

# **IBERIA SOCCER ASSOCIATION CONSTITUTION**

*Original: June 1, 2000*

*Amended: August 7, 2004; July 11, 2005; July 17, 2008; May 27, 2010; August 6, 2012; May 19, 2015; July 12, 2016*

- I. The name of the Association shall be the Iberia Soccer Association, thereafter called the "Association" or "ISA".
- II. It shall be the objective of this Association to foster, promote, and advance the cause of soccer within the territory under its jurisdiction. Geographically, the association will encompass all of Iberia Parish and other neighboring parishes.
- III. The mailing address of the Association shall be P.O. Box 10241, New Iberia, LA 70562-0241.
- IV. The officers of this Association shall consist of:
  1. League Administrator (Non-Voting Member)  
EXECUTIVE COMMITTEE
  2. Chief Executive
  3. Registrar
  4. Facilities Director
  5. Executive Treasurer
  6. Referee Coordinator
  7. Special Projects Coordinator
  8. Executive Secretary
  9. Competitive Coordinator  
COMMISSIONERS COMMITTEE
  10. Commissioners for the following divisions:  
U4, U6, U8, U10, U12, U14, U18, Adult
  11. The Board of Directors of the Association will consist of the Executive Committee and the Commissioners Committee and will be referred to as "the Board" in the rest of this document.
- V. The duties of the officers shall be as follows:
  1. The League Administrator will be the President of ISA. They shall preside at all meetings. They shall appoint all committees with the approval of the Board. They will also do the following:
    - a. Manage, administer and coordinate a youth and/or adult recreational soccer league in accordance with ISA, LSA, USSF and USYS rules and regulations.
    - b. Assist all ISA board members in carrying out their duties and responsibilities of managing and operating the soccer league; including administrative duties associated with promotions and public relations, coaches' development and training, player development and camps, tournaments, uniforms, referees, fields, general league operations, website, clerical, mail, telephone and other assistance as deemed necessary.
    - c. Oversee scheduling of league matches and field use at the Louisiana PepperPlex in coordination with the Referee Coordinator and President of the Louisiana PepperPlex.

- d. Assist in the administration of public relations and promotional programs.
  - e. Liaison between ISA and LSA and/or other soccer clubs in Louisiana, as well as the Iberia Sports Complex Commission.
  - f. Attend to all Association correspondence and keep the records of the Association.
  - g. Attend or appoint delegates with the approval of the Executive Committee for Louisiana Soccer Association conventions and other relevant meetings.
  - h. Submit an annual report on the operations for the Association at the annual meeting and shall submit this report to all member coaches.
  - i. Attend a majority of the Saturdays of play for our REC league.
  - j. Serve on board of the Iberia Sports Complex Commission (ISCC) upon acceptance of league administrator position and shall attend a majority of ISCC meetings.
  - k. Responsible for assisting board members with duties assigned and responsible for duties of any board vacancies or delegating those duties to a willing board member until the vacancies are filled.
2. Chief Executive -Succeeds to the powers of the League Administrator in his/her absence, and has the following administrative duties.
- a. Manage the administration of coaches' development program
  - b. Manage and administer the soccer uniform program for the club.
  - c. Develop and manage the club's listing of teams and coaches.
  - d. Conduct a Coaches Information meeting upon Team Formation prior to the first scheduled game.
  - e. Compile materials for Club Coaches.
  - f. Act as Chairperson of the Discipline & Protest Committee.
  - g. Serve as Officer of the Day at least twice each season.
3. Registrar -- In charge of the registration and eligibility of club's players and coaches. The duties include the following:
- a. Administer all aspects of player registrations and team formation processes for Recreational and Competitive teams; including official team rosters and player passes.
  - b. Assist in getting registration materials ready and distributed.
  - c. Creating registration rolls for use in team formation.

