

**DEL DAYO SOCCER CLUB  
2022 BI-LAWS**

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**1 MEMBERSHIP**

1.1 Membership in the Del Dayo Soccer Club or DDSC, shall be open to boys and girls ages 4 – 18 who submit the following:

1.1.1 A completed online CYSA 1601 Application (registration form),

1.1.2 A completed Parents Ethics Form,

1.1.3 A 1 inch x 1 inch photo of the players, and

1.1.4 A copy of a certified birth certificate (new players only)

1.1.5 Submit applicable registration fee

1.2 Refunds.

Players may cancel their DDSC registration by May 31 for a full refund. Registration refund requests received between June 1 and June 15 will receive a 75% refund. Requests received between June 16 and July 31, will receive a 10% refund. No refunds will be given once the season starts on August 1. All requests must be made in writing and submitted to the DDSC Registrar (deldayoscregistrar@gmail.com). Refund requests must include the name of the player(s), the name of the parent or guardian and as much detail as possible regarding the reasons a refund should be granted.

**2 ORGANIZATION**

2.1 The governing authority of DDSC shall be vested with the Board of Directors (BOARD). The Board shall have the right and authority to:

2.1.1 Enforce the DDSC Constitution.

2.1.2 Modify and enforce the DDSC Bylaws.

2.1.3 Modify and enforce the DDSC Rules and Regulations.

2.1.4 Suspend, permanently bar, or otherwise discipline any player, coach, manager, team assistant or referee with proper hearing.

2.1.5 Impose fines.

2.1.6 Require matches to be forfeited or replayed

2.1.7 Place a Team, Player, or Adult in bad standing as defined in CYSA PIM 88-1 at the direction of the River City Youth Soccer League (parent organization);

2.1.7.1 May only play teams within home league.

2.1.7.2 No inter-league/district play.

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- 2.1.7.3 No tournament play.
- 2.1.7.4 No State Competitions (State Cup, Association Cup, Founder's Cup, State Premier League)
- 2.1.7.5 No travel outside of CYSA North.
- 2.1.7.6 No participation in the CYSA Olympic Development Program
- 2.1.7.7 No voting power at league, district or state level.
  
- 2.1.8 In the matter of protests and appeals, no person(s) associated with the League, or Teams may invoke the aid of any court without first exhausting all available remedies within the applicable team, the Club, the DDSC Board, and CYSA as appropriate
  
- 2.1.9 The Board shall be comprised of the following Elected and Appointed Officers who serve a one-year term, January to December. Board members are elected annually at the December Board meeting. Additional terms, beyond the first year, may be served as approved by Board.
  - 2.1.9.1 Club Manager: Attends River City Youth Soccer League (RCYSL) board meetings (parent organization); conducts DDSC board meetings; serves as liaison to the Del Dayo School Parent Teacher Organization (PTO); Establishes goals, objectives and priorities; Disgression to hire and release volunteers; Facilitates resolution to major issues, including: registration, coaching, parents, and team formation, etc.
  - 2.1.9.2 Assistant Club Manager: Performs Club Manager duties when necessary in absence of the Club Manager; serves as chairperson of the DDSC disciplinary sub-committee (will hear all coach and parent related issues, red cards, unsportsmanlike behavior, etc); conducts in-house review of such problems); coordinates soccer camps; assigns team practice times/locations; establishes & maintains partnerships with professional organizations that promote youth soccer.
  - 2.1.9.3 Treasurer: Keep club financial records, writes checks for invoices & reimbursements, processes and sends tax information to outside CPA, and provides monthly financials updates at Board meetings. Annually assesses club registration fees and forecasts needs to determine appropriate level of cost recovery.
  - 2.1.9.4 Registrar: Paid position in the club (\$1,500). Coordinates online player registration, registers players, works with Coaching Coordinator to obtain proper paperwork for all coaches and players; works with Treasurer to resolve registration payment issues, and refunds as necessary.
  - 2.1.9.5 Under 6 (U6) Coordinator: Provides U6 coaches with season materials including important dates, milestones, and training opportunities; oversees U6 Scrimmage (Jamboree) night; provides U6 season schedule; ensures U6 specific

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equipment is functional; develops activities to keep the season fun for the under 6 players.

