

**DISTRICT VI - METRO LEAGUE  
CONSTITUTION, BY-LAWS, GENERAL RULES AND SPECIFIC RULES  
Approved March 2008**

**CONSTITUTION**

**1:01 NAME**

**1:01:01** This league shall be known as the District VI Metro League.

**1:02 PURPOSE**

**1:02:01** The Metro League is intended to provide Division 3 teams in District VI with an opportunity to compete against teams with similar skill levels. The purpose of this League shall be to develop, promote and administer the game of soccer for youth under-nineteen years of age within the CYSA District VI.

**1:02:02** The purpose of all League Members shall be to offer, regardless of race or creed, a soccer program to all youth, boys and girls, in the Under-9 through and including the Under-19 age brackets, within this District.

**1:03 AFFILIATION**

**1:03:01** This League shall be an affiliate branch of and comply with the authority of the California Youth Soccer Association (CYSA), the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF).

**1:04 AUTHORITIES**

**1:04:01** This League shall be governed by its Constitution and By-Laws, General Rules and Specific Rules adopted by the Board of Directors of the District VI Metro League and the rules established by the CYSA District VI Board of Directors.

**1:04:02** The governing authority of this League whose powers are designated in the By-Laws, shall be vested with the Board of District VI.

**1:04:03** The governing board of the Metro League, hereinafter referred to as the "Board of Directors", shall be composed of the Metro League Executive Committee and other committee members appointed by the Executive Committee as needed.

**1:05 MEMBERSHIP**

**1:05:01** Membership in this League shall be open to properly registered players and their affiliated teams, and to other persons (coaches and assistants, league/club presidents and District VI Board of Directors) who perform bona fide Metro League duties.

## **1:06 CHANGES**

- 1:06:01** Any affiliated team, the District VI Board of Directors, and any member of the Metro League Board of Directors may submit proposed changes to the existing Constitution, By-Laws, General Rules and Specific Rules adopted by the Board of Directors. Proposed changes shall be submitted to the Metro League Board of Directors in writing.
- 1:06:02** Amendments to the Constitution, By-Laws, General Rules and Specific Rules of the Metro League may be made at the Board meeting scheduled for February of each calendar year. Changes must be submitted to the Metro Administrator or his/her designee no later than the preceding 15th of December of each calendar year. Notice of the proposed or intended amendment(s) must be given to representatives at least one (1) Board meeting prior to the Board meeting when the vote is actually taken.
- 1:06:03** An amendment shall be deemed adopted by the affirmative vote of two-thirds of the members attending and voting at the Board meeting.
- 1:06:04** To effectively operate the organization, the Board of the Metro League shall have the ability to adopt new rules and/or by-laws during the calendar year on an interim basis. Such rules or by-laws so adopted shall not become a formal part of the Constitution, By-Laws, General Rules and Specific Rules unless and until they are adopted in accordance with section 1:06:02 above, and may only be used as an interim operational measure by the Metro League.
- 1:06:05** All amendments to the Constitution, By-Laws, General Rules and Specific Rules of the Metro League, adopted at any Board meeting, shall become effective at the adjournment of said Board meeting, subject to District VI Board approval.

## **BY-LAWS**

### **2:01 MEMBERSHIP OF THE BOARD OF DIRECTORS**

- 2:01:01** The membership of the Metro League Board of Directors shall consist of at least one (1) representative and no more than three (3) representatives from each of the affiliated leagues of District VI, the officers of the Metro League and the Age Group Coordinators assigned by the Metro Administrator.
- 2:01:02** The number of representatives to the Board from any one affiliated League is determined by the number of teams represented by the affiliated League. Leagues with twenty (20) or fewer teams shall provide one (1) league representative. Leagues with twenty-one (21) to forty (40) teams shall provide two (2) league representatives. Leagues with more than forty (40) teams shall provide three (3) league representatives. In no event shall any one league have more than three league representatives with voting privileges on the Board of Directors. Regardless of the number of representatives provided by any one league, only

Executive Committee members, League Representatives and Age Group Coordinators shall have the right to vote on District VI Metro League matters.

**2:01:02** Each league may have other representatives appointed to various positions in the Metro League. Said representatives are subject to the voting limitations outlined in Section 2:01:01 above.

## **2:02 BOARD OF DIRECTORS**

**2:02:01** The Board of Directors shall have an Executive Committee consisting of the Metro Administrator, Assistant Administrator, Secretary, and PAD Chairperson.

### **2:02:02 DUTIES**

#### **A. Metro Administrator**

The Metro Administrator shall conduct all meetings of the Board of Directors and shall cast a vote only in case of a tie. The Administrator shall appoint, at the beginning of each season, Committee(s) and/or members at large, as needed. The Administrator shall be the Metro League representative to all District meetings and/or functions. The Administrator may appoint an alternate to act on her/his behalf, to chair meetings, attend District meetings and/or functions, and to take other appropriate actions as may be necessary in accordance with these bylaws, general and specific rules, and operating procedures of Metro League.

#### **B. Assistant Administrator**

The Assistant Administrator shall act in the absence of the Metro Administrator, attend meetings or other functions, and provide other assistance as may be determined by the Metro Administrator, the Executive Committee and/or the Board of Directors of this League.

#### **C. Secretary**

The Secretary shall keep an accurate record of all meetings and maintain the files of the Metro League.

#### **D. Parliamentarian**

The Parliamentarian will insure that all Metro League meetings are run according to parliamentary procedures as set forth in Roberts Rules of Order.

#### **E. Protests, Appeals and Disciplinary (PAD) Chairperson**

The PAD Chairperson shall chair a committee consisting of the Metro League Representatives and Age Group Coordinators. They shall meet each week during the

season as required. The PAD Chair shall keep written records of PAD proceedings and correspondence.

