

CONSTITUTION “SAMPLE SOCCER LEAGUE (SSL)”

I. PURPOSE

The purpose of the SAMPLE SOCCER LEAGUE (known hereafter as the SSL) to promote sportsmanship and fair play and to provide an opportunity for young soccer players to develop their skills, have fun and achieve their potential. SSL is established as a Not-for-Profit organization for the benefit of youth in the area.

II. OPERATIONAL YEAR

The league will operate from September 1 through August 31.

III. AFFILIATIONS

The SSL shall be an affiliated league of and comply with the authority of the (State Association), the United States Youth Soccer Association (USYSA), the United States Soccer Federation (USSF) and the Federation Internationale de Football Association (FIFA).

IV. OFFICERS

The officers of the league will consist of the President, Vice President, Treasurer and Secretary. All officers will be elected by the SSL Board of Directors.

V. BOARD OF DIRECTORS

- A. Members** The Board of Directors shall consist of the Officers and Directors. Directors will be elected by SSL coaches in good standing.
- B. Authority** The Board of Directors will have the authority to approve an annual budget, (select a representative to the State Association), and amend the constitution/bylaws of the SSL.
- C. Term** The term of each director will be for three (3) years and begin at the Annual Meeting and conclude at the beginning of the Annual Meeting following the third year. Directors and officers may serve consecutive terms. One third (1/3) of the board will be elected each year.

VI. MEETINGS

- A. Annual Meeting** The Annual Meeting will be set by the President at a time and place once a year. Members must be notified in writing thirty (30) days prior to such the Annual Meeting.
- B. Regular Meetings** The Directors will meet at a time and set by the President three (3) times a year.
- C. Special Meetings** Other meetings may be called by the President as necessary. Directors must be notified in writing at least five (5) days prior to such meetings.

VII. VOTING

- A. Amendment to Constitution** The constitution of the SSL may be amended by vote of at least two-thirds (2/3) of the SSL coaches present at the Annual Meeting.
- B. Amendment to the Bylaws** The bylaws of the SSL may be amended by a vote of over 50% of the Directors present at a meeting.
- C. Amendment to the Playing Rules** The playing rules may be amended by a vote of over 50% of the Directors present at a meeting.

VIII. DISSOLUTION

Upon the dissolution of the SSL and after all outstanding debts and claims have been satisfied, the Board of Directors shall distribute the property of the league to any other nonprofit organization maintaining a purpose similar to that set forth herein.

BYLAWS
“SAMPLE SOCCER LEAGUE (SSL)”

1. PRIMARY DUTIES

A. PRESIDENT

1. Preside at annual, regular and special meetings.
2. Set time and place at meetings as prescribed in constitution.
3. Handle public and parental relations.
4. Appoint Appeal Officer and Risk Management Coordinator.

B. VICE PRESIDENT/REGISTRAR

1. Provide all necessary forms to members to complete registration for SSL and with (State Association).
2. Approve team rosters.
3. Maintain records and medical release waivers for each player and team.
4. Prepare player identification cards and deliver them to team coach.

C. SECRETARY

1. Record minutes of all SSL meetings.
2. Maintain addresses of all members and coaches.
3. Handle correspondence.

D. TREASURER

1. Prepare Annual Budget for approval at Annual Meeting.
2. Maintain financial records in accordance with state and federal laws.
3. Present financial report at each meeting of the SSL Directors.
4. Make sure that all approved bills are paid in a timely manner.
5. Have an independent audit conducted by an independent accounting firm at least every two (2) years.

E. RISK MANAGEMENT COORDINATOR

1. Obtain a (State Association) disclosure statement for each person identified in the (State Association) Risk Management Policy.
2. Maintain the disclosure statements and related documents in the strictest confidence.
3. Submit disclosure statements for police check.
3. Follow procedures listed in the (State Association) Risk Management Policy.
4. Submit organization certification to the (State Association).

F. APPEALS/HEARING OFFICER

1. Form Hearing/Appeals Committee to respond to member grievances.
2. Provide written notice of hearing to all parties involved at least 10-14 days prior to the hearing.
3. Follow Hearing/Appeals procedures in accordance with SSL, (State Association), USYSA, USSF guidelines.

G. HEAD REFEREE

1. Assign officials to SSL games.
2. Mentor referees and arrange referee courses for SSL officials.

2. FEES

Registration fees and deadlines will be set by the SSL Board of Directors.

3. REGISTRATION

Each player will complete and submit SSL registration form, (State Association) Emergency Medical Release and Liability Waiver form, proof of age, with current fees to SSL Registrar. Each team will complete and submit the team registration form with players (State Association) Emergency Medical Release and Liability Waiver form, proof of age, with current fees to SSL Registrar for approval.

Once a player has been approved on a team roster, that player may not be approved for any other team roster during the same playing year without the approval of the Board of Directors.

4. SUSPENSIONS

A. Players Any player issued a “Red Card” before, during or after a match will be suspended for the following league match. Penalty for a second “Red Card” during the same playing year will be determined by a special meeting of the Board of Directors.

B. Coaches Any coach ejected before, during or after a match will be suspended for the following league match. Penalty for a second ejection during the same playing year will be determined by a special meeting of the Board of Directors.

5. CODE OF ETHICS

Coaches who do not abide by the (State Association) Code of Ethics may be removed from the program after an impartial disciplinary hearing has been conducted.

6. HEARINGS/APPEALS

Any team member in good standing has the right to submit a written grievance to the Board of Directors.

A grievance that can be handled immediately should be handled by the ranking officer(s) at the game site. If the resolution is not satisfactory, the grievance should be submitted in writing to the Board of Directors. All details of the grievance shall be submitted to the Hearing/Appeals Officer who will convene a Hearing Committee. Hearing Committee will render a decision and notify all parties.

Parties to a grievance may submit a written appeal, pertinent documents and the current appeal fee to the President of the League who will schedule a special meeting to reconsider the decision of the Hearing Committee. Written notice of the hearing to all parties involved will be provided at least 10-14 days prior to the hearing.

No decision which arises out of the application of the rules of competition, which is made in the course of competition, and has no consequence beyond the competition, is appealable.

The decisions of the SSL Appeals Committee will be binding unless the decision is overturned by a higher authority.

Contributed by the Kansas State Youth Soccer Association