

*High school senior players who go on to play NCAA men's football: About one in 17, or 5.8 percent. -- NCAA senior players drafted by an NFL team: About one in 50, or 2.0 percent. -- High school senior players eventually drafted by an NFL team: About nine in 10,000, or **0.09 percent**.*



# Fairbanks Youth Football and Cheerleading, Inc.

## 2025 Handbook



Every effort has been made to make this Handbook as complete and as useful as possible.  
Please refer to [www.fairbanksyouthfc.org](http://www.fairbanksyouthfc.org) for schedules, updates, changes and other current information.



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## Preface

Fairbanks Youth Football and Cheerleading, Inc. (FYFC) is a member of American Youth Football, Inc. (AYF), an international youth football organization established to promote wholesome development of children and teenagers through their association with adult leaders in the sport of American football and cheerleading.

AYF is a non-profit corporation that is the administrative body of our local youth football teams and league. These programs are designed to help youngsters learn skills and develop them into productive adults through their participation in organized and supervised sports.

Sportsmanship, teamwork, honesty, responsibility, self-reliance, determination, hard work, and self-discipline are among the traits needed by youngsters to face the future with positive aspirations and confidence. Whether a child continues to play football at more advanced levels or never plays the sport past this league, these lessons will serve them throughout their life.

AYF's mission is based on the concept that youngsters learn what they are taught. If we teach them positive traits, such as play by the rules and work hard, they will learn to live by the rules and give their best efforts.

## A Message to Parents

Remember the Code of Conduct you and your child signed.

No alcohol, drugs or tobacco at any FYFC events, this includes practice. If you must smoke, please remove yourself to the parking lot and away from the ball fields. No swearing or obscene language. As an adult, you are a role model for every child on the team.

Don't expect your child to perform like a professional. Don't yell at your child for mistakes. This sport is not easy for them and each child must learn and develop at their own speed. Praise hard work and accomplishments. Don't be more critical of your own child than you would be of someone else's child. You will not always agree with an official's call or judgment. How you react sends a message about acceptable conduct. There are lessons to be learned both from victory and defeat and if losing graciously or "life is not fair" are the lessons, try to share and teach them in a positive way.

Please treat the coaches with respect. They are doing the best they can. You may not agree with all the coach's decisions, but the coach is the final authority.

# Organization

## Executive Board

EXECUTIVE COMMITTEE		
President	Rebecca Spores	<a href="mailto:president@fairbanksyouthfc.com">president@fairbanksyouthfc.com</a>
Vice-President	Patrick Spencer	<a href="mailto:vicepresident@fairbanksyouthfc.com">vicepresident@fairbanksyouthfc.com</a>
Secretary	Tara Crosslan	<a href="mailto:secretary@fairbanksyouthfc.com">secretary@fairbanksyouthfc.com</a>
Treasurer	Jennifer Spencer	<a href="mailto:treasurer@fairbanksyouthfc.com">treasurer@fairbanksyouthfc.com</a>
CLUB PRESIDENTS		
Midnight Riders	David Edwards Jr.	<a href="mailto:midnightriders@fairbanksyouthfc.com">midnightriders@fairbanksyouthfc.com</a>
Renegades	Chris Bressler	<a href="mailto:renegades@fairbanksyouthfc.com">renegades@fairbanksyouthfc.com</a>
Bulldogs	Jessica Huneycutt	<a href="mailto:bulldogs@fairbanksyouthfc.com">bulldogs@fairbanksyouthfc.com</a>
Spartans	Maiden Garrius	<a href="mailto:spartans@fairbanksyouthfc.com">spartans@fairbanksyouthfc.com</a>
COORDINATORS		
Flag Coordinator	VACANT	<a href="mailto:flag@fairbanksyouthfc.com">flag@fairbanksyouthfc.com</a>
Cheer Coordinator	Erica Parsons	<a href="mailto:cheer@fairbanksyouthfc.com">cheer@fairbanksyouthfc.com</a>
Coach Coordinator	VACANT	<a href="mailto:coach@fairbanksyouthfc.com">coach@fairbanksyouthfc.com</a>
Equipment Coordinator	Nikki Whipple	<a href="mailto:equipment@fairbanksyouthfc.com">equipment@fairbanksyouthfc.com</a>
Fundraising Coordinator	Brianna Brefczynski	<a href="mailto:fundraiser@fairbanksyouthfc.com">fundraiser@fairbanksyouthfc.com</a>
Referee Coordinator	Ryan Whipple	<a href="mailto:referee@fairbanksyouthfc.com">referee@fairbanksyouthfc.com</a>

## Contact Information

FAIRBANKS YOUTH FOOTBALL AND CHEERLEADING, INC.  
PO BOX 72132, FAIRBANKS, AK 99707-2132  
(907) 322-9420 [www.fairbanksyouthfc.org](http://www.fairbanksyouthfc.org)

# Bylaws

## Article 1—Name and Purpose

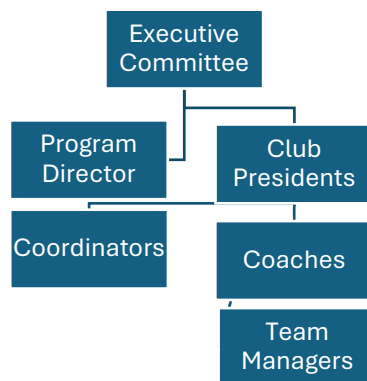
### SECTION 1 – NAME & ADDRESS

The name of this corporation is “FAIRBANKS YOUTH FOOTBALL AND CHEERLEADING, INC.”, hereinafter referred to as the “Corporation”. The principle address is PO BOX 72132, Fairbanks, Alaska, 99707.

### SECTION 2 – PURPOSE

The purpose of this Corporation, notwithstanding such purposes as stated in the Corporation’s Articles, shall be to teach the children of the community the ideals of good sportsmanship, teamwork, courage and discipline, and to teach the sport of tackle football and cheerleading respectively, and such other sports as the Executive Council shall determine is appropriate from time to time in a wholesome environment.

### SECTION 3 – CHAIN OF COMMAND



### SECTION 4 – LEAGUE STRUCTURE



## Article 2 –Memberships

### SECTION 1 – GENERAL MEMBERSHIP

General membership in this Corporation shall be open to any parent or guardian of a child eligible to participate in any program offered by the Corporation and Coach's, Officers, Instructors and the like regardless of whether they are a parent or guardian of an eligible program participant.

**Voting Privileges:** General members shall be qualified and in good standing with the corporation to participate in all open meetings. General members have no voting privileges in the corporation's day-to-day business but do nominate and elect the Executive Council at the Annual General Membership Meeting held in November.

**Good Standing:** Membership in good standing is maintained by payment of all dues and assessments as well as completion of any and all suspension periods levied by the corporation.

**Membership Reinstatement:** Reinstatement for membership in good standing may be made by the Executive Council upon payment of all outstanding obligations and completion of all suspension periods levied by the corporation.

\*General Membership is a privilege and may be revoked by a majority vote of the Voting Board.

## Article 3—Offices

### SECTION 1 – MANAGEMENT – VOTING BOARD

The general management of this Corporation shall consist of a sixteen (15) member Voting Board. The voting board shall consist of:

- A. Four (4) of the Voting Board members shall be the Executive Board (President, Vice-President, Secretary, and Treasurer). The president shall abstain from voting unless a tie breaker is needed.
- B. Four (4) of the Voting Board members shall be Club Presidents (Midnight Riders, Renegades, Spartans, and Bulldogs).
- C. Six (6) of the Voting Board members shall be Coordinators (Flag, Coach, Cheer, Fundraising, Equipment, and Referee).
- D. One (1) of the Voting Board members shall be Webmaster.
- E. The Voting Board shall be the only votes counted to direct all business of the Corporation.
- F. No member may hold more than one voting membership in the Corporation. No member of the Executive Board may have more than one vote regardless of the number of seats held by that member.
- G. Any past president of the Corporation may remain on the board in an emeritus position

with a vote of the board of directors. This position is to provide advice and knowledge to the current board and is non-voting position.

## SECTION 2 – DUTIES

The Executive Council of the Corporation shall be President, Vice President, Secretary, Treasurer, Coach Coordinator, Cheerleading Coordinator, Referee Coordinator and four (4) Club Presidents, whose duties shall be set forth herein together with such duties as the Executive Board, shall from time to time prescribe.

- A. **President** - The President shall be the executive officer of the Corporation and shall preside at all meetings of the membership and the Executive Council, with the power to preside over all regular, special and emergency meetings. He or she shall present to the Executive Council an annual report; shall present the treasurer and webmaster to the board for approval, shall appoint all chairs and members of committees (not otherwise provided for in the By-Laws); shall be an ex-officio member of all committees with the deciding vote, and shall perform all duties generally incident to the office. The President shall be empowered to take any action which the Executive Council could take in case of emergencies.
- B. **Vice President** - The Vice President is a four (4) year commitment, two (2) years as the Vice President and two (2) years as President, therefore making the Vice President a training position for President. The Vice President shall perform all the duties of the President in his or her absence or inability to serve and shall serve as an aide to the President. The Vice President shall administer and preside over all elections of the corporation with the help of the Secretary.

If the office of the President becomes vacant, the Vice President shall assume the office of President for the unexpired term, with the approval of the Executive Board, and perform all such duties as are incident to the office. The Vice President shall not act in the President's absence to change personnel or establish customs unless necessary and the President is unavailable.

- C. **Secretary** - The Secretary shall keep accurate minutes of all official meetings, conduct the general correspondence of the Board and shall perform all such duties as are incident to the office. He or she shall provide all Board Members with an electronic copy of the minutes of all meetings within seven (7) days after meeting.
- D. **Treasurer** - The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the Corporation, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital surplus, and any other accounts. The books or accounts shall be open at all reasonable times to inspection by any director. In addition, the Treasurer shall:
- i. Oversee and be responsible for the deposit of all monies in the name of and to the credit of the Corporation with such depositories as shall be designated by the Executive Board.
  - ii. Oversee and be responsible for the disbursement of the funds of the Corporation. All such disbursements must be by check bearing the signatures of at least two of

the officers of the Executive Board or by debit card or automatic withdrawal previously approved by two officers of the Executive Board who have been authorized as signatories on the bank accounts.