**F. Metro Tournament Coordinator**

The Metro Tournament Coordinator shall assist the District VI Tournament Coordinator in processing Metro (Class III) tournament applications.

**G. Age Group Coordinator**

The Age Group Coordinator shall be responsible for developing seeding for their respective age groups and maintain team standings within their appropriate age groups. The Age Group Coordinator shall work closely with the appropriate Board members and shall be responsible for providing weekly updates on league play for the respective age group. The Age Group Coordinator shall report the status in their respective Age Group each month to the League Board of Directors.

**H. League Representative**

The League Representative shall provide an interface between the participating teams and their league as to the decisions and operations of the Metro League Board.

**2:03 MEMBERSHIP**

Any application for membership into the District VI Metro League shall be on a yearly basis and submitted with the appropriate fee(s).

**2:04 BOARD MEETINGS**

**2:04:01** Regular meetings of the District VI Metro Board of Directors shall be held on a monthly basis on a specific week, day, and time determined at the first meeting of each calendar year called by the Metro Administrator. The agenda for regular meetings shall be as follows:

- A. Call to Order
- B. Roll Call
- C. Introduction of Guests
- D. Acceptance of Minutes
- E. Correspondence
- F. Committee Reports
- G. Unfinished Business
- H. New Business
- I. Adjournment

**2:04:02** Special meetings may be called for any organizational purpose. Such meetings may be called by the Board or by the Metro Administrator or by written request of league

representatives. Special meetings shall be limited to the purpose for which the meeting was called and no other business may be conducted. Written notice of special meetings shall be given to all members. Notice shall include the date, time, location and purpose of the meeting. Such notice shall be given not less than fifteen (15) calendar days prior to the meeting.

**2:04:03** Any league that does not have a representative present at two or more consecutive meetings of the Board, or a combination of General and Special meetings (excused absences shall not be counted for these purposes) within a calendar year (January through and including December) shall be placed in bad standing and will be considered for further disciplinary action as determined by the District VI Metro Board. Said further disciplinary action could include the loss of voting privileges for the following three (3) meetings of the Metro Board.

## **2:05 QUORUM**

**2:05:01** At all regularly scheduled meetings of the District VI Metro League, fifty percent (50%) plus one of the voting members present and in good standing (of the Board of Directors) shall constitute a quorum for the transaction of business.

## **2:06 SEASONAL YEAR**

**2:06:01** The seasonal year shall be from September 1 through and including August 31 of the year following.

## **2:07 RESPONSIBILITIES**

**2:07:01** All members shall be responsible for governing those persons associated with their operations. Teams shall abide by the District VI Metro League Rules.

**2:07:02** Falsification of records shall be grounds for disbarment from future participation and/or membership in the District VI Metro League.

**2:07:03** A plea of ignorance to the Constitution, By-Laws, General Rules and Specific Rules of the District VI Metro League is not sufficient and violators may expect appropriate action by the Board of Directors of the District VI Metro League.

## **2:08 FINANCIAL RESPONSIBILITY**

**2:08:01** This League shall not assume nor be liable for debts and/or the financial responsibilities, either implied or incurred, of any Player, Coach, Assistant Coach, Team Manager, League Official, or Referee from any member team, league, or Organization.

## **2:09 RULES OF ORDER**

**2:09:01** All questions of parliamentary procedure not covered by the Constitution, By-laws, General Rules or Specific Rules or otherwise established by the Metro League Board of Directors shall be governed by Robert's Rules of Order.

## **GENERAL RULES**

### **3:01 RIGHTS AND RESPONSIBILITIES**

**3:01:01** An administrative fee of thirty dollars (\$30.00) per team will be assessed to cover expenses associated with running the District VI Metro League. All payments of fees, penalties and assessments are to be made by League check and payable to District VI.

**3:01:02** Enforcement of all fee payments or penalties assessed against a club or team will be the responsibility of the respective League. Failure to adhere to the directive(s) of the Metro League promptly may result in a League being placed in "bad standing" by District VI and/or may jeopardize future participation in the Metro League. Each League will be notified whenever punitive action against a League is being considered or has been taken. Said League will have thirty days to respond to the notice and may appeal such an action in accordance with these rules.

**3:01:03** All registered players who have attended all practice sessions during the week prior to a game must play in at least one-half (1/2) of that game unless that player is being disciplined, injured or ill. The Referee must be notified before the game if a player is not playing due to disciplinary action and such action must be noted on the game card. Complaints regarding violations of this rule shall be referred to the Metro League Representative and the President of the team's League of registration. The team's League of registration will investigate the complaint and the League Representative will report the results of their investigation to the Metro Chair within seven calendar days after completing the investigation.

**3:01:04** Each coach and assistant coach must possess a current coach's pass and be in good standing for all Metro League play.

**3:01:05** Complaints regarding the conduct of the opposing coach or players, inadequate referees, or game cancellations shall be directed to the League's Metro Representative in writing and copied to the Metro Administrator.

### **3:02 REFEREES**

**3:02:01** Each home club/team will provide three (3) currently certified USSF officials (a referee and two assistant referees) for each home game. A three- (3) person system will always be used. Each referee shall sign his or her name legibly on the game card. Listed names may be verified by the Metro League.

**3:02:02** Game officials must be in proper uniform and be licensed and qualified for the age group for which they are assigned. Normally, Referees must be at least two (2) age groups and

Assistant Referees must be at least one (1) age group above the player's age group in any game they are officiating.

