

DANE COUNTY AREA YOUTH FOOTBALL LEAGUE BYLAWS

(Updated August 2018)

OBJECTIVES

- I. The objectives of the DCAYFL shall be:
 - A. To provide wholesome recreation for all eligible youth to participate.
 - B. To develop the physical and mental well being of the individual.
 - C. To increase self-confidence and self-respect and encourage leadership.
 - D. To teach a proper attitude toward competition and discourage the “win at all costs” attitude.
 - E. To teach sportsmanship and the fundamentals of competitive contact tackle football.
 - F. To operate a football league with consistent rules and requirements, providing organized and supervised tackle football.

MISSION STATEMENT

- I. To provide an enjoyable, safe, and positive football opportunity for youth where they can learn the game of football and fundamental life principles.
- II. The goal of DCAYFL is to develop and promote the ideals of responsibility, hard work, sportsmanship, teamwork, and fellowship in youth while teaching them the game of football is a positive, safe environment.
- III. The DCAYFL encourages each player maintains a good academic record. All those associated with DCAYFL shall do their best to help/encourage players to achieve academic success.

BOARD of COMMISSIONERS

The affairs and policies of the DCAYFL shall be conducted and determined by the Board of Commissioners. The Board of Commissioners is authorized and empowered to perform all decisions, establish rules and regulations, and to enact necessary actions, which are consistent with the DCAYFL bylaws.

- The Board of Commissioners shall decide upon all general rules pertaining to DCAYFL Administration and game play. They shall organize and administrate all committees necessary to DCAYFL operations. Any bylaw change shall be confirmed with a vote of the majority of the Program Directors.
- Any program found to be in violation of any DCAYFL rules or bylaws may be subject to fine, probation, expulsion from the DCAYFL or other consequences as deemed appropriate by the Board of Commissioners. The program that is put on probation or expulsion from the league may petition to the Board after a 12 month timeframe to be removed from probation or be re-instated into the league. The program must present evidence that the reason for probation or expulsion has been satisfactorily resolved. See GRIEVANCE PROCEDURES for additional information.
- The Board of Commissioners shall consist of: President, Vice President, Commissioner – Scheduling, Commissioner – Officials, Commissioner – Treasurer, Commissioner – Weighins, Commissioner – Grievances. Commissioner – Officials is allowed to be a non-Program Director (preferably a WIAA certified official). All other positions should be filled by active Program Directors. If the positions can not be filled the nominations will be opened to outside candidates. Each program can only hold one active board position, unless no other candidates are nominated.
- All board positions will be nominated and elected by a majority vote of the Program Directors. There is no limit on terms served, as long as the board member is re-elected back into a position every two years, by the Program Directors. President, Commissioner – Scheduling, Commissioner – Treasurer and Commissioner – Grievances will be elected on the odd years, while Vice President, Commissioner – Officials and Commissioner – Weighins will be elected on the even years.
- If a member of the Board of Commissioners is vacated, the Board will call for a meeting of the Program Directors and they will nominate and vote in a new member (must be a majority of the Program Directors for a valid vote (majority is defined as one more than half of the programs present)).
- The Board of Commissioners will employ people for specific events, projects, maintenance or any other business that the board deems necessary for operating the league.
- The DCAYFL Board of Commissioners are responsible for all of the following:
 - Set all DCAYFL fees and levy all fines for violations.
 - Make all rule interpretations and safety guidelines.
 - Provide the league with the official game schedule

- Provide for insurance for the league and programs.
- Maintain the DCAYFL web site.
- Provide all players with a procedure/event for official league weigh-in.
- Administer other DCAYFL Business/Activities deemed necessary to the league.
- Maintain all financial affairs the regulation and dissemination of such information.
- Post and maintain meeting agendas and minutes on the league website. Notice of meetings will be sent out to the Program Directors at least one week prior.
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MEMBERSHIP, MEETINGS, ETC.

- I. Any person(s) who has an interest in becoming a program member can be heard by the DCAYFL Board of Commissioners. The league will accept discussion on becoming an active participating program after it meets the main objectives of the DCAYFL.
 - A. The potential Program(s) must have the same core values as the DCAYFL (refer to the Objectives and the Mission Statement). New Program(s) may only be admitted on the recommendation of one of the members of the Board of Commissioners and the majority vote of the Board of Commissioners.
 - B. A new Program will not be accepted if the program needs players from an already existing program. If there is some question to whether the new program may potentially remove players from an existing program or programs then the potential program or programs that could be losing players will be asked to help in discussion with the DCAYFL Board of Commissioners on what the concerns or issues are and if they can be worked out before a final decision is made by the DCAYFL Board of Commissioners. Note DCAYFL will not affect a current program to add a new program into the league.
 - C. A new Program that has been accepted into the DCAYFL will begin with a one year probationary period. At the end of that year the DCAYFL Board of Commissioners will gather information as to how the new program operated throughout the year, from the Program Directors. If the program directors have no issues then the program will be admitted into the league as a permanent new member. If the program fails to meet the DCAYFL expectations then the program may be asked to be on probation for another year to correct/comply with DCAYFL Code of Conduct or the program may be asked to leave the DCAYFL, at the majority vote of the Board of Commissioners. The program may re-apply back into the DCAYFL if the program can show that things have changed enough to warrant another opportunity.
 - D. A new Program that has been accepted into the DCAYFL will also be asked to provide the DCAYFL with a \$500 fee.
- II. Each year before the start of the season there will be an annual mandatory meeting of the Program Directors and the Board of Commissioners. This meeting is set up to go over all if any changes in rules and/or by-laws. Program Directors will talk about any conflicts they may have with playing any games though out the previous season. This is done prior to the final schedule coming out. Program Directors will also give the final number of teams they have for the year at each grade level. If there is some question to the number of teams a Program may have, then that needs to be

communicated so that the final schedule for the season can be posted. Note this DCAYFL meeting is mandatory and a \$50 fine will be levied against a Program not represented at the meeting.

III. Special meetings of the DCAYFL may be called by the Board of Commissioners or Program Directors if a recognized or bona fide reason/need arises. The meeting date, time and location will be setup within a two week timeframe from the request, by the DCAYFL Board of Commissioners.

PROGRAMS

I. No DCAYFL Member Program shall have rules or by-laws in conflict with or in violation of the DCAYFL rules or by-laws.

II. Every DCAYFL Program Director will be responsible for signing the “DCAYFL Program Director Code of Conduct Contract”. The contract and the required proof of football helmet re-conditioning paper work will be required to be handed in no later than the official DCAYFL weigh-in. This contract will be required each year by the Program Director. Failure to submit this contract will result in the removal of that Program Director by the DCAYFL Board of Commissioners. Not complying with the “DCAYFL Program Director Contract” articles will result in the removal of the Program Director. In a case where the Program Director refuses to be removed then the Member Program will be removed from the DCAYFL. Note: The DCAYFL Board of Commissioners will make all final decisions.

III. No DCAYFL Program Member will state in their rules/by-laws that a coach/member of their organization is not be allowed to hold a position on the Program Member Board or the DCAYFL Board of Commissioners and or any committees formed.

IV. DCAYFL requires that all Member Programs perform background checks to screen all coaches, officials and program board members. If a coach or official is dismissed from coaching or officiating, the associated Program must inform the DCAYFL in writing within a two week timeframe.

