



**KANSAS
YOUTH
SOCCER**

RULES

OF

**KANSAS STATE YOUTH SOCCER
ASSOCIATION**

KANSAS STATE YOUTH SOCCER ASSOCIATION

APPROVED 2/26/2005; AMENDED 4/26/2017; AMENDED 2/27/2022; AMENDED 3/05/2024

1.0 DEFINITIONS

1.1 FIFA

Is the Federation Internationale de Football Association, which is the world-wide governing body of soccer and is the national association member for the United States.

1.2 UNITED STATES YOUTH SOCCER ASSOCIATION (USYSA)

Is a national member of the United States Soccer Federation (USSF). KSYSA is an Affiliate of USYSA.

1.3 U.S. OLYMPIC & PARALYMPIC COMMITTEE

Means the corporation created pursuant to the Amateur Sports Act, which oversees all amateur athletic activity in the United States.

1.4 USSF

Means the United States Soccer Federation, Inc. USSF is the United States Affiliate of FIFA.

1.5 NATIONAL COUNCIL

The legislative body of the United States Soccer Federation.

1.6 YOUTH COUNCIL

Administrative units of the US Soccer Federation and have responsibilities specified by the USSF Bylaws or assigned by the Board. The Youth Council is composed of:

- a) State Associations of youth players that are admitted directly as members of the Youth Council and are not members of any National Association; and
- b) National Associations that have been admitted as members of the Youth Council.

1.7 REGION

For the purposes of the administration of US Youth Soccer. There are currently four geographical Regions: East Region, Midwest Region, South Region & West Region.

1.8 DISTRICT

A geographical subdivision of KSYSA.

1.9 BOARD OF DIRECTORS

Means the regulatory board of directors described in Article VI of the KSYSA Bylaws.

1.10 POLICY

The recommendations of KSYSA to assist in governing the administration of League, Registrar, Club, Community and Tournaments Members and their officers, players, coaches and other members.

When a team enters any competition outside its home League or when there is a conflict between the rules of members within KSYSA, the Policies of KSYSA shall supersede any conflicting, member rules, and if necessary, the Rules and Policies of KSYSA, USYSA, and USSF will govern a resolution of the conflict.

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1.11 RULE(S)

The regulations governing the administration of League, Registrar, Club, Community and Tournaments Members and their officers, players, coaches, and other members. The Rules of KSYSA shall be binding on all KSYSA League, Registrar, Club, Community and Tournaments Members and their officers, players, coaches, and other members and may not be modified or changed. Any rule, regulation, or policy of a KSYSA League, Registrar, Club, Community and Tournaments Members that contradicts or differs from a Rule imposed by KSYSA shall be null and void and shall not be enforced in a disciplinary proceeding.

1.12 LEAGUE

Means a structured group of 4 or more teams joined for the purpose of inter-team play under a common set of administrative and competition rules.

1.13 SANCTIONED

Shall mean an event, including but not limited to tournaments, league play, friendly game, or practice authorized by KSYSA or its League, Registrar, Club, Community and Tournaments Members and their members. To be “sanctioned” an event must be limited to entities and/or individuals who are members of USSF or FIFA Affiliated organizations. If the event involves two or more teams, there must be a center referee certified by the appropriate USSF or FIFA Affiliate for the event to be “sanctioned.”

1.14 CLUB

An organization, which has an identifiable membership of youth soccer players on whose behalf the organization, conducts or engages in youth soccer activities. A club (sometimes referred to as a “Club Member” or “Community Member”) is the basic administrative unit of the Kansas State Youth Soccer Association. Players may register to a club (club pass/roster) rather than a team.

1.15 TEAM

Means a recognized entity organized for the purpose of playing the sport of soccer.

1.16 TEAM CLASSIFICATION FOR REGISTRATION

Teams are classified by how they were formed and placed in one of the following classifications:

1.16.1 COMPETITIVE TEAM

A team is classified as a Competitive Team if the team:

- a) the use of tryouts, invitations, recruiting or any like process to roster players selectively to any team on the basis of talent or ability is permitted; and,
- b) rostering rules restrict the manner in which players may be rostered to the competitive team.

1.16.2 RECREATIONAL TEAM

A team is classified as Recreational Team if the team participates in league or intra-club league in which:

- a) the use of tryouts, invitations, recruiting or any similar process to roster players to any team on the basis of talent or ability is **prohibited**, and the coach may not exclude any previously rostered player.
- b) the clubs administering the league accept as participants in the league any and all eligible

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youths (subject to reasonable terms of registration);

- c) a system of rostering players is used to establish a fair or balanced distribution of playing talent among all teams participating; and
- d) There is an established league rule requiring that each player play at least one half of each game except for reasons of injury, illness, discipline or reasonable cause.

1.16.3 YOUTH SOCCER ACADEMY WITHIN SOCCER CLUBS

Youth Soccer Academies within clubs are a group of Under 8 through Under 12 registered KSYSA recreational players who desire to participate with other players without following the recreational team formation rules. See **Rule 1.28** for more information on Academy Teams.

1.16.4 ODP STATE TEAM

The official teams for KSYSA as part of US Youth Soccer's Olympic Development Program that includes other state associations for the purpose of player development outside of a player's club team. Players are selected to the team through a tryout procedure that is developed by the state association.

1.16.5 TOPSOCCER TEAM

Means a community-based soccer program that is designed to meet the needs of players with physical and/or mental disabilities. The program is geared toward player development. Athletes are placed on teams according to ability, not by age, and the rules of play, team formation, age restrictions are modifying accordingly. Maximum age restrictions contained elsewhere in these bylaws and policies of USYSA do not apply to TOPSoccer program participants.

1.16.6 TOURNAMENT TEAM

A team, which includes guest players and is put together for the sole purpose of playing in a tournament or other sanctioned nonleague competition. Would be registered as either Competitive or Recreational teams depending on the tournament events rules of competition.

1.17 AT LARGE PLAYER

Means a registered player who is registered as an individual member of KSYSA but is not currently rostered to a team or a club.

1.18 FREE AGENT

Means a player that is free to try out for any soccer team without restrictions. During the free agent period a player is released from a contract or agreement executed on the player's behalf.

1.19 GUEST PLAYER

Means a registered player who is participating in a competition for a Club to which the player is not rostered for the purpose of league play.

1.20 VOLUNTARY RELEASE

Means the removal of a player from a team's roster at the request of the player.

1.21 INVOLUNTARY RELEASE

Means the removal of a player from a team's roster at the request of team authorities.

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1.22 TRANSFER

Means the removal of a player from a team's roster at the request of the player, and the subsequent addition of the player to the roster of another team outside their current club.

1.23 MEMBER PASS

Shall mean the pass issued to a player or team official without which the player or team official may not participate in a sanctioned event.

1.23.1 COACH PASS

A Coach Pass shall be issued by the State Office to each team official appearing on a club or team roster. To be issued a pass the coach must comply with KSYSA risk management policies and pay the required fee established by KSYSA. A club may have a pass issued to its director of coaching or designee(s) which shall be recognized as a coach's pass for any team in that club for purposes of league or tournament play in Kansas. The club shall pay a fee set by KSYSA for each coach issued a Club Coach's Pass. The coach may also be listed on each club team roster, if requested. The coaches appearing on the rosters of teams participating in the US Youth Soccer National Cups & Events and shall be limited to those events rules. A coach pass needs to have a current picture of the person.

1.23.2 PLAYER PASS

Means the United States Youth Soccer Association (USYSA) Member Pass issued by the State Registrar or his/her representative. The Member Pass must be certified by the State Registrar or his/her representative. When completed, the Member Pass should have a current picture of the player.

1.24 REGISTRATION

Youth players and coaches are deemed registered for a seasonal year from the moment the coach, player or the player's representative executes the Registration form and pays the appropriate fees.

1.25 ROSTERING

Means assignment of a registered player to a team or club. A player is considered first rostered to a team or club when the player first participates for the team or club in any sanctioned event (tournament, game, or practice) by a National State Association or its member leagues, clubs, or teams. A club may roster players to the club without assigning the players to teams.

A "Game Roster" means the list of names of players who may participate in a particular game. A Game Roster, subject to the rules of the event, may include players not registered to the team, including Guest Players and players appearing on a Club Roster who did not initially first participate for the team.

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1.26 TARGETED RECRUITING

Means direct contact or messaging of any sort which is done specifically to currently registered competitive players (or their parents or guardians) or currently registered competitive teams for that seasonal year, which contact attempts to cause them (competitive player or teams) to leave their current KSYSA member for the current or subsequent seasonal year.

Player Identification Events Advertising (**Rule 3.14.1**) and Rules of Hosting Player Identification Events (**Rule 3.14.2**) must be followed in order for it to not be considered as Targeted Recruiting.

For purposes of this definition and **Rule 5.0**, contact is not limited to personal contact, but will include contact by phone, text, e-mails, and social media messages. Targeted Recruiting specifically excludes.

- i. contact during the free agency period and
- ii. advertising, marketing, information sessions and promotion made to the public generally or to soccer players (including competitive players) generally and contact which results from responses thereto.
- iii. Player Identification Events (**Rule 3.14**)

1.27 SUSPENSION

Means the temporary withdrawal of rights and privileges such as, but not limited to, the right to play, coach or otherwise administer or participate (directly or indirectly) in the game of affiliated soccer. Any person or group (team, club, league, Board, etc.) that has been suspended shall be in less than good standing for the entire term of the suspension with all rights and privileges withdrawn unless specifically stated otherwise by the suspending authority.

1.28 YOUTH ACADEMY WITHIN SOCCER CLUBS

Youth Soccer Academies within clubs are a group of Under 8 through Under 12 registered KSYSA recreational players who desire to participate with other players without following the recreational team formation rules.

Age divisions for Youth Soccer Academies will be the following:

- a) Under 8 will play 4v4 or have the option to play up and play 7v7 in the Under 9 & 10 divisions.
- b) Under 9 & Under 10 will play 7v7 or have the option to play up and play 9v9 in the Under 11 & 12 divisions.
- c) Under 11 & Under 12 will play 9v9.

Academy play is recreational play.

Players must register with their home state association and are considered recreational players. For rostering purposes only, these teams will be listed as an "Academy" with player registration cost being that of the cost of recreational players.

Example: Registration fee of Recreational Player is \$8.25. Registration fee for Academy Player is also \$8.25.

Coaches, trainers, administrators, etc., of Youth Soccer Academies within Soccer Clubs must

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have satisfactorily passed the criminal background check & completed SafeSport Requirements and this information must be provided to KSYSA.

Players may join any Youth Soccer Academies within Soccer Club of their choosing within their age group, during regular registration periods in accordance to KSYSA rules. Players are not required to obtain a release from their KSYSA recreational team to participate on an Academy team.

The Youth Soccer Academies within a Soccer Club may charge additional fees to cover additional expenses clubs provide for their Academy program in addition to the traditional player's recreational registration.

KSYSA Member Clubs may provide a KSYSA sanctioned league, if they have enough teams, or may coordinate with other KSYSA Members to provide a competition or games between Youth Soccer Academy teams from different clubs.

Youth Soccer Academy within a Club, teams may enter competitive tournaments that allow their age group teams or Tournament teams. However, a Youth Soccer Academy within a Club team may not travel out of KSYSA to play in tournaments.

A Youth Soccer Academy within a Club rosters can be fluid and players may play with a different group of players within the same club during different weeks of Academy programming.

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2.0 **RULES GOVERNING GAME PLAY.**

2.1 **RULES OF PLAY**

Except as provided by USYSA or State Association, the FIFA “Laws of the Game” shall apply to all competitions sponsored by USYSA. No League Rule may be adopted which is in violation of these KSYSA Rules or in violation of the spirit and intent of the KSYSA youth soccer program.

KSYSA may permit variances of the FIFA Laws of the game, if it is in the best interest of developing the sport within our jurisdiction as state association. Variances do not apply to any USYS National Competition or Programming.

2.2 **AGE GROUPING**

Leagues shall establish play among teams of specified age grouping(s). Age Divisions shall be comprised of youth players who are, of age on or before the last day of December of the current year.