- 3:02:03** A team manager, coach, parent, guardian, or sibling may not referee their own player's or sibling's games unless the opposing manager or coach is notified before the game begins and gives his or her consent by signing the game card acknowledging agreement.
- 3:02:04** If the home team fails to provide the appropriate number of referees more than once during the regular season, the team's status will be reviewed by the Metro League Board. The Board may place the team on probation or take other appropriate disciplinary action. Any disciplinary action taken could affect a team's continued participation in the Metro League and/or District sponsored tournaments.
- 3:02:05** If only two (2) or fewer qualified referees are present and a team assistant referee must be used, the visiting team may elect not to play the game. If a scheduled game is not played for this reason, the game will be rescheduled at a field of the visiting team's choice, and the visiting team will secure the referees, however, the original home team of said game shall still be responsible for payment of referees.
- 3:02:06** It is the responsibility of the home team coach to insure that the referee has filled the game card out completely and legibly.

### **3:03 GAME SEND-OFFS**

- 3:03:01** In the event of a send-off of a player or coach, the referee must obtain the pass of the ejected player/coach and complete the game card and Send-Off Report. It is the responsibility of the referee to mail these items or deliver them to the Metro PAD Chairperson within 24 hours of the incident. Referees should contact the Metro League PAD Chairperson to inform them that a Send-Off report, player pass and game card are being forwarded.
- 3:03:02** The home team coach must take an active role in ensuring that the paperwork is completed properly and promptly. In addition, all coaches are strongly urged to notify their Metro League Representatives, Age Group Coordinator and the Club Manager of any incident in which their team was involved. **METRO LEAGUE REPRESENTATIVES MUST NOTIFY THE PAD CHAIRPERSON.**
- 3:03:03** A written report may be submitted by the coaches or players involved, detailing the events leading up to the incident. The reports should be submitted to the PAD Chairperson through their Metro League Representative. The PAD Committee will base all decisions on the report filed by the referee and any other reports filed on behalf of the concerned parties.
- 3:03:04** Upon receipt of the completed Send-Off Report, the PAD Chairperson will convene a PAD meeting to determine the appropriate penalty, if any, related to the expulsion(s).

- 3:03:05** Section 4:08 of the CYSA Constitution will be used as a guideline to determine the penalty. Any deviation from CYSA Section 4:08 will be determined by the PAD Committee as deemed appropriate.
- 3:03:06** Penalties will be recorded on the District VI PAD Notice. One copy of the PAD Notice, with penalty noted, and the player(s) card(s) will be returned to the team's Metro League Representative. It will be the responsibility of the Metro League Representative to notify the coach of the penalty and to subsequently return the player(s) card(s) upon completion of the penalty.
- 3:03:07** Game suspensions will be served in District VI League games or CYSA approved tournaments. In both situations, the District VI PAD Suspension Form has to be signed by the game referee; for tournaments, the official tournament director must also sign. The PAD Suspension Form must be sent to the PAD Chairperson within a week of the completion of the penalty.
- 3:03:08** Suspensions deriving from tournaments will be served in the next available tournament or scheduled Metro game(s). Suspensions carrying over to the following season will be served during Metro League games.
- 3:03:09** Any player or coach receiving two (2) red cards during the Metro League season shall be placed on probation within the Metro League. The District VI Commissioner shall review any player or coach receiving three (3) red cards during the Metro League season for further disciplinary action.
- 3:03:10** During a game, a player receiving a caution may be substituted at the discretion of the coach and remain out of the match until the next substitution opportunity.
- 3:03:11** In all situations involving send-offs, it is the coach's responsibility to assure that the player's CYSA pass is obtained by the referee before the referee leaves the premises. Failure to comply with this rule shall result in appropriate disciplinary action on the head coach of the team involved.

### **3:04 GAME PROTEST**

- 3:04:01** Decisions by the referee are final. Game protests will not be allowed.

### **3:05 PROTESTS, APPEALS AND DISCIPLINARY (PAD) COMMITTEE HEARING PROCEDURE**

- 3:05:01** Upon request by the PAD Chairperson, all Leagues will provide a representative to the PAD Committee. Said representative shall be a currently certified referee. Metro League Representatives will be responsible for making sure their League is properly represented at PAD meetings when directed to do so. Failure to serve on the PAD Committee when

scheduled and/or requested shall result in the loss of voting privileges for the following three (3) meetings of the Metro Board.

- 3:05:02** PAD proceedings shall be conducted in conformance with the CYSA Protest and Appeals Manual, where appropriate, and with all rules and directives of CYSA District VI. The PAD Committee will not entertain any telephone/verbal discussions or interpretations of any issue before the Committee meeting. All issues will be submitted in writing and considered at the hearing. Attendance at PAD meetings is by invitation only.
- 3:05:03** The PAD will meet weekly, if necessary, with location, time and day to be set by the PAD Chairperson. Metro League Representatives will be notified of all actions being heard involving their league.
- 3:05:04** All teams playing in the District VI Metro League will come under jurisdiction of the PAD of the District VI Metro League. In all cases, any decision made by the PAD or this Board shall be confirmed in writing to the Metro League Representative, the Metro Administrator, the District VI Age Group Coordinator, the League President and the District VI Commissioner, within one (1) week of the hearing. It will be the responsibility of the Metro League Representative to contact the Coach of the player, or the Club Manager of the Coach, regarding the decision.
- 3:05:05** The PAD meeting will adhere to the following agenda:
- A. Members of the PAD Committee and all others involved in the hearing shall be introduced.
  - B. An explanation of the hearing procedures will be given.
  - C. The Send-Off Report will be read along with any other written statements from other individuals concerning the incident. **VIDEO TAPES WILL NOT BE ACCEPTED OR ALLOWED.**
  - D. Only Metro League Representatives will be allowed to speak. Referees directly involved in the incident may be called to clarify any questions that may arise.
  - E. The Committee will then discuss the incident and a decision will be made.
  - F. The PAD Chairperson shall keep written records of PAD proceedings and correspondence.

