Procedures Spring 2023

v123

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1. PROCEDURES

The procedures provide details of how things work within the organization. The procedures are controlled and modified by the TSA Board.

2. RISK MANAGEMENT (COACH PASSES)

2.1 General Requirements

- TSA fully complies with the requirements established by North Texas Soccer for risk management & "Safe Sport" training. The following describes how TSA meets these requirements.
- All personnel, over the age of 18, who are actively involved with TSA youth players must complete the "Safe Sport" training and submit a Background Check Report annually.
- Oklahoma coaches and coaches from other areas for teams playing in a TSA division will still follow all requirements of a TSA coach.

2.2 Online Process

New Coach: Area Director will send the new coach the GotSport registration link to create the new coach account. Once logged in the coach will complete the "Safe Sport" training and submit a Background Check Report. (help instructions are located on our website/ coach page)

Returning Coach: Every Fall a returning coach will login to their coach account and make any needed changes to their profile and submit a new Background Check Report and Safesport refresh.

3. REGISTRATIONS

- The TSA Board establishes the date(s) and location(s) for the registration of players and coaches.
- The dates must ensure timely collection of registration material to facilitate assignments of teams.
- The final processing of registration must meet the deadlines established by North Texas to avoid penalties.
- The calendar will impact the schedules (see the schedule procedure). The calendar provided is a guideline based on the past history of TSA activities and the 2006-2007 dates are only examples.
- All registrations must have established fees. If the registrant is a first-time TSA registrant, then the registration must include a copy of the player's birth certificate (not a hospital certificate).
- Registrations will not be accepted, even with a late fee, after the first weekend of games unless approved by a majority vote of the Registrar, President, and Vice President.
- All late registrants will be returned to the draft.
- Board members are allocated two registration credits per season to be used at the members discretion.

3.1 Fall Calendar

DATE	ACTIVITY
Start On-line Registration	Last week of Spring season
End On-line Registration	6 weeks prior to season start
Draft	5 weeks prior to season start
Final Rosters to Coaches	4 weeks prior to season start; Uniforms ordered based on fall rosters
RMF Due	2 weeks prior to season start
Fall Season Starts	2nd Saturday – September
Registration / Money Due NT	October 15
Fall Season End	4 weeks (Under 4) 8 weeks (Under 8 and Below) 10 weeks (Under 9 and Above) 2nd Saturday- November

3.2 Spring Calendar

DATE	ACTIVITY
Start On-line Registration	Last week of Fall season
End On-line Registration	6 weeks prior to season start
Draft	5 weeks prior to season start
Finals Rosters to Coaches	4 weeks prior to season start; Uniforms ordered based on fall rosters
RMF Due	2 weeks prior to season start
Spring Season Starts	4th Saturday – February
Registration/Money Due NT	April 15
Spring Season End	4 weeks (Under 4) 8 weeks (Under 8 and Below) 10 weeks (Under 9 and Above) 1st Saturday of May

3.3 Online and In-Person Registration

Online registration is the preferred registration method of TSA. All players will be registered and associated with a parent account online. Mail-in registrations are not accepted for normal registration.

3.4 Player Release Procedures

Player release procedures follow North Texas Soccer guidelines.

4. SCHEDULES

- The TSA Scheduler is responsible for creating the schedules for all teams playing games at TSA facilities.
- The TSA Registrar shall provide the team list to the TSA Scheduler when rosters are final.
- TSA shall schedule a minimum of eight games for all teams over u5.
- Due to weather, date, and time constraints, TSA does not guarantee any minimum number of games to occur.
- TSA shall attempt to schedule a full round-robin schedule for Under-9 and above divisions. A round-robin schedule is a schedule that has every team playing all opponents the exact same number of games.
- All schedules will be posted to the website. The schedules on the website are the official schedules. The TSA Scheduler shall be responsible for updating and maintaining the schedules.

STEP	ACTIVITY	PROCEDURE
1.	Calendar	TSA Scheduler shall work with TSA Board and TSA Registrar to establish the seasonal calendars.
2.	Teams	The TSA Registrar provides the teams and the division level for each team. Additionally, teams outside of TSA must provide the TSA Scheduler a list of teams participating.
3.	Divisional Schedules	Teams are placed in year pure and gender pure divisions. The TSA Scheduler may further split the divisions to accommodate the number of teams or balancing teams by skills.
4.	Times	TSA Scheduler shall attempt to balance times within each division (teams playing morning and afternoon). NOTE: TSA uses a commercial scheduling program that does attempt balancing.
5.	Software	The TSA Scheduler may use any scheduling software to create schedules. TSA may provide a preferred program.
6.	Internet Posting	The TSA Scheduler shall post the schedules to the website in the format required. The first postings shall be a draft version.
7.	Forum	The TSA Scheduler shall use the website forum to handle scheduling issues with individual teams. TSA shall post specific rules concerning requests.
8.	Make-Up Schedules	The TSA Scheduler shall be responsible for make-up schedules. Make-up games may “violate” previous requests due to the constraints of dates and times.