- iii. Present a statement of the financial condition of the Corporation, listing all income and expenses for the Corporation's Fiscal Year (November 1 to October 31), to be available to general membership at the Annual Meeting.
  - iv. Present a written financial report at each regular meeting of the Corporation and Executive Council.
  - v. Have such other powers and perform such other duties as may be specified by the Executive Board or bylaws. In the absence of such specifications, the Treasurer shall perform the duties provided for by law for non-profit corporations.
  - vi. Turn the books over to CPA approved by the Board to prepare a Non-Profit Tax Return in accordance with the rules and regulations of the Internal Revenue Service.
- E. **Club Presidents** - Club Presidents shall represent their Club to the Corporation and represent the Corporation to the Club. They will lead the efforts of their club in participation of Corporation activities and fundraising. They shall relay all Corporation information to their club's parents, coaches and team officials. Club Presidents are responsible for reporting all accidents and incidents that occur within their club's activities including, but not limited to: practices, games, meetings, fundraisers, and other events. Club Presidents shall inform the Executive Committee of any concerns regarding coaches, players, parents, and their relatives, in relation to games and other field activity.
- F. **Cheerleading Coordinator** - The Cheerleading Coordinator shall review all Cheer coach applications and inform the Executive Committee of any concerns regarding Cheer coaches. Cheerleading Coordinator will hold Cheer coach educational classes, assist cheer coaches with concerns and needs, and perform all such duties as are incident to the office. The Cheerleading Coordinator shall also monitor costs and select uniforms to be presented to the Executive Council for approval. Once approved, the Cheerleading Coordinator will oversee the purchase and delivery of the uniforms.
- G. **Flag Football Coordinator** - The Flag Football Coordinator shall coordinate and work with the Referee Coordinator to schedule all flag football games, oversee the ordering of all flag jerseys for the flag players, and shall perform all such duties as are incident to the office.
- H. **Coach Coordinator** - The Coach Coordinator shall review all coach applications and background checks, inform the Executive Committee of any concerns regarding coaches, hold coach educational classes, assist coaches with their concerns and needs, and shall perform all such duties as are incident to the office. The Coach Coordinator shall oversee the ordering and distribution of the Rules handbooks to the head coaches.
- I. **Referee Coordinator** - The Referee Coordinator shall hold referee clinics and other training, supervise the referee crews, schedule referees, and inform the Executive Committee of any concerns regarding referees, coaches, players or parents in relation to games and other field activity.

- J. **Fundraising Coordinator** - The Fundraising Coordinator shall preside over the Fundraising Committee when in use. The Fundraising coordinator will oversee coordination of all fundraising activities of the Corporation.
- K. **Equipment Coordinator** - The Equipment Coordinator shall preside over the Equipment Committee when in use. The Equipment Coordinator will set up and coordinate gear handout and gear returns for the season. The Equipment Coordinator will report annually on the condition of the Corporation's gear and equipment, as well as keep a detailed listing of all gear and equipment assets owned by the Corporation.
- L. **Webmaster** - The Webmaster will design and upkeep the website and any other media accounts. He or She will assign all email and any other FYFC accounts to new board members. He or she will be the primary focal point of any email received in the [info@fairbanksyouthfc.com](mailto:info@fairbanksyouthfc.com) email account.

The Executive Board and Club Presidents shall assume their duties once elected at the end of the Annual General Membership Meeting in November.

### SECTION 3 – TERM OF OFFICE

- A. The term of office for the Executive Board shall be 2 years, with the exception of the Vice-President. The Vice-President's position is designed to be a two (2) year commitment to learn the position of President, and a two (2) year commitment as president. Therefore, a vote for a Vice-President should be also considered a vote for the next President.
- B. The term of office for the Coach, Cheer, and Referee Coordinator is three (3) years.
- C. The term of office for Flag, Fund Raising, Treasurer, and Equipment Coordinator is two (2) years.
- D. The term of office for Webmaster is two (2) years.
- E. The term of office for club presidents is one (1) year.

To encourage continuity of board experience, Executive Board members term expirations will alternate. The Treasurer will be elected in even years. The Secretary and Webmaster will be elected in odd years. The Coach, Cheer, and Referee Coordinators will rotate so that every year only one of the three terms is up.

### SECTION 4 – NOMINATIONS AND ELECTIONS

#### Executive Council

- A. Nominations for the Executive Council positions will be accepted on the floor of the General Membership meeting in October.
- B. Members of the Executive Council shall be regular members of the Corporation in good standing and are elected by the Voting Board at the Annual General Membership Meeting in November.
- C. To be considered for a position on the Executive Council, nominees must attend **both**

October and November meetings, unless otherwise approved by the Executive Committee, in which they receive nomination and votes for election. Nominees may only miss one (1) of the meetings with board approval. Failure to attend one (1) meeting with approval, or both meetings without approval, will result in withdrawal of position nomination.

- D. Current Executive Council members may seek re-election when their terms are up for election. Should the President wish to remain in the position after their 2-year term and seek re-election, they may do so but require consent of the current Vice-President must receive a majority vote in favor from the board. Should the Vice-President wish to assume the President position, the outgoing president may seek election of another available position.

### **Club Presidents**

- A. Clubs shall nominate and present a candidate or candidates for their Club President to represent them, as a club, to the Corporation at the General Membership meeting in October.
- B. The Club Presidents shall be regular members of the Corporation in good standing and are elected by the Voting Board at the Annual General Membership Meeting in November.

### **Vacancies**

Vacancies occurring in the Executive Council through death, resignation or otherwise shall be filled by the President and ratified by the remaining Executive Council. The person so appointed shall hold office for the unexpired term.

## **Article 4—Meetings**

### **SECTION 1 – RULES OF ORDER**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the conduct of all business of the Corporation, whether by Board, Committee, or Membership, in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Corporation may adopt.

### **SECTION 2 – ANNUAL MEETING**

The Annual General Membership Meeting of the Corporation shall be in the month of November each year. The purpose of the Annual General Membership Meeting is for the Executive Board to present their closing year end reports and for the Voting Board to vote on presented nominations for Executive Council positions. This meeting is open to all members except during the closed-door Vote on Business section of this meeting.

### **SECTION 3 – GENERAL MEMBERSHIP MEETINGS**

The General Membership Meetings of the Corporation shall be determined by the Executive Board and be moved from time to time as deemed necessary to conduct the business of the

Corporation. This meeting is open to all members except during the closed-door Vote on Business section of this meeting.

- A. The Voting Board, consisting of the Executive Council shall make decisions and conduct the business of the Corporation.
- B. Only the Voting Board may make a motion and vote on motions.
- C. All motions must be presented in written form to the Secretary prior to the beginning of all meetings unless time-sensitive and in the best interest of the Corporation.
- D. General Membership Meetings will be conducted in the following manner:
  1. Call to Order
  2. Roll Call
  3. Determine whether a Quorum exists
  4. Minutes of the Previous Meetings
  5. Reports of the Officers – Treasurer, President, Vice-President, Secretary, Coach Coordinator, Referee Coordinator, Cheerleading Coordinator, Club Presidents.
  6. Reports of Standing Committees
  7. Reports of Special Committees
  8. Special Orders (example Nominations and Elections)
  9. Open Forum
  10. Unfinished Business
  11. New Business
  12. Announcements
  13. Voting Board Close Door Vote on Business
  14. Adjournment

#### **SECTION 4 – SPECIAL MEETINGS**

Special Meetings of the Corporation may be called at any time by the President or upon written request of at least three (3) other members of the Executive Council. This meeting is open to general membership except during the closed-door Vote on Business section of this meeting.

#### **SECTION 5 – EMERGENCY MEETINGS**

Emergency Meetings of the Executive Council or the Executive Committee may be called at any time by the President, or upon written request of not less than three (3) members of the Executive Council. If a substantial change in operations is to be considered at a meeting, there shall be written notice of that fact given. Emergency meetings can be held at any time upon the consent of all Executive Board members, to consider a specific problem.

## **Notice of Meetings**

Notice of both Annual and Special Meetings of the Corporation shall be given at least ten (10) days prior to the date of such meeting by means of email to the members on the roster of the Corporation.

## **SECTION 6 – QUORUM**

A majority of the Voting Board shall constitute a quorum for member meetings. A majority vote of those present shall decide all questions except By-Law amendments.

## **SECTION 7 – ABSENCE FROM MEETINGS**

Any member of the Executive Council who shall be absent from two (2) regular consecutive meetings, without adequate excuse determined by the Corporation's President, may be regarded as thereby resigning from the Board, subject to the discretion of the Executive Board. Notification of extended leave of absence shall be sent to the President.

If a Club is not represented by their Club President for two (2) regular consecutive meetings, without adequate excuse determined by the Corporation's President, they may not have voting privileges' until they have attended the next two (2) regular consecutive meetings. On the second consecutive regular meeting attended, all voting privileges will be automatically restored.

## **Article 5—Personnel**

### **SECTION 1 – IN GENERAL**

The Corporation may engage, retain and employ such personnel as the Executive Council determines appropriate and may compensate such personnel as the Executive Council deems appropriate.

All personnel: board members, employees and volunteers alike, must have a background check performed by FYFC regularly. Executive Board members and employees will be checked prior to their position and term acceptance and seasonal volunteers will be checked each year no earlier than January 1st.

No employees, agents, contractors, professionals, coaches or other volunteers, or board member acting without proper authority will have the right to obligate the Corporation in any way.

### **SECTION 2 – COACHES**

Coaches must agree to adhere to the ideals of the Corporation and to epitomize the Corporation Guidelines for sportsmanship, safety, play time for players, established Code of Conduct, and Zero Tolerance Policy.

All coaches must have a background check performed by a company approved by the Executive Council annually. A returning coach may retain their previous position if they

have re-applied by the stated deadline; are in good standing with the Corporation; and are approved by the Club President and Coach Coordinator. Each club president, together with the advice and consent of the Coach Coordinator, President, and Vice-President, determines their head coaches. Together they shall collaborate to select and appoint all division assistant coaches.

The Executive Board has the power to suspend, ban, or remove from game and practice premises any coach, volunteer, referee, board member, athlete guardian, and spectator for poor sportsmanship, neglect of duties or for failure to comply with the rules and regulations established within this handbook or instated by the Executive Board. Such suspension will remain in effect until an emergency meeting of the Executive Council is held, at which time the acts complained of, consisting of such conduct, shall be properly considered by the Executive Council and the offending person shall be heard in answering alleged charges. Upon hearing all relevant discussion, the Executive Council will determine suspension continuation or retraction. The meeting to conduct a hearing on alleged charges will not be open to the public or general membership.

The Corporation, by vote of the Executive Board, may reimburse coaches for costs of training, licensing, etc. but is not required to. Any expenses seeking reimbursement must be approved before incurred, receipts provided to the Treasurer NLT seven (7) days after expense is incurred, and such actions do not render such coaches employees or contractors of the Corporation.

Coaches have no right to obligate the Corporation in any way.

