



YORK COUNTY YOUTH FOOTBALL ASSOCIATION BY-LAWS

INCORPORATED FOR 2023 SEASON

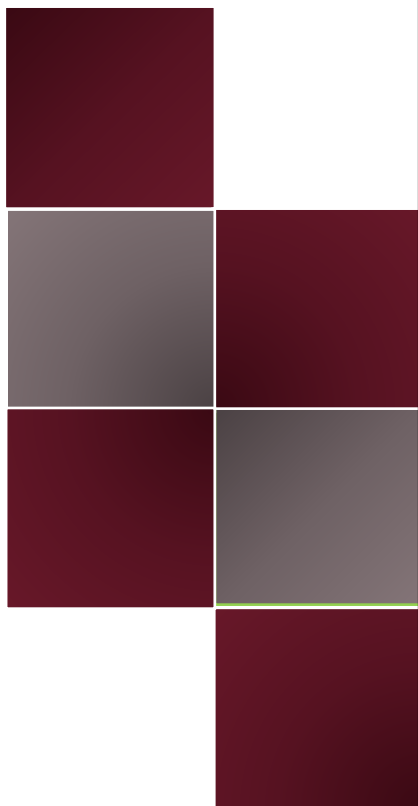




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ARTICLE I – NAME AND PURPOSE

The name of this organization shall be the “York County Youth Football Association”, herein abbreviated as “YCYFA”.

The purpose of this organization is:

- 1) To set up a program of supervised football for youth on a strictly non-sectarian basis without distinction as to race, color, creed, and gender, thereby hoping to bring about good character building, good citizenship, and spiritual and physical development.
- 2) To promote the highest standards of sportsmanship and fellowship, thereby helping to build a better community in which to live, without financial gain or profit, incidental or otherwise to its members.
- 3) The YCYFA will encompass Organizations in York and Adams respective to the York Adams Interscholastic Athletic Association area.

ARTICLE II – ORGANIZATION MEMBERSHIP

Each respective YCYFA Organization (*see Appendix A*) or any Organization wishing membership, must be an affiliate of the USA Heads Up Football program. Each organization will have at least one (1) representative to serve on the Association’s Board of Directors as the Organization’s Representative.

FINANCES AND ASSOCIATION FEES (APPENDIX B)

- 1) Each organization will pay its share of the operating costs as needed and as directed by the Executive Board. Any outstanding expenses from each Organization must be paid by November 30th.
- 2) Each organization will deposit fees in the Association Treasury, as yearly dues to the association. These fees are broken down in Appendix B. These fees can be made in three installments with the following due dates, 1st installment due at the May meeting, 2nd installment due on the 2nd of August meeting, and 3rd installment due at the 1st October meeting.
- 3) Any organization that leaves the YCYFA with any outstanding balance due to the YCYFA must pay the outstanding balance within 60 days of notification of withdrawal from YCYFA.
- 4) After 60 days, a certified letter will be sent to the Representative of the owing organization for the outstanding balance. The letter is to inform the organization of the balance that is owed and that such balance needs to be paid within 30 days of the certified letter.
- 5) Any organization that has left the Association with an unresolved outstanding balance and applies for readmission to the Association will be required to pay an entrance fee of \$500.00.
- 6) All Association Financials will be presented and voted on by the Representatives.

INSURANCE



Liability Policy- Association will pay for liability insurance to cover each Association Officer. The Association will pay for liability insurance to cover each of the Executive Board Member. Each organization will be responsible to cover their respective players.

1) Player's Policy Guidelines

- a) Each Organization must provide insurance through their private carrier for each player and must be a minimum of \$1,000,000.
- b) Annual certification of medical insurance must be presented to Association President for record no later than the first Association meeting in August.
- c) Any Organization not presenting valid medical insurance coverage will not participate in Association scheduled events until such certification is presented to Association.

BOOK CHECKS

- 1) The YCYFA Executive Board will determine one date (2 weeks before the start of the season) and one make-up date (week of opening games) and at this time all Players will be verified.
 - a) One location will be determined by the YCYFA Executive Board to hold book check verifications.
 - b) Each YCYFA Executive Board Member, elected or appointed will perform these checks.
 - c) Organizations will be given a time to attend on that date.
 - d) At that time, each Organization will send a representative with all paperwork required by the YCYFA either in paper form or electronic following the protocol below.
 - i) Paper Books Checks
 - (1) Submit full roster of players with name, grade, date of birth and age in alphabetical order.
 - (2) Separate each roster with all required paperwork per player.
 - (a) Birth Certificate or Passport
 - (b) Report Card
 - (c) Physical
 - (d) Code of Conduct
 - (e) Any other forms that the YCYFA may require such as waivers.
 - ii) Paper Book Checks must be ready by the second week in August.
 - iii) Digital Book Checks
 - (1) Submit a roster with name, grade, date of birth and age in alphabetical order.
 - (2) Upload all required paperwork to YCYFA Drive under your organizations folder in alphabetical order.
 - (3) Must be uploaded by the third week of August.
 - (4) All Rosters must be in the same order as your drive folders or binders.
- 2) If an Organization Representative does not appear at designated time and date to present their organization's Book Check to the Association, it will cause that Organization to be fined \$100 dollars.
 - a) At this meeting corrections can be made to the Organization's registration list.
 - b) After this meeting is concluded additions can be made to any Organization's registration list up till the completion of Association Schedule week #4.
 - c) For that player to be eligible, that player must meet the requirements. Any exceptions must be approved by the YCYFA Executive Board.



SECURITY

Home Organizations are responsible for the oversight of their fields. Athletic Directors and Assistant Athletic Directors are to identify themselves. Any expenses related to unlawful actions will be the home organization's responsibility.

RECORDING & SCOUTING

No Organization or people associated with that Organization shall electronically/mechanically record or observe, scout or electronically/mechanically record any other Organization's practice or scrimmage. This is to include using Drones.

- A. An initial fine of fifty (\$50) dollars will be assessed as well as a fifty (\$50) dollar fine for each subsequent occasion.
- B. A team or organization found violating this rule will forfeit all season games and be ineligible for the playoffs.

ARTICLE III – MEETING PROCEDURES

GENERAL MEETINGS

- 1) 1)The Association with all Representatives and Executive Board Members shall hold a meeting at least once per month to occur on the first Monday of that month.
- 2) The Representatives shall vote prior to the conclusion of a current meeting if the proceeding meeting requires exclusively in-person attendance by each organization. If the vote does not occur or the Executive Board doesn't determine exclusive in-person attendance, the proceeding meeting shall be a combination of in-person, for those who wish to attend in this manner with a time and location to be distributed as determined by the President (no less than five calendar days prior to the scheduled meeting), and a remote access (via Zoom, MS Teams, or other appropriate method) shall be distributed at least four calendar days prior to the commencement of the meeting.
- 3) No organization shall be penalized in any manner for missing a meeting if the remote access isn't properly distributed to each organization's primary email address no less than the four calendar days before the scheduled meeting.
- 4) During the month of January, unless otherwise determined by the Executive Board there shall be an annual meeting for nominations of opening officer positions. Officers nominated at such meeting will be voted upon at the February meeting and take office at the adjournment of that meeting.
- 5) During August, September, and October, the Association will also meet on the third Monday at the time and location appointed by the Associate's President.

SPECIAL MEETINGS

- 6) The Associate's President or five (5) Executive Board Members may request a special meeting in writing stating what the meeting is needed for.



- 7) The Executive Board requesting the meeting must be in good standards with the Association.
- 8) The Associate's President or Executive Board requesting such meeting shall notify all representatives of said meeting within five (5) days of the meeting date.
- 9) Any special meeting shall be available via remote access.
- 10) Business of such special meetings shall be confined to the stated purpose. The five (5) days' notice may be waived provided all representatives are notified and agree.

VOTING PROCEDURES

- 11) Each Organization Representative shall have one (1) vote on any motion before the Association at any regular or special meetings.
- 12) No organization shall have more than one (1) active member voting regardless of the number of elected officers from that Organization.
- 13) Majority vote of the Organization Representatives in good standings with the Association will be required for passage of any motion passed before the Executive Board.

ATTENDANCE

- 14) Attending Association Meetings
 - a) Each Organization must have at least one (1) member present at any regularly scheduled meeting-
 - b) An organization can accrue (1) unexcused meeting during the calendar year and still have voting rights. An unexcused absence is considered for any reason with the exception as noted in the General Meetings # 3) above.
 - c) An organization missing any meetings must inform the Associate's President before the start of the meeting. After 3 missed meeting the organization must meet with the Executive Board.
 - d) Elected Officers who miss three (3) consecutive-or one-third (1/3) of all scheduled meetings, including any added special meetings, within a calendar year may be removed from their position within the YCYFA
- 15) Penalties for Accruing 2 or More Unexcused Absences
 - a) Beginning with the second unexcused absence, a fine of one hundred (\$100) will be assessed. Each subsequent infraction will carry its own fine.
 - b) The Organization will need to pay such fines to be in good standings.
 - c) Fines can be paid at the Association meeting or any special meeting.
- 16) Voting Privileges
 - a) Organizations that receive a fine for unexcused absence will lose their voting rights for the next meeting as well as all future scheduled meetings until such fines are paid.
 - b) Once an organization pays said fine, their voting privileges will be immediately reinstated.
- 17) Attendance Reporting
 - a) The association will send each team's attendance record for the current year during both the April and August months.