V. No DCAYFL Member Program shall recruit from any location occupied by another DCAYFL Member Program (mapped by school district boundary), except that Southside is allowed to recruit up to the next neighboring middle school area (defined as Hamilton and Sennett Middle School). If found in violation, the board can fine the program up to \$500 and the program will be placed on suspension.

PLAYER REQUIREMENTS

I. Any person is eligible for participation in the DCAYFL whom, as of September 1, of the fiscal year, is attending any grade in school from 4 through 8, and meets the age requirements set forth in COMPETITIVE STRUCTURE below.

A. Note: players that are home schooled are eligible if they meet the age requirements.

B. Note: Programs can petition on behalf of a player to the DCAYFL Board of Commissioners to have a player play that is outside the age rule if the Program fills out the WIAA “Application for

Waiver of WIAA Age Rule” application. WIAA timeframes and schedules may not apply to the DCAYFL process.

II. School records may be required to attest to a player’s year in school. It is the requirement of a coach for each team to be present at the time of registration/weigh-in of all players.

- It is the requirement of each program director to attest to the grade in school of the player participants.
- Registration will take place at a neutral site on a date(s) prior to the first scheduled DCAYFL game. The date(s) and site of the registration will be designated by the Board of Commissioners who will take the responsibility of providing each DCAYFL Program all necessary information. Registration will be overseen by the Board of Commissioners. The DCAYFL President will be the final judge on a player’s eligibility relating to allowable weight restrictions. The weight registered on the date of registration will be final and under no circumstances will be questioned following the start of the season, except for certain cases (See REGISTRATION, VII). If a player is unable to attend registration, they must attend the makeup registration, which will be scheduled prior to DCAYFL competition, and will be held at least seven calendar days before the official main weigh-in. Each player will be assessed a fee of \$30 at the makeup registration that will be paid by the program that the player plays for. Additional registration may be allowed at the discretion of the DCAYFL President.
At registration, each team will bring 2 -8X10 color photos with all members in their regular season jersey’s displaying their assigned number. See the WEIGH-IN section for a detailed breakdown on the process.
 - One of these photographs is required to be present with the coach at each game.

PLAYER REQUIREMENTS (cont.)

VI. If a player’s jersey becomes damaged or lost (permanently), the respective coach must contact the DCAYFL’s President, Vice-President or Commissioner - Grievances immediately, before the next DCAYFL contest. Temporarily misplacement, the head coach must notify the opposing coach prior to the beginning of the game, if not notified prior to the game, the head coach will be suspended for the next scheduled contest. The game will be played under grievance procedures.

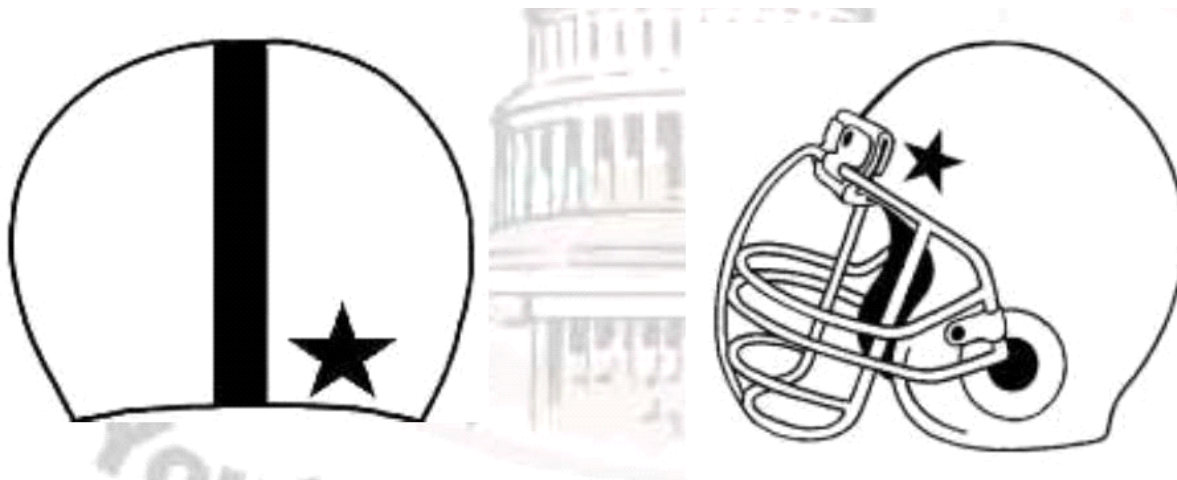
VII. Flagrant game violations will include the use of illegal player(s), whether they are over weight limits, over age limits, or ineligible for any other reason. Any Coach has the right to check the eligibility of an opposing player through the use of team photographs, rosters, and/or signatures. The final decision on the player’s eligibility in question will be made by the onsite-game head official, President of the league or the Vice-President of the league. If one of those individuals determine that an ineligible player has participated in said contest, the following penalties will occur:

- The coach of the team will be asked to leave the field, and be under consideration by the DCAYFL for permanent expulsion from any and all DCAYFL activities.
- The game is a forfeit win for the opposing team, and a loss for the infraction team. This will count towards their respective league standings.
- The assistant coach will be asked to continue coaching the team for the benefit of player participation. At this point, the game may continue upon the agreement of coaches from both teams, with the understanding that the contest remains a forfeit.
- The player in violation will not be allowed to participate in other DCAYFL contests that year.
- Protests and Appeals shall follow the Grievance Process, under GRIEVANCE PROCESS.

“STAR” PLAYERS

All players designated as a “Star”, according to COMPETITIVE STRUCTURE below, must wear a Star

The “Star” decal will be furnished by the DCAYFL on the day of the weigh-in. The “star” MUST be placed in two spots on the helmet: One in the front of the helmet and one in the back of the helmet. See picture below for the placement of the “star” decal on the helmet. The “star” on the helmet tells all where that player is allowed to play. The “star” player must follow the following position/alignment restrictions:



“STAR” PLAYERS (cont.)

I. Offensive “Star” Players (4– 5):

- Must play Center, Guard, or Tackle.
- Up to five offensive “Star” players may be on the field at one time.
- Must be in a 3 or 4 point stance, no 2 point stance allowed.
- Normal line spacing shall be used. Normal line spacing is from foot to foot up to two feet or one arms length apart.
- Lineman may pull after the snap of the ball.
- No offensive “Star” player can advance the ball.
- “Star” rules violations will result in 1 warning per half then a 5 yard procedure penalty.

II. Defensive “Star” Players (4– 5):

- Must play Guard, Tackle.
- Up to four defensive “Star” Players may be on the field at one time.
- Must play head to head to the offensive linemen and must be in a three or four point stance. They may slant to the left or the right after initial contact is made with the offensive player in front of them.
- No defensive “Star” player can advance the ball.
- “Star” rules violations will result in 1 warning per half then a 5 yard procedure penalty.

III. Offensive “Star” Players (6– 8):

- Must play Center, Guard, or Tackle.
- Up to five offensive “Star” Players may be on the field at one time.
- Must be in a 3 or 4 point stance, no 2 point stance allowed.
- Lineman may pull after the snap of the ball.
- No offensive “Star” player can advance the ball.
- “Star” rules violations will result in 1 warning per half then a 5 yard procedure penalty
- “Star” player must be covered by eligible player.