4.1 Draft Schedules

- The TSA Scheduler initially may create a draft schedule for review. Draft schedules are subject to change at anytime without notice to affected teams. It is the responsibility of each team to notice issues with schedules while in a draft state.
- Coach Bye Requests: Each coach in the Fall may request one date that they would like to have as a bye date before the draft schedule is published. TSA will try to accommodate this but makes no guarantees that the request will be granted.
- TSA shall establish cancellation procedures for games. TSA does not guarantee any games canceled will get new dates. The TSA Scheduler may reschedule games within the seasonal calendar established by the TSA Board. If the TSA Scheduler is unable to schedule within the constraints of the calendar, then the TSA Board must determine if they want to extend the season, cancel any applicable tournaments, or cancel the games.

4.2 Final Schedules

- Schedules will become final on a date specified by TSA Board. This date shall be at least one week after the posting of the draft schedules.
- Final schedules for all U8 and lower age divisions are only changed for a limited number of reasons: TSA scheduling error and successful appeal to the TSA President.
- In U9 and older age divisions, schedule change requests will be considered if ALL of the following conditions are met:
- Both coaches agree to the re-schedule date and time.
- A request is made to the TSA Scheduler 10 days in advance of the original schedule date.
- Referees and fields are available.
- Any conflict in the implementation of this procedure shall be addressed by the TSA President.
- Teams may not reschedule games on their own. Teams that attempt to reschedule games without TSA Scheduler involvement may be penalized as determined by the TSA Board.

4.3 Tournaments

TSA may offer tournaments or may use regular season standings to determine TSA representation to TOC and the awarding of placement trophies for Under-9 and above divisions. TSA may also cancel tournaments and provide the selection process for TOC representatives.

5. GAME REPORTS

5.1 Posting Requirement

Each team must have at least one active coach account. GotSport provides the official reporting mechanism for game reports. Scores must be reported for all scoring divisions (Under-9 and above).

The home team is tasked with the duty to report but if after a few days, the home team has not entered the scores the visiting team may do so.

Make certain the game has not already been reported by the other team (Standings page). Locate the game number (Schedules page). You will also need to know which is the home team. Then use the "Scoring input" on the top of the schedule page. Input PIN given to you by your area director. Input the game number and then the score of the game.

If you find a mistake in the scoring/standings, please send an email to david.schaab@verizon.net with the correct information.

5.2 TSA Scheduler

The TSA Scheduler shall review all game reports submitted. The TSA Scheduler shall "synchronize" a scored game report. A synchronized game impacts the standings. Other game reports are "acknowledged" by the TSA Scheduler. Acknowledged games do not change the standings or tiebreaker issues. If game reports are in conflict relative to who won or a scoring conflict that impacts tiebreaker results, the TSA Scheduler may contact the teams and referee(s) involved for resolution.

6. STANDINGS

TSA standings for Under-9 and above are based on the International Point system. The tiebreaker system uses the 10-point system after head-to-head result determination.

6.1 International Points

INTERNATIONAL POINTS	**VALUE**
Win	3
Tie	1
Canceled Game (Tie)	1
TIEBREAKER POINTS	**VALUE**
Win	6
Tie	3
Shutout	1
Goal Bonus (each team)	3 maximum
Forfeit Win (Win 2-0)	9
Canceled Game (Tie 0-0)	4

6.2 Tiebreaker Points

ORDER
International Points
Head-to-Head
Tiebreaker Points
International Points Allowed
Tiebreaker Points Allowed
Goal Differential (3 goal maximum per game)
Shutout Wins
Coin Toss

7. COACHES

7.1 General Requirements

All TSA coaches must have attained the age of 18 years. A person must have attained the age of at least 12 years to qualify as a TSA assistant coach and must be a minimum of at least one (1) youth division older than the players coached.

7.2 Educational Requirement

TSA recommends all coaches attend the grass roots training courses provided by North Texas Soccer

7.3 Game Day Setup

Each coach is responsible to check that all field conditions and equipment meet game ready conditions and that the goals are securely anchored.

7.4 Game Day Procedures

The coach must confine him/herself to the coaching area. The attitude of the coach towards officials, spectators, opposing players and coaches should be controlled and undemonstrative. Coach Badges must be worn around the neck, visible, at every game for the duration of the game. Only the current soccer year's badge is accepted.
Number of coaches on the coaching sideline will be limited to two (2) for U4-U7 and, three (3) for U8 and above.