- d. Verifying in the system players and coaches after team formation.
  - e. Sending official rosters in to Louisiana Soccer Association.
  - f. Assist in distributing official LSA rosters and coaching cards to both REC and Competitive teams.
  - g. Assisting Competitive teams in any transfers or additions to rosters.
  - h. Ruling on any issues concerning player or coach eligibility.
  - i. Serve as Officer of the Day at least twice each season.
4. Facilities Director - Responsible for the all aspects regarding the maintenance and improvement of the fields, buildings and equipment at the Louisiana PepperPlex. The duties include the following:
- a. Coordinate the field maintenance program and practice field program including liability insurance certificates.
  - b. Manage the development of new practice areas at the complex
  - c. Act as liaison between ISA, the City of New Iberia and the Iberia Sports Complex Commission with regards to field maintenance at the PepperPlex itself.
  - d. Manage the layout and striping of fields before and during the season.
  - e. Manage the maintenance of all field equipment and buildings owned by the club.
  - f. Responsible for finding contractors and obtaining bids for work done on fields, buildings and equipment.
  - g. Serve as Officer of the Day at least twice each season.
5. Treasurer -- the financial officer of the club, responsible for all accounting practices regarding the club's finances. These duties include:
- a. Collection of all fees related to the club.
  - b. Managing all money of the Association and keeping a detailed account of the income and expenditures thereof.
  - c. Paying on their own authority all bills under \$100.00, all checks require two signatures. All bills over \$100.00 must be passed upon and approved by the Board before being paid by the Treasurer unless included in an approved budget.
  - d. Insuring that items to be paid are filed with an appropriate time sheet, game accounting or receipt. No checks will be paid without a receipt, time card, or written accounting.
  - e. Submit a monthly accounting report to the Executive Board of Directors.

- f. Submit an annual budget to the Board of Directors that will be approved at the Annual General Meeting.
  - g. Oversee and assist in the management of the club's annual raffle.
  - h. The Treasurer shall work with the league designated accounting firm to file with the Internal Revenue Service forms and reports deemed necessary by our Government.
  - i. Assist Competitive teams in setting up accounts and auditing those accounts when warranted.
  - j. Serve as Officer of the Day at least twice each season.
6. Referee Coordinator -- Responsible for all aspects of officiating for the club. Duties include:
- a. Administer the referee training and certification program for the club.
  - b. Schedule referees for all REC and Competitive games at PepperPlex.
  - c. Responsible for scheduling, schedule changes, resolve schedule conflicts and reschedule matches.
  - d. Assist in compiling and posting club teams' scores and standings.
  - e. Obtain and manage referees for any tournaments hosted by our club.
  - f. Serve as vice-chair of the Disciplinary Committee.
  - g. Work with the local Referee Assignor regarding any issues dealing with officiating.
7. Special Projects Coordinator -- Responsible for activities that are related to the club and its players. These duties include:
- a. Coordinate and manage any tournaments hosted by the club.
  - b. Manage player development for the club, including setting up soccer clinics, demonstrations and exhibitions.
  - c. Sponsorship management; which includes helping to recruit sponsors for teams in need, keeping a listing of sponsors and organizing the means of recognition of those sponsors.
  - d. Coordinate community outreach and promotion of our club and the game of soccer to the community.
  - e. Organize and administer any other fund-raising, including the raffle, activities taken on by the club.
  - f. Promote and Administration of the Soccer Is For Everyone Program.
  - g. Serve as Officer of the Day at least twice each season.

- h. Manage and administer the Club's risk management program.
  - i. Assist in conducting coaches' eligibility and background checks.
  - j. Manage and maintain the league website.
8. Secretary
- a. Record the minutes of all board meetings.
  - b. Serve as Officer of the Day at least twice each season.
9. Competitive Coordinator and Division Commissioners -- Responsible for the administration of individual divisions within our club structure. These duties include:
- a. Coordination of traveling tournament teams and those teams representing ISA at State, Regional and U.S. tournaments.
  - b. Conducting team formations for their divisions.
  - c. Insuring that there are coaches for every team within the division.
  - d. Keeping track of sponsors in their divisions.
  - e. Assisting in the distribution of uniforms to teams in their division.
  - f. Acting as "first contact" for any arbitration of disputes within the division.
  - g. Attending board meetings or "emergency meetings" when called.
  - h. Assessing teams needs for the spring season.
  - i. Serving as an Officer of the Day twice during each season.

#### VI. League Administrator Employment

1. The League Administrator will be signed to an annual contract to be negotiated on or before June 30<sup>th</sup> each year.
2. A performance review shall be conducted by the Executive Committee by April 30<sup>th</sup>. A recommendation to the Board shall then be given by the Executive Committee.
3. Both the Board and the League Administrator will have the ability to terminate the contract for any reason as long as they give 30 days' notice.
4. Dismissal of the League Administrator can only be accomplished with a 2/3 majority vote of the Board.
5. Should a League Administrator make their intention known that they will not renew a contract or should they resign or be dismissed by the Board of Directors during the soccer year, then the Board will immediately advertise for and go through the search process to replace the League Administrator.

6. The salary of the League Administrator will be determined by a majority vote of the Executive Committee.

VII. Board Elections

1. Elections are to be held at an annual general meeting held during the month of July or August. The date shall be determined and publicized by the Board of Directors with a minimum of one week public notice.
2. The Officer's terms are based on staggered-years terms. Approximately half of the board will be elected on the even year, the remaining members on the odd year.

