack bar, lighting, etc. Executive Council members may inspect facility before vote is taken.

SECTION B – TVYFC PLAYOFF STRUCTURE

The TVYFC play-off structure is usually based on eight (8) teams participating in a three (3) game sequence to the Super Bowl. Whenever the schedule permits, and there are sufficient teams within a division to warrant it, i.e., twenty six (26) or more teams, a 16 team playoff structure may be held. The decision on the set-up and format of the playoff schedule will be made at the seeding meeting.

SECTION C – OFFICIALS

There shall be a minimum of four (4) CIF certified officials at each playoff game.

SECTION D - QUARTERFINAL & SEMIFINAL GAMES

Highest seed shall be given the first opportunity to host. Sites to be determined at the first playoff seeding meeting.

SECTION E – SECURITY

The Conference will provide easily identifiable adult (over 21) security personnel for all game field facilities, including associated parking areas. Security Personnel must wear jackets, vests or t-shirts marked "security."

SECTION F – PLAYER VERIFICATION

1. Each player must be compared to the original registration information. This includes matching the original photos submitted AND the certified rosters from the beginning of the playing season.
2. Seniors will have no maximum playing weight; however, any player weighing over 200 pounds will be restricted to playing on the offensive and defensive line ONLY and will not be allowed to carry the ball.

ALL Seniors participating in the Super bowl MUST be reweighed prior to the start of the game.

SECTION G - Seeding Procedures

1. Members of the Executive Council will participate in the seeding of teams. They will announce results at the seeding meeting.
2. The following is the official method for determining the first (1st) and second (2nd) place teams and the third (3rd) place team if there is a central division of the TVYFC's geographical regions for "League Champions" of each division, only in the event of a tie. The first criterion is actually the only basis for determining league standings. In the event of a tie, based on criterion #1, the remaining #2 through #6 criteria will be used:

#1. Win/Loss record of games played within own conference.

If tied #2. Win/Loss records of games head to head-of-tied teams within own conference.

If tied #3. Strength of schedule, based on opponent's win-loss record.

If tied #4. Overall Win/Loss record of games played head to head for season tied.

If tied #5. Point system applied to overall wins of opponents defeated.*

If tied #6. Coin toss. If three way tie:

- By coin flip between 3 teams – odd man out goes to the play-offs
- The 2 remaining teams will have a wild-card playoff game the following Tuesday
- This by-law will follow the CIF week rules (Sunday through Saturday) and 2 games per week rule (Saturday – last game of season. New week, Tuesday – wild card game; Saturday Super Bowl).

***POINT SYSTEM:**

Example: Team A defeated seven (7) teams during the regular season. Team A's opponents had 19 wins combined. Therefore, Team A has 19 points. Team B also defeated seven (7) teams however their opponents had only 17 wins combined. Team A is seeded higher than

Team B as a result of 19 points versus 17 points.

SECTION H – POST SEASON PLAY AND SUPER BOWL INFORMATION

1. **GAME LOCATIONS:** All Conference champions will host their games during playoffs. Remaining host teams will be determined by “seeded positions.”
2. **PARTICIPATION:** All TVYFC post season activities are by INVITATION ONLY. Criteria listed in Section G (League Standings) will be used as the primary participation selection criteria however, other factors will be considered by the TVYFC President, Athletic Director and Executive Council, before an invitation is made.
3. **AWARDS:** The TVYFC will provide:
 - a. Plaques or trophies for Super Bowl champion and runner-up Chapter Head Coaches.
 - b. Patches and medals for Super Bowl and runner-up players.
 - c. Patches for regular season Division Champions.
 - d. Participation patches for all players in the Conference.
 - e. The cost associated with Super Bowl and Division Champions will be divided equally by all Chapters.
 - f. Participation patches will be ordered by Conference but paid for by EACH Chapter.
 - g. Each Chapter should provide trophies/plaques, etc., to players and coaches on an individual basis BUT this is a CHAPTER choice/decision.
4. **SUPER BOWL GAME DAY SCHEDULE:** Will be determined by the TVYFC President and/or TVYFC Athletic Director in conjunction WITH the TVYFC EXECUTIVE COUNCIL. Games will not necessarily be held in Bantam Junior I, Junior II and Senior order

SECTION H – ALL STAR GAME

1. Any All Star Game played within TVYFC, will do so under the Rules and Regulations contained in the TVYFC Official Rules and Bylaws book.

