

BYLAWS OF BRANDON RAVENS YOUTH FOOTBALL LEAGUE, INC

A Florida Not For Profit Corporation
(Adopted December 10, 1998 revised February 2008)
(Edited and Added TBYFL Rules) 2010 Brandon Ravens

Definitions

Article I - Definitions

Section I:

“Corporation not for profit” means a corporation in which no part of the income or profit of which is distributable to its members, directors, or officers. Florida Statutes 617.01401.

“Members” are the parents or legal guardians of each registered football player or cheerleader actively participating in the organization, in good standing.

“Officers/Executive Board” are the active executive members of the board of directors (President, Vice-President, Secretary, Treasurer, Cheerleading and Football Trustees, and Alternate Cheerleading and Football Trustees) in good standing.

“Directors” are the active members of the board of directors in good standing, which are not considered Officers/Executive Board.

“Good standing” means all money owed has been paid, volunteer and fundraising requirements have been met and members are active in the organization.

Offices

Article II - Offices

Section I:

Business Offices: Brandon Ravens Youth Football League, Inc. (hereinafter referred to as the “Organization”), shall initially have its principal business office at 5417 Providence Road Riverview, FL 33569.

Mailing address shall be 809 E. Bloomingdale Ave PMB 310 Brandon, FL 33511. (mailing address may be changed at any time without notice in the by-laws)

The Organization may have such additional offices, or may relocate its principal office, either within or without the State of Florida, as the Board of Directors may designate from time to time. The Organization shall designate as its “principal office” in accordance with Florida law.

Board of Directors

Article III – Board of Directors

Section I:

The Board of Directors shall consist of at least ten (10) positions but not more than thirty (30) positions. The Board of Directors will consist of eight (8) Officer Positions; which shall be known as the “Executive Board”. The existing Board shall vote new members to positions on the Board for the remainder of their two (2) year terms, in accordance with Article V - Election of Officers and Directors.

Section II:

The main function of the Board of Directors is to represent, lead, recommend, organize, and support the President, the Athletic Director, and the Cheerleading Director in the organizational efforts to maintain the Brandon Ravens Youth Football League, Inc.'s responsibility to its youth in organizational, financial, and administrative decisions.

Section III:

Each member of the Board shall carry a specific title. The basic responsibility of titles will be defined in a Board Handbook. This handbook will also detail a code of ethics that all board members and potential board members are required to adhere to.

Section IV:

There shall be one (1) vote per motion per person on the Board with the exception of the President who will not have a vote except in the event of a tie. Every board member must be present to vote or may submit a written proxy that must be dated and signed by the member to be accepted and valid. This proxy must be submitted to the secretary at the beginning of the meeting to be valid. No proxy's will be accepted once a quorum has been established.

Section V:

All votes will pass by a simple majority of the Board, unless otherwise specified in these by-laws. The board must be represented by a 2/3 quorum of the board members present and/or represented by proxy.

Section VI:

Term in office for all members of the Board of Directors shall be two (2) years from the time of election. (See section IX) When a member's two (2) year term has expired he/she may run for another term or another position, if desired. The term of all positions will be for two (2) years, even if the member holding the position changes. (The incoming board member will finish out the current board position term.) Current board members (even if not returning) are eligible to vote at each election for the regular board of directors.

All persons wishing to be elected to the board of director's should be with the organization for one (1) full season and have logged at least fifteen (15) volunteer hours in the current year which must include a fundraising event. All persons wishing to be elected to the Executive Board need to be with the organization for at least two (2) consecutive years and have logged at least twenty (20) volunteer hours in the current year which must include a fundraising event. The current Board of Directors reserves the right to waive any of the above, if there is a need to fill a board position and a qualified applicant is available. A secret written ballot must be taken and passed by a majority vote where a quorum is present. (Fundraising event means any event the Ravens participate in to raise money for the organization, which includes but is not limited to golf tournaments, dances, cheerleading competitions, and car washes.)

Section VII:

A board member may not hold more than two (2) positions which will include a coaching position, unless passed by a majority vote of the executive board.

Section VIII:

In the event that the President is unable to fulfill his/her duties, the existing Board shall elect a new President within thirty- (30) days. The Vice President shall assume

all the President's responsibilities until a new President is named. A board member should serve as a member of the Board of Directors for a minimum of two (2) consecutive years before running for the President position.

Board of Director Meetings

Article IV – Board of Director Meetings

Section I:

The President or Vice President shall be the Chairperson of the Board meetings. Board meetings are open to all interested parties for the first 30 minutes and the Organization welcomes all comments and suggestions. Interested members attending a meeting should see the Secretary at the beginning of the meeting so that their attendance can be documented. Board meetings will be conducted in an orderly fashion and the agenda will be followed. Only Board Members may vote.

Section II:

A quorum of 2/3rds of the Board Members, including at least 3 members of the Executive Committee, shall be necessary to conduct any league business. The first Board meeting of the season will be held the 3rd Wednesday of January at 7:00 pm. The board will meet at least once a month. Future meeting dates and times will be set by the board. Meetings will normally be held at the Ravens Press Box. The Board reserves the right to change the meeting location, date or time with no prior notice. Any member wishing to attend a meeting should e-mail the Brandon Ravens via the website or see the concession director at the concession stand. The secretary will contact interested parties.

Section III: If the President cannot be at the meeting the following order shall be followed for Chairperson, Vice President or Football Conference Trustee. If the Secretary cannot be at the meeting the following order shall be followed for the minutes to be taken Treasurer or Cheerleading Conference Trustee.

Section IV:

Any Board Member can request a special meeting by contacting the President and one other member of the Executive Board, with the reason for the meeting. Only the President may call the special meeting without regard to an advance notice. The Secretary will notify all Board members of the special meeting this may be done via e-mail, a phone call, or in person. A special meeting cannot be held if **all** board members **have not been** contacted and a quorum is not present.

Election of Officers and Directors

Article V – Elections of Officers and Directors

Section I:

Elections will be held yearly on the last official day of practice each season. The following positions President, Treasurer, Cheerleading Trustee, Alternate Football Trustee, Football Equipment Director, Concession Director, Registration Director, Field Maintenance Director, Sponsorship Director, WebMaster, and Activities Director will be elected in odd numbered years by the pre-registered parents. The following positions Vice President, Secretary, Football Trustee, Alternate Cheerleading Trustee, Cheerleading Equipment Director, Assistant Concession Director, Merchandise Director, Assistant Field Maintenance Director, Fundraising Director, Volunteer Director will be elected in even numbered years by the pre-registered parents. Pre-Registration will be held during regularly scheduled practices, and will be the first Monday, Tuesday, Thursday and the second Monday following the second regular

season game in October. Nominations will be taken during this time only. All nominations will be reviewed by the current board to make sure all nominees meet the by-law qualifications and wish to dedicate the time needed before the election on the last official day of practice for the season. (This schedule will not include playoffs or the Super Bowl.)

October pre-registration may be the only time that returning players, cheerleaders and their siblings may pre-register with a deposit and be guaranteed a spot on a team or squad. (The full registration fee will be due to be paid in full by the second open registration date in the following year). All registrations after this will be on a first come first serve basis and will require payment of the full registration fee at that time.

Section II:

The Secretary will make official ballots for all elections. A voting table will be set up on the last official practice day of the season (which is the last Thursday before the last regular game of the season). All pre-registered parents will check in with the Secretary for their official ballot and the Treasurer will collect the ballots. Voting will normally start at 7:30 pm and will last for 1 one hour for parents. Coaches will be allowed to vote from 8:30 to 8:45. Each family is limited to one vote for each pre-registered child, maximum of two votes per family. The President, Treasurer and Secretary will do an official count of the ballots. All nominees will be contacted by the President of the organization by the last official game of the season.

Section III:

The new Board of Directors will be announced at the annual banquet held in November or December. The new Board will officially take their positions the first Wednesday in February. The exiting board will meet the first Wednesday in January and will then meet with the new board on the first Wednesday in February to turn all information over. The first official board meeting for the new Board will be held the third Wednesday in February.

Section IV:

Terms of office will run from January 1st through December 31st of the following year. When a member is voted in as a replacement to a member vacating an office prior to completion of his/her term, the term will end on the date that the original member's term was to expire. There will be no limit to the number of times a member can be reelected.

Section V:

Any board member may be dismissed from the Board with or without cause by a majority vote of the Board members present at the meeting, as long as a quorum exists. This vote shall be made by written secret ballot following a motion and a second at a Board meeting.

**Player /
Cheerleader
Eligibility**

Article VI – Player / Cheerleader Eligibility

Section I:

Any child, regardless of sex, color, race, or creed shall be eligible to be either a player or cheerleader according to the guidelines set forth by the Tampa Bay Youth Football League Conference.