QUORUM



A simple majority of the representatives shall be considered a quorum with the right to transact the business of the Association.

ARTICLE IV – ASSOCIATION EXECUTIVE BOARD

- 4) There shall be an Association Executive Board
- 5) Government of the Association as well as all powers and decision-making authority shall be vested in the Executive Board with a few exceptions. Only authority specifically granted to any Officer or Committee by these By-Laws may be exercised by such individual(s). All decisions of the Association must be made by the Executive Board.
- 6) The Executive Board can make all decisions for the Association with the exception of:
 - a. Cancelling of the season for any reason at all- The Special Meeting Bylaw would be upheld, and a vote would be needed in order to proceed.
 - b. Bylaw Changes that do not pertain to the season such as length, schedules, playoff structure and conferences- The Executive Board will be responsible for those exceptions.
 - c. Adding and Removing Organizations- The Organization Representatives would follow the voting process in order to add or remove any organization.
 - d. Playing Rules- The Playing Rules Committee will present all playing rules and changes to the organizations to be voted in to adapt each year. The Organization Representatives will need to follow the voting rules in order for any exception to be moved into the bylaws or to move forward.
- 3) The Executive Board will be comprised of the elected Association Officers that are voted into office during the February meeting. The Organization Representatives shall elect a President, Vice- President, Secretary, Treasurer, Assistant Varsity Commissioner, Assistant Junior Varsity Commissioner.
- 4) All positions will be elected for a two (2) year term, except Assistant Commissioners, which will be elected for (1) year terms. Re-election is for an unlimited number of terms. The (2) year terms shall be staggered terms with President and Secretary on even years and Vice- President, Treasurer on odd years.
- 5) At any given time, an elected officer may also be in the role as Organization's representative at any scheduled meeting and will have to specify at the meeting whether they are the Organization Representative or Executive Board Member. A vote pertaining to the elected officer/Organization Representative's club only, said elected official/Organization representative, will recuse themselves from that vote (e.g., a protest concerning that Organization's roster). An Officer/Organization Representative retains the right to vote on any matter pertaining to the Officer/Organization Representative's club as well as another or multiple other club(s) (e.g., waiver decisions) Elected Board Members may not be both elected officer and Organization



representative at same time. For example, a game problem with Central and Dallastown- neither board member would be able to represent either team in order to determine the outcome.

- 6) Resignation. In the event of the resignation of any Officer, other than the President, prior to the conclusion of his/her term, the vacancy shall be presented as an agenda item at the next regularly scheduled Board meeting, unless a special meeting is called in accordance with Article IV. At that time, the Organization Representatives shall vote on whether to open the position for nominations to complete the remainder of the term left by the resigning individual. Should a majority vote to open the position for nominations, election for the remainder of that term will follow the procedure for nomination and election protocol.

ARTICLE V – EXECUTIVE BOARD TITLES AND DUTIES

PRESIDENT:

- 1) The President shall preside at all meetings of the Association and the Board, act as ex-officio member designated committees, and always act as representative head of the Association and perform all duties incidental to such office and such other duties as may from time to time be required of him/her by the action of the Board.

- 2) The President has the power to enforce all bylaws as outlined herein and/or fine an individual or organization within fourteen (14) days after the incident occurred, as he/she deems necessary and on the concurrence of the board. The suspended and/or fined individual or organization can request a hearing with the protest board that will be held before the next scheduled game and/or no later than fourteen (14) days following the notification involving the suspended or fined party.

- 3) The President will act as standing committee chairman of the championship games. President shall designate a committee to audit the accounts of the Association during February of each year. Failure to do so may result in the removal of office.

Vice PRESIDENT:

The Vice President shall perform all the duties of the President in case of his absence or disability and shall succeed the duties of the President in event of the President's resignation and/or removal from office. He/she shall chair on the Protest Procedure. In case of a tie vote on any issue, the Vice-President, in the absence of the President, will have the deciding vote only after the issue is discussed and a motion is made and seconded to re-vote on the issue. There will be only one re-vote.

Treasurer:

The Treasurer shall receive and have the custody of all money, bonds, notes, and other funds and securities, paid or donated to the Association and shall deposit same in such bank or trust company as designated by the Board and shall keep a true and accurate account of all recipients and disbursement of same. Work under the direction of the President, render a complete accounting of all receipts and expenditures at each meeting, and perform all such other and further duties as may be required of him/her by the President and/or the Executive Board. At the end of his/her term of office, the Treasurer shall deliver all stated assets, records, and rights of the Association to the successor in



office or the President and/or Executive Board. An itemized list of all YCYFA expenditures for the past calendar year will be submitted at the January meeting.

Secretary:

- 1) The Secretary will record send a copy of the minutes to all registered Organization Representatives and a copy to each elected officer. As well as perform the following.
- 2) The Secretary shall file all notices required by law and shall give all notices as required by the Constitution and By-Laws.
- 3) Keep an accurate record of all transaction's incidental to the operation of the Association and file and preserve all reports of officers and committees, official documents and communications and such other records incidental to maintaining a chronological history of the Association.
- 4) Perform such other duties as may be required of him/her by the President and/or Executive Board.
- 5) At the end of his/her term of office, the Secretary shall deliver all books, papers, records, property, and rights of the Association to his/her successor in office or the President and/or the Executive Board.
- 6) Manage internet communication, the Association website, update scores and standings.
- 7) Coordinate provision of badges to Executive Board Members
- 8) Manage and distribute electronic rosters.
- 9) Assist organizations in preparing and reviewing rosters checks.

Assistant Varsity / Junior Varsity Commissioners:

- 1) Any/all incidents regarding football play will first be reported to the President. The Assistant Commissioner of each division shall perform such duties as are directed by the Commissioner and/or Executive Board. The Assistant Commissioner will complete an investigation of any/all incidents regarding football play that are reported to the Association for their respective divisions.
- 2) Report recommendations back to the representatives for review.
- 3) He will determine that any protest is filed according to Association By-Laws (Article XV) and advise persons or Organizations, when filing protests, for proper procedure.
- 4) He/she will convene any Protest according to the Association By-Laws and report results as required.
- 5) Each team should bring opposing team rosters to every game, Rosters should be posted to the YCYFA website and dated weekly before game day. Each team shall sign the opposing team's roster before the coin toss of that game and turn it into assistant commissioner at the next scheduled meeting and if not signed there cannot be a protest.
- 6) He/she will receive weekly game summaries of PIAA Officials regarding Coaches, players/cheerleaders, and parent/spectators and advise the Executive Board of actions that might be necessary.
- 7) He/she will receive weekly updates to all Organization's rosters and notify any team of changes when appropriate. A commissioner(s) and officers club's organization may be part of a coaching staff of any of the Association's teams.



DUTIES AND POWERS: EXECUTIVE BOARD

- 1) The Executive Board shall have the power to:
- 2) Amend the Constitution and By-Laws as they see fit provided at least thirty (30) days written notice is given to each member of the representatives of such intent. A majority vote of all representatives and in good standing, present and voting, shall be required for adoption.
- 3) Control all funds whether through donation or purchase and keep records on such items.
- 4) Always control all property of the Associations through real or personal.
- 5) Formulate and enforce rules governing the use of property and all other monies of the Association.
- 6) Remove any representative or Executive Board Member and suspend from membership any individual or organization that in their opinion is detrimental to the purpose and objectives of the YCYFA, by the affirmative vote of a majority of the representatives present and voting at any association meeting provided five (5) days advanced notice has been given of such intent.

ARTICLE VI- COMMITTEES

Memberships in committee shall be appointed by the President upon request and approval of the Board; however, the President shall designate a chairman.

CHAMPIONSHIP GAMES COMMITTEE

- 1) The President will chair the Championship Games Committee.
- 2) Each Organization will supply two (2) persons to work at the Championship games, with everybody assigned by the Executive Board, to help with whatever duties it feels necessary, such as gate fees, program sales, game football raffle, etc. Failure to sign-in on the day of the Championship Games will cause an organization to be fined Fifty Dollars (\$50) per person that does not perform his/her assigned task.
- 3) The Vice- President at the regular meeting before the championship Game will assign the duties of these people. Participating Organizations can provide a person to do the spotting during their team's game if they so desire.
- 4) The YCYFA will retain the profits from the gate fee, program sales & ads, and raffles.
- 5) Duties of the Championship Committee
 - a) The Association shall award a Team trophy to both champion and runner-up from the Association Championship games (Rink/Pony/Midget).
 - b) The Association shall present an award to each individual player that is a documented member of that team participating in the Association Championship games (Rink/Pony/Midget).
- 6) The Association designated location will be hosts if they meet the requirements of the Association by-laws. The Host Organization must provide sufficient proof that these requirements can be met that are listed in Article X- Hosting Field Requirements.
- 7) In case of a tie in the Playoff games or Championship games, a decision will be made as stated in the NFHS (National Federation of State High School Association) RULE BOOK (Responsibilities and Procedures of Officials)- 10-yard line overtime procedure. In the playoff games there will be two (2) tiebreakers in the Smurf/Rink/Pony/Midget and Senior games. If still tied, the players will take a break and then resume the 10-yard line overtime rule until a winner is determined.



