

Wellington
Soccer
Association
Bylaws

Article I

Team Composition

A team shall be composed of the number of players as specified by affiliated leagues to whom the official team roster will be submitted.

All players who are registered on or prior to the beginning of open registration will be assigned to the team on which they were placed during the preceding season unless a special request is made as described below.

In cases where more than one team in any age group exists, new players shall be placed on the team with the lowest number of players until the teams are equal. After that, players shall be placed on alternating teams, the one with the oldest day of last placement going first.

WSA will accept players from other communities that have a youth soccer organization, however those players that come from communities with no organized soccer will be given priority in the event there is an over-rostered situation on a team.

Player Placement:

Placement of players will be gender and age specific whenever possible. If no team is available, a player may play up to two age levels within their appropriate gender.

Coaches will not recruit players from other WSA teams. They will not be involved in the rostering process except where input is specifically requested by the Rostering Committee. Coaches' children are guaranteed a spot on the parent's team.

When rostering teams, WSA may find it necessary to move players up one division to balance team sizes, fill roster spots, or ensure appropriate competition levels. A player may be moved up one division if their current grade is already included within that division. However, if a player needs to be moved up two divisions, or up on division where their grade is not typically included, parental approval must be obtained before the move. The division structure is as follows:

U7: Kindergarten/1st grade

U8: 1st grade/2nd grade

U9: 2nd grade/3rd grade

U10: 3rd grade/4th grade

U11: 4th grade/5th grade

U12: 5th grade/6th grade

U13/14: 6th/7th/8th grade

U14/15: 7th/8th grade

Players may be allowed to play up a maximum of two age levels if:

- A written request is forwarded to the Executive Board at the time of registration, with the reason for the request and signatures of the parent/guardian and the player.
- The move will not jeopardize the existence of a previously existing team.
- Age appropriate coaches and up-level coaches are in agreement and make a recommendation to the Executive Board.

Players may “double card” for more than one team within WSA, however, double carding will only be permitted if space permits. No player will be left out so that another can double card.

- If a player is double carded to a higher-level team and a conflict arises, the player is obligated to play for the age appropriate team unless prior agreement has been made between the two coaches.
- If a player is double-carded to another team of the same age, prior to the start of the season, the player must declare a primary team and notify all coaches.

Rostering Committee Membership

A Rostering Committee shall be created to settle any disputes regarding player placement, not specifically covered under TEAM COMPOSITION AND PLAYER ELIGIBILITY. This committee shall be composed of the Wellington Soccer Association President, Vice President, and at least two non-coaching Executive Board members when possible, to be appointed by the Executive Board. The Registrar will provide all pertinent registration information to the President and will attend all Rostering Committee meetings but will not be a voting member of the committee. Any member of this committee that is also a coach will recuse themselves when there are discussions about their own team.

Article II

Travel/Competitive Teams and Leagues

As stated in the Mission Statement of our Constitution, “It is our commitment to benefit the majority of Wellington youth, not the talented few. Our organization shall stress maximum participation, regardless of ability, and as much as is possible, evenly balanced competition.”

In keeping with the spirit of our Mission Statement, teams will normally move from our in-house program into the appropriate affiliated travel leagues.

WSA will not allow “tryouts” of any type and will not allow a coach to shed players or recruit players due to skill level. The roster will be set by the Rostering Committee and all player movement guidelines from Article I still apply.

Coaches must hold the minimum required credentials dictated by the associated league.

Article III

Code of Conduct

All participants of the WSA shall conduct themselves in the manner described in this Article. A participant, in this document, is the player and his or her parents or guardians. All regulations shall be enforced while the participant is representing the Wellington Soccer Association (WSA). This includes games, practices, and excursions supported by WSA. *All participants must read and sign the Code of Conduct.* Parents may sign for their minor children after both have agreed to the terms.

All participants of the WSA shall conduct themselves in the following manner:

1. No participant will engage in, nor encourage any other person to engage in unsportsmanlike conduct with any coach, player, participant, official, family member, or attendee of any WSA-sponsored activity.

2. No participant will engage in, nor encourage any other person to engage in any behavior that would endanger the health, safety, or well-being of any coach, player, participant, official, family member, or attendee of any WSA-sponsored activity.
3. No participant will engage in, nor encourage any other person to engage in, the use of profanity or any other behavior that demonstrates a lack of respect or courteous regard for any coach, player, participant, official, family member, or attendee of any WSA-sponsored activity.
4. No player will engage in, nor encourage any other person to engage in, abusive language or actions that threaten physical harm to the property or person of any coach, player, participant, official, family member, or attendee of any WSA-sponsored activity.
5. No player will engage in, nor encourage any other person to engage in, any intentional act of physical violence, injurious assault, or damaging action against the property or person of any coach, player, participant, official, family member, or attendee of any WSA-sponsored activity.

Corrective action will be one of the following, depending on severity of offense:

- A. Warning from the coach.
- B. Removal from practice and parental notification.

