

# MSL By-Laws

January 21, 2003

## PLACEMENT COMMITTEE MEMBERSHIP

A Placement Committee shall be created to decide any disputes regarding player placement, not specifically covered under TEAM COMPOSITION AND PLAYER ELIGIBILITY. This committee will be comprised of the Midview Soccer Association President, Registrar and a Head Coach elected by the Players/Coaches Committee Membership. The Players/Coaches Committee Chairman will also be a member, however, he will only vote in case of a tie.

## ARTICLE I

### TEAM COMPOSITION

A team shall be comprised of the number of players as specified by the LCSL, NOGSL and AASL to whom the official team roster will be submitted. All In-House team compositions will be comprised of players as specified by their By-Laws, see Article X. All players will wear the applicable safety equipment as designated in this Article. All willing and eligible players will play a minimum of one-half (1/2) of the total game time as described by the rules for their particular age group.

If two teams (short roistered) Merging of two teams due to lack of player participation, the coach with the most seniority receives the two teams, recommending the other coach as an assistant, meeting the number of seasons MSL requirements. Seniority being defined as a rostered head coach.

All players who are registered on or prior to the beginning of open registration will be assigned to the team on which they were placed the immediately proceeding season unless a special request is made as described below. This provision does not apply to players whose previous season was played in the AASL American Amateur Soccer League or the NOGSL Northern Ohio Girls Soccer League or whose previous season was a summer or indoor season. (Open registration is defined as the date determined and announced by the Midview Soccer Association on which those not already registered may be registered in order to play in a given season.

When more than one team in any age group exists, the number of players on each team shall not differ by more that two. If the differences are more than two, it is the coach's responsibility to contact additional players. This stipulation only applies when the team with the greater number of players has a minimum of

three (3) players not bound to a team as indicated above. The Registrar will work with the coaches.

For those players that skip a season(s), an attempt will be made to place that player with the team that he was with immediately before the skipped season(s).

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

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## **ARTICLE II**

### **PLAYER ELIGIBILITY & PLACEMENT PROCEDURE**

#### **PLAYER PLACEMENT AND MOVEMENT POLICY**

For the purposes of this Article, a player shall be defined as:

A. A person named on an official MSL roster as a player

- OR -

B. a person who has shown serious intent (via a completed registration form) to have his name added to an official MSL roster as a player.

All minor players shall live within the physical bounds of the Midview School District. Minor players may also participate if:

- A. They live within the physical bounds of Lorain County
- B. Have obtained an official release from any previous soccer organization (if required)
- C. Have been accepted by a group designated by the Registrar and Committee.
- D. Boundaries dictated by the League affiliation.

All players shall be placed on teams within their age group. The only deviation to this policy will only be permissible by MSL and in agreement with the MSL policy and procedures as expressed in this Article.

#### **PLAYER MOVEMENT**

1. All requests shall be forwarded in writing to the Executive Board not less than seven (7) calendar days from the date the player signed the Player Conduct Form.

2. All requests shall be made in writing and shall be signed by both the player and the player's parents/guardians.
3. All requests shall be, as specific as possible. It shall include the requested movement or placement.
4. The Registrar shall present this information to the Executive Board. The Executive Board shall then make their decision.
5. The Player, player's parents/guardian and involved coaches shall be notified, not less than five (5) days from the date specified, by the Registrar as described above.
6. The Executive Board upon receipt of a doctor will review refund requests or dentist's written statement and any other circumstances the Executive Board authorizes. Refunds will be issued minus any state and uniform fees already paid.
7. If abuse by the coach is cited as a reason for the placement/movement, an investigation shall begin as described in this Article. Any disciplinary or corrective action to be taken will be as described in this Article.

## PLAYER PLACEMENT

It is the responsibility of the Executive committee to settle all disputes regarding player placement and team composition. The Registrar recognizes that player movement from established teams is generally disruptive and undesirable. However, it also recognizes that there may exist extraordinary circumstances in which player movement is the best alternative. All decisions regarding player movement shall be in accordance with the policy and procedure as expressed in this Article.

All decisions regarding player placement and movement shall be made after the close of open registration and before a date specified by the Registrar. The date specified by the Registrar shall give adequate time for the committee to gather information about proposed placement and moves, without placing undue hardship on the Registrar with respect to time deadlines specified by the organization to be registered with.

It is the obligation of the Registrar to gather pertinent information and to inform and include both the parents and the affected coaches of any movement and placement.