- 2.1.9.6 Coaches Coordinator: Recruits new coaches and coordinates their registration; organizes in-house and RYCSL coaches training classes; ensures coaches have their required US Soccer license(s), finger printing and other RCYSL mandated safety training(s); mentors new coaches
  - 2.1.9.7 Community Relations Coordinator: Solicits DDSC sponsorship opportunities; Coordinates all apparel design, vendor purchases and club sales; coordinates opening day activities.
  - 2.1.9.8 Referee Coordinator: Recruits new referees; attends all referee coordinator and DDSC Board meetings; helps with referee training; oversees and schedules u6 referees
  - 2.1.9.9 Referee Assignor: Paid position in the club (\$500). Schedules u8-u19 game referees during season; Processes referee payments
  - 2.1.9.10 Communications Coordinator: Updates the website content, including: calendar, forms, messages, links, Board meeting minutes, etc. Updates social media;
  - 2.1.9.11 Fields Coordinator: Off season: Coordinates watering schedule with San Juan Unified Schools and field maintenance work (i.e. sprinkler repairs, mowing, weed abatement, etc); researches field related improvements. During season: Stripes fields and sets out nets and flags every week before games at Del Dayo; Stripes field field at Ashton Park; mows fields as necessary to keep them playable; ensures adequate and functioning equipment is available for club play; orders chalk and field lining paint as necessary
- 2.2 All Officers will be voting members of the Board. Should the same person occupy more than one officer position, their vote only counts once.
- 2.3 Club Manager has discretion to establish the following committees comprised of various Board members to facilitate completion of special projects or tasks larger than the scope of existing Board positions:
- 2.3.1 Disciplinary Committee - Assistant Club Manager is head of committee
  - 2.3.2 Opening Day Committee - Community Relations Coordinator is head of committee
  - 2.3.3 Field Improvements Committee - Club Manager is head of committee
  - 2.3.4 Field Readiness Committee - Fields Coordinator is head of committee
- 2.4 Club Manager has discretion to establish up to 5 "At-Large" positions that will assist the Club as needed on various projects or Committees. At Large positions are not required to attend Board

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meetings or have a vote in Board business.

2.5 Elected and Appointed Officers of the club will receive a \$50 incentive payment for their service to the Board.

**3 MEETINGS**

3.1 The Board shall have regular monthly meetings on the fourth Wednesday of the month. All Board Members are expected to attend and participate. The agenda for the regular meetings shall be:

3.1.1 Call to Order

3.1.2 Introduction of guests

3.1.3 Acceptance of Minutes of the previous meeting

3.1.4 Club Manager's Report

3.1.5 Officers Reports:

3.1.5.1 Assistant Club Manager

3.1.5.2 Treasurer

3.1.5.3 Registrar

3.1.5.4 Referee Coordinator

3.1.5.5 Coaching Coordinator

3.1.5.6 Communications Coordinator

3.1.5.7 Community Relations Coordinator

3.1.5.8 Fields Coordinator

3.1.5.9 U6 Coordinator

3.1.6 Committee Reports

3.1.7 Unfinished Business

3.1.8 New Business

3.1.9 Adjournment

3.2 Fifty percent (50%) of the Board membership shall constitute a quorum. Voting can take place

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electronically, as necessary and during in-person meetings.

- 3.3 Any changes in the Bylaws or Rules and Regulations shall require approval of the majority of the Board Members present.
- 3.4 Any Board Member may designate a proxy. Any Board member or their designee not present at three (3) regularly scheduled meetings or two (2) consecutive meetings without good cause during the year shall be subject to disciplinary action by the Board.
- 3.5 The Board must keep and maintain an annual record of all actions voted on and the results of the voting.
- 3.6 When the Board has decided an issue, it may not be revisited (1) unless new information is presented that warrants reconsideration, and (2) Board members receive notice that a request has been made to amend a decision and, (3) two-thirds of Board members vote to amend the decision.
- 3.7 The meetings shall only go into a "Closed Session" under the following circumstances:
  - 3.7.1 The confidentiality of a minor is at issue
  - 3.7.2 The confidentiality of a member during a disciplinary or protest/appeals hearing is at issue (unless said member waives his/her right to confidentiality)
  - 3.7.3 Issues surrounding pending civil or criminal litigation that prohibits a public discussion of the subject.

**4 RIVER CITY YOUTH SOCCER LEAGUE**

- 4.1 DDSC shall be affiliated with the River City Youth Soccer League, known as RCYSL or the League
- 4.2 DDSC to renew RCYSL affiliation papers annually

**5 (RESERVED)**

**6 PROTEST, APPEALS AND DISCIPLINARY ACTIONS**

**6.1 GRIEVANCES AND APPEALS**

- 6.1.1 In all Club matters, the Club management shall provide procedures for protests and the hearing of an appeal. Within those procedures, all parties to the appeal shall be given written notification at least seven (7) days prior to the hearing and not until that procedure has been completed and an adverse decision rendered on the matter in question, will it be forwarded to the Executive Board of the League. Upon rendering a decision the Club shall forward a copy of its evidence, findings and decision to the League for future reference. All pertinent data must be forwarded within fourteen (14) days of the Club decision.

