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CYSA
CAL SOCCER
LEAGUE "CCSL" By-
Laws

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1 Table of Contents

DEFINITION OF TERMS.....	3
ARTICLE ONE: NAME	5
ARTICLE TWO: PURPOSE	5
ARTICLE THREE: AFFILIATION	5
ARTICLE FOUR: AUTHORITIES	5
ARTICLE SIX: EXECUTIVE COMMITTEE	5
ARTICLE SEVEN: CCSL LEAGUE DIRECTOR.....	5
ARTICLE EIGHT: CCSL OPERATING COMMITTEE	6
ARTICLE NINE: DUTIES OF CCSL OPERATING COMMITTEE	6
ARTICLE TEN: MEETINGS	10
ARTICLE ELEVEN: PARLIAMENTARY AUTHORITY	10
ARTICLE TWELVE: CCSL FEES	10
ARTICLE THIRTEEN: SUBCOMMITTEES	11
ARTICLE FOURTEEN: PROCEDURES AND PLAYING RULES	12
ARTICLE FIFTEEN: AMENDMENT	13

DEFINITION OF TERMS

AGC	Age Group Coordinator
Bracket	A group of teams in a division selected to play one another on the basis of age, gender, ability and geography
CCSL	The CYSA Cal Soccer League is a Cal North statewide playing league
CAL NORTH	New name adopted by CYSA April 2012.
Central Fields	CCSL may procure fields at a location designed to reduce travel time for teams; the manner for allocation of cost of Central Fields and the associated referee costs will be determined by the CCSL Executive Committee
CYSA	California Youth Soccer Association-Cal North. Also known as CYSA-N or CYSA-North or Cal North.
District	A geographical sub-division within the Cal North boundaries. (CYSA Constitution 1:04:03)
Division	A subdivision of Playing Level: Gold would be a Division of Region.
FIFA	Federation Internationale de Football Association
Guest	Guest Player: A player who is registered with Cal North on a team other than the team on which the player is playing Guest Official: An adult who is registered with Cal North with a team other than the one for which the adult is acting in the capacity of a team official
Registration League	A geographical sub-division within a district . (Cal North Constitution 1:04:03). Also referred to as the league of registration for players.
PC	Premier Coordinator
Playing Level	CCSL shall offer three levels of play: State, Region, and Section. The State level shall consist of a single State Premier bracket. The Regional levels shall consist of up to two divisions per age group. The Sectional levels will consist of the remaining competitive divisions.
Premier	Also referred to as State Premier. The highest level of competition in Cal North. State Premier Divisions play throughout the geographical boundaries of Cal North.
RC	Region Coordinator
Region	A geographic sub-division of CCSL offering competitive play for Gold and Silver Elite brackets for U12-U19 teams.
Season	A chronological period of time consisting of 8-12 games. CCSL primary season shall be Fall.

Section	A geographic sub-division of CCSL offering competitive play for Copper, Bronze, Silver divisions for U9-U19 teams and a Gold division for U9-U11.
Team	Players and team officials registered with Cal North. The team obtains an official roster of players and team officials from their registration league (the “goldenrod”). The registration league must be in good standing in Cal North in order for the teams to be accepted for participation in CCSL .
Team-paper	A team comprised of players registered with Cal North but not necessarily on the same official roster (goldenrod). Utilized in the spring developmental season for ease of registration. Also called a “paper team”.
Team Verification	A process whereby the team’s registration league verifies that the team is in good standing, has registered a minimum number of players.
Team Official	An adult who is registered with a Cal North team

ARTICLE ONE: Name

This organization shall be named "CYSA Cal Soccer League" ("CCSL").

ARTICLE TWO: Purpose

The purpose of CCSL shall be to provide the highest quality and appropriate level competitive play for youth soccer teams from CYSA-Cal North, to increase competitive opportunities for players, and to aid in the development of Cal North players.

ARTICLE THREE: Affiliation

CCSL is a committee of Cal North, and Cal North is a member of the United States Youth Soccer Association (USYSA), and the United States Soccer Federation (USSF).

