

Little Miami River Valley League

Amended May 2018

I. The Association:

Organization: This organization shall be known as the **Little Miami River Valley League (LMRVL)** and shall be governed by these bylaws.

1. Initial adoption of bylaws – these bylaws shall be deemed adopted when signed by the Representatives of all present areas.
2. Amendment – These bylaws may be amended by vote of a majority of the Representatives of all participating areas.

II. Purpose:

The purpose of this League shall be to promote physical fitness, sportsmanship and fair play through organized football and cheer for children in the league district and to govern the various league teams.

1. We hope to achieve the following each season:
 - a. Teach fundamentals of cheer and football.
 - b. Provide an environment in which youth can develop basic concepts of good sportsmanship.
 - c. To assist young people in preparation for upcoming school programs.
 - d. To promote adults to be youth leaders in the community through involvement in youth sports programs.

III. Officers/Governing Body:

1. The management and administration of the League shall be conducted by the League Officers consisting of the League President, Vice President, Secretary and Treasurer.
2. Each club is represented at meetings in the league as the Governing Body.
 - a. The Governing Body of LMRVL shall consist of individual club presidents and no more than one additional appointed representative of each club.
3. The treasurer or president shall have the authority to sign all checks
4. Checks for \$100 or less do not require BOD approval. Checks larger than \$100 require officer approval.

IV. Officers Elections and Responsibilities:

1. Elections
 - a. Officer positions on LMRVL are voted on during the first winter meeting of a new year.
 - b. Positions become open after an officer position has fulfilled their two-year term.
 - c. An officer can continue to serve in any position if elected to do so.
 - d. If a position is vacated at any point during the two- year period, an interim officer can be elected until the next winter meeting when formal elections take place.
 - e. Prior to the first winter meeting of the new year, notice will be given of the upcoming open positions eligible for re-election two weeks prior. Members of the LMRVL Board interested in fulfilling an officer position should notify the secretary in writing 7 days prior to elections to allow ballots to be prepared.
 - f. Interested parties may address the board during the elections meeting if they wish prior to voting. Officer positions are fulfilled by majority vote.

2. Eligibility
 - a. Officer positions on LMRVL are open to any club president or club appointed representative to attend meetings.
3. Officer Responsibilities
 - a. Duties of the President include but are not limited to:
 - Coordinating referees, scheduling meetings. Planning weigh-ins
 - b. Duties of the Vice President include but are not limited to:
 - Coordinating league meetings and end of the year banquet. Planning weigh-ins
 - c. Duties of the Secretary include but are not limited to:
 - Creating game schedules, facilitating social media, website, compiling scores & tracking points for playoffs, organizing roster turn in to league, and keeping USA Football account up to date.
 - d. Duties of the Treasurer include but are not limited to:
 - Collecting dues, ordering trophies, awards and t-shirts.

V. Meetings:

1. Regular Meetings: There shall be a minimum of six regularly scheduled meetings annually. (January, March, May, July, August, October) Meetings will be to review previous season and prepare for the upcoming season. At the January meeting an election of officers will be held.
2. Scheduling Meeting: Seven days notice; two weeks prior for first winter meeting of the new year for elections.
3. Special league meetings may be called by the president, or in the absence of the president, by a member of the League Officers along with an additional majority of support.
4. Two thirds (2/3) of the Governing Body and two (2) league officers must be present before a legal league meeting may be held.
5. All action required by vote shall be accepted or rejected by two thirds (2/3) majority vote of the voting members in attendance.
6. Officers must not miss more than two league meetings. If such a situation occurs, the officer will be put on probation for the remainder of the year. If another meeting is missed the governing body may vote to fill the position until normal elections.
7. Any club president or appointed club representative of a team currently on suspension shall not make or second any motion, and shall not be allowed to vote.
8. League offers meetings may be held. Officers shall be notified of the meeting by the president or secretary at least five days in advance by mail, email, or text. Or two days in advance in emergency situations.
9. Three officers must be present before an officers meeting may be held.
10. Emergency and Rules Infractions Meetings: Infractions of these bylaws may be determined to have occurred, and sanctions imposed for such infractions only at an Infraction Meeting which shall be conducted with a minimum 48 hour notice. Such notice shall state that the meeting is an infractions meeting and shall state the date, times involved in the suspected infractions as well as to the Area Representative of teams involved. All coaches of a team shall be deemed to have been given such notice if such notice is given to the Head coach of the team. No sanctions may be imposed at any meeting on any person, team or club which was not given notice of the meeting as required by this paragraph.