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PART II
TVYFC BYLAWS

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ARTICLE I
MEMBERSHIP

SECTION A—MEMBERSHIP

The TVYFC consists of voting member and associate Chapters. In order to be a voting member, a prospective Chapter must field a minimum of two (2) teams, and have their membership application approved by a 2/3- majority vote of the Executive Council. Each Chapter is a separate, independent entity with responsibility for managing their own internal affairs. The only stipulation is that they must agree to abide by all TVYFC rules and the decisions of the Executive Council. (see Rules, Article I Section D)

SECTION B--MEMBERSHIP SUSPENSION OR DISMISSAL

1. Any member of the TVYFC, and any player, adult, city Chapter, or Board Member is subject to suspension or dismissal from the program by the Executive Council if, in its opinion, their failure to comply with the Bylaws or Rules of the TVYFC is detrimental to the program and the TVYFC.
2. Evidence of misconduct or failure to comply with the Bylaws or Rules shall be presented in writing to the Athletic Director of the TVYFC and will outline, in detail, the charge being preferred. At the next regular meeting, or a special meeting if deemed necessary, the complaint will be heard by the Executive Council and a decision will be handed down.
3. Suspension or dismissal will require a 2/3 majority vote of the Executive Council, with a quorum of members being present.

SECTION C--FISCAL YEAR.

The TVYFC will operate on a fiscal year beginning April 01 and ending March 31. This will apply both to financial matters and officer positions

ARTICLE II
EXECUTIVE COUNCIL

SECTION A—MEMBERSHIP

The Presidents from the voting member Chapters of the TVYFC will form the Executive Council with each Chapter having one (1) vote each. The Presidents will be considered the primary representatives from their Chapters; one (1) alternate may be named. Associate Chapter representatives will attend and participate in Executive Council proceedings and are allowed to vote to represent their president.

SECTION B-- THE EXECUTIVE BOARD OF THE TVYFC.

At the first meeting of the fiscal year, the Executive Council will elect the presiding officer or the coming year. This person will be called the "President of the Executive Board." This office is for one year for a maximum of two (2) consecutive years only.

1. The executive board of the TVYFC will consist of the following members:
 - President
 - Treasurer
 - Secretary
 - Athletic Director

2. Election of the executive board will be held at the first general membership meeting of the calendar year. The term of office of the executive board will run from April 1 to the following March 31st. Each position will be voted upon individually and requires a simple majority of the voting members present to elect a person to the executive board. Term limits are established as follows:

President - no more than two (2) consecutive years.

Treasurer - no more than two (2) consecutive years.

Secretary - no more than two (2) consecutive years.

Athletic Director – no more than two (2) consecutive years.

At the last general membership meeting of the calendar year, the Secretary of the executive board will recommend to the membership, the names of chapter representatives to serve on the executive board nominating committee. The nominating committee will consist of five people. The role of the nominating committee is to solicit applications for election to the executive board from the general membership. The nominating committee will compile a complete list of all applicants and will forward the list to the chapter representatives at least two weeks prior to the first general membership meeting of the calendar year.

3. Each executive board member, other than the President, has certain duties and functional responsibilities. Each is responsible to appoint an executive staff to assist them in the conduct of their duties. In addition to the traditional duties of these positions, their functional responsibilities are as follows:

Athletic Director manages the certification and protest processes.

Secretary manages the board member nomination process.

SECTION C – ADMINISTRATIVE REGIONS

The TVYFC may at some future time be functionally divided into two (2) Administrative Regions (i.e., North and South) to help facilitate the orderly accomplishment of conference administrative tasks. Each Administrative Region will have a full Board of Officers who have accepted the responsibility for insuring regional compliance with the philosophy and intent of the TVYFC Rules and Bylaws. It is well understood that combined meetings of the entire membership will be required to deal with such subjects as waiver requests, rule changes, special purpose meetings, etc.