7.5 Misconduct

Referees follow Ask ("Sir / ma'am please don't yell at me as it's making it hard for me to focus on the match.") /Tell-will be shown a yellow card ("Please stop your abusive behavior, or you will be dismissed.")/Dismiss-will be shown a red card ("You are being dismissed for irresponsible behavior and you must leave the bench area."): the Tell is a Caution, the Remove is a Red Card Send Off.

- Referee should use the following terminology: "Coach, I have asked you stop (whatever behavior the Referee needs to cease) & you haven't listened. I am now TELLING you that you are being Cautioned, & if you continue in this manner the next step will be to remove you from this match."
- Referee MUST write up the Caution in their Game Report on the Game Officials assigning software within 12-24 hours of the match.
- Assignor/s will email the Director of A&D a weekly misconduct report for all cards given in the association. That report will be shared with the TSA President on an "As Needed" basis to both keep him informed of problem areas & to also keep him impartial for future A&D issues.
- Director of A&D will email coaches to remind them of the card being issued, & will, where applicable: Inform their Area Director if the behavior needs discussion above the email.
- Inform their Area Director, President, &/or Vice President, if A&D is seeing disturbing trends regarding the Coach &/or Team & Misconduct.
- Recommend, where applicable, suggested assignment modifications to the Coach/Team based on feedback from Coach/Team/AD/Referees.

8. RULES OF COMPETITION

The Rules of Play for Adult and Youth competition of NTSSA and its affiliated members shall be the FIFA Laws of the Game unless modified under TSA Playing Rules found on our website. A complete list of playing rules may be found on our website under season Playing Rules.

8.1 Modified Playing Rules – U4~~5~~-U6~~8~~ Age Division

Crease Restriction: There will be a semi-circle crease in front of the goal. The defense may not position a player in the crease similar to a goalkeeper. The offense may not position a player to receive the ball in the crease. The referee shall direct the player, during live play to exit the crease. If the violations persist, then the referee may caution the offending coach for unsporting behavior. If the ball goes into the crease first, then the players may play the ball. If the crease is not visible, then the referee is the sole judge of restriction.

8.2 Spectators

- NO individual shall be allowed to run the length of the field except participants of the game.
- All spectators (including parents) should remain opposite players and coaches in designated areas, and no one shall be no closer than 10 yards to the end line.

8.3 Jewelry Rules – ALL Divisions

8.3.1 General Rule

NO jewelry allowed including soft bracelets (e.g., strings) and ear studs. The referee shall not be responsible for determining if a player is wearing jewelry not readily visible. The coach shall instruct players to remove jewelry prior to all games. The

referee may inform team captains (U12 and above) of the jewelry restriction without conducting individual inspection. The referee must see the jewelry, but the assistant referee may inform the referee of the jewelry.

8.3.2 Exceptions

Medical alert jewelry MAY be worn if taped to the body with the medical information visible. The referee should be shown the alert jewelry prior to the start of the game but there are no sanctions if this does not occur.

8.3.3 Notification Procedure

The referee may exercise discretion and have the jewelry removed during active play by instructing the player to go to the sideline but remaining on the field to remove the jewelry. The referee may also sanction without warning.

If the player fails to follow the referee instructions, then the referee must sanction the wearing of jewelry. Sanctions:

At a stoppage, unless the referee determines that the jewelry poses an immediate danger to any participant, the referee shall direct the violator to leave the field and remove the jewelry.

U9 and Above: The game shall restart in accordance with the appropriate FIFA restart procedure and with the team in violation playing shorthanded.

U8 and Below: The player removes the jewelry and returns to the field. If the jewelry cannot be quickly removed, the referee can direct that the coach provides a substitute. If the coach does not have a substitute or refuses, then the referee shall continue the game with a proper restart.

U9 and Above: Player corrects the jewelry violation. Referee returns the player to the game at any stoppage. ONLY the player in violation may return to the field meaning the team may NOT substitute for the jewelry violation.

8.4 Mercy Rule

TSA recognizes that any given team may develop faster than other teams in their league / conference. For this reason TSA has a mercy rule, which is used to keep the games recreational in spirit, allowing all players to feel good about their play. The Mercy Rule is used to limit the point differential any one team has over the opposing team in one game. It is the responsibility of the coach to see that his team adheres to the Mercy Rule. The Mercy Rule only applies to divisions that record scores but **should be understood by all coaches in all divisions** that recreational soccer should not emphasize winning over all other aspects of sportsmanship. Referees will submit a misconduct report on the coach of a team that has a point difference **greater** than 10 goals over their opponent **at any point in one game**. These reports will be forwarded to the TSA President for resolution. Penalties may include but not necessarily limited to a verbal or written reprimand, suspension of coaching privileges temporarily to suspension of coaching privileges entirely and or referral to A&D Hearing.

Note: This is not a "run rule". The game will not end once the mercy limit is reached. The game will be played to its completion as normal.