No player movement shall be permitted in cases where the movement will jeopardize the existence of a previously existing team. An exception would be in the case of EXTREME conflict between the coach and players and/or parents. However, all efforts shall be made to resolve the conflict via the policies and procedures described in this Article.

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# ARTICLE III

## PARTICIPANT CONDUCT

All participants of the MSL shall conduct themselves in the manner described in this Article. All regulations shall be in force while the participant is representing the Midview Soccer League. This includes games, practices and excursions supported by MSL. For these regulations property of individuals and properties controlled by Midview Soccer Association and other athletic associations, both public and private. Participant shall be defined as any MSL member of player. These regulations apply to conduct toward other players, coaches, and individuals assisting the team, officials and spectators. *All players must read and sign the Players Code of Conduct. Coaches have to sign off that all players have signed these forms.*

### **Player Code of Conduct**

**All participants of the MSL shall conduct themselves in the following manner:**

1. No foul or abusive language or gestures will be tolerated.
2. No participant shall willfully cause injury to another person.
3. No participant shall use, possess, sell or distribute or attempt to sell or distribute any controlled substance.
4. No participant shall sell or distribute, or attempt to sell or distribute any off-the-shelf pharmaceuticals.
5. No participant shall willfully cause property damage.

**Corrective action will be taken in the following order:**

1. Warning from the coach.
2. Removal from practice and parental notification.
3. Participants next attend game he/she will not be eligible to play.
4. Removal from team.

**We have read and understand the conditions set forth by the Board of the Midview Soccer League.**

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Player's Signature

Date

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Parent's Signature

Date

# ARTICLE IV

## COACHING STAFF COMPOSITION AND GUIDELINES

We recognize that coaching composition and selection is vital to the quality and integrity of the Midview Soccer League. The purpose of this Article is to ensure the quality and competency of those individuals coaching for MSL. It is the recommendation of the committee that persons involved with coaching; attempt to obtain First Aid Emergency Training prior to coaching. Each head coach will meet coaching license requirements for level of play mandated by the League that the MSL team is registered too. Failure to maintain a license requirement is a cause for loss of head coaching position. An appropriate level of OYSAN certification is required for each coach (head/assistant) and will be on file with our Treasurer and Registrar.

### COACHING SELECTION

Individuals who were Head Coaches the immediate preceding season shall be considered the Head Coach for the new season, provided they have expressed an interest in returning as Head Coach. Notification of intent to return, as Head Coach may be verbal or written, expressed either to the Players/Coaches Committee Chairman or to the Registrar.

The executive board of MSL shall have the responsibility to appoint coaches and other support personnel, as he deems necessary to support team activity. The Head Coach shall be responsible for the actions of their assistants while they are engaged in MSL activities.

An individual wishing to be considered for a new or vacated Head Coaching position shall contact the Players/Coaches Committee Chairman or the Executive Board member not less than seven (7) calendar days prior to the monthly coaches meeting immediately preceding the date set by the Registrar, as specified in Team Composition and Player eligibility. The majority of the Players/Coaches Committee members present at the meeting must recommend the candidate. The candidate will be notified of voting as soon as possible.

Background checks on coaches will be done according to OYSAN guidelines.

### REMOVAL OF A COACH

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

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

1. The parents, or appointed spokesman for the parents must petition the Players/Coaches Committee Chairman with a written list of reasons why the individual should no longer act as Head Coach. This petition shall be signed by a two-thirds (2/3) majority of the player's parents/guardians.

2. The petition will be presented at the next Players/Coaches Committee meeting to the membership. A vote will be taken as to recommend action to be taken. A two-thirds (2/3) majority of those coaches present, is required as to recommend or not, to recommend appropriate action.
3. The recommendation of the Players/Coaches Committee membership along with the petition shall be presented to the President of the Executive Board by the Players/Coaches Committee Chairman.
4. It will be the responsibility of the President to present the petition and the recommendation to the Executive Board at its next meeting for action.
5. In the event a Head Coach is removed, it shall be at the discretion of the Executive Board to allow the person to remain active in the MSL. If it is the decision of the Executive Board that the person shall no longer be affiliated with MSL activities as described in Article IV of the MSL By Laws, Revocation of Membership shall begin immediately.
6. In the event a Head Coach is removed during the season, the Executive Board shall appoint the new Head Coach from among the team's existing coaches. If this is not possible, the Executive Board shall appoint any other suitable individual for the remainder of the season. This individual would then be treated as a new Head Coach candidate, if he/she elects to return as Head Coach the following season.