ARTICLE III **OFFICER'S DUTIES**

1. **TVYFC Executive Board President** will preside over all Executive Council meetings and will appoint all committees; will administer the bylaws and rules of the TVYFC as set forth; will be given certain discretionary powers to permit carrying out the policies of the Executive Council expeditiously; will be an *Ex Officio* member of all committees and will report directly to the Executive Council. The Executive Board President may attend/preside over all regional meetings of the TVYFC as needed. This office is for one (1) year but not more than two consecutive years beginning April 01.
2. **Treasurer:** Will be primarily responsible for the collection and disbursements of funds. Fees to be collected include annual membership fees, fines, patch fees, insurance costs, all other costs required to be paid by Chapters, etc. Disbursements will usually include, but are not limited to, things such as copy expenses, goods and services received, printing of forms, Super Bowl plaques, billing statements for officials or assignor's fees, petty cash expenditures, phone bills, rent payments, and all other miscellaneous expenses. Accurate record keeping of all transactions shall be kept and a treasurer's report will be read at each TVYFC meeting and will be available upon request by any Executive Council member. Treasurer should be prepared at all times, within

reason, to exhibit the book(s) of account(s) to the Conference President or Council Members. The treasurer will be the primary signer on ALL outgoing checks, however at least ONE (1) other signature will also be required. This office is for one (1) year beginning April 01 and no shall be held no more than two (2) consecutive years.

3. **Secretary** will assist the Executive Council President in the recording of minutes and any other matters pertaining to the distribution of all information to the staffs of the Executive Board and the Executive Council. The Secretary will handle the typing, clerical, and general correspondence duties associated with TVYFC administration. The Secretary will distribute minutes of meetings in written form to the member Chapters no later than two (2) weeks after the meetings and will conduct the correspondence as necessary and keep records and files of same. This office is for one (1) year beginning April 01 and shall be held no more than two (2) consecutive years.
4. **Athletic Director** will, in the absence of the Board President, chair all meetings and oversee activities of staff and Chapters; will schedule regular, post-season, and playoff games; will post and distribute scores of games and standings upon notification from Chapter Presidents; assist Conference President with rules interpretation and enforcement; and will manage the protest process as outlined by Article VII, "Protest". S/he will also be responsible for arranging the certification schedule, dates, times, locations, etc. with the Chapter Presidents. The AD may be principal point of contact for any chapter complaints, i.e. phone calls, after complaints have been addressed as fully as possible at the Chapter level. The Athletic Director is elected to this position at the first Executive Council meeting of the calendar year. This office is for one (1) year beginning April 01 and shall be held no more than two (2) consecutive years.
5. **TVYFC Rules Committee:** The committee will consist of TVYFC President, Athletic Director, Secretary and the Presidents from each member Chapter. If a Chapter President is unable to attend, s/he may appoint a Chapter Board Member to attend. This panel is entrusted with the responsibility of screening any "proposed" rules or bylaw changes for the coming season. The intent of this process is to provide a method for eliminating repetitive or self serving proposals, and providing a vehicle for combining all proposed changes into one manageable format. Proposed changes MUST pass the scrutiny of this meeting before it can be presented at the second rules meeting of the Executive Council for discussion/vote. Rule changes must be submitted in writing before discussions may occur. The format for submissions will be: 1. List the current rule; 2 List the proposed change; and 3. List the reason(s) for the proposed change. Also required, the Chapter submitting the change will provide copies for everyone attending the meeting. Additional new changes will not be heard or considered at the second meeting.
6. **Game Field Commissioners:** During the season, it will be the responsibility of each Chapter to appoint a Game Field Commissioner for their field that is familiar with the TVYFC rules and regulations. That Commissioner will be the TVYFC host at that field for that day, and the point of contact for all visiting teams. It is imperative that these Commissioners feel as keen a responsibility for the needs of the visiting teams, as they undoubtedly feel for their own home teams! The integrity of the Conference demands it, and each visiting team has a right to expect it. Commissioner responsibilities will include but not be limited to: pre-game briefings of officials; TVYFC rule interpretations; certification issues; participation audits; crowd control; protest reports; etc.