Written notice of PAD decisions, which outline the penalty determined and the appeal process and timelines to be followed will be sent to the respective Metro League Representative. The Metro League Representative shall in turn provide a copy of the notice to the head coach and/or club manager of the team involved with the Send Off.

### **3:06 APPEAL POLICIES AND HEARING PROCEDURES**

- 3:06:01** Appeals of a PAD Committee decision must be made in writing and must be submitted to the Metro League Administrator. All appeals must be filed no later than seven (7) calendar days from the date of notice of decision. An appeal is deemed filed if hand delivered or postmarked no later than seven (7) days from the date of the notice of decision. Only suspension penalties beyond one (1) game may be appealed.
- 3:06:02** All appeals must be accompanied by a fifty-dollar (\$50.00) protest fee. The fee is refundable if the protest is upheld by the Metro League or by a higher authority.
- 3:06:03** Metro League Representatives will notify coaches, players, and/or referees of any appeal and request for written depositions or attendance at the Board hearing.
- 3:06:04** The District VI Metro League Board will adhere to the following agenda for appeal procedures:
- A. The meeting will open with an introduction of the PAD Committee and all others involved in the hearing.
  - B. An explanation of the hearing and appeal procedures will be given.
  - C. The Letter of Protest or Send-Off Report will be read.
  - D. Metro League Representatives, referees, coaches, and/or players **directly involved** in the incident will be given five (5) minutes to speak and will not exceed 30 minutes in total.
  - E. All persons will then be excused to allow for closed committee discussion and decision.

The hearing will reconvene, the decision of the Board will be defined and the Committee will make final statements and/or recommendations. A written notice of decision shall be mailed by certified mail, return receipt requested, to the appellant, with a copy to the appropriate League representative who shall disseminate the information accordingly.

### **3:07 ADMINISTRATIVE SANCTIONS**

- 3:07:01** Coaches in the Metro League may be administratively sanctioned for violating league rules as they apply to Metro games. A sanction is defined as a violation that results in the equivalent of a yellow card or a red card suspension or other administrative penalty deemed appropriate by the Metro PAD and/or Metro League Board.
- 3:07:02** First formal sanction issued to a coach - if the Metro PAD and/or Metro Board determines that a sanction must be issued, the appropriate League Representative(s) shall be notified.

Second and subsequent formal sanction issued to a coach - the second and any subsequent violation by the same coach may result in the issuance of additional sanctions to the coach and/or team involved.

**3:07:03** Appeals - all sanctions may be appealed in accordance with the PAD Procedures outlined in Section 3:06 above.

## **SPECIFIC RULES**

### **4:01 FORFEITS AND RESCHEDULING OF GAMES**

**4:01:01** All teams participating in the Metro League are expected to play all scheduled games. Teams who fail to fulfill their commitment may be determined to be in bad standing. Teams in bad standing are not eligible for Tournament Play or Post Season competitions such as District Cup, Association Cup, or State Cup, and may not play outside of or with teams outside of District VI. Furthermore, teams who are in bad standing will not be accepted for future Metro League seasonal play. Head coaches of teams who have been placed in bad standing shall not be allowed to coach in the next Metro League seasonal year. A disciplinary hearing shall be convened and conducted in accordance with these rules and the CYSA Protest, Appeals and Disciplinary Hearing Manual for any team who forfeits two (2) or more scheduled Metro League games. Teams who are determined to have forfeited without good cause shall be determined to be in "bad standing". A forfeit is defined as a failure by a team to have a properly credentialed coach and/or less than seven (7) properly credentialed players available at the scheduled time and place for a game without having previously rescheduled the game in accordance with Metro Policy and these rules.

**4:01:02** Rescheduling of a game may be agreed to only for unusual circumstances. A coach requesting to reschedule a game must notify the opposing coach and the respective Age Group Coordinator and obtain approval from the opposing coach and the respective Age Group Coordinator. Both coaches must agree to a new date and time for the rescheduled game. Game rescheduling, due to field conditions may be made at any time by the home team field manager. A rescheduled game is not a forfeit and must be completed.

Requests to reschedule a game must be made a minimum of 48 hours prior to the scheduled game. All fees (i.e., referee fees, facility fees, etc.) resulting from a failure to follow the above 48-hour notification requirement will be the responsibility of the offending team. Failure to follow the 48-hour notification requirement may result in disciplinary action by the Metro Board.

**4:01:03** Dates for make-up games are by agreement of both teams and should be given when the cancellation is reported. Coaches will have no more than two (2) weeks to make up a game. If games are not made up within this time, the Age Group Coordinator will schedule a time, date and location for the make-up game and appropriate disciplinary action on the teams and/or coaches involved, may be taken.

- 4:01:04** The home team is responsible for the coordination of fields and referees for make-up games.
- 4:01:05** Cancellation of a scheduled make-up game, except by field conditions, will result in the age group coordinator rescheduling the game. No games may be made up later than two (2) weeks after the scheduled end of the season. Cancellation with less than 48 hours notice will result in the penalty described in 4:01:02.
- 4:01:06** Teams that fail to appear at a scheduled and/or rescheduled game will forfeit the game. Such a forfeit may result in an administrative sanction in accordance with section 3:07. Furthermore, all teams in the same club as the sanctioned team could be placed on probation and their future participation in the Metro League may be jeopardized.
- 4:01:07** All fees that are associated with the rescheduling of a game (i.e., referee's, field usage etc.) are to be paid by the canceling team plus any fines that have been incurred.
- 4:01:08** Any team delaying the start of a scheduled game more than fifteen (15) minutes without the sanction of the proper authority shall forfeit the game to the opponent by a score of 1 - 0.