3. The specific terms are as follows:

<u>Even Years</u>	<u>Odd Years</u>
Chief Executive	Treasurer
Facilities Director	Referee Coordinator
Special Projects Coordinator	Registrar
Commissioners – U4, U8, U12, Adult	Commissioner – U6, U10, U14-U18
Competitive Coordinator	Secretary

VIII. Additional Committees - Certain committees may also be convened to deal with issues arising in the administration of the club. These include the following:

1. The League Administrator has the authority to appoint in July an Auditing Committee to go over the ISA general ledger to certify the financial condition of the club.
2. League Administrator; Chief Executive; Treasurer; and Registrar of the Association shall constitute an Emergency Committee on matters demanding immediate attention, where it is impractical or impossible to call a Board Meeting.
3. The Discipline & Protest Committee will consist of the Chief Executive (Chairperson), League Administrator, Facilities Director and Referee Coordinator.

IX. Board and Committee Powers - The ISA Board and/or its governing committees shall have the following powers with regard to the administration and governing of the club.

1. The Executive Committee shall transact all business of the Association and shall have power to enter into contracts with outside vendors, rent/purchase materials/equipment for the benefit of the Association and enforce the laws of the game, the rules of the United States Soccer Federation, the Louisiana Soccer Association and the Constitution and By-laws of this Association. It shall have the power to settle all disputes.
2. The Executive Committee may enter into contracts with groups or individuals who wish to contract services as soccer trainers. They are subject to the approval and scrutiny of the Board to include licensing requirements and background checks.
3. The Board shall have power to set up rules governing the Association, competitions, tournaments and special competitions within its own structure.
4. It may alter standard formats of play within the REC division within LSA guidelines.
5. The Board may establish Competitive teams in each age division for which enough players are available to form a team. These teams will be formed according to procedures established

and approved by the ISA Board of Directors, and according to LSA guidelines. The ISA Executive Committee and Competitive Coordinator will have full authority over these teams and must approve all coaches and trainers used by these teams.

6. The Executive Committee shall have full authority to schedule or reschedule postponed games at all times.
7. In case of dispute between teams, players and/or officials, the Discipline & Protest Committee will settle dispute.
8. When conditions exist within a team under the jurisdiction of this Association which are not in the best interest of soccer or the Association, then the Board shall have the power to investigate such conditions and take whatever action it finds necessary.
9. The Board reserves, with a 2/3 vote, the right to select/or remove any coach and team manager.
10. If occasions arise that are not fully covered by these rules, the Board has full authority to investigate such occasions and take whatever action it finds necessary. This includes adopting, by a majority vote of the Board, operational practices outside the scope of this document, to facilitate functioning of the association.
11. The Board has the power to call itself into Executive Session by a motion with a second to discuss matters regarding the administration of the club without the presence of the League Administrator.
12. Once a decision has been reached by the Executive Committee, any team asking for a rehearing of any case must obtain approval at a General or Special Meeting to open the case at the next Board Meeting.
13. The Constitution and By-laws may be altered, amended or repealed by a 2/3 majority vote at any special or general meeting of the Association provided that each team and Board member had received ten (10) days written notice of the proposed alterations, amendments, or repeals.
  - a. A motion to suspend all rules of this Association must be made by a 2/3 majority vote before any amendment can be considered.

#### X. Rules for the Board of Directors

1. During the season, the Executive Committee will meet as needed. The Commissioners committee will join with the Executive Committee for a monthly meeting of the entire Board of Directors. While out of season, the Board of Directors should meet once a month.
2. Any Board Member missing two successive meetings without notifying the Board via email prior, or missing more than 4 in any 12 month period for any un-excused reason, or conducting himself in a manner detrimental to soccer or this Association, or for any other reason deemed sufficient by the Board, may have their office declared vacant at the discretion of the Board, which must so declare by a vote of at least 2/3 of the Board Members.
3. A Board member must be present to vote; there will be no absentee voting.

4. In some instances an e-mail vote can be taken on issues needing immediate attention. However, the League Administrator must keep hard copies of votes and place them into the record with the official minutes of the Board meeting following the e-mail vote.
5. A quorum of 50% of the sitting Executive Committee or full Board is needed for a motion to be made and voted on.

#### XI. LEVELS OF PLAY

1. The Board shall create or allow up to three levels of play: REC (U4-U19), Competitive (U10-U19) and Adult League.
2. The REC league shall encompass age's U4-U19 and will be school and/or geographically based for the purpose of team formation.
3. The Competitive league shall encompass ages U10-U19 and teams will be formed by competitive tryout(s) scheduled by the league.
4. The Adult league shall encompass adults ages Men: 25 and Up, Women: 18 and up.

