

SECTION I
BASTROP YOUTH FOOTBALL ORGANIZATION
CONSTITUTION

Article 1—Name

The name of this organization shall be the BASTROP YOUTH FOOTBALL ORGANIZATION, a Texas non-profit corporation, hereinafter referred to as “BYFO”.

Article 2—Purpose

The purpose of BYFO is to provide the opportunity for all who wish to participate in youth football activities within BYFO’s territory. BYFO shall teach good sportsmanship, educate youth participants and adult sponsors in the fundamentals of the game of football, promote the game of football through sponsorship of regularly scheduled football competition, and conduct such other educational activities as shall be deemed appropriate to the promotion of youth football.

Article 3—Affiliation

BYFO and its members shall affiliate and comply with the authority of the Central Texas Youth Football League, hereinafter referred to as “CTYFL”.

Article 4—Seasonal & Fiscal Year

The “seasonal year” of BYFO shall be the same as CTYFL (which currently is September 1 through August 31). The “fiscal year” of BYFO shall be January 1 through December 31.

Article 5—Territory

BYFO shall have primary jurisdiction over all members that attend school within the Bastrop Independent School District.

Article 6—Membership

A. General Membership. Membership in BYFO shall consist of duly registered players, the players’ parents and/or guardians, coaches, board members, and supporters within BYFO’s defined territory. Each member will adhere to the BYFO and CTYFL Constitution, Bylaws and Rules pertaining to all matters within BYFO’s jurisdiction.

B. Voting Membership. The voting membership shall consist of one vote for each registered player in the football season immediately preceding the election. The parent or guardian of such player (s) shall be considered the voting member. Current Board, at time of election, may extend voting privileges to any person they deem necessary, e.g. coach, referee, etc.

Article 7—Governing Board

Its Board of Directors, composed of the officers of the Association as designated in this Constitution, shall govern BYFO. The duties and responsibilities of the Board shall be to:

1. interpret and enforce the BYFO Constitution, Bylaws, Rules, and decisions of the Governing Board;
2. establish all BYFO fees and charges;
3. establish and administer all BYFO Rules;
4. resolve all disputes, protests, and appeals there from, except as provided otherwise in these Bylaws or in the BYFO Constitution or Rules or when BYFO's authority to do so is superceded by CTYFL;
5. establish and coordinate or approve all BYFO play and tournaments;
6. adopt a budget and approve all expenditures not budgeted;
7. attempt to be available at the field during BYFO activities and games to help in whatever capacity may be needed; and
8. carry out all other duties and responsibilities as specified in this Constitution, the Bylaws, and any Rules of BYFO.

Article 8—Officers

A. Positions. The members of the Governing Board shall consist of the following officers of BYFO:

President*
Vice President*
Secretary*
Treasurer*
Head of Coaches
Field Commissioner
Co-Field Commissioner
Fund-Raising/Sponsorship
Cheer Commissioner
Co-Cheer Commissioner
Sergeant of Arms
Equipment Commissioner
Concession Commissioner
Public Relations
Website Coordinator
Flag Football Commissioner
Co-Flag Football Commissioner
Grievance Officer
Scholarship Coordinator

*indicates elected at-large officials, other positions appointed by the Board of Directors.

B. Elections. The voting membership, i.e. nominating committee, shall nominate the candidates for the election. The election will be held at an annual meeting established by the Board of Directors.

C. Qualifications & Term. The officers when elected must be affiliated with a member organization and shall be elected for a two year term beginning with the first regular or special meeting held after the election results are certified by the Governing Board and ending with same. They may succeed themselves in office. No previous officer may run for election without the Governing Board's approval, after having resigned, vacated, or having been removed, for a period of four (4) years. A person(s), officer or affiliated member may occupy only one office during any given time.

D. Attendance. Any BYFO officer who is absent two (2) consecutive Governing Board meetings without reasonable excuse may have his/her position declared vacant by the Governing Board with a simple majority vote. Declaring an officer's position vacant shall not be considered as "removal" under this Constitution or the BYFO Bylaws.

E. Vacancy. In the event any office becomes vacant and for the positions that are vacant at the adoption of this Constitution, an officer position shall be filled or a successor shall be elected by simple majority vote of the Governing Board at any duly constituted meeting.

