

# Section I

# BYLAWS

## MANSFIELD SOCCER ASSOCIATION, INC.

(Revised – June 2017)

# MANSFIELD SOCCER ASSOCIATION, INC.

## Bylaws

These are the Bylaws of the Mansfield Soccer Association, Inc. (the "Association") duly adopted on *June 29, 2002*, at an organizational meeting of the Board of Directors named in the Articles of Incorporation of the Association.

### ARTICLE I – OFFICES

The principal office of the Association in the State of Texas shall be located in the City of Mansfield, County of Tarrant, and the State of Texas. The Association may have such other offices, either within or outside the State of Texas, as the Board of Directors may determine or as the affairs of the Association may require from time to time.

#### Registered Office and Registered Agent

The Association shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office of the Association, and the Board of directors may change the address of the registered office from time to time.

### ARTICLE II – MEMBERSHIP IN ASSOCIATION

This Association shall be comprised of youth and adults who have become members of the Association by application to and approval of the Board of Directors and who also adhere to the Bylaws, Rules and Regulations, and Policies and Procedures of the Association. Any player may become a member of the Association upon submission to and approval by the Registrar of the Association of a properly executed Application form, birth certificate and payment of all fees. Any adult who agrees to abide by the Bylaws, Rules and Regulations, Code of Ethics, and Policies and Procedures of the Association may become a coach upon the signing of a Coach's Agreement and the approval of the Board of Directors and continue coaching, subject to removal for cause by the Association. Coaching is a privilege not a right and the Association reserves the right to deny anyone including a returning coach this right subject to the Policies and Procedures of this Association.

Members shall include those persons holding office in the association, even though they have no children playing.

Any member of the Association (or coach, team or official) may be expelled and his or her membership canceled, forfeited or suspended unilaterally by the Association's Board of

Directors or through its consideration of a recommendation of the Appeals and Disciplinary Committee or he or she may be censured by the Appeals and Disciplinary Committee and/or by the Association's Board of Directors for a violation of the Association's Bylaws, Rules and Regulations or for conduct prejudicial to the interests of the Association.

The Association will honor all orders of suspension of players; coaches or referees issued by this Association or any other North Texas State Soccer Association Member or United States Soccer Federation Member Organization.

An annual membership is established as being from August 1 through July 31 of the following calendar year.

Voting Members include the Executive Board, the Board of Directors, Coaches, Players who have reached 18 years of age, and parents of players who are under 18 years of age. Each family shall have one vote no matter the number of children enrolled in MSA. A member or family may have voting privileges under more than one category but under no condition may a member vote twice. (example: 3 children playing for MSA = 1 parent vote. If a parent of these children is also a coach – the coach shall have one vote and the other parent shall have one vote). Persons must be present at the vote in order to cast a vote.

### **ARTICLE III – GOVERNMENT OF ASSOCIATION**

#### Government of Association

This Association shall be governed by its members, which shall consist of the Board of Directors and the recognized delegates from each registered team in good standing, each of whom shall be entitled to one vote. No delegate shall be entitled to more than one vote. Only the designated delegates may introduce anyone to speak provided they have the permission of the chair. The designated delegate shall be the coach of the team unless otherwise specified in writing. There shall be no vote by proxy.

#### Affiliation with the North Texas State Soccer Association

This Association shall be directly affiliated with and comply with the authority of, the North Texas State Soccer Association and shall represent all its members and respective interests in and before the North Texas State Soccer Association.

#### Superseding Authority of the North Texas State Soccer Association Rules

The Association recognizes the superseding authority of the rules of the North Texas State Soccer Association.

#### Territory of the Association

The territory under jurisdiction of this Association is defined as being the part of Texas that is within the boundaries of the Mansfield Independent School District. A map reflecting the territory under the jurisdiction of the Association shall be on file with the North Texas State Soccer Association.

#### Jurisdiction

This Association shall have jurisdiction over all members, administrators, referees, coaches, assistant coaches, managers, registered players, teams, parents, and other persons affiliated with such teams. Each member will adhere to these Bylaws and Rules and Regulations and will comply with the authority of the Association. If the Association is presented with substantiated evidence that a Member is not adhering to these Bylaws and Rules and Regulation, the Association will ask the Appeals and Disciplinary Committee to investigate the allegations and take necessary action.