#### XII. REGISTRATION PROCEDURE

1. Every spring the Board will set the registration fee for the following soccer year. Any increase in fees shall be passed by a 2/3 majority of the Board. The board will set the registration period and registration deadline date as well as dates for walk-up registration.
2. The registration period and deadline date should be publicized through the school system, local media, and on the website. Registration forms should be available on the league website or by contacting the Registrar.
3. Once the deadline date has passed, players may be added to the league rolls only at the discretion of the registrar with the approval of the Board. Late fees may be added to these tardy registrations.

#### XIII. REC TEAM FORMATION PROCEDURES:

1. The League Administrator in conjunction with the Registrar has the primary responsibility for final team formation. While the actual formation of the teams will be handled by the Division Commissioners, these 2 officers will be the ones to certify the teams.
2. The Registrar will provide player registration rolls to Division Commissioners for team formation. The Division Commissioners will use the player registration form information/data to organize players within the division by school/geographical area.
3. The Division Commissioners will also use registration data to find parent volunteers and team Coaches for that season. The previous year's coaches who return to that division should have first right of refusal to coach again the following year.
4. Player Placement Considerations: REC League (U4 - U19)
  - a. Age Groups: Players will play in the age group to which they belong. Permission for isolated individual players to play in the next older age group may be granted by the Registrar in conjunction with that League Administrator and parents. No player will be allowed to play down in any age group unless that player has specific circumstances that require special consideration. This decision is made on a case-by-



case basis. The final determination if a player may play down will come from the Registrar and League Administrator after discussion with the player's parent(s). The best interest of that particular player and what is fair for all players must always be taken into consideration when making exceptions for a player's special needs.

- b. Area of School Attendance or Residence: Players will be placed on teams primarily by the school they attend, secondarily by the geographic location of their residence. Players will normally only play out of school or area if there is extreme hardship imposed on the player or players' family not to do otherwise, or unless there is no team available in that player's Area of residence.
  - c. Maximum Team Sizes: Maximum team sizes for each Division (i.e., age group) are as per LSA guidelines. ISA will set team sizes every year depending on registration numbers and number of available coaches.
5. Team Formation Priorities:
- a. Teams shall be formed based on school attendance.
  - b. Teams shall be formed based on recommended team size whenever possible.
6. Team Formation Guidelines:
- a. A team will be formed from each school that has enough players to form a school team.
  - b. The balance of players remaining in each division will be assigned to a team with an attempt to keep players from the same school on the same team as directed by the league.
  - c. In districts that do not have enough players to form a team, those players will be distributed as the Division Commissioners and/or Board of Directors see best fit for team formations.
  - d. In districts that have players above the maximum or recommended team size limit, those excess players can be distributed either to adjoining districts with the players assigned to the closest district to their residence, or the group will be divided equally and form the bases for two teams to which other players in nearby districts can be added to. This distribution should take place prior to the final team formation.
7. Team Rosters:
- a. After the REC team formation process is completed, the Division Commissioner must provide Team rosters to the Registrar by the deadline determined by ISA.
  - b. The rosters must have the Team Name, team age group, team Coach Name, all players identified, and player's phone numbers.
  - c. Once the rosters are processed by the Registrar, the Registrar must then provide each team with a roster. Once processed by the Registrar, rosters are not to be modified or altered without the consent of the Registrar. No roster changes after the first game will be allowed.

- d. Registrar should provide all Coaches with a copy of the Coaches' player roster by the week before the start of the regular season.
- e. The Registrar will send the rosters to LSA by the date due, and will give out official rosters, as well as, coaches and players cards as needed.

#### XIV. COMPETITIVE TEAM FORMATION GUIDELINES

##### 1. Priorities:

- a. Teams shall be formed based on competitive tryouts.
- b. The most qualified coaches shall be selected by the board.

##### 2. Guidelines:

- a. The coach selection process shall consist of an application submission and board review and/or interview.
- b. Coaches' experience and certifications will be the major consideration for selection.
- c. Tryouts will be scheduled and announced. The Competitive Coordinator along with the selected coach and at least one other board members shall form a selection committee and evaluate tryout participants on technical skill.
- d. The selection committee will then form teams with the best possible players available.
- e. Competitive teams will not play in ISA's REC league, they can compete in the Louisiana Competitive Soccer League ([LCSL](#)) and participate in the end of season State tournament or compete as a Tournament Only team.
- f. Competitive teams will handle their own finances but will be subject to board review if the need ever arises.
- g. Competitive teams participating in the LCSL will represent ISA in the LSA State tournament.
- h. Coaches will have to apply and be approved every year. Team players will have to tryout every year.
- i. Players are not guaranteed minimum playing time according to LSA rules.