#### **4:02 REPORTING GAME RESULTS**

- 4:02:01** Each team must report their game and rescheduled game results (score/cancel/forfeit) to their respective Age Group Coordinator within twenty-four (24) hours of the conclusion of the scheduled game. Failure to do so could result in an administrative sanction in accordance with Section 3:07 above.
- 4:02:02** Home field coaches are responsible for the mailing of the game card to the Age Group Coordinator within forty-eight (48) hours of the conclusion of the game. Failure to do so may result in an administrative sanction in accordance with section 3:07 above. The only exception to this rule is when there has been an ejection in the game and the referee has included the game card with the Ejection Report sent to the PAD Chairperson.
- 4:02:03** It is the responsibility of the home field coach to insure that the game card is filled out completely and that it is legible.
- 4:02:04** Game cards involving send-offs will be submitted in accordance with Section 3:03 Game Send Offs of the General Rules.
- 4:02:05** Complaints regarding the conduct of the opposing coach or players, inadequate referees, or game cancellations shall be submitted in writing to the Metro Administrator and PAD Committee Chairperson.

#### **4:03 DIVISIONAL SEEDING AND MID-SEASON ADJUSTMENTS**

- 4:03:01** Each Age Group Coordinator will use the Metro League Seeding Process to evaluate and place teams in playing divisions prior to the start of Metro League seasonal play. The Metro League Seeding Process is contained in the Metro League Policies.
- 4:03:02** Mid-season adjustments to divisions will be made after the fifth and before the sixth game of the season.
- 4:03:03** Mid-season adjustments must be agreed to by the Age Group Coordinator and the Metro League Representatives. If agreement cannot be reached, the decision to or not to make an adjustment shall be made by the Metro Administrator. Only teams having been grossly miss-seeded in their divisions are eligible for mid-season adjustment.
- 4:03:04** Teams that move to another division as a result of mid-season adjustment will assume the schedule of the team they replace.

#### **4:04 STANDINGS**

- 4:04:01** Division winners will be named for the first- and second-halves of the season for all divisions, based on point totals for each half of the season. Standings shall be determined on a total points basis (Win = 3 points; Tie = 1 point; and, Loss = 0 points). One point shall be deducted (-1) for each red card.
- 4:04:02** A forfeit is considered a 1 - 0 loss. If both coaches agree not to play a game (no scheduled make-up), the game shall be recorded as a loss for both teams.

#### **4:05 COACHES**

- 4:05:01** Each League is responsible for assuring that all District VI Metro League Head and Assistant Coaches are in compliance with their league of registration's current Division III coaching certification requirements in accordance with District VI policy.
- 4:05:02** All teams shall have a Head Coach and an Assistant Coach.
- 4:05:03** An individual may be listed as a Head Coach or Assistant Coach for one team only, in the Metro League.
- 4:05:04** Either the head or assistant coach that appears on each team's CYSA roster must be a currently certified USSF referee. Proof of current USSF referee certification must be attached to each team's Metro League Application. The certification process will be phased in over the 2006-07 and 2007-08 seasons.

#### **4:06 RULES OF PLAY**

- 4:06:01** Rules of play for Metro League games are presented in the appropriate Metro League Policy.

**DISTRICT VI - METRO LEAGUE POLICY**  
**March 22, 2006**

**Rules of Play Policy**

1. Federation International Football Association (FIFA) Rules of the Game will apply to the following:
  - Offside;
  - Fouls and Misconduct; and,
  - Penalty Kicks.
  
2. Substitutions are allowed:
  - Prior to throw-in in your favor;
  - After a goal by either team;
  - Prior to a goal kick by either team; and,
  - At the half by either team.
  
3. The modified rules and specifications presented in Table 1, Metro League Modified Rules, will apply to all Metro League games. These modified rules are consistent with CYSA Modified Rules of the Game.

**Table 1**  
**Metro League Modified Rules**

<b>Age Group</b>	<b>U-10</b>	<b>U-12</b>	<b>U-14</b>	<b>U-16</b>	<b>U-19</b>
<b>Goal Size</b>	<b>7' x 21'</b>	<b>8' x 24'</b>	<b>8' x 24'</b>	<b>8' x 24'</b>	<b>8' x 24'</b>
<b>Ball Size</b>	<b>#4</b>	<b>#4</b>	<b>#5</b>	<b>#5</b>	<b>#5</b>
<b>No. of Players</b>	<b>9 v 9</b>	<b>11 v 11</b>	<b>11 v 11</b>	<b>11 v 11</b>	<b>11 v 11</b>
<b>Game Time</b>	<b>2-25 min. halves</b>	<b>2-30 min. halves</b>	<b>2-35 min. halves</b>	<b>2-40 min. halves</b>	<b>2-45 min. halves</b>
<b>Player Distance on Free Kick</b>	<b>6 yds. from ball</b>	<b>10 yds. from ball</b>	<b>10 yds. from ball</b>	<b>10 yds. from ball</b>	<b>10 yds. from ball</b>

**DISTRICT VI - METRO LEAGUE POLICY**  
**March 22, 2006**

**Metro League Seeding Process**

The following process will be used by each Age Group Coordinator (AGC) to seed Metro League teams.

This process includes Initial and Final Seeding. The process has been developed and modified over the years in an attempt to accurately place teams within divisions that will not require mid-season adjustment.

The seeding process will include pre-season, inter- and intra-divisional seeding matches. The seeding matches will be held on the last weekend in July. All Metro League teams (U-10 through U-16), with the exception of U-19 teams, will participate in the seeding matches unless specifically exempted by the Metro League Administrator or the Metro League Assistant Administrator.

AGCs will use the following three steps to seed each age group.