F. Removal. Except for vacancy for non-attendance, a two thirds (2/3) majority vote of a quorum in attendance at any duly constituted meeting shall be required to remove any officer.

G. Resignation. Any officer wishing to resign must submit a written resignation to the Governing Board.

Article 9—Meetings

A. Regular Meetings. The regular meetings of BYFO shall be held monthly.

B. Special Meetings. Special meetings may be called by written request to the BYFO Secretary by the President or on thirds (1/3) (rounded upward) of the Governing Board. These meetings will require a written email or oral notice.

C. Time and Place of Meetings. The BYFO President or his/her designate may specify the time and place within the boundaries of BYFO, as the place for any regular or special meeting. The President should attempt to select a time and a central location, which takes into consideration the distance and convenience of the members who can attend.

D. Notice. Notice shall have been accomplished when the BYFO Secretary or his/her designate orally notifies, sends a notice by email, or places with the U. S. Postal Service a properly addressed, with sufficient postage written notice to each Governing Board member.

E. Order of Business. The order of business shall be as follows:

1. Meeting called to order.
2. Guest Speakers
3. Reading of minutes of last meeting

4. Reading of Treasurer's Report
5. Report of Officers
6. Unfinished Business
7. New Business
8. Executive Session
9. Adjournment

The President may modify the order of presentation of any meeting's business to accommodate guests, Governing Board members, or to bring about the efficient handling of matters to be presented. All meetings of BYFO shall be conducted in accordance with Roberts Rules of Order, latest edition.

F. Appearance. Any individual wishing to speak at a BYFO regular scheduled meeting may sign in with the secretary before the meeting. Appearance will be in order of the sign-in. Each speaker will have three (3) minutes to speak. Speakers will have a total of thirty (30) minutes to speak at the beginning of the meeting. Any speakers that do not get to speak will have to return and sign-in at the next regular scheduled meeting or ask the Secretary to be placed on the Agenda. Any individual requesting to be placed on the Agenda, must contact the BYFO Secretary on (1) week prior to the regular scheduled meeting they wish to attend.

G. General Meeting. There will be a "general" meeting before each season for all voting members.

H. Quorum. A majority of the total membership, which comprises a board, committee, or other group, as of the date of any meeting (Governing Board, committee, or otherwise) shall constitute a quorum at all meetings.

Article 10—Amendments

Any proposals or motions to amend this Constitution must be made in writing to the Secretary for distribution to BYFO Governing Board members. In addition, thirty (30) days written notice to each Governing Board member of a meeting to amend this Constitution shall be required. Such notice shall contain the amendments proposed, as well as the date, time, and place of the meeting. Amendments to this Constitution may be approved at any duly constituted meeting by a two thirds (2/3) majority vote of a quorum of the Governing Board.

Article 11—Dissolution

In the event that BYFO ceases to function or dissolves and after paying or making the provision for payment of all just liabilities, the Governing Board shall transfer all of the net assets to any successor organization which has similar purposes as specified in this Constitution; provided, however, such successor organization qualifies under Section 501 (c) (3) of the Internal Revenue Code (or any corresponding provision). Should no successor organization exist, then the net assets shall be distributed to CTYFL, provided CTYFL qualifies under Section 501 (c) (3). IF CTYFL does not exist or does not qualify, then the Governing Board may distribute the net assets to any youth organization it designates so long as the organization qualifies under Section 501 (c) (3).

Article 12—Compensation

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the BYFO Articles of Incorporation. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate or public office. Notwithstanding any other provisions of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future tax code.

Article 13—No Action Contrary to Non-profit Purpose

The Board of Directors, Officers, will take no action and anyone else involved with the organization, which will violate the prohibited transactions cited by Section 501 of the Internal Revenue Code of 1954.

Notwithstanding any other provision of these articles, this corporation is organized and operated exclusively for charitable and educational purposes. BYFO does not and will not discriminate because of sex, race, creed, or color or age.

SECTION II
BASTROP YOUTH FOOTBALL ORGANIZATION
BYLAWS

Revised 4/3/08

Article 1—Offices

A. Principal Office. The principal office of BYFO shall be in the State of Texas and within the boundaries of BYFO. It shall be located at the residence of the BYFO President. The BYFO President may designate other offices as may be required from time to time.

B. Registered Office. BYFO 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, and the address of the registered office may be changed from time to time. The registered agent shall be the BYFO President unless the President appoints a designate to be registered agent in his/her place.