IV. Defensive “Star” Players (6– 8):

- Must line up no wider than the outside shoulder of the Offensive Tackles.
- They must play defensive nose guard, defensive guard or tackle.
- Must be in a 3 or 4 point stance, no 2 point stance allowed.
- Must line up on the Line of Scrimmage.
- Up to five defensive “Star” players may be on the field at one time.
- No defensive “Star” player can advance the ball.
- “Star” rules violations will result in 1 warning per half then a 5 yard procedure penalty.

REGISTRATION

- All persons wishing to play in the DCAYFL must complete the official Registration Form, Medical Emergency Information Form, Concussion Form and have, on file with the coach(s), a photo as stated in the Weigh-in Section.
- All paperwork must be completed and turned in at Registration/Weigh-in. See WEIGH-IN section for more information on the weigh-in process.

REGISTRATION (cont.)

- A player becomes officially registered with the DCAYFL when he is weighed to determine any weight limit restriction and submits the paperwork defined in sub-paragraph I above.
- Under no circumstances will a person that fails to meet any of the player registration requirements at Registration be admitted for competition in the league.
- If a player has registered in the DCAYFL current season or has played for a program in a previous

year, they will not be allowed to transfer to another team without being released by the program. If mutual consent cannot be reached by the two programs, they will follow the “Grievance Process”.

- Registration: The DCAYFL does not condone, nor will it tolerate the deliberate and willful encouragement of prospective players to lose unreasonable amounts of body weight in order to circumvent the good intentions of the safe tolerance limit imposed by the DCAYFL in each grade division(s). Programs/Players of the DCAYFL determined to be in violation of the DCAYFL weight limits shall be subject to temporary, if not total, removal from the DCAYFL. The DCAYFL has the right to re-weigh any player that does not seem to be within the allowed limits. The weight of any player can be challenged throughout the season, through the use of the “Grievance Process”.
- Program Directors are required to submit rosters completed to the Commissioner – Weigh-ins at the designated time set by the Board of Commissioners. Any teams with no roster completed will be fined \$100 and they will potentially delay their weigh-in.

WEIGH-IN

- Weigh-ins will happen at designated sites for all programs. DCAYFL representatives will be on hand to assist in completion of the weigh-ins. DCAYFL Board of Commissioners will set the schedule for the weigh-ins. Each program is responsible for having a location set for their weigh-in, including a sheltered area in case of rain (including electrical outlet, tables and chairs and the location should hold all players and coaches inside the facility) Each program will provide three program assistants, that are not coaches. The program should convey to their teams what time and day that their team is to be weighed-in. Each team should arrive at the location early enough so that they are ready to go at the time that the DCAYFL sets for your team. Once your whole team is there, you have all the required paper work (as specified below) in the correct order and your team is arranged in numerical order, by their jersey numbers, notify the head person that your team is ready to go. The head person will then allow you and your team to go to the scales. The first coach will take the team Packet to the weigh-in staff. The team packet should be set up in the following way:
 - The DCAYFL Coaches Code of Conduct form and a copy of each coach’s current insurance back certification. This could be a copy of the NYSCA, ASEP, USA card.
 - Team photos or individuals (Note please try to minimize the amount of individual photos) 2 sets one for DCAYFL to keep and 1 set goes back to the coach.
 - One DCAYFL Team Roster for DCAYFL to keep..)
 - Note: the team roster is to be set up with the players in numerical jersey order from the smallest number on the team to the biggest number on the team.
 - Note the DCAYFL Team Roster can be found on the league web site.

WEIGH-IN (cont.)

- The roster must be submitted electronically by the DCAYFL set deadline if changes

are made after submission, a new version will be given to the weigh-in staff on a thumb drive for use the day of weigh-in.

- For all players you should have the forms in this order:
 - DCAYFL Medical Emergency Information Form
- When a player is called up to be weighed they should be ready to be weighed (i.e. a player can remove all clothing, except underwear, to help reduce their weight) before they arrive at the scale.
- One person at the table will state the weight and the other will record it.
- There is a make-up weigh-in for those that cannot make it to the official weigh-in (typically prior to the main weigh-in – the Board of Commissioners will set the date/time).
 - There are a few differences at the make-up weigh-in:
 - After getting weighed, the player will move to a line where the sheet that has their weight documented on will get photocopied. The original will be returned to the player.
 - All paperwork (defined previously) will be given to the Head Coach or Team Rep so that on the day of the weigh-in all the players' information on each team will be in one place.
 - The cost for players using the make-up weigh-in is \$30. The money will NOT be paid on the night of the weigh-in. Each program will pay the money to the DCAYFL. Each program will be responsible for collecting the money from the parent/guardian/player, if they so choose.
- All players who are within 2 lbs of the weight limit as designated for each grade level may be re-weighed randomly after the start of the season. If the player is found to be at or above 5.0 pounds over the weight limit as designated for each grade level, the player will be designated as a blue star for the remainder of the season.

COMPETITIVE STRUCTURE

- There shall be a division for each grade from 4through 8.
 - **Fourth Grade Division**
 - Must be in 4th grade (3rd grade players will be allowed, only with approval of the Board of Commissioners) and cannot turn 11 before September 1st of the season to be played.
 - Any player weighing at or above than 95.0 lbs is designated as a “Star” player and must comply with the restrictions listed in rule “STAR” PLAYERS.
 - Allow an offensive and defensive coach on the field.
 - Offense and defense as indicated in “4AND 5GRADE DIVISIONS SPECIAL LIMITATIONS”.
 - **Fifth Grade Division**
 - Must be in 4th or 5th grade and cannot turn 12 before September 1st of the season to be

played.

COMPETITIVE STRUCTURE (cont.)

- Any player weighing at or above 105.0 lbs is designated as a “Star” player and must comply with the restrictions listed in “STAR” PLAYERS.
- Allow an offensive and defensive coach on the field.
- Offense and defense same as the 4th grade division.

- **Sixth Grade Division**
 - Must be in 5th or 6th grade and cannot turn 13 before September 1st of the season to be played.
 - Any player weighing at or above 115.0 lbs is designated as a “Star” player and must comply with the restrictions listed in “STAR” PLAYERS.
 - Allow an offensive and defensive coach on the field.
 - Any offense and defense may be used.

- **Seventh Grade Division**
 - Must be in 6th or 7th grade and cannot turn 14 before September 1st of the season to be played.
 - Any player weighing at or above 130.0 lbs is designated as a “Star” player and must comply with the restrictions listed in “STAR” PLAYERS.
 - Offensive coach may be on the field.
 - Any offense or defense may be used.

- **Eighth Grade Division**
 - Must be in 7th or 8th grade or under and cannot turn 15 before September 1st of the season to be played.
 - Any player weighing at or above 150.0 lbs is designated as a “Star” player and must comply with the restrictions listed in “STAR” PLAYERS.
 - Any offense or defense may be used.

- Any player younger than the maximum limitations for any division in 5th through 8th grade shall not be restricted from competition at an older division, as long as competition is restricted to one DCAYFL team. A player cannot play more than one grade ahead of where that player currently is enrolled. Only the DCAYFL President or Vice-President are allowed to determine a player’s eligibility.

TEAM ROSTERS

- A team roster shall contain a reasonable number of participants for an eleven-man competitive football team. A minimum suggested roster should include 15 or more players.
 - 4th through 8th Grades
 - Teams with over 30 players should attempt to create two separate teams; However, teams with 36 players **will be required** to create two separate teams.