**Initial Seeding**

**Step 1.** Initial seeding is started by assigning each team a value for each of the nine (9) criteria listed below on the form provided. The information for these Seeding Criteria is found on each team's Metro League Application. Values for each of the first eight criterion will be based on a scale of zero (0) to ten (10). The ninth criterion has a value of 15 points. The 9 Seeding Criteria are:

**1. Prior Metro League season division: - played in A Division, B Division**

10 points for A Division; 8 points for B Division; 6 points for C Division; 4 points for D Division; 2 points for E Division and below (if a team split time between two divisions last year due to mid-season adjustment, assign the higher of the two point values); zero (0) points for new teams.

**2. Prior Metro League season record: -wins, losses, etc.**

10 points for winning record; 5 points for even record; 0 points for losing record.

**3. Coaching certification level and years of coaching experience:**

E license-0 points; E/D license-2 points; D license-4 points; C license-5 points; B or A license-7 points

2 years-0 points; 3 to 5 years-2 points; 6 to 8 years-3 points; 9 to 11 years-6 points; 12+ years-8 points

**4. Number of core group players:**

1 point per core member to a maximum of 10 points

**5. Years core group has been together:**

1 point per year to a maximum of 10 points

**6. Ages of players:-age pure (older), age pure (younger), or mixed**

*Under-10 through Under-14 teams:* 1 point per older player to a maximum of 10 points

*Under-16 teams:* 2 point per older player to a maximum of 5 points (round up)

*Under-19 teams:* 0 points for older players

**7. Players who competed in Division I last year:**

1 point for each player who was registered as a Division I player last year for a total of 10 points (players)

**8. Team’s Metro League divisional request-high, middle, lower division**

10 points if requested higher divisions; 5 points if requested middle divisions; 0 points if requested lower divisions

**9. AGCs specific knowledge of team history**

This point is very arbitrary (maximum 15 points). It is suggested that the AGC research the team’s past history, talk to the coach and other, knowledgeable AGCs. Consideration should be given to teams that competed at the recreational level last year as well as returning, Division III team tournament records from last year. Team rosters can be reviewed to determine the general age of the team and where they fit within the age group category (first year vs. second year team).

**Step 2.** Establish team divisions based on total Initial Seeding points. The AGC can manipulate the point ranges based on the total number of teams to be seeded.

**Example of a six team division seeding:**

Initial Seeding Criteria Point Ranges	Playing Divisions

<b>1<sup>st</sup> group of 6 with highest point totals</b>	<b>A</b>
<b>2<sup>nd</sup> group of 6 with descending point totals</b>	<b>B</b>
<b>3<sup>rd</sup> group of 6 with descending point totals</b>	<b>C</b>
<b>4<sup>th</sup> group of 6 with descending point totals</b>	<b>D</b>
<b>5<sup>th</sup> group of 6 with descending point totals</b>	<b>E</b>
<b>6<sup>th</sup> group of 6 with descending point totals</b>	<b>F</b>

**Step 3.** The AGC will contact each coach in their age group and inform them of their Initial Seeding division. Once initial division have been established, the Metro League will hold League-wide, intra-and/or inter-divisional seeding matches on the last weekend in July based on the attached format. The abbreviated match time format will allow each participating team to play one another. AGCs will then be able to evaluate their Initial Seeding based on match play.

The Seeding Matches will also be an opportunity for each coach to correct, explain or modify the information presented on their Metro League Application.

If appropriate, AGCs may adjust their Initial Seeding results after the Seeding Matches.

**Final Seeding**

AGCs must present their Final Divisional Assignments at the August Metro League Board meeting. On occasion, some additional information regarding teams may be shared with the AGCs during that meeting which may affect Final Divisional Assignments. Any changes to the AGCs recommended Final Divisional Assignments will be made and finalized at the August Metro League Board meeting.

**DISTRICT VI - METRO LEAGUE POLICY  
March 22, 2006**

**Metro League  
Seeding Worksheet**

**Team Name:**

**Age Group:**

**Initial Seeding Division:**

**Final Divisional Assignment:**

Seeding Criteria	Value*
1. Prior season's division	

<b>2. Prior season's record</b>	
<b>3. Coaching License and Years of Experience</b>	
<b>4. Number of core group players</b>	
<b>5. Years core group has played together</b>	
<b>6. Ages of players</b>	
<b>7. Players who competed in Division I last year</b>	
<b>8. Team divisional request</b>	
<b>9. AGCs specific knowledge of team history</b>	
<b>TOTAL</b>	

**\*Values must be assigned to each criterion**

### Example

The following is an example of Initial Seeding based on information presented on the Metro League Application. Team John Doe is a first year Under-16 boys team who played in the league last year. The following information about John Doe was provided on their application.

- Criteria 1.** John Doe played in the Metro League, U-14 boys C Division last year = 6 points
- Criteria 2.** Their Metro League record last year was 5-4-1 = 10 points
- Criteria 3.** The coach has an E/D license with 14 years of experience = 10 points
- Criteria 4.** There are 11 core group players on John Doe = 10 points
- Criteria 5.** The core group has played together for 4 seasons = 4 points
- Criteria 6.** They have 18, fourteen year old players = 0 points
- Criteria 7.** John Doe has no players that were registered in Division I last year = 0 points
- Criteria 8.** The John Doe coach requested to play in the middle divisions this year = 5 points
- Criteria 9.** After talking to the coach and the AGCs knowledge of the level of competition in this age group, The AGC considers that the coach's request for the middle divisions is reasonable = 5 points.