Disciplinary

Article VII – Disciplinary Committee

Committee

Section I:

The Board may or may not act on any complaint against any person or persons connected with the organization. The Board will review every complaint submitted in WRITING. A disciplinary committee may be formed as needed per incident.

- 1) A letter must be submitted within 72 hours of the event. The date, time and names of people involved must be included.
- 2) Once the board receives and reviews the letter they will decide if the letter warrants the forming of a disciplinary committee. The board will have 72 hours to return a letter to the member submitting the complaint or 72 hours to elect a disciplinary committee.

Section II:

A disciplinary committee's purpose will be to insure that the action of the Board members, coaches, sponsors, parents, players, cheerleaders, and spectators comply with the Rules and Code of Conduct established by the Tampa Bay Youth Football League Conference and the Brandon Ravens Youth Football League, Inc.

Section III:

The Football and/or Cheerleading Trustees will designate the disciplinary committee. The committee will consist of two (2) Board Members and one (1) neutral person. The neutral person will be chosen at the time the Board of Directors decides the complaint should be pursued.

Section IV:

The disciplinary committee's function is to investigate, report, and recommend to the Board members, in writing, what action is to be taken within ten (10) business days of the complaint being assigned to them. The Secretary is to record the minutes of the disciplinary committee, but will not have any voting power. The disciplinary committee may recommend the following actions:

- 1) Verbal or Written Warning
- 2) Game Suspension
- 3) Season Suspension
- 4) Permanent Removal from the Program

Section V:

The Board will take final action on all complaints.

Records and Equipment

Article VIII – Records and Equipment

Section I:

When a Board member vacates their office they will surrender all correspondence, records, information, keys, and equipment pertaining to or belonging to the Brandon Ravens Youth Football League, Inc. to another Board Member or the Board Member taking their office.

Section II:

If a current member who is in good standing gives the Organization written notice of his demand at least seven (7) business days before the date on which he wishes to inspect and copy, he is entitled to inspect and copy any of the following records: (a)

the Corporation's Articles or Restated Articles of Incorporation and all amendments to them currently in effect; (b) the Corporation's Bylaws (c) the Board of Director's meeting minutes; (d) minutes of the member's meetings; (e) financial statements: (f) the Organization's most recent annual report delivered to the Florida Department of State. A small fee will be assessed for all copies requested and needed.

**RULES FOR
BOARD OF
DIRECTOR
MEMBERS**

ARTICLE IX – Rules for Board of Director Members

Section I:

Board members should attend all meetings. If a Board member misses three (3) consecutive meetings the Board member will automatically be removed from office, unless waived by the Executive Board. If a Board member will be absent he/she must contact the Secretary and should proxy their voting power to another board member. A member represented by proxy **will not be** considered in attendance at the board meeting.

Section II:

Board members shall be prepared to report on the status of the current aspects of his/her position at all meetings.

Section III:

All Board members will support the decisions of the Board **AT ALL TIMES**. Whether you agree with the decision or not the Board WILL present a united front.

Section IV:

The Board may vote to allow certain board members to have a petty cash fund (for the year) to make supply purchases for their respective departments without prior approval of the Board. All expenses will be reviewed at board meetings. The President may have the right to approve funds on unforeseen expenditures without Board approval but must submit proof of the expenditure to the Treasurer and the board at the next Board meeting. Any amount approved will be listed in the yearly job descriptions.

**Duties and
responsibilities
of the Officers**

ARTICLE X – Duties and Responsibilities of the Officers

Section I:

All Executive Officers are to be present during their scheduled duty times at pre-season, home games, away games, playoff games and the super bowl, dances, the banquet and all cheerleading competitions to insure that all aspects of the Brandon Ravens Youth Football League, Inc. are handled properly. If an Executive Officer cannot stay for his/her entire scheduled duty period, and has obtained prior approval of the President, the Football Conference Trustee, or the Cheerleading Conference Trustee he/she must insure that his/her assistant or other designated person will cover his/her duties.

**Duties and
responsibilities
of the Directors**

ARTICLE XI – Duties and Responsibilities of the Directors

Section I:

All Directors are to be present during their scheduled duty times at pre-season, home games, away games, playoff games and the super bowl, dances, the banquet and all cheerleading competitions to insure that all aspects of the Brandon Ravens Youth

Football League Inc. are handled properly, unless absence is approved by the President. If a Director cannot stay for his/her entire scheduled duty period, and has obtained prior approval of the President, the Football Conference Trustee, or the Cheerleading Conference Trustee he/she must insure that his/her assistant or other designated person will cover his/her duties.

Rights

Article XII – Rights

Section I:

When the rights of the Tampa Bay Youth Football League Conference are in conflict with the rights of the organization, the rights of the conference shall prevail.

Website

Article XIII – Website

Website Postings

- a) Game day schedule and directions to all fields
 - b) Registration dates and fees
 - c) Board of Directors names and positions
 - d) Mailing address and phone number to the field
 - e) Next Board meeting date and time
 - f) Practice information
 - g) Cheerleading events
 - h) Pictures of players and cheerleaders
 - i) Game day rules
 - j) Links to other team websites
 - k) Volunteer information
 - l) Picture day information
 - m) Fundraising events
-

Meeting Agenda

Article XIV – Meeting Agenda

Section I:

The agenda for all regular meetings of the Brandon Ravens Youth Football League Inc. Board of Directors shall be as follows:

- Opening
- Roll Call - Counting of Quorum
- Official notation and comments of interested parties
- Minutes of previous meeting
- Treasurer Report
- Committee Reports
- Board Reports – Cheerleading Trustee, Football Trustee, Concession, Fundraising, Sponsorship, Cheer Equipment, Football Equipment, Field Maintenance, Marketing, Registration, Volunteer, Activities and Webmaster
- Old Business
- New Business
- Open Discussion
- Adjournment

Section II:

Items for the meeting agenda shall be submitted for inclusion to the Secretary at least

two (2) days prior to the scheduled meeting. Board meetings shall be conducted in a cordial and courteous manner. The President will direct the meeting as he/she sees fit, using the agenda as a guide. It may be necessary to stray from the agenda, take a break before a vote, or to table items or votes for the next meeting.

Character

ARTICLE XV – Character

Section I:

Board Members, Coaches, and Team Parents shall be of good moral character and must comply with the Rules and Code of Conduct as established by the TBYFL Tampa Bay Youth Football League Conference and the Brandon Ravens Youth Football League Inc.

**Personal
Responsibility**

ARTICLE XVI – Personal Responsibility

Section I:

All Board Members should solicit and recruit outside assistance from the membership to volunteer for committees or areas that need assistance, for example dances, cheerleading competitions, and the banquet.

Brandon Ravens TBYFL Rules

by-laws) 06-16-10

(added to the

Table of Contents

Rules

Rule # Category Page

1	Changes to the Rules	
2	Coaches	
3	Ages and Weights	
4	Insurance	
5	Rosters	
6	Ineligible Players, Cheerleaders and Coaches	
7	TBYFL Verification Pictures	
8	Conducting Pre-game Weigh-In	
9	Playing Rules	
10	Pee Wee Exceptions	
11	Sick, Injured or Disciplined Players	
12	Officials	
13	Games	
14	Regular Season Practice	
15	Off-Season Practice	
16	Protests of Rules of the Game	
17	Uniforms and Equipment	
18	Individual Honors	
19	Misconduct and/or Unsportsmanlike Conduct	
20	Organizational Responsibilities	
21	Field and Game Day Rules	
22	Facility Restrictions	
23	Miscommunication, Misapplication or Misinterpretation of a League rule/Bylaw by a League Official	
24	Conferences	
25	League Champions	
26	Play Off Seeding	
27	Cheerleading Rules	
	Penalties and Fines Chart	

Rule 1

Modifications to the Rules

1.1 Changes to the Rules

The rules of the league may be amended, repealed or altered in whole or part at any time through the following procedure:

- Rule change must be submitted in writing to the Rules Committee.
- The rule change will be addressed at the next Rules Committee meeting.
- The Rules Committee will make any necessary modifications and present at the next Board of Directors meeting.
- The proposed rule change will be presented and read at the board of directors meeting. Discussion will be limited to 10 minutes at the first reading.
- The proposed change will be placed on the agenda of the next Board of Directors meeting which must be at least 48 hours from the meeting where the first reading was held.
- No discussion will be held concerning the proposed rule change at the meeting which the rule change vote is to take place.
- A quorum (50% of all Board of Directors members) must be present at the meeting and the proposed rule change must be ratified by two-thirds (2/3) of the members present.
- Any changes to Rule 27 (Cheerleading Rules) must first be approved at a Cheer Coordinator meeting by a simple majority vote of those present before being submitted to the Board of

Directors for final approval.

All rule changes enacted under this provision shall have no retroactive application.