These players birth years will be divided into the following age groups: Under 19 years of age,

- Under 18 years of age,
- Under 17 years of age,
- Under 16 years of age,
- Under 15 years of age,
- Under 14 years of age,
- Under 13 years of age,
- Under 12 years of age,
- Under 11 years of age,
- Under 10 years of age,
- Under 9 years of age,
- Under 8 years of age,
- Under 7 years of age,
- Under 6 years of age,
- Under 5 years of age,

Under 4 years of age Under 5 years of age and younger shall play no more than four per side. Age division requirements may be waived by the District Commissioner for recreational in-district or in-league play for humanitarian reasons, i.e., mental, or physical impairment. Leagues may combine one or more age groups for play. Players shall be allowed to play in older age groups, but absent a waiver from the District Commissioner, no player shall play in a younger age group than their own.

2.3 **COMPETITIVE GAME ROSTER LIMITATIONS**

Under 6, 7, & 8 with max roster of 6 players;
Under 9 & 10 with max roster of 14 players;
Under 11 & 12 with max roster of 16 players;
Under 13 & above with max roster of 22 players;

2.3.1 **MINIMUM COMPETITIVE ROSTER SIZES**

Under 13 and older teams:

- No team shall have fewer than seven (7) players on its roster at any given time during the seasonal year.

Under 11 & Under 12 teams:

- No team shall have fewer than six (6) players on its roster at any given time during the seasonal year.

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Under 6 through Under 10 teams:

- No team shall have fewer than four (4) players on its roster at any given time during the seasonal year.

2.3.2 COACHES

No more than four (4) registered and rostered coaches (one designated as a Head Coach with three designated as Assistant Coaches) and no less than one (1) registered and rostered coach shall be on the sideline during any game.

2.4 USE OF INELIGIBLE PLAYERS.

2.4.1 PENALTY FOR ANY TEAM USING AN INELIGIBLE PLAYER.

A team shall forfeit each game of the team in which

- 1) an unregistered player was with the team at the game in a (team) uniform; or
- 2) a player was improperly entered on the team's roster or if the player's name is listed on the game card, he/she shall be considered as taking part in the game regardless of his/her actual participation on the field of play.

2.4.2 PENALTY FOR ANY INDIVIDUAL OR ENTITY WHO INTENTIONALLY REGISTERS AN OTHERWISE INELIGIBLE PLAYER(S)

Falsification of records, documents, player identification passes, or in any other matters or manner, shall be grounds for immediate suspension from further participation and membership in KSYSA or any League, team, or club, pending a hearing. After a hearing a person or entity found to have intentionally registered an ineligible player shall be suspended for a period of not less than two years. League responsibility for player eligibility. Each League shall be responsible for ensuring the proper registration of players on individual registration forms as designated by the KSYSA State Office and the KSYSA Treasurer.

3.0 REGISTRATION AND ROSTERING.

All registrations will be in accordance with these rules and KSYSA Registration Policies and Procedures. Prior to competing with any team in a sanctioned event, a player must be first registered and be either rostered with the club or accorded guest player as provided in these Rules.

3.1 NON-DISCRIMINATION IN REGISTRATION; ALL PLAYERS, COACHES, AND TEAM OFFICIALS MUST BE REGISTERED

All League, Registrar, Club, Community and Tournaments Members or associated with KSYSA are to allow only players, coaches, and teams to register with KSYSA or another USSF Affiliate to participate in their events. KSYSA and its members shall not discriminate on the basis of race, color, religion, national origin, disability, age, sex, sexual orientation, gender identity, or veteran status; except that KSYSA and its members may have rules for team formation and soccer competitions that classify players and teams based on age, sex, citizenship, disability, amateur status, competitive ability, or as otherwise mandated by USSF or FIFA.

3.2 SEASONAL YEAR

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The seasonal year of this Association shall begin on September 1 and end on August 31 of the following calendar year.

3.3 YOUTH PLAYERS

A youth player is one who is an amateur player and who has not reached twenty (20) years of age prior to December 31 for the current seasonal year. A Player must present proof of age to register.

3.4 PROOF OF AGE DOCUMENTATION

Proof of age shall consist of a birth certificate, a Uniformed Services Identification and Privilege Card (DD Form 1173) issued by the uniformed services of the United States, a birth registration issued by an appropriate government agency or board of health records, a passport, an alien registration card issued by the United States Government, a certificate issued by the Immigration and Naturalization Service attesting to age, a current driver's license, an unexpired federal, state, or local government identification card (if documentation of date of birth is required), or a certification of a United States citizen born abroad issued by the appropriate government agency. Hospital, baptismal, or religious certificates will not be accepted.

3.5 RISK MANAGEMENT & SAFESPORT CERTIFICATION

All coaches and team officials representing any team, club, league, association, or organization participating in a KSYSA event shall comply with the KSYSA Risk Management Policies. Failure on the part of a coach to comply with the Risk Management Policies shall result in the team, club, league, association, or organization forfeiting any games the coach participated in and the coach being placed under suspension until such time as Kansas he/she is in compliance with KSYSA Risk Management Policies.

All KSYSA Staff, KSYSA Board of Directors and any club membership Board of Directors, club administrators or team official (including club registrar, team manager) must have background screenings & SafesSport Certification done on the same basis as coaches, referees, and others in the State.

3.5.1 All background checks are approved at the discretion and judgment of the KSYSA Risk Management Committee.

3.6 WHEN REGISTRATION MAY CEASE FOR A SEASONAL YEAR

The KSYSA Board of Directors may fix a date in each year when the registrar may cease to register players.

3.7 WHERE PLAYERS MUST REGISTER

A player must register with any KSYSA member regardless of where the player resides. Other registration rules may apply for participation in certain competitions, such as the National Championship Series, and events, like the Olympic Development Program.

3.8 WHERE COACHES MUST REGISTER

A coach must register with their KSYSA member club that they work for/with.

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3.9 FEES DUE TO KSYSA BY MEMBERS

Membership registration fees may be set by the Board of Directors, to include, but not be limited to: player registration fees; transfer of players, multiple rostering of players, and duplicate player cards.

3.10 PERMISSION REQUIRED FOR PLAYERS AND TEAMS REGISTERED WITH ORGANIZATIONS OTHER THAN KSYSA

Any player or team wishing to compete in a league sanctioned by KSYSA who is not registered with KSYSA, must receive written permission from:

- 1) the KSYSA Registrar or the State Registrar's designated representative; and
- 2) the other State Association where the player resides or from the USSF Affiliate with whom the player is registered. Such Permission must be obtained each seasonal year (September 1 - August 31).

Player registration fees are paid to the USSF Affiliate in which the player is registered.

3.11 INTERNATIONAL CLEARANCES

The US Soccer Federation and FIFA have international clearance requirements and procedures for players coming to the United States to play soccer. All US Youth Soccer members will comply with US Soccer requirements for each player prior to being registered.

3.12 SECONDARY PLAYERS ROSTERING

A player may be rostered to two or more teams simultaneously during the seasonal year. Unless the teams involved are members of the same Club and the Club rosters its players to the Club rather to individual teams, such a player is a "Secondary" player.

A player will be counted as a "transfer" when rostering to any team outside the player's current club after the player has first been rostered to another team within that seasonal year.

Any player wishing to be multiple rostered must complete a **KSYSA Multiple Roster Request form**. This form, which may be completed any time during the seasonal year, will designate the player's "primary" and "secondary" teams and must be completed by the player, his/her parent or legal guardian, and a coach from each involved team. There will be no need to complete such a form if the second team the player associates with is the State ODP Team. Whenever a player appears on an Official State Roster as a "secondary" player, that player will also be deemed and listed on the Official State Roster as a transfer if going outside their primary club. The completion of a KSYSA Multiple Roster Request Form shall be deemed to be a rostering event as defined in **Rule 1.25**.

If the coaches of the involved teams disagree on the designation of the primary team, the player may not play until the issue has been resolved.

In the event of any schedule conflict, the games for the "primary" team will take precedence, unless written permission is given by a team official of the primary team for the player to participate with the secondary team. The one exception to this rule would be if there is a schedule conflict with a

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State ODP team event, in which event the player may play for the State ODP team.

If both teams enter the same competition (State Cup, tournaments, etc.), the player must play for their primary team.

If a player who is multiple rostered wishes to be a “guest player” for another team, the Guest Player Form must be approved by the coaches of all teams to which the player is rostered before the form can be officially approved.

A multiple rostered player will be issued a USYSA member pass for each team to which they are rostered. Each member pass shall indicate whether the team is primary or secondary.

A copy of each Multiple Roster Request form must be sent to all club members involved & the KSYSA State Office.

3.13 TRYOUTS & REGISTRATION PROCESS

3.13.1 ADVERTISING TRYOUTS

Starting **January 1**, KSYSA members and their competitive teams may begin to advertise tryout dates and locations for the next seasonal year.

3.13.2 REGISTRATION FOR TRYOUTS

Starting **January 1, Competitive** KSYSA members and their competitive teams can open-up registration for Tryouts. Competitive players may sign-up for tryouts if they are seeking an opportunity to look at other KSYSA members and their competitive teams. If a competitive player signs up for a tryout outside of their current KSYSA member or competitive team, they should not commit or put down a deposit with their current KSYSA member or competitive team.

3.13.3 PLAYERS DECLARING TO RETURN TO CLUB OR TEAM FOR NEXT SEASONAL YEAR

Competitive players may declare to their existing KSYSA member or competitive team whether or not they are returning to their team for the next seasonal year and may place a deposit securing their spot with their current KSYSA member or competitive team without going through the tryout process.

A KSYSA member or competitive team cannot sign or take a deposit from a current Competitive player prior to the first Friday after the conclusion of State Cup. Players shall have 72 hours, to rescind their commitment to their existing KSYSA member or competitive team without penalty, financial or otherwise. Players who rescind will receive a full refund of their deposit.

3.13.4 TRYOUTS BEING HOSTED BY CLUBS & COMPETITIVE TEAMS

Tryouts for all age groups will begin no earlier than the Friday following the completion of the State Tournaments.

A club/team **CANNOT** sign or take a deposit from a competitive player that is currently registered anywhere other than their existing KSYSA member or competitive team prior to **June 6**.

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A team/club **CANNOT** sign or take a deposit from any recreational player until after tryouts starting **June 6**. This is due to a recreational player switching to the competitive level between seasonal years will need to go through the Tryout process even though they may be within that same KSYSA member club.

3.14 PLAYER IDENTIFICATION EVENTS

3.14.1 **PLAYER IDENTIFICATION EVENTS ADVERTISING**

Starting **February 1**, KSYSA members and their competitive teams may begin advertising for certain events, such as Player Identification Events, Camps, Player Kick-a-Round's, etc. ("Events").

3.14.2 **PLAYER IDENTIFICATION EVENTS RULES OF HOSTING**

Starting **February 14**, "Events" can be held only after proper advertising and registration. Rules for KSYSA members and their teams to hold these "Events" will be the following beginning for the 2021/2022 seasonal year.

- a) Events are only allowed for age groups playing U13 or Above (11 v 11 Soccer) for the upcoming seasonal year based on the age matrix.
- b) Events must be advertised for a minimum of **14 days prior** to the Event on Social Media, Club Websites, etc. Proof of advertising may be required with time stamp verification.
- c) Separate Registration/Attendance must be taken for each Event.
- d) The Event must be open to any player wishing to attend and participation age groups must be listed on advertisement.
- e) Individual player invitations, targeted recruiting or direct marketing to specific individual players are strictly prohibited. See Targeted Recruiting Rule 5.0
- f) Under no circumstances can a player be offered a spot on any team as a result of these Events until the dates set forth herein.

For purposes of these rules, a **Competitive Team** is still defined as in **Rule 1.16.1** and is not a recreational or soccer academy team. A **Competitive Player** is player who has been registered/carded with a competitive team.

For purposes of these rules, a **Recreational Player** is any player that has never been carded as a competitive player. If Youth Soccer Academy within a Soccer Club is established those players are considered recreational players unless they have been registered/carded with a competitive team and have paid the KSYSA Competitive player registration fee.