Seeding Criteria	Value*
<b>1. Prior season's division</b>	<b>6</b>
<b>2. Prior season's record</b>	<b>10</b>
<b>3. Coaching License and Years of Experience</b>	<b>10</b>
<b>4. Number of core group players</b>	<b>10</b>
<b>5. Years core group has played together</b>	<b>4</b>
<b>6. Ages of players</b>	<b>0</b>
<b>7. Players who competed in Division I last year</b>	<b>0</b>
<b>8. Team divisional request</b>	<b>5</b>
<b>9. AGCs specific knowledge of team history</b>	<b>5</b>
<b>TOTAL</b>	<b>50</b>



## **DISTRICT VI - METRO LEAGUE POLICY**

### **Modified June 2008**

#### **Seeding Match Procedures**

In order to provide each Age Group Coordinator (AGC) with the most accurate information for pre-season seeding purposes, the last step in the Initial Seeding process will include seeding matches. Seeding matches will be established on an intra- or inter-divisional basis to provide specific information for the AGCs Final Seeding recommendation to the Metro Board.

#### **Participation**

Each member league will be expected to host seeding match venues. Individual leagues and clubs may host more than one venue. The hosting coach will assume the duties of the Seeding Match Convener. It will be the responsibility of each AGC to assign Seeding Match venues and create match schedules for each venue. Remember, if you host a venue, you don't have to travel.

Hosting conveners will be required to contact each team in your division to provide directions to your venue. Conveners will also supply nets and corner flags for their field as well as collect the scoring sheets from each match session and deliver (mail) them to their AGC. Each participating coach will complete the attached scoring sheet. Conveners will not charge individual teams (field fee, referee fee, etc.) for participating in these seeding matches. Individual teams may hire referees, as needed to fulfill their refereeing obligations for these seeding matches.

#### **Referees**

Refereeing assignments will be the responsibility of the participating teams according to the seeding match schedule. Due to the limited duration and large number of these match sessions played over the short period of time, certified referees would be desirable, but are not mandatory. Seeding matches may use the two-referee, diagonal system. As stated above, conveners may not charge participating teams for referees.

#### **Conduct**

Although informal, coaches, players, spectators, and referees are to conduct themselves appropriately and in the spirit of the game while participating in seeding matches. Conveners should stress that correct behavior is required to participate in seeding matches. Conveners have the responsibility to deny participation to any person or player that is not conducting themselves in the spirit of these informal matches.

Inappropriate conduct by coaches or players will be dealt with by the Metro League PAD Committee up to and including suspension from sanctioned matches (Metro League and CYSA Tournaments).

#### **Interim Seeding Match Ejection Policy (2008)**

1. If a player is issued a 2<sup>nd</sup> Yellow card during the same Metro seeding match, the referee shall issue a Red card to the player. That players' team shall play without substituting that player per USSF rules of the game. The player receiving the Red card (as a result of a 2<sup>nd</sup> Yellow card during the same Metro seeding match) shall not participate in the next Metro seeding match in which that team participates.
2. If a player is issued a Red card (not as a result of receiving a 2<sup>nd</sup> Yellow card) during a Metro seeding match, they must leave the match immediately and that players' team my not substitute that player per USSF rules of the game. Any player that receives a Red card (not as a result of receiving a 2<sup>nd</sup> Yellow card during a Metro seeding match) will not participate in any remaining Metro seeding matches scheduled for their team.
3. If a Coach or Assistant Coach is dismissed from a Metro seeding match per USSF rules of the game, they must leave the Metro seeding match venue immediately. Coaches or Assistant Coaches dismissed from a Metro seeding match will not be allowed to participate in a coaching capacity for any of their teams remaining Metro seeding matches.

### **Penalty and Disciplinary Actions**

The Convener of the Metro seeding match venue will file a 24-Hour Send-Off report with Larry Svetich. The purpose of this report is to document the actions of the player/coach and referee associated with the ejection and as a basis for future potential disciplinary action by the Metro League PAD Committee. The 24-Hour Send-Off Report form and mailing address for Mr. Svetich are available on the District IV web page ([www.d6soccer.org](http://www.d6soccer.org)).

### **Format**

Play will consist of round-robin type matches with abbreviated session times. The intent will be for all teams within their division to play one another on the same day/weekend. Seeding Match Conveners have the option to host the matches over a two-day period with full agreement of the participating division coaches. The following match scoring system will be used: win - 6 points; tie - 3 points; 1 point for a shutout; and, 1 point for each goal scored up to 3. Match session times are presented below:

<b>Age Groups</b>	<b>Match Session Time</b>
<b>U-10 and U-12</b>	<b>20 minutes</b>
<b>U-14 and U-16</b>	<b>30 minutes</b>

**The standard format for establishing Metro League play is six team divisions. Typical seeding match schedules for six-team, U-10 and U-12 divisions using the one-day format would be:**

<b>Teams</b>	<b>Game Time</b>	<b>Referee Assignment</b>
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<b>Team A vs Team F</b>	<b>9:00 - 9:20</b>	<b>Teams D and E</b>
<b>Team B vs Team E</b>	<b>9:30 - 9:50</b>	<b>Teams A and F</b>
<b>Team C vs Team D</b>	<b>10:00 - 10:20</b>	<b>Teams A and E</b>
<b>Team A vs Team E</b>	<b>10:30 - 10:50</b>	<b>Teams B and F</b>
<b>Team B vs Team F</b>	<b>11:00 - 11:20</b>	<b>Teams C and E</b>
<b>Team C vs Team E</b>	<b>11:30 - 11:50</b>	<b>Teams D and B</b>
<b>Team D vs Team B</b>	<b>12:00 - 12:20</b>	<b>Teams A and E</b>
<b>Team A vs Team D</b>	<b>12:30 - 12:50</b>	<b>Teams F and C</b>
<b>Team F vs Team C</b>	<b>1:00 - 1:20</b>	<b>Teams A and B</b>
<b>Team A vs Team B</b>	<b>1:30 - 1:50</b>	<b>Teams D and E</b>
<b>Team D vs Team E</b>	<b>2:00 - 2:20</b>	<b>Teams B and C</b>
<b>Team B vs Team C</b>	<b>2:30 - 2:50</b>	<b>Teams E and F</b>
<b>Team E vs Team F</b>	<b>3:00 - 3:20</b>	<b>Teams A and C</b>
<b>Team A vs Team C</b>	<b>3:30 - 3:50</b>	<b>Teams D and F</b>
<b>Team D vs Team F</b>	<b>4:00 - 4:20</b>	<b>Teams B and C</b>