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## **ARTICLE V**

### **GRIEVANCES**

Scope of Grievances. Any dispute arising within the scope of the LCSL may be submitted as a Grievance by any Head Coach, Assistant Coach, Team Administrator, family member of a LCSL player, or player by and through a parent or legal guardian (the "Compliant") of a LCSL team which relate to that team (the "Team"); however, Grievances may not be submitted regarding (1) action of the Board of Trustees, (2) on-field game coaching or referee decisions, and (3) decisions of the LCSL Director(s) or his designate(s). Spectators other than those listed above shall not have standing to submit a Grievance through the LCSL. Referees seeking to grieve abuses should appeal directly to OYSAN and are without standing to grieve through the LCSL but are requested to submit a report of abuses to the travel Commission. There shall be two forms of Grievances, Disciplinary Grievances and Non-Disciplinary Grievances. Forms can be obtained from OYSAN.

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# ARTICLE VI

## COMMITTEES

The following committees make up and work with the Executive Board of MSL.

The general functions and responsibilities of the various standing committees of the corporation are herein stated. The committees' functions and duties shall include, but not necessarily be limited by those stated. Other standing and special committees may be organized from time to time by action of the Executive Board as required. All committee chairpersons shall be members of the corporation, shall be appointed by the President, and shall be approved by the Executive Board for a one (1) year term. The committee chairpersons shall then appoint committee members. The Executive Board shall annually review and revise any and all guidelines for both standing and special committees.

### **1. Education Committee**

The Director of Education shall be responsible for evaluating the education needs in terms of soccer knowledge of the participants (coaches, player and referees) in MSL. He/she shall with approval of the Board contract with outside agencies to conduct meeting and/or classes that would address such needs. He/she shall develop, conduct and/or supervise in-house instructional program that promotes excellence in the coaching, refereeing and the play of soccer. The Director of Education shall recommend to the Board the procurement of publications and any media that supports the educational goals of MSL. Shall meet with all coaches before each season to go over any new information, e.g. coaching clinic.

### **2. Uniform Committee**

The Uniforms Committee shall be responsible for all MSL owned uniforms and shall act as the Club purchasing agent for such uniforms. The Committee shall obtain at least three (3) bids for uniforms, which shall be submitted, to the Executive Board for approval. He/she will maintain a short and sock inventory for the players, fill orders, collect monies and submit to Treasurer. He/she will coordinate team jerseys using a check-out/check-in process for each season. Shall be responsible for MSL uniform inventory and issuing invoices for jerseys when damaged or not returned, copies submitted to the Treasurer.

### **3. Equipment Committee**

The Equipment Committee shall be responsible for the following equipment of MSL: balls (game and practice), ball bags, goalie shirts and gloves, first aid kits, ice packs, pennies, cones, flat cones and any other such items that would be provided to coaches for the Fall/Spring season. This equipment should be labeled MSL for proper identification. Shall keep proper inventory record for such equipment. Shall be responsible for the purchase of necessary equipment used

by MSL. All purchases must be approved by the Executive Board with copies of receipts and packing slips provided to the Treasurer. All ball bags once assigned will be required to be signed for by the accepting coach. Shall require proper storage of such equipment at the storage facility provided by MSL. At the end of each season, all MSL coaches will be contacted for the return of equipment. He/she shall contact each coach and arrange the return of equipment. At no time shall the equipment be used for Indoor Soccer, without proper approval of the Executive Board.

#### **4. Fields Committee**

The Fields Committee shall be responsible for the soccer fields and maintenance equipment shall keep them in a state of good repair and condition. He/she is responsible to schedule practices, resolve time/team conflicts. Call the LCSL Community Representatives as shown in the LCSL Coaches Handbook and any other appropriate Manager and all appropriate leagues to notify of game cancellations. Please see the LCSL

#### **5. Ways & Means Committee**

The Ways and Means Committee shall be responsible for raising funds and supervising and coordinating all ongoing and special fundraising projects. The committee shall be responsible for reviewing all budgets of all committees before being submitted to the Executive Board.