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3.15 FREE AGENCY TIMELINE

3.15.1 FREE AGENCY PERIOD

The free agency period for ages U12 and younger will begin the first Friday in June after the completion of the State Cup tournament. The free agency period for ages U13 and older will begin the first Saturday in June after the completion of the State Cup tournament. Players shall remain free agents until July 15 or until a formal acceptance is made to an offer from a KSYSA member or competitive team.

3.15.2 TRYOUT PROCESS & RESCINDING ACCEPTANCE

A Player accepting an offer through the Tryout Process shall have **72 hours** from the time of their commitment in which to rescind their commitment to the KSYSA member or competitive team without penalty, financial or otherwise. Players who rescind will receive a full refund of their deposit if done within 72 hours.

3.16 MEMBER PASSES AND ROSTERS.

USYSA Member Passes (ID cards), complete with current photo are required for all teams participating in a USYSA/KSYSA sanctioned events. Teams must carry an official KSYSA computer generated roster, signed and/or stamped by the appropriate registrar, which includes all players and team officials.

3.17 GUEST PLAYERS

Every KSYSA registered player has the right to participate as a guest player for other affiliated teams during non-league play, unless participation as a guest player will:

- 1) result in the player engaging in a sanctioned event with the host team on the same day as a sanctioned event is scheduled with the player's rostered team;
- 2) require the player to miss a sanctioned event with the player's rostered team due to travel or a similar event; or,
- 3) the player is serving a suspension.

3.17.1 Each KSYSA member league shall establish their own rules governing guest players during league play.

3.18 YOUTH PLAYERS & TEAMS PLAYING IN ADULT GAMES

A youth player may play an unlimited number of adult games without losing his or her youth eligibility. The youth player must notify his or her youth coach or other authorized team official of the player's intention to play adult games. The youth player shall request, in writing,

- 1) eligibility clearance from KSYSA, and
- 2) permission from the appropriate Adult State Association or other United States Adult Soccer Association ("USASA") Affiliate.

When the clearance and permission have been granted, the Adult State Association or other USASA Affiliate has sole discretion in permitting a youth player to play adult games and will be responsible for establishing the procedures under which the youth player will be allowed to play. In the event of a conflict between an adult game and a youth game, the youth game shall take precedence. A youth player who is required to sign an adult form shall retain youth eligibility.

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A youth team with the written permission and mutual consent of both the KSYSA and Adult State Association may play in an adult-approved league and not lose its youth eligibility to compete in the US Youth Soccer National Championships competitions. If the youth team's players are required to sign an adult form, the team shall retain its youth eligibility. The youth team will be required to play under the rules of the KSYSA concerning registration, roster rules, transfer rules, and any additional qualifications that are required to be eligible for the US Youth Soccer National Championships competitions.

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4.0 PLAYER RELEASE TRANSFER PROCEDURES

4.1 Once a competitive player has made a formal acceptance to an offer from a KSYSA member or competitive team, they are bound to that KSYSA member or competitive team, for the seasonal year until the free agency period following the seasonal year or a release is requested and approved as described in **Rule 4.0**.

4.2 KSYSA RELEASE TRANSFER PLAYER FORM

For any player requesting a release from a KSYSA member or competitive team, the KSYSA Release Transfer Player Form must be submitted to their current KSYSA member club registrar or competitive team coach.

After the 10-day rescission period as mentioned in **Rule 3.15.2**, players are bound by any signed financial or contractual obligations with their current KSYSA member or competitive team.

KSYSA member or competitive team may elect to charge a release transfer fee not to exceed \$500.00 to cover actual fees already incurred; provided however, if the KSYSA member or competitive team provide a written statement of expenses that the team will reasonably incur over the course of the seasonal year to players during the tryout process and prior to the player executing registration forms.

This statement notifies players that the KSYSA member or competitive team will rely on players to pay their share of these expenses even if the player should leave the KSYSA member or competitive team, then the player is bound to the team for such expenses, up to \$500.00, and shall not be released if a request for release is contested until such expenses are paid to the KSYSA member or competitive team.

KSYSA member or competitive teams have a 7-day period to either approve or deny the release request.

4.2.1 RELEASE TRANSFER REQUEST DENIED & CONTESTED

If a competitive player release is denied by the KSYSA member or competitive team, and the competitive player wishes to contest the denial, a request for a review must be submitted to the State Office. A three-member panel from the district involved shall review the reasons and determine if they are valid. If the panel finds the reasons to be valid, that player is removed from roster and becomes a released player to any other team. If the panel finds the reasons to be invalid, then the competitive player is required to follow the panel's final decision on any financial

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obligations owed to the KSYSA member or competitive team within the contents of the rules.

4.3 RECREATIONAL PLAYERS & RELEASE PROCEDURES

Recreational players may register and roster to the same or a new recreational team within a KSYSA member any time after that recreational season is completed (Fall, Spring or Summer).

Any recreational player rostered to a recreational team will still be considered a “free agent” under the provisions of these rules and may go through the tryout process for a KSYSA member or competitive team without a KSYSA Release Transfer Player Form being submitted during that time period. See **Rule 3.15** for further clarification.

4.4 INVOLUNTARILY RELEASE

A player may be released from a team involuntarily only if the player is unable to play for one of the following reasons:

- 1) the player has violated rules of the KSYSA, USSF, FIFA or one of their members;
- 2) the player has moved beyond a reasonable travel distance;
- 3) the player is injured in such a manner that the player will not be able to participate for the remainder of the seasonal year.

4.5 DISBANDING TEAMS

When a team disbands and that fact is officially recognized by KSYSA, any player of that team may register at once with another team but shall be considered a previously rostered (transferred) player.

5.0 TARGETED RECRUITING

As defined in **Rule 1.26**, is strictly prohibited except as expressly permitted in this **Rule 5.0**.

Individuals, KSYSA Members or Teams who engage in Targeted Recruiting in violation of this **Rule 5.0** are subject to penalties as described in **Rule 5.5**.

5.1 EXAMPLES OF TARGETED RECRUITING

- i. It would constitute as Targeted Recruiting for a coach who moves from one KSYSA member club or competitive team to another KSYSA member club or competitive team during or at the end of a seasonal year, and the coach (or anyone acting on the coach's behalf) attempts, prior to the start of the free agency period, to induce a registered competitive player (or their parent or guardian) of any KSYSA member club or competitive team to leave their current KSYSA member club or competitive team during the current seasonal year or for the following seasonal year.
- ii. If any “Responsible Representative” is contacted, prior to the start of the free agency period, by a player, parent (or guardian) of a player, or competitive team as a whole are inquiring about switching KSYSA member clubs during a seasonal year or for the following seasonal year, such “Responsible Representative” may provide information relating to the KSYSA member club or competitive team, player identification events, tryouts and general information about the KSYSA member club or competitive team, and anything else other than above may constitute as Targeted Recruiting.

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- a. Responsible Representatives are those individuals acting on behalf of, and with authority from, a KSYSA member club or competitive team and may include parents (or guardians) of players, trainers, Team managers, coaches, or other representatives.

5.2 EXCLUDED FROM TARGETED RECRUITING

A player may attend player identification events (as per **Rule 3.14**) of a KSYSA member club or competitive team. Without completing a KSYSA Release Transfer Form or KSYSA Release Request to Attend Practice or Tryouts Form.

5.3 INDEPENDENT COMPETITIVE TEAMS & TARGETED RECRUITING

Contact by KSYSA member clubs with competitive players on independent teams (i.e. teams which are not part of a KSYSA member club) that would otherwise constitute Targeted Recruiting is permitted if the contact is approved by the independent team's coach prior to contact being made to the player.

5.4 KSYSA PERMISSION TO CONTACT COMPETITIVE PLAYERS

Any KSYSA member club or competitive team coach or player may request a determination in writing (which may be by e-mail) by KSYSA State Office as to whether a proposed contact with a competitive player or competitive team would constitute as Targeted Recruiting in violation of this **Rule 5.0** prior to such contact, and shall be entitled to rely (as to the specific instances of proposed contact described) on any such written determination by the KSYSA State Office that the proposed contact is not violate this **Rule 5.0**.

The KSYSA Board of Directors or Rules Committee may always subsequently clarify that any such contact does or does not constitute as Targeted Recruiting (such clarification to be applicable to contact occurring after the date of publication of the clarification by the KSYSA Board of Directors or Rules Committee).

5.5 TARGETED RECRUITING PENALTIES

Targeted Recruiting is considered a serious offense by KSYSA, and any KSYSA member club, competitive team-or individual found to have committed Targeted Recruiting in violation of **Rule 5.0** is subject to the following serious penalties:

1st offense	Six(6) month suspension.
2nd offense	Twelve (12) month suspension & \$1,000 fine.
3rd offense	Thirty-Six (36) month suspension & \$2,500 fine.

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6.0 PROTESTS, APPEALS & DISCIPLINARY HEARINGS.

6.1 PURPOSE.

The Ted Stevens Amateur Sports Act requires that KSYSA must provide, with fair notice, the opportunity for a hearing to any amateur athlete, coach, trainer, manager, administrator or official before declaring such individual ineligible to participate. To meet these requirements, the Kansas State Youth Soccer Association, Inc. has the authority and responsibility to handle appeals of adverse action against players, coaches, managers, officials, officers, teams and KSYSA members and associations or organizations or committees of the Kansas State Youth Soccer Association.

Every member of the Kansas State Youth Soccer Association shall be responsible for taking action for any misconduct by any member of their Kansas Youth organization for matters that occurred within the control of its organization. All members and Kansas State Youth Soccer Association organizations and committees must provide a procedure to provide for the due process of its members.

It is the policy of KSYSA to provide due process to all members of KSYSA. All involved individual(s), that are subject to the provision of this Rule, in any appeal process shall be entitled to have copies of all materials involving the incident, to have the process conducted within the time lines established by the entity (KSYSA member) that held the initial hearing in the matter under appeal, and to have the right within the designated time limits established to provide comment and/or evidence concerning the incident. In addition, if any member, or KSYSA Committee, pursuant to their own rules or procedures, holds a hearing on a person, team or club not listed above, then that person, team or club has a right to appeal any adverse decision reached by the member, association or KSYSA Committee using the procedures as outlined in this Rule.

Failure to comply with any procedural requirements as outlined in this Rule may result in a reversal of any adverse decision that is reached by the entity that held the initial hearing and / or in any disciplinary sanctions being imposed. For the purposes of this Rule, the Appealing Party in a dispute shall be the person(s) or entity(ies) which is the subject of disciplinary or procedural action and the Responding Party is the entity which took the disciplinary or procedural action that is the subject of the appeal. If the Responding Party does not meet the required time deadlines in handling the reported incident, then the matter will be decided in favor of the appealing party. If the Appealing Party does not meet the required time deadlines, the appeal will be dismissed.

If there should be any conflict between the provisions of these rules and the provisions of the USSF Bylaws and Policies concerning Appeals, Protests or Grievances, the USSF Bylaws and Policies shall be controlling.

6.2 DEFINITIONS UNIQUE TO THIS RULE

6.2.1 APPEALS

Appeals arise as a result of an adverse decision from a protest hearing, administrative action, disciplinary hearing or other lower-level hearing. Only those parties to the original action shall be allowed to appeal. No decision, which arises out of a competition, which is made in the course

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of the competition, and has no consequence beyond the competition, shall be appealable.

The fee to file a Level Two (District) or a Level Three (State) Appeal is \$100.00, See **Rule 6.4.1** Appeal fees are not refundable.

6.2.2 PROTESTS

Protests are related to a specific game or administrative action and are filed by one of the involved team officials. Only those teams involved are permitted to protest a game result. Protests, on a specific game, cannot be filed by a third party, such as coaches from other teams, leagues, or state officials. Protests must be filed in accordance with the protest procedures including time limits of the competition or the KSYSA Rules or FIFA Laws of the Game. Competition is defined as league play, tournaments, state tournaments (cups) or any games played for standings or awards. The right to protest must be exhausted within the rules of that competition before being appealed to a higher authority.