### **SECTION 3– EMPLOYEES**

No person may consider themselves an employee of the corporation unless they are in possession of an employment contract executed pursuant to resolution of the Corporation. Both the resolution and the contract must bear the necessary signatures and attestation of the required corporate officers.

### **SECTION 4– AGENTS, CONTRACTORS, PROFESSIONALS**

No person shall have the authority to represent or act on behalf of the Corporation other than officers, appointed board members pursuant to the By-Laws or resolution of the corporation, or upon written authority provided through corporate resolution bearing the signature and attestation of the appropriate corporate officers.

Executive Council and Committee members of the Corporation shall publicly disclose any interests that they may have with a company doing business with the Corporation.

## **Article 6—Committees**

### **SECTION 1 – APPOINTMENT**

The President shall appoint the chairperson and members of all standing committees. The President shall be an ex-officio member of all committees with a deciding vote.

## SECTION 2 – STANDING COMMITTEES

- A. **Executive Committee** – The Executive Committee shall consist of the President, Vice President, Secretary, Coaches Coordinator, Cheerleading Coordinator and Referees Coordinator. The Executive Committee shall be empowered to act on any matter deemed necessary to enforce the rules and regulations of the Corporation. The Executive Committee has the power of the Voting Board to act on any Corporation business in an emergency and/or in between the Corporation's General Membership Meetings. All such actions must be reported in the next General Membership Meeting.

\*A quorum for the Executive Committee is four (4).

- B. **Finance Committee** – The Finance Committee shall consist of the Vice President, Treasurer and two (2) additional members from the Executive Council. It shall recommend to the Executive Board a yearly budget and any changes in financial policy. It shall review each month the financial statement of the Treasurer and recommend to the board an increase or decrease in expenditures when necessary. No expenditure over \$500, whether in the budget or not, shall be made without approval of the Finance Committee. This committee will oversee all fundraising activities of the Corporation.
- C. **Fundraising Committee** – The Fundraising Committee shall consist of the Fundraising Coordinator, Vice-President, one (1) additional member of the Executive Council and two (2) general members. The Fundraising Committee shall report to the Finance Committee for approval on forecasted projects. This committee's primary responsibilities will be to secure sponsors for the needs of the entirety of the league, ensure all fundraising guidelines are enforced, and to seek, create, and implement all fundraising activities.
- D. **Equipment Committee** – The Equipment Committee shall consist of the Equipment Coordinator and one (1) representative from each club. They shall be in charge of all equipment and, subject to the approval of the Finance Committee, it shall recommend replacement and, upon authorization of the Executive Council, procure all equipment necessary for the activities and purpose of the Corporation. The Equipment Coordinator will report bi-annually on the condition of gear and equipment, maintain a detailed listing of all gear and equipment, and provide replacement recommendations to the Executive Board in a timely manner as to not delay established season start dates.
- E. **Coaching Committee** – The Coaching Committee shall be chaired by the Coach Coordinator and two (2) general members. The Committee shall oversee certification of all coaches for each team according to Corporation policies.
- F. **Rules Committee** – The Rules Committee shall be chaired by the Coach Coordinator and Referee Coordinator and shall consist of one (1) member of each club. The Rules Committee will review the Corporation's Handbook each year and make rule change recommendations during the off-season. Recommended changes will be submitted to the Executive Committee for review NLT April 15th each year for implementation in the upcoming season.
- G. **Adhoc Committees** – From time to time the need will arise for an Adhoc Committee. These Committees are to be appointed by the President and shall report to the Executive Committee.

## Article 7—Finances

### SECTION 1 – FISCAL YEAR

The fiscal year of the Corporation shall begin on 1 November and end on 31 October.

### SECTION 2 – BANK ACCOUNTS

All funds of the Corporation shall be deposited in accounts at an FDIC banking institution as designated by the Board. All accounts require dual signatures by the President, Vice President, Treasurer and other designees. No more than one (1) person per household may be authorized as a signatory on the bank account at any time.

### SECTION 3 – FUNDRAISING

The funds necessary for the operation of this Corporation shall be raised as follows:

- A. From contributors who may wish to make voluntary contributions to the furtherance of the activities of the Corporation.
- B. From such other activities and programs, as may be established by the Executive Council: such as ads, raffles, souvenir sales, concessions and the like.
- C. From participant registration costs, of which a breakdown of the registration cost will be made available.

Use of funds shall be limited solely to support the operation of the Corporation.

### SECTION 4 – AUDIT

The books of the Corporation shall be audited annually by an auditor outside of the Corporation and approved by the Executive Board. The audit shall be conducted as a checks and balances leading to the filing the Corporation's annual taxes. The audit must be accomplished immediately after the completion of the fiscal year and the results presented to the Executive Board at the next scheduled General Membership meeting.

### SECTION 5 – TAXES

The books of the Corporation shall be turned over to a Certified Public Accountant (CPA) proficient in the area of Non-profit tax returns that has no affiliation with the Corporation. The tax return will be signed by the Corporation President and presented at the next scheduled General Membership meeting by the Treasurer.

## Article 8 – Disciplinary

The Executive Council reserves the right, with a 2/3 vote, to relieve a board member, coach, volunteer, or anyone else associated with Fairbanks Youth Football and Cheer INC. of their position as they deem necessary, for any reason. The President is not considered an ex-officio

member on this matter and will cast a vote.

## Article 9 – Discounts

Board Members	50%
Head Coach	50%
Assistant Coach	\$50 (limit 2 per team)

The above discounts can be applied to any one (1) player of the person's choosing with multiple discounts eligible to be applied to one (1) player. If a team has more than two (2) assistant coaches, it is the head coach's responsibility to determine who receives the discount. The league suggests the head coach chooses his offensive and defensive coaches for these discounts. If any league official does not complete the entire season in their position, they will lose the discount and must reimburse the difference.

## Article 10 – Bylaw Amendments

These By-Laws or any section thereof may be amended or repealed by either of the following:

- A. By the general membership at any General Membership Meeting by a two-thirds vote, provided the amendment or revocation proposal notice was provided to general membership ten (10) days prior to the scheduled General Membership Meeting. Additionally, the provided amendment or revocation proposal must have been provided to all members of the Executive Board at least seven (7) days prior to the scheduled General Membership Meeting. If either of the timelines above was not met, the amendment or revocation proposal vote will be delayed until the next scheduled General Membership Meeting
- or
- B. By unanimous vote of all Voting Board members. However, prior to election of Board members the initial Board may adopt and modify these bylaws by unanimous consent.

## Article 11 – Corporation Governing Rules

The rules contained in the current edition of ***Robert's Rules of Order – Newly revised*** shall govern the conduct of all business of the Corporation, whether by Board, Committee, or Membership, in all cases to which they are applicable and in which they are not inconsistent with these bylaws and may special rules of order the Corporation may adopt.

Adopted by the initial directors on the 12th day of January, 2011.

## Article 12 – Gaming Income w/ Regard to Dissolution Gaming:

This organization is also organized exclusively for charitable purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

- a. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on-(a) by a corporation except form Federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1986 (or the

corresponding provision of any future contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code or 1986 (or) corresponding provisions of any future United States Internal Revenue law).

Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 © (3) of the Internal Revenue Code (or corresponding section of any future tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose. Any such assets not so disposed of shall be deposited by the Court of Common Pleas of the borough in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations as said Court shall determine which are organized and operated exclusively for such purposes.

Secretary FYFC

# Rules & Regulations

## A. Powers and Authority of the League

### CHAPTER 1: POWERS AND AUTHORITY

#### **League Enforcement Rules**

FYFC (the League) has among its powers the obligation and authority to enforce all National AYF and Local FYFC rules.

#### **Suspension**

The Executive Committee has the power to suspend any coach, or any person having charge of any activity with the team, for poor sportsmanship, neglect of duties or for failure to comply with the rules and regulations set forth or for participating in any activity not authorized or sanctioned by the Board of Directors.

Such suspension will remain in effect until an emergency meeting of the Board of Directors is held, at which time the acts complained of, consisting of such conduct, shall be properly considered by the Board of Directors and the offending person shall be heard in answer to such charges. Upon hearing all relevant discussion, the Board of Directors will decide whether or not to continue the suspension. The conduct of hearing on such charges shall not be open to the public.

#### **Exhibition**

The League may, in its discretion, allow competition with non-conforming or exhibition teams, if there is a consensus that it can be done without undue added risk. For exhibition competitions, the league however can move participants as needed to make teams competitive.

### CHAPTER 2: PLAY GOVERNING RULES

USA Football Flag Rules, FYFC Rules and National Federation High School Rules apply to games. In the absence of a specific USA Football or FYFC Rule, National Federation High School Rules will control.

## B. Division Structure

### CHAPTER 1: FLAG FOOTBALL

Emphasis at this level is basic concepts of teamwork and sportsmanship. Practices are generally 1-2 hours long for two weeks before games start. Once games begin, there are usually 2 games and 1 practice per week, each 1 hour long. Flag teams play an abbreviated season. One coach from each team is allowed on the field to assist their players during the game. Mouth guards/mouth pieces are optional.

### CHAPTER 2: TACKLE FOOTBALL

Ages 7-9 (2nd-4th grade) Emphasis at the ROOK level is introduction to physical conditioning, teamwork and basic concepts of football. Players are taught safety precaution, such as use of mouthpieces, helmets and pads, and proper tackling stances to limit the danger of harm to themselves or others. Practices are generally 4- 5 nights per week for 2 hours per

night, with games on Saturdays and Tuesday nights. After school starts, practices are limited to 3 nights per week. One coach from each team is allowed on the field to assist their players during the game.

Ages 10-12 (5th-6th grade) Emphasis at the JUNIOR level is on physical conditioning, teamwork, and sportsmanship, learning and executing football plays. Players are taught fundamental football skills. Practices are generally 4-5 nights per week for 2 hours per night with games on Saturdays and Thursdays. After school starts, practices are limited to 3 nights per week. Coaches are no longer allowed on the field during games and must remain on the sideline.

Ages 12-14 (7th-8th grade) Emphasis at the SENIOR level is on physical conditioning, teamwork, sportsmanship, and respect for authority. Players should have a grasp of fundamental football concepts and are taught more advanced skills. Practices are generally 4-5 nights per week for 2 hours per night with games on Saturdays and Wednesdays. After school starts, practices are limited to 3 nights per week.

## CHAPTER 3: CHEERLEADING

Ages 7-9 (2nd-4th grade) play on a Rooks team based on residence and/or school attended. Emphasis at this level is introduction to physical conditioning, teamwork and basic concepts of football. Players are taught safety precaution, such as use of mouthpieces, helmets and pads, and proper tackling stances to limit the danger of harm to themselves or others. Practices are generally 4- 5 nights per week for 2 hours per night, with games on Saturdays and Thursday nights. After school starts, practices are limited to 3 nights per week. One coach from each team is allowed on the field to assist their players during the game.