- At the discretion of the Board of Commissioners, programs can be allowed to move players from team to team if numbers become an issue.

TEAM ROSTERS (cont.)

- Within each grade level, ALL players will be distributed equally so that the number, talent, and size of the players on each team are even. Each team is required to have approximately an equal number of blue stars. If one team in a specific grade level shows to be not equal or is more dominate then the other team in that grade level, then those teams may be redrafted at some point in the current football season to help in keeping equalized teams. If noticeably unequal teams have been created and the program does not redraft to correct the issue than the DCAYFL Board of Commissioners have the right to impose a mandatory redraft. This redraft of teams will be done under the direct supervision to the DCAYFL Board of Commissioners. If this issue becomes a constant problem with any specific program than the Board of Commissioners will take action as per the bylaws.
 - In an effort to keep equalized teams when one program has multiple teams in each grade level, the following rules will be used to draft the teams:
 - Coaches kids will be drafted first.
 - Blue stars will be drafted to equal out the number and talent of blue stars per team.
 - Quarterbacks and running backs will be ranked and drafted. Quarterback #1 and running back #1 will be on separate teams. If coaches kids are those designations on the same team then the receivers and other backs, with that ranking, will be placed with the opposite team.
 - The draft (1 for 1) will be used until all players are drafted.
 - The drafting process will be documented in a spreadsheet with player positions/rankings/name/jersey number. This documentation will be submitted to the league. The league will supply the programs with the spreadsheet. Number of players, allowing for playtime
- Number of players, allowing for playtime
 - Any team with more than 22 players (for example no more than 9 blue stars and 13 non blue stars) must have a designated offense and defense that rotates. No player can play both ways the entire game.

LEAGUE SCHEDULE & TOURNEY COMPETITION

- I. Schedules will be made up by an individual or committee with final approval by the Board of

Commissioners. Games not scheduled by the league are not sanctioned by DCAYFL or covered by the DCAYFL insurance.

II. Regular season games will usually be scheduled on Saturdays, unless requested prior to the scheduling meeting, mutually agreed upon for an alternative date and/or site by both program representatives involved and proper notification to the Commissioner – Scheduling, President or Vice-President.

- Each program will be responsible for recording its home games on the league website. Any home score not recorded by noon on the third day after a league scheduled game will result in a \$25.00 fine per score to the program that has failed to do so. (Example: Saturday game – Tuesday by noon). This fine will be assessed every week until the score is recorded.
- Any program having problems recording their home scores must contact the Commissioner – Scheduling, President and Vice-President via email prior to the 3rd day in order to avoid the fine.

LEAGUE SCHEDULE & TOURNEY COMPETITION (cont.)

- Game postponements – Any game played through the start of the third quarter will be considered a complete game, if the game is stopped/postponed for any reason. The score at the time of the decision, will be the final score. Any game postponed/stopped prior to the beginning of the third quarter, is not considered final and will be continued at a date and time scheduled by the home team. The decision for stopping or postponing game play is to be made by the Home Team Head Referee and/or the Home Team Program Director.
- As many games as practical and allowable within limitations of schedule will be placed on a single field/complex for maximum utilization of field/site and game officials.
- The DCAYFL regular season schedule shall be the scheduled games as programmed yearly. Such play will normally start not earlier than the first Tuesday following Labor Day weekend, and should be complete before November. The LEAGUE will attempt to schedule seven games for each team. Each team will be allowed to participate in a maximum of eight “officialated” games. The additional game must be held on Tuesday or Wednesday during the season and will be considered one of three weekly practices for the week.
- Postseason games are not allowed for the 4through 7grade programs. Games not scheduled by the DCAYFL and played against non-DCAYFL are not allowed. Games played against other DCAYFL teams will use the same rules as the regular season games. The DCAYFL does not sanction these games. The 8th grade is allowed to play in an end of the year tournament (which is not a DCAYFL sanctioned event). However, this cannot be done until after the DCAYFL season is over. Any games played after the DCAYFL season will not be the responsibility of the league. Those games will be played under the participating programs liability.

PRACTICES

- I. The rules set forth by the W.I.A.A. will apply. Prior to the starting of school, there shall be no more than five practices a week. After the start of school, there shall be no more than a total of 4 hours (4th, 5th and 6th grades) and 5 hours (7th and 8th grades) per week (for a total of no more than three total practices). The week runs from Sunday through Saturday. The first allowable practice will occur on or after the first Tuesday of August with a maximum of **15** total

practices prior to the first game. A team meeting where football is discussed, video is watched, etc... is counted as a practice. Under no circumstances can a team hold a practice, camp or other event with their specific team prior to the start of the season.

- II. No practice for 4, 5, and 6 grades will last longer than **2** hours and must be completed 15 minutes prior to official sunset. No practice for 7 and 8 grades will last longer than **2.5** hours and must be completed 15 minutes prior to official sunset.
- III. Players participating in the DCAYFL football program will not play in any other organized football program, nor will they be permitted to practice with any other DCAYFL, or non-DCAYFL football team.
- IV. Scrimmage games may be scheduled with other DCAYFL teams. Under no circumstances may a team that is not in the same grade division play against each other. If there is a discrepancy as to the division a specific team is in, the President should be contacted for clarification. Each team will be allowed one scrimmage date in the preseason. The one scrimmage date will be counted as an official practice.

COACHES

- Coaches are responsible for insuring a safe environment for all team members.
- All coaches must carry a current coaching certification under a DCAYFL approved Certification program. These programs include, but are not limited to USA Football, NYSCA and ASEP.
- It is the responsibility of the coach to have in their possession at all team activities the following:
 - DCAYFL Official Team Roster form with information about each player on their team.
 - Player Paerwork, including:
 - DCAYFL Medical Emergency Information forms/folder for each player on their team.
 - DCAYFL Release form from each player on their team.
 - DCAYFL Concussion form from each player on the team.
 - A complete printout for each player from a DCAYFL officially recognized system may be used in lieu of the above forms.
 - Team or individual pictures. (This will apply after the official weigh-in)
 - Copies of the NYSCA, ASEP, USA cards or coach's certification card
 - Copy of the DCAYFL Rules
 - Failure to have these forms will result in a \$50 fine to be imposed by the Board of Commissioners for each occurrence.
- The DCAYFL requires that each player in good standing participate equally for one half of the plays per half, excluding special teams. Situations were a player can not physically play that much or refuses to play that much must be immediately communicated to the parents involved and the Board of Directors of the league.

- Any team with more than 22 players (for example no more than 9 blue stars and 13 non blue stars) must have a designated offense and defense that rotates. No player can play both ways the entire game.
- Scouting is not allowed in the league. The definition of scouting is the attendance of a youth football game or practice (that is not within your own program) for the intent of defining, viewing, filming, or otherwise documenting a future opponent's offense/defense or player/personnel capabilities. A \$500 fine will be assessed for each occurrence.
- On field coaches:
 - Offense: One coach is allowed on the field with the team on offense to assist in player organization and play calling within the huddle. Once the quarterback starts his cadence the coach may not control his team by shouting directions, blocking angles, etc. or in anyway provide verbal encouragement once the play begins.
 - Defense: Same conduct as offense coach and 15 yards or deeper from line of scrimmage and not in the end zone.
 - Infractions will result in 1 warning per game, per team then followed by a 5yd procedure penalty.