#### XV. TRAINING FOR REFEREES AND COACHES:

- 1. Referee Training: ISA will make suitable training available to all referees in the rules of soccer. This training will include all rules adopted by ISA. Training will be in a format adopted by ISA and consistent with FIFA and USSF. Persons who have not received referee training will not be paid by ISA to referee.
  - a. Referees will be made available a book summarizing all rules adopted by ISA before being permitted to officiate at ISA games.

- b. Referees are encouraged to further their licensing certifications by continuing in their soccer education and ISA will provide information on referee re-certification annually.
2. Coaches' Training: ISA will make available to all Coaches suitable training in the fundamentals and techniques of soccer. Training will be consistent with the necessary skills coaches need to enhance the game, develop their players, and protect their players from unnecessary injuries.
- a. Coaches will be issued a coaches' booklet summarizing all rules, guidelines, and suggested practices adopted by ISA.
  - b. A copy of the Constitution and By-laws will be given to the coach of each team and/or posted on the league website.
  - c. Coaches are encouraged to enhance their coaching skills and will be provide an opportunity to obtain coaches certification recognized by United States Youth Soccer Association (USYSA).
  - d. All coaches are encouraged to achieve a minimum "Youth Module" and work to obtain an "E" license or better.
  - e. All Competitive coaches are required to achieve an "E" license within 6 months of beginning named the competitive coach. Failure to do so could result in being ineligible to continue coaching.
  - f. Coaches must always keep the ORIGINAL Medical Consent forms available at each practice and each game....NO EXCEPTIONS. Should a player injury occur, the forms will be needed at the Hospital Emergency Room for player admittance.

#### XVI. Membership Meetings

- 1. The authorized coach, or Board-approved alternate of each team in good standing, shall be entitled to one vote, and shall be recognized as the only delegate of said General Association Meetings.
- 2. All Association meetings will be open to the public, Board meetings may be closed at the discretion of the League Administrator.
- 3. The order of business for all meetings shall be:
  - a. Roll Call
  - b. Minutes of Previous Meeting
  - c. Communications
  - d. Unfinished Business
  - e. Report of the Treasurer
  - f. Report of Committees
  - g. Special Reports
  - h. New Business
  - i. Good of Soccer
  - j. Adjournment

4. A majority of voting delegates shall constitute a quorum at all meetings; a majority of votes cast shall decide all questions except amendments, which require a majority of two-thirds of the votes cast. At Board meetings, only Board members may vote; at general Association meetings delegates may vote.
5. Board meetings may be held at the discretion of the Board, preferably once a month at a fixed time, day and place. In case of doubt as to procedure at any meeting of the Association, "Robert's Rules of Order" shall govern.
6. Iberia Soccer Association (ISA) shall be an affiliated member of and comply with the authority of the Louisiana Soccer Association (LSA), the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF).

# **IBERIA SOCCER ASSOCIATION BYLAWS**

*Original: June 1, 2000*

*Amended: August 7, 2004; July 11, 2005; July 17, 2008; May 27, 2010; August 6, 2012; May 19, 2015; July 12, 2016*

1. The Board may suspend any team or teams of the Association in any of the following events:
  - a. If such team, player or coach shall refuse or neglect to fulfill any of its obligations as a member, or violates any provisions of the Constitution, rules or by-laws of this Association.
  - b. If such team, players or coach shall commit any act which shall contravene or be inconsistent with the principles and standards of good sportsmanship.
2. All games played by members of this Association shall be under the jurisdiction of this Association, and no team or registered player thereof can participate in any other game unless permission is given by the Board.
3. All games under the jurisdiction of this Association shall be officiated by referees, appointed by the Referee Coordinator of the Association or designee.
  - a. In case the official referee fails to appear, a referee should be appointed by the Referee Coordinator or their designee.
  - b. The fee for referees shall be set by the Association for the season in which the game is played.
  - c. Referee fee for Association games shall be paid by the Association after an accounting of such fees is provided by the Referee Coordinator to the Treasurer.
  - d. Referees shall report to the Referee Coordinator of the Association or designee, the result of the game, and the goal scores. Any violations of rules and regulations by either team or their team officials must be included in the report, which shall be submitted within 24 hours after the game. Any case of misconduct, on or off the field of play at the game by players or officials, shall be reported by the referee, stating all the particulars of the misconduct 24 hours after the game.
  - e. Under extra-ordinary circumstances, the Referee Coordinator, shall have the authority to intervene in an ongoing match and alter a referee's decision and/or remove a referee from an ongoing match. However, for such decision(s) to remain standing, it must be approved by 2/3 of the board in an emergency meeting to be held no later than 1 week after the game if it is a regular season game.
  - f. Should any referee become incapacitated during a game, from any cause that would prevent him/her from continuing same, he/she shall turn over control of the game to any other affiliated referee or person mutually agreed upon, shall conduct the game to its conclusion. (ISA Games Only)
  - g. If possible, referees will wear the official uniform with the official emblem.
  - h. The official referee shall be the sole judge on the field of play, and their decision shall be final. NO protest, based on referee decisions shall be allowed. Any complaints about any official

referee shall be directed in writing to the appropriate Division Commissioner with a copy to the League Administrator and Referee Coordinator.