Typical seeding match schedules for six-team, U-14 and U-16 divisions using the one-day format would be:

<b>Teams</b>	<b>Game Time</b>	<b>Referees</b>
<b>Team A vs Team F</b>	<b>9:00 - 9:30</b>	<b>Teams D and E</b>
<b>Team B vs Team E</b>	<b>9:40 - 10:10</b>	<b>Teams A and F</b>
<b>Team C vs Team D</b>	<b>10:20 - 10:50</b>	<b>Teams A and E</b>
<b>Team A vs Team E</b>	<b>11:00 - 11:30</b>	<b>Teams B and F</b>
<b>Team B vs Team F</b>	<b>11:40 - 12:10</b>	<b>Teams C and E</b>
<b>Team C vs Team E</b>	<b>12:20 - 12:50</b>	<b>Teams D and B</b>
<b>Team D vs Team B</b>	<b>1:00 - 1:30</b>	<b>Teams A and E</b>
<b>Team A vs Team D</b>	<b>1:40 - 2:10</b>	<b>Teams F and C</b>
<b>Team F vs Team C</b>	<b>2:20 - 2:50</b>	<b>Teams A and B</b>

Team A vs Team B	3:00 - 3:30	Teams D and E
Team D vs Team E	3:40 - 4:10	Teams B and C
Team B vs Team C	4:20 - 4:50	Teams E and F
Team E vs Team F	5:00 - 5:30	Teams A and C
Team A vs Team C	5:40 - 6:10	Teams D and F
Team D vs Team F	6:20 - 6:50	Teams B and C

Typical seeding match schedules for six-team, U-10 and U-12 divisions using the two-day format would be:

Day 1			Day 2		
Teams	Game Time	Referees	Teams	Game Time	Referees
Team A vs Team F	9:00 - 9:20	Teams D and E	Team F vs Team C	9:00 - 9:20	Teams A and B
Team B vs Team E	9:30 - 9:50	Teams A and F	Team A vs Team B	9:30 - 9:50	Teams D and E
Team C vs Team D	10:00 - 10:20	Teams A and E	Team D vs Team E	10:00 - 10:20	Teams B and C
Team A vs Team E	10:30 - 10:50	Teams B and F	Team B vs Team C	10:30 - 10:50	Teams E and F
Team B vs Team F	11:00 - 11:20	Teams C and E	Team E vs Team F	11:00 - 11:20	Teams A and C
Team C vs Team E	11:30 - 11:50	Teams D and B	Team A vs Team C	11:30 - 11:50	Teams D and F
Team D vs Team B	12:00 - 12:20	Teams A and E	Team D vs Team F	12:00 - 12:20	Teams B and C
Team A vs Team D	12:30 - 12:50	Teams F and C			

Typical seeding match schedules for six-team, U-14 and U-16 divisions using the two-day format would be:

Day 1			Day 2		

<b>Teams</b>	<b>Game Time</b>	<b>Referees</b>	<b>Teams</b>	<b>Game Time</b>	<b>Referees</b>
<b>Team A vs Team F</b>	<b>9:00 - 9:30</b>	<b>Teams D and E</b>	<b>Team F vs Team C</b>	<b>9:00 - 9:30</b>	<b>Teams A and B</b>
<b>Team B vs Team E</b>	<b>9:40 - 10:10</b>	<b>Teams A and F</b>	<b>Team A vs Team B</b>	<b>9:40 - 10:10</b>	<b>Teams D and E</b>
<b>Team C vs Team D</b>	<b>10:20 - 10:50</b>	<b>Teams A and E</b>	<b>Team D vs Team E</b>	<b>10:20 - 10:50</b>	<b>Teams B and C</b>
<b>Team A vs Team E</b>	<b>11:00 - 11:30</b>	<b>Teams B and F</b>	<b>Team B vs Team C</b>	<b>11:00 - 11:30</b>	<b>Teams E and F</b>
<b>Team B vs Team F</b>	<b>11:40 - 12:10</b>	<b>Teams C and E</b>	<b>Team E vs Team F</b>	<b>11:40 - 12:10</b>	<b>Teams A and C</b>
<b>Team C vs Team E</b>	<b>12:20 - 12:50</b>	<b>Teams D and B</b>	<b>Team A vs Team C</b>	<b>12:20 - 12:50</b>	<b>Teams D and F</b>
<b>Team D vs Team B</b>	<b>1:00 - 1:30</b>	<b>Teams A and E</b>	<b>Team D vs Team F</b>	<b>1:00 - 1:30</b>	<b>Teams B and C</b>
<b>Team A vs Team D</b>	<b>1:40 - 2:10</b>	<b>Teams F and C</b>			

### Metro League Seeding Match Scoring Sheet

Seed	Team	Coach	W	L	T	PTS *	GF	G A
A								
B								
C								
D								
E								
F								

Coaches Recommendations						
Seed	Team A	Team B	Team C	Team D	Team E	Team F
Coach A	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN
Coach B	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN
Coach C	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN
Coach D	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN
Coach E	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN
Coach F	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN	UP/DOWN

**Coaches:** Please indicate if you feel a team should be moved up or down by circling your opinion. If a team appears to be seeded correctly, leave the space blank.