Ages 10-12 (5th-6th grades) play on a Junior team, usually the same Club they played for as a Rook and also assigned by residence and/or school attended. Emphasis is on physical conditioning, teamwork, and sportsmanship, learning and executing football plays. Players are taught fundamental football skills. Practices are generally 4-5 nights per week for 2 hours per night with games on Saturdays and Wednesday. After school starts, practices are limited to 3 nights per week. Coaches are no longer allowed on the field during games and must remain on the sideline.

Ages 12-14 (7th and 8th grades) play on a Senior team, usually the same Club they played for as Junior and also assigned by residence and/or school attended. Emphasis is on physical conditioning, teamwork, sportsmanship, and respect for authority. Players should have a grasp of fundamental football concepts and are taught more advanced skills. Practices are generally 4-5 nights per week for 2 hours per night with games on Saturdays and Wednesdays. After school starts, practices are limited to 3 nights per week.

## C. Club Structure

### CHAPTER 1: Team Structure

The League is responsible for the establishment of its own boundaries. Participants assigned will select the club they would like to be placed on during registration. Once a team is full, no new registrants can sign up and will select a remaining team. The established clubs are:

- The Midnight Riders

- The Renegades
- The Spartans
- The Bulldogs

The league has discretion to split teams within a club or divide a club, either permanently or as a temporary measure from season to season.

## CHAPTER 2: CLUB/BOARD LIAISON

Each Club has a President who serves as a representative on the FYFC Board of Directors. The Club President responds directly to members and resolves issues within the Club's authority. The Club President acts as a liaison between the general membership and the FYFC Board.

### D. Team Structure

FYFC defines a team as a set of players and/or cheerleaders at each level. Exceptions are made depending on the number of players registered; the league's goal is to have as many viable and competitive teams as possible.

## CHAPTER 1: AGE ELIGIBILITY AND INELIGIBILITY

The age of the participant for determining placement consists of the age of the participant on September 1st of the current year. Gender does not restrict an athlete from participating in any FYFC activity. The participant's grade may also be considered to establish the player's level status, if necessary. This age structure ensures that FYFC is in unison with the FNSB school system for placement.

Participants that are 14 years of age AND eligible for High School sports are ineligible for Fairbanks Youth Football and Cheer Activities except for extreme extenuating circumstances requiring the executive board's approval. Regardless of age, a player who participates in high school football is not eligible to play FYFC. Participation is defined as having attended one (1) high school practice.

The league is made up of Clubs divided into teams as follows:

<b>League</b>	<b>Age (years)</b>	<b>Grade (on 1 Sept)</b>
Flag Football	4-6	PreK-1 <sup>st</sup>
Tackle Football (Rooks)	7-9	2 <sup>nd</sup> -4 <sup>th</sup>
Tackle Football (Juniors)	10-12	5 <sup>th</sup> -6 <sup>th</sup>
Tackle Football (Seniors)	12-14	7 <sup>th</sup> -8 <sup>th</sup>
Cheerleading (Rooks)	7-9	2 <sup>nd</sup> -4 <sup>th</sup>
Cheerleading (Juniors)	10-12	5 <sup>th</sup> -6 <sup>th</sup>
Cheerleading (Seniors)	13-14	7 <sup>th</sup> -8 <sup>th</sup>

## CHAPTER 2: AGE REQUIREMENT WAIVERS

Wavier Up – Players may waiver up on completion and approval of the waiver request form.

Waiver form must be signed by parent and coach and then presented to the League President for review. If approved and signed by the FYFC President, the player may then join the team waived up to. The decision and approval to do so will be made by unanimous approval of the Coach Coordinator, Referee Coordinator, the respective club presidents, and the Head Coaches of both the sending and receiving teams. They will assess the player based on weight, age, and skill. The move will take place no later than the first regular season game. The move may take place regardless of the number of rostered players on the receiving team. Pending USA Football Verification.

### CHAPTER 3: TEAM LIMITS

Cheerleading teams/squads have no minimum or maximum limit of participants. Flag football teams may consist of as few as 8 and as many as 18 players on a team.

- SENIOR teams are capped at 25 football players
- JUNIOR teams are capped at 25 football players
- ROOK teams are capped at 20 football players

Once a team has met its roster, players will be placed on another team or wait listed. After all teams have their rosters, the players will be evenly dispersed between all teams.

#### E. Coaches & Managers

Each team has a head coach who has complete authority and control of the team, plays and practice field. The head coach, together with the coach coordinator and the club president will determine the assistant coaches selected. Background checks will be run on all coaches prior to approval.

### CHAPTER 1: COACH REQUIREMENTS

- a) A team or squad's coaching staff is in complete charge of the team or squad whenever it is together on the practice or playing field, if traveling as a group to or from practices or games, or for any other team function such as a banquet. The coaching staff is under the direction of the Head Coach; other coaches are called Assistant Coaches. The following applies to all coaches:
- b) A Head Football Coach must be at least 21 years of age. A Head Cheer Coach must be at least 19 years of age and out of high school.
- c) An Assistant Coach must be at least 18 years of age; there is no limit to the number of Assistant Coaches per team. **ALL COACHES MUST PASS A BACKGROUND CHECK.** However, there are only 7 coaches per team allowed on the sideline during a game, and they must be wearing badges issued by the league, Cheer coaches is limited to 3 on the sidelines and they too must be wearing league issued badges.
- d) Each team is permitted 2 coach trainees who must be at least 15 years of age.
- e) At least one coach per club shall be trained in first aid or have one parent trained.
- f) The Club President or Designee will ensure an AED is present at all practices and games.
- g) All coaching applications will be reviewed and approved as soon as possible. Applications received after the start of the season will be inspected by the Head Coach

for being properly filled out and complete with background check and then turned into the Team President; only then will the coach be allowed on the field. The Club President will forward the application and background check to the Coach Coordinators. Violations on the background checks will be brought to the attention of the Coach Coordinators for further discussion. No coach shall be on the field until paperwork has been completed and turned in, as set forth in Article 4 F7. All coaches will be subject to an AYF background check, to be conducted by the FYFC Board.

- h) All coaches for each team will complete a League approved coaching certification program before their coaching application can be processed.
- i) The application process must be repeated each season.
- j) League policy is not made on the field: It is made in League meetings. Coaches administer policy on the field and must make sure League policies are not violated. On the playing and practice fields, coaching staff is in complete control and will not be interfered with by the League except in the case of rule violations or blatant misconduct. Violations of the registration process, i.e. registering players on the field or allowing a player without sign registration paperwork to practice, shall be referred to the Disciplinary Committee.
- k) The Head Coach is responsible for:
  - i Those actions of assistant coaches, football players, cheerleaders and parents.
  - ii Teaching and enforcing the concepts of sportsmanship and respect for all coaches, players, cheerleaders and parents of their own team, as well as the coaches and members of the opposing team.
  - iii Enforcing the Zero Tolerance Policy at practices and at games.
  - iv Enforcing all League rules, any League official present is also responsible for enforcing League rules.
  - v Bringing disciplinary actions against anyone who fails to comply with League rules.
  - vi Complying with the mandatory play rule (Article 6), failure to comply with the mandatory play rule will result in review by the League disciplinary committee.
  - vii Ensuring that game officials are treated with the respect due their position (control your tempers).
  - viii Ensuring that anyone violating the Zero Tolerance Policy or flagged for an unsportsmanlike conduct penalty is escorted off the field by coaching staff, a League official, or the Club President. The violator may continue to watch the game from the parking area if they cause no further disruption; continued problems from the same person may result in forfeiture of the game upon determination of an executive board member or game official, and, if the person is a parent, may result in dropping that person's child or children from the team upon recommendations of the disciplinary committee; and
  - ix Imposing penalties for assistant coaches violating the rules.
    - a) Rook teams are allowed one coach on the field to assist their players during the

game. There will be a 15 yard and loss of down penalty (automatic first if on defense) for a coach out of coach's box during and immediately after the play. This includes but is not limited to a coach on the field making calls for the referees. The coach's box is defined as 10 yards behind the line of scrimmage and from hash mark to hash mark. Second enforced penalty under this rule will result in the coach being required to coach from the sidelines for the remainder of the game.

## CHAPTER 2: UNAUTHORIZED COACHES

- a) All coaching applicants must turn in a completed coaching application and a completed Sterling Volunteers background check.
- b) All coaching applicants must be approved by the League before being on the field.
- c) **No unauthorized coach shall be on a practice or game field at any time!**
- d) Team Managers

Each team has a Team Manager to assist the coaches in organizational matters, such as ensuring that team records are complete and maintain communication with all the parents/members involved. The head coach, together with the club president will determine the team manager selected. Background checks will be conducted on all team managers (and any other volunteer that will be in contact with the participants) prior to approval.

Example: Production of a weekly handout for the players giving their parents a written reminder of upcoming game locations and times, concession schedule, snack schedule, and other events is a recommended part of the team manager's duties.

## F. Registration Process

All participants, coaches, managers and any other volunteer can register each season through the League's website: [www.fairbanksyouthfc.org](http://www.fairbanksyouthfc.org).

## CHAPTER 1: DATES

Participants may register for the upcoming season between November 1st through two weeks before the Jamboree. An earlier registration event may be offered if approved by the board. Registration periods generally offered are as follows:

Early	1 November – 31 December
Regular	1 January – 31 May
Late	1 June – 2 weeks prior to the Jamboree

Timelines may be adjusted at the discretion of the board. Coaches will be accepted throughout the season.

For liability and safety concerns, no player may practice with any team until they have turned in sport physical and other required paperwork. Sport Physical requirement will be waived for flag players.

## CHAPTER 2: FEES

Regular fees are based on the calculation of the minimum number of participants required for a team to cover the costs associated with play. Discounts and Late Fees are offered and applied to encourage early registration.

Club fees are used to pay expenses of socks, jersey names, end-of-year awards and party, and/or any other items decided upon by the club.

<b>Early Registration</b>		<b>Club Fee</b>
Tackle	\$200	\$50
Flag	\$75	\$25
Cheer	\$250 (includes new uniform)	\$25

<b>Regular Registration</b>		<b>Club Fee</b>
Tackle	\$300	\$50
Flag	\$100	\$25
Cheer	\$300 (includes new uniform)	\$25

<b>Late Registration</b>		<b>Club Fee</b>
Tackle	\$350	\$50
Flag	\$100	\$25
Cheer	\$350 (includes new uniform)	\$25

## CHAPTER 3: PAYMENT AND REFUNDS

Participants may register without initial payment, however, will not be assigned to a team until a minimum \$100 payment is made. A registration confirmation will be emailed to the participant.