- i. The referee shall have complete control of the game and may stop or terminate any game if the violation of any rules or the behavior of any team member, coach, or spectator is detrimental to soccer. Such actions will be reported to the Board according to By-law 3d.
  - j. In the event of bad weather prior or during a game, it is the sole decision of the Referee Coordinator and/or the Officer of the Day as to whether the game is stopped and/or restarted.
4. All teams under the jurisdiction of this Association shall play under the rules of the game as approved by the United States Soccer Federation and this Association.
5. For any particular season (fall or spring) Age divisions comprise players by birth year.
- |                       |      |                       |      |
|-----------------------|------|-----------------------|------|
| Under 19 years of age | U-19 | Under 18 years of age | U-18 |
| Under 17 years of age | U-17 | Under 16 years of age | U-16 |
| Under 15 years of age | U-15 | Under 14 years of age | U-14 |
| Under 13 years of age | U-13 | Under 12 years of age | U-12 |
| Under 11 years of age | U-11 | Under 10 years of age | U-10 |
| Under 9 years of age  | U-9  | Under 8 years of age  | U-8  |
| Under 7 years of age  | U-7  | Under 6 years of age  | U-6  |
| Under 5 years of age  | U-5  | Under 4 years of age  | U-4  |
- Adult League:            Men: 25 Years and Older                            Women: 18 Years and Older
- a. Players are registered with the Association for one year.
  - b. Proof of age shall consist only of birth certificate, birth registration, passport or alien registration card.
  - c. The age of all players must be registered with the Association.
  - d. The Association does require registration and a fee for each individual season. After the team formation process, this fee shall be non-refundable unless no team is formed for said age group.
  - e. Current ISA full season shall be defined as beginning August 1st and ending July 31st of the following year. Each full season shall be made up of two seasons. The first season shall be called the fall season and defined as the time period from August 1<sup>st</sup> through December 31<sup>st</sup>. The second season shall be called the spring season and defined as the time period from January 1st through July 31st.
  - f. The Board shall select prior to any Particular season (fall or spring) team sizes, within ISA guidelines.
6. For any Particular season, the Board may require Player Identification Cards. If they are required, By-laws 6a through 6b will apply.
- a. All players, U4 and above, of the Association must have a Player Identification Card.

- b. Player Identification Cards are issued by this Association and remain the property of the Association.
7. Each team shall be regarded as an individual unit.
8. No team shall have more than the team maximum (including players under an indefinite suspension) set by the board for that particular season.
9. A player desiring release from a team shall apply to the Board
  - a. Any player withholding property belonging to the team of which he was last a member shall not be eligible for release. A player may be released at the discretion of the Board.
10. Any player properly registered shall not play for any other team than that to which he is assigned, except as a guest player in tournaments.
11. A player deserting the team to which he is assigned and leaving the jurisdiction of the Association, upon return may be assigned to a team at the discretion of the Board.
12. Any team playing an ineligible person shall forfeit the game to the opposing team. An ineligible player taking part in any game shall be dealt with by the Discipline & Protest Committee.
13. A player removed from the field by the referee for misconduct (red card) shall stand suspended until his case has been dealt with by the Committee. If he submits a report to the Committee within 24 hours, the Committee will act upon the case within 72 hours. The referee shall inform the involved player of the 24-hour option.
14. Minimum Playing Time Requirements:
  - a. In the REC division, each player present at a game shall be required to play the minimum of 50% of the time, unless the player's time has been reduced for medical or disciplinary reasons, in which case the coach must notify the player, and the opposing coach prior to the beginning of the game that the minimum time has been reduced. In ISA and LSA sanctioned youth tournaments, each player is encouraged to play a minimum of 50% of each game, including overtime. All players on the rostered team must be invited to each tournament the team participates in.
  - b. For Competitive games, no playing time requirements exists.
  - c. In LSA or USYSA sanctioned invitation tournaments, regional tournaments, State or national tournaments, each player on a team participating in such tournament has no guarantee of minimum playing time.
15. Each coach is responsible for the actions of his/her players, officials, and spectators, and is required to take all precautions to prevent spectators threatening or assaulting officials and players before, during or at the conclusion of the game.
16. Any team player, official member, or spectator being proved to the satisfaction of the Board to have been guilty of any violation of the laws of the game, the rules and by-laws of the Association or of the United States Soccer Federation, or the Louisiana Soccer Association, or of any misconduct detrimental to the game, shall be dealt with by the Board.

