



MOLALLA YOUTH FOOTBALL

RULES AND PROCEDURES

1. Program Mission:

It is the mission of the Molalla Youth Football Organization to provide a positive introduction to youth football for ALL of our players. The organization will provide a comprehensive program, based on the core values of age appropriate coaching and encouragement, in order to develop fundamental football skills in all of our players.

Participation in the program will result in an experience that enriches our children's lives by building character and developing a strong work ethic, while reinforcing positive self-image and sportsmanship. Our community's children will also grow in social skills including teamwork, cooperation, communication, and discipline.

MYF will prepare our athlete's foundation for the challenges of high school sports. The goal of our organization is to provide all of our players with game experience. Player attendance at practice, attitude and skill development are key factors in helping to determine the amount of game experience each player receives.

We believe it is essential that our mission be accomplished by growing and nurturing a respected organization, guided by our values, involving our volunteers, and putting our players first. MYF will encourage and demonstrate to participating youngsters a set of core values (see below) acquired through the football playing experience.

Core Values:

- Sportsmanship
- Citizenship
- Integrity
- Preparation
- Intensity
- Pride
- Commitment
- Safety
- Competitive Spirit

2. MYF commitment to the program:

- a. Provide the necessary equipment for players to take part in practice and games safely.
- b. Provide resources to select coaches for all teams and to ensure teams are formed so that all teams are equal in skill levels.
- c. Ensure that all teams follow association rules and policies and league rules.
- d. Supervise and oversee all activities of the teams, coaches and parents. Resolve issues that may arise that are beyond the responsibility of coaches.
- e. Teams adopt and teach as a base, offense and defense of the High School for the purpose of continuity.

3. Selection of coaches:

- a. The Board of Directors will select coaches each February/March/April. All coaching positions begin upon appointment and end upon completion of the season unless there is just cause for removal. All interested candidates will go through the interview process each year. It is the board of director's right to select a coach who has previous experience within the program without an interview.
- b. The Board of Directors will select ALL coaches of each team.
- c. All persons interested in coaching must submit their names for a comprehensive multi-state criminal records background check and interview process. The Board of Directors of MYF reserves the right to dismiss any coach, after due process, based on the results of this search and interview.
- d. Selection criteria will be based on but not limited to knowledge of the game, ability to work with varying skill levels of players, acceptance of coaching criteria/expectations of the program, and previous experience within the MYF and other youth programs.
- e. The process of coach selection:
 - 1. The Board of Directors will conduct coaching interviews.
 - 2. In order to vote on the selection of head coaches in a given grade group, a Director must be present at all interviews for that grade group. It is up to the discretion of the Board of Directors whether to do all grade groups in one session or multiple sessions. Consideration will be given to insure that the majority of the Directors are present to conduct interviews.
 - 3. Coaching candidates will receive as much notice as possible as to the date of their interview. Candidates unable to attend interview for valid reasons, will be given one alternate date.
 - 4. If a candidate is a returning coach, all Directors will review a confidential file of coach evaluations and incident reports within the league and association that pertain to that candidate. Contents of this file shall be confidential.
 - 5. The Board of Directors will draft a list of standardized questions that will be asked of each candidate. The Board of Directors will approve the list before any interviews take place. The Board of Directors will ask these questions during the interview.

After the standardized questions are asked, the interview will be open to the Board to ask any question pertaining to incidents and/or parent evaluations.

6. A private ballot vote of all Directors present for all interviews for a given grade level will be taken at the conclusion of the interview process. The MYF President will count ballots immediately. The President will only vote to break a tie. The Board of Directors will notify all coaching candidates of the results via email or phone call within 24 hours.
 7. The process of Coach Selection will be a closed meeting with only Board of Directors.
 8. After the process is complete, if there is, a parent and non-parent candidate with equal Qualifications the Board will opt for the non-parent candidate.
- f. The Board of Directors will conduct a review of each coach, to include feedback from coach evaluations and incident/grievance reports. These findings will be kept in each coach's confidential file, to be stored by MYF for interview process in the future.