11. Complaint process: Parents and coaches that have complaints will direct those complaints to their club representatives before approaching LMRVL Officers.
12. Minutes of each meeting shall be taken, noting voting members, officers, and visitors in attendance, as will all action taken.

VI. Geographical Boundaries:

1. The governing body of LMRVL shall approve geographical boundaries established by each team. These boundaries will be consistent with the school districts that are established by the school board in which that club exists.
2. A player must play within that club's geographical boundary in which he or she resides. This is determined according to the legal residence of his parents or legal guardian. Waivers permitting a player to play outside of his geographical boundaries are not permitted. The only exception to the above would be if a player rostered on a LMRVL Football Club moved outside the club's geographical boundaries: he or she may finish their playing career with that team.
3. If a school district is divided for more than one team, the league must approve of the division by vote. The league shall set and specify boundary line dividing the teams for each team to draw players. The boundary lines shall be strictly adhered to and enforced by the league.
4. Players that reside in or are open enrolled in a club's school district are eligible players. Open enrollment must be granted before the current season and can be verified by letters of acceptance from the school district. This does not include private schools such as Emanuel Christian or Catholic Central. Players attending private school must reside in the geographical boundary represented by their club.
5. Geographical boundaries shall be subject to review and adjustment by the Governing Body whenever it is deemed advisable.
6. Open enrolled players are not eligible to continue their playing career with the league due to the fact that open enrollment can be revoked at any time from the enrolled school district.

VII. Teams/Divisions:

1. The league shall not be larger than ten (10) teams.
2. Any new teams shall submit a letter of intent to participate, which shall be signed and sent to the league treasurer, accompanied by a check for \$300 (\$250 regular yearly dues, \$50 new team dues). If a team withdraws from the league and/or does not fulfill their schedule commitment, no monies will be reimbursed.
3. If a team withdraws or is terminated from the league, action shall be taken by the league to fill the opening.
4. The league shall be divisional by school grade with three (3) divisions as described below.
 - a. FLAG DIVISION: Kindergarten thru 2nd grade (school year 18/19) w/ no weight limitations. Practice time before school starts is limited to 3 hours per week; after school begins, two hours per week with no multiple practices per day.
 - b. JUNIOR VARSITY 11X11 TACKLE: 3rd and 4th graders (school year 18/19). Practice time before school starts is limited to 10 hours per week, with a limit of two (2) hours per practice, and no multiple practices per day. After school starts practice is limited to six (6) hours per week, with a limit of 1 ½ hours per practice, and no multiple practices per day. The sixth (6th) hour is a no pads, no contact practice, walk-thru style.

- c. VARSITY TACKLE 11X11 TACKLE: 5th and 6th graders (school year 18/19).
Practice time before school starts is limited to 10 hours per week, with a limit of two (2) hours per practice, and no multiple practices per day. After school starts practice is limited to six (6) hours per week, with a limit of 1 ½ hours per practice, and no multiple practices per day. The sixth (6th) hour is a no pads, no contact practice, walk-thru style.
5. Teams within the league may compete in up to (2) scrimmages against teams outside the league after three (3) days of contact in an appropriate grade/age competition. Inter-league jamboree or scrimmages excluded.
6. Each team in the league shall have a head coach and up to (4) assistants. During games, coaches and board members are permitted in the bench area (or per the head coach's discretion).