ARTICLE FOUR: Authorities

- A. CCSL shall be governed by these By-Laws, except where these are superseded by Cal North, USYSA, USSF, and FIFA.
- B. The governing authority of CCSL, whose powers are designated in these By-Laws, shall be vested with the Executive Committee of CCSL ("Board").

ARTICLE FIVE: Structure

- A. CCSL shall consist of a Premier Division, Regions and Sections.
- B. The Premier Division shall consist of the highest level of competition and shall include teams from through out the geographical area of Cal North. There shall be Premier Divisions for U14 through U19, boys and girls.
- C. The Regions shall consist of the next level of competition and shall include teams from specified districts. Where possible, there shall be Gold and Silver Elite divisions for U12 through U19.
- D. The Sections shall consist of the next level of competition and shall include teams from specified districts. Where possible, there shall be Silver, Bronze and Copper divisions for U9 through U19.
- E. The Executive Committee shall establish which districts are associated with which Sections and Regions.

ARTICLE SIX: Executive Committee

- A. The Executive Committee shall be comprised of a CCSL representative from each of the nine Cal North districts ("District Representatives").
- B. Each District Representative shall be appointed by his/her District Commissioner. The District Representative may be removed at any time by his/her District Commissioner.
- C. In the event a District Representative is unable to attend a meeting or otherwise fulfill his/her duties, the District Commissioner may appoint an alternate by notifying the CCSL Director in writing or by email.

ARTICLE SEVEN: CCSL League Director

- A. The Board of Directors of Cal North may hire an at-will employee to serve as CCSL League Director. The CCSL League Director shall work with the CCSL Executive

Committee to implement the CCSL program. The Board of Directors of Cal North shall determine the terms and conditions of employment.

- B. The Board of Directors of Cal North may hire any additional at-will employees to implement the CCSL program. The Board of Directors of Cal North shall determine the terms and conditions of employment
- C. The CCSL Director shall conduct all meetings of the CCSL Executive Committee and the CCSL Operating Committee.

ARTICLE EIGHT: CCSL Operating Committee

- A. The CCSL Operating Committee shall consist of the District Representatives, and non-voting, appointed members.
- B. The CCSL Director shall appoint the non-voting members, to be responsible for tasks necessary to the smooth running of CCSL. The CCSL Executive Committee shall approve appointments of non-voting members.
- C. The CCSL Operating Committee shall provide the day-to-day operations of the Premier Division and the Regions.
- D. Each League of Registration with teams playing Region or Premier shall provide, by the team application deadline as part of the team verification process, a minimum of three (3) willing and qualified candidates to perform duties of Section or Region Age Group Coordinator or other appointed positions. The CCSL Director and Section Directors may select from this pool of candidates, individuals to complete tasks necessary to the smooth running of CCSL.
- E. CCSL Operating Committee appointments shall be assigned equally throughout the Leagues of Registration based on CCSL participation (e.g., Leagues of Registration with more teams participating shall have more CCSL Operating Committee and CCSL Section Organizing Committee appointments).

ARTICLE NINE: Duties of CCSL Operating Committee

- A. **District Representative:**
 - 1. Define CCSL policy, procedures, and playing rules.
 - 2. Communicate CCSL policy, procedures and playing rules to his/her District Board, registration leagues, clubs and teams.
 - 3. Serve on the CCSL Executive Committee.
 - 4. Recruit volunteers to serve on the CCSL Operating Committee, the CCSL Section Committee and the Appeals Committee.
 - 5. Promote participation in CCSL for teams in their District.
- B. **Deputy Director:** act in the absence of the CCSL Director, attend meetings or other functions, and provide any assistance as may be determined by the CCSL Director.
- C. **Secretary:** keep an accurate record of all meetings and maintain the files of CCSL. Meeting minutes, budgets and committee reports to be available to CCSL affiliated teams.
- D. **Treasurer/Registrar:**
 - 1. Create a seasonal budget.