All fees must be paid in full prior to the first practice or the participant may not step onto the field.

Any participant with an outstanding balance to the league is eligible to register for the upcoming season, however, will not be assigned to a team until all prior debts are paid in full.

Refunds are given only in the event of a medical condition, verified by a doctor and provided to the League in writing OR if registrant is moving out of the Fairbanks North Star Borough area prior to the start of the first practice. Once practices start, no refunds will be given.

The Executive Board retains the right to review each case individually for exceptions made by the vote of the board.

## CHAPTER 4: TEAM FORMATION

The Leagues' goal is to form as many teams in each division as possible. The minimum and maximum limits may be changed at any time by a vote of the Executive Board.

PARTICIPANT	MINIMUM	MAXIMUM
Tackle – Seniors	15	25
Tackle – Juniors	15	25
Tackle – Rooks	15	20
Flag	8	12
Cheer	1	12 (to 1 coach ratio)

Once a team reaches the maximum registrants, that team can no longer accept players as the team will be considered to have a full roster. Once a team has met its roster, players will be placed on another team or wait listed. After all teams have their rosters, the players will be evenly dispersed between all teams. Should there be enough players to create another team the board will access the players to see if they are diverse enough to create another team. All team assignments are finalized 1 week prior to the Jamboree.

## CHAPTER 5: REQUIRED PAPERWORK

A participant cannot begin practice with a team or squad until all required paperwork with signatures of the player and the parent/guardian is completed and submitted with any other required documentation. The League will accept registrations up until the Jamboree. Registrations after the Jamboree will be addressed by special committee. By filling out the required forms the parent/guardian confirms that the child has permission to participate.

### *Players and Cheerleaders*

- Contact Sports Physical (not required for flag division)
- Birth Certificate
- Emergency Information and Consent to Medical Treatment
- Release of Liability for Minor Participants, if applicable
- Zero Tolerance Policy
- Participant Code of Conduct
- Approved Waiver Form (If Applicable)

**Sports Physical** - A signed statement (Contact Sports Physical) from an examining physician that the candidate is physically fit and there are no observable conditions that would contradict him/her playing football or cheer/dance. Physicals must be completed annually and be valid for the duration of the season (start to finish).

**Birth Certificate** - A certified copy bearing the raised seal of the issuing office of the state of birth is the best authentications. United States Military IDs and US Passports qualify in lieu of a certified birth certificate.

**Emergency Information and Consent to Medical Treatment** – provided by the League

obtained from the registration process.

**Release of Liability for Minor Participants** – provided by the League obtained from the registration process. A sample is provided as reference in Section V - Forms and Policies.

**Zero Tolerance Policy** – provided by the League obtained from the registration process. A sample is provided as reference in Section V - Forms and Policies.

**Participant Code of Conduct** – provided by the League obtained from the registration process. A sample is provided as reference in Section V - Forms and Policies.

### *Coaches*

- Waiver of Liability
- Emergency Information and Consent to Medical Treatment
- Zero Tolerance Policy
- Coaches Code of Conduct

**Waiver of Liability** – provided by the League obtained from the registration process. A sample is provided as reference in Section V - Forms and Policies.

**Emergency Information and Consent to Medical Treatment** – provided by the League obtained from the registration process.

**Zero Tolerance Policy** – provided by the League obtained from the registration process. A sample is provided as reference in Section V - Forms and Policies.

**Coaches Code of Conduct** – provided by the League obtained from the registration process. A sample is provided as reference in Section V - Forms and Policies.

## **G. Credentials Book (Team Notebook)**

Each division will receive a 3-ring binder to organize their records. This binder may be passed along from the previous season. The binder and its contents are the responsibility of the Head Coach, both football and cheer; maintenance of the records may be delegated to a Team Manager; however, the content accuracy remains the responsibility of the Head Coach. If a coach or player is added to or dropped from a team the information must be submitted to the League registrar within 48 hours. The Club President is the liaison between the Club Teams and the League. The Head Coach or Team Manager will provide information to the Club President; the Club President will provide information to the League. The credentials book must be available at all team practices and games for inspection and in the event the records are needed.

## **CHAPTER 1: CONTENT REQUIREMENTS**

The following information is required in the credential book for:

### **Each Team**

- Official Roster signed by League Secretary or other member of the Executive Committee

- Any Supplemental Official Rosters, if any, signed by League Secretary or other member of the Executive Committee
- Rosters will include the divisions authorized coaches
- Emergency Medical Plan (as directed by League President)
- Approved “Waiver up” form for each such player
- Mandatory Play Rule Log for each game
- Incident or injury report forms

### **Each Player or Cheerleader**

- Registration Application
- Emergency Information and Consent to Medical Treatment
- Release of Liability for Minor Participants
- Zero Tolerance Policy
- Participant Code of Conduct
- Sport Physical

### **Each Coach**

- Waiver of Liability
- Emergency Information and Consent to Medical Treatment
- Zero Tolerance Policy
- Coaches Code of Conduct

## **CHAPTER 2: ROSTER**

The League will generate a preliminary roster with a list of verified registered players, cheerleaders, and coaches. This preliminary roster, which will also identify missing or incomplete items, will be given to each Club President along with registration forms and paperwork received for each Club after each registration event. The Club President will distribute preliminary rosters and documents to each Head Coach or Team Manager.

The Coach or Manager is then required to collect missing paperwork, signatures and finish compiling the divisions’ team credential book.

Once the team credentials book is complete with the required documents and signatures for each player on the preliminary roster and any additional players, it will be inspected by the League Secretary or other Executive Committee member for approval and certifications prior to or during the first week of practice.

The deadline for players to have documentation (sports physical, birth certificates, etc.) to the team manager will be the first day of practice.

The official roster will be maintained in each team’s credential book; a copy will be provided to the Club President.

In the event a participant cannot comply with League requirements, he/she will not be certified on the official roster and will not be allowed to practice with the team.

## CHAPTER 3: EMERGENCY MEDICAL PLAN

An Emergency Medical Plan will be developed with the assistance of local doctors, hospitals, and emergency medical services. The emergency medical plan must be tailored differently for each club because of differing availability, response times, etc. Coaches will be responsible to know how to activate the Emergency Medical Plan. The League will provide a basic emergency medical plan in each team notebook. The team manager and coaches will need to fill in the blanks with pertinent team information. Once completed, the plan is to be reviewed by the Club President with the assistance of the Board of Directors, if needed.

The written plan must consist of the following elements:

- Who will call EMS?
- Who stays with the injured athlete? Where is the nearest phone?
- Where is the nearest treatment facility?
- Does the athlete have any medicine allergies? How to notify parents?
- How to initiate crowd control?
- Who meets EMS and then guides them to the injured athlete? Who supervises the team?
- Who provided proof of insurance?
- An alternative Emergency Medical Plan should be made when traveling to other facilities.

## H. Equipment/Uniforms

### CHAPTER 1: EQUIPMENT

**Cheerleading and Flag Players** – no special equipment is required at this level.

**Tackle Football Players** – Must have proper equipment as outlined below. Some equipment is available on a rental basis, for which a refundable holding deposit is required. The deposit is \$450. This deposit will be refunded after the season when equipment is returned.

Equipment rental fee is \$100 for helmets, and \$60 for shoulder pads. When rental equipment is returned and is considered returned in a serviceable condition, your payment method will be credited in the amount of \$290.

Any rental equipment that is lost, stolen, or not returned within 2 weeks of the season ending will result in forfeiture of deposited monies.

Each item deemed unserviceable due to damage not associated with normal football participation will result in replacement using deposited funds.

The replacement cost of a helmet is \$250, and the replacement cost of shoulder pads is \$175.

Football players must have the following equipment:

- **Helmets** – (optional FYFC rental item) are to be NOCSAE approved with the warning label on the outside of the helmet. Facemasks and chinstraps must meet NCAA or High School Federation regulations. IF you decided to provide your child their own personal

helmet, you must have it inspected by the equipment coordinator and sign a release of liability acknowledging that YOU are assuming the risk of your child using a third-party helmet. This must be accomplished before your child can engage in contact.

- **Visors** – Must be clear. No tinted or reflected visors are allowed.
- **Shoulder Pads** – (optional FYFC rental item) Note: Football equipment should be purchased with safety in mind. Buy the best you can afford.
- **Mouth Guards with Straps** – Mouth guards must be attachable to face mask and colored (not clear) to be visible to game officials.
  - The only exception to the mouth guard being attached to the face mask is in case of a player wearing a special mouth guard due to braces, orthodontic work or prescribed by a dentist or physician. If an exception is needed league officials, opposing coaches and referees need to be made aware of the adjustment.
- **Pads** – Hip Pads\ Knee Pads\ Thigh Guards\ Tail Pads covering the base of the spine
- **Athletic supporters** – recommended but optional
- **Shoes** – All players may wear sneakers. Shoes, sneakers, molded cleats or detachable cleats must be made of rubber or plastic. **No metal cleats are allowed, any worn out rubber or plastic cleats with metal visible are not allowed.** Cleats may not exceed 1/2” length.
- **Eyeglasses** – shall be the athletic constructed type with non-shattering-glass.
- **Game Jerseys** – Game jerseys are supplied by FYFC; players keep their game jerseys at the end of the season.
- **Practice Jerseys** – Practice jerseys must accommodate safety pads. Players shall not wear T-shirts or jerseys reflecting inappropriate messages. It is up to the coach’s discretion to ask a player to remove an inappropriate item or leave practice. References to alcohol, tobacco, nudity and profanity are inappropriate.
- **Practice pants** – Players provide their own practice pants, which should be one-piece shells capable of accommodating safety pads or pants with pads sewn in.
- **Water Jug** – No water is normally available at the practice or game fields. Players should bring along an adequate supply of water for their own use.
- **Athletic Cup** – It is highly recommended for seniors to be using athletic cups.
- **Face Paint** – A single stripe is allowed. Must not be more than that.
- **Gloves** – Any football glove is allowed for games despite certification.

## CHAPTER 2: UNIFORMS

**Cheerleaders** – The registration cost includes purchase of pom-poms, spankies, long sleeve shirt, top and skirt. This may change with availability. Clubs may choose to purchase additional warm-ups or other gear at their own expense.

**Flag Football Players** – Team t-shirts are provided through the league and is included in the registration cost. Players need only to dress appropriately for the weather (shorts or sweats) and wear athletic shoes.

### Tackle Players

- Jerseys and game pants for games are supplied by FYFC; players may keep these uniforms at the end of the season.