#### **6. Publicity Committee**

The Publicity Committee shall formulate and execute all publicity and bring favorable attention for the Association to MSL and surrounding area. The Committee shall place notices of Association events in newspapers and other media and will endeavor to stimulate interest in the League. The Committee shall publish a newsletter and will work in various public relations capacities whenever applicable. Only Board approved material may be submitted to the Website Coordinator on a weekly basis to update [www.midviewsoccer.com](http://www.midviewsoccer.com)

FALL & SPRING TEAM PICTURES

## **7. Referees Committee**

The Referees Committee shall recruit, maintain and train a full staff of referees. The Committee shall conduct two (2) referees' clinics prior to the soccer season, and all referees not licensed by FIFA should attend at least one (1) of these clinics. The Committee shall give a copy of all MSL By-Laws and Operational rules to the referees. The Committee shall encourage all referees to become licensed by FIFA.

## **8. Coaches Committee**

The Coaching Committee shall be responsible for recruiting, maintaining and training the coaching staff. The committee shall conduct at least two (2)-coaching clinics prior to the soccer season, and all coaches must attend at least one (1) of these clinics. The Committee shall give a copy of all Club By-Laws and Operational rules to the coaches. The Coaching Committee may provide additional coaching clinics throughout the year.

## **9. Specials Committee**

Special committees for the corporation may be appointed from time to time by the President of the corporation, subject to the approval of the Executive Board. At the time of the creation of any special committee, the Vice-President shall be responsible for all special committees. The chairperson of each special committee shall report to the Vice-President.

## **10. Concessions Committee**

Concessions committee shall be responsible for maintaining an inventory of merchandise, and report to the Ways and Means Committee. Monies will be documented and turned into the Treasurer on a weekly basis.

## **11. In-House Committee**

See [Article VIII](#) of MSL Constitution.

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# **Article VII**

## **MSL In House Soccer Rules**

### ***Section 1: FIELD OF PLAY***

The field of play for U5 shall be rectangular with dimensions not to exceed 22 ½ yards in length and 30 yards in width. Field of play for U6 will be 45 yards in length and 30 yards in width. The length shall exceed the width.

Distinctive marking lines will be: sidelines / endlines / center circle / center line  
No goal box / penalty box / corner kick marks will be necessary.

Goals shall be no more than 5 feet wide by 3 feet high.

### ***Section 2: BALL***

Players will use a size 3 ball.

### ***Section 3: NUMBER OF PLAYERS***

The maximum number of players on the field at one time will be 5, with no goalkeeper. The maximum number of players on the roster shall not exceed 10. Each player shall play a minimum of 50% of each game. Teams and games will be co-ed. Age appropriate play.

Open substitution of players will be made at the coach's discretion and at the time of any injury to the player. Coaches shall be fair and use common sense in substituting players.

### ***Section 4: EQUIPMENT***

Players shall wear tennis shoes or soft cleated soccer shoes (no baseball spikes with toe cleats).

Shin guards are mandatory for all practices and games.

### ***Section 5: DURATION OF THE GAME***

The game shall be divided into 4 equal 8-minute quarters. There shall be a 3 – 5 minute break between each quarter. Players are to stay on the Team side of the field with the coaches.

### ***Section 6: PLAY OF THE GAME***

Kick-off will designate the start of play. The ball must make forward progress. Offensive team will start at the center line. Defensive team will start on the center circle. The kick-off will be used at the beginning of each quarter and after a goal is scored.

The ball will be considered out of bounds when it fully crosses either the sidelines or endlines. A throw-in or kick-in from the sidelines will restart play of the game.

There will be **NO** official score keeping.

There will be no offsides / penalty kicks / corner kicks / or goal kicks.

Team shall maintain their side of the field for the entire duration of the game.  
Teams shall not switch sides at the half.

Fouls and misconduct (pushing / tripping / hitting / slide tackling / handballs) will result in an indirect free kick with the opponents 6 yards away from the ball. The referee will explain all infractions to the player. There will be no yellow or red cards issued.

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## **ARTICLE VIII**

### **Amendments & Miscellaneous**

#### Section 1: Re-Imbursements of Coaches License

OYSAN requires a year of coaching U9 and above should have an appropriate OYSAN license. Upon completion of course, filing of the License with treasure and registration, re-imburement must be made.

#### Section 2: Helping Hands

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

#### Section 3: Compensation of Participation

Compensation of Executive Board, Coaches, Assistant Coaches, & Committee Chairpersons

Reimbursement of one child's registration fee per season

Must attend eight (8) public league meetings scheduled each year.

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## ARTICLE IX

### Registration

MSL's goal is to provide to all children in our community the opportunity to play soccer. It may become necessary to maintain that goal to fill vacancies in existing teams. Those vacancies will be filled first by existing registered players and secondly by newly registered players. In the event that there still remains vacancies, at the MSL's Executive Board's discretion, the opportunity for players to roster on a second team will become available. This process will be named "Doublecarding".