BY-LAW COMMITTEE

- 1) By-Law Committee will be appointed by the President between January and March each year to begin the process of amending the by-laws.
 - a. Any club within the YCYFA can proposed a by-law edit during an open period set by the President.
 - b. At the close of the submission period, the by-laws committee will organize the submissions in a way that is consistent with the structure of the current by-laws and prepare them for presentation to the clubs.
 - c. The Committee can ask the clubs that have submitted changes for clarification on the intent of any proposed edits.
 - d. The Committee can modify the by-laws for purposes of eliminating redundancies, re-organizing for efficiency, and to eliminate provisions or edit provisions to remove vagueness and to promote consistent interpretation.
 - e. In the event a proposed by-law edit is received in which the by-law committee disagrees with a portion of the proposed edit, the by-law committee may create a duplicate of the proposed edit with alterations to any portion in question.
- 2) Both original proposed edit and the by-law committee's revised duplicate(s) are to be submitted as options to the original by-law.
- 3) Any edits or changes proposed by the Committee, or the clubs shall be published to the individual clubs and voted on for adoption at a meeting set by the President.
- 4) Clubs shall have at least 30 days' notice and copies of proposed edits before any meeting upon which by-law edits are being adopted.

AUDIT COMMITTEE

Once per year an agreed upon outside financial institute will be used for auditing and tax purposes. At any given time, any person can request to view any financial documents and will be given access to those said documents per the Pennsylvania State Non-Profit Law.

PLAYING RULES COMMITTEE

- 1) A playing rules Committee will be formed prior to the March board meeting of each upcoming season. The Committee will review the rules put in place for the prior playing year.
- 2) In addition, they will review any new proposed playing rules submitted by organizations. The committee will set a deadline in June to have all proposed rule changes or additions submitted.
- 3) The additional playing rules submitted by the organizations will be reviewed by the committee and submitted to the League during July's board meetings.
- 4) The playing rules Committee will be composed of at least 1 representative from each conference and the Head League official for that upcoming season.
- 5) The playing rules will be voted on during the July board meeting and will not be permitted to change during the season unless a documented safety concern arise.

ARTICLE VII – PLAYER REGISTRATION



- 1) A player's registration is for one (1) season duration.
- 2) Any registration list that does not include all the following information, will not be acceptable, thus the players will be ineligible.
- 3) When any additions to one of the Organization's team registration lists are made, a new updated list must be signed & dated by your club's representative.
- 4) Each player registration which will be reviewed and dated by the Association President or appointed person and will be returned to that Organization.

ELIGIBILITY, PROOF OF AGE

Each organization with the YCYFA to the extent possible shall consist of five school grade divisions. Each division will be classified into two levels of play a Junior Varsity and Varsity except for the Smurf division. With a max-age limit for players at each division during the season and post-season play. If a player is older than the division's age limit, that player may be advanced to the next division. If at any time a division cannot be fielded the players may move up to the next division. Grade level is determined by the entering grade as of August of the playing season and the max playing age for the season must be meant before August 31st (example: 13 years old on Aug. 31st but 14 years old on Sept. 1st can still play midget football)

Division Breakdown

Smurf: (Kindergarten and First Grade)

Max-age limit of 6 years old

Rink: (1st, 2nd, & 3rd Grades)

Max-age limit of 9 years old

Pony: (4th & 5th Grades)

Max-age limit of 11 years old

Midget: (6th & 7th Grades)

Max-age limit of 13 years old

Senior: (8th Grade Only)

Max-age limit of 14 years old

No one youth can play in more than one division: Smurf, Rink, Pony, Midget, or Senior teams of the Association. A player can move from the Rink team to the Pony team or the Pony team to the Midget team but cannot move from the Midget team to the Pony team or the Pony team to the Rink team during the current year of the Association schedule. If you move a youth from the Rink team to the Pony team or the Pony team to the Midget Team or to from the Midget Team to the Senior team, the club representative must notify by phone, an assistant commissioner of said level of play and the club representative of the next team to be played by Friday before the game. The association Secretary would then notify, by email, the remaining clubs.



PARENTAL CONSENT

Parental consent shall be written consent by the parent or legal guardian allowing their player to play within the organization, through the individual organization's registration whether paper or electronic.

PLAYER PHYSICAL EXAMINATION

- 1) Each youth shall have a physical examination by a physician. No player shall engage in any physical endeavor sponsored by any Organization in the Association on or after the first day of heat acclimations without a signed physical certificate.
- 2) That Organization will pay a one-hundred-dollar (\$100) fine per incident. Physician's Affidavit complete with signature and date.
- 3) A physical examination can be a YCYFA Physical form, PIAA Physical form or a well child visit that specifically clears the player to be physically active.
- 4) Physical Affidavit is valid for (1) calendar year from date of last visit.

BIRTH CERTIFICATE OR PASSPORT

Prior to 2018 season, those youth who have already participated in the YCYFA and have provided proof of age in the form of a Birth Certificate, Passport or any other proof of age that was approved by the President will be accepted. Those who register to play in the YCYFA starting in the 2019 season must provide a copy of the Official Birth Certificate or Passport verified by the YCYFA President or assigned Board Member.

ASSOCIATION CODE OF CONDUCT (APPENDIX F & G)

- 1) A written Code of Conduct exists with Association for Coaches, Administrative Personnel and various "on field" people.
 - a) All coaches must read, sign, and turn into the Association their code of conduct to coach in the Association.
 - b) All Association Officers, Organization's Representatives and organization's Organization Representative must read, sign and turn into the Association their code of conduct in order to participate in the Association's activities.
 - c) Any person that will be inside the rope lining the field during games, such as team parents, photographers etc. must read, sign, and turn into the association their code of conduct to be allowed inside the roped area during games.
 - d) If a person is inside the rope area during a game that did not sign an Association Code of Conduct: Coach & Administrative (on field people), that Organization will be fined Fifty (\$50.00) Dollars per incident.
- 2) Association's Parent/Spectator Code of Conduct form must be signed prior to player becoming officially registered. All signed Forms must be approved by an Association officer or designated person.
- 3) Each parent/guardian read & sign the code of conduct and then turn into their respective Organization to be eligible to participate in any Varsity and/or Junior Varsity games.



- 4) Any ejection from an assault or with intent to assault must come in front of the Executive Board to review for farther punishment. This includes players, coaches, and spectators as well as a minimum of 1-week suspension.

TEAMS

- 1) Each organization within the YCYFA to the extent possible shall have two Levels of Play: Varsity and Junior Varsity.
 - a) Teams may field a Junior Varsity team first for the **midget division** only due to not having any 7th graders in their program. Teams will then still be eligible for post season if no 7th graders are on the team. If an organization is wishing to house Junior Varsity team but has enough players for 2 or more teams, they must have 1 team for a Varsity level of play. A minimum of 14 players or a maximum of 32 players can be on a roster before a team must break down 2 or more teams.
 - b) Any Organization wishing to pursue a Junior Varsity level only, must first obtain the Executive Board approval. This will be on a case-by-case basis. Those that do get approved will be eligible for the championship game. Organizations wanting to have this option needs to have it in writing to the Executive Board before August 1st of each season and will only be good for one year.
- 2) No youth can be added to the Organization's Registration List after the 2nd game of the official Association season. If a player moves into the district after the 2nd game of the season, they can still enroll with proof of school enrollment date.
- 3) All weekly Varsity and JV rosters are due to be submitted to the Association Secretary by midnight Thursday and only players that are approved from book checks should be on the rosters.
- 4) Any player and Head Coach found violating this rule are disqualified from the next Varsity and Junior Varsity Level games.
- 5) The player will no longer be eligible to play on the Junior Varsity Level team for the remainder of the year. The team's organization will pay a fifty (\$50) dollar fine to the Association for each player found to be in violation.
- 6) Any team that violates the rule a second (2nd) time will not be allowed to play in any post season games.
- 7) A team must start a game with 11 players, a team can continue to play with a minimum of 8 players, per PIAA rules a team must have at least 7 players on the line of scrimmage.
- 8) Once the Junior Varsity season is completed the organization can move a maximum of 4 players to the varsity level games and roster.

WAIVER PROCEDURE

A player's registration is for one (1) season duration. Youth signing two or more player's registration with clubs of the association will be considered the property of the Organization holding a players registration bearing the earliest stated date on the registration form. Organizations wishing to accommodate a player outside their school district must submit a waiver to the YCYFA secretary before accepting any registration for that player. The waiver will be good for one season and the process should be as follows.