Article 2—Discipline of a Member

A. Complaint Against a Member. Any member may file a written complaint against another member with the BYFO Secretary requesting an investigation, review, and/or disciplinary action or other action by the Governing Board for any violation of the BYFO Constitution, Bylaws, or Rules.

B. Physical Contact or Abuse of Referee. Nothing in these Bylaws, the BYFO Constitution or Rules shall be construed to restrict or prohibit the BYFO Governing Board's right upon the written request by any Governing Board member to the BYFO Secretary, utilizing the hearing procedures listed in these Bylaws, to investigate and hold a hearing for disciplinary action for any situation which involves violent physical contact between players, coaches, referees, and/or spectators or any abuse or threatened abuse of any referee.

C. Complaint and Appeal Hearing Procedures. A complaint shall be in writing and provided to the BYFO Secretary & Grievance Officer within six (6) calendar days of the incident, giving rise to the complaint. The complaint shall contain a statement of facts, the complainant's position, and the action requested of the BYFO Governing Board. Other statements supporting the complainant's position may be provided with the complaint. If there is a complaint, the BYFO Secretary shall provide a synopsis of the complaint with the notice of the hearing to the person (s) complained of, hereinafter referred to as the "respondent". The President of BYFO shall call a special meeting, if necessary, or allow the complaint to be heard at a regular meeting of the BYFO Governing Board; however, the complainant (s) and respondent (s) are to be provided five (5) days written notice of any hearing by the BYFO Secretary. In the notice of any hearing, the BYFO President or Secretary shall designate a reasonable time period for presentation by the complainant, respondent, and their respective witnesses. The notice provided for herein may be waived by the respondent in writing.

D. Discipline of Members. The Governing Board by affirmative vote of two thirds (2/3) of a quorum of the Governing Board at any duly constituted hearing, may censure, place on probation, suspend, expel, or provide any appropriate punishment to a member or member organization for any violation of the BYFO, or CTYFL Constitution, Bylaws, or Rules and/or Regulations.

E. Discipline and Protest Committee

- i. The Vice-President shall serve as chairperson and will appoint two (2) people to serve on the D & P Committee prior to each season.
- ii. No member may vote on a matter concerning his/her child or his/her team. The chairperson shall appoint a substitute if this occurs.
- iii. What can be protested:
 - a. The judgment of a referee cannot be protested and shall be considered final; however, player eligibility and misinterpretation or misapplication of the rules of play may be protested.
 - b. A protest based on the alleged ineligibility of a player may be made at any time.
- iv. All decisions of the D & P Committee are considered final. Appeals may be made in writing to the BYFO Governing Board within fourteen (14) days and must be accompanied by a \$75.00 fee, which is refundable if the protest is upheld.

Article 3—Voting

A. Voting. Each Governing Board member, excluding the President, shall have one vote on each matter put to a Governing Board vote. A simple majority vote of a quorum of the Governing Board shall be required for the election of any person or to decide any matter, which requires a vote, unless otherwise specified in the BYFO Constitution, Bylaws or any Rules.

B. Proxy. To be valid, a proxy must be in writing, signed and dated by the Governing Board member not in attendance. It must be presented to the BYFO Secretary prior to the vote in which it will be utilized. The proxy must designate which vote it is to be used for, designate the individual appointed to vote for the absent member, and designate the powers of the proxy holder. It shall be viable only for the meeting immediately after the date of the proxy and will be viable only for old business. A proxy may not be cast by a Governing Board Member not present at the last regular meeting or by a Governing Board Member who is not in good standing. Voting members voting for officers shall not be allowed to provide their proxy to anyone.

Article 4—Officers

A. General Provisions. All officers of BYFO shall carry out the decisions of the Governing Board and shall uphold and enforce the provisions of the BYFO and CTYFL Constitution, Bylaws, and any Rules. The Governing Board of BYFO shall appoint one Board member to serve as the CTYFL representative and one Board member to serve as the alternate. These people shall submit minutes and other information to the Governing Board.