COACHES (cont.)

- The failure of any coach to comply with the rules regarding the Weigh-In/Registration, or LEAGUE games, will result in disciplinary action, and/or forfeiture of contest, and possible removal from the league as imposed by the Board of Commissioners.
- It is the responsibility of the coach to attest to the grade of the participant, whereas if facts arise to the ineligibility of the participant, such team shall forfeit ALL previously played contests. Disciplinary action could be possible to the coach of that team with possible removal from the league as imposed by the Board of Commissioners.
- It shall be the responsibility of the coach to maintain discipline and other behavioral control, not only within the ranks of his own team, but with parents and spectators as well. This is in regards to their conduct toward game officials, coaches, and players. Permitting undue verbal or other abuse of said personnel will result in the suspension of the coach, and possibly the team, from DCAYFL for the remainder of the season and forfeiture of all games played as well as possible the next year's season as imposed by the Board of Commissioners.
- Any coach that refuses to play a game for any reason shall be subject to forfeiture of that game and dismissal from the DCAYFL if no valid reason can be made for the refusal to play. This will be reviewed by the Board of Commissioners as to the disciplinary action that will be taken. The coach may play under protest and follow the procedure for lodging such protest ("Grievance Procedure"). An exception to this rule shall be made in the case of games, which must be rescheduled in accordance with OFFICIALS, I.

- Spectators are prohibited from standing, loitering, traversing, or observing the game from within a rectangular **10** yard zone around the field. Each team coach shall be responsible for the enforcement of this prohibition.
- Any coach conducting him/herself in an inappropriate manner or having disrespect for any Director, program representative, coach or game official shall be subject to disciplinary action to be determined by the Board of Commissioners.
- Coaches ejected from a league game will be suspended for the next league game. Repeated offenses could result in a coach no longer being allowed to coach in any DCAYFL program. This decision will be imposed by the Board of Commissioners.
- Any coach responsible for DCAYFL infractions/violations shall be brought before the Board of Commissioners. Documented evidence should be made available supporting both parties' positions. See GRIEVANCE PROCEDURE if the issue is a grievance.

PLAYING FIELD

- I. All fields shall be standard sized football fields, with no exceptions. The W.I.A.A. rules apply. No game will be scheduled on any field that does not comply with the rules. Field dimensions can be found at WIAAWI.com.

GAME RULES (ALL GRADES)

- The game rules are set forth by the W.I.A.A. Rule Manual and NFHS rule book.
 - The game is considered a tie if the score is even at the end of the fourth quarter. Each team is assessed a ½ win and a ½ loss.
 - All players must wear appropriate mouth protection. The mouth guard must be a color and not clear plastic and will be attached to the helmet. One warning per team per half will be given, and then a five yard equipment penalty will be enforced.
 - All offensive guards/tackles/centers and defensive tackles/guards/ends must be in a 3 or 4 point stance no matter if they are a blue star or not.
- Modified Field Goals and Extra Point Rules

- Field Goals and extra points may be attempted where goal posts are available. There is no rush on the field goals or extra point attempts. The offensive team must be set and long-snap the ball to the quarterback or holder. The holder or QB should be at the kicking point and set the ball. If the field goal is blocked, the ball is put into play at the Line of Scrimmage unless the Line of Scrimmage is between the goal line and the 20yard line, then the ball is put into play on the 20yard line. If there is only one goal post, the ball may be moved to the opposite end (with the post). All extra points, rushes or passes, are counted as one point, when attempted from the 2yard line. A two point conversion may be attempted from the 5yard line, rushed or passed only. Kicking an extra point will be worth 2 points and the line of scrimmage will be the 2 yard line and it will be a dead ball play.
 - “Sleeper Play”, “Lonesome End”, or any other intentional trick/deception play shall be deemed illegal and penalized with Unsportsmanlike Conduct.

- Point Differential Policy/Guidelines
 - After one team goes ahead by at least 14 points:
 - An official timeout is called to notify each coach of the point spread.
 - A good faith effort should be made and the team in the lead should begin substituting players.
 - The team in the lead is not allowed to blitz.

 - After one team goes ahead by at least 21 points:
 - The team ahead must substitute freely and keep the ball on the ground. If the team in the lead has a low number of players, they must switch player’s position to comply with this rule. The starting quarterback and running back of the team with the lead must be replaced, and can’t simply switch positions. If there are more than 14 players on the team, they must leave the field of play. They may return to their positions after the score differential is once again below 21 points.

GAME RULES (ALL GRADES) (cont.)

- No blitzing allowed by either team. All defensive backs are not allowed to blitz and must be heads up or outside of the receivers. Safeties must start 10 yards off the line of scrimmage.
- All further touchdowns are followed by only one point conversions (no two point conversions will be allowed).

- A continuous clock will be used any time a team accumulates a 28point lead. (Note: this differs from the W.I.A.A rule, which only used a continuous clock in the second half.)

- If a coach feels these guidelines are not being followed by an opposing team, he must follow the grievance procedure set forth under GRIEVANCE PROCEDURE.
 - Results from grievances can range from suspension of a coach for a game, forfeiture or a fine levied against a program.
 - If a second violation occurs:

- The head coach of the team in violation could be permanently barred from coaching in the DCAYFL.
- The coach's team will forfeit the game.

4th, 5th, 6th and 7th GRADE MODIFIED PUNTING RULES

- In accordance with research and the DCAYFL's interest in player safety, the following Punting Rules have been adopted for DCAYFL play.
 - If on the 4th down, or any other down where a team may elect to punt, the referee must be notified before the play may occur. Normal clock operating procedures will be observed with the exception of the referee stopping the clock until the offense has declared its intentions. The punting team has 25 seconds to punt the ball after notification. The defensive team must have a minimum of six players on the Line of Scrimmage (LOS), and may not rush the punting team, or punter. No players on the punting team will be allowed to go down field. The ball will be placed and designated downed, where the ball is controlled. If the ball bounces backwards, it will be placed where its forward progress stopped. If the receiver fumbles the ball forward, the ball will be returned to where the catch was attempted. If the receiver fumbles the ball and it goes behind him, the ball will be placed and considered downed at the point where it is controlled. If the ball goes into the end zone after it was touched by the receiving team, the ball will become downed at the point of deflection. If the receiving team catches the ball on the fly, five yards will be rewarded to the receiving team from point of the catch. There shall be no contact made during the punt for any reason. If contact is made and the referee feels it is aggressive and premeditated, a 15yard penalty shall be assessed. There shall be no quick punts (quick kicks) or punts without declaration. This results in an illegal procedure penalty (5 yards).
 - All teams required to long snap the ball to the punter. If the snap is muffed or dropped, the ball may be picked up and punted from the punter's original position. There will be no rush.