The President of the league, with a 2/3 majority vote of the League Executive Board of Directors, can declare a Rule Emergency and request a meeting to present, read and vote on a rule change at the same meeting date. The meeting must be declared as a Rule Emergency meeting. A quorum (50% of all Board of Directors members) must be present at the Rule Emergency meeting and it will require a two-thirds (2/3) vote of the members present to accept the change.

1.2 Knowledge of the Rules

It is the responsibility of the Athletic Director to inform all coaching participants from his/her organization of the League rules and bylaws before they participate in any activity.

Rule 2

Volunteers and Coaches

2.1 Volunteer and Coaches

All League and organization volunteers must meet and fulfill all Hillsborough County Parks, Recreation and Conservation Department requirements for being a youth volunteer/coach.

2.2 CPR Certification

Each organization must have at least one designated adult volunteer who must be certified in CPR (Basic Life Support) and in attendance at any official TBYFL activity which includes practices.

It shall be the responsibility of the Athletic Directors to provide proof to the League that all coaches or instructors are certified under current County requirements, if requested by the League.

2.3 League Notification

Each Organization shall submit a head coach and board member roster with full names, addresses and phone numbers on or before the August TBYFL meeting.

Rule 3

Ages and Weights

3.1 Age Certification

Each team shall have a birth certificate for each player and cheerleader, which shall be presented to the League at registration. If the player or cheerleader participated in the previous season, this requirement shall be waived. The League shall retain the previous season's weigh-in rosters and picture identification cards for a minimum of one year. Each Organization shall retain a copy of the certification for new players and cheerleaders for a minimum of one year.

3.2 Age Determination

Football player's age will be determined by their age as of July 31 of each season. Cheerleader's age will be determined by their age as of September 1 of each season.

3.3 Weights

The following ages and weights shall be strictly enforced:

Cheerleaders: Age

Flag 4, 5 and 6

Pee Wee 7,8

Super Midget 9,10

Midget 11,12

Varsity 13,14

Players: Age Maximum Weight Limit Flag 4, 5 and 6 Not Applicable Pee Wee 7 and 8 90 pounds Super Midget 9 and 10 115 pounds Midget 11 and 12 140 pounds Varsity 12, 13 and 14 170 pounds **Lightweights:** Flag Not Applicable Pee Wee* up to 67 pounds Super Midget ** up to 85 pounds Midget *** up to 110 pounds Varsity Not Applicable Teams participating in post season play are allowed 1 (one) additional pound for each week (including any bye weeks) of the postseason including lightweight players. * Pee Wee light weights: A team may have up to ten (10) light weights in the Pee Wee division. Each player cannot weigh more than **67 (sixty-seven)** pounds and cannot be older than league age 9 (nine). ** Super Midget light weights: A team may have up to ten (**10**) light weights in the Super Midget division. Each player cannot weigh more than 85 (eighty five) lbs and cannot be older than league age 11 (eleven). *** Midget light weights: A team may have up to ten (**10**) light weights in the Midget division. Each player cannot weigh more than 110 (one hundred ten) lbs and cannot be older than league age 13 (thirteen).

Lightweight note: There cannot be more than **five (5) new light weight** players on each squad. A new light weight is defined as a player who did not play during the previous season with a TBYFL organization.

3.4 Artificial Weight Loss

Weight loss shall only be obtained by normal physical conditioning. Use of artificial means to obtain weight loss by any player shall be prohibited unless specifically prescribed in writing by a licensed physician for health reasons.

Any coach or any other supervisor advising or condoning the use of artificial means to obtain weight loss shall be suspended from participation in any League activity for one (1) year. The player shall also be declared ineligible for one (1) year.

When a coach knows that a player has or is, on his own or at the direction of any other person including their parents, using artificial means to obtain or maintain weight loss, it shall be the responsibility of that coach to take immediate action to have the player discontinue such action and report such activity to the League.

Methods which are considered to be "artificial means" of weight loss include, but are not limited to, the following:

- a) Sweat boxes
- b) Steam or sauna baths
- c) Use of heated vehicles
- d) Water pills
- e) Excessive dieting (players are expected to be able to eat two or three balanced meals a day)
- f) Running in rubber, plastic, or similar clothing
- g) Diet or appetite depressant pills

Rule 4

Insurance

4.1 Insurance Requirement

It shall be mandatory that the League have supplemental insurance to cover accidents and injuries to players, cheerleaders, and other official team members while playing, traveling or practicing. A copy of this policy shall be on file with the League and given to each Athletic Director no later than the August meeting each year.

Rule 5

Rosters

5.1 Freezing of Rosters

No player or cheerleader can be added to the organizations roster after midnight of the Leagues second (2nd) scheduled game of the regular season, with the exception of Varsity cheerleaders and Varsity Football Players which may be added to the roster up to midnight of the Leagues third (3rd) scheduled game of the regular season. Any exception to these dates must receive the consent of the League Executive Committee which can be granted by a 2/3 vote for a highly unusual circumstance.

After a player weighs in for their first game they shall NOT be permitted to move to a lower age division (e.g., Varsity to Midget, Midget to Super Midget, Super Midget to Pee-Wee).

A player shall be permitted to move up to any age division for which he/she is eligible if done by the kick off of the squad's 5th regular season game.

A player must make weight in one regular season game in a division to be eligible to play in any post season games in that same division.

5.2 Releases

No rostered player or cheerleader or coach may transfer to another organization after the opening date of the TBYFL schedule.

5.2.1) No releases shall be granted under the following circumstances:

- a) Money due to the organization which they are leaving. This must be uncollected funds as a result of fraud, fund raising activity or any deceptive behaviors.
- b) Equipment and/or uniforms or other properties of the organization not returned to the organization which they are leaving.

Registration payment plans are not included in this rule. The player/cheerleader will be released if the money owed is a result of missing or not finishing a registration payment plan.

Each Organization is required to provide the League by the March meeting, in writing, with a list of ALL players, cheerleaders, board members, or coaches that have not turned in equipment, uniforms, other properties of the organization or any fundraising money due. If this list is not turned in, then an individual from that organization can not be refused a release.

5.2.2) A player, cheerleader, coach or board member desiring to transfer from one organization to another must have the new organization's Athletic Director obtain a written release from the organization he/she is transferring from.

Rule 6

Ineligible Players, Cheerleaders and Coaches

6.1 Ineligible Players, Cheerleaders and Coaches

6.1.1) Any player or cheerleader who is a member of any school football team or cheerleading squad or any other organized football team or cheerleading squad during the League's season (beginning at the first game date through the Super Bowl) shall be ineligible to play or cheer on any League team or squad for that season.

6.1.3) There shall be no coaches or instructors under eighteen (18) years of age allowed to participate with any squad unless a TBYFL adult volunteer/coach is present.

6.1.4) If you are of league age to cheer or play football in the Tampa Bay Youth Football League then you are ineligible to be a coach or instructor.

6.1.5) All players and cheerleaders must be enrolled in an elementary, middle, Jr. High or high public or private school or approved home schooling system. Any player not enrolled in one the systems listed is ineligible to participate in any TBYFL activity. This rule does not apply to Flag Football or Mighty Mite Cheerleading.

6.1.6) All grievances concerning an ineligible player must be filed in accordance to Article VIII. If it is found that a person had knowledge of an ineligible player, cheerleader or coach and did not provide the knowledge to TBYFL, that person is subject to Penalty 2 (one year suspension) and Fine B (\$100).

6.1.7) Any team that is found guilty of having an ineligible player, cheerleader or coach must forfeit all games in which the ineligible person participated in.

Rule 7

TBYFL Verification Pictures

7.1 TBYFL Verification Pictures

7.1.1) Preceding the first week of the regular schedule, the League teams shall meet at a time and place to be designated by the League. The League shall have overall responsibility for conducting the Preseason Official Picture Process, but shall be permitted to appoint one or more representatives to handle or assist in conducting the Preseason Official Picture Process. All required paperwork (including age certification) shall be turned in prior to taking the player's Preseason Official Picture or the player shall not be permitted to participate in the Preseason Official Picture Process.

7.1.2) The League shall prepare the Official Picture rosters based on current registrations. Coaches shall have the players lined up for Preseason Official Pictures in alphabetic order at the time and place designated by the League.

7.1.3) Any player on a roster not in attendance at Preseason Official Picture Process shall have his/her picture taken at a subsequent Official Picture date scheduled by the League. Any rostered player who does not have an Official Picture on file shall have his/her Official Picture taken at the Weigh-In by a League Official.

7.1.4) Each Organization must pay a minimum of \$2,500.00 in League registration fees by the regularly scheduled TBYFL April Board of Directors meeting. Any organization experiencing financial difficulty may petition the executive board for an extension.

7.1.5) All League registration fees must be paid in full by the Organization's scheduled TBYFL picture day or else the team will not be allowed to have their pictures taken and will be subject to the fines in Rule 7.2.