#### Fiscal Year

The fiscal year of the Association shall be from September 1 to August 31 of the following year.

#### Books and Records

The Association shall keep correct and complete books and records of account and shall keep minutes of all meetings at its principal office.

#### Resignation

Any director, committee member, officer or agent may resign by giving written notice to the President. The resignation shall take effect at the time specified therein, or immediately if no such time is specified. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

#### Amendments to Bylaws

These Bylaws may be altered, amended or repealed, or new Bylaws may be adopted, at any meeting of the Association by a two-thirds (2/3) vote of the total present membership, provided, however, that all members have been given ten (10) days notice, including a written copy of the proposed changes or proposed changes posted on the Association's web site. Amendments to the Bylaws may be made from the floor at the Annual General Meeting without advance notice and approved or adopted by a two-thirds (2/3) vote of the total membership present.

#### Amendments to Policies and Procedures, Rules and Regulations, Code of Ethics

The Policies and Procedures, Rules and Regulations, and Code of Ethics may be altered, amended, or repealed, or new policies, procedures, rules, regulations or codes adopted at any Board of Director meeting by a simple majority of the quorum.

### **ARTICLE IV – MEETINGS OF THE ASSOCIATION**

#### Place of Meeting

All meetings of the Association shall be held at such place as shall be designated by the President. All meetings of the Association will be open to the members and the general public. Executive sessions may be called by a two-thirds (2/3) approval of the Board of Directors or a Committee to discuss personnel or legal matters.

#### Annual General Meeting

An Annual General Meeting of the Association shall be held each year during the month of June, on a day to be selected by the President, at which the members shall elect officers in accordance with Article VII hereof, and transact such other business as may be properly be

brought before the meeting. A quorum is not required for this meeting as long as notices of such meetings were properly given. The order of business for such meeting shall be:

Roll Call  
Approval of Minutes of Last Meeting  
Reports of Officers  
Reports of Directors  
Old Business  
New Business  
Elections  
Good of the Game  
Adjournment

#### Board of Directors Meetings

The meetings of the Board of Directors shall be held on the third Monday of each month unless rescheduled by the Executive Committee. A quorum for the transaction of regular business at this meeting shall be established by 50% plus 1 of the Board of Directors being present. If the meeting is changed, then notice must be given. A super-quorum shall be required for creating or abolishing a Board of Director position and for amending the bylaws. A super-quorum is defined as 2/3 of the Board of Directors being present.

Once a quorum is established, all actions taking place at the meeting shall be legal regardless of the number present at the time of a vote, providing the meeting had not been previously legally adjourned.

#### Special Meeting

Special meetings of the Association for any purpose or purposes, unless otherwise prescribed by statute or by the Articles of Incorporation or by these Bylaws, may be called by the President or by a petition of 20% of the designated delegates from registered teams in good standing. Business transacted at all special meetings shall be confined to the purpose stated in the notice of the meeting. A quorum is not required for this meeting so long as notices of such meeting were properly given.

#### Emergency Actions

Any three (3) voting members of the Executive Board (which may include the President) may take emergency action on matters demanding immediate attention when it is impractical or impossible to call a meeting and shall report their actions to all Board of Director members in writing within three (3) days. This report may be given by electronic mail.

#### Notice of Meetings

Written, printed or electronic notice stating the place, day and hour, of a meeting, and the purpose or purposes for which the meeting was called, shall be delivered not less than ten (10) nor more than fifty (50) days before the meetings, either personally, or by mail, by or at the direction of the President, to each delegate or Board Member of record entitled to vote at the meeting unless otherwise provided in these Bylaws. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the delegate or Board Member at their address as it appears on the records of the Association, with postage thereon

prepaid. Notice of Board of Director meetings may be given by posting the date, time, and location on the Association's website within the time frame listed above. Notice may also be given by electronic mail when addressed to the address on file with the Association.

Proxy

There shall be no vote by proxy for any meeting.

## **ARTICLE V – NOTICE**

Manner of Giving Notice

Whenever, under the provisions of applicable statutes, the Articles of Incorporation or these Bylaws, notice is required to be given to any delegate or Board Member of the Association and no provisions are made as to how such notice shall be given, it shall be construed to mean personal notice, shall be given in writing, by mail or electronic mail, postage paid, addressed to such delegate or Board Member at the address or electronic address appearing on the records of the Association. Any notice required or permitted to be given by mail shall be deemed given at the time when the same is thus deposited in the United States mail as aforesaid.