This will be followed up by notification to the WSA Sportsmanship Director and brought to the attention of the Executive Board of Directors.

- C. Player will be suspended from the next attended game.

This will be decided upon by the Sportsmanship Director and the Executive Director and the Executive Board of Directors.

- D. Removal from the team.

This will be decided by the Sportsmanship Director and the Executive Board of Directors.

We have read and understand the conditions set forth by the Executive Board of the Wellington Soccer Association.

Player's Signature Date Parent's Signature Date

Article IV

Coaches Code of Conduct

Coaches are responsible for their conduct as well as the conduct of their parents and spectators during and after a game. Coaches are the teachers as well as role models of the players and their actions must be beyond reproach. Therefore, the following rules have been adopted.

1. Any red card administered by a referee to a coach or assistant coach may result in a minimum two (2) game suspension for that offending coach or assistant coach after a thorough investigation by the Executive Board. This suspension will be for the next two (2) league games and all practices included within this timeframe and will be carried into the next season if necessary. This suspension will run concurrent with any other league rules. If a coach has two or more teams in a league, they may be permitted to continue coaching the other teams at the discretion of the Executive Board.
2. Any coach or assistant coach who receives a second red card during their tenure with WSA will be permanently banned from coaching any teams. They will no longer be permitted to have any contact with players during any and all practices and games. The team's roster will be revised to remove that coach and their pass must be returned to the Registrar.

3. Sportsmanship. Coaches are responsible for their players' good sportsmanship, which starts with setting the example.

Article V

Coaching Staff Composition and Guidelines

We recognize that coaching composition and selection is vital to the quality and integrity of the Wellington Soccer Association. The purpose of this Article is to ensure the quality and competency of those individuals coaching for WSA. All coaches are strongly encouraged to obtain CPR and AED training, which will be provided by WSA from time to time. Coaches must complete the State mandated concussion certification and Risk Management training prior to coaching. Each head coach will meet coaching license requirements for their level of play as mandated by the League that the WSA team is registered to. Failure to maintain a license requirement is a cause for loss of head coaching position.

Coach Selection

Individuals who were Head Coaches the preceding season shall be considered Head Coach for the new season provided they have expressed an interest in returning as Head Coach and have demonstrated the characteristics of a quality coach that align him/herself with the overall goal and vision of the WSA as determined by the Executive Board.

The Executive Board of WSA shall have the responsibility to appoint Head Coaches as they deem necessary to support team activity. The Head Coach shall select up to two assistant coaches and will be responsible for their actions while they are engaged in WSA activities.

An individual wishing to be considered for a new or vacated Head Coaching position shall contact the Executive Board not less than seven (7) calendar days prior to the semi-annual coaches meeting immediately preceding the date set by the Registrar.

Removal of a Coach

In the event that a coach is disruptive towards the goals and missions of WSA, following an investigation, the President will call a meeting within seven days of complaint, which includes the Executive Board and coach in question, to discuss the issues relevant to the grievance. The Executive Board will determine the follow up with a letter to the Coach. See Article V (Termination of Membership) in the WSA Constitution.

The following procedure outlines the steps necessary to remove a Coach for whatever reason:

1. The parents, or appointed spokesman for the parents, must petition the Executive Board with a written list of reasons why the individual should no longer act as Head Coach. This petition shall be signed by two thirds (2/3) majority of the team's parents/guardians.
2. The petition will be presented at the next Executive Board meeting. A vote will be taken as to recommended action to be taken. A two thirds (2/3) majority of those members present is required to recommend or not to recommend appropriate action.
3. In the event a Head Coach is removed, it shall be at the discretion of the Executive Board to allow the person to remain active in the WSA. If it is the decision of the Executive Board that the person shall no longer be affiliated with WSA, activities as described in Article V of the WSA Constitution shall begin immediately to revoke membership.

4. In the event a Head Coach is removed during the season, the President shall appoint the new Head Coach from among the team's existing coaches. If this is not possible, the Executive Board shall appoint any other suitable individual for the remainder of the season. This individual would then be treated as a new Head Coach candidate if he/she elects to return as Head Coach the following season.
5. The Executive Board shall have the authority to remove any coach from their position as deemed necessary. This would require a vote of the Executive Board with two thirds (2/3) of the members present in agreement.

Article VI

WSA In-House Soccer Guidelines

The In-House Director shall be in charge of setting up and running the In-House Program (Kick Start). Responsibilities shall include, but are not limited to:

1. Recruiting and training coaches for Kick Start. Communicate with coaches and teach the games to be utilized during each practice.
2. Initiating and maintaining good communication with the incoming soccer families.
3. Setting up and organizing practice schedules, dates, and times.
4. Plan and organize a 6-8 week program of games and activities that teach the beginning skills of soccer in a fun fashion.
5. Set up and prepare playing fields for each practice.
6. Use lead up games and small sided games to minimize competition and encourage participation and enjoyment.
7. Strive to make players ready to move to the next level of play.
8. Hold informational parent meetings prior to each season of play.
9. End each season with a fun group activity (cookout, etc.) and present medals to players.
10. Purchase medals with board approval.