7.1.6) Dates for taking pictures of rostered players after the Preseason Official Picture Process shall be scheduled by the League. No picture dates shall be scheduled after the Organization's second game-of the regular season unless scheduled in accordance with Rule # 3.

7.1.7) New Players

The following items shall be presented to the League for all new players or cheerleaders:

- a. League registration form.
- b. League registration fee, paid by check drawn on the organization's checking account.
- c. Copy of Age Certification, if not in last year's file.

If the required forms, fees, and age certification are provided as described, the player shall be considered a rostered player and shall be allowed to Weigh-In and play in the game as prescribed in: **"Pictures registration" In procedure manual.**

7.2 Game Day Process

Each player shall have a picture identification card on file with the League. An organization shall be fined \$100.00 for each age division that requires six (6) or more Official Pictures to be taken at a Pregame Weigh-In. Ex: 5 free pictures per squad. 6 or more a one-time fee for that squad only. Fine is per squad not players. Players weighing-in under Rule #3 are not counted in determining the application of the penalty.

After the player successfully completes Pregame Weigh-in, his/her card shall be used for Pregame Check-in. Pregame Check-In shall take place as the teams enter the field. The players shall be checked by the Athletic Director, Alternate Athletic Director, coach or League Official and the opposing teams Athletic Director, Assistant Athletic Director, or coach. After the Pregame Check-in is completed, the identification cards shall be returned to the League Official.

Rule 8

Conducting Pregame Weigh-In

- 8.1) Bathroom or spring type scales are not permitted. Scales must be certified by a qualified service technician each year before the first official weigh-in.
- 8.2) The Pre-game Weigh-In shall be conducted by a League Official, as assigned to each complex.
- 8.3) The Pre-game Weigh-In shall be conducted no earlier than one (1) hour prior to scheduled game time. No player shall be allowed to weigh-in after Kick-Off.
- 8.4) The League shall maintain an official weigh-in roster in alphabetical order for each division. This weigh-in roster shall be initialed by the League Official officiating at the Pregame Weigh-In.
- 8.5) Scales shall be set at the prescribed weight limit and each player shall be weighed subject to that limit. No allowance shall be made for equipment or clothing. After failure to make weight the first time, the player shall be detained, in the Weigh-In room for the one (1) subsequent attempt at which time the player has the option to remove their clothing up to their undergarments (underpants). No player will be allowed to weigh-in completely undressed. No other attempts shall be permitted and his/her Weigh-In record shall reflect a "W", and the player shall not be permitted to participate in that game.
- 8.6) The Pre-game Weigh-In shall not be open to anyone except League Officials, League Executive Committee members, Athletic Directors and one (1) Coach from the participating Organizations. Parents and other onlookers are not permitted in the immediate area of the League Weigh-in. If more than one coach from a participating Organization is in the weigh in room and will not leave at the request of the League Official then that coach will be declared ineligible for that game.
- 8.7) Any player caught on the official scales prior to the Pre-game Weigh-In shall be reported to the League Official and shall be declared ineligible for that game.
- 8.8) Any player, who is determined to be ineligible through the weigh-in procedure and notated in the weigh-in book, will be ineligible for the make-up game. This includes any notations in the weigh-in book that makes a player ineligible for that game.
- 8.9) The outlying complexes are responsible for obtaining the books for weigh-ins on game days at their facility.

Rule 9

Playing Rules

All games shall be played under the National Federation of State High School rules with the following exceptions:

- 9.1) Regulation Game shall consist of four (4) eight (8) minute quarters.
- 9.2) Extra points shall score for Pee-Wee and Super Midget: Two (2) points for kicking and one (1) point for passing or running.

NOTE: Midget and Varsity extra points shall be one (1) point for kicking and two (2) points for passing or running. The ball shall be put in play from the three (3) yard line for all divisions.

9.3) There shall be no set jersey numbering system.

9.4) As many team captains as designated from both teams shall attend the game ceremonies and instruction at midfield.

9.5) If you wish to provide your own football for your game, it shall be certified by a League Official and the Game Official (as to proper inflation and size) and presented to the Game Official prior to Kick-Off. The following list represents the current footballs allowed in League games:

Pee-Wee: Wilson K2 or its equivalent

Super Midget: Wilson TDJ or its equivalent

Midget: Wilson TDJ or its equivalent

Varsity: Wilson TDY or its equivalent

9.6) Each player shall play a minimum of five (5) plays in a regulation game. Failure to comply with this requirement shall result in: See Misconduct rules. A play is defined by a snap of the ball or a kick. A nonscoring opportunity snap (this includes spiking the ball or kneeling the ball) of the ball does not count as a play. A dead ball foul (penalty) is not considered a play. Any team found in violation of the minimum play rule will forfeit the game in question including post season games. If a minimum play rule is determined to have occurred in a playoff game, the losing team will be declared the winner and will advance to the next round or will be declared the Super Bowl winner if the violation is in the Super Bowl game.

For the first violation, the Head Coach will be suspended for 21 days starting the day after the ruling. The organization will receive a \$100 fine.

For the second violation, the Head Coach will be suspended for 1 year starting the day after the ruling. The organization will receive a \$250 fine and be placed on probation for 1 year.

9.7) In the event a team reaches a thirty (30) or more point lead over its opponent the Team behind shall put the ball in play at the opponents forty (40) yard line after the opponents extra point attempt instead of receiving a Kick-off. The clock shall become continuous as long as the leading team is up by 30 points or more. The leading team shall not be allowed to use time outs as long as there is still at least a 30-point lead. Once a 30-point lead is no longer in place, time-outs will be restored. The continuous clock rule WILL NOT affect any team's halftime possession / choice (e.g. if the team leading by 30 points is to receive the 2nd half kick off, then they have the right to take the ball).

If the team leading by 30 points or more receives any penalty, then the clock will STOP until the start of the next play (e.g. a leading team may not run out the clock by committing penalties).

Rule 10

Pee Wee Exceptions

10.1) Participation: Eight (8) play minimum for all players.

10.2) There shall be no more than one (1) coach from each team on the playing field while the ball is in play. One (1) coach is allowed on the field for the entire season including playoff games.

10.3) The Coach on the field shall not be permitted to approach any Game Official at any time unless a player has called a time out. A player must call time-out and the coach on the field or the head coach is then allowed to address the Game Official.

10.4) If, in the judgment of the Game Official, the Coach on the field is abusive to the players or to the Game Officials, the coach shall be removed and will not be permitted on the playing field for the rest of the season.

10.5) Once any player is within 3 yards of the line of scrimmage, the coach can not say anything, touch any player and must be at least five (5) yards from the nearest player and must be on their team's side of the ball. Any coach violating any of these rules will be given one warning from the Game Official and will then be assessed a Delay of Game five yard penalty for any subsequent violations.

10.6) Clock: The teams shall run with a twenty-five (25) second clock

10.7) Penalties shall be based on the National Federation of State High School rules with the following exceptions:

Five (5) yard penalties:

- a. Delay of game (includes coach on the field touching a player)
- b. Offside, when contact is made
- c. Offside, when the ball is snapped
- d. Delay of game, twenty-five (25) second clock
- e. Equipment foul (mouthpiece, chin strap)

Ten (10) yard penalties:

- f. Clipping
- g. Facemask
- h. Illegal block
- i. Unsportsmanlike conduct
- j. Spearing or face tackling
- k. Holding

10.8) Offensive team shall be permitted to elect to kick on any down; this shall be a free PUNT. The defensive team shall have at least six (6) players on the line of scrimmage during the kick. Neither team shall cross the neutral zone until the ball is kicked. The offensive team shall kick after it notifies the Game Officials of its intention to do so.

NOTE: If the clock is stopped on a free kick, it will not start until the ball is kicked. If the clock is not stopped, they have 10 seconds to kick the ball from the free snap. A violation will incur a 5 yard delay of game penalty and a re-kick will occur with the clock NOT running until the ball is kicked

10.9) If the offensive team elects to try for a field goal or kick a point-after attempt, the National Federation of State High School rules shall apply and the defensive team IS allowed to rush the field goal or extra point attempt.

10.10) ALL players within two players directly to the left and two players directly to the right of the center and within one (1) yard of the line of scrimmage must be in a three (3) or four (4) point stance.

Rule 11

Sick, Injured or Disciplined Players

11.1) Any player shall be removed from the game if in the judgment of a Game Official, a TBYFL League Official, or Players' Team Coach that the players' health or safety is in jeopardy.

11.2) Any player listed as sick, injured, absent, or disciplined at Pre-game Weigh-In shall not play. Any player not playing shall remove helmet and shoulder pads in order to remain on the sidelines.