8.5 Weather Modifications

8.5.1 Hot Weather Policy

If before or during a match a coach, referee, or TSA official find that the Heat Index value meets the following thresholds, then the prescribed modifications will be implemented.

Heat Index	U8 and below	U9 and above
Under 95	Normal play	Normal play
95 to 99	Extend quarter breaks by 1 minute	2 minute break in the middle of each half (game clock runs)
100 to 105	Extend quarter breaks by 1 minute	4 minute break in the middle of each half (game clock runs)
Above 105	Play is suspended	Play is suspended

8.5.2 Lightning Policy

Safety First

The Association follows the philosophy of the National Weather Service for games AND PRACTICE.

Use the 30-30 rule: where visibility is good and there is nothing obstructing your view of the thunderstorm. When you see lightning, count the seconds until you hear thunder. If that time is 30 seconds or less, the thunderstorm is within 6 miles and is dangerous. Seek shelter immediately. Use of electronic lightning detectors or smartphone apps may be used. The threat of lightning continues for much longer than most people realize. Wait at least 30 minutes after the last clap of thunder before leaving shelter. Don't be fooled by sunshine or blue sky! ** Disbanding practice isn't good enough. If they are out on the field still playing around they are still in danger!**

Coaches found to be violating this policy for practices will be sanctioned accordingly. Let's keep our children safe!

9. FEES AND PAYMENTS

9.1 General

This section provides the current fees as approved by the EC for TSA youth. Changes to this table may occur at any EC meeting. Consequently, this table may be "dated" based on an EC change not yet posted.

Activity	Fee	As of Season
Recreational Player Registration	$95 per season Includes one uniform during soccer year	Fall 2020
Late Fee, Recreational Player	$20 in addition to the normal registration fee. Late fee applies to all applications received AFTER the draft. Late fee applies to all registration to include permitted fills. $10.00 to Registrar and $10.00 to the Association	Fall 2017
Academy Player	$25 per player per soccer year	Fall 2016
Select Player	$25 per player per soccer year	Fall 2016
Coach, Assistant Coach, Manager of Teams playing inside of TSA	$0 – per soccer year If person serves on multiple teams, then only one fee	Fall 2006
Registrar Payment	$1.25 per registration (rec youth player) each season $1.50 per registration (comp youth player) each season $1.50 per registration (coach) each season $1.50 per registration (adult co-ed) each season $10.00 per late registration each season	Fall 2017
Registration Translator	$100.00 per in-person event	
Scheduler Payment	$2.00 per game	Spring 2017
Referee Assignor Payment	$4.00 per game	Spring 2017
Referees	Fees established by separate contract	Spring 2006

9.2 Tournament Participation

9.2.1 Tournament Fees

Texoma Soccer Association will defray a portion of the tournament fee for Texoma teams that enter a sanctioned tournament (see North Texas rules for sanctioning requirements) outside the home association. TSA will pay up to 50% of one tournament fee with a maximum payment of $100 per team per year until budgeted funds are exhausted. This fee payment is separate from the Tournament of Champions fee that TSA pays in full for all TSA participants.
To qualify for the fee payment the following procedures must be followed:

- The team must notify the TSA Registrar of intent to enter a tournament. This notification normally includes a request for an official roster.
- The team pays the full amount to the tournament organizer.
- The team participates in the tournament.
- The team requests a defrayal fee from the Registrar with proof of payment. The Registrar will verify the tournament participation and request a check from the Treasurer for payment to the team.

9.2.2 Official Roster Requests

Official roster requests must be made to the TSA Registrar at least 72 hours in advance of the need date. Requests made with less than 72 hour notice may be levied a $25.00 fee, to be collected before the roster is provided.

9.3 Player ID Cards

Player identification cards are not required of any player to participate in local Association games.

9.3.1 Card Requests

Requests for player ID cards must be made to the TSA Registrar at least 10 days in advance of the need date/ Requests made with less than 10 days notice will be levied a
$35.00 fee, to be collected before the ID card is provided.

9.4 Refunds

Refunds will be processed no sooner than the first week of games and prior to the fourth week of games.
FULL REFUND: Provided only if a player is not assigned to a team or the request is made prior to the draft.
PARTIAL REFUND: A minimum administrative cost for requests made after a player is assigned to a team will not be refunded. ***NO REFUND: For requests received after the first game of the season.***

10.CHECK SIGNATURES

The following members of the Executive Council shall be signatories on checks drawn on TSA accounts:
TSA President
TSA Vice President TSA Treasurer TSA
Operations Coordinator

- All checks greater than $200 requires two signatures.
- Two signatories of the same immediate family may **NOT** sign a single instrument.
- No check signor may sign any check issued to themselves, but must have two other authorized signors sign the check after verifying the need.

10.1 Online Payment Procedures

All online purchases greater than $200 require two Executive Council members approval with the exception of pre-approved awards and uniforms invoices.