4. Team formation

When fielding more than one team at a grade level the draft procedure outlined below will go into effect.

- a. In accordance with the Tualatin Valley Youth Football By-Laws, there will be no stacking of teams. (i.e., no A team, B team, etc...)
- b. In accordance with Tualatin Valley Youth Football By-Laws, no team will carry more than 30 players. MYF has the right to limit the number to 25 players to assure proper playing time.
- c. All registration forms with registration payment in full will be marked with the date and time of receipt in the event that a wait-list will be required.
- d. It is the intent of the MYF Board to provide playing opportunities for the youth in the Molalla boundary and therefore any players from outside the Molalla School District will not be eligible to play in MYF without a waiver and board approval.
- e. No players can be added to any teams after TVYFL verification night.
- f. To be eligible to play on a MYF team, players must be actively participating in all practices no later than the sixth official day of practice. Possible exceptions may be made for planned family vacations or illness. The board and Coaches must be informed of scheduled vacations no later than 2 weeks prior to camp.
- g. In the event that players need to be added to teams after the draft has occurred, the following procedures will be followed:
 - If there is no waiting list, the player will be placed on the team with the next pick in the draft. In accordance with TVYFL By-Laws, the new player may have to be placed on the team with the fewest number of players at that age group. Each team has to have the same number of players at each age group within one. For example, the new player is a 5th grader and team Black has 14 5th graders and team Orange has 16 5th graders the new player would need to be placed on Team Black regardless of draft pick order to keep the teams balanced.
- h. If prior to verification night, one team loses enough players at an age group to fall outside the TVYFL league rules as outlined above, the last new player added/drafted would have to move to the team with the fewest players at that age group.

5. Draft Procedures for Multiple Teams at the same Grade Level:

When two teams play in the same group, the coaches will be given the opportunity to evaluate all players in order to determine individual skill level for team selection. Coaches need to ensure that teams with blended grade levels have an equal number of players at each level +/-.

Coaches will be provided with the following prior to evaluations:

- List of players for each grade level.
 - Weights of all players if known
 - If available, Player questionnaire which will include previous playing history and experience
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- a. A coin flip will determine choice of 1st pick in the grade of the coaches' choice. The coin flip will be conducted at least 24 hours prior to the draft.
 - b. The older class will be selected first. (i.e. 6th before 5th etc.)
 - c. The first four picks serpentine with one coach receiving the 1st & 4th pick and the other coach receiving the 2nd & 3rd pick. The draft selections will alternate every pick after the fourth selection.
 - d. Any son/daughter of an appointed Head Coach will be slotted into the draft at the 3rd, 5th, & 7th round picks if necessary.
 - e. If a team drafts a player that has a brother/sister in the same division, then the second brother/sister is automatically added 1 pick later in either grade. If three brother/sisters are drafted in the same age level, then the third brother/sister will be inserted two picks later.
 - f. Any player who was not available for observation prior to the draft will be a hat pick at the end of the draft.
 - g. The coach that is due the next pick will be given the 1st hat pick.
 - h. If both coaches agree in writing that due to prior observations a child should be added to the general draft, then the provision listed in item (f) will be waived. All of these requests must be made prior to the coin flip for the draft.
 - i. Any player or players that are still on the waiting list at the time of the draft shall be placed on a team in order of their placement on the waiting list based on next available draft pick. Players from the waiting list will be placed onto the team with the next available opening.

Varsity and multiple JV teams

- a. Determine the number of players that will be mandatory Varsity players for the upcoming season (8th graders who weigh more than 170 lbs with gear or who turn 14 before August these kids are required to play at the Varsity level.
- b. Establish a 3-person committee to evaluate players during camp and the first two contact practices to determine the remainder of the Varsity roster.
- c. Committee will consist of the Varsity head coach and two other members comprised of MYF Board members and/or Molalla High School football coaching staff.
- d. Evaluations will be based on objective and subjective criteria established by the MYF Board.