Waiver of Notice

Whenever any notice is required to be given to any delegates or Board Members of the Association under the provisions of applicable statutes, the Articles of Incorporation or these Bylaws, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated in such notice, shall be deemed equivalent to the giving of such notice. Attendance at a meeting shall constitute a waiver of notice of such meeting, except where a person attends for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened.

## **ARTICLE VI – BOARD OF DIRECTORS**

Board of Directors

The business and affairs of the Association shall be managed by its Board of Directors, which shall consist of the Executive Board, Directors, and Commissioners, each of whom will be entitled to one vote, subject to the rules of voting by the president as provided in his duties and powers. The Board of Directors shall transact all business of the Association and shall have the power to enforce the Laws of the Games, Rules of the North Texas Association, the United States Soccer Federation and its respective members, and the Bylaws and Rules and Regulations of this Association. The Board of Directors shall also hear appeals of decisions of the Appeals and Disciplinary Committee.

Election of Executive Board

The Executive Board shall consist of five (5) officers elected by the Membership and the Board of Directors for a term of 2 years. Any board member that desires to seek election of another

office must first resign the office he or she is holding prior to the election. Elections shall be held at the Annual General Meeting according to the following schedule:

President	<i>(Elected even years)</i>
1 <sup>st</sup> Vice President	<i>(Elected even years)</i>
2 <sup>nd</sup> Vice President	<i>(Elected odd years)</i>
Treasurer	<i>(Elected odd years)</i>
Secretary	<i>(Elected even years)</i>

Nominations for the Executive Board shall be submitted to the President in writing (personal delivery, regular mail, or electronic mail) no less than ten (10) days prior to the Annual General Meeting or may be made at the Annual General Meeting from the floor.

Elections of uncontested offices may be held by hand count or by acclamation. Elections of contested offices shall be in writing by ballot either pre-printed or handwritten.

#### Directors:

Director's positions shall be created and abolished by the Board of Directors based on simple majority of a super-quorum (2/3 of the Board of Directors). The President shall appoint Directors at the May Board of Directors Meeting for a two year term according to the following schedule:

Director of Referees	Appointed even years
Director of Field and Games	Appointed even years
Director of Coaches	Appointed odd years
Director of Academy Operations	Appointed odd years

Appointments shall be confirmed by a simple majority of the existing Board of Directors at the May meeting.

#### Commissioners:

Commissioner positions shall be created and abolished by the Board of Directors based on simple majority of a super-quorum (2/3 of the Board of Directors). The President shall appoint Commissioners at the May Board of Directors Meeting for a two year term regardless of the position.

The President shall have the authority to combine or divide Commissioner positions during the soccer year based on the membership numbers and needs. The combination or division shall be ratified by a simple majority of a super-quorum (2/3 of the Board of Directors).

The appointment of commissioners shall be confirmed by a simple majority of the existing Board of Directors at the May meeting. No age group commissioner may also be a coach in that age group for the Association without an exception approved by the Board of Directors.

#### Coaches

The head coach of each team shall have voting rights at all Board of Directors meetings, provided they are in good standing.

#### Removal

Any member of the Board of Directors shall be required to resign following a vote of no confidence in his or her ability to remain in office. 20% of Association Members may petition for

such vote. The petition must be submitted in writing to the Board of Directors, which in turn, will review the petition within fifteen (15) days of receipt of such petition. The vote of no confidence must be passed by a two-thirds (2/3) majority of all the Board of Directors. If an officer receives this vote of no confidence, they are automatically suspended from the board.

#### Attendance at Meetings

A Board of Director member not attending three (3) consecutive meetings will have their office declared vacant unless the Executive Board excuses such absences. Any office which becomes vacant shall be filled in accordance with the provisions of vacancies below.

#### Vacancies in a Director or Commissioners Office

The President shall appoint a Member to serve in an acting capacity for any Director or Commissioners' office vacancy until the next Board of Directors Meeting is held and the appointment is confirmed by a simple majority of the Board of Directors.