11.ASSIGNMENTS (The Seasonal Draft)

TSA uses a combination of draft by committee and blind draft for initial assignments to teams. The TSA Registrar along with the TSA President, Vice President shall facilitate ~~conducts~~ the draft for all areas. Area Directors, coaches and other TSA officers may attend the draft.

11.1 Definitions:

New Players – never played in TSA or played in TSA but did not participate in either of the two previous seasons
Returning Player – played in previous season
Skipped Player – last played in the season prior to the previous season
Youth Division – US Youth Soccer established divisions, typically every two years (U4, U6, U8, U10, U12, U14, U16, and U19)
Age Division – TSA established divisions within youth divisions of typically every year. Sometimes this is referred to as age pure.
Gender Pure – no mixing of gender on the team
Under-4 Policy – TSA requires all first time U4 players to play in their age division, after one season they may request to play up one age division in the following Spring season.
Under-5 Policy – TSA does not permit Under-5 players to play outside of the Under-5 Age Division unless necessary to create Under-6 teams
Play Up – play up is defined as playing a player up one age division or one youth division
Head Coach Privilege – the children of a head coach may be assigned to the team of the head coach provided not more than one youth division separation. The TSA policy of age pure shall take precedence on coaching assignments.
Sibling – siblings may be assigned to the same team if not more than one youth division separation.
Area – per TSA Rules, this is the school district where the player resides. Multiple school districts may be under the guidance of a single Area Director.
Core Team – two players and a coach

11.2 Pools

- All new players, returning players, or skipped players requesting to be returned to the draft are placed in a draft pool for the area based upon the player's school.
- All returning players who played the previous season are initially placed on the team from the previous season.
- All skipped players are initially placed on the last team they played with IF AND ONLY IF there is space on the roster AND a balance of assignments within an area is maintained for the age / youth division. If either criterion fails, then the skipped player is placed in the draft pool. If the last team dissolved in the previous season, there is no team to return to and the player is placed into the draft.
- If there are not enough players to form a returning team, then TSA shall place players from a returning team into the draft pool. Similarly, if there are not enough returning players to maintain a *Core Team*, the TSA shall place returning players into the draft pool.
- Special requests are handled prior to the draft if approved.

11.3 Draft Process

- The number of players in an age division and by gender determines the number of teams from a specific area. TSA attempts to create age pure and gender pure teams within an area when possible. If necessary, TSA will assign based upon youth divisions.
- TSA may merge returning teams prior to the draft.
- TSA reserves the right to modify this procedure provided the integrity of the blind draft is maintained.
- If an area cannot support a team due to the lack of players, then TSA reserves the right to assign players to another team in a nearby area. Parents may refuse the assignment and request a refund. Area Directors must coordinate with the parents and the TSA Registrar to facilitate the assignment and the possible refunds.

11.4 Special Requests

- Special Requests must be submitted to the registrar, prior to the date set by the EC, using the Special Request Form found on our website texomasoccer.org/documents. Special Requests must be approved by a majority vote of the Special Rules Committee (Registrar, President, and Vice President.)
- Friend Recruitment – players of any age may request to play with a friend IF there is room on the friend's team and IF the requesting player has not played soccer in the association in the previous two seasons. Friend requests per team will be limited to the following numbers. U4- unlimited, U5/6- 2, U7-12 -3, U13-19- 4.
- Car Pooling – TSA does NOT recognize transportation requests
- TSA does NOT honor requests to play for a specific team. TSA reserves the right to assign a player to a specific team under some limited circumstances.
- TSA does NOT assign players based on skills or tryouts
- Any parental request to NOT play for a particular team or coach must be by letter stating the reasons. The request must be submitted at the time of registration. IF the Registrar, TSA President, and TSA Vice-President accept the request (2 of 3 must concur), then the player must return to the draft. If the only team in the area is the team that the player did not want for assignment, then the player shall be given the option to reconsider a full refund. TSA will NOT honor requests to move out of an area.
- Sibling and Head Coach Privilege – must be identified before the draft. A post draft change may result in a necessary trade to facilitate uniform distribution. A post draft change may occur based on coach assignment only. NOTE: The coach privilege if for the head coach ONLY.
- Parents may request that a player be permitted to play up one age division. This request is reserved for U7 and older Age Divisions and does not include the U6 Youth Division. Players of the proper age division will not be displaced from assignment to an appropriate team to grant such a request. TSA will assign players so that the fewest number of players possible are without teams.
- Parents may request that a female player be assigned to play on a boy's team. TSA shall honor this request if a roster slot is available AFTER all male players are assigned.
- TSA may request permission to assign a player up one youth division in order to create a team. TSA may only request permission if a team is not available at the proper youth division.
- TSA may assign a player up one age division if the player remains in the same youth division without permission of the parents.
- TSA may assign female players to a boy's team if there are not enough female players to form a girl's team. TSA policy is to attempt to assign at least two females to a boy's team.