B. President. The President shall be the Chief Executive Officer of BYFO and have the following duties and responsibilities:

1. Shall preside at BYFO regular and special Governing Board and Executive Committee Meetings
2. May appoint committees
3. Shall cast the deciding vote in the event of a tie at any meetings at which he/she presides or waive the right to do so
4. Shall submit a written, annual report, which shall become a part of the minutes, to all Governing Board Members at the January or February meeting
5. Prior to the last meeting of each fiscal year, shall appoint an auditing committee to inspect the Treasurer's books to certify their accuracy
6. With the Treasurer shall prepare and oversee all BYFO budgets and financial reports
7. Shall have the responsibility for new area development
8. Shall have the right to designate individual(s) to carry out any of his/her duties and responsibilities
9. Receive and review applications for coaching positions
10. Countersign all checks with the Treasurer or any other officer authorized by the Board or by these By-Laws
11. Shall manage the day to day operations of BYFO
12. Shall serve as a member on the CTYFL Board, and attend all monthly meetings and update BYFO, as necessary

C. Vice President. The Vice President shall succeed to the powers of the President in his/her absence and, in addition, have the following duties and responsibilities:

1. Shall assume responsibility for all insurance matters, including, but not limited to informing the Governing Board members about insurance coverage, handling claims (including follow-up), and dealing with any insurance problems that might arise
2. Shall function as chairperson of the Discipline and Protest Committee, unless a matter involves his/her team or child, then he/she shall appoint two members (in addition to him/herself) to a Discipline and Protest Committee to rule on any intra-association discipline and protest matter
3. Shall be in charge of award bids, purchase after Board approval, and oversee distribution
4. Shall be in charge of photograph bids, purchase after Board approval, and oversee distribution
5. Shall serve as an alternate for the President as member on the CTYFL Board, and attend all monthly meetings and update BYFO, as necessary
6. May appoint any other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board.

D. Secretary. The Secretary shall have the following duties and responsibilities:

1. Shall record the minutes of all meetings, attend to all correspondence, and keep the records of BYFO
2. Shall maintain a complete mailing list of all Governing Board Members and notify the Secretary of CTFYL of any changes to the list

3. Shall provide minutes of BYFO meetings to all members of the Governing Board prior to the next scheduled BYFO meetings
4. Shall provide notice of all meetings as required in the BYFO Constitution, By-Laws, and any Rules of all meeting
5. Shall maintain the BYFO Constitution, By-Laws, and Rules and Regulations
6. Shall supply members with proper registration information and materials
7. Shall insure that all CTYFL Registration Forms are timely filed with the proper authorities
8. Shall be responsible for all printing and copying of necessary forms for BYFO
9. With the assistance of the President, examine the applications for parental consent, medical statement, and proof of age, before the player may be certified to participate.
10. Shall serve as Registrar until person is appointed.
11. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board

E. Treasurer. The Treasurer shall have the following duties and responsibilities:

1. Shall collect all dues and fees owed to BYFO; control all monies of BYFO's income and expenditures
2. Shall prepare and submit a yearly financial report of income, expenditures, current assets, and liabilities to the Governing Board at the February meeting
3. Shall pay all BYFO bills properly passed upon and approved by the President
4. Shall assist the President in the preparation of the yearly BYFO budget
5. Shall submit a monthly financial report at the regular Governing Board Meeting
6. Shall submit a monthly report based on the budget and expenditures, with current balances
7. Shall be responsible for any actions needed in collecting any funds returned NSF (including sending written certified notice to individual followed by presenting to District Attorney's office if no response)
8. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board

EXECUTIVE BOARD WILL BE RESPONSIBLE FOR DISCUSSING & REVIEWING BACKGROUND CHECKS ON COACHES.

F. Head of Coaches. The Head of Coaches shall have the following duties and responsibilities:

1. Shall promote activities for the development of BYFO players, coaches & referees
2. Oversee the draft with the assistance of the President and retain the drafting documents to submit to CTYFL
3. Shall receive and review applications for coaching candidates and assist the President in the recommendation to the Board
4. Shall conduct the player draft per the Mandatory Drafting Rules included in the CTYFL By-laws and all other player transactions or selection meetings. The Head of Coaches may coach only by approval of the Board with a 2/3 majority vote.
5. Shall coordinate and supervise coaches and properly brief on all phases of the rules, regulations, and policies of BYFO
6. Shall monitor teams to insure safety procedures are being followed.

7. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board

G. Field Commissioner. The Field Commissioner shall have the following duties and responsibilities:

1. Shall coordinate the procurement of new field facilities, if needed, and shall maintain existing facilities
2. Shall determine the playability of BYFO fields
3. Shall schedule weekly field maintenance during the season for each team
4. Shall maintain all field equipment
5. Shall be responsible for submitting a field budget
6. Shall be in charge of portable toilet bids, reserving toilets after Board approval for necessary length of time, and ensuring proper maintenance is performed by said company
7. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board

H. Co-Field Commissioner. The Co-Field Commissioner shall have the following duties and responsibilities:

1. Shall assist the Field Commissioner
2. Shall share responsibilities with Field Commissioner
3. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board

I. Fund-Raising/Sponsorship Coordinator. The Fund-Raising Coordinator shall have the following duties and responsibilities:

1. Shall be responsible for all of the fund-raising activities of the organization that have been approved by the Governing Board
2. Shall be responsible for obtaining financial sponsors for the teams
3. Shall be the liaison between the association and the sponsors
4. Shall appoint a committee to assist with the annual fundraiser to be overseen by the President
5. Shall be responsible for sponsorship banners
6. Shall be responsible for collecting any donations
7. Shall have an accounting sheet reflecting collections and expenses
8. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board

J. Cheer Commissioner. The Cheer Commissioner shall have the following duties and responsibilities:

1. Shall organize and assume responsibility for all cheerleading matters
2. Shall be responsible for uniform selection, purchase, and distribution
3. Shall be responsible for setting cheer registration dates and deadlines
4. Shall be responsible for cheer camp
5. Shall be responsible for cheer competition

6. Shall be responsible for seeking appropriate cheer coaches to be approved by the Board
 7. Shall be responsible for coordinating and supervising cheer coaches and players for rules, regulations, and policies of BYFO and CTYFL
 8. Shall monitor teams to insure safety procedures are being followed
 9. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- K. Co-Cheer Commissioner. The Co-Cheer Commissioner shall have the following duties and responsibilities:
1. Shall assist the Cheer Commissioner
 2. Shall share responsibilities as necessary with the Cheer Commissioner
 3. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- L. Sergeant of Arms. The Sergeant of Arms shall have the following duties and responsibilities:
1. Shall be responsible for the conduct of BYFO in strict conformity to the policies, principles, Rules and Regulations of CTYFL as agreed to under the conditions of the charter issued to BYFO by that organization
 2. Shall investigate complaints, irregularities, and conditions detrimental to BYFO and report thereon to the Board as circumstances warrant
 3. Shall maintain order within BYFO through the direction of Roberts Rules of Order
- M. Equipment Commissioner. The Equipment Commissioner shall have the following duties and responsibilities:
1. Shall supervise the purchase and control of playing equipment/materials
 2. Shall submit a list of equipment issued out to coaches for the season and retrieve said issued equipment
 3. Shall submit a list of equipment returned and equipment outstanding to be collected at the end of the season
 4. Shall procure and maintain all necessary equipment and supplies to maintain BYFO field
 5. Within thirty (30) days of the last game of each season, shall inventory any and all equipment and supplies of BYFO and present such inventory to the BYFO President
 6. Shall be in charge of uniform selection, purchase, and distribution
 7. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- N. Concession Commissioner. The Concession Commissioner shall have the following duties and responsibilities:
1. Shall be in charge of the operation of the concession stand
 2. Shall have an accounting sheet reflecting deposits and expenses
 3. Shall coordinate volunteers schedules for working in the concession stand
 4. Shall maintain and replenish adequate concession supply

5. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- O. Public Relations. The Public Relations shall have the following duties and responsibilities:
1. Shall be in charge of all advertising, including newspaper, banners, signs, mail inserts, etc
 2. Shall handle all public relations, and serve as media liaison, in the best interest of BYFO
 3. Shall serve as contact with Chamber of Commerce, update Chamber Calendar with BYFO events as needed, attend Chamber monthly luncheons
 4. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- P. Website Coordinator. The Website Coordinator shall have the following duties and responsibilities:
1. Shall be responsible for all website maintenance
 2. Shall be responsible for collecting photos/disks from practices/games for uploading for website viewing
 3. Shall be responsible for keeping all field locations updated on website
 4. Shall be responsible for listing all registration information with the assistance of the Secretary
 5. Shall be responsible for entering team and player information for each season
 6. Shall be responsible for entering scores/statistics on a weekly basis
 7. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- Q. Flag Football Commissioner. The Flag Football Commissioner shall have the following duties and responsibilities:
1. Shall be responsible for organizing Spring Flag Football for BYFO
 2. Shall be responsible for compiling rules for Adult Flag football to be approved by the Board
 3. Shall assist the Equipment Commissioner in obtaining bids for Flag supplies/equipment
 4. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- R. Co-Flag Football Commissioner. The Co-Flag Football Commissioner shall have the following duties and responsibilities:
1. Shall assist the Flag Football Commissioner
 2. Shall share responsibilities with the Flag Football Commissioner, as needed
 3. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board