11.3) Any player who is injured, resulting in an injury time-out called by a Game Official, shall sit out five (5) plays (ball is snapped or kicked) before returning to play in that half. If the Head Coach allows the player to return to the game prior to the fifth play after the injury, the Head Coach shall be suspended for the next game. A second violation of this rule shall result in the suspension of the Head Coach for the

remainder of the season, and, if five (5) or less games are remaining, the following season as well. If the opposing team observes any violation of this rule, they shall call a time-out to inform the Game Official and a League Official. The player shall be removed for an additional five (5) plays from that point in the game. The opposing team shall not be charged for the time-out.

11.4) Halftime or the end of a game requiring overtime satisfies the five (5) play sit-out rule for an injured player, and the player may return to the game to start the second half or the overtime.

11.5) A player or cheerleader injured in any manner so as to require medical attention by a physician shall present written permission from his/her physician to a League Official before participating in any League activity.

Rule 12 Officials

12.1) All League games shall be played using qualified, League-approved Game Officials. The Game Officials shall be required to make a written report to the League of any instances where the conduct of any member of a team, the team's staff, or other person has, in their opinion, been unsportsmanlike or detrimental to the game or the League. The League shall furnish Game Official Clock Operators.

Rule 13 Games

13.1) Each team shall play according to the official TBYFL schedule.

13.2) All games shall be played to completion except under such circumstances where the welfare of the players shall be adversely affected. The Head Game Official shall determine the shortening of any game due to bad weather.

13.3) In order to assure adequate time for proper player conditioning, warm-ups, Game Officials' instruction, and introductions of team captains, etc., a minimum of ten (10) minutes shall elapse between the end of one game and the beginning Kick-Off of the following game during which time team introductions shall be made. When the regular scheduled starting time allows ten (10) minutes or more between games, the game shall proceed as scheduled. However, ten (10) minutes between games shall be allowed regardless of the scheduled starting times of any games. Picture identification cards shall be checked as the teams enter or reenter the field.

13.4) No game shall start early unless agreed upon by the two (2) participating Head Coaches and League Officials.

13.5) No other teams shall be allowed inside the restraining fences while a game is in progress without the permission of the League officer on duty.

13.6) The interval between the first half and last half of a scheduled game shall be ten (10) minutes. Any Homecoming-type event shall be scheduled with the League and the other organization at least two (2) weeks in advance and shall not exceed fifteen (15) minutes. During halftime, no one is allowed on the field except for the performing cheerleading squads or halftime activities. Ball playing is not allowed on the field or in the end zones during any halftime activities.

13.7) In the event that a severe weather condition, field condition, or other unusual circumstances exist which shall present health or safety hazards to the players, a game shall be postponed. The head Game

Official or a League Official will make the decision. Under these circumstances, the judgment of the Game Official or the League Official shall not be subject to question. The League shall reschedule any postponed game(s). Reference rule #6 for player eligibility.

13.8) During the regular scheduled playing season, no team shall play more than one game per week, unless deemed necessary by the League. Controlled scrimmages shall be permitted with any team with TBYFL approval. Each scrimmage shall be considered as a practice session. Scrimmages must be between teams within the same age and weight brackets. EX: Super midgets vs. Super midgets and NOT Super midgets vs. Midget. All scrimmages must be approved by the Conference Vice President or President. League and County approved functions are excluded from this rule.

Rule 14

Regular Season Practice

14.1) Practice will start with the League's prescribed start date. A maximum of twelve (12) hours per week are allowed prior to the League's first game.

Exception: The first full week AFTER school starts, all organizations shall not hold more than three (3) practice days during a calendar week (Sunday through Saturday) and shall be limited to six (6) hours of practice per week. No practice shall exceed 9:00 PM at any time without prior League Conference Vice President's approval.

14.2) On "bye" weeks, teams/squads shall be permitted to practice an additional two (2) hours on Saturday.

Rule 15

Off-Season Practice

15.1) No Organization is allowed to dress any member of its football team in football equipment for the purpose of practicing from January 1 of each year until the official TBYFL first day of practice. Nonallowable football equipment is defined as ANY of the following:

- Helmet
- Shoulder Pads
- Football Pants with any padding (Hip, butt, knee and thigh pads)

15.2) Organizations are allowed to hold practices from January 1 until the official TBYFL first day of practice as long as no football equipment is used.

Rule 16

Protests of Rules of the Game

16.1) Protests on matters of judgment as rendered by a Game Official shall not be considered. Protests on rule violations shall be heard.

16.2) The protest must be made known to the opposing team and game official that the game is being played under protest. It will be up to the filing party to furnish proof of guilt.

16.3) The protest shall be presented to the League Official on duty. It must be neatly written or typed and presented to a League Official no later than twenty-four (24) hours after the termination of the game being

protested. A \$100.00 protest fee must accompany the protest, regardless of who files the protest (League Official, Athletic Director, coach/instructor, player/cheerleader, parent, etc.). If the protest is upheld, this fee shall be returned to the filing party within 10 (ten) days. If the Rules Appeal Committee determines that a Game Official or a League Official neither misapplied the rule being protested or ignored the rule being protested, the protest shall be declared void, the alleged violator shall be found not guilty, and the \$100.00 protest fee shall not be returned to the filing party.

16.4) The Rules Appeal Committee shall be appointed by the League President within twenty-four (24) hours upon receipt of the protest. It shall contain no less than 3 (three) and no more than 7 (seven) members.

16.5) The Rules Appeal Committee, upon notice to the organizations involved, shall conduct an investigative hearing within forty-eight (48) hours. All facts involved shall be investigated by the Rules Appeal Committee. The Athletic Director from each organization and the filing party shall be notified of this hearing.

16.6) If the Rules Appeal Committee, by a simple majority vote of the members present, agrees that the protest is valid, a recommendation for action shall be made at a Special Meeting of the League Board of Directors within twenty-four (24) hours.

16.7) Once a protest has been presented and the \$100 (one hundred) protest fee received, no protest may be withdrawn without 2/3rd (two thirds) of TBYFL Executive Board approval.

Rule 17

Uniforms and Equipment

17.1) Each player shall have a complete uniform, with NOCSAE approved equipment which includes a helmet with face guard and chin strap, shoulder pads, tail pad (1), hip pads (1 left and 1 right), thigh pads (1 left and 1 right), knee pads (1 left and 1 right), plastic or rubber molded cleats (plastic detachable cleats are permitted, but no metal may be exposed on any part of the cleats), mouth piece and an athletic supporter. No jewelry of any type may be worn during the game.

Any player found to not be in compliant of rule 17.1 must immediately be removed from the game and can not return until they are properly equipped.

17.2) No TBYFL insured equipment and/or uniforms, for both football and cheerleading, may be used in any non-sanctioned event without prior approval from the TBYFL Executive Board.

Rule 18

Individual Honors

18.1) There shall be no individual honors for players or cheerleaders in the League, before, during, or after any League activity at any League complex, that shall indicate in any way that his/her participation was more appreciated than any other member's participation on the team or squad (i.e., Best Defensive player, Most Outstanding Running Back, Homecoming Queen/Princess/ King/Prince, etc).

18.2) Helmet stickers are not allowed without the approval of the Executive Board of Directors.

Rule 19

Misconduct and/or Unsportsmanlike Conduct

19.1) Any player, cheerleader, coach, instructor, or other adult supervisor who is found guilty by the League Board of Directors of cheating or misrepresenting any record shall be subject to disciplinary action by the League Board of Directors.

19.2) Any player, cheerleader, coach, instructor parent, guardian or board member of said organization who shall be found guilty of conduct detrimental to the League, violating League rules, under the influence of alcohol or drugs, unbecoming conduct, or unsportsmanlike conduct, at any scheduled League event, including practice, shall be subject to disciplinary action by the League Board of Directors.

19.3) These actions shall include taunting with racial, religious, and ethnic remarks. A report of such conduct shall be made to the League. Any player, cheerleader, coach, instructor, or TBYFL board member reported to an Official and found guilty of taunting another member of the League with racial, religious, or ethnic remarks/insults shall be expelled from further League activities for the season. Any fighting which may result from these actions shall be reviewed for further disciplinary actions with the Organizations.

19.4) Any player, cheerleader, coach, or instructor ejected from a game by a Game Official shall be suspended for the next scheduled game. This suspension may be appealed to the League Executive Board within twenty-four (24) hours after the completion of the game. The suspension can be lifted by a simple majority vote of the League Executive Board. If a player, cheerleader, coach, or instructor is ejected two (2) times in one season, he/she shall be subject to suspension for the remainder of the season, following a hearing as outlined above. If five (5) or less games are remaining at the time of the second ejection, he/she shall also be suspended from participating in any League activity for the entire following season.

19.5) No coach, player, or identified team official or League Official may touch, grab, bump, or have physical contact with any game official against his/her will. If this occurs, the individual shall be subject to immediate expulsion from the TBYFL.