Intercity, Private Schools, Releases

- TSA recognizes Intercity as the league for many of the older teams. Teams playing in the Intercity divisions are formed based on the entirety of the Texoma boundaries with every attempt of maintaining area assignments/ Intercity teams are normally age and gender pure and TSA shall attempt to abide by this guidance.
- TSA may refuse requests of a female to be on a male Intercity team if there is a girl's team of the proper age / youth

division.

- Private Schools – TSA does NOT recognize private schools as separate entities for the purpose of assignment. Players currently assigned at the time of adoption shall retain the right of return in accordance with specifications above. Current private school team rosters are frozen at the time of adoption. These rosters may not add new players and if the team is unable to fill a roster, then the players return to the draft. Any current private team school NOT assigned in accordance with the draft procedures above is ineligible for tournament participation as a recreational team but shall retain participation and recognition of placement awards if involved in a TSA division.
- TSA shall consider all recreational players not participating in a TSA recognized division as released with or without paperwork.
- TSA recommends that all released players provide a release form to TSA at the time of registration. A player released to play outside of TSA must register through TSA in accordance with North Texas rules.
- Any team formed outside the assignment procedures above is not a recreational team under the rules of North Texas. If a team forms for the purpose of playing outside a TSA division, then the registrar shall inform the gaining association that the team does not meet the requirements of being a recreational team.

12.VENDORS AND SPONSORSHIP

TSA attempts to provide a quality program at the lowest cost to the player. To ensure that this is equitable to all players, TSA reserves the right to select vendors for all events related to TSA. The Executive Committee shall determine vendors for all the activities listed below and any other vendors deemed necessary to conduct business. All teams and players are expected to support the TSA vendors meaning no player may be forced to use, purchase, or attend events outside of TSA approved vendors. No coach, team, or sponsor has the authority to charge extra or require a player to participate outside the selected TSA events.

12.1 Specific Vendors

Uniforms – as part of the registration fee, TSA purchases one uniform per year for a player. The purchase of the uniform is the first season of the player's participation in the soccer year.
Teams may purchase an additional uniform at team's cost with **100% approval** from the parents. TSA recommends that this approval be in writing to avoid conflicts. Teams may **NOT** require the purchase of an additional uniform. A coach, sponsor, or other entity may purchase a uniform for the player who chooses not to pay for another uniform. All alternate uniforms must be a soccer uniform pre-approved by the area director prior to game use.

Photographic Service – TSA selects a vendor and arranges through the website the scheduling of photos. As part of the vendor selection, some of the proceeds return to TSA, assisting in keeping costs down. Teams are encouraged to use the service with the understanding that no one is forced to purchase any photos. However, if a team desires to use a different paid service, then the team must FIRST schedule and attend a session with the TSA vendor to avoid any potential conflicts. Teams may **NOT** require the use of a different photographer. This is only for the team photos.
Teams that do not follow this procedure shall be fined $2 per registered member of the team. Fines are paid by the coach. The coach(es) are suspended from TSA participation until the fine is paid.
Camps – TSA recognizes the value of camps for the players but also recognizes the work that volunteers must provide to sponsor a camp. Additionally, the facility availability may be limited. TSA attempts to sponsor at least one camp every summer. TSA encourages players to attend camps where possible. The TSA President shall have the authority to approve or deny the advertising of camps on the TSA website through news or other links. TSA Executive shall have the authority to release player names and mailing addresses only of players. TSA shall **NOT** release any other information to camp vendors.

12.2 Sponsorship

- TSA allows the use of sponsorship of a team to purchase additional uniform and other equipment. The choice of sponsors is left solely to the discretion of the team. The sponsor may include a logo on the uniform.
- Sponsorship must have **100% approval** from the parents. TSA recommends that this approval be in writing from each parent.
- Restriction (Youth): The sponsor for youth teams must be age appropriate and follow any laws governing events.
- Absolutely NO alcoholic or tobacco products logo or name may appear on any uniform.
- Absolutely NO logo or name for establishments that distribute alcoholic beverages as their primary business (i.e. a package store).
- Absolutely NO logo or name that is an adult establishment.
- TSA discourages the sponsorship by any entity associated with the products even if the uniform does not include sponsorship.
- TSA discourages the sponsorship by establishments whose primary revenue comes from the sale of alcoholic beverages although youth may also be served in the establishment.
- TSA discourages the wearing of the restricted logo apparel by spectators but does not have any authority to restrict the

wearing of the apparel by spectators. However, all personnel legally on the sideline with the team shall abide by the restrictions.