#### Vacancies in the Executive Board

In the case of a vacancy in the office of the President or 1<sup>st</sup> Vice President, the position shall be filled by the 1<sup>st</sup> Vice President or 2<sup>nd</sup> Vice President as applicable. In the case of a vacancy in the Secretary or Treasurer position, the President shall appoint a Member to serve in an acting capacity until the next Board of Directors meeting when an election shall take place. Notice of the vacancy and the election shall be given to each Member by mail, electronic mail, or through posting on the home page of the Association webpage at least ten (10) days before the meeting. Nominations may be given at this meeting from the floor.

#### Compensation

The Board of Directors shall serve without salary for their services. Any Board of Director member may be reimbursed for expenses approved by the budget and/or the Board of Directors.

#### Reports

With the exception of the President, all Board of Directors of this Association shall report the functions of their office, orally or in writing, at each regular meeting of the Association.

#### Parliamentarian

The First Vice President shall act as Parliamentarian, using "Roberts Rules of Order, Newly Revised" as a guide.

#### Minutes

The Board of Directors shall keep regular minutes of its proceedings. The minutes shall be placed in the minute book of the Association. Minutes shall be approved at the next Board Meeting.

#### Grievance Involving Board of Directors Members

A member of the Board of Directors can be a member or official of a team, or club. In the event of any grievance involving such organization, he or she may not act in its behalf nor be entitled to vote on the grievance.



## **ARTICLE VII – OFFICERS, EMPLOYEES AND AGENTS: Powers and Duties**

### President

The President of the Association shall preside at all Association meetings. He/She shall cast the deciding vote in the event of a tie at any meeting, or may waive the right to do so. He/She may appoint delegates to any meetings of the members. He/She shall submit an annual report orally or in writing at the Annual General Meeting and said report shall become part of the minutes of such meeting. He/She shall be responsible for ensuring that all the members with check signing authority are bonded. He/She shall have the power to enter contracts on behalf of the Association. He/She is empowered to take prudent and reasonable action in cases not covered in these Bylaws, and such authority is implicit in the office.

### 1st Vice President

The 1st Vice President shall succeed to the office of President in the event that office becomes vacant. He/She shall serve in that office until the next regularly scheduled Board of Directors meeting, at which time the Board of Directors will appoint a President to serve until an election can be held at the next Annual General Meeting. The 1<sup>st</sup> Vice President shall succeed to the powers of President in his/her absence. He/She shall be responsible for seeing that the administrative policies and operations of the Association are carried out. He/She shall chair the Appeals and Discipline Committee and shall report the activities of this Committee, orally or in writing, at each regular meeting of this Association. The 1<sup>st</sup> Vice President shall be Co-Chairman of the Rules and Regulations and Bylaw Committee.

### 2<sup>nd</sup> Vice President

The 2<sup>nd</sup> Vice President shall succeed to the powers of 1<sup>st</sup> Vice President and President in their absence. He/She shall be responsible for seeing that the administrative policies and operations of the Association are carried out. The 2<sup>nd</sup> Vice President shall be in charge of team photographs, trophies and patches. The 2nd Vice President shall be Co-Chairman of the Rules and Regulations and Bylaw Committee.

### Secretary

The Secretary shall keep minutes of all meetings. All minutes shall be approved at the next meeting of the same type. The Secretary will keep all approved minutes in a book and have this book available for review by all Board of Directors and Association members, He/She shall see that all notices are duly given in the accordance with the provisions of these Bylaws, be custodian of the minutes, keep a register of the address of each director which shall be furnished to the Secretary by such director, handle all correspondence assigned by the President. Additionally, the Secretary shall issue written minutes of all meetings, which shall be made available prior to the commencement of the next meeting.

### Treasurer

The Treasurer shall serve as the financial officer of the Association and shall be responsible for coordinating budget appropriations, complete financial reconciliation and report in writing, prior to each scheduled Board of Directors meeting, a balance sheet and income statement. The reporting will be itemized by category and listed in the following manner: Activity during the month, Accumulative to date; Approved budget; Difference (plus or minus). He/She shall chair the Budget and Finance Committee and shall review and initial all contracts by this Association

that require financial oversight. He/She shall require all checks for an amount over \$2000.00 to have two (2) authorized signatures and shall be bonded. The person or persons receiving the check may not be either of the authorized signatures on the check. All financial records are available for review by any Member.

#### Director of Referees

The President shall appoint the Director of Referees for such term as prescribed by the Board of Directors. The Director of Referees shall be a registered USSF Referee and shall be the Chairman of the Referee Committee and shall report the activities of this Committee, orally or in writing, at each regular meeting of this Association. The Director of Referees shall oversee the approval of league game schedules.