Note: *Game field commissioners should remain outside the coach's box unless needed. Although Game Field Commissioners are appointed by their individual Chapters, they become ipso facto members of the TVYFC Executive Staff and are responsible for their actions to Athletic Director and the TVYFC President.*

7. **Certification Director(s):** The Certification Director(s) will primarily be responsible for insuring the fair, impartial and completely accurate certification of all teams from his/her area. S/he is responsible for coordinating certification dates, locations, and certification times. S/he is responsible for receiving/collecting all of the data upon completion of certification at each location; receiving and collating additional certification data and updates; and providing input into a combined TVYFC Certified Roster of Teams, to be distributed to all Chapter Presidents prior to

the beginning of the season. This position has philosophical responsibilities similar to what might be expected of a certified public accountant (CPA). This MUST be a NON- COACHING position. This position may also be covered by the Chapter Presidents.

ARTICLE IV **MEETINGS AND VOTING**

1. Meetings of the entire Executive Council will be held monthly. They will include:
 - a. Membership/Elections Meeting
 - b. Rules and Bylaws Changes Meeting
 - c. Schedule Meeting
 - d. Special meetings as required.

All meetings will be conducted by "Robert's Rules of Order, Revised." All decisions of the Executive Council are binding on all Chapters, teams and individuals. All waiver and Rule & Bylaw changes require a 2/3 majority vote to pass and all other business to be conducted by a simple majority vote. President of the Executive Board will cast the tie breaking vote whenever necessary.

2. Each chapter has ONE vote. Each chapter will maintain one primary and one alternate representative. Members must be present at a meeting in order to receive a vote. Associate chapters will not have a vote in general membership meetings.
3. The executive board does not vote on issues other than as representatives of their respective chapters.
4. It is well understood that all protests will be handled by the TVYFC Athletic Director, and that combined meetings of the entire Executive Council will be required to conduct elections, grant waivers, or change Rules. Otherwise, the decisions reached at meetings are binding on all Chapters, teams, and individuals residing in that area.
5. If a decision requiring the vote of the Executive Council at a meeting in which the affected chapter is not present the executive board will make an attempt to contact a representative of said chapter during the meeting.
6. These meetings will be used to conduct the normal routine business for that region. Such meetings will be used to promote communications between Chapters, resolve differences, address apparent Rule infractions, arbitrate disputes, etc.
7. Special meetings may be called by the President of the Executive Council or by request of ALL chapter presidents.
8. In the case of special meetings, those concerned shall be notified no less than forty-eight (48) hours in advance by telephone or in writing as to the date, time, place, and purpose. **NOTE:** 48-hour rule is waived if a simple majority of the Executive Council requests a special meeting during a regular meeting.
9. No business other than that for which a special meeting is called may be discussed.
10. A majority of the Executive Council will constitute a quorum for any business meeting.
11. No proxies will be accepted.
12. Chapter attendance at properly called meetings is mandatory. Failure to send at least one official TVYFC representative to a meeting will result in the Chapter being assessed the following fines:

meeting \$50.00. Failure to pay the fine in a timely manner or two consecutive failures to attend will result in automatic Council consideration for dismissal.

ARTICLE V **SELECTIONS IN CHAPTERS**

Member Chapters will elect or appoint their Officers and Directors no later than March 31 and will notify the TVYFC in writing of their Officers and Directors by the next meeting.

ARTICLE VI **PLAYING RULES**

1. **The official** playing Rules for TVYFC will consist of the TVYFC Rules, the CIF rules, and amendments thereto. Rules will take precedence in the order listed.
2. Interpretations of any Article of the Bylaws or Section thereof, or any Rule of this program or organization, shall rest with the Executive Board.
3. A 2/3-majority vote to amend or add rules is required to change any rules after the annual rules meeting.

ARTICLE VII **PROTEST**

1. A protest on any item other than official's judgment must be filed, in writing and in the TVYFC Athletic Director's possession not later than seventy-two (72) hours after the alleged infraction has taken place, accompanied by a check, cash, money order, or certified check in the amount of fifty dollars (\$50.00). No protest will be heard considering an officials judgment call.
2. A hearing will be held, if necessary, as soon as possible following receipt of the protest.
3. The team being protested against will be notified immediately of the protest and will be permitted to have a representative, along with the protesting Chapter, at the hearing.
4. The Athletic Director will inform the Executive Council, in writing, of his decision and recommendations within seventy-two (72) hours after the hearing.
5. The Executive Council will review the Athletics Directors decisions and recommendations and either upholds the findings or issue further disciplinary actions.
6. All decisions of the Executive Council are final and binding and its decisions will be verbally communicated to the Presidents of the Chapters involved within 24 hours of the hearing.
7. The \$50.00 protest fee will be refunded if the protest is allowed, and deposited in the TVYFC treasury if the protest is disallowed.