2. Create a seasonal summary of all valid applications by District, League of Registration, and age group for each league season.
 3. Track referee fees for Central Fields, fines for forfeits, and any other team-specific costs and provide reports to the CCSL Director and Cal North office for recovery of these fees.
 4. Coordinate with the Cal North office to provide to the CCSL Executive Committee a complete and accurate quarterly accounting of income and expense.
- E. Scheduling Director:**
1. Publish play dates for Premier and Regional play for each season.
 2. Coordinate with the PGCs and Region AGCs to create a schedule that honors regional and age-group specific needs, including ODP, tournaments, SAT/ACT testing and any other potential conflicts.
 3. Appoint a Central Fields Scheduling Director with responsibility for scheduling Central Fields.
 4. Create the match schedule for State Premier and Region Divisions.
- F. Communications Director:** assist the CCSL Director and Operating Committee with clear communications to players, teams, leagues of registration, districts and any other interested parties regarding CCSL.
- G. Technology Liaison:** assist the Director and Committee with selecting and maintaining the CCSL website; assist and educate teams, leagues of registration, clubs and districts to utilize technology to enhance the experience in CCSL.
- H. PAD Chair**
1. Responsible for administering Discipline for all Premier teams.
 2. Responsible for hearing Protests of any CCSL game.
 3. Prepare a Disciplinary Report for Premier and Region brackets for each season, including League of Registration, club and team.
 4. Oversee the Region Referee Administrators who shall be appointed by the CCSL Director.
- I. Appeals Chair:** Oversee appeals of decisions rendered by the PAD Committees (e.g., hear appeals of any PAD committee decision including Section, Region and Premier). Each District shall provide the name of one person who is willing and able to serve on the Appeals Committee.
- J. Premier Coordinator (s) (PC)**
1. Recruit teams for CCSL Premier.
 2. Responsible for Bracketing Premier competition.
 3. Coordinate with the Region AGCs to create the most competitive brackets for the Regions and State Premier.
 4. Adhere to the CCSL seeding/promotion/relegation guidelines and timetable.
 5. During the season, serve as liaison for Premier teams, helping to resolve scheduling and other competitive issues as defined in the CCSL Playing Rules.

6. Coordinate with the Scheduling Director to create the best schedule for Premier teams.
7. Communicate CCSL policies and procedures with Premier teams.

K. Region Coordinator(s) (RC)

1. Appoint and oversee Region Age Group Coordinators (AGCs)
 - a. Duties of Region Age Group Coordinators (AGCs)
 - i. Recruit teams for CCSL Premier and Region
 - ii. Coordinate with the Section Directors to create the most competitive brackets for the Region and State Premier.
 - iii. Adhere to the CCSL seeding/promotion/relegation guidelines and timetable.
 - iv. During the season, AGCs shall serve as liaisons for Region teams, helping to resolve scheduling and other competitive issues as defined in the CCSL Playing Rules.
2. Coordinate with the Scheduling Director to create the best schedule for Region teams.
3. Communicate CCSL policies and procedures with Region teams.
4. Oversee Bracketing and Scheduling for Region competition.
5. Assist Region Referee Administrator (as needed).
6. Assist CCSL Director (as needed).

L. Regional Referee Administrator:

1. One Administrator for each Region.
2. Coordinate and communicate with the State and District Cal North Youth Referee Administrators.
3. Process send-offs in accordance to Cal North and CCSL procedures.
4. Make recommendations to CCSL to improve the quality of officiating in CCSL games.
5. Assist the North-South Administrator in providing appropriate officials.
6. Oversee Section Referee Administrators.
7. Serve as Region PAD Chair.

M. Section Director(s):

1. Organize playing league for Section Divisions.
2. Liaison with CCSL District Representatives, District Commissioners, League Presidents, Registrars, and Team Officials.
3. Establish the Section Organizing Committee, which shall include:
 - a. Section Scheduler
 - b. Section Referee Administrator
 - c. Section PAD Committee
 - d. Section AGCs

- e. Section Treasurer
- f. Any other volunteers required for the smooth-running of the Section
- 4. Establish Section Procedures and Playing Rules that are consistent with CCSL Procedures and Playing rules with the following local modifications allowed:
 - a. Bracketing
 - b. Section scheduling rules
 - c. Establish Section forfeit and "no game" rules
 - d. 8v8 playing rules
 - e. Establish guest playing rules consistent with or more restrictive than CCSL Rules
- 5. Oversee
 - a. Establish a budget to submit to CCSL for funding by CCSL fees
 - b. Neutral Field and referee scheduling
 - c. Establish final standings
 - d. Recommendation of teams to promote from Section to Region
 - i.