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- 6.1.2 Should any person, team, or league desire to appeal any adverse decision, communication shall be from the Club to the League; from the League to the District; from District to CYSA. Should any hearing body choose not to hear a protest or appeal, that body may, if they desire, refer the matter directly to the next higher authority.
- 6.1.3 Grievances and appeals are to be in writing and describe in detail the grounds for the appeal. Grievances and appeals will be sent to the DDSC Club Manager depending on the level the appeal is being directed, and shall be postmarked within seventy-two (72) hours (Sundays and holidays excluded) following receipt of Club/League decision being protested or appealed. The proper fee must be enclosed.
- 6.1.4 The grievance or appeal sent to DDSC shall include all supporting documentation. Documentation must include the grounds for appeal and copies of all previous decisions in the matter.
- 6.1.5 All grievances and appeals of DDSC decisions shall be heard by the RCYSL Protest, Appeals and Discipline (PAD) Committee and subject to the conditions and procedures set forth in the RCYSL Constitution governing grievances and appeals.

**7 PLAYER & COACHES PASSES; COACH LICENSES**

- 7.1 To participate in any games, including seeding tournaments, all Players and Coaches must have a current, valid CYSA pass except for U6 teams .
- 7.2 Coach & Player passes shall be given to the Referee prior to the start of a match. The Referee shall verify that each pass (1) has not been altered, (2) is valid for the current season, (3) that the picture matches the person, (4) all passes have the same team name and (5) all passes are laminated.
- 7.3 Passes shall be returned to the Coach after the match. If a Player or Coach has committed a violation, the pass and Match Report will be referred to RCYSL PAD Committee. If the behavior involved a spectator(s): a Match Report shall be prepared and referred to the RCYSL Sportsmanship Committee.
- 7.4 Coaches or Players in the match without a proper player pass: The Coach shall be sent off for unsporting behavior.
- 7.5 A team shall start or continue to play and must forfeit the game if a registered team official -- Coach or Assistant Coach with a valid pass -- is not in attendance at all times during the match.
- 7.6 Coaches and assistant coaches must (1) complete at a minimum the US Soccer Grassroots licensing (2) complete a coaches' application; (3) submit a copy of their coach license; (4) submit a picture; (5) complete required safety training courses; and (6) permit a background check and LiveScan before a coach pass will be issued. Recreational/Division 4 Exception: The coaching license requirement may be waived, if deemed appropriate, for the first coaching year only.

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**8 TEAM & COACH RESPONSIBILITIES**

- 8.1 DDSC shall discipline any person who recruits a player from another team before the end of the current season year according to the rules and policies of CYSA and District VI. CYSA and District VI rules and policies define “poaching” and “recruitment” of players are follows:

CYSA Rule 4:06:04

Any team which, through its responsible officials, officers, or representatives, attempts to induce a registered player of any team under the jurisdiction of this Association to leave his/her team before the end of the current seasonal year shall be deemed to have committed an offense for poaching and shall be dealt with by the Board of Directors of this Association

District VI Policy 2.2, RECRUITMENT

2.2.1 No adult affiliated with a program (administrator, coach, parent or booster) shall actively recruit a player rostered on an active team from another League for participation in their program for the seasonal year.

2.2.2 The following activities are considered recruitment:

2.2.2.1 Providing incentives to players such as reductions in fees, trips, uniforms and other equipment.

2.2.2.2 Using a position of authority to coerce a player. This may include adults involved with the District ODP program, adults involved with clinics and soccer schools, adults involved with High School programs or other non-affiliated programs such as indoor soccer.

2.2.2.3 Violation of the recruiting prohibition will be sanctioned per the CYSA Team Manual for such violations.

8.2 Coaches

8.2.1 Payments

8.2.1.1 Incentive. Head coaches will receive a payment of \$50 for each team they coach.

8.2.1.2 New Coaches. First year head coaches receive \$45 voucher for equipment purchases or a starter kit of supplies (bag, cones, pinnies, etc) as decided annually by the Board

8.2.2 Responsibilities

8.2.2.1 Coaches train players in soccer fundamentals and set the example of good sportsmanship

8.2.2.2 Coaches are expected to adhere to the DDSC Coaches Code of Conduct and principals of the Positive Coaching Alliance

8.2.2.3 Coaches are expected to take care of all club equipment, including goals, nets, and flags. Return equipment to their proper location in the Del Dayo and/or



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Ashton shed, as appropriate

- 8.2.2.4 Coach with the last game of the day at Del Dayo will be required to ensure all flags have been put away in the shed; all A-Frame signage is put away in the shed; pick up excess trash left out on the field; lock the Del Dayo shed.
- 8.2.2.5 Coach who has the first game of the day at Ashton Park is responsible for putting up corner flags; marking the field, if necessary. Last coach of the day to take down corner flags; pick up trash; lock shed.
- 8.2.2.6 Should a coach continuously fail to adhere to any of the aforementioned responsibilities, they could forfeit their Incentive or be asked to step down.
- 8.2.2.7 All head and assistant coaches serve at the will of the Board. The Board can exercise the right to reject any coaching application for any reason.
- 8.2.2.8 Any coach receiving a yellow or red card during a game is subject to disciplinary action, up to and including dismissal from the club.