- S. Grievance Officer. The Grievance Officer shall have the following duties and responsibilities:
1. Shall be responsible for handling all parent complaints, and report to the Board as circumstances warrant
 2. Shall inform complainants of their right to request the complaint be reviewed by the Discipline and Protest Committee with the appropriate fees as listed in the By-Laws
 3. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities by the approval of Board
- T. Scholarship Coordinator. The Scholarship Coordinator shall have the following duties and responsibilities:
- 1.

Article 5—Notice

Notice in these Bylaws shall have been accomplished when the BYFO Secretary or his/her designate places with the U.S. Postal Service a properly addressed, with sufficient postage written notice to the persons designated in these Bylaws to receive notice.

Article 6—Scholarship Committee

- A. The Scholarship Committee shall consist of the Scholarship Coordinator, Treasurer, and approved members.
- B. No member may vote on a matter concerning his/her child. The chairperson shall appoint a substitute if this occurs.
- C. The committee shall determine if the BYFO registration fee, or portions thereof, shall be waived for a particular player.
- D. All decisions of the Scholarship Committee are considered final. Appeals may be made in writing to the BYFO Governing Board within fourteen (14) days.

SECTION III
BASTROP YOUTH FOOTBALL ORGANIZATION
RULES AND REGULATIONS

1. In the best interest of the children, BYFO and all participants, it shall be each child's parent's responsibility to oversee the child at both games and practices. If the parent cannot attend, then it shall be their responsibility to have a responsible adult there to oversee their children. It shall not be the responsibility of any BYFO coach or officer to look after any unattended children.
2. If a child is left unattended with team coach's permission, then that child's timely pickup will be expected. Failure to do so will be a possible forfeiture of playability.
3. Children are expected at all practices and games.
4. BYFO asks that all trash be put into the trash receptacles provided at the fields or be taken home after each game or practice.
5. To ensure the enjoyment of players, spectators, and officials; dogs, cats, or any other pets will not be allowed at the fields. This will be strictly enforced.
6. Due to the BYFO Board Members decisions and the rules of BYFO, consumption of alcoholic beverages is prohibited. Furthermore, anyone obviously under the influence of alcohol will be asked to leave the grounds.
7. In setting a healthy example for our young athletes, BYFO asks that smokers limit their smoking to the parking area.
8. Children who are not participating must not be left unattended. BYFO will not be responsible for any mishaps, which may occur to unregistered children. Please keep your children away from the parking area during games and practices.
9. No automobiles are allowed on the playing grounds, with the exception of maintenance vehicles, emergency vehicles, and, with the permission of the BYFO Board, handicapped vehicles.
10. Parents are not allowed on the field during a game.