N. North-South Competition Director:

- 1. Coordinate all aspects of competition between the top two U14-U17 teams from Cal North vs. their counterparts from Cal South.
- 2. In alternating years, coordinate the competition location, schedule, referees, college coach invitations and any other aspects to support and enhance the competition in Cal North.
- 3. In alternating years, coordinating communications, and assisting teams as needed when the event takes place in Southern California.

O. Cal North Director of Coaching (DOC):

- 1. Coordinate and communicate with the State and District ODP and Coaching Committees.
- 2. Make recommendations to CCSL to enhance the development of players in Cal North.
- 3. Provide input on team selection for Premier divisions.
- 4. Make suggestions on rules and procedures.
- 5. Ensure the CCSL calendar of events is coordinated with the ODP calendar of events.
- 6. Advise the CCSL Operating Committee in order to enhance the CCSL and ODP partnership.

- P. **Other:** The Director may appoint any other necessary non-voting members to the Committee.

ARTICLE TEN: Meetings

- A. Meetings of the CCSL Executive Committee and CCSL Operating Committee shall be held on a monthly basis on a specific week, day, and time determined at the first meeting of each calendar year as called by the CCSL Director. Meetings may be electronic or in person. The agenda for regular meetings shall be:
- A. Call to Order
 - B. Roll Call
 - C. Introduction of Guests
 - D. Acceptance of Minutes
 - E. Correspondence
 - F. Committee Reports
 - G. Region Coordinator Reports
 - H. Section Director Reports
 - I. Unfinished Business
 - J. New Business
 - K. Good of the Game
 - L. Adjournment
- B. Special meetings may be called for any organizational purpose. Such meetings may be called by the Board of Directors of Cal North, by the CCSL Director, or by written request by a minimum of three (3) CCSL District Representatives. Special meetings shall be limited to the purpose for which the meeting was called and no other business may be conducted. Written or electronic notice of a special meeting shall be given to all members of the Executive Committee. Notice shall include the date, time, location, and purpose of the meeting. Meetings and voting may be held electronically.
- C. At all regularly scheduled meetings of the CCSL Executive Committee, five District Representatives shall constitute a quorum for the transaction of business. A simple majority, defined as a majority of members present, is sufficient for the transaction of all business for any CCSL Executive Committee meeting unless otherwise specified herein.

ARTICLE ELEVEN: Parliamentary Authority

- A. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern CCSL in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order CCSL or Cal North may adopt.

ARTICLE TWELVE: CCSL Fees

- A. The CCSL Executive Committee shall set the CCSL team fee for each season. The team fee may vary based on division. The CCSL budget and team fees are subject to approval of the Cal North Board of Directors. The team fee shall include cost for:
- 1. Awards
 - 2. Office supplies

3. Meeting room rental and meals
 4. League management software and maintenance
 5. Telephone
 6. Central Fields
 7. North-South tournament participation and organization
 8. Promotional and Marketing Expenses
 9. Referee Development
 10. Cal North overhead costs as determined by the Cal North Board
 11. Section costs as determined by the CCSL Executive Committee
 12. USYS Regional and National Championships subsidies to qualifying teams
- B. Each Cal North District may set a team entry fee in excess of the CCSL team fee for its teams. These fees shall be based on the District-specific budget established by the District Board.
- C. Each Cal North Registration League may set a team entry fee in excess of the CCSL team fee for its teams.