VIII. Player and Coach Eligibility:

1. No player shall be over the age of 12. Any player who is 12 years of age at the start of the season and turns 13 before the last scheduled game of that season will be eligible to start that season.
2. Coaches must live within the boundaries of the team for which they are coaching. League approval, by vote, must be given, in writing, to allow a person not living within the boundaries of that team to coach or help coach that team.
3. Regardless of a coach, club president or any other club board members approval of allowance in the league, their own children must reside or be open enrolled at the school district in order to be eligible to play for a club.
4. All coaches and assistant coaches must have an approved background check on record with their club and certification completed.
5. The above shall be strictly enforced.
6. 2nd Graders are eligible to play for JV if deemed acceptable by each club's organization.
7. Players may not play down an age division.

IX. League Play:

1. The LMRVL is a participant in USA Football "Heads Up" Program and is committed to the principles and techniques prescribed in the program. Each club must register within our leagues account and is required to have all coaches trained and certified through USA Football.
2. Any team that does not have enough players to field both a Varsity and Junior Varsity team shall notify the league president at least four weeks prior to the start of the season. A special meeting may be held to determine the status of that team. If whether to field a Varsity or Junior Varsity team.
3. Practice without equipment may start at any time. However, shoes, helmets, and mouthpieces may only be used.
4. Practice with full equipment may start on the date set by the league. If any equipment other than that specified in the above is used prior to this date, disciplinary action shall be taken by the league.
5. All players on JV and VARSITY must wear protective gear at all times while engaged in contact play including practice sessions. This shall include helmet, shoulder pads, football pants with proper padding, and mouth guard. Athletic supporters are recommended. Cleats are recommended but may not contain metal or steel.

6. A player may not play in varsity and junior varsity on the same day. However, if the junior varsity team has less than fourteen players at the game, with the approval of the opposing head coach and/or team coach, players from the varsity team may be allowed to play in the junior varsity game. But may not be allowed to play in back field *or the defensive line) of the junior varsity game. All junior varsity players' must play more time than players brought down from the varsity.
7. Home team club representatives are responsible for calling scores of the games to the person designated by their club to report to the league secretary. All scores shall be in no later than 8:00 pm Sunday night following the games.

X. Playing Rules, Weigh-Ins and Field (SEE ADDENDUM A, *COMING SOON*)

XI. Postponement

1. Any game postponed by the league will be given a new play date by the league.
2. Any other postponement for any reason must be agreed on by the teams, and the league president informed of the reason for the postponement.
3. If both teams cannot agree on a postponement, the league will rule on the postponement.
4. A new play date must be set as soon as possible for any postponed game. If the teams cannot set a new play date, the league will schedule a new play date.
5. If the game is postponed by the officials for any reason, the league president shall appoint a committee to assist in scheduling a new play date, with both teams involved.

XII. Forfeiture

1. Any forfeiture must be requested in writing, postmarked no later than 72 hours after the day of the game, and addressed to the LMRVL Officers.
2. If the visiting team is more than 45 minutes late, the home team may request forfeiture. The visiting team may be more than 45 minutes late if agreed to by both teams.
3. Any team playing an ineligible player shall forfeit all games in which that player participated. League action shall be taken against the offending team.
4. All forfeiture action shall be ratified by the league.

XIII. Coaches Conduct/Suspension

1. Any team, player, coach, or combination, may be suspended from the league for a period of not less than two games to indefinitely for unsportsmanlike conduct. If so charged and proven, this action will be ratified by 2/3 vote of the league members in attendance.
2. If any rules of this league are knowingly broken by a team, player, coach or any combination, suspension action shall be taken by the league.
3. If any President or coach or club representative are involved in having illegal players on a team they will be suspended from the league for one (1) year. It is the team's president's responsibility to check for accuracy of player's residence or open enrollment status.
4. Any person or persons cited to appear before the league board shall be notified, in writing or by phone, at least 72 hours prior to the hearing. In addition to notifying the accused of the time and place to appear, notification shall also specify the charges that have been made against the person or person. IF the accused fails to appear at the appointed time and place without valid reason, the league shall proceed with the hearing and will render a decision on the charges.