ARTICLE VIII **CHAPTER FEES**

SECTION A--FEES.

Fees, as established by the approved TVYFC budget, will be payable as follows:
Chapter Membership Fees to be paid at the May meeting

Participation patches to be paid by October meeting TBA
Fines and Penalties to be paid by next TVYFC meeting.
Coaches Clinic Fees to be paid by the Coaches Clinic TBA
Officials Association Assigner Fee to be paid after the final game, including playoff games – TBA

SECTION B--PENALTY FOR FAILURE TO COMPLY

1. Failure to comply with Article VIII, Section A shall result in a ten percent (10%) late penalty charge of the fees if not postmarked on or before date due. All returned checks will be considered a late payment and a 10% penalty charge be applied.
2. Because of financial difficulties, a Chapter may request the 10% late penalty charge be waived by requesting in writing and submitting the Chapter's financial books to the TVYFC President who will review the Chapter's status and present the recommendations to the Executive Council for a vote.
3. Failure to comply with Article VIII, Section A shall result in the offending Chapter's right to vote at any TVYFC Executive Council meeting until such past due payments have been paid in full.

ARTICLE IX **FINANCIAL DISBURSEMENTS**

1. All payments of debts of the TVYFC so authorized by the Executive Board shall be made on TVYFC checks requiring two (2) Board Member signatures.
2. NO disbursements will be made other than approved budget items for more than fifty \$50 without Executive Council approval.

ARTICLE X **CHAPTER BOUNDARIES**

Boundaries will be established and maintained by the TVYFC Executive Council. All existing boundaries will be firm unless Chapters adjacent to each other enter into an agreement to change. The agreement MUST be approved by the Executive Council by a simple majority.

ARTICLE XI **BOUNDARY WAIVERS**

1. No waiver will be granted for players to play outside of the boundaries of the chapter in which they reside unless:
 - (1) Their chapter doesn't field a team in the division they are qualified for.
 - (2) Their chapter is full in that division.
 - (3) Have approval from the waiving chapter.
 - (4) Parent is a Head Coach for the receiving chapter.

If the chapter which the player resides in refuses the waiver, and the TVYFC Executive Council MAY overrule, allowing the player to participate with the receiving chapter.

2. Waivers will be put in writing and forwarded to the TVYFC Athletic Director.
3. Any waiver will be valid only during the playing season for which the waiver was granted.

4. No location waivers after certification day, unless 1.1 above applies.

ARTICLE XII **RULES OF TVYFC**

1. A Rules Committee will be appointed annually by the Athletic Director of the Executive Council for the purpose of studying any new rules submitted by the Chapters for the coming year.
2. All proposed rule changes must be submitted to the Rules Committee no later than the first meeting in February.
3. All rule changes submitted will be presented to the Executive Council for a first reading at the first meeting in February, voted on in March with a 2/3 majority to pass; quorum present.
4. Rules changes submitted by the first meeting in February may be amended to correct wording by author with approval of a simple majority vote of Executive Council at first reading.

ARTICLE XIII **AWARDS**

1. The TVYFC will provide a plaque or trophy to the Super Bowl Champion team and the Runner Up team each year.
2. The Individual Chapters may provide plaques or trophies to their League Champion teams and participation patches for all of their players.
3. The costs associated with League and Division Championship patches will be borne equally by all chapters.

ARTICLE XIV **AMENDMENTS OF BYLAWS**

1. The power and authority to adopt, amend, or repeal any of these Bylaws rests solely with the Executive Council of TVYFC.
2. The Executive Board Athletic Director will appoint a Bylaws Committee at the regular meeting in January and it shall function throughout the year to receive, recommends, and formulate formal proposals for Executive Council vote.
3. Procedure to amend a recommended change to these Bylaws shall be presented in writing to Bylaws Committee for first reading at a regular or special meeting of the Executive Council, but action on the proposed change may take place only after its second reading at the following regular or special meeting. An affirmative vote of 2/3 of the Executive Council present at said meeting shall be necessary for adoption of the amendment.
4. Record of Amendment: Whenever an amendment or new Bylaw is adopted, it shall be duly recorded and dated.