**8.3 DDSC Teams**

- 8.3.1 DDSC Teams, when playing at Del Dayo (also known as Host Club) is responsible for providing (1) a safe and properly equipped field at the scheduled time and (2) three proper size balls. The field shall have distinctive lines, approved flags or cones at each corner, and approved nets and goals. The host Club shall also provide the appropriate referees as explained in Sec. 9.
- 8.3.2 The Referee determines if a field is safe and properly equipped at the scheduled game time.
- 8.3.3 The Visiting Team Coach shall complete a Match Report about the Host Club that fails to provide (1) the required playing field; (2) trained Referees in proper attire at the scheduled or (3) any other problem. The Match Report shall be submitted to the proper authority as outlined in the Match Report form.
- 8.3.4 If the Match Report involves Referee issues, the Match Report shall be forwarded to the DDSC Referee Coordinator within 48 hours. If the Match Report is not received within 48 hours, the DDSC Referee Coordinator may impose a \$50.00 fine to the responsible Club for each offense unless the offense was due to circumstances completely beyond the control of the Club.
- 8.3.5 Any DDSC team that is unable to appear at the scheduled game time shall call the DDSC Club Manager and the opposing Coach to reschedule the game at least 48 hours before game time.
- 8.3.6 If a DDSC team fails to appear at a scheduled game and has not rescheduled the game according to 8.3.5, the team shall be responsible for paying all referee fees.

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- 8.3.7 Players shall play at least ½ of each game unless they are ill or injured, subject to disciplinary action, or request to play less than ½ of the game.
- 8.3.8 The Referee and the opposing Coach must be notified prior to the start of the match of any players who will not play one-half of the match as outlined in 8.3.7.
- 8.3.9 Coaches are responsible for the control of their players, parents and spectators before, during, and after the match.
- 8.3.10 The Referee may send off a Coach due to actions of players, parents, and spectators.
- 8.3.11 Dogs or other animals are not permitted on the sideline of any game, except those certified as service animals.
- 8.4 The Hosting Club Manager or Referee is solely responsible to determine playable field conditions prior to matches scheduled that day. No Coaches may cancel games without prior mutual consent of their Club Managers.

**9 REFEREES**

- 9.1 All Under-10 matches shall be played using a two-man or three-man referee system. Referees shall be currently certified by United States Soccer Federation.
- 9.2 It is recommended that all Under-6 and Under-8 matches be played using a three-man referee system and the center referee be currently certified by the United States Soccer Federation. The assistant referees may be non-certified volunteers supplied by the teams to call the ball in and out only
- 9.3 Coaches may serve as Assistant Referee, but shall not serve as center referees in their own divisions. Relatives of players may serve as Referees, but shall not serve when their relative's team is playing.
- 9.4 Center Referees shall be at least two age groups older than the players.
- 9.5 Both Coaches must agree before the match to any exceptions to Sections 9.1 -9.4. Once both coaches have agreed, they may not use the exceptions to protest the match.
- 9.6 The Referee shall allow each Coach to make written comments on the game card at the conclusion of each match. He/she should include the name and phone number of each Coach making written comments.
- 9.7 The DDSC Referee Coordinator shall provide a copy of a completed Match Report Form to any individual associated with a particular match and to the individual's Club Manager for review upon request.

**10 LIABILITY PROTECTION**

All Officers of DDSC shall be covered against personal liability claims by the California Youth Soccer

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Association (CYSA) for performing acts and duties directly related to the work of DDSC. Club Boards may purchase liability insurance from CYSA's insurer to protect their board members from personal liability claims.

**11 DISSOLUTION**

Should DDSC be dissolved, all assets remaining after payment of all debts shall be turned over to the California Youth Soccer Association (CYSA) for the express purpose of the development of youth soccer.

**12 RULES OF ORDER**

The Rules contained in Robert's Rules of Order shall govern DDSC in all cases in which the do not conflict with the Constitution, Bylaws, Rules and Regulations of DDSC.

ADOPTED BY THE DEL DAYO SOCCER BOARD:

DATE: January 26, 2022

AYES: Dave Levine, Mike Farrell, Brian Hildreth, Gabe Ricardo, Corey Scheidegger,  
Sara Jacobsen

NOES: None

ABSTAIN: None

ABSENT: Kim Garner, Colin Casey, Frank Cockrell

Approved:

Attest:

\_\_\_\_\_  
Dave Levine, Club Manager

\_\_\_\_\_  
Mike Farrell, Assistant Club Manager

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