OUTSIDE OF JURISDICTIONS

- 1) A waiver form must be filled out completely and sent to the league secretary by any organization wishing to house a player outside their school district. This would include private schools, charter schools and home schools.
- 2) Once the waiver is submitted the secretary will inform the President for farther determination if the waiver needs to be addressed (ex. 50/50 custody, court order etc.)
- 3) The requesting organization will be made aware of this denial or approval.
- 4) If a player is living outside a jurisdiction within the YCYFA (southwestern school district) the player must fill out a waiver and submit it to the league secretary. The waiver must be for the closest participating organization to their home address.
- 5) Outside of a court order or equipment issues players must play for the school district that they would attend for public education purposes.
- 6) Organization found to be in violation will be referred to the Executive board.
- 7) An organization can file a protest as long as they are following the protest bylaws.

PLAYER'S THAT MOVE DURING SEASON

- 1) The parent of the player has the responsibility to notify any Organization they originally registered with that they plan to leave that Organization.
- 2) Youth player signed registration forms cannot become a member of any other YCYFA team in the association for that season unless the player is released prior to the first scheduled Association game of the season by the initially registered team.
- 3) A release will only be granted when a player physically changes his/her home of residence, moving to an area covered by the gaining Organization and an enrollment date is provided.
- 4) It is the responsibility of the RELEASING TEAM to ascertain that this move has in fact taken place.
- 5) The release must be in writing and signed by both teams involved.
- 6) The team obtaining released youth must notify the President and/or Secretary to have the youth approved under Player Registration Article VII.
- 7) Any difficulties in obtaining a release and/or approval can be appealed in writing to the President

SCHOLASTIC FOOTBALL DISQUALIFICATION

- 1) Any youth who is a member of a scholastic football team shall be ineligible to compete in the YCYFA. **EXCEPT THAT:** If the youth voluntarily withdraw from the scholastic team within the first three (3) weeks of the Association season they may be allowed to participate on an Association team provided all other Association requirements are met and approval is received from the Association Board. (A letter of release may be required at the discretion of the Board)
- 2) No youth shall be admitted into the Association if they have left the scholastic team because of academic eligibility.
- 3) NO YOUTH SHALL PLAY WITHOUT MEETING THE ABOVE REQUIREMENTS



ARTICLE VIII- ORGANIZATION COACHING REQUIREMENTS

- 1) All Association Officers, Organization Representatives and all Coaches will be required to sign and abide by the Association's Administrative Volunteer Code of Conduct (Appendix) and attend the Association's coaches meeting.
 - a) Coaches are responsible for players' actions and deeds at all practices and games. No one will be allowed to coach without registering with the Association.
 - b) All organizations will be required to have at least one (1) representative from each team attend an Association's mandatory coaches meeting prior to the start of the season.
 - c) All coaches are encouraged to attend this meeting.
 - d) Failure to attend the mandatory coaches meeting will result in a \$100 fine per club.
 - e) Failure to sign the Code of Conduct will result in a \$25 for the organization per person that did not sign the Code of Conduct and cannot be on the field.
- 2) Also, all of the above named will apply for the Pennsylvania Child Abuse Clearance according to PA Act 179 or NCSI. If a satisfactory clearance, per the home organization, is not returned, that individual will not be allowed to coach. Please see Article VIII Clearances for more information.
 - a) Above stated clearances must be updated every 5 (five) years and must have pending approval prior to participation.
- 3) The Association mandates that the any NEW coach must be certified by USA Youth Football Level 1 and Level 2 (age-appropriate certification course). All coaches are encouraged to become certified but is not mandatory.
 - a) Failure to meet this requirement will result in the forfeiture of games played until coach of that team becomes certified.
 - b) If a game is forfeited, the opposing team will be awarded a win and thirty-five (35) points regarding the Association standings and the score will be recorded in the Association standings as thirty-five to zero for the team awarded the win from the forfeit and fines will be in place and the forfeiture of games will be imposed as stated in Article XII.

CLEARANCES

- 1) Any individual who is a Volunteer for any Organization or a Executive Board Member must follow the Pennsylvania Child Protective Services Law, which states that all volunteers must have and submit prior to volunteering, these clearances are good for 5 years.
 - a) A ChildLine Clearance found at <https://www.compass.state.pa.us/cwis/public/home>
 - b) A Pennsylvania State Police Criminal background check found at <https://epatch.pa.gov/home> and signed affidavit pertaining to the following offenses and including drug charges within 5 years old.
 - Chapter 25 (relating to criminal homicide)
 - Section 2702 (relating to aggravated assault)
 - Section 2709.1 (relating to stalking)
 - Section 2901 (relating to kidnapping)
 - Section 2902 (relating to unlawful restraint)
 - Section 3121 (relating to rape)
 - Section 3122.1 (relating to statutory sexual assault)



- Section 3123 (relating to involuntary deviate sexual intercourse)
 - Section 3124.1 (relating to sexual assault)
 - Section 3125 (relating to aggravated indecent assault)
 - Section 3126 (relating to indecent assault)
 - Section 3127 (relating to indecent exposure)
 - Section 4302 (relating to incest)
 - Section 4303 (relating to concealing death of child)
 - Section 4304 (relating to endangering welfare of children)
 - Section 4305 (relating to dealing in infant children)
 - Section 5902(b) (relating to prostitution and related offenses)
 - Section 5903(c) (d) (relating to obscene and other sexual material and performances)
 - Section 6301 (relating to corruption of minors)
 - Section 6312 (relating to sexual abuse of children), or an equivalent crime under Federal law or the law of another state.
- c) Either an FBI signed waiver, if they have lived in Pennsylvania for the past 10 years or a fingerprint FBI verification.
- d) In addition, they must also have completed wither YCYFA Mandated Reporter training or given verification of Mandated Reporter training that they have completed.
- e) Failure to follow this law (PA CPSL) will result in removal from the game and possible other sanctions as determined by the YCYFA Executive Board.
- 2) Examples of individuals required to have submitted clearances to the (12) organizations; this list is not all inclusive: Football Coaches, Cheer Coaches, Team Parents, Photographers and Student Assistants.
- 3) In addition, any other individual who is a School Football Coach or Cheer Coach, must wear their respective school issued ID badge while on field.

ARTICLE IX-UNSPORTSMANLIKE CONDUCT

Unsportsmanlike Conduct can directly affect individuals, players/cheerleaders, spectators, teams, or coaches

- 1) The individual organization may be fined \$100 dollars, by the Association, for any spectator ejected and/or removed from the premises.
- 2) Flags for Unsportsmanlike Conduct thrown against the bench (for coaches or an organization's fans) by PIAA Officials who officiate the Association games.
 - a) A fifty (50) dollar fine will be assessed against any coaching staff member for the first unsportsmanlike infraction from the game officials.
 - b) Subsequent infractions will result in a one hundred (100) dollar fine. Any one coach or person who receives a second flag will be suspended for the next subsequent game including up to suspension for the remainder of the year, including the play-offs and championship games.
 - c) Will be brought to the YCYFA Executive Board for farther repercussions.
 - d) A record of these fines will be kept by the Association Secretary/Treasurer. Fines will be assessed by the Association President.



- 3) Organizations involved may present their case by following the Protest Procedure in Article VI.

ARTICLE X- HOSTING FIELD REQUIREMENTS

1. Regular Season Games
 - a. To have all the playing rules to be followed to the highest possible extent to include a barrier as the perimeter.
 - b. Any violation will result in the forfeit of games.
2. Playoff Games
 - a. Everything that is expected in regular season as well as the following.
 - b. Lights on the field
 - c. Separation of crowds- the highest organization in the standing will be the HOME team and have the HOME team sideline- even if the hosting team is in the playoffs obligations to this will result in immediate forfeit of game(s).
 - d. Provide Volunteers for any field cleanup or concession stand purposes.
 - e. If a rental fee is charged the hosting field will be responsible for the cost of the rental
3. Championship Games
 - a. Everything that is expected for regular season games and playoff games as well as the following.
 - b. One point of entry and exit for admissions.
 - c. Volunteers for your organization's time frame
4. Failure to Comply
 - a. Failure to comply could result in one or more penalties.
 - i. Not being permitted to host any playoff or championship games the following year.
 - ii. Organization can be fined \$50.
 - iii. Suspension for the next season's playoffs and championship games
 - iv. Voting Rights to be suspended until fines and cost are paid.
 - v. Motion of Intent can be made to the other organizations for the removal of the team/organization with written letter 5 days prior to the meeting and putting to a vote.

ARTICLE XI- ADDING OR REMOVING ORGANIZATIONS

ADDING ORGANIZATIONS

- 1) The addition of organization will be put for a vote to all organizations once all requirements have been met.
 - a) An in-person meeting with President, Vice President and Secretary is conducted.
 - b) A letter of intent to join is received.
 - c) Two (2) meetings back-to-back are attended.
 - d) A vote is cast with majority vote allowing the organization(s) to join

REMOVAL OF ORGANIZATIONS



- 2) The removal of an organization through the YCYFA can be put to a vote if the executive board or any other organization finds an organization detrimental to the YCYFA and the following procedures are conducted.
 - a) Fines are not paid within 60 days of the first notice.
 - b) The organization is detrimental to itself or other organizations.
 - c) A letter of intent was submitted to the organization and the secretary so that said intent can be added to the agenda for the next meeting.
- 3) A majority vote was conducted.