8th GRADE MODIFIED PUNTING RULES

- All WIAA punting rules apply except for the following change:
 - The center is protected, and "Stars" cannot punt or otherwise advance the ball.
 - If the receiving team is up by more than 21 points, they cannot rush.
 - Punting is live play and no declaration is needed on any down

4th, 5th and 6th GRADE MODIFIED KICKOFF RULES

- Modified Kickoff Rules
 - Five (5) “Stars” will be allowed for both the kicking and receiving teams.
 - Stars cannot advance the ball.
 - The kicking team kicks off from its 40yard line, and may use from 1 to 11 players on the kickoff. The receiving team must have 11 players on the field. There is no contact on the kickoff.
 - If the kick receiver touches the ball and the ball goes forward, the ball is put into play at that point, unless it is in front of the receiving team 40yard line, or behind its own 20yard line, then the ball goes into play on the 40 or 20yard lines respectively. If the kick goes out of bounds, or is controlled before it reached the receiving teams 40yard line, the ball is put into play at the receiving team’s 40yard line. If the kick is controlled, goes out of bounds or into the end zone beyond the receiving team’s 20yard line, the ball is put into play at the receiving team’s 20yard line. If the receiving team catches the ball on the fly, the receiving team will be awarded 10 yards from the point where the ball was caught, unless it is in front of the receiving team’s 40yard line. The ball will be placed on the 50yard line.

7th and 8th GRADE MODIFIED KICKOFF RULES

- Modified Kickoff Rules
 - All WIAA kickoff rules apply except for the following change:
 - There will be no onside kicks allowed. Any kick that does not go a minimum of 15 yards in the air before touching the ground must be re-kicked.

No Blitzing Rule: All Grades

All players on the line of scrimmage shall be in a down position. No player shall be in an upright stance on the line of scrimmage unless within their own 5 yard line. The depth rules for linebackers and defensive backs do not apply inside the 5 yard line of the defense at any grade level.

All linebackers must align at a minimum of 4 yards from the line of scrimmage, with no movement toward the line of scrimmage until after the ball is snapped.

Defensive backs in grades 4-5 shall lineup a minimum of 4 yards from the line of scrimmage and cannot press or start toward the line of scrimmage until the snap of the ball. There is no maximum depth for defensive backs in grades 4-5. Defensive backs at grades 4-5 have unlimited width of position.

Defensive backs, grades 6-8, can play press coverage on a receiver that the defensive back is lined up on, but cannot cross the line of scrimmage on the snap of the ball to blitz. If the defensive back's first step is across the line of scrimmage and not engaging the receiver he/she is lined up on, that player is illegally blitzing.

Penalty is illegal blitzing, 10 yards and replay the down. If penalty incurred on the last play of the 1st half or game, penalty is 10 yards and replay the down. The offense can decline the penalty and accept the result of the

play.

Two Illegal blitzing penalties in a game incurs an additional penalty of unsportsmanlike conduct against the head coach of the offending team, 15 yards additional penalty and replay the down. A subsequent unsportsmanlike conduct penalty will lead to the ejection of the head coach, their immediate removal from the playing field area, and his/her suspension for the next scheduled game. A declined illegal blitzing call still counts toward the unsportsmanlike conduct call against the head coach.

GAME DAY PROCEDURES

- The following procedure will be followed before the start of every DCAYFL sanctioned game.
 - A coach from each team with the “star” players will meet in the center of the field. Each coach is required to have the team’s 3-ring binder which must include the following items.
 - DCAYFL Medical Emergency Form for every player on the team.
 - DCAYFL Official Team Roster for your team and the team you are playing.
 - A photograph(s) of every player on your team in their game jersey.
 - The current DCAYFL rules.
 - A copy of the USA Football certification for each coach on your team.
 - Each coach will check the opposing coach’s 3-ring binder for this information.
 - Each coach will verify that the opposing coach’s “star” players are identified per their team rosters by the following criteria.
 - Number of “star” players on the team.
 - Game jersey number is correct for each player.
 - Helmet for each player is marked by 2 stars. One on the front and one on the back. As per DCAYFL rules.
 - Each coach will declare any other roster changes from the DCAYFL weigh-in roster sheet.
 - Officials should ask the following questions (coin toss follows questions):
 - Are all players properly equipped?
 - Are all players properly numbered?
 - Are all star players properly designated as such?
 - Are all your players for your team’s declared grade currently in that grade?
 - Does each coach have their team’s 3 ring binder?
 - Game cancellation will occur immediately if...
 - A team does not have DCAYFL Medical Emergency Forms for every player.
 - Failure to have the forms will result in a \$50.00 fine to be imposed by the Board of Commissioners to the program for each infraction according to COACHES, III
 - The program not in violation will be in charge of rescheduling the game canceled due to this violation. Game site and time will be determined by that program.
 - The program in violation will be required to pay for all the officials for the canceled game and for the rescheduled game.

- A team found to be violating “star” player identification rules will be penalized according to PLAYER REQUIREMENTS, VII.

OFFICIALS

- Four W.I.A.A. or other governing body officials are recommended for each DCAYFL contest. However, should there be only three present; the game can still be played. If there are any less than three W.I.A.A. and DCAYFL registered officials present, the contest will be rescheduled. The visiting team shall have the option of rescheduling the contest at their site. Of the three officials present, only one may be under the age of 18, if four are present, two may be under the age of 18.
- Coaches may enter the field to attend to any injured player. Coaches and Medical Personnel need no permission from the officials to enter the field when an apparent injury has occurred.
- Officials will be paid for league scheduled games by the home program. The league mandates a minimum fee of \$36 per official per game.

EQUIPMENT

- The DCAYFL requires that each player shall be equipped with a NOCSAE approved helmet, including faceguard and chinstrap. Other required equipment includes properly fitted shoulder pads, football pants with the necessary hip tail inserts, thigh pads, and kneepads. Cleated football shoes are optional. However, DCAYFL recommends cleats that are made of molded 16 rubber/plastic cleats (metal cleats are not allowed). Football shoes with removable cleats are allowed under the following conditions: shoes get inspected prior to each game to ensure all cleats are tightened and none are missing. If a cleat is broken off or missing they must be replaced or the player will not be allowed to use them for the game. If a player is found to be using illegal/unsafe cleats that player will not be allowed to play the remainder of the game. A player that is found to be using improper/unsafe cleats must be reported to the DCAYFL Board of Commissioners. The DCAYFL Board of Commissions has the right to ban any type of cleat that is deemed as unsafe. Colored mouth guards are REQUIRED for all players. Athletic supporters are optional, as are elbow pads, wristbands, gloves, etc. Jewelry, i.e., rings, earrings, bracelets, neck chains, and any other potentially dangerous adornments, are banned for safety reasons. No equipment modifications will be allowed unless allowable by NFHS rules. i.e. Tinted visors, chinstrap sleeves, skullcaps are not allowed. Clear visors are allowed.
- Each team must equip each player with a number jersey consistent with team uniform color(s). All new teams entering the DCAYFL should attempt to not duplicate other divisional team colors. Color coded socks are optional equipment
- The home field will be required to furnish a yard/down marker and official game ball. The home field should also be very clearly marked with straight line striping, yard markers at 10yard intervals, flags and/or cones, indicating end zones. Failure to comply with minimum acceptable field responsibilities may result in game cancellations, forfeiture, DCAYFL reprimand, or all three.

- The home program will be required to provide a playing field void of any dangerous litter, i.e., broken glass, shredded plastic, nails, etc. that may cause a player injury. Removal of this dangerous foreign material is required prior to any DCAYFL contest. The coaches are encouraged to walk around prior to kickoff identifying such.
- The home field is not required to have a visible game clock, however, if it is working, make sure the operator(s) are familiar with the official's signals for controlling it! The game official's time is the official time.

EQUIPMENT (cont.)