Article VII

Amendments & Miscellaneous

Section 1: Reimbursements of Coaches License

Travel teams require anyone coaching U7 and above to have appropriate training and/or license. Upon completion of the licensing course and filing of the license with the Treasurer and Registrar, reimbursement of the fees will be made to the coach by WSA.

Section 2: Scholarship

No child shall be denied membership because of financial hardship and/or inability to pay the membership fee. Application shall be made in writing to the Executive Board indicating the nature and extent of the hardship, which is the basis for the waiver of membership fees. The Executive Board shall consider and vote upon applications on an individual basis at the next regular meeting following receipt of said applications and may vote for a full or partial waiver of fees based upon circumstances of each case.

Section 3: Compensation for Participation

Executive Board Members, Coaches, Assistant Coaches, and Committee Chairpersons are eligible for reimbursement of one child's registration fee per season, with Fall and Spring considered separate seasons. If a member has multiple children registered, reimbursement will be provided for the most expensive child's registration fee. To qualify for reimbursement for the Fall season, members must have at least one child playing for WSA and must attend a minimum of 4 league meetings between January and June. For the Spring season, members must also have at least one child playing for WSA and attend a minimum of four league meetings between July and December. Please note that reimbursement fees cannot be rolled over to the next season.

ALTERNATIVE COMPENSATION FOR REGISTRAR.

By agreement of the Registrar and a majority of the remaining Executive Board members present, WSA may pay the elected Registrar up to \$299 per season. If the Registrar wishes to receive this Alternative Compensation, it must be voted on at the June board meeting for Fall season and in December for Spring season. Notation of this must be made in the Minutes for those meetings. Payment will be presented to the Registrar at the first regular board meeting following the end of the season. If paid, the Registrar shall become a non-voting member of the Executive Board. Should the Registrar vacate their position prior to the end of the season for any reason, they shall forfeit the pay.

Section 4: Amendments to Bylaws

- A. Proposed amendments shall be submitted in writing to the Secretary or presented at a regularly scheduled meeting of the Executive Board and shall state the purpose of the change, the language to be deleted and/or the language to be added. Proposed amendments shall be reviewed and discussed during the meeting when submitted (or the next available meeting if submitted to the Secretary). All membership present shall have input on changes to the Bylaws. If modifications to the proposed amendments are deemed necessary during discussion, the Secretary, or other person assigned by the President, will retype the proposed amendment as discussed and present it again at the next regularly scheduled meeting of the Executive Board, where a vote will take place. If no modifications are necessary, the proposed amendment will simply be presented again at the next regularly scheduled meeting, where a vote will take place.
- B. Proposed amendments shall be ratified by a vote of two thirds (2/3) of the general membership present and voting.

Section 5: Amendment to Bylaws

Jersey #13 has been officially retired in memory of Drew Guyer.

On June 17th, 2023 the Wellington Soccer Association officially retired Jersey #13 in honor and memory of our own youth soccer player Drew Guyer. From this day forward, no player shall wear the number 13 on their soccer jersey.

Section 6: The Dew Guyer Memorial Foundation Endowment

In 2023, the WSA received a \$10,000 endowment from the Drew Guyer Memorial Foundation, with additional gifts of \$5,000 and future contributions anticipated. This endowment is intended to support the association for life. The following guidelines apply.

1. WSA may choose to withdraw up to 4.5% of the endowment's value annually or allow funds to grow.
2. All funds withdrawn from the endowment must be used exclusively for WSA-related expenses.
3. Any withdrawal must be approved by a two-thirds ($\frac{2}{3}$) vote of the Executive Board.

Section 7: Offseason Training Reimbursement

WSA players who choose to participate in an offseason training during the winter are eligible for a reimbursement. The association will provide a predetermined amount per player to help cover the cost. This reimbursement applies to players who either participated in the most recent fall season or are registered for the upcoming spring season, with the exact amount to be determined by the Board after the fall season.

Section 8: Team-Building Party Reimbursement

Each team in the WSA is allowed to host a team-building party, either during or at the end of each season. The per player rate will be set at the start of each season, with the Fall rate established in August and the Spring rate in April. Coaches will be reimbursed for party expenses upon submitting all receipts to the treasurer, with reimbursement not to exceed the rate set multiplied by the number of players on the roster.

Section 9: Tournament Reimbursement

WSA teams that wish to participate in a tournament are eligible for financial assistance to help cover entry fees. The association will provide a set amount per team, limited to one tournament per calendar year, with the specific amount to be determined by the Board. To qualify for reimbursement, teams must submit their tournament details to the Board for approval prior to the event.

Section 10: Concession Stand Reimbursement

WSA offers a discount to members who volunteer to work in the concession stand. The dollar amount of the discount will be determined at the start of each season. WSA members will receive a discount that can be applied toward the registration of their child's next season.