- TSA teams / individuals will be given the opportunity to immediately correct violations without penalty.
- TSA teams who violate this procedure and are unable to immediately correct shall forfeit the game. Additionally, the team shall be suspended until the uniform issue is corrected.
- An individual who violates this procedure and is unable to immediately correct the violation shall be asked to leave the game. NOTE: Leave means sight and sound. If it is a coach and an assistant coach is not present, then a parent will be asked to coach for that game. If a parent does not come forward, then the game is forfeited.
- TSA acknowledges that there are teams from outside the control of TSA that may not have restrictive codes. TSA reserves the right to cease any relationship with outside entities that do not follow these restrictions.
- Sponsors obtained by TSA or TSC shall only sponsor one or the other. TSA will not reach out to a sponsor already committed to TSC or vice versa.

13.ELECTIONS

This procedure establishes the election of officers and area directors as specified by the TSA Constitution. All elections shall be at the General Meeting prior to the fall season. Player counts determine the need for area directors and are established by adding new spring players to the fall player count. If an area qualifies for a director, then that area will be added to the procedure and director selected at the fall meeting. The Executive Committee shall appoint an existing area director to cover areas that do not qualify or to fill vacant area director positions. The EC shall determine area director eligibility at the first EC meeting following the TSA spring season. EC Vote Adjustments shall be made at the first EC meeting following the fall General Meeting.

POSITION	PERIODICITY
TSA President	Odd Years
TSA Vice President	Even Years
Director of Association Development	Odd Years
TSA Secretary	Odd Years
TSA Treasurer	Even Years
TSA Coaching & Player Education	Odd Years
TSA Public Relations	Even Years
Bells Area Director	Odd Years
Denison Area Director	Even Years
Gunter Area Director	Even Years
Howe Area Director	Even Years
Pottsboro Area Director	Odd Years
Sherman Girls Director	Odd Years
Sherman Boys U5-8 Director	Even Years
Sherman Boys U9-19 Director	Even Years
Tom Bean Area Director	Odd Years
Van Alstyne Area Director	Even Years
Whitewright Area Director	Odd Years

13.1 Executive Council

Executive Council meets on the second Thursday of the month at 6:30 PM, as needed. Alternative dates may be used. The Executive Council (EC) consists of TSA Officers, Area Directors and Commissioners. If you wish to address a soccer issue with the council, you must contact the President via email (president@texomasoccer.org) by 5:00 PM on the Sunday evening prior to the scheduled meeting. You may bring guests with you regarding your issue/case. You will have ten minutes to present your case to the executive council. The EC will have five minutes to respond. You will then have ten minutes for a rebuttal. The EC will then have five minutes after that. A closing statement will be given regarding the case by the President, who conducts the meetings. If further follow up is required after the board privately convenes, you will be notified by your preferred method of communication. You will not be allotted more than a total of 30 minutes for your case in entirety.

14.All-Star Program

Eligible players:
All players who have registered with and played in the TSA regular season just prior to the all-star season shall be eligible. Players and families will be given the choice to play in their calendar birth year of the year they have played up to in the prior season. (Exception) No Players born in the calendar year that qualifies them as a U10 player, will be allowed to play up to a level higher than U10.
Seasons of play: (Two possible seasons of play)
Fall - season may start the first day following the end of the TSA regular fall season and may run through the first Monday in February.
Spring - season may start the first day following the end of the TSA regular spring season and may run until the first Monday in August
Committee Members:
U8-12 all coaches who choose to participate.
Voting Committee Members:
U8 - all coaches who choose to participate shall have one vote. (TSA All-Star program director shall cast vote if tie occurs)
U9-12 - 1st, 2nd and 3rd place coaches shall have one vote each.
Player Selection process:
Each committee member will nominate players they feel show a passion and talent worthy of the all-star team. The committee voting members will chose from the nominees.
Roster size:
The committee voting members shall decide the number of players to be added to the roster up to the maximum roster size allowed by North Texas Soccer or each Tournament Director.
Tournament selection process:
The committee voting members, in communication with players and parents, will choose which tournaments and how many tournaments to attend. They will choose from a list given by TSA of tournaments that TSA has obtained permission to enter and has decided gives our teams a competitive chance.
Uniform selection and procurement.
Uniform cost will be the responsibility of each player chosen. Each team will have the responsibility of collecting the uniform cost and providing that to the TSA program director. TSA will order the uniforms for all teams participating. The uniform to be used will be chosen from 3 styles provided by TSA. The selection process will be a majority vote of the coaches participating in the Fall kick off meeting. Spring players added to the program will wear the same style as the Fall.