ARTICLE XII- ASSOCIATION

LENGTH OF SEASON

- 1) All Organization representatives will come to the first meeting in Aug and discuss the number of Junior Varsity teams that each respective organization will be fielding for that season. Organization representatives will also determine at this time if the respective Organizations will be notifying the YCYFA executive board to enter 2 junior varsity teams.
- 2) Home Organization will determine whether the Varsity level teams will play on Saturday night or Sunday. Home team will confirm day of play by date as determined by the YCYFA executive Board. Visiting must adhere to either the Saturday or Sunday Varsity play once home team makes the determination.
- 3) To field more than 1 team in any division, the minimum number of players registered to play on each team must total a minimum of 14 players or a maximum of 32 players can be on a roster before a team must break down 2 or more teams.
- 4) The length of season shall be defined by the Executive Board by the May meeting. Season shall be defined by the first day of practice defined yearly by the Association, to the Championship Games and end by December 31st, to allow participation in Football activities/events with organization representative knowledge.
- 5) The YCYFA game schedule shall be defined by the Executive Board and presented to and accepted by each respective organization by the August meeting.
- 6) Organizations may hold organized conditioning/football drills camp before the first official day of practice. Only a football helmet, mouthpiece and spikes may be worn by the participants, used as protective equipment, all other football equipment is forbidden. A fine of \$100 per incident will be assessed. These camps will be the liability and responsibility of each individual hosting Organization. These camps must be registered with the YCYFA Executive Board.
- 7) If a team conducts a practice or participates prior to the beginning of the season in an out of Association activity as a team (coaches and players together as a team) playing 11 on 11 football, the team may still participate in the season's games, however, games will count as a forfeit.

CANCELLATION OR POSTPONEMENT OF GAMES



Only severely bad weather, Acts of God or Rules governing a game field shall cause the postponement or cancellation of a game. To postpone or cancel a game, representatives of each participating Organization and the Assistant Commissioner, of his/her designate, shall be present at the field of the Home Organization and the decision of when the game is to be played will be made at that time. This meeting will begin no later than 48 hours after a decision to cancel games has been made. A list of on-call names, in succeeding order, for each Organization to act on as notification of representatives for that day's game will be included on each Organization's Association Booklet Information sheet. All efforts should be made to make up the game during the following week. Teams are responsible for contacting the Association and Association Officials Assignor.

FORFEITURE OF GAMES

A forfeiture of game(s) is considered to be any time that an organization has 11 kids that are able to play. A forfeiture of game(s) does not include injured players (with proof) or suspended players. Per the playing rules if an organization has 11 kids for the first snap of the ball, they are considered to have a proper team and should play all games in their schedule.

Forfeiture of a game that is not due to weather or has a proper team would result in the following penalties:

1. A forfeiture fine will be enforced by the YCYFA Executive Board
 - a. Home Team forfeits- \$500 fine
 - b. Away Team forfeits- \$1,000 fine
 - c. Organization Representatives have the option to "call the game" for safety purposes without penalty once the game(s) has started.
2. After the first forfeit and the fine is not paid the organization will forfeit all scheduled level of play (JV or Varsity) games for the following week at all levels of play. The players would play the games but no matter the outcome the score of 35- 0 would be imposed.
3. After a 3rd forfeit the organization would go in front of all the Executive Board to discuss the matter farther

STANDINGS

- 1) Division winners and subsequent finishes for each division will be determined by the following system.
 - (a) Two (2) points for a win, one (1) point for a tie and zero (0) points for a loss.
 - (b) Forfeited games will automatically give opposing team a win and thus two (2) points for that win and the score will be recorded in the Association standings as thirty-five (35) to zero (0) win for the team awarded the win from the forfeit along with the forfeiture penalties. The team that is forfeiting will be given zero points for the forfeited loss.
 - (c) The team with the highest point total at the conclusion of the Association schedule will be declared the division winner, 2nd place to the team with the second highest total and so on until the 12th place team is declared.



- 2) In case of a tie in total number of points in any division final standings. The following tie breaker system will be used to resolve all ties:
 - (a) Head-to-head results with all teams tied, using point system. If still tied, proceed to step #2.
 - (b) Points Against
 - (c) Most points scored.
 - (d) Finally, if teams are still tied, Association President shall toss a coin to determine the winner. The Organization Representative that shall call the toss (head or tails) shall be determined by pulling that organization's name out of a hat.
 - (e) Association Championships will be determined based off the playoff structure that can be found in Appendix H.

PLAYOFF STRUCTURE

Please see Appendix H.

ARTICLE XIII- DISPOSAL OF PROPERTY

In the event of the demise of this Association, all property, real or otherwise, shall be given to such organizations whose objectives closely parallel this Association, provided such organizations has a legal non-profit status according to the Pennsylvania State Law.

ARTICLE XIV – CONCLUSION

It will be the duty of each, and every individual associated with the York County Youth Football Association to do everything in his or her power to uphold the rules and regulations set forth for the Association's operation, to promote football to fulfill the Association's objectives. The foregoing Constitution and By-Laws shall become effective on such date following passage as may be determined by the executive Board.

ARTICLE XV – APPENDIX LISTING

- A. YCYFA MEMBERING ORGANIZATIONS
- B. YCYFA CONFERENCES
- C. PLAY OFF AND CHAMPIONSHIP STRUCTURE
- D. YCYFA FINANCIALS
- E. YCYFA PROTEST COMMITTEE
- F. YCYFA EMT CONTRACT
- G. YCYFA HEAD OFFICIAL CONTRACT
- H. YCYFA PLAYING RULES
- I. YCYFA PARENT CODE OF CONDUCT
- J. YCYFA VOLUNTEER CODE OF CONDUCT
- K. YCYFA MEMBERING ORGANIZATION SIGNATURES



APPENDIX A- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S MEMBERED ORGANIZATIONS

Starting in the 2023 season all new and future players must register with the organization that is most strongly associated with their scholastic team and/or jurisdiction as detailed below.

1. Boys Club of York – all eligible kids in the York City School District
2. Susquehannock – all eligible kids in the Susquehannock School District
3. Suburban – all eligible kids in the Suburban School District
4. Central York Junior Panthers – all eligible kids in the Central York
5. SEYFA – all eligible kids in the Kennard-Dale School District
6. NEYSA – all eligible kids in the Northeastern School District
7. Spring Grove – all eligible kids in the Spring Grove School District
8. West York Boys Club-all eligible kids in the West York School District
9. Dallastown – all eligible kids in the Dallastown School District.
10. New Oxford – all eligible kids in the New Oxford School District.
11. Littlestown- all eligible kids in the Littlestown School District
12. Dover- all eligible kids in the Dover School District
13. Eastern York- all eligible kids in the Eastern York Area School District
14. Red Lion- all eligible kids in the Red Lion Area School District

Penalties:

Any organization found to have violated the Residence/Locality Jurisdiction Rules will face forfeiture for the current game and all preceding games that the athlete was on the respective roster for. Any organization found to have violated the Residence/Locality Jurisdiction Rules will also face a \$250 fine per player. The Player is also ineligible for the remainder of the Season with any YCYFA Organization.



APPENDIX B- YORK COUNTY YOUTH FOOTBALL ASSOCIATION CONFERENCES

Starting in the 2023 season the Executive Board will agree to come to a determination of which organization will be in which conference. The organizations will be broken down into conferences for the Varsity Level of play only. Junior Varsity teams will not have conferences. The names of the conferences will be National and American. New organizations joining the YCYFA will be placed in the American conference for their first season. Determination of conferences will be done yearly.

NATION CONFERENCE MEMBERS

- Central York Junior Panthers
- Dallastown
- N.E.Y.S.A.
- S.E.Y.F.A.
- Spring Grove
- West York
- York Boys Club

AMERICAN CONFERENCE MEMBERS

- Dover
- Eastern
- Littlestown (L.E.F.A.)
- New Oxford
- Red Lion
- Susquehannock
- York Suburban



APPENDIX C- YORK COUNTY YOUTH FOOTBALL PLAYOFF AND CHAMPIONSHIP STRUCTURE

Starting in the 2023 season the break down for playoffs and championships will be as follows for each level of play.

Junior Varsity: The objective for this is to allow all players as much play time as possible.

- **JV will not be broken into conferences for schedule purposes**
- Each organization will play a different opponent at least once per season.
- If playing all opponents at least once doesn't result in 8 games, then random draw for the remaining games.
- All games count as points 2-win, 0-loss, 1 tie- repeat games to make the 8 games will also count for the organization's record
- Total at the end of the regular season determines top 4 teams for playoffs
- Winners from the playoffs will move on to the Championship Games.