The fee to file a Protest where the State has original jurisdiction, such as National Championship Series games (State Cup), etc., is \$100.00. Protest Fees are refundable if the Protest is sustained.

6.2.3 DISCIPLINARY HEARINGS.

These hearings are the result of allegations of misconduct. Such misconduct must be a violation of a published rule, regulation, or procedure. Disciplinary hearings may also be called in cases where an individual is alleged to have violated KSYSA Risk Management policies. A disciplinary committee shall only hear allegations of misconduct against individuals within their authority. Parties accused of misconduct have the right to face their accuser at the hearing.

6.2.4 GRIEVANCES.

Grievances are complaints that are not specific to the Laws of the Game or do not otherwise fall under the Protest and Appeals Rules. These may be heard informally by the appropriate competition authority or league.

6.3 APPEALS & PROTEST COMMITTEE.

The Board of Directors President shall appoint as needed, an Appeals & Protest Committee consisting of at least three (3) individuals. The Appeals & Protest Committee shall be responsible for investigating and hearing any accepted appeal of actions taken by member's or other committees or organization of Kansas State Youth Soccer Association.

6.3.1 No member of the Appeals & Protest Committee may be connected with any member of an organization involved in an issue brought before the Appeals & Protest Committee.

6.3.2 When possible the Appeals & Protest Committee should be comprised of individuals of different primary backgrounds, such as referee, coach, and administrator and should be from different KSYSA Districts.

6.3.3 The Appeals & Protest Committee Chairperson shall be a non-voting position responsible for providing interpretation of the rules and regulations for organizations involved in the appeal. In the

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event that the Appeals & Protest Committee Chairperson is directly involved in the matter that is before the Appeals & Protest Committee, the KSYSA President shall appoint an alternate Chairperson for the appeal that is before the Appeals & Protest Committee.

- 6.3.4** The Appeals & Protest Committee shall conduct the appeals only through a review of the documents and statements submitted by the Appealing and Responding parties to the appeal. No “in person” hearing(s) with the Appealing and /or Responding Party(ies) will be held by the Appeal & Protest Committee except as provided in **Rule 6.4.12**. No additional testimony beyond that was gathered at the initial hearing will be reviewed by the Appeals & Protest Committee.
- 6.3.5** Further duties & details of the Appeals & Protest Committee are described in the KSYSA Bylaws Article VII: Committees Section 3. Duties of Appeals and Protests Committee.

6.4 APPEAL PROCEDURES.

Appeals beyond the level of the club, league or association shall be made by filing a notice of appeal, in a form designed by KSYSA. The appealing party shall send the Notice of Intent to Appeal to the Kansas State Youth Soccer Association Executive Director at the KSYSA office.

- 6.4.1** The Notice of Intent to Appeal shall be complete and shall be signed by the appealing party. The Appealing Party(ies) shall file his/her Notice of Intent to Appeal, in writing, with the Appeals & Protest Committee Chairperson & Executive Director in care of the KSYSA office **within seven (7) calendar days of the date of receipt of written notification** of adverse action from his/her member Club or League or KSYSA committee or organization. A \$100.00 fee is to accompany the Notice of Intent to Appeal when it is submitted. At the same time, a copy of the Notice of Intent to Appeal shall be sent by the Appealing Party to the other (Responding) party in the matter under appeal.
- 6.4.2** The Notice of Intent to Appeal shall also include a list of documents placed in evidence at the original hearing, using the form as prescribed by KSYSA. The directory shall indicate what documents are held by the Appealing Party and what documents are held by of the Responding Party. The documents shall be numbered sequentially starting with document #1 as the original appeal and document #2 as the decision rendered following the initial hearing. Additional documents that are relevant to the matter under appeal are also to be listed on the Appeal Document List and numbered in the order that they were received by the Appealing Party.
- 6.4.3** The Appealing Party(ies) may request copies of all material held by the Responding Party that is connected to the appeal. The Responding Party must furnish copies of the material requested by the Appealing Party(ies) at the same time that the material is submitted to the Appeals & Protest Committee. If the Responding Party does not furnish the Appealing Party(ies) the material within the time specified below, a decision shall be entered in favor of the Appealing Party(ies).
- 6.4.4** Failure of the Appealing Party(ies) to provide copies of all material to the Responding Party within the time period specified will result in dismissal of the appeal.

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- 6.4.5** The Responding Party shall mail all relevant material to the Appeals & Protest Committee Chairperson & Executive Director in care of the KSYSA office, within **fourteen (14) calendar days** after receipt of the submission by the Appealing Party(ies). Copies of this submission and requested material held by the Responding Party that was requested by the Appealing Party(ies) must be given to the Appealing Party(ies) within this same time limit. If the Appealing Party(ies)'s requested material is held by the Responding Party, the Appealing Party(ies) has fourteen (14) calendar days following the receipt of the material held by the Responding Party to submit material based on the new information provided by the Responding Party.
- 6.4.6** The actual appeal, which may be in letter or memorandum form, must be sent by the Appealing Party to the KSYSA Appeals & Protest Committee Chairperson & Executive Director, in care of the KSYSA office, within **fourteen (14) calendar days** after the Notice of Intent to Appeal was first sent to the KSYSA Appeals & Protest Chairperson. A copy of the actual appeal must also be sent to the Responding Party at the same time and must include a statement of errors that have been made in the case which provide the basis for the appeal, including the specific rule of the KSYSA member league or club, or the rule of the KSYSA organization or committee, or the rule of KSYSA, or the rule of US Youth Soccer, or the bylaw or policy of USSF that was not followed, if any, in rendering the decision that is under appeal. The statement must specifically include all grounds for the appeal and must refer to the documents listed on the KSYSA website.
- 6.4.7** Either Appealing or Responding Parties may submit additional written material (other than the opportunities to submit materials as outlined above) concerning the appeal or material submitted by either party. However, all material must be received by the Appeals & Protest Committee prior to the Appeals & Protest Committee's review of the appeal. Copies of any such material submitted to the Appeal & Protest Committee Chairperson must be provided to the other party to the dispute within the same time limits.
- 6.4.8** All reports to the Appeals & Protest Committee Chairperson shall be in writing. All correspondence sent to the Appealing Party, the Responding Party and to the KSYSA Appeals & Protest Committee Chairperson or KSYSA office in all matters concerning an appeal shall be sent via certified U.S. Mail with a return receipt or email with a request for delivery & read receipt.
- 6.4.9** The Appeals & Protest Committee must review the appeal within **sixty (60) calendar days** from the time the Notice of Intent to Appeal was first sent to the KSYSA Appeals & Protest Committee Chairperson & Executive Director in care of the KSYSA office.
- 6.4.10** All parties to this appeal shall be notified of the action of the Appeals Committee within **thirty (30) calendar days** after the appeal is reviewed by the Appeals & Protest Committee. At all levels of the appeal process, if a decision is not reached within 30 days of receipt of the written appeal, the party filing the appeal may submit the appeal to the next higher level without determination. The appeal fee submitted will be applied at the next level.
- 6.4.11** Any penalty assessed by the KSYSA member or organization, or committee shall be stayed until the Appeals & Protest Committee notifies the Appealing Party and the Responding Party of its decision. If the decision of the Appeals & Protest Committee upholds or modifies in part the determination by the KSYSA member or organization or committee that held the initial hearing,

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then the penalty assessed following the initial hearing or as modified by the Appeals & Protest Committee shall be imposed, effective immediately. If the Appeals & Protest Committee completely overturns the penalty that was imposed following the initial hearing, then no penalty may be imposed by the Responding Party against the Appealing Party for the matter under consideration in the appeal. The Appeals & Protest Committee may also remand the matter for a rehearing by the entity which took the disciplinary or procedural action that is the subject of the appeal.

6.4.12 In any matter that is brought to the KSYSA Appeals & Protest Committee involving the current year's Kansas State Tournament Events will follow that tournament events rules on Protest & Appeal procedures.

6.5 FURTHER APPEAL RIGHTS

6.5.1 The decision of the Appeals & Protest Committee may be appealed to the USSF. Written appeal must be filed within **five (5) calendar days** of the receipt of the decision as rendered by the KSYSA Appeals & Protest Committee. The Notice of Intent to Appeal must be given to the Responding Party(ies) (both the original party and KSYSA) at the same time. The Appeal to the USSF must follow the procedure established by the USSF Administrative Rules Book.

6.5.2 For good cause and to prevent manifest injustice, the Appeals & Protest Committee Chairperson may extend the deadlines provided in these Rules, except the time provided in **Rules 6.4.1 and 6.5.1**, upon written application of a party.

6.6 APPEALING PARTY OBLIGATION AND APPEAL DOCUMENTATION.

Within **fourteen (14) calendar days** after the mailing of the Notice of Intent to Appeal, the Appealing Party shall send the actual appeal in the form as described in **Rule 6.4.3** to the Appeals & Protest Committee Chairperson in care of the KSYSA office and to the Responding party.

Appeal documentation shall include the following:

- a) Copies of all documents stated on the Notice of Intent to Appeal to be in the hands of the appealing party. No additional evidence, not listed in the Notice of Intent to Appeal, may be submitted without the advance permission of the Chairperson of the Appeals & Protest Committee.
- b) Arguments supporting the appealing party's position on each of the issues.
- c) Statement that a copy of the appeal documentation has been mailed or delivered to the Responding party.

6.7 RESPONDING PARTY OBLIGATIONS.

Within fourteen (14) calendar days after receipt of the Notice of Intent to Appeal, the Responding Party shall send the Appeals & Protest Committee and the appealing party(ies) copies of the documents stated in the Notice of Intent to Appeal to be held by Responding Party or an explanation of the absence of the documentation.

Within fourteen (14) calendar days after receipt of the actual appeal in the form as described in **Rule 6.4.3** the Responding Party shall send its arguments of the issues to the Appeals & Protest Committee Chairperson in care of the KSYSA office and the appealing party(ies).

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6.8 POWERS OF THE KSYSA APPEALS & PROTEST COMMITTEE.

The Appeals & Protest Committee is not empowered to require any member league, club, or KSYSA organization or committee to change any of their procedures for handling disputes that would be subject to the KSYSA Appeals & Protest Procedures. The KSYSA Appeals & Protest Committee Chairperson may make such recommendations on behalf of the Appeals & Protest Committee to the member league, club, or KSYSA organization or committee and/or to the KSYSA Board of Directors.

- 6.8.1** The Appeals & Protest Committee is not empowered to rule on the credibility of the testimony provided at the initial hearing. The determination as to the credibility of the witnesses and of written documentation presented at the initial hearing shall be the sole province of the entity that held the initial hearing.
- 6.8.2** Questions regarding KSYSA appeals procedures must be submitted, in writing, to the KSYSA Appeals Committee Chairperson.
- 6.8.3** Consideration of appeals will be limited to the specific facts, rules, and procedures at issue. Matters not relevant to the appeal will not be considered by the KSYSA Appeals & Protest Committee.
- 6.8.4** The Appeals & Protest Committee may not increase the severity of any suspension or penalty determined by a lower-level panel, though it may reduce the severity of the penalty.

6.9 ORIGINAL HEARINGS INVOLVING PROTESTS, DISCIPLINARY HEARINGS OR GRIEVANCES.

6.9.1 US SOCCER BYLAW 701 - HEARING PROCEDURES

US Soccer Bylaw 701 sets minimum standards for original hearings and does not apply to appeals. In some cases, KSYSA provides for procedures that are stricter than those provided by US Soccer. These are the minimum standards to be followed in Original Hearings conducted by leagues, clubs and KSYSA Committees:

- 1) notice of the specific charges, claims, or alleged violations in writing and possible consequences if the charges, claims or allegations are found to be true;
- 2) reasonable time between receipt of the notice of charges and the hearing within which to prepare a defense;
- 3) the right to have the hearing conducted at a time and place so as to make it practicable for the respondent to attend;
- 4) a hearing before a disinterested and impartial panel;
- 5) the right to be assisted (including by counsel) in the presentation of one's case at the hearing;
- 6) the right to call witnesses and present oral and written evidence and argument;
- 7) the right to confront witnesses, including the right to be provided the identity of witnesses in advance of the hearing;
- 8) the right to have a record made of the hearing if desired; and
- 9) a timely written decision, containing findings of fact and with reasons for the decision, based solely on the evidence of record; and

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- 10) notice of any substantive and material action of the hearing panel in the course of the proceedings.