Section III
Bastrop Youth Football Organization
Rules and Regulations

Recreational Team Roster

1. Unless superseded by the League into which BYFO is affiliated; Each fall season teams shall be rostered to participate in recreational competition by a coaches' draft. Each spring season players registering in the same age group of play as the previous fall season shall remain on the BYFO team to which they were rostered in the fall. The remainder of the team and new teams will be filled through the use of a coaches' draft.
2. A player's parent or legal guardian may submit a written appeal to be transferred from his/her fall team. Transfers will require the approval of a majority of the Governing Board. Transferred players and "new" players (those not registered with BYFO the previous fall season) will become the draft pool for the spring season.
3. The Head of Coaches shall organize and conduct a demonstration "tryout" before each season's draft for the purpose of allowing coaches to evaluate the playing ability of all children in an age division's draft pool. The Head of Coaches shall make every attempt to schedule the "tryout" and draft on a day when most players and coaches can attend. However, if a coach cannot attend, he/she may designate a replacement. If no replacement is designated, the Head of Coaches may serve as the replacement or so designate a replacement.
4. The draft will be administered by the President. Drafts will be conducted within each BYFO region that has sufficient players to field more than one team within an age division. "Region" is defined as a geographic location with a Governing Board approved (by a majority vote) practice location, and of sufficient size to field a minimum roster size team.
5. Within each region, players will be drafted by football age division. If the age division spans more than one age year, then the players in the older football age year will be drafted first, then all the players in the younger football age year next. Players "playing up" will be included in the younger football age year.
6. The order in which coaches will select players will be determined by a drawing of numbers, with the lowest number getting first pick and the highest number getting last pick. After the first round of selecting, coaches will continue to select players, starting with the coach who picked last and going in reverse order. Once all players in an age year have been drafted, coaches will continue drafting players in the next football age year (if applicable), starting with the coach whose turn it was.
7. A coach's own child, a sponsor's child, or players requiring special travel arrangements should be identified to the BYFO Registrar. When these players are required to be on a particular team, then that player (s) will be considered to be the coach's first pick in that age year and the coach will have to pass his turn. The coach

must pass his turn until all such players in an age year are accommodated on his/her team.

8. Players not attending the demonstration “tryout” shall be drafted “blind”. That is, their names shall be placed in a hat by age group. Once all players within an age group that attended the demonstration “tryout” have been drafted, coaches will continue drafting by drawing the names of these “blind” draftees. Then, the draft will continue with the next age group, if applicable.

9. Coaches will take turns selecting players in the same manner as described above, with the following exceptions. When drafting the older football age year (if applicable), a coach must pass his turn until he has fewer or the same number of players within that football age year as the team with the fewest players within that football age year. When drafting the younger football age year (if applicable), a coach must pass his turn until he has fewer or the same number of total players as the team with the least total number of players. At any point in the draft, when the number on a team’s roster reaches the calculated roster size, the coach will cease selecting players.

SECTION IV
BASTROP YOUTH FOOTBALL ORGANIZATION
LOCAL RULES

1. All make up games will be played as scheduled by the Scheduler or they will be scored a forfeit.

2. No team shall meet more than three times per week between the time the first regular season game is played and the time the last regular season is played. These three team meeting shall include all practices, scrimmages, or games. Team social events, football clinics, and tournaments, outside the regular schedule season shall be exempt from this provision.

SECTION V
BASTROP YOUTH FOOTBALL ORGANIZATION
GUIDELINES FOR COACHES

1. Team Meetings
 - i. Coaches will hold regularly scheduled practices at the convenience of the parents.
 - ii. Team meetings will be limited to three (3) times a week. These meetings include games, practices, and scrimmages. Social activities and clinics are exempt from this rule.
2. Uniforms
 - i. No coach may demand that his/her players buy any equipment, i.e. socks, without **all** parents agreeing to it. (If one parent disagrees then they cannot be forced to buy them)
 - ii. BYFO will provide team jerseys and pants.
 - iii. No team may alter their team jersey with the exception of names on the back of the jersey.
3. Written information other than team roster, schedules and tournament information may not be submitted without BYFO Board approval.
4. Coaches will show respect to referees, other coaches, parent, and players.
5. No additional fees, monies, or donations shall be requested or accepted by anyone without the BYFO Board approval.
6. Maintenance.
 - i. Coaches are responsible for policing the field area after each game/practice.
 - ii. Coaches are encouraged to set-up field equipment 30 minutes before the first game and to take down the equipment after the final game of the day.
7. Practices
 - i. Coaches are responsible for policing their side of the field after each practice and game.
 - ii. Teams will be assigned field maintenance each week. Lining the fields must be done each week before the first game on Saturday. Each team will be assigned a fields maintenance day.
8. Players
 - i. All division players will play at least 8 plays per half or 16 plays per game as stated in CTYFL rules. (CTYFL is the League unto which BYFO is affiliated.)
 - ii. If there is a disciplinary problem with a player this may be waived. Coach will let the referee know that the player is being disciplined before the start of the game.

9. **ANY INFRACTION OF THESE GUIDELINES MAY RESULT IN ONE OR ALL OF THE FOLLOWING DISCIPLINARY ACTIONS:** written reprimand, suspension for next game, and/or expulsion from BYFO.