2. Double carding is not permissible unless there are vacancies on an established team and by decision of the Executive Board. For the player who is offered the opportunity to double-card, his/her first priority is to fulfill their obligation (practices and games) with their primary registered team. The team that the player is double carded on will be known as the secondary team and will be attended as such.

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## ARTICLE X

### AASL and NOGSL TEAM AND PLAYER SELECTION PROCESS

The **AASL & NOGSL** is a league for players and teams who have the ability and wish to participate in a developmental level of soccer above that of recreational play. **MSL's** program should be intended to support the recreational program (both the in-house Bumblebee Program and the recreational Lorain County Soccer League) by providing an opportunity for players who have demonstrated a level of play above that of the "recreational" player, to move to the next level. Although, all players striving to advance to the more competitive level will be urged to participate in tryouts, serious considerations must be made for advancing only those players capable to competing at the more advanced level of play. All too often, players not capable or willing to play at the developmental level, lack the drive, initiative, and commitment to practice with the team on a regular basis and eventually become disenchanted with the sport, quitting altogether. It is my desire to see the development of **MSL's** program to serve as a strong feeder program for high school play (both for the Boys' and Girls' Teams).

#### **Goals of the competitive teams:**

The goal of the *Midview Soccer League* is to provide an opportunity for players and teams who have the ability and wish to participate in a Developmental level of soccer play, above the Recreational level. This program is also intended to support the Recreational program by providing an opportunity

for players who have demonstrated an advanced level of play inconsistent with that at the Recreational level.

## **PLAYER SELECTION**

In order to establish an equitable and positive experience for players who choose to make the commitment and have the ability to participate in the AASL, the following processes and protocol will be overseen by the ***Player Developmental Committee*** (hereafter referred to as ***PDC***):

- A) The PDC will coordinate and oversee the selection process for filling vacancies on returning and new AASL teams. The team selection will follow protocol through team tryouts and player evaluations, to allow players the opportunity to attempt to play at the Developmental level. The tryouts will follow the following protocols:
- B) To provide equal opportunity, notification will be sent out to all MSL participants (of appropriate age for available vacancies) identifying the MSL teams that will hold tryouts. This information will be made available on the MSL website and local newspapers.
- C) Coaches of returning teams will notify players that all potential players must participate during the selection process. Although all returning players must be notified and participate during the selection process, a coach will have the option of not selecting a returning player. Coaches will be required to explain why a returning player was not offered an opportunity to continue with the team.
- D) Coaches are not allowed to recruit players from other teams or communities prior to the selection process. All information to players regarding selection to a specific team, must come from the PDC, MSL, or MSL communications, with the following two exceptions: as outlined in (C) above, or a parent or player contacting a coach for more information to one of the communications in this section.
- E) Players may tryout or apply to any MSL team, even if it is not a team from their home community. Players from out-of-community are limited to three (3) on any AASL team (as per AASL Rules and Regulations).
- F) Players selected to Developmental Teams may also *dual card* with a Recreational level team, but must devote priority to the Developmental Team with regard to practices and scheduled games. Players selected to the Developmental Teams must also commit to playing with the team for the Fall and Spring Soccer Sessions.

G) Players not offered a position on a Developmental Team will be given an evaluation of his/her skills and developmental suggestions made for improvement. Players will be encouraged to reapply during the following year's selection process. Players not selected will also be given the opportunity register with their age appropriate Recreational level team.

H) Once player selections are made, the roster of returning and newly selected players will be submitted to the MSL Registrar who will then submit the roster(s) to AASL Registrars through MSL Representatives to the leagues.

## **RESPONSIBILITIES**

All approved AASL teams must have at least an "E" licensed head coach and assistant coach. In the event the assistant coach does not have an E license that assistant coaches will get the E license with in the soccer year. Any MSL teams are responsible for their own tournament fees, and any fines assessed against the team. All teams are responsible to the Midview Soccer League.

Coaches are responsible for the behavior of their players, parents, and themselves.

Coaching Selection:

- ❑ The interested coach will write a letter of intent to MSA board.
- ❑ The board appoints the Head Coach after considering the following.
  1. Licensing level and tenure
  2. Years of Soccer coaching experience.
  3. Past participation with MSL.
  4. Board will recommend that when more than one person wants to coach that they work together.

**Team fundraising is at the discretion of the MSL Board, and only with Board approval.**