Varsity: The objective for this to allow more teams to participate in the playoffs and championships.

- There shall 2 divisions in the YCYFA. See Appendix A for conference break down
- 8-week season Each team would play 6 games in division and 2 games out of division.
- The points would be 2-win, 0- loss, 1- tie
- Top 4 teams from each conference would go to the playoffs
- The winners from the playoffs will move on to the Championship Games.
- There will be a championship game for each division



APPENDIX D- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S YEARLY FINANCIALS

Team	Last Years Cost	Adjusted Cost 2023
Central	\$960.83	\$1,000.00
Eastern	\$960.83	\$1,000.00
Red Lion	\$960.83	\$1,000.00
West York	\$960.83	\$1,000.00
Spring Grove	\$960.83	\$1,000.00
Boys Club	\$960.83	\$1,000.00
Susky	\$960.83	\$1,000.00
SEYFA	\$960.83	\$1,000.00
Dallastown	\$960.83	\$1,000.00
NEYSA	\$960.83	\$1,000.00
New Oxford	\$960.83	\$1,000.00
Littlestown	\$960.83	\$1,000.00
Suburban	\$960.83	\$1,000.00
Dover	\$960.83	\$1,000.00
	13451.62	\$14,000.00

Split over 3 payments would be: \$333.33 due June, July and August

Cost	
Insurance	\$1,500.00
Dave-Assigner	\$2,100.00
Amy-Medic	\$550.00
1st Round Playoffs JV	\$1,610.00
1st Round Playoffs Var.	\$3,220.00
Championships	\$1,560.00
Medic Supplies	\$600.00
Awards	\$2,000.00
	\$13,140.00



APPENDIX E- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S PROTEST PROCEDURE

- 1) The Vice President shall chair the protest board committee, or in his/her absence, the President shall chair the committee.
- 2) The Protest Board Committee shall consist of the President as ex-officio member and four (4) voting members: the Vice President, either the Assistant Varsity Commissioner or the Assistant JV Commissioner (depending on which Assistant Commissioner has jurisdiction over the initial incident or completed the initial investigation in accordance with the bylaws), and 1 Organization Representative from each Division who are not Officers, which individuals shall be appointed for the season prior to the first games and shall serve in that role for the year.
- 3) The President will vote only to break a tie vote, when necessary.

PROCEDURE FOR FILING A PROTEST

1) Any member Organization or individual within that organization may file a protest by submitting a statement of facts to either the Varsity or JV Assistant Commissioner (depending on the nature of the protest) and the Association Vice President, verbal within twenty-four (24) hours of incident and followed in writing within forty-eight (48) hours of incident. Once the Vice President receives the protest, they will notify the YCYFA Board and schedule a meeting of the Protest Committee. If the Protest Board Committee determines that the protest requires expedited review, it shall request that the YCYFA Board have an emergency meeting to address the protest.

Unless an emergency meeting is convened, the Protest Board Committee shall solicit all information reasonably necessary to evaluate the protest from all parties involved and may, but is not required to, invite the organization to attend any in-person or virtual meetings to discuss the protest.

The Protest Board Committee shall, after reviewing all relevant information, meet and vote to either uphold or deny the protest. The Committee shall provide a written report of the protest, vote and disposition at the next regularly scheduled meeting.

BASIS FOR PROTESTS (EXAMPLES)

- 1) Team showing up thirty (30) minutes later than the scheduled starting time except for conditions beyond their control.
- 2) Use of ineligible player or players, as defined in the YCYFA Playing Rules and Registration requirements.



- 3) Unsportsmanlike conduct; fines and/or suspensions by team or coaches as stated in the Administrative (Coaches) Code of Conduct.
- 4) Ejection fines by the spectators.
- 5) Any other conduct deemed detrimental to the Association.

PROTEST FEES

A protest fee of One Hundred Dollars (\$100) shall be deposited with the President at the time of filing the protest. The fee shall be returned only if the protest is upheld. If the protest is denied, said fee will be added to the Association treasury.

DISPOSTION OF PROTEST

All protests, when written, shall be submitted to the President with a copy to the Organization's Representative that the protest is against. Guilty parties are subject to any or all the penalties described below.

- 1) Penalties
 - a) Forfeit of game or games.
 - b) Loss of protest fee.
 - c) Payment of damages – either personal or property.
 - d) Recommend ejection or suspension from the Association for game(s), season, or life.
 - e) Additional fines as warranted by the offense.
 - f) Degree of penalty shall be set by the Protest Committee. Their action being final in all cases.



APPENDIX F- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S EMT CONTRACT

2023 Season

All team organizations affiliated with the York County Youth Football Association (YCYFA) and all EMTs accepting games from the YCYFA league head EMT will agree to the following terms and conditions within this contract with Amy Estrade and the YCYFA. All EMTs will abide and enforce all current Pennsylvania State Laws and Regulations. Any EMT not in compliance with YCYFA policies, including provisions in this contract, can be removed from current and future games without compensation. YCYFA recommends 1 EMT for all league games and 2 for Playoffs and Championships games. The game fees for all YCYFA games are per EMT per game for all divisions and levels. EMTs must complete the entire games they are assigned to receive payment. The fee for each EMT assigned to the game(s) that are played on any single day will be \$50 per EMT per game. The EMT assigned to the field that day will be the final decision on any injured player and the organization will be responsible for providing clearance to Amy Estrade for the injured player to return. **Assignors Fee:** The YCYFA league will pay the league assignor a fee of \$550.00 per season. This will include:

- the assigning of EMTs for all the games on the any given weekend
- the stocking of medical bags for each organization
- player injury and follow ups
- collecting the necessary EMT credentials.

The YCYFA will be responsible for the cost of the supplies to be reimbursed with a receipt of purchase. EMTs are to arrive at least 15 minutes before the scheduled start of the first game to ensure games start on time. The organization will let Amy Estrade and the YCYFA know of any EMT that is late to the start of any game. It is recommended that the EMT will make themselves known and present during the coin toss at the start of each game.

By signing below, I agree to the above contract, and will utilize only the YCYFA EMTs and their Assigner. Failure to abide by the contract and conditions once signed will be discussed upon incident.

Amy Estrade, YCYFA EMT ASSIGNOR

DATE

Jason Matte, YCYFA COMMISISONER

DATE



APPENDIX G- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S OFFICIALS CONTRACT

2023 Season

All team organizations affiliated with the YCYFA and all officials accepting games from the YCYFA league assignor agree to the terms of this contract.

All officials will abide and enforce all current NFHS football rules and adopted YCYFA playing rules. Any official not in compliance with YCYFA policies, including provisions in this contract, can be removed from current and future games without compensation. The assigned **Lead Official** will have the final say on any disputed rule.

All officials used for league games must be active and in good standing with the PIAA, including all clearances required by the state of PA, unless approved by the YCYFA Executive Board.

Any Official who has a child, grandchild or is the Guardian of any player within YCYFA's respective Organizations must have League approval prior to being assigned to those Organization's games.

YCYFA recommends 4 officials for all league games. The number of officials used for any given day will depend on availability and acceptance of the games assigned. The YCYFA league assignor cannot guarantee the recommended number of officials available for all game assignments.

No official can accept payment of a regular or post season league game, switch assignments with another official, or accept assignment of any YCYFA game without being assigned by the YCYFA league assignor or the consent of the YCYFA assignor.

The game fees for all YCYFA games are per official per game for all divisions and levels. Officials will be paid before the start of the first game by the host organization.

Multiple game fees:

Varsity and Junior Varsity

\$65.00-4 officials

\$75.00-3 officials

\$85.00- 2 officials

Single Game Fees:

Varsity and Junior Varsity

\$70.00-4 officials

\$85.00-3 officials

\$90.00- 2 officials



Single game fee: Will apply to a single game being scheduled at any location, or after the schedule has been issued and officials assigned to multiple games gets reduced to a single game due to schedule changes or cancelations.

Assignors Fee: The YCYFA league will pay the league assignor a minimum of \$300 or \$150 per organization that participate and have games scheduled during the current season. The YCYFA league takes the responsibility to pay the league assignor regardless of receiving payment from the individual organizations. The assignor fee must be paid to the league assignor prior to the last scheduled game of the season.

If two officials are assigned to any game and only one shows up due to unforeseen circumstances, it is up to the discretion of the official and the Organizations Athletic Director if the game shall be played. It is not recommended for any game to be played with one official for safety reasons. Payment for one official will be \$150.

Officials are to arrive at least 15 minutes before the scheduled start of the first game to ensure games start on time. Any official late to the start of any game may have their pay docked \$10.00 per quarter that they are late, at the discretion of the paying organization.

It is recommended that the referee during the coin toss read the PIAA sportsmanship message or discuss sportsmanship to the players, coaches and AD's (if present). YCYFA organizations and officials are to encourage good sportsmanship during all contests.

Any problems that occur during a contest (unsportsmanlike flags, fighting, ejections, etc.), the lead official or referee **MUST** notify the YCYFA league assignor, failure to do so can result in forfeiture of future game assignments.