17. For any particular season, the Board may elect to permit protests in which case Articles as listed above will apply.
  - a. Any team protesting a game must, through its coach, transmit such protest in writing (two copies) by handing one copy to the coach of the opposing team, in the presence of the referee, and before leaving the field of play. A second copy must be given to the referee at the same time. A formal protest in writing, stating all known facts, shall be sent to the appropriate Division Commissioner, with a copy also going to the League Administrator within three (3) days after the game, accompanied by a deposit of \$50.00 which shall be forfeited should the protest not be sustained.
  - b. Protests based on late starts and/or the field of play and equipment shall be filed with the referee in writing prior to the start of the game. A copy of the protest shall be handed to the coach of the opposing team at the same time.
  - c. Protest based on ineligible players shall be filed with the Referee Coordinator with a copy going to the appropriate Division Commissioner not later than three (3) days after the game in which the player or players participated.
  - d. A formal protest, once filed, cannot be withdrawn.
  - e. The Board shall take such action in the matter as may seem proper.
18. Any team desiring postponement of any scheduled game must give notice not less than 48 hours prior to the originally scheduled game to the coach of the opposing team. The postponement must be mutually agreed upon. The Referee Coordinator or designee must be notified of all postponed games 48 hours before the game. This rule may be circumvented by the mutual consent of the Referee Coordinator and the participating coaches.
  - a. Any team refusing or failing to play a game without complying with the by-laws shall forfeit the game by a score of 1 to 0.
  - b. Teams which are to play postponed or rescheduled games must be notify the Referee Coordinator or designee at least 72 hours before the rescheduled game.
19. In cases where the condition of the field may affect whether a game will be played, only the Referee Coordinator or League Administrator's ruling can be accepted.
20. All games shall start on scheduled time. After ten (10) minutes delay, the tardy team will forfeit the game by a score of 1 to 0.
21. Association games shall consist of two or four periods of a board approved duration according to division.
22. Team colors and names will be approved by the Association. Goalkeepers must wear colors that distinguish them from other players and spectators.
23. The standing of teams in their respective divisions shall be figured by points: 3 pts for wins, and 1 pt for a tie. (No standings are kept for U- 8 and under)
24. For the REC League U10 and above, when applicable, Fall Champions will be determined using a playoff of the top four teams in each division on the final week of the Fall Season. In seeding teams,



head to head will be the first tie-breaker, and total goals against will be the second, and total goals scored will be the third, and a coin flip will be the fourth.

25. The championship playoffs will be determined by single elimination games. In case of a tie after regulation time, rules shall prevail as follows: One sudden death overtime period of ten minutes with the 1st team that scores being the winner. After five minutes of play, if a goal has not been scored, the teams will change goals. Should a tie prevail after this period, a shootout will decide the game. A shootout will consist of five players from each team alternately taking penalty shots. FIFA rules for a penalty shot will apply. The team scoring the most goals within the five shot sequence will be the winner.
  - a. If there is still a tie after the five shot sequence, the shootout will continue with penalty shots being taken alternately by each team. The winner will be the team who has the scoring advantage at any time after a player from each side has shot. Only players on the field at the end of the overtime period may participate in the shootout and each successive shooter must be a different player until all players have a shot. The goalkeeper will also participate as a shooter. The goalkeeper may only be changed at the beginning of the shootout and can only be changed later in the event of injury.
26. In case a team disbands, or if for any reason, a team shall not have played half of its scheduled games, the games played shall not count for or against opposing teams.
27. No team shall be allowed to withdraw from this Association without first obtaining permission from this body.
28. The goals will have the following dimensions: Per LSA Guidelines
29. Substitutions shall be in accordance with USSF Youth Division Rule 2106:  
Substitutions shall be unlimited. Substitutions may be made, with the consent of the referee:
  - a. Prior to a throw-in in your favor.
  - b. Prior to a goal kick.
  - c. After a goal, by either team.
  - d. After an injury, by either team.
  - e. when the referee stops play.
  - f. At half-time.A player for whom a substitution has been made can return to the same game.
30. When a player or team official shall physically assault a referee, such assault shall suspend the offender automatically for not less than one year up to three years from the time of such assault, pending appeal.
31. If, for any reason, a game is not played the full time, the Board shall have power to either reschedule the game or order the game stand as played, depending on the cause of the game being stopped.
32. If a team should win a championship and be subject to demotion because of a forfeit game, the Board shall have powers to refer to Article 24 of this Constitution.
33. No tobacco products before, during and after the game should be used on the sideline by the coaching staff and players.