ARTICLE THIRTEEN: Subcommittees

- A. CCSL PAD Committee
1. Committee shall render decisions on Protests and Discipline for Premier and Region teams in accordance with all Cal North PAD Policies and Procedures.
 2. The PAD Committee shall be comprised of the CCSL PAD Chair and each Region PAD Chair.
 3. Members of the PAD Committee shall be appointed by the CCSL Director.
 4. In the event that a meeting of the PAD Committee is required and three (3) members of the Committee are unavailable to meet in a timely manner, the CCSL Director or the PAD Chair shall have authority to appoint as many ad hoc members to the Committee as may be required to reach a total of three (3) members available for such meeting. Meetings may be held electronically or by telephone or in person. The PAD Chair shall be responsible for keeping accurate minutes of the meetings and submit them to the CCSL Secretary at the completion of the proceedings.
 5. Each CCSL Director shall appoint a Section PAD Committee to be approved by the District Commissioners of the Section.
 6. **Discipline:** The PAD Committee shall be responsible for administering all matters of disciplinary actions resulting from participation in any CCSL sanctioned activity as they may relate to players, teams, coaches and other team officials for Premier and Region teams. These procedures, sanctions and penalties are defined in the CCSL Playing Rules.
 7. **Protests:** The CCSL PAD Committee shall be responsible for deciding protests filed by any CCSL team in accordance to Cal North Policies and Procedures.
 - a) To file a protest, a team official shall:
 - (i) Mail a complete report to the CCSL Director via registered mail and e-mail within two (2) days after the match.

- (ii) Include a check for \$100.00, payable to CCSL; the check shall be returned if the Committee decides in favor of the protest.
 - b) A protest will automatically be denied if:
 - (i) It does not follow the procedures and timetables.
 - (ii) It does not directly affect the final result (win, draw, loss) of the match in question.
 - (iii) It is based on a judgment call of the referee.
 - (iv) It is based on a suspension consistent with Cal North minimums.
 - c) The protest must describe the basis for the appeal including the specific rule or policy that allegedly has been violated or misapplied and must indicate the specific misapplication or violation of the LOTG, USSF rules, USYSF rules, Cal North rules or CCSL rules.
 - d) The PAD Chair may request further written information from the parties involved in the protest.
 - e) Decisions of the Committee must take place within thirty (30) days of receipt of the protest. All parties will be informed by e-mail and certified mail within twenty-four (24) hours of the decision.
8. **Appeals:** Decisions of the PAD Committee are subject to appeal according to Cal North Policies and Procedures. The CCSL Appeals Chair shall appoint an Appeals Committee of three (3) members.
- a) An appeal must be submitted in writing to the CCSL Director postmarked no later than seven (7) days following the postmark date of the letter notifying the party of the PAD decision.
 - b) The letter must describe the basis for the appeal including the specific rule or policy that allegedly has been violated or misapplied. Any sanction applied by the Protest Committee will remain in effect until the CCSL Appeals Committee considers the appeal. Appeals shall be decided upon within thirty (30) days of receipt of the appeal.
 - c) A check for \$100.00, payable to CCSL, must accompany the letter; the check will be returned if the appeal is upheld.
 - d) Notice of the meeting shall be given electronically and by letter postmarked seven (7) days in advance of the Appeals Committee meeting.
 - e) Adverse decisions of the CCSL Appeals Committee may be appealed to the Cal North Protest and Appeals Committee, following Cal North Rules and Procedures.
 - f) The CCSL Director shall have the option of forwarding any appeal directly to the Cal North Appeals Committee.

ARTICLE FOURTEEN: Procedures and Playing Rules

- A. The CCSL Executive Committee shall establish Procedures for each season's application, seeding and scheduling.
- B. The CCSL Executive Committee shall establish Playing Rules for each season.

- C. The CCSL Executive Committee shall review and approve any Playing Rules and Procedures adopted by the Sections.
- D. Procedures and Playing Rules shall be approved by the CCSL Executive Committee and published on the CCSL website.

ARTICLE FIFTEEN: Amendment

Proposed amendments to the By-Laws shall be submitted in writing to the Secretary fifteen (15) days prior to a regularly-scheduled or Special Meeting of the CCSL Executive Committee. All voting members shall be notified in writing of such proposed amendments a minimum of seven (7) days prior to the meeting. Amendments to these By-Laws require an absolute majority vote of the nine CCSL District Representatives or their alternates.