#### Director of Fields and Games

The President shall appoint the Chairman of Fields and Games for such term as prescribed by the Board of Directors. The Director of Field and Games shall be Chairman of the Fields and Games Committee and shall report the activities of this Committee, orally or in writing, at each regular meeting of this Association. The Director of Fields and Games will be responsible for field maintenance.

#### Director of Coaches

The President shall appoint the Director of Coaches for such term as prescribed by the Board of Directors. The Director of Coaches shall be the Chairman of the Coaches Committee and shall report the activities of this Committee, orally or in writing, at each regular meeting of this Association. The Director of Coaches shall be responsible for holding coaches meeting prior to the start of each soccer season, for coordinating and recording coaches' certification through NTSSA.

#### Age Group Commissioners

All Age Group Commissioners shall be responsible for team formation within the jurisdiction of the Association for their age group. They shall be members of the Rules and Regulations and Bylaw Committee and be advisor to the Coaches Committee. They shall be responsible for arbitration of issues/infractions involving coaches, assistant coaches, managers, registered players, team representatives and/or teams within their jurisdiction. Problems of a more serious nature shall be reported to the Appeals and Disciplinary Committee.

#### Special Commissioners

Special Commissioners may be appointed by the President with their duties and time of office to be defined by the President at the time of appointment. Approval of the appointment shall be by the Board of Directors in the manner previously defined.

#### Registrar

The President shall appoint the Registrar for such term as prescribed by the Board of Directors. The Registrar shall maintain a record of all players, handle registration with NTSSA and shall keep a record of voting members. The Registrar shall be responsible for field marshal assignments. In general, the Registrar shall perform all the duties incident to the office of Registrar and the Board of Directors may assign such other duties as appropriate from time to

time. The Registrar is not a voting member of the Association. The same person may hold the office of Registrar and Office Manager at the same time.

#### Office Manager

The Office Manager shall be appointed by the President and approved by the Board of Directors by a majority vote of a regular quorum. The Office Manager shall be a paid employee of the Association and shall not be considered a voting member. The Office Manager shall perform all duties necessary to maintain the office of the Association and other such duties as assigned by the Executive Board. The same person may hold the office of Office Manager and Registrar at the same time.

#### Referee Assignor

The President shall appoint the Referee Assignor for such term as prescribed by the Board of Directors. The Referee Assignor shall maintain a record of all referees; handle all league game and Association sponsored tournaments referees' assignments. The Referee Assignor shall be a registered USSF referee in good standing.

### **ARTICLE VIII –COMMITTEES**

From time to time, it may be necessary to form committees to investigate and report to the Board of Directors or to a specific Board Member. Committees, if necessary, shall be appointed by the appropriate chairman who shall record in the minutes of the meeting if the appointment is for a limited time period or until further notice.

#### Appeals and Disciplinary Committee

Upon notice and investigation of a violation of an Association or NTSSA by-law, rule, regulation, code of ethic, polity or procedure, the 1<sup>st</sup> Vice President (Chairman) shall appoint a minimum of three Members to hear an Appeals and Discipline proceeding. Appointments shall be made after sending notification to the Membership for the need for volunteers for this appointment. Effort will be made to not appoint anyone who may be in a position to not be fair or impartial, who may have a conflict of interest either with the person or the issue, or who may have a personal interest in the outcome of the proceeding. A new panel shall be appointed for each complaint to be heard. Nothing prevents a Member from serving on more than one Appeals and Discipline hearing panel within any given year or time frame. The Chairman shall notify those parties involved in an Appeals and Disciplinary hearing within three (3) days, in writing, of the rulings of this Committee. This notice may be by electronic mail. The Director of Referees or his/her delegate shall serve as an advisor to the Appeals and Disciplinary Committee.

#### Budget and Finance Committee

The Treasurer as Chairman may appoint two (2) members to serve on this committee. It shall work with the President of the Association to submit a proposed budget for the Association for the upcoming fiscal year to the Board of Directors one (1) month prior to the Annual General Meeting. It shall report the status of the budget to the Members at the General Membership Meetings. An annual examination shall be conducted by an agency appointed by the Board of Directors. The agency shall be instructed to make any recommendations to improve the Association record keeping processes. The Budget and Finance Committee shall not include a salaried employee of the Association.