15.REVISION HISTORY

Version	Description	Date
102	1. Updated the Late Fee amount.	12/17/2008
103	Added Special Request requirements.	3/15/2009
104	Added the Revision History and general formatting updates to the document. No data was dropped or added other than what is documented below. Added clarification on Risk Management criteria and notifica- tion process. Added Late Registration acceptance policy. Removed the requirement that the TSA Registrar use the League Organizer software. Updated the Online and In-Person Registration Process proce- dures and included PayPal as an acceptable payment option. Included the new process for exceptions to the Final Sched- ules for U9 and older age divisions. Included the new Coaching Requirements. Renamed Special Game Day Rules to Rules of Competition and organized by FIFA Law, congruent with the NT Bylaws. Added NT Bylaw “Modified Playing Rules – U7 and Above” detailing coaching and spectator field requirements. The coaching requirement is directly from the NT Bylaws. Added NT Bylaw “Modified Playing Rules – U5/U6 Age Di- vision” detailing spectator field requirements. Added procedure details for how area numbers are derived for Area Director voting rights and included the new Director of Development to the Elections table. Added a table of contents and the revision history.	5/12/2009

105	Added the definition of a Core Team for the purposes of the seasonal draft. Added lead-time requirements for team roster requests and in- dividual player ID cards from the Registrar. Clarified that skipped players must return to the draft if the prior team no longer exists. Clarified that late registrants must return to the draft.	12/15/2009
106	Updated the Risk Management process.	6/15/2010
107	Updated Risk Management notification procedures to reflect current process of North Texas for volunteers who are permanently suspended. Updated Special Request notification procedures.	8/12/2010
108	Clarified that play-up requests are not considered for U6 youth division. Updated Fees and Payments table to reflect current contract rates. Updated draft procedures to reflect current process not using Excel.	9/08/2010
109	Changed seasonal calendar. Added term limits for second Sherman Youth Commissioner and Director of Public Relations. Renamed Director of Development to Director of Coaching and Player Education. Renamed Sherman Area Director to Sherman Women's Com- missioner.	2/24/2011
110	Updated tournament reimbursement procedure due to the As- sociation now hosting local tournaments. The intent is for teams to gain exposure to external teams.	4/13/2011
111	Increased Registrar pay.	7/9/2011
112	Added Game Day Requirements to the Risk Management sec- tion. Added Game Day Setup to the Coaches section. Updated the Tournament Fees section of Fees and Payments. Updated the Check Signatures section.	4/11/2012
113	Updated the Tournament Fees section of Fees and Payments.	7/18/2012
114	Updated the Specific Vendors section of Vendors and Sponsorship. Updated Official Roster Requests section of Tournament Participation.	11/14/2012
115	Updated Game Day Requirements.	10/8/2014
116	1. Updated the Maximum Number of Players on the Field table. Increased Registrar pay for recreation youth players. Increased registration fee per season. Updated Select Player fee per soccer year. Added Weather Modifications. Added Executive Council meeting update.	8/12/2015
117	Updated Mercy Rule.	4/13/2016
118	Updated registration fee payment types accepted. Updated Player Release Procedures. Updated Draft Schedules section. Updated Rules of Competition section. Added 8.11 Lightning Policy. Updated Fees and Payments. Updated Check Signatures section. Added 10.1 Online Payment Procedures. Updated Core Team definition. Updated Friend Recruitment definition. Updated Elections section. Updated Executive Council section.	8/10/2016
119	Updated Registrations. Updated 8.5 Law IX. Updated Fees and Payments.	5/10/2017

120	Added free board member registrations to 3. Changed start time of EC monthly meetings. 13.1 Added number of coaches on the sideline. 7.4 Changed 8.7 by moving 8.6.2 to 8.7.2 no closer than 10 yards to end line.	4/11/2018
121	Moved game day badges 2.3 to under coaches section. 7.4.1 Changed start and end reg dates 3.1 Fall and 3.2 Spring Added misconduct to coaches section 7.5 Changed field dimensions. 8.1 Defined Sherman boys U5-8, Added Sherman boys U9 & up AD, 13.	10/10/18
122	Updated 2.1 General requirements "Safe Sport" training added 2.2, Risk Management online process updated. Adjusted Calendar Registration Dates 3.1 & 3.2 Updated online & in-person registration verbiage 3.3, re- moved registration table of events, moved refund policy to section 9 Fees and Payments Added/defined/limited Coach bye request 4.1 Added Gotsoccer process to 5.1 Game Reports Updated coach education requirements 7.2 Updated game day setup 7.3 Updated # of coaches on sideline 7.4.2 Deleted playing rules 8.1-8.6 – refer to separate seasonal Play- ing rules on website Increased Registration Fee from $85.00 to $95.00 & Late Fee from $15.00 to $20.00 9.1 Fee-Wording change from "will to "may be charged 9.2.2 Moved refunds to 9.4 Defined draft process to include by committee 11 Added U4 program 11.1 Updated special request information. 11.4 Limited # of friend request by age. 11.4 Removed release of OK players 11.5	10/09/19
	18. Added 14. All-Star Program Procedures	