5. At the time of the hearing, charges shall be in writing for the board and person or persons cited.
6. Any act of discipline may be reconsidered and revoked by the league board upon receipt of evidence that an injustice has been done.
7. No coach is allowed to pull his team off of the field and stop play for any reason. Coaches removing their teams from the field shall have the game forfeited, shall be suspended for the remainder of the season, and any other penalty as sanctioned by League Officers.
8. All coaches and players will demonstrate good sportsmanship and shake hands with the opposing team and coaching staff at the end of each game.
9. Coaches may not use foul or abusive language toward anyone association with the league, players or parents on or off the field.
10. Coaches may not be under the influence of tobacco products, alcohol or other drugs during practice, games, and at league functions
11. Coaches will address officials in a courteous manner.

XIV. Club and Coaches Responsibilities

1. Each coach is responsible for his/her players, team, and own conduct.
2. A roster of each team must be in to the league president before the time set forth by the league. IF a player needs to be added after practices have started you must contact the LMRVL secretary to add this player.
3. Rosters shall have the player's name, age, birthday, grade and/or year level, school and home address. If the roster is not in to the league president, all games played will be forfeited until a roster is received.
4. No player may be added to the roster after the third league game, all player information must be received by the league president prior to that player participating in any league games. Disciplinary action for an infraction of the rule shall be noted above in rule 3.
5. The home club is responsible for supplying the regulation size field of play, chain crew, and (if scoreboard is available) a timekeeper.
6. Each club is responsible for having in attendance and available for treatment, if needed, a person trained in first aid.
7. Each club is responsible to assure that each team member has a physical examination completed and insurance in effect for each team member.
8. Each club is responsible to have all members of the staff that are on the field to be Heads Up Certified by USA Football before practices begin.
9. Each club must provide a Master Game Roster consisting of player first and last name and jersey number to the league prior to the first game of the season. IF a player has a different jersey number for home and away games this must be provided on the roster.
10. Each team must provide a copy of player roster to announcer prior to game start. This roster must match the master copy on file with the league secretary.
11. If a player forgets a jersey and needs to borrow a teammates, opposing coach must be informed and agreed upon by both teams.
12. No member of a coaching staff shall be permitted to videotape/electronically record or assign/allow for someone to videotape/electronically record any other team's practices/games. Recording your own team's practices and/or official games that you are playing in is allowed at the club's discretion.
13. Clubs are responsible to make a serious effort to control any harassing or threatening behavior from players or fans. If any adult fails to comply with club representatives, league

officials, or league officers he or she may be removed from the game and the field. This may include being asked to leave, escorted off the premises by a league official or by the appropriate law authority.

14. All spectators MUST remain behind the designated barriers/markers separating the coaches/players from the spectators
15. This is a youth league trying to teach good sportsmanship on and off of the field. We will practice a ZERO TOLERANCE policy.

XV. League Dues

1. League dues shall be \$250 per year.
2. League dues shall be paid to the league treasurer prior to July of each year.

XVI. Playoffs, Trophies and Awards

1. Teams shall receive one point for a win and ½ point for a tie. The team with the most points at the end of the season shall be declared league champion. In case of a tie, the following criteria shall determine the champion: 1. Head win/loss record. 2. Head to head fewest total points allowed
2. There will be trophies awarded for first (1st), second (2nd), and third *3rd) places in JV and Varsity. Tournament game winners will receive a t-shirt award.
3. Playoffs structure is determined by the Governing Body prior to the first practice of the season.
4. Championship location is scheduled prior to the first practice of the season
5. If at any point during the playoffs and championship a game is played at a location where the team they are playing is considered the “away” team, this will not change what side they sit on for purposes of coordinating responsibilities. For instance, if Bears have a higher seed while playing at Braves field, Bears will still sit on the away side.

XVII. Procedures

1. Parliamentary procedures of the organization not covered by this document shall be governed by Robert’s Rules of Order the Eleventh Edition.
2. Amendments to the Bylaws of this organization shall be submitted in writing at a stated league meeting. It shall require the signature of all current club representatives and league officers in that year. It shall require a vote of 2/3 majority vote of the voting members in attendance to be accepted.