Rule 20

Organizational Responsibilities

20.1 Game day duties

20.1.1) The Home Team shall place all field markers and other necessary officiating game equipment prior to the first game of the day. The Home team shall remove all markers and equipment after the last game of the day.

20.2.2) Chain crews shall be provided by the Home Team and shall be properly trained. The chain crew shall consist of adults (no one under the age of eighteen <18>). Whenever possible, the same crew should be maintained throughout the season so as to assure more efficient performance. The chain crew shall take their posts at least five (5) minutes prior to Kick-Off. No member of the chain crew shall be allowed to talk to or coach any player on the field. Anyone found guilty of this shall be expelled from the field by the Game Official or a League Official.

20.2 Organizational misconduct and eligibility fines

20.2.1) In the event that a team or squad is found guilty of violating the **practice rule** by the League Board of Directors, a penalty shall be imposed for the Athletic Director and the teams' Head Coach. This fine shall be paid before the organization is permitted to participate in any League activity. **See Penalties and Fines chart: P-7 & M-B**

20.2.2) When it is found that an organization has a team or squad that has permitted any player, cheerleader, coach, or instructor who is ineligible under Misconduct, or any other rule or Bylaw of the League, to participate in any practice, regular season game, or post-season game, all persons with direct knowledge of the ineligibility shall be suspended from participating for the remainder of the season. If five (5) or less games are remaining at the time a guilty decision by the League Board of Directors is agreed upon, all persons with direct knowledge of the ineligibility shall also be refrained from participating for any League team or squad for the entire following season. In the event that the Athletic Director participated in the violation, the organization shall be fined: **See Penalties and Fines chart M-A per incident.**

Ineligible players, cheerleaders, coaches, and instructors shall not be permitted on the sidelines or to participate, in any way, in any League activity. Petition for reinstatement, if granted, shall carry a: **See Penalties and Fines chart M-B** reinstatement fee for each adult suspended under this rule, this fee shall be paid before the adult is permitted to participate in any League activity.

20.2.4) Any team found guilty of violating any League rule pertaining to eligibility shall forfeit all games in which the player(s) participated, and the Won-Loss records shall be changed accordingly for all teams involved.

Rule 21

Field and Game Day Rules

21.1 Team Seating

21.1.1) All fields shall provide restraining fences between spectator and playing area.

21.1.2) The Home Team shall always sit as designated by the scoreboard.

21.1.3) Players, cheerleaders, coaches, instructors, and other team officials shall be restricted to an area along the sidelines from their forty-five (45) yard line to their twenty (20) yard line.

21.1.4) All sudden death downs will be played in the end zone nearer to the pavilion. The cheerleaders shall remain between their respective forty-five (45) yard line and twenty (20) yard line.

21.2 Sideline Restrictions

21.2.1) All sideline personnel for football shall be limited to no more than (10) people. There shall be no one under League age allowed inside the restraining fences. Sideline personnel for cheerleaders shall be limited to no more than five (5) people. All non-credentialed (non-rostered personnel) personnel must receive prior league approval and are included in the maximum of ten sideline personnel.

21.2.2) During any game, no one is allowed on the sidelines except the following: chain crew; newspaper, magazine, website photographers, and/or television staffs which have been authorized by the League in advance to take pictures or film a game, ball person or other personnel to assist the Game Officials when specifically

requested by the officiating crew; League Executive Committee Members, or League Officials at the League Executive Committee's request.

21.2.3) Spectator viewing of the games from an area behind the players' benches between the twenty (20) yard lines and within five (5) yards of the fence is prohibited at Skyway Park.

21.3 Filming of Games

21.3.1) Filming of games shall be done outside of the playing field unless adequate facilities have been provided and permission has been obtained from the League Official.

21.4 Press Box

21.4.1) Only four (4) members from each participating organization shall be allowed in the Press Box at any given time.

21.4.2) No sound equipment shall be allowed in the Press Box without prior approval from the League.
21.4.3) No loud, vulgar or profane music shall be allowed in the facility. Any music which may be considered offensive by any spectator or board member must be turned off or removed from the facility.
21.4.4) Announcers shall not be allowed to coach, officiate, cheer, or criticize from the Press Box (No Play-by-Play).

Announcers shall receive 1 (one) warning. They will be removed with the second warning and suspended for the next game. If 5 (five) or less games are remaining after the second dismissal, the announcer shall be suspended for the following season.

21.4.5) No one under the age of fifteen (15) shall be allowed in the Press Box under any circumstances.

Rule 22

Facility Restrictions

22.1) Effigies, dolls of opposing teams, hanging figures, derogatory signs, music or sound systems, horns, air horns, bullhorns, whistles, drums or any paraphernalia found to be inflammatory by a League Official towards the opposing team shall not be allowed on or within viewing or hearing distance of the playing field.

The league will approve music for pre-game and or halftime entertainment only. No music will be played while the games are in progress. This includes timeouts, water breaks or injuries. No Insulting, vulgar or inflammatory music or lyrics will be allowed. The Director of cheerleaders or a League official on duty shall have the final decision in accepting or rejecting all pre-game and halftime music.

22.2) TBYFL shall be designated as a smoke free environment.

22.3) No pets or bicycles shall be allowed in the facility.

22.4) No weapons or firearms shall be allowed in the facility unless accompanied by a law enforcement officer.

22.5) No glass or breakable plastic containers (bottles or cups) shall be allowed in the facility.

22.6) No object shall be allowed on the field which is deemed dangerous by a League Official.

22.7) It is the responsibility of each team and squad to quickly clean its seating area, both on the field (players and cheerleaders) and in the Press Box, after each game and to give the previous team or squad enough time to clear the area before moving in.

22.8) Each team or squad shall enter and exit the field from the side gates by the concession stand.

Outlying complexes shall follow the League approved enter / exit procedure for their facility.

22.9) Any person caught intentionally destroying Tampa Bay Youth Football League property shall be charged with civil vandalism and trespassed for the remainder of the season.

22.10) No food or drink shall be **sold** inside or outside of any TBYFL complex or parking lot unless the organization submits a proposal, two(2) weeks in advance for additional food sales. Additional food sales may only be approved for the day of the organizations concession duty and may not conflict with any offerings from the TBYFL complex. Additional food sales will only be permitted outside the gate. After a notification from a league official to stop sales, a second violation will result in a fine. **See Penalties and Fines chart M-A**

22.11) Team coolers are allowed under the following conditions. No personal coolers are permitted.

A. They must be placed away from the seating / bleacher area. Not underneath.

B. They may be placed by the end zone gate entrance to the field by the concession stand.

C. They may be placed by the players or cheerleaders bench.

22.12) Sale(s) of programs, t-shirts etc. must be approved and/or go through a bidding process before they are sold at any TBYFL function. The league has sole rights of all products sold at these functions.

Rule 23

Miscommunication, Misapplication, or Misinterpretation of a League Rule/Bylaw by a League Official

23.1) Any organization or member of an organization (player, cheerleader, coach, instructor, Board Member, or parent), who is disqualified, suspended, or prevented from participation in any League activity, due to the Miscommunication, Misapplication, or Misinterpretation of a League Rule/Bylaw, by a League Official, shall be permitted to appeal to the League Executive Board to determine if a Miscommunication, Misapplication, or Misinterpretation of a League Rule/Bylaw has occurred.

23.2) The appealing party may request, within twenty-four (24) hours of the incident for an appeal hearing by the League Executive Board.

23.3) If the League Executive Board, by a 2/3 majority vote of the members present, agrees that a Miscommunication, Misapplication, or Misinterpretation of a League Rule/Bylaw did occur, the appealing party shall be granted reinstatement.

Rule 24

Conferences

24.1) The League shall be divided into two (2) Conferences: American and National. The Conferences shall be realigned each year using a four (4) year cycle. Starting with 2008 as Year # 1, and continuing with 2012 as Year #1) in accordance with the following format:

(2008 & 2012)Year #1 - Use the previous regular season's Midget records

(2009 & 2013)Year #2 - Use the previous regular season's Varsity records

(2010 & 2014)Year #3- Use the previous regular season's Pee Wee records

(2011 & 2015)Year #4- Use the previous regular season's Super Midget records

In the event that an organization does not have a team in the division used to select the Conferences, after all other organizations have been placed into Conferences, the organization shall be placed based on the record of the next lower division (i.e., no Varsity, use Midget; no Midget, use Super Midgets; no Super Midgets, use Peewee; no Peewee, use Varsity). Whenever a new organization is accepted into the League, it shall be placed using a 0- 0- 0 regular season record. Whenever more than one organization is accepted into the League for the same season, they shall be placed using a 0- 0- 0 regular season record and a coin toss shall be used to determine order of placement.