6.10 COMMITTEE COMPOSITION

Hearing Committees or Panels shall be comprised of at least three (3), but no more than five (5) members PLUS an Administrator. Each Committee member shall have one vote, with the exception of the Administrator who should only vote in the case of a tie. It is acceptable, in emergency situations, for the Administrator to act as one of the panel members and vote. However, if that vote is tied, the matter shall be immediately forwarded to the next level along with a statement of the status of the previous hearing.

The Hearing Panels shall be comprised of persons having no conflict of interest in the matters being heard and having no association with the principal parties in the matters. No person shall adjudicate a matter at more than one level.

Hearing Panels convened at the District Level shall be Administered and appointed by the District Commissioner or his or her designee.

Hearing Panels convened at the State Level shall be Administered and appointed by the Vice President of Competitive or his or her designee.

6.11 USE OF EMAIL

The use and reliance on email in matters before a Hearing Committee should be strictly regulated and shall never be the exclusive manner of communication with a party or witness.

6.12 USE OF ATTORNEYS IN PROCEEDINGS

The party of record shall represent their side of any hearing and may request to seek advice from legal counsel or another person of their choice. Such a request will be granted unless the request is unreasonable due to the length of a requested recess to obtain counsel or because a party has made previous requests for counsel and then discharged those attorneys in what appears to be an attempt to the Hearing Administrator to be an attempt to delay the proceedings. The Hearing Panel shall not be required to follow federal, state, and local Rules of Evidence or Civil Procedure.

6.13 LINE OF JURISDICTION

The line of jurisdiction for protests, appeals, and disciplinary hearings, in ascending order, shall be:

6.13.1 LEVEL ONE: CLUBS, LEAGUES, TOURNAMENT AUTHORITIES

- 1) These bodies shall hear original protests, appeals and allegations of misconduct arising from events within their jurisdiction.
- 2) These bodies shall establish their own protest, appeal, and disciplinary hearing procedures. Such procedures must be in writing and must include notification of the right to appeal to higher authority and the procedure for doing so. All such local bodies' rules shall offer rights that are not less than those provided in this Rule.

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6.13.2 LEVEL TWO: DISTRICT APPEALS AND PROTESTS COMMITTEE

The District Commissioner is the Administrator of the District Appeals and Protests Committee, which shall hear original protests, appeals, or allegations of misconduct filed by those persons, clubs, leagues, or tournaments under their jurisdiction. Matters arising from game protests will not be heard at Level Two until a Level One protest and appeal procedures have been exhausted.

6.13.3 LEVEL THREE: APPEALS AND DISCIPLINARY HEARINGS WHERE ORIGINAL JURISDICTION IS WITH THE STATE

- 1) Appeals of Level Two decisions and such other matters as covered under the rules of USSF/USYSA/KSYSA, or as directed by the KSYSA Board of Directors.
- 2) The original jurisdiction to adjudicate all official protests concerning recruitment of registered players shall be at Level Three only in the event there is no Level One rule governing recruitment, or the rules and/or regulations of various Level One Authorities are in conflict.
- 3) All Level Three Hearings shall be chaired by the Rules Committee Chairperson.

6.13.4 LEVEL FOUR: USYSA BOARD OF DIRECTORS

Appeals not involving activities sponsored by the USSF, State Associations or their members may be appealed to the USYSA Board of Directors. This will principally involve matters arising out of participation in the Olympic Development Program, the National League, National Championship Series, or National Presidents Cup & events.

6.13.5 LEVEL FIVE: USSF APPEALS COMMITTEE

The USSF Appeals Committee shall hear and determine appeals from decisions rendered by State Associations relating to activities sponsored by the Federation and the State Association or its members. The decisions of the USSF Appeals Committee are final.

6.13.6 USE OF AUDIO/VIDEO TAPES

Hearing Panels are not required to accept or review audio or video tapes. If either party seeks submission of an audio or video tape into the record, they should submit four copies and provide as a witness the individual who recorded the audio or video tape. The individual who recorded the audio or video tape should testify before the Hearing Panel that the audio or video tape accurately records the events and has not been edited or altered. The party submitting the audio or video tape shall also be required to provide the mechanisms required for viewing the tape. The copies of the audio or video tapes will NOT be returned.

6.14 PROTESTS

6.14.1 FILING.

Protests are filed by a team official or other wronged party. Filing consists of serving a letter/written statement (herein after referred to as a filing) on the party who allegedly committed the wrong, and with the competition authority, league, club or KSYSA Committee responsible for hearing the Protest. Filings must state the specific rule or policy that the protester alleges is being violated or misapplied. Protest filings must also include the appropriate filing fees.

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6.14.2 ESTABLISHING A PROTEST HEARING.

Upon receipt of the filing and filing fee, the Administrator for the hearing body shall:

- 1) Conduct a review of the allegations and if the allegations do not state a cause upon which any action may be taken, dismiss the charges and terminate the proceeding. If the charges state a claim, the Administrator shall schedule a hearing as soon as reasonably possible. The review of the allegations should include at least the following:
 - a) Identify the principal parties involved. Are they affiliated members in good standing?
 - b) Do these parties have a right to lodge a protest as specified under **Rule 6.2.2**
 - c) Is the issue protestable, or is it just a grievance? If it is determined that it is just a grievance, it should be returned to the filing party with an explanation and instructions as to whom it should properly be submitted.
 - d) Determine whether the matter has been filed with the proper authority under the rules.
 - e) Determine that specific charges are made, the rules allegedly violated are cited and the desired resolution has been stated.
- 2) Schedule the hearing. The hearing may either be held as a “face to face” or conference call, depending on the circumstances of the case; however, if one party is to attend, then the other party **MUST** be invited to attend.
- 3) Notify, in writing, all parties of hearing time and location. All correspondence between the parties and the parties and the Hearing body shall be by certified/return receipt mail or some other form of post that will provide the administrator with proof of mailing and delivery.
- 4) If circumstances warrant, the administrator of the Hearing may also seek additional written documentation from either party prior to the hearing.

6.14.3 HOLDING A PROTEST HEARING.

At the hearing each side should be accorded the opportunity to present their case and ask questions if they desire. Both parties shall be treated equally. Listed below is a sample hearing format. The times listed are flexible and can be extended/contracted as necessary. If a party is making valid points, and is not being repetitive, the administrator may allow additional time as he sees fit.

Opening Statement - Protesting Party	15 minutes
Opening Statement - Protested Party.....	15 minutes
Rebuttal/Closing Statement - Protesting Party.....	5 minutes
Rebuttal/Closing Statement - Protested Party.....	5 minutes
Questions from the Hearing Panel.....	Unlimited time

At the conclusion of the hearing the parties shall be dismissed so that the Panel may debate the issue freely. Parties should be informed, prior to their leaving, that they will be notified by mail within **seven (7) days** of the outcome of the hearing.

6.14.4 RENDERING THE DECISION.

Within **seven (7) days** the administrator must mail, to each party, the findings and decision of the panel. All correspondence shall be by certified/return receipt mail or some other form of post that will provide the administrator with proof of mailing and delivery. That Decision Letter should contain a statement of:

- a) The original reason for the protest;

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- b) The Committee's decision;
- c) The Committee's reasoning; and,
- d) The proper course of appeal for the parties.

6.15 DISCIPLINARY HEARINGS.

6.15.1 INITIATION.

Any Disciplinary action taken by a league, club, competition authority or KSYSA Committee that may result in the accused person, team, league, or club being suspended from play for a period of time greater than three (3) games or fined in excess of three hundred dollars (\$300) shall be initiated as a Disciplinary Hearing in accordance with these Rules. Disciplinary Hearings may be held for other matters and appeals de novo of administratively imposed fines, Protests, and sanctions imposed by referees during competitions that alleged to be in violations of the Laws of the Game shall be held as Disciplinary Hearings. A Disciplinary Hearing proceeding is initiated by the filing of a complaint that sets forth the violation or basis of the appeal de novo by the appropriate official or wronged party. Filing consists of serving a letter/written statement (herein after referred to as a filing) on the opposing party, and with the competition authority, league, club or KSYSA Committee responsible for hearing the Protest. Filings must state the specific rule or policy that the Complainant alleges was violated or misapplied.

6.15.2 REVIEW OF THE CHARGES AND NOTICE OF A DISCIPLINARY HEARING.

Both the accused and the accuser shall be present for any Disciplinary Hearing; provided, however, in cases where the Administrator of the Hearing has a reasonable belief based on sworn testimony that there is a real threat of physical harm to one of the parties by the other, the Administrator may hold the hearing and accept testimony outside of the presence of the parties. Upon initiation, the Administrator for the hearing body shall:

- 1) Conduct a review of the allegations and if the allegations do not state a cause upon which any action may be taken, dismiss the charges and terminate the proceeding. If the charges state a claim, the Administrator shall schedule the hearing within **fourteen (14) days**. The review shall consider at least the following items:
 - a) Identify the principal parties involved. Are they affiliated members in good standing?
 - b) Determine if the charges are based on a violation of written rules, that the rules are cited and that such rules are specific and can withstand a challenge that they are too vague.
 - c) Determine whether the matter has been filed with the proper authority under the rules.
 - d) Determine that the desired resolution has been stated.
- 2) Notify, in writing, all parties of hearing time and location. It is vital that all correspondence be by certified/return receipt mail or some other form of post that will provide the Administrator with proof of mailing and delivery. The Notice shall also include the following:
 - a) A condensed restatement of the cause of action, which should contain specific charges or alleged violations in and possible consequences.
 - b) The date, a time and place of the hearing, which allows reasonable time to prepare a defense.
 - c) Whether the hearing shall be open or closed.

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d) A copy of **KSYSA Rule 6.0**.

3) In the Notice of the Hearing or subsequently at the request of a party, the Administrator shall establish deadlines for the submission of any written evidence by the parties prior to the Hearing. All written evidence to be submitted to the Hearing Committee shall be: numbered sequentially starting with document #1; supplied to the opposing party at least three days prior to the Hearing, unless a different date is specified in the Notice of Hearing by certified/return receipt mail or some other form of post that will provide the Administrator with proof of mailing and delivery; and, at least two copies of the written evidence shall be provided to the Administrator at least three days prior to the Hearing, unless a different date is specified in the Notice of Hearing by certified/return receipt mail or some other form of post that will provide the Administrator with proof of mailing and delivery.

6.15.3 HOLDING A DISCIPLINARY HEARING.

At the hearing, each side shall be accorded the opportunity to present their case and ask questions if they desire. Listed below is a sample hearing format. The times listed are flexible and can be extended/contracted as necessary. If a party is still making valid points, and is not being repetitive, the Administrator may allow additional time.

Opening Statement - Complainant	15 minutes
Opening Statement - Responding Party	15 minutes
Rebuttal/Closing Statement - Protesting Party.....	5 minutes
Rebuttal/Closing Statement - Protested Party.....	5 minutes
Questions from the Hearing Panel.....	Unlimited time

Either party has the right to have witnesses speak on their behalf, however those witness statements should be given within the time accorded each party. At the conclusion of the hearing the parties must be dismissed so that the Panel may debate the issue freely. Parties should be informed, prior to their leaving, that they will be notified by mail within **seven (7) days** of the outcome of the hearing.

6.15.3 RENDERING A DECISION.

Within **seven (7) days** the Administrator must mail to each party the findings and decision of the Panel. All correspondence should be accomplished by certified/return receipt mail or some other form of post that will provide the Administrator with proof of mailing and delivery. Suspension of clubs, teams, players and officials shall be imposed only for stated reasons, and for a definite period of time, and no player or official of any club or team so suspended shall continue under suspension for an offense committed by the management of the club or team unless proof is submitted connecting such player or official with the offense committed. A suspension imposed by the USSF or any affiliated division or association shall be recognized by all affiliated organizations after proper notification. The letter sent by the Administrator shall contain:

- a) The original reason for the hearing;
- b) The Committee’s decision;
- c) The Committee’s reasoning; and,
- d) The proper course of appeal for the parties.