34. All yellow card violations will result in a player having to leave the field of play until the next substitution opportunity for that team presents itself.

MISCELLANEOUS INFORMATION:

35. Practices (REC Teams):
- a. Team practice will not be allowed to start before the date set by ISA. This could differ each year.
  - b. No team may practice more than two (2) days per regular school week (i.e., Mon-Friday) during the season (i.e., after league games begins).
  - c. All practices are to be held at the ISA Fields unless prior approval is received by the Board.
  - d. One (1) Head Coach and no more than two (2) assistants will be allowed on the team sideline at any time during the game.
36. Spectators:
- a. Spectators must remain behind designated lines at the playing fields during game play and may not stand at the ends of the field.
  - b. Team players and Coaches must be on one side of the playing field and the spectators must be located on the opposite side.
  - c. A player's parent, or anyone else, may only be on the team's side of the playing field if they are certified by ISA
37. Players: Slide Tackling  
Slide tackling is allowed during ISA practices and games, when properly executed. However, Coaches should never encourage the use of slide tackling with U-6, U-7, or U-8 players. When slide tackling is not used properly, it can injure the defensive player performing this maneuver, as well as the offensive player that it is used against. Caution and proper use of slide tackling must be fully explained to the players by Coaches, prior to allowing its use.
38. SPECIAL PRE-SEASON MEETING – ISA will hold special meetings for all board members and coaches shortly before the first game of the season. All coaches must follow the ISA Rules as presented at the meeting and will receive general coaching information about the upcoming season.
39. BOARD MEETINGS - During the seasons, the Executive Committee will meet on a regular basis twice a month, one of those meetings being a full Board meeting with the Commissioners Committee. All coaches are welcome to attend but should contact the League Administrator to check on date and venue changes. During the season, the Commissioners Committee will attend the first meeting of the month. During the off-season, the Executive Committee will meet once a month on dates agreed upon at the last season meeting. Any interested Commissioners may attend these off-season meetings.
40. ISA GOALS - Each coach must sign the Association's goals before the first playing date. Goals will be approved at the Annual Meeting. Any coach, who in the opinion of the Board, is violating the Goals will be brought before a Special Board Meeting for discussion of his or her conduct and a warning that persistence will result in removal of coaching responsibilities. The coach will be monitored at subsequent games and may be removed by majority Board vote at a subsequent Board meeting.

41. GUIDELINES FOR COACHING DISCIPLINE

- a. Zero tolerance for dissent toward referees. Any coach receiving a red card for dissent toward a ref's decision (first time offense) will receive a minimum one game suspension. Second offense will result in a two game suspension. A subsequent offense will result in removal for the rest of the season.
- b. Failure to play players in accordance with By-Law #14, and #15 regarding minimum playing time requirements will result in appearance before the Discipline and Protest for possible suspension.
- c. Playing of any player not on the roster will result in forfeiture of the game and a two game suspension of the coach.
- d. Abuse by coaches
  1. Intentionally over-exercising a weaker player in order to run him or her off. Minimum one year suspension and then one year probation. Decision in each case will be made by the Discipline and Protest Committee.
  2. Violent conduct with any player, coach, or referee. Minimum one year suspension and one year probation.
  3. Verbally abusing any player, coach, or referee. Minimum one year suspension and one year probation.
- e. Goal Differential - Coaches must do their best to keep the goal differential below 6. Referees will notify coaches of the situation when their team goes up by 5 goals. Referees will issue a yellow card to any coach who seems to be encouraging their team to run up the score or is not discouraging the scoring of additional goals. If a yellow card is issued under these circumstances, the coach must come before the Discipline and Protest Committee. The Committee reserves the right to reprimand any coach for running up the score.  
\*\*\* Note: All the above punishments may be appealed to the Board.

42. Cautions and Ejections

- a. Cautions
  1. A coach or player will be cautioned (yellow-carded) for:
    - a) entering or leaving the field of player without the ref's permission
    - b) persistently breaking the rules of the game
    - c) dissent of a refs decisions by words or action
    - d) unsporting conduct
    - e) offensive language or gestures
  2. A second caution will result in ejection
- b. Ejections
  1. A player or coach will be ejected (red-carded for):
    - a) violent conduct or serious foul play
    - b) second offense of offensive language or gestures
    - c) persistent misconduct after being cautioned
  2. A red carded player may not be substituted for.

43. League Game/Field Formats will depend on registration numbers and shall be approved by the Board prior to the start of the new soccer season.