The organizations shall be placed into the Conferences as follows:

American Super Bowl winner

National Super Bowl runner-up

American 1st best record (non-Super Bowl participant)
National 2nd best record (non-Super Bowl participant)
American 3rd best record (non-Super Bowl participant)
National 4th best record (non-Super Bowl participant)
American 5th best record (non-Super Bowl participant)
National 6th best record (non-Super Bowl participant)
American 7th best record (non-Super Bowl participant)
National 8th best record (non-Super Bowl participant)
American 9th best record (non-Super Bowl participant)
National 10th best record (non-Super Bowl participant)
American 11th best record (non-Super Bowl participant)
National 12th best record (non-Super Bowl participant)
American 13th best record (non-Super Bowl participant)
National 14th best record (non-Super Bowl participant)

In the event that there is a tie in regular season records, the following criteria will be used to determine placement:

First Tie Breaker - Best Conference Record
Second Tie Breaker - Head to Head Results
Third Tie Breaker - Coin toss

Rule 25

League Champions

25.1) There shall be one (1) champion in each Conference in each age division.

25.2) The Conference Champion shall be determined by the team with the highest Won/Loss record percentage of games played. This percentage is determined by dividing the total number of games won by the total number of games played. A tie game counts as half (1/2) a game won and half (1/2) a game lost.

25.3) In the event that two (2) or more teams have the same Won-Loss record percentage, the following criteria shall be applied in the order listed:

First Tie Breaker - Best Conference Record
Second Tie Breaker - Head-to-Head Results
Third Tie Breaker - Kansas Tie Breaker or Coin Toss. A coin toss is optional if both Head Coaches agree.

25.4) The teams with the eight (8) highest regular season Won-Loss percentages shall participate in the playoffs to determine the League Champions.

Rule 26

Play Off Seeding

26.1) The teams shall be seeded 1 thru 8 based on their regular season Won-Loss percentage.

26.2) In the event that two (2) or more teams have the same Won-Loss percentage, the following criteria shall be applied in the order listed below to break the tie:

First Tie Breaker - Head-to-Head Results
Second Tie Breaker - Best Conference Record
Third Tie Breaker – Coin Toss

26.3) The Playoff format shall be as follows:

Round One:

Game #1 - Seed #1 plays Seed #8.

Game #2 - Seed #2 plays Seed #7.

Game #3 - Seed #3 plays Seed #6.

Game #4 - Seed #4 plays Seed #5.

Round Two:

Game #1 - Winners of Game #1 and Game #4.

Game #2 - Winners of Game #2 and Game #3.

Super Bowl:

Winners of the Round Two Playoff games play in the Super Bowl for the over all champion.

26.4) Kansas tie breaker shall be used in all post-season games to determine the winning team.

(Kansas tie breaker is defined as: Each team has four (4) downs from the opponent's ten (10) yard line to score.)

Rule 27

Cheerleading Rules

27.1 COORDINATORS

Each organization's coordinator shall be entitled to one vote during a League Coordinator's Meeting. The TBYFL Cheerleading Director shall not be entitled to a vote during the League Coordinator's Meeting, except in the event of a tie. The TBYFL Cheerleading Director shall cast one vote to break a tie. The TBYFL Alternate Cheerleader Director will only represent TBYFL in the absence of the TBYFL cheerleading Director. In the event the TBYFL Cheerleading Director is also an organizations coordinator, the organization's Assistant Cheerleader Coordinator shall vote during the League Coordinator's Meeting.

27.2 UNIFORMS

Each organization shall be responsible for decisions on apparel.

27.3 SQUAD SIZE

Each organization shall limit squad size to 1-26 members. The exception is a squad with all returners from the previous year. You can register your returning cheerleaders and siblings to a squad limit of 36. **With that, there can be no new cheerleaders registered to that squad.** A returner is a cheerleader who was in the organization's cheer program the previous year, or had a sibling in said organization the previous year. **27.4**

CONDUCT

a) Courtesy and sportsmanship shall be the primary duty of the coaches and instructors at all times.

b) Any additional guidelines that shall benefit an organization shall be added as they see fit, as long as they do not conflict with League Rules (such as demerit/merit system for participation).

27.5 RESTRICTED CHEERS/CHANTS

No squad shall perform the "Gigolo/Introduce Yourself" cheer or any like cheer. "We Got Spirit" cheer may be performed after an agreement is reached between both teams coordinator's, or the organizations representative. Teams violating the "Spirit Cheer" shall receive: 1st offense=Warning, 2nd offense=See Chart P-7 & M-B.

27.6 GAME DAY

- a) Home team shall perform "Hello" cheer first. The "Hello" cheer, without introductions, is mandatory.
- b) Make sure all cheerleaders are safely out of the way when play is in the area.
- c) Squads shall not cheer when the opposing squad is cheering.
- d) No squad shall cross the field to cheer at any time, except in the event of a "Kansas City Tiebreaker".
- e) Allow enough time between cheers to give the opposing squad cheering time (two cheers and/or two chants only). A signal (i.e. pivot or sitting) is necessary to let the opposing squad know cheer segment is complete.
- f) During halftime, each squad shall be allowed four (4) minutes. The visiting team shall take the field immediately at the beginning of halftime. Halftime participation is mandatory. Any squad exceeding the four minute limit shall be subject to the following: 1st offense=Verbal Warning, 2nd offense=(Head Coach only) See Chart P-6 & M-D.
- g) Cheerleaders shall shake hands with the opposing squad before forming a tunnel-like exit on the field for the players and coaches to pass through. Each cheerleader shall do the "We are Proud of You" cheer for both football teams as each team exits the field. Any squad that doesn't comply will receive a verbal warning. Thereafter, a misconduct penalty shall apply.
- h) No building or stunts shall be allowed in the rain or slippery/wet ground conditions.

27.7 PRACTICE/CAMPS/GYM INSTRUCTIONS

Outside camps and competitions are encouraged for developing skills. However, if a cheerleader is a member of a squad that competes and is selected for further competition in the same event (i.e., NCA finals), he/she shall not be permitted to participate in TBYFL.

a) All practice must be done within the guidelines of our TBYFL bylaws (see Rule 14). Effective the official date of the beginning of each season to the final day of each season (in-season), there is no group instruction allowed at any cheer/tumbling gyms, or outside of your documented practice location (as stated on the TBYFL website). All changes to your practice location must be reported to your cheer coordinator in advance.

b) In-season private lessons at a cheer/tumbling gym are allowed within the following guidelines:

- No more than two (2) persons sharing one private lesson. The only exception is a family with cheerleaders on different squads.
- A facility staff member, who is not part of TBYFL must give privates.
- TBYFL coaches are not allowed to be involved in the private lesson. If the parent of the participant is also a TBYFL coach, they must be removed from the area where the private is being given. They must remain in the viewing area.
- OPEN GYM is allowed during the TBYFL season. If it is reported that a cheer/tumbling/dance routine is being practiced in a group (2 or more) and the accusation is proven, the organization will be written up and penalties will be assessed as per TBYFL rule 19.2.

27.8 SAFETY RULES AND GUIDELINES

Every two years the league coordinators will determine which safety guidelines the league will follow. The TBYFL Director of Cheerleading shall have the final decision on all safety issues regarding this matter. These guidelines shall be forwarded in writing, to the league's coordinators. The following

TBYFL Rules and Bylaws Version 10 Approved 10-1-08 Page 21 of 33

TBYFL/National Federation of State High School Associations safety guidelines shall be followed at all times. Any squad not complying with these guidelines shall be disciplined under league rules. Any squad that repeatedly violates these rules shall be disciplined under rule P-4.

27.9 PARTNER STUNTS AND PYRAMIDS

- a) All pyramids and partners stunts are limited to two (2) persons high. "Two Persons" is defined as the base (bottom person) having at least one foot on the ground.
- b) Partner stunts and pyramids higher than shoulder level must have a continuous spotter for each person over shoulder stand level. Spotters are considered part of the squad with regard to the squad member's limitations.
- c) When one stunt is bracing another, one of the stunts must be at shoulder height or below. Exceptions: Extensions may brace other extensions.
- d) If a person in a partner stunt or pyramid is used as a brace for an extended stunt, the brace must not be supporting a majority of the top person's weight. The top person must have their leg in a bent or stretch position ("stretch position" means that the leg is at least 45 degrees from the bodyline.).
- e) Vaults are prohibited.
- f) Basket tosses or similar tosses are limited to no more than four (4) tossers and must be dismounted to a cradle position by two (2) of the original bases plus an additional spotter at the head and shoulder area. Pee Wee level and below are prohibited to perform basket tosses or any other similar tosses.
- g) Participants may not pass over or under other participants from basket tosses or similar tosses.
- h) Tosses that land in stunts (i.e., toss to hands, basket to elevator, etc.) are allowed. Tosses cannot land in a loading position for another stunt or toss, nor can they significantly exceed the height of the intended stunt.
- i) Partner stunts and pyramids may not pass over, under or through other partner stunts or pyramids.
- j) Shoulder stand level stunts must use three (3) catchers. Cradle dismounts from single based partner stunts over shoulder stand height must use three (3) catchers.
- k) Cradle dismounts, which involve a jump, twist, or other gymnastic skill, require a spotter in addition to the original base(s).
- l) All backward dismounts from partner stunts or pyramids must use three (3) catchers. The execution of any gymnastic skill during a backward dismount is prohibited.
- m) Forward suspended rolls are allowed provided the base(s) have their feet on the ground and the person and base(s) maintain hand-to-hand contact throughout the skill.
- n) Backward suspended rolls are prohibited.
- o) Twists greater than two (2) rotations in stunts, tosses, or dismounts are prohibited.
- p) Helicopter tosses are prohibited.
- q) Single based split catches are prohibited.
- r) Free falling flips or swan dives from any type of toss, partner stunt, or pyramid are prohibited.
- s) Knee drops to the ground level are prohibited.
- t) Tension rolls and tension drops are prohibited.
- u) Toe pitch and leg pitch flips are prohibited.