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6.15.4 EXCLUSIVE JURISDICTION FOR MATTERS INVOLVING REFEREE ASSAULT

All cases of alleged referee assault **MUST** be handled at the State level. The complainant in cases of Referee Assault shall be either the SRA or the SYRA.

6.15.5 GRIEVANCES

Grievances may be heard informally or formally. If a formal hearing is to be held, the Grievance shall proceed in the same manner as a Disciplinary Hearing. In either case, all decisions on Grievances shall be in writing accomplished by certified/return receipt mail or some other form of post that will provide the Administrator with proof of mailing and delivery. Any Intent to Appeal an adverse decision shall be filed within the time specified by **Rule 6.4.1**.

6.16 EVIDENCE AND TESTIMONY

All evidence, such as identification cards, team rosters, referees, game reports, letters, proof of age documents and other sources of written or printed information, shall be original or official only. No copies (e.g., photo, xerographic or other reproductions) shall be acceptable.

- a) Proof of age documents shall conform to the rules of competition under USYSA/KSYSA rules.
- b) Notarized documents shall attest to the validity of the signatures thereon, and shall not attest to the validity of the information contained in the document.
- c) All testimony shall be limited to the principal parties, eyewitnesses, and recognized authorities on the subject (such as registrar on registration matters).
- d) If a witness cannot appear at an open hearing, written testimony shall be accepted. The statement of any witness not appearing at the hearing shall be sworn under oath with the signature attesting to the validity of the statement notarized.
- e) Character witnesses and other third-party witnesses shall not be allowed.
- f) In the case of open hearings, testimony may be restricted with respect to time.
- g) A document directory as described in **Rule 6.4.2** shall be established at Level 2 and maintained at each level thereafter. The establishment of this document directory at Level 1 is strongly recommended.
- h) Documents, other than Official Government records such as Birth Certificates and Passports, not submitted in English shall not be considered as part of the official record. Any party wishing to submit evidence in a language other than English shall have the evidence translated into English.
- i) Hearing Panels are not required to accept or review audio or video recordings. If either party seeks submission of an audio or video recording into the record, they should submit four (4) copies and provide as a witness the individual who recorded the audio or video recording. The individual who recorded the audio or video should testify before the Hearing

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Panel that the audio or video accurately records the events and has not been edited or altered in any way. The party submitting the audio or video recording shall also be required to provide the ability for hearing or viewing the recording. The copies of the audio or video recordings will NOT be returned.

6.17 REQUIREMENT TO EXHAUST REMEDIES

No KSYSA league, club, coach, administrator, team, referee, player, member, or their representative may invoke the aid of the Courts of State of Kansas, or of the United States, without first exhausting all available remedies as set forth in USSF Rule. If any person described in this rule invokes the aid of the courts as specified above, then such persons are subject to the penalties provided in **Rule 10.0**.

6.18 INTIMIDATION OF HEARING WITNESSES AND REPRESENTATIVES.

Any person who directly or indirectly attempts to, or threatens, dissuades, interferes, influences, or impedes any witness, party or KSYSA Hearing Panel Member or representative in connection with any Protest, Appeal and Disciplinary Hearing investigation, hearing or appeal is subject to the sanctions of probation, suspension, and fines as provided in **Rule 10.0**.

7.0 MISCONDUCT PENALTIES

7.1 EXPULSION FROM GAME

A player or team official who has been ordered from the field of play or from the sidelines by the referee shall automatically incur the penalty or penalties for the given offense or offenses as stipulated in these rules.

- a) The referee's game report shall automatically initiate the action against the ejected individual.
- b) In accordance with the policies and procedures as outlined in the USYSA Travel Policy, all disciplinary measures imposed by the host organization in a tournament shall be limited to placing restrictions upon an individual's group participation in the tournament. It is the responsibility of the host organization of the tournament to record the issuance of all red and yellow cards and other matters involving the conduct of a team, its players, coaches, or supporters. This information shall be reported immediately to the home state association and the home club/league except that all matters involving referee assault (or abuse) shall be referred immediately to the host state association.
- c) The home state association and the home club/league shall, except in the case of referee assault, have the responsibility for imposing, should circumstances warrant, additional sanctions within their respective jurisdictions with regard to any matters arising from the tournament.

7.2 SUSPENSIONS OR BAD STANDING

7.2.1 A player, while under suspension or bad standing, shall not be released by his club until the completion of the team's playing season or the end of the seasonal year, whichever comes first.

7.2.2 A team official, while under suspension or bad standing, shall not change his team/club affiliation.

7.2.3 Players who are ejected from any US Youth Soccer National Cup event game shall not be allowed

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to participate in the next immediately following US Youth Soccer National Cup game played by the player's team in that specific competition. A player may receive more than a one-game suspension. For the purposes of this **Rule 7.2.3**, the US Youth Soccer National Cup Competitions shall include the Kansas State Cup, Kansas Presidents Cup and Midwest Regional Championships & Midwest Presidents Cup Tournaments of as part of the National Cup events.

- 7.2.4** All periods of suspension shall run continuously. Game suspensions in effect at the termination of one playing season or seasonal year shall remain in effect, even into the following playing season or seasonal year until the full period of suspension has been served.
- 7.2.5** The suspension is to be served by the suspended individual at the next previously scheduled game that the player's team is involved in. In the event the player's team disbands or the player leaves the team prior to being able to serve the suspension, the player shall serve his suspension during the first sanctioned game(s) the player's subsequent team plays.
- 7.2.6** For a game to count as a suspension game, it must be a regular duration time game or a USYSA sanctioned tournament game.
- 7.2.7** Coaches and other team officials shall be subject to all rules pertaining to misconduct contained herein, including cautions, ejections, and standard suspension. Any other individuals who may be reasonably construed as being associated with a team, such as relatives and spectators, shall also be subject to the jurisdiction and authority of this Association.
- 7.2.8** Coaches and other team officials shall be held responsible for the actions of any individual(s), at any match that in the opinion of the referee is a supporter of that team.
- 7.2.9** No player or team official, while under suspension, shall participate in any activity under the jurisdiction of KSYSA or any sanctioned activity under USSF or any of its affiliated organizations until the full period of suspension has been served.
- 7.2.10** A multi-rostered player receiving a Red Card with their Secondary Team that cannot be served prior to State Cup may serve the penalty with the Primary Team.

7.2.11 PLAYER BAD STANDING

KSYSA member intending to place a player in bad standing must hold a hearing in compliance with **US Soccer Federation policy 701-1** and **KSYSA Rule 6.0**, within **two (2) weeks** after written notification has been provided to the participant of their intent to place in bad standing with the state association. The state association must be notified within **two (2) weeks** after the club/league hearing has been held with the participant. No action will be taken by the state association should this timeline not be followed.

After the state association has deemed full compliance in accordance with **KSYSA rules 6.0 and policy 701-1 of the US Soccer Federation**, the participant will be placed on bad standing with the state association for a period not to exceed one seasonal year or earlier with notice given the state association by the club/league withdrawing their request to place the participant in bad standing. A player may be kept in bad standing for subsequent years provided that the organization seeking to impose the sanction has sent the individual a notice of how to cure the issue, and if requested holds a hearing on removing

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the bad standing determination.

7.2.12 PENALTY FOR FAILING TO EXHAUST REMEDIES

A violation of **Rule 6.9**, the offending party shall be subject to the sanctions of suspension and fines and may be liable to USSF and KSYSA for all expenses incurred by USSF and its officers, and KSYSA and its officers, as appropriate, in defending each court action, including but not limited to the following:

- a) Court costs
- b) Attorney fees
- c) Reasonable compensation for the time spent by USSF and KSYSA Officers and employees in responding to and defending against allegations in the action, including responses to discovery court appearance
- d) Travel expenses
- e) Expenses for holding special National Youth Council and KSYSA Board of Directors meetings necessitated by Court action.

7.2.13 SUSPENSIONS & SEND OFFS

Any coach who is ejected from any competition shall remain under suspension until the penalty is served with the team the coach was coaching when ejected; provided, however, the coach is not charged with referee assault or abuse, in which case **USSF policies 531-9 and 531-10** shall apply.

If after **seven (7) days** and the penalty has not been served, the coach may be allowed to coach other teams to which they are rostered to at the time of the ejection provided payment of any associated fines has been satisfied. In addition, the following sanctions will be implemented for ejections:

- a) for the **first ejection in any seasonal year** the coach shall be assessed a fine of not less than seventy-five dollars (\$75.00) to be collected by the competition authorities and paid to KSYSA;
- b) for a **second ejection in any seasonal year** the fine shall increase to an amount not less than one hundred and fifty dollars (\$150.00) to be collected by the competition authorities and paid to KSYSA;
- c) and, for a **third & any additional ejection(s) in any seasonal year** the fine shall increase to an amount not less than three hundred dollars (\$300.00) to be collected by the competition authorities and paid to KSYSA.

A **failure to pay the fine within seven (7) days** of the ejection shall result in the coach remaining under suspension until such time as the fine is paid. Nothing in this rule precludes the competition authority from imposing additional penalties and fines beyond those provided by this Rule.

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8.0 MISCONDUCT TOWARD GAME OFFICIALS.

Misconduct against referees may occur before, during and after the match, including travel to and from the match. Misconduct may occur also at later times when directly related to duties of a game official as a referee.

8.1.1 As used in this Rule a “Referee” includes the following:

- a) all currently registered USSF referees, assistant referees, 4th officials or others duly appointed to assist in officiating in a match
- b) any non-licensed, non-registered person serving in an emergency capacity as a referee; and
- c) any club assistant referee.

8.1.2 Referee assault is an intentional act of physical violence at or upon a referee. Assault includes, but is not limited to the following acts committed upon a referee: hitting, kicking, punching, choking, spitting at, or on, grabbing or bodily running into a referee; head butting; the act of kicking or throwing any object at a referee that could inflict injury; damaging the referee’s uniform or personal property, i.e., car, equipment, etc.

8.1.3 Referee abuse is a verbal statement or physical act not resulting in bodily contact, which implies or threatens physical harm to a referee or the referee’s property or equipment. Abuse includes but is not limited to the following acts committed upon a referee; using foul or abusive language toward a referee that implies or threatens physical harm; spewing any beverage on a referee’s personal property; or spitting at (but not on) the referee.

8.1.4 When any player, coach, manager, club official or game official assaults or abuses a referee, and the occurrence is related to a game under the jurisdiction of KSYSA, the original jurisdiction to adjudicate the matter shall vest immediately in this Association.

8.1.5 When an allegation of assault is verified by KSYSA, the person is automatically suspended from all USSF/USYSA-sanctioned activities until the hearing on the assault.

8.1.6 In the case of abuse or assault, a hearing must be held within **thirty (30) days** of the verification by KSYSA of the abuse or assault. If a hearing is not held by KSYSA within that period of time, original jurisdiction shall immediately vest in the USSF National Appeals Committee to adjudicate the matter, to which the same provisions as to the term of suspension shall apply. Failure to hold the initial hearing shall not rescind the automatic suspension.

8.1.7 In the event an assault on or abuse of a referee occurs in an event or tournament outside the alleged offender’s home state, the referee shall:

- a) immediately notify the Event/Tournament Chairman, and
- b) forward a copy of the game report and their comments on the incident to the Event/Tournament Chairperson. The Event/Tournament Chairman shall have the right to immediately convene a hearing at the site of the Event/Tournament, and the following procedure must be followed:
 - 1) The alleged offender, the coach of the alleged offender when the offender is a player,

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and the game official should be present.