- At the conclusion of the contest(s), BOTH COACHES in the final game are responsible for the safe and proper return of all playing field equipment to storage.
- The intermediate-sized football will be used by the 7th and 8th grade divisions. The junior sized football will be used by 4th, 5th and 6th grade divisions. This football may be made of rubber or leather, provided it meets the size requirements above. Any team has the option of using their own football, if that ball is consistent with the required shape, size, and construction of DCAYFL designated footballs.
- The home team is responsible for providing three experienced, adult "chain-gang" workers. Chains are to be operated on home team side.
- The home team will be required to provide and wear scrimmage vests, i.e., pinnies, in situations where the team they are playing has the same colored jerseys.

POSTPONEMENTS

- There shall be no postponements of any DCAYFL contest unless an "on-time" start is deemed hazardous to the health and well being of the participants. This decision will be made by the game's official(s), with the mutual consent of both team's coaches. Examples could include lightning, torrential rain, and other weather related threats. Rescheduling the game will be the home team's responsibility. The home team will provide the visiting team dates and times for the games to be played; the final date and time must be mutually agreed upon.

TIME

- Each quarter shall consist of nine minutes; Four quarters played per DCAYFL contest.
- Officials will provide the game stopwatch and run game time on the field; a scoreboard clock may also be used. However, the official's time is the official time and they have the ability to change the scoreboard clock.

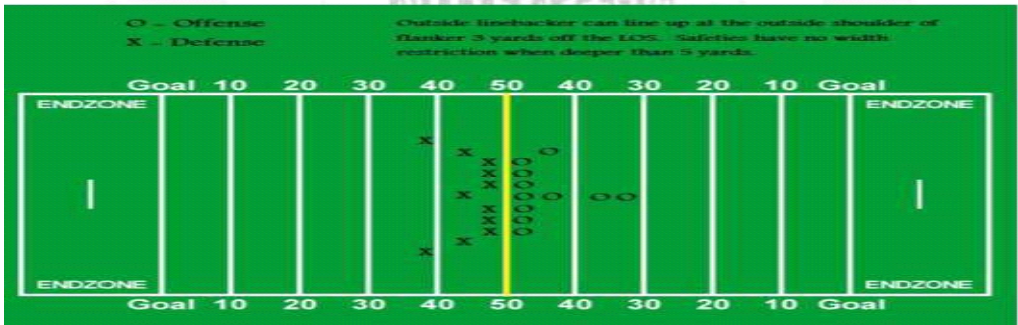
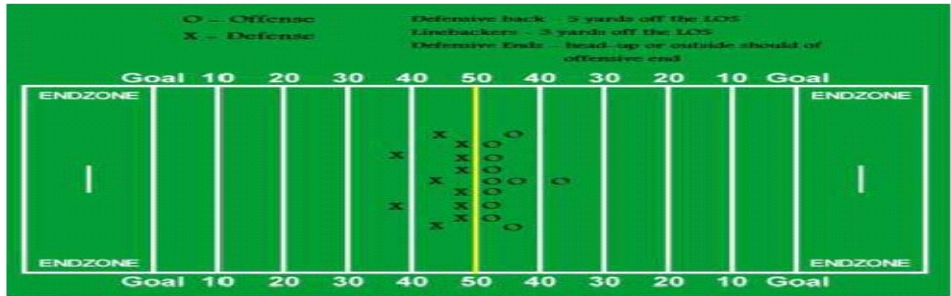
GRIEVANCE PROCEDURES

- All grievances, including complaints, disputes, issues and/or formal protests occurring between DCAYFL members (coaches, directors, representatives), shall be submitted to the Commissioner - Grievances, in written format (DCAYFL coach/official grievance form) or (via regular mail or email), completed with supportive documentation, witnesses, etc.. A copy of any grievance(s) must also be sent to each Program Director that the grievance applies to.
- The Commissioner - Grievances must receive protests/grievances concerning a game played no later than two days past the date of the protested incident..
- The Grievance Committee will consist of three of the Board of Commissioners, including Commissioner – Grievances, President and Vice-President, if any of those members are involved, the President will select other Commissioners to sit for that particular grievance.
- The Grievance Committee, upon receipt of the grievance shall meet with all concerned parties in attendance within five (5) days of member’s appointment at a reasonable time/location. Upon agreement between the Committee and the grieving parties, the grievance may be withdrawn prior this meeting. There may be some leeway for the five days depending on what the grievance is. The Committee shall be responsible for maintaining minutes and custody of all documents.
- The Committee shall meet with all concerned parties in attendance with a neutral platform for the airing of grievance(s).
- The Committee shall function to mediate between the parties concerned. This mediation process will be an official rules interpretation and render correct implementation of the DCAYFL’s objectives, membership, and bylaws.
- For the Grievance form see www.DCAYFL.us. Note: There is a \$50 charge for each grievance. See forms as to who will pay the \$50 fee.

4th AND 5th GRADE DIVISIONS SPECIAL LIMITATIONS

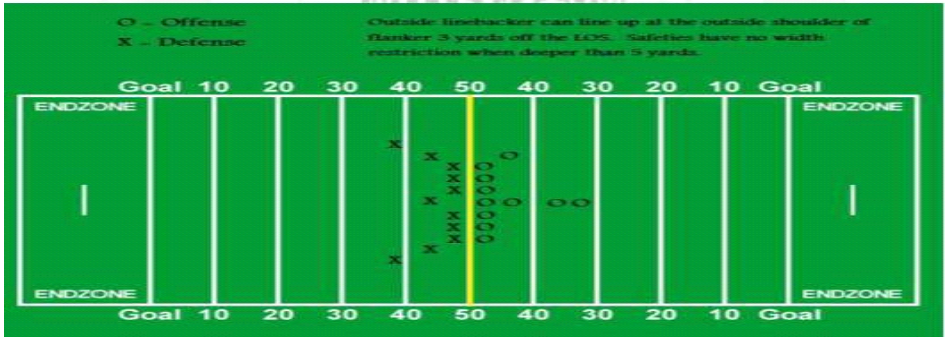
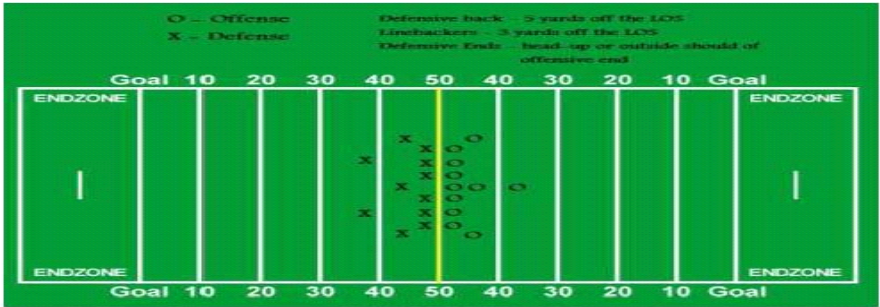
- Fourth and fifth grade divisions are considered instructional divisions. The following limitations have been drafted to help coaches and referees simplify the game for the younger entry level players.
 - All 15 yard penalties shall become 10 yard penalties.
 - Unsportsmanlike conduct shall remain a 15 yard penalty.
- Offensive rules
 - Teams must use a balanced seven-man line with no splits other than normal line spacing. Normal line spacing shall be from foot to foot up to two feet or one arms length apart.
 - Linemen may pull after the snap of the ball
 - Flankerback or backs must line up one yard behind offensive end with inside shoulder in line with offensive end outside shoulder.
 - No motion before the snap.
 - One offensive coach shall be allowed on the field.
 - Offensive sets are not to be any wider than shown in the below diagrams. Any backfield formation may be used; however, only one player on each side may be wider than the outside of the end regardless of the formation. The other remaining players must line up no wider than the offensive guards.
 - Note: This is to help alleviate multiple running backs from lining up on one side or the other.
- Defensive rules:
 - All 6 defensive linemen (guards, tackles and ends) must line up head to head to the offensive linemen and must be in a three or four point stance. They may slant to the left or right after initial contact is made with the offensive player. There is no stunting allowed.
 - All 5 players that are not on the line of scrimmage (middle linebacker, 2 outside linebackers and 2 defensive backs) must be 4 yards from the line of scrimmage prior to the snap. Outside linebackers cannot line up more than a yard outside the last offensive lineman or tight flanker. Defensive backs have unlimited width of alignment. The defense is a 6-5 alignment.
 - After the snap, all players can cross the line of scrimmage without limitation.