- e. Varsity team will be comprised of 22-25 players with the remainder of the non-drafted 8th graders either placed on a waiting list or playing at the JV level not to exceed seven 8th graders per JV Team.
- f. 8th graders will practice, be evaluated and be drafted separately from the 7th graders. Once the Varsity team is established, the non-drafted 8th graders will begin practicing with the 7th grade group.
- g. Any 8th grader not constrained by the weight or age rule can voluntarily request to be moved to the JV level.
- h. No 7th graders will be allowed to play at the Varsity level unless there are roster spots open.
- i. Once the Varsity team is drafted, the multiple JV teams will be drafted by the defined draft procedures.

6. Expectations of players:

- a. No player will be allowed to draw equipment or practice until all paperwork and fees are completed and returned to MYF.
- b. Players are expected to attend and participate in all practices.
- c. Players will be deemed ineligible for that week's game if they miss one unexcused practice or two excused practices. After Labor Day, when league play begins:
 - Excused: illness, required school functions, family function that has been arranged prior to being absent with the coach, family emergency and religious commitments.
- d. Players are expected to display good sportsmanship and represent MYF and the City of Molalla with the highest of standards.

7. Expectations of coaches:

- a. Coaches are expected to attend all mandatory coaches meetings scheduled.
- b. Coaches will follow Rules & Policies of MYF and the Bylaws of TVYFL. MYF Policies over ride any subject expanded on from the TVYFL Bylaws.
- c. Coaches are expected to develop all players in a safe and positive environment.
- d. Coaches will conduct themselves in such a way as to promote sportsmanship and represent MYF and the City of Molalla with the highest of standards.
- e. Head coach or appointed assistant coach must attend training seminar for fitting and maintenance of equipment.
- f. Coaches are expected to finish the USA Football coach's educational online test prior to the start of the first scheduled practice.
- g. The Head Coach has final responsibility for his actions, those of his Assistant Coaches, players, and staff. Should anyone wish to file a grievance against a coach, it must be submitted in writing to the MYF Board of Directors. The complaint will be answered in writing to the involved party within ten days from date of receipt. If the party wishes further action, they may appeal the decision to the Board of Directors in writing. The decision of the Board of Directors shall be final.
- h. **Coaches do not make team Association policy. They carry it out.**

8. Disciplinary Actions:

- a. The Board of Directors are responsible for the enforcement of this constitution and the bylaws. Any violation shall be reported to the Board of Directors within 24 hours.
- b. Prior to any enforcement action by the Board of Directors a formal written, signed and dated complaint must be received.
- c. Any problem between a coach and a parent that cannot be resolved at the team level should first be reported to a Molalla Youth Football Board Member for resolution. In the event, that Board Member is unable to resolve the dispute, he/she will report it to the Board of Directors at which point there will be a meeting with coach, parent, and Board of directors to resolve the dispute. The decision of the Board of Directors will be final.
- d. Any coach, parent or other spectator ejected from a game for any reason will leave the premises immediately.
- e. Children of any parent or guardian that has been dismissed from participation in MYF may also be removed from the program if the MYF Board of Directors so decides.
- f. Coaches penalized for unsportsmanlike conduct will be placed on probation as per TVYFL bylaws and a one-week suspension. MYF has the discretion to remove the coach from the program immediately. A second offense, within the same season, will result in the coach being relieved of duty and the coach will not be allowed to coach within MYF at any point in the future.

11. Grievances

Any individual with a grievance arising from any TVYFL team from a Saturday game situation should first discuss the issue with their players head coach. If the issue is not resolved with that communication, an **Association Grievance Report** must be completed and turned into the Molalla Youth Football Board of Directors. The Board of Directors will bring it to the attention of TVYFL for consideration. This must be brought to the MYF Board of Directors by noon on Sunday so that there is time for the President to take the appropriate actions.

12. Refunds

Once sign-up fees have been paid to MYF and a player decides to quit, the fees will be refunded as follows:

- a. From the date the sign-up fee is paid and paid only in full up until July 1st, 25% of the fee will be refunded. If registration fee is not paid in full there will be no refund.
- b. After July 1st, there will be no refunds.