- 2) Information presented at the hearing, including the referee's report, shall be promptly relayed to the alleged offender's State Association President, both orally and in writing; however, failure to provide written information shall not restrict the offender's home State Association from taking action with regard to any referee abuse or assault.
- 3) Final jurisdiction shall vest with the alleged offender's home State Association. A hearing shall be held by that Organizational Member within **thirty (30) days** of the receipt of the initial report of the abuse or assault on a referee.

8.2 REFEREE ASSAULT

The player, coach, manager, or official committing the **referee assault** must be suspended from all USSF/USYSA-sanctioned activities as follows:

- a) For a minor or slight touching of the referee or the referee's uniform or personal property, at least 6 months from the time of the assault;
- b) Except as provided in clause (i) or (ii), for any other assault, at least 6 months from the time of the assault:
 - (i) for an assault committed by an adult and the referee is 17 years of age or younger, at least 3 years; or
 - (ii) for an assault when serious injuries are inflicted, at least 5 years.

KSYSA adjudicating the matter may not provide shorter period of suspension but, if circumstances warrant, may provide a longer period of suspension.

8.3 REFEREE ABUSE

The minimum suspension period for **referee abuse** shall be at least **three (3) scheduled matches** within the rules of that competition. KSYSA adjudicating the matter may provide a longer period of suspension when circumstances warrant (e.g., habitual offenders).

8.4 PROCEDURE FOR REPORTING ASSAULT AND ABUSE

- a) Procedures for reporting of referee assault and/or abuse shall be developed and disseminated by the USSF National Referee Committee to all Federation registered referees through State Referee Committees.
- b) Referees shall transmit a written report of the alleged assault or abuse, or both, within **48 hours** of the incident (unless there is a valid reason for later reporting) to the designee of the Organization Member and the State Referee Administrator. For tournament or special events, the referee shall transmit a written report to the tournament director on the day of the incident and to the home state SRA within **10 days** of the incident.

8.5 MISCONDUCT TOWARD GAME OFFICIALS APPEALS

A person who is found to have committed the assault or abuse may appeal to the USSF Appeals Committee by following the procedures of **USFF Bylaw 704** within **ten (10) days** from receipt of the decision from KSYSA.

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9.0 MISCONDUCT OF GAME OFFICIALS.

9.1.1 As used in this Rule a “Game Official” includes the following:

- a) all currently registered USSF referees, assistant referees, 4th officials or others duly appointed to assist in officiating in a match
- b) any non-licensed, non-registered person serving in an emergency capacity as a referee,
- c) any club assistant referee; and
- d) any referee development program person performing any official function at a match.

9.1.2 MISCONDUCT AT A MATCH

When any game official is accused of having committed misconduct toward another game official, participant, or spectator at a match, under the jurisdiction of KSYSA, or of having a conflict of interest, the original jurisdiction to adjudicate the matter shall vest immediately with the State Association or Member Organization through which the accused game official is registered.

9.1.3 MISCONDUCT AWAY FROM A MATCH

When any game official, referee, referee assistant or referee development program person is accused of unethical conduct, misuse or abuse of authority, or conflict of interest in any matter in the pursuit of or may affect the individual’s official dealings within and as authorized by the Federation, its Divisions, Affiliates or Associates, a State Association or Organization Member, or a competition, tournament or other appropriate authority, the matter shall vest immediately in the State Association through which the accused game official is registered or through which the referee development program person is appointed.

9.1.4 ALLEGATIONS OF MISCONDUCT

Any allegation of misconduct or of conflict of interest by a game official as described in **Rule 7.2**, or any allegation of unethical conduct, misuse or abuse of authority or conflict of interest as described in **Rule 7.3**, shall be made in writing to KSYSA or State Referee Administrator that shall report all such allegations including any allegations against the State Referee Administrator, to KSYSA through which the accused game official is registered or through which the accused referee development program person is appointed.

9.1.5 Upon receipt by the appropriate organization member of a verified written complaint, a hearing shall be conducted within thirty (30) days from verification pursuant to guidelines established by the organization member having jurisdiction as provided by **Rule 7.2 & 7.3**. The guidelines may include referring the complaint to the State Referee Committee for the hearing. The hearings and appeal process shall provide for adequate due process by following KSYSA Hearing Procedures provided in these rules.

10.0 OTHER PENALTIES.

10.1 Penalties for improper conduct may include any combination of probation, suspensions or fines. Penalties prescribed herein are minimum penalties. KSYSA and/or its members subordinate organizations may assess penalties greater than those established herein. Severity of the incident, provocation and prior history, including offenses, cautions, suspension and/or probationary status shall be considered in assessing greater penalties. If any penalty established by KSYSA conflicts with any other rule of USYSA or USSF, the more restrictive penalty will prevail.

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- 10.2** A team or club who submits false or inaccurate information to affect a player release transfer or to prevent an otherwise legitimate player release transfer shall be placed on probation for one (1) year.

11.0 GOVERNANCE OF LEAGUES, TOURNAMENTS, TRAVEL AND OTHER SANCTIONED EVENTS

11.1.1 INTERPLAY

A League, Registrar, Club, Community, or Tournament Member, shall not discriminate against the participation of players, teams, coaches or clubs on the basis of that player, coach, team, or club's membership in, or affiliation with, another organization member with USSF, including any team or club member with KSYSA. **(USSF Bylaw 603)** The only exception to this Rule shall be for Tournaments hosted directly by KSYSA and specifically restricted to teams registered with KSYSA.

11.1.2 NON-KSYSA OR USYSA TEAMS PARTICIPATING IN KSYSA SANCTIONED TOURNAMENTS

A tournament sponsor may charge each non-KSYSA team an additional fee of not more than \$25.00 to participate in the tournament. **(USSF Bylaw 603)**

11.2 STATE CUP AND OTHER TOURNAMENTS HOSTED BY KSYSA

11.2.1 KSYSA hosted tournaments are divided by age group, gender, and division.

11.2.2 Youth teams shall designate the classification of competition that the team will participate in at the time of registration with KSYSA based on registration categories by the association.

11.2.3 The classification indicated serves to designate the State Tournament Event that the team may participate in for that seasonal year.

11.2.4 The divisions of competition for all KSYSA State Tournament Events or Competitions shall be determined within each event's own designated rules of competition.

11.2.5 The KSYSA Executive Director & Event Director shall determine the site, format and entry fee for each State Tournament Event or Competition.

11.2.6 The State Tournament Events and other Competitions will have Rules of Competition that include all information needed for teams to know about registration eligibility of teams and players for those specific events. If the event is connected to a US Youth Soccer National Cup Tournament, then those policies and rules will be the guidelines for the state events.

11.2.7 The KSYSA State Office may establish and modify rules of competition for all KSYSA State Tournament Events & Competitions provided by the association.

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12.0 TRAVEL PROCEDURES.

12.1 For teams wishing to travel within the United States, Mexico, or Canada, permission of KSYSA, utilizing the appropriate application for travel forms, is all that is required.

12.2 If travel is being requested outside North America, additional time and fees will be necessary. Applications must be submitted **at least ninety (90) days in advance of your departure date, incomplete applications will be returned.** A copy of the official brochure, pamphlet, invitation or other applicable material of the Tournament or Games host must be submitted with the application. An additional fee of \$25.00 (check made payable to US SOCCER) must be included. If an application is submitted to USYSA **less than sixty (60) days** in advance of the travel dates, the following non-refundable late fees must be enclosed, made payable to US Youth Soccer:

- a) less than sixty (60) days but more than thirty (30) days advance notice - \$25.00
- b) less than thirty (30) days advance notice - \$50.00.

KSYSA will forward all copies to USYSA. USYSA will file all applicable fees and documents with US Soccer, which will then notify the national association in the country or countries to which your team is traveling that your team is properly affiliated and has permission to travel. A copy of the approved application will be returned to KSYSA and also to the traveling team. The permission to travel form must be carried with the team while traveling.

12.3 Forms without the proper processing fees and rosters will be returned.

12.4 A team, which travels without securing approval of its Application for Travel, shall be subject to penalties imposed by KSYSA and USYSA, including the possible prohibition of future travel or suspension of the parties responsible.

12.5 USYSA Player Passes, complete with photo, must be carried when playing in all tournaments.

12.6 Teams must carry notarized an authorization properly executed with required signatures for each player to allow emergency medical treatment and emergency contact information.

12.7 Teams must carry an official roster, which includes all traveling players and team officials, signed and/or stamped by the appropriate registrar. KSYSA Guest Player Forms, are required for all guest players.

12.8 Travel forms are not necessary for teams traveling to Regional and/or National Cup games. They are mandatory for all other teams (including ODP) traveling out-of-state for tournaments or friendly games.

12.9 **HOSTING PROCEDURES**

Only teams, clubs, leagues, or associations affiliated with USYSA and in “good standing” with KSYSA may be granted permission to host tournaments. When a private organization provides sponsorship for a tournament, the permission to conduct the tournament is granted only to the USYSA member team, club, league, or association and not to the sponsoring organization.

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12.9.1 PERMISSION TO HOST A TOURNAMENT FOR NORTH AMERICAN TEAMS

Any member organization desiring to host a tournament shall submit to the appropriate officer of KSYSA the following forms and supporting documentation no later than **ninety (90) days prior** to the proposed date(s) of the tournament or games you are requesting permission to host:

- 1) A completed *Application to Host Tournament or Games* form, incomplete applications will be returned.
- 2) A completed and executed *USYSA Tournament Hosting Agreement* with supporting data
- 3) A copy of the rules for the tournament or games (NOTE: In any Under 16 or older division which will include more than one (1) foreign team, the Rules of the Tournament or Games **MUST** specify FIFA limited substitution rules)
- 4) A tournament-hosting fee (check made payable to KSYSA) as per the schedule listed below.

12.9.2 PERMISSION TO HOST TOURNAMENT/GAMES INVOLVING FOREIGN TEAMS

Any member organization desiring to host a tournament shall submit to the appropriate officer of KSYSA the following forms and supporting documentation no later than **one hundred eighty (180) days** prior to the tournament you are requesting permission to host, or no later than **ninety (90) days prior** to the proposed date(s) of the games you are requesting permission to host:

- 1) A completed *Application to Host Tournament or Games* form, incomplete applications will be returned.
- 2) A completed and executed *Tournament Hosting Agreement*, if you are requesting permission to host a tournament, with appropriate supporting data, signed by the President or Chief Officer of the Host Organization, and by the Tournament Director.
- 3) A copy of the Rules of the Tournament of Games (NOTE: In any Under 16 or older division which will include more than one (1) foreign team, the Rules of the Tournament or Games **MUST** specify FIFA limited substitution rules)
- 4) A tournament-hosting fee (check made payable to KSYSA) as per the schedule listed below.

**** FEES **** Tournament Hosting Fee (check made payable to KSYSA):

Recreational/Small-Sided Tournament (Performance Bond).....	\$150.00
Within 7 days of completion of tournament (per team entered)	\$ 2.00
Competitive/Premier Tournament (Performance Bond)	\$150.00
Within 7 days of completion of tournament (per team entered)	\$ 5.00

After ensuring that a team or organization is in good standing, KSYSA will forward all documents to US Youth Soccer for approval. US Youth Soccer will then, through US Soccer, submit to FIFA a request for approval. Upon approval, US Youth Soccer will return the approved applications to KSYSA.

12.10 FIFA REQUIREMENTS REGARDING INTERNATIONAL TOURNAMENTS

(Excerpted from *FIFA Circular No 510*, dated July 7, 1993) According to Article 49 of the *FIFA Statutes* and Article 10 of the *Regulations governing the Application of the Statutes*, any international tournament involving more than two national teams (first teams, youth, or women's teams, etc.) and/or club teams belonging to different national associations is subject to the following requirements:

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- 1) The approval of *FIFA*.
- 2) The organizing club or regional association shall request approval via its national association. The request for approval shall be submitted to *FIFA* at least two months before the beginning of the tournament (article 10.2 of the Regulations governing the Application of the Statutes).
- 3) The request for approval shall be accompanied by a list of the teams who are planning to take part in the tournament and the tournament regulations drawn up by the organizing body (article 10.3 of the Regulations governing the Application of the Statutes).
- 4) All the participating clubs must belong to their country's national association and be in possession of its written permission to compete in the tournament.
- 5) The participating teams must take out insurance coverage for their players (sickness, accident, injury, etc.).
- 6) The tournament hosts must take out third part liability insurance coverage.
- 7) Tournaments may not be organized by non-footballing institutions. The backing of external organizers is however permitted. The responsibility, however, lies with the organizing club or the regional association.