- Home jerseys may be reflected of approved team colors but must contain a light-colored solid number and is subject to Executive Council approval.
- Away jerseys must be light colored background with a solid dark color number and is subject to Executive Council approval.
- Each football player's jersey shall bear a number between 0 and 99. JERSEY NUMBER COLOR MUST BE A SOLID COLOR THAT CAN BE EASILY READ BY THE OFFICIALS DURING GAME PLAY.
- Only the last name and first initial will be allowed to identify individual players on the jerseys. Team sponsor information, if it is uniform and in keeping with identifying the team, may be included on jerseys.

## I. Play

### CHAPTER 1: FIELD LOCATIONS

Your coach will notify you of the location of the practice field for your team. Many of the teams practice on local elementary school playgrounds. Locations are subject to change.

Location	
Flag Games	1966 Davis Rd. Fairbanks, AK 99701  Or any field approved by Executive Council
North Pole Middle School	300 E. 8 <sup>th</sup> Ave. North Pole, AK 99705
North Pole High School Practice Field	601 NPHS Blvd. North Pole, AK 99705
Big Dipper	1930 Lathrop St. Fairbanks, AK 99701
Midnight Riders Practice Field	2550 Wilson St. Fairbanks, AK 99701

Spartans Practice Field	Fairbanks Lions Recreation Area on Danby Rd North of Anne Wien Elementary School and South of College Rd.
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## CHAPTER 2: WEATHER PREPARATION

Football is an outdoor sport and runs between the first of July and the end of September or first part of October. The temperature in Fairbanks can range from above 80 to 30 degrees below zero. Be prepared. Practices and games are cancelled due to weather conditions very rarely. Players and spectators should dress for the weather and keep in mind that temperatures can change rapidly on any given day. If it is raining, players will be wet and bringing along a dry set of clothes for after the game is helpful. If it is hot, a light t-shirt under the pads and extra water are in order. If it is cold, long underwear can be worn under game pants and a sweatshirt with a front pocket can be worn under football pads for extra warmth and a place to warm hands, hooded sweatshirts can be worn if the hood is kept under the pads. Spectators will also be outdoors for 2 hours watching games. Most of the football fields do not have bleachers. Bring along a camp chair, dress for the weather, make yourself comfortable, and enjoy the game!!

In the event of lightening, we will follow the NFHS Football policy, and suspend any practice or game and vacate the area when a flash/bolt can be seen and heard, for at least 30 min. If at any time once the 30-minute timer has started it is seen or heard again the 30 min timer starts over. Games will be attempted to be made up but there is no guarantee.

Poor air quality, if we have poor air quality due to forest fires, we will use the FNSB metering stations closest to the event location to determine the PPM, which can be found at <https://www.fnsb.gov/334/Air-Quality>. We will monitor closely during these conditions and will send out an email 2 hours prior to the start of the event. The policy is as follows:

0-99 PPM – Normal practice

100-149 PPM – Modified Practice (total time at practice cannot exceed 1.5 hours and must have 30 min. worth of water breaks spaced out evenly in that time frame.

Above 150 PPM – ALL EVENTS CANCELED NO EXCEPTIONS!!!!

## CHAPTER 3: PRACTICE, CONDITIONING AND CONTACT

Practice for Flag football, Tackle football and Cheerleading, will start no earlier than July 5th.

Practice times will start no earlier than 6:00 pm and will end no later than 8:00 pm. Once school begins teams will be limited to a maximum of four (4) events a week, only three (3) of which can be between Mon.-Thurs. An event is any required gathering of the team such as a practice, or game. An organized social gathering, such as a cookout or other non-football team bonding event, does not count as an event.

**Hitting Drills in Practice** – hitting drills that are prohibited by USA Football are expressly prohibited by FYFC. (ex. Bull-in-the-ring and other “head-on” drills exceeding 3-5 yards).

- Many players are active in other summer sports as well as football; conditioning has to be a concern. The first 3 days of practice will be dedicated to conditioning and non-contact drills. No pads should be worn with the exception of the helmet. Shorts, T shirts, socks and football shoes should be worn for these days. Registrants who attend a padded football camp that is 3 days or more or play another youth sport in the month of May/June may be exempt from conditioning.
- Starting the second week of practice, teams may have contact drills. Any player missing the first week of practice must have a parent/guardian sign a waiver to waive conditioning before beginning contact.
- Practice time cannot exceed 2 hours per session of actual practice time.
- Teams may practice 10 hours per week, without exceeding 2 hours per day and may split the 10 hours over 5 days.
- After school starts, practice must be limited to a maximum of 3 school nights per week and reduced to 6 hours maximum per week.
- Chalk talk, BBQ or other form of get-together as a team with a coach present is NOT considered a practice.
- Breaks given to players during practice time are at the discretion of the head coach. Breaks do count against the practice time.
- Participants must guard against serious head related health problems, which can lead to serious injury or death. The training regimen of any team practicing under hot or smoky weather conditions must be modified to: limit or eliminate running laps entirely, schedule practices in the evening, ensure an adequate supply of water, don't allow substitution of soft drinks, and include a mandatory 15-minute break in the middle (not counted as practice time).

Coaches must keep an eye on all players/coaches for signs of heat exhaustion or fatigue.

#### CHAPTER 4: MIXING OF DIVISIONS

It is only allowed for a player or a group of players to participate in combined practice sessions between divisions under the following conditions:

Rooks and Juniors may be at the “Walk Through” level of contact. Juniors and Seniors may be allowed at the “thud” level of contact.

It is **STRICTLY PROHIBITED** to have mixed division practices at the “full contact” level.

#### CHAPTER 5: CONTROLLED SCRIMMAGE

Once teams are allowed to have contact, they can arrange to have controlled scrimmages against other teams in their division, or against other squads not a part of FYFC of comparable age and size.

Coaches must acquire league approval prior to scrimmaging teams not in FYFC.

Coaches are permitted on the field to coach and referee; Longer time outs are permitted between plays for coaches to make corrections; Coaches may script offensive and defensive situations; score is not kept; no time is kept other than to assure that practice is over on time; and referees may be arranged if desired, they will not be paid by the league.

## CHAPTER 6: SCHEDULE CHANGES AND/OR CANCELLATIONS

Before any practice or play scheduling is set, the FYFC board should review its' agreements with other youth organizations, specifically, the annual agreement with the Interior Baseball Association.

Changes to the schedule, practice cancellations and game cancellations will be posted as early as possible on the FYFC website at [www.fairbanksyouthfc.org](http://www.fairbanksyouthfc.org). Football practices and games are very rarely cancelled due to weather conditions.

## CHAPTER 7: MANDATORY PLAY RULE

- Each player will play a minimum of (8) eight line of scrimmage plays per game. Plays can be counted in any combination of line of scrimmage plays including punts and punt returns. Plays that DO NOT count toward the mandatory (8) plays are kick-off, kick-off return, point after attempt or point after attempt defense.
- A play log shall be kept by each team for each game and shall be kept in the team book for the season. An FYFC league official may at any time request to see a team's play log. Failure to satisfy this requirement will result in disciplinary action.
- Failure to keep accurate play logs or falsifying play logs: If inaccurate or falsified play logs are discovered the Head Coach is responsible for the act and will need to explain their actions in writing before taking the field for their next team event. The FYFC disciplinary committee will review and assess action if required.
- It is recommended that coaches give each player more than the (8) play minimum.
- In all Tackle levels – all players are required to be at their minimum 8 plays by the end of the 3rd quarter. If a player doesn't have their 8 plays, they will start the 4th quarter and remain in until their play count is satisfied, and the coach will meet with the board to discuss other possible repercussions.
- Players refusing to play will be given 2 opportunities before a team personnel attempt to notify Parents/guardian that their child is refusing to play. The parent or guardian will be responsible for getting the child to participate. After notifying the parent or guardian, the refusals will negate the players minimum play count for the current game.
- Coaches will have a plan in place to rotate the players on and off the field, ensuring they receive their minimum plays, this plan must be able to be explained in detail, upon request, to any member of FYFC.
- Coaches have discretion to bench players for one-quarter or one-half as a disciplinary measure or as failure to attend practices. Subsequently benching a player could affect their minimum play count. When a coach makes a decision to bench a player (regardless of reason), that coach shall provide a written reason to the parent and explained to the player. This written reason must be presented to an FYFC board member for approval, if it affects the players minimum play count.
- Disciplinary action for not playing eligible players:
  - First offense: Suspension for one game and one week of practice.

- Second offense: Suspension for the remainder of the season.
- Offense in Playoffs: Ineligible to coach NEXT season.

## CHAPTER 8: PLAYING FIELD

- Home team is responsible for preparation of the playing field and providing the required accessories for the game. Each team is responsible for clean-up of their side of the playing field and spectator areas after their game. Field clean-up includes all garbage off the ground and out of the cans.
- The bench area is reserved for players, coaches, chain crew, play count person and team manager or team parent only. Team officials must have a FYFC badge in full display to be on the sidelines. Coaches are responsible for distributing and collecting their teams FYFC badges. The chain crew will be composed of volunteers from each team alternating at half time and will stand on their own side of the field unless otherwise requested by the head referee. Emphasis this year.
- Tackle football games are played on 100-yard field.

## CHAPTER 9: GAME BALLS

Footballs should be quality grade leather, rubber, composite material. Following is a guide for football size by age group. Flag/Rooks: Small Ball, Juniors: Junior sized, Seniors: Youth sized ball. Teams may only use balls provided by FYFC, for their playing level.

## CHAPTER 10: LENGTH OF PERIODS

- Periods of play by division are:

Rooks	10-minute stop clock per quarter 40-second play clock
Juniors	12-minute stop clock per quarter 40-second play clock
Seniors	12-minute stop clock per quarter 40-second play clock

- Intermission between quarters shall be 2 minutes; half time shall be 15 minutes
- In the event of a tie score at the end of regular play, there will be a maximum of 2 Kansas style overtimes per regular season game. If after 2 Kansas style overtimes the score is still tied, the game ends in a tie. Kansas style overtime will be used in playoff games and all playoff games will end with a winning team.

## CHAPTER 11: SCORING VALUES

Touchdown	6 Points
Point after Run or Pass	1 Point
Point after Kicked	2 Points
Safety	2 Points
Field Goal	3 Points
Forfeit	1 – 0

The following Scrimmage Kick Rules will be in effect as follows:

For Extra-point kicks:

- Rooks: No Rush, defense remains stationary
- Juniors: Front 5 base lineman only can rush
- Seniors: No Restrictions

For Punts: (Rooks & Juniors must declare)

- Rooks: No Rush, defense remains stationary
- Juniors: Outside the tackle box only can rush
- Seniors: No Restrictions

**Lopsided Rule** – An INTENTIONALLY run-up score is when a team continues to score even after the game is in their favor and far out of reach for their opponents. Coaches who practice this will be disciplined by the FYFC Disciplinary Committee. AYF and FYFC consider this type of coaching contrary to its purposes. The FYFC lopsided score rule is 35 Points or 5 touchdowns, whichever comes first. Once the score differential reaches 35 points, or 5 touchdowns, the game clock will become a running clock. Once the clock becomes a running clock it can only be stopped for injuries, change of possession, and official or team time outs. Once the lopsided rule is in effect, the losing team will take the ball on their own 40-yard line, there will be no option for kickoff. The winning team is prohibited from blitzing once the lopsided rule is in play. The game cannot end with a defensive penalty, unless said penalty is declined. It is the leagues recommendation that the coach plays the players that do not get as much field time as their starters do.