Official's will follow PIAA current football official's uniform guidelines. Sunglasses may be worn during YCYFA games.

Game Cancellations: Officials must be notified no later than two hours prior to any scheduled game start time. Any official not notified of a game cancellation and arrives to the field, will be paid a half a game fee for what the official would have been paid for a single game that day. The Athletic Director of each organization is responsible for contacting the league assignor or the officials themselves for any cancellations.

By signing below, I agree to the above contract,

DAVE GLASS, YCYFA OFFICIALS ASSIGNOR

DATE

JASON MATTE, YCYFA COMMISISONER

DATE



APPENDIX H- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S PLAYING RULES

DIVISIONS: VARSITY AND JUNIOR VARSITY LEVELS: MIDGET, PONY, RINK, SMURF

I. FIELDS:

1. NFHS 11-player field requirements shall be used if possible.
2. The home team must provide a barrier, preferably rope, along each sideline and end lines a minimum of 5 yards, if possible, to keep spectators away from the playing area.
3. All playing fields must provide restroom facilities and have water available for both teams use.
4. Games will be forfeited if the above is not met.

II. CHAIN GANGS:

1. The host organization is responsible for providing three (3) people, preferably 15 years or older, to operate the line-to-gain and down indicator for all games. These individuals shall not use profanity, do any coaching or anything deemed to be interfering with the team on that sideline. The host organization shall provide the necessary equipment and shall operate along the sideline of the home team's discretion.

III. PLAYER EQUIPMENT (All Divisions & Levels):

1. **YCYFA** organizations must follow the guidelines and safety standards of the current NFHS rule book concerning player equipment. At any time, an Official or a YCYFA Officer may disapprove equipment and declare it unsafe for contact. As a result, the player(s) can be barred from competition until the situation is corrected.
2. **Player Equipment:**
 - A. Helmet/face guard: All players shall wear helmets that carry a warning label regarding the risk of injury and a manufacturer's or re-conditioner's certification indicating satisfaction of NOCSAE test standards. All such reconditioned helmets shall show recertification to indicate satisfaction with the NOCSAE test standard.
 - B. Mouthpiece
 - C. Shoulder pads
 - D. Football jersey
 - E. Protective hip and spinal pads
 - F. Thigh pads
 - G. Knee pads
 - H. Regulation football pants
 - I. Cleats or other approved football shoe



3. Game Balls:

A. leather or composite ball is to be used during the game. This ball is to be new or in like new condition and supplied by the home team. During change of possession, the visiting team may change game balls providing the visiting team has a designated ball person to make timely exchanges.

B. **Midget level** will use the junior-size ball:

Wilson TDJ – GST/TDJ	McGregor MXJ
Wilson AYF TDJ Traditional	Nike 1000J
Nike Vapor Jr	Nike VStrike
Spalding J5J	Baden FC 5
Rawlings PRO5JR	Under Armour UA 395/495 may have black stripe

C. **Pony level** will use the junior-size ball:

Wilson TDJ – GST/TDJ	Nike 1000J
Wilson AYF TDJ Traditional	Nike VStrike
Spalding J5J	Nike Vapor Jr
Rawlings PRO5JR	Baden FC 5
McGregor MXJ	Under Armour UA 395/495 may have black stripe

C. **Rink and Smurf levels** will use the Pee Wee size ball:

Wilson K2 – GST/K2	Nike 1000W
Wilson K2 – Traditional	Baden FC500PW
Wilson K2 TDY Composite	Nike Vapor Threat
Spalding J5PW	Nike VStrike
Rawlings R5PW	Under Armour UA 395/495 may have black stripe



McGregor MXP

4. Towels:

- A. Towels may be worn; they can be of any color except ball (brown) or penalty flag color (yellow/gold) and they may have a logo. They may not extend below the knee. Towels worn within the same team do not have to match.

5. Visors:

- A. May be worn, but they must be clear. If tint is medically required, organizations may present it to the YCYFA Officers for consideration and approval.

IV. GAME TIMING (All Divisions & Levels Except Smurf)

- 1. **(8)** minute quarters – **(8)** minute half-time including warm up – **(1)** minute between quarters except halftime.
- 2. **Junior Varsity Smurf** - 1 ½ hour time limit. Each team will get 10 offensive plays, then 10 defensive plays; then 10 offensive plays; then 10 defensive plays or vice versa or until the total time has elapsed. After 1 ½ hours, the game will be ended. (40 plays).

V. SCORING POINTS (All Divisions & Levels)

- 1. Touchdown Six (6) points
- 2. Field Goal Three (3) points
- 3. Safety Two (2) points

A. Midget Level-All Divisions (PAT)

- 1. Ball spotted on the **(3)** yard line unless moved by penalty.
- 2. Two **(2)** points for a successful kick try.
- 3. One **(1)** point for a successful run or pass play from scrimmage.

B. Pony Levels-All Divisions (PAT)

- 1. The scoring team's head coach will inform the officials of their choice and the defense notified.
- 2. Once the decision is made it cannot be changed, including a timeout or penalty.
- 3. One **(1)** point for a successful run or pass play spotted on the **(3)** yard line unless moved by penalty.
- 4. Two **(2)** points for a kick try spotted on the **(3)** yard line unless moved by penalty.
 - a. Kicking block must be placed a minimum of **(5)** yards from LOS



- b. **No** player from either team can enter the LOS neutral zone until the ball is kicked.
- c. An errant snap or muff the holder may retrieve the ball and place back on the kicking tee.

C. Rink Levels-All Divisions (PAT)

- 1. The scoring team's head coach will inform the officials of their choice and the defense notified.
- 2. Once the decision is made it cannot be changed, including a timeout or penalty.
- 3. One **(1)** point for a successful run or pass play spotted on the **(3)** yard line unless moved by penalty.
- 4. Two **(2)** points for a successful run or pass play spotted on the **(10)** yard line unless moved by penalty.

D. Mercy Rule (All Divisions & Levels)

- 1. When there is a scoring margin of **24** points or more any time during the game, the running clock rules will take effect immediately unless an official or team timeout is taken. The ball will be snapped from offensive **(40)** yard line, unless moved by a penalty, instead of the free kick down. This rule will stay in effect even if the margin of points drops below the **24** points.
- 2. When there is a scoring margin of **35** points, this will be the officially reported score and no more points will be awarded to either team and the game will continue.

E. Overtime (Varsity Division Only-All Levels)

Regular season games that are tied at the end of regulation will be given **(1)** overtime period to break the tie. Both teams will be given **(1)** possession from the 10-yard line. Both teams must go for the touchdown. No field goals will be allowed in the overtime period. If the game is still tied after the 1st overtime period the game is over and will result in a tie.

VI. ROSTERS (All Divisions & Levels):

- 1. Any changes that an organization needs to make to their roster must be approved by the President; only authorized reasons for said roster changes will be approved. **i.e.:** Injury to a player and need to move kids up; jersey number change or changing playing level.



2. The opposing team must have the home team's roster and vice versa in order to perform roster checks prior to the start of their game. The first game of the day, will commence roster checks no later than 10 minutes before kickoff time and each subsequent game will commence roster checks no later than five (5) minutes left in the preceding games 4th quarter.

3. Paper rosters will be used; it is **STRONGLY DISCOURAGED** to use electronic rosters and may result in Board involvement.

VII. GAME SCHEDULES (All Divisions & Levels):

1. Order of Play for Day Games and Night Games
 - a. Junior Varsity – Rink, Pony, Midget, JV Smurf
 - b. Varsity – Rink, Pony, Midget
2. Rink Level night games will start no later than 5:00pm.
3. If any game is in the third (3rd) quarter at 10:00pm, the game will be called at the end of the quarter and the team that is ahead will be declared the winner. If the game is tied one overtime period shall be played in accordance to the YCYFA overtime rule.
4. The 10:00pm rule will be waived during any Association Playoff and/or Championship games.

VIII. SPECIAL PLAYING RULES (All Divisions & Levels):

A. All current NFHS rules shall be used, except as outlined in the YCYFA playing rules. After the first game of the season, no team may have contact practice totaling more than six hours per week (Monday thru Sunday). Non-contact practices are allowed.

B. Rule Exceptions:

1. **Play Clock Rule Exception:** After any change of possession play, the game clock will start on the ready for play whistle. The **25** second play clock will be used for all downs except the **rink** level which will use a **40** second play clock. All other NFHS football timing rules will apply.
2. **Coin Toss:** The head coach and a maximum of four captains may be on the field for the coin toss. It is recommended that each organizations representative and EMT accompany the coach and captains to the coin toss for the first game, to introduce themselves to the official's crew working the games that day.
3. **Offensive numbering:** The offense will not be required to have **(5)** players numbered 50-79 on the line of scrimmage at any time. Pass eligibility rules by position still apply.