12.11 PROCEDURES FOR INVITING TEAMS

When inviting teams to your approved tournament or games, **the invitation must include:**

- a) a copy of the approved *Application to Host Tournaments or Games* form;
- b) rules and regulations governing the tournament or games;
- c) a statement that all teams must have current US Youth Soccer or approved organization Player Passes, or the appropriate National Association Passes;
- d) a statement that proper US Youth Soccer and, if foreign teams are invited, FIFA travel procedures must be followed;
- e) if foreign teams are invited, a statement that written proof of permission to travel from their National Association is required for entry into the tournament;
- f) if foreign teams are invited, a statement that written proof of insurance coverage for their players (sickness, accident, injury, etc.) is required for entry into the tournament;
- g) and a statement that US Soccer rules regarding the use of USSF registered officials, only, will be followed.

The **invitation should also include:**

- a) A list of Tournament Directors, including names, addresses and phone numbers
- b) What costs and expenses are to be paid by the visiting team; i.e., entry fee, referee fee, parking fees, meals, lodging, transportation, etc.
- c) Whether a performance bond is required.
- d) A description of the awards (if any). Whether patches are to be exchanged. The official invitation **must** also be sent to the home National State Association of the teams being invited, prior to the starting date of your tournament or games. This information is essential to enable National State Associations, or the Provincial or National Associations to know that the tournament has been sanctioned, and thereby enable them to approve *Applications to Travel* by teams from their association.

12.11.1 ACCEPTANCE LETTERS TO TEAMS.

Once a team has been accepted into the tournament or games, the following should be sent to

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that team at least **thirty (30) days** prior to the starting date of your tournament or games:

- 1) A complete copy of the rules and regulations of the tournament or games;
- 2) Dates, times and places of any coach's meetings;
- 3) If accommodations are not being provided, a list of hotels/motels in the vicinity of the tournament, their phone numbers, fax numbers and rates;
- 4) If transportation is not being provided, a list of rental car agencies and other transportation providers in the vicinity of the tournament, their phone numbers, fax numbers and rates;
- 5) What publicity information, if any, is required including pictures, player/coach bios, team accomplishments, etc.

12.12 POST TOURNAMENT REPORTS.

A Post Tournament Report must be filed within **thirty (30) days** after the conclusion of the tournament. Failure to file the report on time shall preclude the tournament host from receiving sanction for any tournament for the following seasonal years until the report is filed.

The Post Tournament Report will include but not limited to the following:

- 1) The number of teams participating in each age division (boys and girls).
- 2) If a champion is determined, the name of the champion for each division or a link to find the results online.
- 3) The number of teams from each National State Association or foreign country.
- 4) If Sportsmanship Awards are given, indicate the criteria for the award and to whom they were given or a link to find the results online.
- 5) The number of fields used for the tournament.
- 6) The name of the tournament sponsor(s), if any.
- 7) The names and teams of all players issued red and yellow cards and details of any other matters involving the improper or unsporting like conduct of a team, its players, coaches, or supporters.

****NOTE:** Any incidents of ejections in a final game, or any incidents of referee abuse or referee assault, or other incidents of a serious nature should be reported to the team's or player's home National State Association immediately, but no later than **seven (7) days** after the conclusion of the tournament.

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13.0 **CONFLICT OF INTEREST. (Approved June 16, 2007)**

13.1 **PURPOSE.**

The purpose of the conflict-of-interest policy is to protect KSYSA tax-exempt interest and to instill trust and confidence in the members and public at large in the actions of KSYSA. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

13.2 **DEFINITIONS.**

13.2.1 **INTERESTED PERSON**

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

13.2.2 **FINANCIAL INTEREST**

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

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

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under **Rule 13.3**, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

13.3 **CONFLICT OF INTEREST**

An Interested Person is expected to act at all times in KSYSA's best interests and to exercise sound judgment unclouded by personal interests or divided loyalties. Both in the performance of duties for KSYSA and in any outside activities, an Interested Person shall **avoid the appearance as well as the reality of a conflict of interest**. A conflict of interest exists if the circumstances would lead a reasonable person to question whether the motivations are aligned with KSYSA's best interests. If, for example, an Interest Person is involved in an outside activity or has a financial or other personal interest that might interfere with their objectivity in performing company duties and responsibilities, they may have a conflict of interest.

It is impractical to describe all situations that may create a conflict of interest; however, the following provide guidance about some of the most common conflict of interest situations:

- Use of Confidential KSYSA Information, such as membership lists, for private gain or recruitment;
- Outside Activities with other soccer organizations;
- Employment by other entities in areas related to soccer;
- Service on a Board of Directors;

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- Service on Technical Advisory Boards;
- Family and Romantic Relationships;
- Spouses, Domestic Partners, Immediate Family Members or Relatives as Suppliers, Vendors, and other Business Partners;
- Kickbacks and Rebates by Suppliers or Vendors;
- Gifts from Vendors, Suppliers or Customers;
- Honorariums.

The above is not an exhaustive list of examples. Many other situations may also create a potential for a conflict of interest or the appearance of a conflict of interest. It is the responsibility of each Interested Person to be aware of the potential for a conflict of interest in any particular situation and to resolve the issue in accordance with this policy.

13.4 PROCEDURES.

13.4.1 DUTY TO DISCLOSE

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest or other conflict and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

13.4.2 DETERMINING WHETHER A CONFLICT OF INTEREST EXISTS

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

13.4.3 PROCEDURES FOR ADDRESSING THE CONFLICT OF INTEREST.

- a) An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b) The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c) After exercising due diligence, the governing board or committee shall determine whether KSYSA can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in KSYSA's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

13.4.4 VIOLATIONS OF THE CONFLICT OF INTEREST POLICY

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- a) If the governing board or committee has reasonable cause to believe an interested person has failed to disclose actual or possible conflicts of interest, it shall inform the interested person of the basis for such belief and afford the interested person an opportunity to explain the alleged failure to disclose.
- b) If, after hearing the interested person's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the interested person has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action, including suspending the person for an indefinite period of time.
- c) It shall be a violation of this Conflict-of-Interest Policy for any Interest Person to obtain a list of players or team officials registered with KSYSA or its membership for personal or private solicitation purposes during the term of their affiliation with KSYSA.

13.4.5 CONFLICTS OF INTEREST INVOLVING GAME OFFICIALS

Rule 9.0 shall govern conflicts of interest involving the refereeing of a match or the conduct of referees.

13.5 RECORDS OF PROCEEDINGS

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

- a) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing boards or committee's decision as to whether a conflict of interest in fact existed.
- b) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

13.6 COMPENSATION

- a) A voting member of the governing board who receives compensation, directly or indirectly, or who has an immediate family member who receives compensation from KSYSA for services is precluded from voting on matters pertaining to that member's or family member's compensation.
- b) A voting member of any committee whose jurisdiction includes compensation matters and who receives or whose immediate family member receives compensation, directly or indirectly, from KSYSA for services is precluded from voting on matters pertaining to that member's or family member's compensation, including but not limited to the hiring or retention of the member or family member.
- c) No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from KSYSA, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

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- d) Staff who receive compensation from KSYSA, whether directly or indirectly or as employees or independent contractors, are precluded from membership on any committee whose jurisdiction includes compensation matters.

13.7 ANNUAL STATEMENTS

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

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

13.8 PERIODIC REVIEWS

To ensure the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a) Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- b) Whether partnerships, joint ventures, and arrangements with management organizations conform to KSYSA's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

13.9 USE OF OUTSIDE EXPERTS

When conducting the periodic reviews as provided for in **Rule 13.8** the Organization may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

13.10 STATEMENT TO BE EXECUTED AS REQUIRED BY RULE 13.7

Please see the Conflict-of-Interest Statement Form that is in a separate document from the KSYSA Rules but is still directly part of the official rules of KSYSA.

14.0 INDOOR SOCCER. (Approved February 29, 2008)

14.1 DEFINITIONS

14.1.1 FUTSAL

A five a side game played in accordance with the revised version of the Futsal Laws of the Game drawn up in collaboration with the FIFA Sub-Committee of the International Football Association Board (IFAB), as agreed at the business meeting of the IFAB on September 28, 1999, and as thereafter amended.

14.1.2 ARENA STYLE SOCCER

A game played within a walled enclosure in accordance with the Rules adopted by the USSF in

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2005.

14.2 SANCTIONING

Indoor soccer league, friendly and tournament games played in accordance with these rules will be sanctioned events as defined by **KSYSA Rule 1.13** provided the game is officiated by a USSF certified referee who is approved for the style of play involved, either futsal or arena style soccer.

14.3 Use of players on an indoor team rostered to another soccer team

If a player's primary team is not playing indoor soccer, that player may play for a different team playing indoor soccer and appear on their roster for the indoor session. Such a player shall be deemed a Guest Player and teams using such players shall comply with **KSYSA Rule 3.17**.

14.4 Registration Fees

The KSYSA Executive Director shall determine on a basis, not more frequently than annually, what additional registration fees may be required of indoor players, leagues, and facilities to cover the additional costs associated with securing insurance coverage. The Executive Director will report the amount of the registration fees to the Board of Directors prior to their imposition. These additional registration fees shall be published on the KSYSA web page and in the minutes of the KSYSA Board of Directors.

14.5 Approval of Indoor Soccer Leagues, Tournaments, Competitions and Events.

14.5.1 Requests for Approval

Upon written request from an entity wishing to operate a sanctioned indoor soccer league the KSYSA Executive Director may specially approve and sanction the participation of KSYSA players, teams, and clubs in one (1) or more competitions or events sponsored by such an entity.

14.5.2 Contents of Request

Any request made pursuant to **KSYSA Rule 14.5.1** must specify the date(s) and time(s) of the scheduled event, describe the event and state the entity's willingness to abide by the conditions described in **KSYSA Rule 14.0**.

14.5.3 Special Conditions

Any entity requesting KSYSA approval of a competition or event must agree to and comply with the following special conditions:

- 1) The entity shall ensure that all players and adult volunteers participating in a KSYSA sanctioned competition or event are registered with KSYSA or another USSF Organizational Member, and that all team officials have complied with the KSYSA Risk Management rules and completed a KSYSA background check & SafeSport Certification.
- 2) The entity shall ensure that all players and adult volunteers participating in a KSYSA sanctioned competition or event, and who are not currently registered with a USSF affiliated member, shall register directly with KSYSA by properly completing a US Youth Soccer Registration requirements.
- 3) The entity shall maintain a list of all players and adult volunteers participating in KSYSA sanctioned competitions or events. The list shall include each participant's name, address, and date of birth and KSYSA club affiliation (where applicable).

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- 4) The entity shall maintain a safe playing environment for all KSYSA participants.
- 5) The entity shall forward to the KSYSA Executive Director as required such US Youth Soccer registration forms, tournament reports, indoor registration fees and participant lists as are collected or maintained pursuant to these special conditions.
- 6) The entity shall submit a copy of its proposed Rules of Play to the KSYSA Rules Committee Chairperson, as well as any subsequent modifications or amendments, for approval. All Rules submitted shall be in substantial compliance with those outlined in **KSYSA Rule 14.0**, depending on whether the format is to be futsal or arena style soccer.

14.5.4 Revocation of Approval

If an entity fails to comply with any provision of **KSYSA Rule 14.0**, KSYSA may revoke its approval and sanctioning of any competition(s) and event(s) without additional notice.

14.6 Indoor Tournaments.

Any entity, team, club, or league wishing to host an indoor tournament must comply with **KSYSA Rule 11.0**.

14.7 Out-Of-State Travel.

Any indoor team wishing to travel out of state or out of country must comply with **KSYSA Rule 12.0**.