27.10 TUMBLING/GYMNASTICS

- a) Dive rolls are prohibited. A dive roll is defined as a forward roll where your feet leave the ground before your hands reach the ground.
- b) Flips greater than two (2) rotations are prohibited.
- c) Twists greater than two (2) rotations are prohibited.
- d) The use of mini-trampolines, springboards, or any height increasing apparatus is prohibited.
- e) Participants may not tumble over or under individuals or over, under, or through partner stunts or pyramids.
- f) Participants may not land in a partner stunt or catching position from a tumbling skill (i.e., a back flip from a tumbling pass into a cradle position is prohibited).

g) Landing for all jumps must bear weight on at least one foot (i.e., a toe touch to a hurdler position, to the seat, knees, or landing with both feet back is prohibited).

h) High kicks to a hurdler position are prohibited.

27.11 CHEER OFF FORMAT

a) All eligible squads must participate in Cheer Off. Exceptions will be reviewed by the TBYFL Executive Board on an individual basis. Penalty for non-participation could be \$100 fine per squad. No conference format will be recognized.

b) Each squad will perform a routine that must include the following:

a. A minimum of 1 group jump in unison (same jump performed by the entire squad)

b. Dance (may include building)

c. A minimum of 1 Cheer or Chant without music.

27.12 MUSIC

No music shall contain any explicit or offensive language. A five (5)-point deduction per judge will be assessed for violating this rule.

27.13 COMPETITION ORDER

All divisions shall compete as follows:

a) All Mascots Squads

b) All Pee Wee Squads

c) All Super Midget Squads

d) All Midget Squads

e) All Varsity Squads

f) Sequence of appearance, seating locations, on the field and bleacher seating will be determined by a random drawing conducted at a coordinators meeting.

27.14 JUDGES

Judges shall be agreed upon by vote of the coordinators. Approval/Rejections shall be by simple majority vote of members present. A minimum of five (5) judges is required.

27.15 ACCOUNTANTS

a) Each coordinator shall submit names of accountants. A random drawing shall be conducted for the first four (4).

b) A minimum of two (2) accountants tallying score-sheets.

c) All score sheets shall be collected from the judges immediately following the completion of each squad's routine. In the event that a score sheet category is left blank, that squad will receive a score of one (1) point by default. This will be initialed by the accountant at the time of the change. All squads must make an attempt to perform / score in each category listed.

d) In no event can two (2) accountants be from the same TBYFL organization.

27.16 SCORING SYSTEM

Category: Point Value:

Appearance 1-10 points

Voice 1-10 points

Eye Contact 1-10 points

Smile 1-10 points

Continuity 1-10 points

Dance 1-10 points

Jumps 1-10 points

Motion Technique 1-10 points

Overall Performance

And showmanship 1-20 points

Maximum total points 100 points

a) The score sheets shall be totaled after throwing out the highest score (only one if identical scores are highest) and the lowest (only one if identical scores are lowest).

b) In the event of a tie, the following categories shall be used as tie breakers in the sequence listed below:

- a. Best Total Overall Performance and Showmanship score
- b. Best total motion technique score
- c. Best total jump score
- d. In the event that the tie is not broken, the tie shall stand

27.17 COMPETITION AREA

a) The routine shall remain inside the Cheer Off box. The Cheer Off box shall be twenty (20) yards wide and from the forty (40) yard line to the forty (40) yard line, and one-half the depth of the football field from the closest sideline to the middle of the field.

b) Once competition begins, all squads must discontinue practice, except in designated warm-up areas. Two squads that will perform next shall be on deck. Only on deck squads may warm up. This must be done quietly.

27.18 PENALTIES

a) There shall be a three (3) minute time limit for each routine.

b) There shall be a five (5)-point deduction from the total score for exceeding the time limit. Time begins when the squad captain starts the routine or when the music begins, including building stunts, whichever comes first. The routine shall be permitted to start over only for the reason of technical difficulties (i.e., sound system malfunction) with the approval of the TBYFL Executive Board majority vote.

c) All squads shall remain quiet during all performances. The League's representative shall give the organization a warning to remain quiet. Any subsequent notice to remain quiet shall result in the organization losing ten (10) points per squad to be deducted off each squad's total score.

d) There shall be a maximum of ten (10) people in the designated viewing area behind the judges. There shall be no obvious, intentional coaching of any squad by anyone from anywhere during the time a squad is in the official competition area. If any obvious, intentional coaching of a squad does occur, that squad will receive a 10 point deduction from each judges score sheet.

27.19 DISQUALIFICATIONS

a) NFSHSA safety guidelines shall be enforced during Cheer Off. An official judge shall be provided by the League to watch for illegal maneuvers. If at any time during a routine a squad performs an intentional illegal maneuver, the line judge shall provide written documentation of the violation, and the squad shall only be eligible for a participation trophy.

b) No one except for a TBYFL Executive Board member shall approach any judge at any time.

c) If a squad uses profanity and/or displays poor sportsmanship at Cheer Off, the squad shall be disqualified and suspended from participation in further League activity for the remainder of the season. If a squad uses profanity or displays extremely poor sportsmanship at Cheer Off, all offending members of the squad shall be suspended from participation in any League activity for the following season.

27.20 FIELD AND PRESS BOX SET-UP

a) Preassigned spectator viewing areas shall be roped off into equal sections for each organization. Spectator viewing areas shall be assigned each year and shall be determined by a random drawing conducted by the League cheerleading coordinators.

b) The music and/or sound system shall be on the field. Each organization must pay the required fees for the sound technician at the coordinator's meeting prior to Cheer-off.

c) The League shall provide a video person who shall set up at the middle of the Cheer Off box, behind the judges, and shall remain stationary throughout the event.

d) The following persons are allowed in the Press Box during Cheer Off. One (1) announcer, One (1) clock operator, one (1) League runner, and a minimum of two (2)/maximum of four (4) accountants.

27.21 AWARDS

a) Trophies will be awarded to 1st, 2nd, and 3rd place in two cheer competition categories:

1 – Large Category for Pee Wee, Super Midget, Midget and Varsity divisions

2 – Small Category for Pee Wee, Super Midget, Midget and Varsity divisions

b) Only teams that place 1st, 2nd, or 3rd in each category will be announced. All other places (4th, 5th and 6th) will be presented participant awards after the Cheer Off event.

c) Category sizes (Large and Small) will be determined each year based on the Cheer rosters of record the Saturday prior to the Cheer Off competition. Each division (Pee Wee, Super Midget, Midget and Varsity) will have the Large and Small categories determined. There must be six organizations in each category (Large and Small) for each division (Pee Wee, Super Midget, Midget and Varsity). Category sizes will be based on cheerleader roster numbers per division not per organization. d) There will be one Grand Champion trophy awarded to the team in each category (Large and Small) with the highest total score in the Cheer Off competition. The winners of each category (Large and Small) for all divisions (Pee Wee, Super Midget, Midget and Varsity) will be eligible for the Grand Champion trophies in their respective division

e) The Mighty Mite division will not be placed based on their scores.

TBYFL Rules and Bylaws Version 10 Approved 10-1-08 Page 25 of 33

Penalties and Fines Chart

Penalty = "P"

1st Offense

- # 1 Indefinite suspension
- # 2 One (1) year suspension
- # 3 Six (6) months suspension
- # 4 Remainder of current season
- # 5 Three (3) games suspension
- # 6 Two (2) games suspension
- # 7 One (1) game suspension
- # 8 Probation

Fines = "M"

A = \$500.00 C = \$75.00 E = \$25.00

B = \$100.00 D = \$50.00 F = \$0.00

2nd Offense

In the event of a 2nd offense, a grievance committee can or may impose a more severe punishment after a complete hearing under League rules and bylaws. These penalties do not have to coincide with the guidelines of this chart.