### Rules and Regulation and Bylaw Committee

It shall be composed of the 1<sup>st</sup> Vice President and 2<sup>nd</sup> Vice President as Co-Chairman, with the Director of Referees, the Director of Coaches, the Director of Field and Games, and four (4) Commissioners as members. It shall be responsible for reviewing the Association's Rules and Regulations and Bylaws and proposing changes as necessary. All proposed changes shall be presented to the membership for approval.

The Committee shall maintain a list of rules and regulations enacted by the North Texas State Soccer Association and shall provide all coaches and team administrators with a copy of the Association's Rules and Regulations and Bylaws. This may be done by posting on the Association's website.

## **ARTICLE IX - PROCEDURE FOR APPEALS**

In no event shall any person or persons or organization under the jurisdiction of this Association resort to the Courts until all appeal procedures as defined in the by-laws or policies and procedures have been exhausted. For violations of this rule, the offending party shall be subject to the sanctions of suspension and fines set forth by the United States Soccer Federation, and shall be liable for all expenses incurred by the Association and its officers and members in defending each court action, including but not limited to court costs, attorney fees, reasonable compensation for time spent by the Association officers and members in responding to and defending against allegations in the actions, including responses to discovery and court appearances, travel expenses, and the expenses for holding special meetings necessitated by the Court action.

Procedure for Filing Appeals: Procedure for filing appeals shall be as follows:

1. All appeals to the Appeals and Disciplinary Committee must be submitted in writing and received within five (5) days of the appealed decision. A \$50.00 fee (cash or cashier's check) shall accompany all appeals. If the Committee upholds the appeal, the fee will be returned. If it is denied, the fee will be forfeited to the treasury of this Association.
2. This Committee, at its discretion, may, when requested in writing to do so, waive the time limit for filing appeals but in no case shall an extension of more than ten (10) days be granted.
3. All appeals to this Committee must be made in writing to the Chairman of the Committee. In cases of controversy as to timely receipt of appeals, the postmark date (postage meter not acceptable) will govern.
4. Upon receipt of appeal, properly submitted, the Chairman of the Committee shall set a time and place for the hearing and will serve notice to all appropriate parties. Such hearing settings are solely the responsibility of the Committee, but all such hearings should be scheduled within ten (10) days of receipt of the appeal and the appealing party is bound to present all information and evidence relative to the appeal at the hearing.

5. Decisions of the Appeals and Disciplinary Committee may be appealed to the Board of Directors of this Association. Procedures for filing appeals with the Board of Directors shall be exactly (including time limit and filing fee) as for filing with the Appeals and Disciplinary Committee except that all material shall be submitted to the President, who shall serve notice to all concerned parties of the receipt and the time and place for the hearings.

6. Any decision of a Board Member or Standing Committee may be appealed to the Appeals and Disciplinary Committee.

7. Decisions of the Board of Directors may be appealed to the North Texas State Soccer Association. Appeals must be submitted, in writing, to the North Texas State Soccer Association within five (5) days of the Board of Directors decision and accompanied by the fees set forth in the Bylaws of the North Texas State Soccer Association.

8. All decisions at all levels of the appeal process shall stand and be in full force and effect until changed by a higher authority.

## **ARTICLE X - RULES AND REGULATIONS**

Except as otherwise specified under the Rules and Regulations of this Association herein, Rules of Play of the United States Soccer Federation and its National Associations of which North Texas State Soccer Association and this Association is a member, will apply in all competitions.

## **ARTICLE XI – PLAYER REGISTRATION**

### Registration with MSA

All players shall register with MSA on or before the registration deadline. The Board of Directors shall publish the registration dates no less than two (2) weeks prior to the beginning of registration.

### Age Division

Players will be allowed to “play up” in a higher age division in accordance with NTSSA Bylaws. Under certain circumstances, a player may be allowed to “play down” with approval of the Board of Directors and NTSSA. (A parent request, doctor note and letter from MSA approving the request must be sent to NTSSA for approval)

### Missed Season

See Policies and Procedures

### Siblings

See Policies and Procedures

### Team Practices

A team may not practice until rostered. MSA strongly recommends that no team shall have more than three events or activities per week. This rule will be suspended during preparation for tournament play.