**Mercy Rule “No Blitzing”** – for times when the mercy rule is in effect there will be no blitzing. Only the front 5 base lineman are allowed to rush across the line of scrimmage. Once it is established that the offense is clearly executing a running play, any player on the line of scrimmage at the snap may cross the line of scrimmage.

Mandatory plays must be completed regardless of the score or game clock. FYFC will investigate and review all reported losses of more than 35 points or 5 touchdowns.

### **Lopsided Rule Disciplinary Action:**

If it is suspected that the winning team INTENTIONALLY ran up the score after the lopsided rule is in effect, the board members will have a meeting to discuss the situation. IF it is found that there was unnecessary scoring that could have been avoided, there may be grounds for disciplinary action.

- First offense – Suspension for one game and one week of practice. They may appeal the first offense if there is a reasonable explanation that can be supported with some tangible/measurable evidence.
- Second offense – Permanent suspension. There is NO appeal process.

\*\*\* The intent of this rule change is to allow coaches to demonstrate a level of respect for the opponents who are on the losing end. We do not expect kids to purposely dive to the ground before a touchdown, but we also do not expect to see trick plays and star athletes being used to their full potential. It may sound subjective, but the intent is to put trust back into the coaching staff. \*\*\*

## CHAPTER 12: UNSPORTSMANLIKE CONDUCT

An unsportsmanlike conduct penalty by a football player or cheerleader will result in the following:

- First offense- the head coach will immediately address the nature of the offense and advise the player/cheerleader of the consequences, if continued.
- Second offense- (by the same offender in the same game) there will be a one game suspension. An unsportsmanlike conduct offense by a head coach or assistant coach will result in an investigation by the disciplinary committee. The disciplinary committee may additionally impose a suspension for one week of practice and one game.

## CHAPTER 13: RULE VIOLATIONS

### **Coaches/Administrators/Volunteers/Parents**

The following are the minimum penalties to be enforced for violation of but not limited to the following rules. Any team, coach or administrator found to have allowed a variance to this rulebook, the rules regulations and the spirit of the rules and regulations without filing and receiving written approval may be suspended.

Any team, coach or administrator found not enforcing this rulebook, the rules regulations and the spirit of the rules and regulations may be suspended.

- Cheating (Roster/Participant Manipulation will be considered cheating)
  - Permanent suspension.

Failure to keep maintain appropriate relationships with juveniles & parents.

- Defined as any deliberate practice of a coach, team or administrator, which placed the health, welfare and safety of juveniles in jeopardy, or exploits or treats them in such a manner that the juvenile becomes a “tool” of the team.
  - First offense – suspension for one game and one week of practice.
  - Second offense – permanent suspension.
- Badgering of game officials with threats and inciting fans to display poor sportsmanship.
  - First offense – suspension for two games and two weeks of practice.
  - Second offense – permanent suspension.
- Fighting of any kind
  - suspension for the remainder of the season and subject to arrest.
- Teaching players dirty tactics
  - First offense – Permanent suspension.
- Falsifying birth or any other documents to make a participant eligible is grounds for

forfeiture of all games in which they have participated and permanent suspension of the adult(s) responsible for the act and all evidence will be turned over to the local authorities for any criminal prosecution that may be relevant.

- Playing ineligible players
  - Suspension for rest of season.
  - League will review status for next season.
    - When ineligible players are found, all games of which the ineligible players have participated in are forfeited and will count in the league standings as such.
    - When ineligible players are found the Team is ineligible for post-season play of any kind regardless of the number of losses it has suffered for playing ineligible players.
- If any Player, Coach, Administrator, Parent/Guardian, or Fan should strike (hit) a game official, or member of the coaching staff, volunteer or any League official (whether at a game practice or in the general public) shall be subject to arrest by local law enforcement agencies, and permanent suspension including but not limited to being banned from all FYFC and AYF Events and Activities.

### **Participant Behavior**

Improper or extreme behavior conducted by a participant whether at a game or practice, will have the minimum penalties enforced at the coach's/administrator's discretion.

- Fighting of any kind:
  - First offense: Suspension for one game and one week of practice and parental/guardian conference.
  - Second offense: Suspension for the remainder of the season.
- Disrespect for coaches, participants, game and team officials:
  - First offense: Removal from the game/practice and parental/guardian conference.
  - Second offense: Suspended for one game and one week of practice.
  - Third offense: Suspension for the remainder of the season.
- Dangerous Personal Foul
  - First Offense: Removal/Ejection from current game
  - Second Offense: Season Suspension-Pending Board Review.

## **CHAPTER 14: USE OF TOBACCO AND ALCOHOL**

Use of tobacco and tobacco products is prohibited at practices, games, and other League functions pursuant to the FYFC Zero Tolerance policy.

Consumption of alcohol is prohibited at practices, games, and other league functions pursuant to the FYFC Zero Tolerance policy. Anyone appearing to be under the influence of alcohol at a League function will be asked to leave or will be removed.

Everyone is responsible for enforcement of this policy. The Club President will administer their Club with the help of team parents, coaches and other League officials.

## CHAPTER 15: GREIVANCES AND DISCIPLINARY ACTIONS

Grievances and request for disciplinary action may be brought by any member of the League based on violation of the Rules, Zero Tolerance Policy, or Code of Conduct.

Grievances and disciplinary requests must be submitted to the League in writing.

A committee will be formed to handle all grievances and disciplinary actions. The committee will discuss and administer sanctions, if needed.

The committee will consist of all Club Presidents and Program Coordinators if available.

A Cheer Coach Coordinator or Football Coach Coordinator will be elected to chair the committee meetings, depending on whether the subject pertains to a football or cheerleading issue. The chairperson will only vote in the event of a tie vote by the committee. In the event that the chairperson has to vote to break the tie, the coach coordinator's vote will be the final decision of the grievance.

In the event a Club President cannot attend a committee meeting, the League Vice President will represent and vote on behalf of that Club.

Coach Coordinators will be responsible for enforcing decisions of the committee.

It is the League's intent to provide a safe, respectable, and positive learning environment for its members. Players and coaches need to be aware that FYFC has defined and instituted a disciplinary program that will be strictly enforced. Regardless of whether a penalty is assessed by an official referee, it is the duty of the Team Managers or Team Parents, Referees, Coaches, Club Presidents, and other League officials to uphold the program's intent and enforce disciplinary action. Penalties for offenses by football players, cheerleaders, and coaches shall be enforced as follows:

- First offense: Automatic ejection from the current activity.
- Second offense: Automatic ejection from the current activity plus a mandatory one game suspension.
- Third Offense: Automatic ejection from the current activity, a mandatory two-game suspension, plus the member shall be required to appear before a disciplinary committee as set forth above to decide whether the behavior warrants immediate removal from the team's roster.

Any football player or cheerleader subject to penalty above shall be required to attend and participate in scheduled practices as usual. For games, football players subject to suspension shall wear their team jersey and stand on the sidelines with their teammates but will NOT be in full equipment and uniform. Suspended players may not participate in any games during the suspension. Likewise, cheerleaders shall come in uniform and stand on the sidelines but may not participate in the activities. Refusal to attend practices or games because of a suspension may result in further penalties or suspension.

Spectators need to be aware that FYFC has defined and instituted a disciplinary program that

will be strictly enforced. Regardless of whether a penalty is assessed by an official referee, it is the duty of the Team Managers or Team Parents, Referees, Coaches, Club Presidents, and other League officials to uphold the program's intent and enforce disciplinary action when necessary. Spectators violating the Zero Tolerance Policy will be subject to disciplinary action.

**Penalties for offenses by spectators shall be enforced as follows:**

- First Offense: Request will be made to cease the behavior. If the behavior persists, the spectator will be asked to leave the premises. See Article 16 S11 H.
  - If the spectator does not leave immediately upon request, the appropriate authorities will be called for assistance in removing the disruption from the current FYFC activity.
- Second Offense: Request the spectator will be asked to leave the premises. See Article 16, S11 H.
  - If the spectator does not leave immediately upon request, the appropriate authorities will be called for assistance in removing the disruption from the current FYFC activity.
- Third Offense: The spectator shall be banned from all FYFC activities for the remainder of the season.
  - If a spectator returns to any FYFC activity in violation of such ban, the appropriate authorities will be called for assistance in that persons' immediate removal.

All meetings of members for the Flag Division shall be held at a time and place designated by the Flag Coordinator.

## CHAPTER 16: PROTESTS

There will be no protests of game play or officiating heard by the League. This is a volunteer organization for children with no other goals than to teach them the sport of football, teamwork and to have fun.

There are no appeals or grievances. Decisions of the coaches and referees are final. Referees are human and will, from time to time, make bad calls. Their decisions will not be reversed. Some games may seem unfair. As parents, our sole recourse is to keep a positive outlook and win or lose, teach our children by our example.

There is a shortage in the Fairbanks community of qualified football referees. FYFC is exploring all options and making every effort to ensure that our League has good officiating and to prevent these issues distracting from the children's games. If you know someone who is competent and qualified (or willing to get qualified) and would like to referee FYFC games, please have them get in touch with the FYFC Referee Coordinator.

Disciplinary actions, when warranted, can and should be brought to the attention of your Club President for resolution through the proper channels.

“One man practicing sportsmanship is far better than 50 preaching it” Knute Rockne

## J. Flag Rules & Play

### CHAPTER 1: FLAG RULES

USA Football Flag Rules will govern FYFCA flag football games.

Practice for Flag football will start no earlier than July 5th.

#### **Player Equipment**

Each player on the field will wear two flags at the waist, one on each side. Mouth pieces are encouraged but not required.

#### **Coaching**

One Coach may remain on the field with each team during play. Coaches on the fields must be at least 7 yards behind the line of scrimmage at the snap of the ball

#### **Mandatory Play**

Flag Players are required to have equal participation monitored not by play time but by a near equal number of plays for each player. Coaches will have a plan in place to rotate the players on and off the field, ensuring they receive their plays, this plan must be able to be explained in detail, upon request, to any member of FYFC.