4. **Punts for Pony level only:**

a. On any down the offensive team may declare a punt by notifying the referee of their intention to do so. Punting team must first inform the referee prior to the ball being set ready for play; the referee will then inform the opposing team. If an accepted penalty happens after the decision by offensive team, or a timeout granted, they may change their decision to punt.

b. The punter will only be required to be a minimum of **(5)** yards behind the line of scrimmage to receive the snap.

c. All players must stay behind their line of scrimmage till the ball is kicked; any player crossing the neutral zone before the ball is kicked the play will be blown dead immediately and encroachment penalty administered.

5. **Punt for Rink Level Only:**

a. On any down the offensive team may declare a punt by notifying the referee of their intention to do so. The punting team must first inform the referee prior to the ball being set ready for play; the referee will then inform the opposing team. If an accepted penalty happens after the decision by offensive team, or a timeout granted, they may change their decision to punt.

b. The offensive team will have the ball spotted **(35)** yards beyond the line of scrimmage

or half the distance to the goal line after declaring a punt. Once this option is chosen the game clock shall be stopped (if running) prior to the walk-off.

IX. SPECIAL RULES FOR RINK (All Divisions)

A. Coaches

1. One coach from each team has the option to be on the field during the season. Each coach must stay at least **(15)** yards behind the line of scrimmage on their respective sides of the field at all times and may not interfere, physically touch or move players once the huddle is broken.

Coaches on the field are not to address the game officials in any way except to request a team time-out. Failure to adhere to this rule will have the coach removed from the playing field for the remainder of the game. If a coach is removed from the field, they can be replaced with a different coach.

2. After the 3rd scheduled playing week of the season coaches will no longer be allowed on the field for the **Varsity Division only**.



B. Defensive Formations

1. A maximum of **(5)** defensive players may be anywhere on the line of scrimmage at the time the ball is snapped. Once the ball is snapped only one player may go through each offensive line gap. All other players must be a minimum of **(4)** yards off the line of scrimmage when the ball is snapped. Exception, **(4)** yards to goal, the defensive formation restrictions are eliminated.
2. Penalty will be **(5)** yards live ball illegal defensive formation enforced from the previous spot.
Note: Offense has the choice of declining the penalty taking the result of the play or accepting the penalty enforced from the previous spot and repeating the down.

X. SPECIAL RULES FOR JUNIOR VARSITY SMURFS:

1. There will be no special teams or 1st downs at this level.
2. Play will be conducted as a controlled scrimmage.
3. Play will begin at the offensive team's 40-yard line.
4. Each team will possess the ball for an entire quarter of play per half.
5. There will be no A gap pre-snap allowances on the defensive line at this level.
6. There will be no blitzing at this level; defense must have **(4)** down linemen no "A" gap, **(4)** linebackers **(4)** yards off the ball and **(3)** defensive backs **(7)** yards off the ball.
7. **(2)** coaches, per team, may be on the field during the entire scrimmage. Coaches must remain **(10)** yards behind the deepest player on the field.
8. In the event of a turnover; the ball will be placed back at the previous spot. There will be no playoffs at this Level of play.



APPENDIX I- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S PLAYER/PARENT CODE OF CONDUCT

Interscholastic and youth sports programs play an important role in promoting the physical, social, and emotional development of children. It is therefore essential for parents and guests to encourage youth athletes to embrace the values of good sportsmanship. I therefore pledge to be responsible for my words and actions as well as my guests and child(ren) to include but not limited to family and friends while attending a youth sports event and shall adapt my behavior to the following code of conduct:

1. I will learn the rules of the game and the policies of the league.
2. I and my guests as well as my child will encourage and promote sportsmanship by showing respect, shaking hands, refrain from verbal or physical assault, refrain from use of profane language or gestures towards any coach, official, or spectators at any YCYFA event, game, or practice regardless of sex, religion, race, creed, national origin or ability.
3. I and my guests as well as my child will not engage in the use of social media, including but not limited to YouTube, Snap Chat, Twitter, Facebook, and Instagram (list is not all-inclusive) to defame, insult, harass, or air grievances about any coach, official or spectator associated with any and all organizations within the YCYFA.
4. I and my guest will not attend or participate or encourage my child or any other person in a youth sports event setting while under the influence of drugs or alcohol.
5. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed-upon time and place. I will coach my child or others during games and practice unless I am one of the coaches.
6. I will not approach an official at any time to discuss game situations.
7. I will be held responsible for any guests to include but limited to family and friends in attendance to ensure that they follow the above Code of Conduct.

I hereby agree that signing this Code of Conduct I understand that it is in good standings for 1 calendar year from date and that this is my written warning. Failure to uphold my end of the agreement will result in the following:

1. Fines will be based on the Code of Conduct Violation(s) starting at \$100 per violation. As a parent I am responsible to pay the Organization for my violations. If I do not pay the organization, I can enquire more fines and suspensions.
2. Ejection from games will result in the suspension of attendance to the next game with a fine of \$100. If I or my guests are ejected from the game, I understand that I will not be permitted to attend any other game(s), events, or practices until said fine is paid to the organization.



3. Suspensions will be based off the violations and repeat offenders will no longer be permitted at YCYFA events, games and practices until Suspension is served.
4. I understand that I can appeal my fines, ejections, suspensions with the YCYFA by providing a \$100 deposit for the appeal, the monies for the fine(s), sending a written statement to the YCYFA secretary and Assistant Commissioner. At that time all parties will be contacted and the YCYFA Executive Board will decide on the appeal. If the appeal is in your favor, you will be refunded the cost of the appeal and the fees associated with the violations. If the appeal is found not in your favor the YCYFA will not refund the appeal or fine(s) cost.



APPENDIX J- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S VOLUNTEER CODE OF CONDUCT

Interscholastic and youth sports programs play an important role in promoting the physical, social, and emotional development of children. It is therefore essential for **ALL** Volunteers to **pledge to be responsible for their behaviors while volunteering and attending a youth sports event and shall adapt to the following Code of Conduct:**

1. I will learn the rules of the game and the policies of the league.
2. I will be a positive role model for my athletes and encourage sportsmanship by showing respect and courtesy and by demonstrating positive support for all players, coaches, officials, and spectators at every game, practice, and sporting event; I will teach my athletes that doing one's best is more important than winning and refrain from ridiculing or yelling, so that all my athlete's will never feel defeated by the outcome of a game or his/her performance regardless of race, creed, color, national origin, sex, sexual orientation, or ability.
3. I will not engage in the use of social media, to include but not limited to YouTube, Snap Chat, Twitter, Facebook, and Instagram (list is not all inclusive) to defame, insult, harass, or air grievances.
4. I will not attend or participate in a youth sports event while under the influence of drugs or alcohol.
5. I will respect the officials and their authority during games and will never question, discuss, or confront officials at the game field and will take time to speak with officials at an agreed upon time and place nor will engage in verbal (including profane language) or physical threats or abuse aimed at any coach, parent, player, participant, official or any other
6. I understand that as a volunteer the YCYFA will hold me accountable for my behaviors at a higher level than parents as I am considered the face of an organization as a volunteer

I hereby agree that if I fail to conform my conduct to the foregoing while attending or coaching, in a youth sports event; I will be subject to disciplinary action, including but not limited to the following in any order or combination:

5. Fines will be based on the Code of Conduct Violation(s) starting at \$100 per violation. As a volunteer I am responsible to pay the Organization for my violations. If I do not pay the organization, I can enquire more fines and suspensions.
6. Ejection from games will result in the suspension of attendance to the next game with a fine of \$100. If I am ejected from the game, I understand that I will not be permitted to attend any other game(s), events, or practices until said fine is paid to the organization. Suspensions will be based off the violations and repeat offenders will no longer be permitted at YCYFA events, games and practices until Suspension is served.
7. I understand that I can appeal the decisions of ejections, fines, and suspensions by contacting the YCYFA secretary and following the bylaw procedures for the appeal.



APPENDIX I- YORK COUNTY YOUTH FOOTBALL ASSOCIATION'S ADOPTION AND ACCEPTANCE SIGNATURES

These bylaws and appendixes have been adopted and accepted—to include all Executive Board members and Representatives signatures and date.

SIGNED COPY ON FILE

President

SIGNED COPY ON FILE

Treasurer

SIGNED COPY ON FILE

Secretary

SIGNED COPY ON FILE

Dallastown Representative

SIGNED COPY ON FILE

NEYSA Representative

SIGNED COPY ON FILE

Susquehannock Representative

SIGNED COPY ON FILE

York Boys Club Representative

SIGNED COPY ON FILE

Central York Junior Panthers Representative

SIGNED COPY ON FILE

Dover Representative

SIGNED COPY ON FILE

Eastern Representative

SIGNED COPY ON FILE

Vice President

SIGNED COPY ON FILE

Varsity Commissioner

SIGNED COPY ON FILE

Junior Varsity Commissioner

SIGNED COPY ON FILE

New Oxford Representative

SIGNED COPY ON FILE

SEYFA Representative

SIGNED COPY ON FILE

Spring Grove Representative

SIGNED COPY ON FILE

West York Representative

SIGNED COPY ON FILE

Suburban Representative

SIGNED COPY ON FILE

Littlestown Representative

SIGNED COPY ON FILE

Red Lion Representative