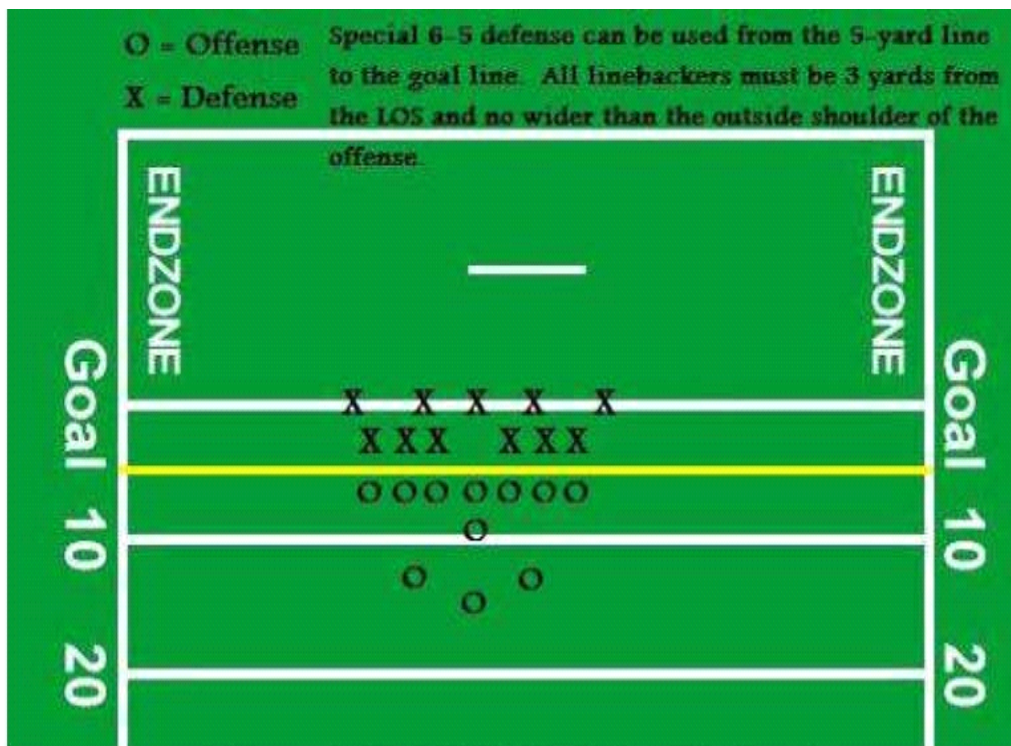
Ignore the depth rules on the diagrams below for the defensive players.



4th AND 5th

GRADE PLAYER ALIGNMENTS





GAME OFFICIAL HAND SIGNALS



OFFICIAL FOOTBALL SIGNALS HIGH SCHOOL AND COLLEGE



OFFICIAL FOOTBALL SIGNALS HIGH SCHOOL AND COLLEGE



1 Ball ready for play *Unlined down	2 Start clock	3 Time-out Discretionary or injury time-out (follow by tapping hands on chest)	4 TV/Radio time-out	23 Failure to wear required equipment	24 Illegal helmet contact	27 Unsportsmanlike conduct Noncontact foul	28 Illegal participation		
5 Touchdown Point(s) after touchdown	6 Safety	7 Ball dead Touchback (move side to side)	8 First down	29 Sideline interference	30 Running into (NCAA) or Roughing kicker or holder	31 Illegal blocking/kicking (Followed by pointing forward toe for kicking)	32 Invalid fair catch signal (NFHS) Legal fair catch signal	33 Forward pass interference Kick catching interference	
9 Loss of down	10 Incomplete forward pass Penalty declined, No play, No score, Toss option delayed	11 Legal touching of forward pass or scrimmage kick	12 Inadvertent whistle (Face Press Box)	13 Disregard flag	34 Roughing passer	35 Illegal pass/forward handling	36 Interlocking grounding	37 Ineligible downfield on pass	38 Personal foul
14 End of period	15 Sideline warning	16 First touching (NFHS) Illegal touching	17 Uncatchable forward pass (NCAA)	39 Clipping	40 Blocking below waist Illegal block	41 Chop block	42 Holding/obstructing Illegal use of hands/arms (NCAA)	43 Interlocked blocking Illegal use of hands or arms (NFHS) Illegal block in the back (NCAA)	
18 Encroachment (NFHS) Offside defense (NCAA)	19 Illegal procedure (NFHS) False start Illegal formation Encroachment offense (NCAA)	20 Illegal shift - 2 hands Legal motion - 1 hand	21 Delay of game	22 Substitution infraction	44 Helping runner	45 Grasping face mask or helmet opening	46 Tripping	47 Player disqualification	

NOTE: Signals number 25 and 26 are for future expansion

As a football coach you may become aware of situations regarding a player on your team. Please be aware that child abuse is the physical, sexual, or emotional maltreatment of a child (ages 0 to18) by a parent, family member, caregiver or non-caregiver. Physical abuse will involve cuts, broken or fractured bones, burns, internal injuries, or “severe and frequent bruising” inflicted on a child by other than accidental means. Sexual abuse will involve sexual intercourse, other sexual contact, or exploitation. Emotional abuse will involve verbal mistreatment, withholding of love or companionship and the like. If you believe a child (0 to18) has been abused, neglected or is at risk of abuse or neglect, please report this to your county’s child protection agency. If you are not sure whether or not to make a report, **please report**. Child protections staff will make follow up decisions. Although not every call results in an open case, child protection staff cannot protect children who are not brought to their attention. If you make a report, state law protects reporter confidentiality. The assigned social worker will not disclose your name to the family. When you call to make a report, please call during regular business hours, if possible (normally between 7:45am and 4:30pm). Have as much information about the child and family as you can available, including the child’s date of birth, address, parents’ names, telephone number, siblings’ names and ages, school district, place of employment for parents and a description of the concerning maltreatment. It’s likely that you may not have all of this information, but as much as you can provide will be appreciated. All child welfare reports are confidential and the family will not be informed of who the reporting party is. While, we as a league hope you will never need to utilize this information, we believe that you as a coach are concerned about you players well being. If you have any concerns please notify your local county Human Services Dept.

Columbia County (608) 742-9227

Green County (608) 328-9393

Sauk County (608) 355-4200

Iowa County (608) 935-9311

Dane County (608) 261-5437