#### **Players Refusing to Play**

Players refusing to play will be given 2 opportunities before a team personnel attempt to notify Parents/guardian that their child is refusing to play. The parent or guardian will be responsible for getting the child to participate. After notifying the parent or guardian, the refusals will affect the players minimum play count for the current game.

#### **Conduct**

Players and coaches not on the field should remain between the 12.5-yard lines. No offensive language or unsportsmanlike conduct is permitted. Head coaches are fully responsible for their spectators' conduct. Violators will be asked to leave the field and a 15-yard penalty will be enforced. Any misconduct by coaches should be reported to the Flag Coordinator and President or Vice President of the League.

#### **Parent Participation**

All flag parents and guardians are required to meet with the Flag Coordinator or League Official prior to the start of the flag games. This mandatory meeting is an Introduction to FYFC.

These rules will apply for all regular season, play-off and championship games.

# Conflict of Interest Policy

## Article I Purpose

The purpose of the conflict of interest policy is to protect this tax-exempt organization's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or member of the board of directors of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

## Article II Definitions

### Interested Person

Any director, Board member, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

### Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- o An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
- o A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
- o A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

## Article III Procedures

### Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all

material facts to the board of directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

### **Determining Whether a Conflict of Interest Exists**

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

### **Procedures for Addressing the Conflict of Interest**

An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

### **Violations of the Conflicts of Interest Policy**

If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

## **Article IV Records of Proceedings**

The minutes of the governing board and all committees with board delegated powers shall contain:

- The names of the persons who disclosed or otherwise were found to have a financial

interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.

- The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

## Article V Compensation

- A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation. Has read and understands the policy,
- Has agreed to comply with the policy, and
- Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

## Article VI Annual Statements

Each board of director, member, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

- Has received a copy of the conflicts of interest policy,
- Has read and understands the policy,
- Has agreed to comply with the policy, and
- Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

## Article VII Periodic Reviews

When conducting the periodic reviews as provided for in Article VII, the Organization may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

Adopted by the FYFC BOD on the 13th day of March, 2012.

# CONFLICT OF INTEREST DISCLOSURE ACKNOWLEDGEMENT

Fairbanks Youth Football and Cheerleading Board of Director Members, employees and representatives are encouraged to disclose any conflicts of interest with which they are aware. Disclosure should be made to a Board Director Officer.

Any reported breaches will be investigated and appropriate action, if needed, will be taken. Any unresolved issue will be addressed by the Board of Directors.

Confidentiality will be maintained for the individual disclosing any conflict, unless the matter raises serious legal implications. In such instances, the individual disclosing the conflict will be notified. The organization will not take any adverse action against employees solely for disclosing perceived conflicts of interest. The organization encourages all individuals to be prompt, open, and forthright in reporting perceived conflicts of interest.

(1) Do you attest that you have read this document in its entirety, understand its content and intent, and agree to all aforementioned items?

Yes \_\_\_\_\_ No \_\_\_\_\_

(2) Are you aware of any relationships, positions, or circumstances in which you are involved that you believe could contribute to a conflict of interest (as defined in the Policy on Conflicts of Interest) arising?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please describe the nature of the potential conflict of interest.

(3) Do you perceive there are any other conflicts of interest that should be disclosed?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please describe.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Zero Tolerance Policy

Fairbanks Youth Football and Cheerleading (FYFC) participants are subject to the following Zero Tolerance Policy. All players, cheerleaders, coaches and parents are required read, understand and adhere to the conditions and policies set forth by the organization. FYFC expects all participants will refrain from inappropriate behavior as detailed in this policy at all times regardless of whether on or off the playing or practice field and whether or not an official is in view.

**Zero Tolerance Policy:** In an effort to make football and cheerleading a more desirable and rewarding experience for all participants, the FYFC program adheres to certain points of emphasis relating to sportsmanship. This campaign is designed to require all players, participants, coaches, officials, team officials, administrators, parents and other spectators to maintain a sportsmanlike and educational atmosphere before, during and after all FYFC sporting events. Thus, all referees, coaches and board members must implement the following points of emphasis.

## **Players:**

- Openly disputes or argues any decision by an official.
- Uses obscene or vulgar language, including swearing, even if it is not directed to a particular person.
- Visually demonstrates any sign of dissatisfaction with an official's decision.

Any time that a player commits any of these actions, they will be assessed a penalty. If the behavior continues, the player will be suspended from the game.

## **Attitude:**

Play because you want to, not because someone else wants you. Remember and follow the Code of Conduct Pledge.

Do not swear, fight, argue or horse around. Your coach is not a babysitter and will not allow you to disrupt the team.

Be a good example for your teammates \*\* Always give your best effort and work hard to learn how to play football\*\* Have a fun season.

“Show class, have pride and display character. If you do, winning will take care of itself.”  
Bear Bryant

## **Coaches:**

1. Openly disputes or argues any decision by an official in a hostile manner.
2. Uses obscene or vulgar language, including swearing, even if it is not directed to a particular person.
3. Visually demonstrates any sign of dissatisfaction with an official's decision with the

intent of inciting the officials, players or spectators.

Any time that a coach commits any of these actions, they will be assessed an unsportsmanlike conduct penalty. If the behavior continues, the coach will be suspended from the game and will need to pass a disciplinary review board's approval before returning to coaching duties.

**Parents/Spectators:**

1. Use of obscene or vulgar language in a boisterous manner to anyone at any time.
2. Taunting players, coaches, officials, or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
3. Throwing any object in the spectator viewing and game area, players' bench, end zone or anywhere on or near the playing field in any manner as to create a safety hazard.
4. Going to the opposing team's side to taunt coaches, players, officials or cheerleaders will not be tolerated.
5. Use of tobacco products, alcohol or drugs will not be allowed.

An official will stop the game if parents/spectators display inappropriate and disruptive behavior that interferes with other spectators or the game. The official will identify violators to the coaches, who shall be responsible for removing the disruption from the spectator viewing and game area. Once the disruption is removed, play will resume. Lost time will not be replaced, and violators may be subject to further disciplinary action by FYFC. Any time a Parent/Spectator persists in any of these actions they will not be allowed to return to any FYFC activities.

I have read and understand this Zero Tolerance Policy. I understand FYFC will enforce it as necessary. If I violate this or any other FYFC policy, I agree to abide by all decisions made by a FYFC disciplinary review.

# Participant Code of Conduct Policy

It is the intention of this Participant Code of Conduct Policy to promote fair play and respect for all participants within Fairbanks Youth Football and Cheerleading (FYFC). All players, cheerleaders, and parents are required to read, understand and agree to the conditions set forth by FYFC before they will be allowed to participate in FYFC programs and activities.

1. I will participate in football/cheerleading because I want to, not because others want me to.
2. I will play by the rules and in the spirit of the game.
3. I will control my temper – fighting or “mouthing off” can spoil the game for everyone.
4. I will respect my opponents.
5. I will refrain from “showboating”, dancing, spiking, kicking or throwing the ball, or throwing equipment.
6. I will do my best to be a real team player.
7. I will remember that winning isn’t everything – that having fun, improving my skills, making friends and doing my best are just as important.
8. I will acknowledge all good plays and performances by both teams.
9. I will adhere to FYFC’s Zero Tolerance Policy.
10. I realize that whether we win or lose, we win or lose graciously, for success is never final and failure is never fatal.

I agree to abide by the principles of fair play set out above. I also agree to abide by the rules, regulations and decisions set forth by Fairbanks Youth Football & Cheerleading.

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Signature

Date

# Parental Code of Conduct Policy

It is the intention of this Parental Code of Conduct Policy to promote fair play and respect for all participants within Fairbanks Youth Football and Cheerleading. All parents/guardians are required to read, understand and agree to the conditions set for the by FYFC before they will be allowed to participate in the FYFC programs or activities.

1. I will encourage my player and all other players through my words and my actions to play fairly and to respect the rules, officials, opponents and opponent's parents.
2. I will not ridicule or yell at my player or other players for making mistakes or for performing badly. I will remember that players play to have fun and must be encouraged to have confidence in themselves. The development of my players as people is more important than the outcome of a game or a season.
3. I will make sure that my player is fully equipped for each practice and game and never put my player's safety at issue.
4. I will remember that participants need a coach they can respect therefore I will respect my players coach and set a good example.
5. I will remember that officials are there to help and I will accept their decisions and show them proper respect, setting a good example.
6. I will remember that coaches are responsible for all parents and players conduct and therefore will show them proper respect and set a good example.
7. I will maintain a healthy atmosphere and environment for competition. I will remember winning isn't everything!
8. I will not permit the intimidation of any payer by work or by actions. I will not tolerate unacceptable conduct toward players, spectators, officials, coaches or myself.
9. I will acknowledge all good plays and performances by both teams.

I agree to abide by the principles of fair play set out above. I also agree to abide by the rules, regulations and decisions set forth by Fairbanks Youth Football & Cheerleading.

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Signature

Date

# Coaches Code of Conduct Policy

It is the intention of this Coaches Code of Conduct Policy to promote fair play and respect for all participants within Fairbanks Youth Football and Cheerleading. All coaches are required to read, understand and agree to the conditions set for the by FYFC before they will be allowed to participate in the FYFC programs or activities.

1. I will teach my players, through both my words and my actions, to play fairly and to respect the rule, officials and opponents.
2. I will ensure that all players get instruction, support and playing time in an equitable manner.
3. I will not ridicule or yell at my players for making mistakes or for performing badly. I will remember that players play to have fun and must be encouraged to have confidence in themselves. The development of my players as people is more important than the outcome of a game or a season.
4. I will make sure the equipment and facilities are safe and match the players' ages and abilities. I will avoid or put an end to any situation that threatens the safety of any players.
5. I will remember that participants need a coach they can respect. I will be consistent and objective. I will be generous with praise and set a good example.
6. I will obtain proper training and continue to upgrade my coaching skills.
7. I will work in cooperation with officials for the benefit of the game. I will remember that officials are there to help me. I will accept their decisions and show them respect.
8. I will make sure that every player has a reasonable opportunity to perform to the best of his or her ability within the limits of the rules and policies of FYFC. I will maintain a healthy atmosphere and environment for competition. I will remember that winning isn't everything.
9. I will not permit the intimidation of any player by word or by action. I will not tolerate unacceptable conduct toward players, spectators, officials, or myself.
10. I will acknowledge all good plays and performances by both teams.
11. I will follow the rules and policies regarding registration and formation of teams.
12. I will adhere to the FYFC Zero Tolerance Policy.

I agree to abide by the principles of fair play set forth above. I also agree to abide by the rules, regulations and decisions of FYFC.

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Signature

Date