

**NORTH PLATTE UNITED SOCCER CLUB
BYLAWS**



REV. 1: ADOPTED DECEMBER 5, 2017

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BYLAWS OF THE NORTH PLATTE UNITED SOCCER CLUB

I. MISSION STATEMENT

- A. The North Platte United Soccer Club is a community based, non-profit organization committed to helping each player learn, grow, and celebrate his or her love of the game. We are dedicated to developing character, integrity, and personal growth for the youth player.

II. VISION STATEMENT

- A. Our vision includes teaching players, player parents, and coaches sportsmanship, respect and loyalty for each other, officials and competitors. Our program is focused on developing the potential talents of each participant within an enjoyable yet challenging atmosphere. Through planning and organization, leadership, and quality coaching, North Platte United Soccer Club will field teams competent to excel at any age level. Our desire is to encourage the players toward a love of the game of soccer.

III. PURPOSE OF THE NORTH PLATTE UNITED SOCCER CLUB

- A. The North Platte United Soccer Club is organized as a non-profit 501.c corporation under the general corporation laws of the State of Nebraska to operate exclusively for recreational and educational purposes without bias regarding race, creed, color, sex, religion, ethnicity or socio-economic status.
- B. The North Platte United Soccer Club subscribes to the highest ethical standards which require that the club's leaders and members follow all the rules and regulations of the Nebraska State Soccer Association (NSSA) and United States Soccer Federation (USSF).
- C. A Board of Directors who are elected by voting members of the club as defined by the club's Constitution, manage the North Platte United Soccer Club and make policy decisions for the club based on the direction and guidance provided in the Club's Constitution and Bylaws.
- D. Non-voting members of the club are coaches, parents or guardians of the registered players.

- E. Non-voting members are welcome to attend all regularly scheduled monthly meetings of the club. As defined in the club's Constitution, the President of the club can call for special meetings of the club such as Board member only, coaches only or similar to discuss specific club issues.
- F. The success of the club depends on the participation of the Board, its coaches, and the player parents, so attending the club's monthly meetings is essential to the success and growth of the club.

IV. PURPOSE OF CLUB BYLAWS

- A. All teams as well as the players and their player parents playing under the North Platte United Soccer Club (henceforth referred to as the Club in this document) shall follow and adhere to the requirements of the Club Bylaws.
- B. The purpose of the Club Bylaws is to provide direction on how the Club is to be operated on a day to day business and how issues of interest to the Club are to be handled.
- C. The Club Bylaws do not propose to address every conceivable issue that may arise in the day to day business or management of the Club. Issues that arise that are not specifically addressed by the Club Bylaws shall be addressed on a case by case basis by the Club Officers and / or Board members as deemed appropriate.

V. AMENDMENTS TO CLUB BYLAWS

- A. Amendments to the Club Bylaws may be proposed as deemed to be needed by any member of the Club.
- B. A proposed amendment(s) or change(s) to the Club Constitution or Bylaws shall only be made at either monthly or specially called Club Board of Directors meetings.
- C. A proposed amendment(s) or change(s) to the Club Bylaws will only be accepted and recognized by the Club via the following process:
 - 1. Any proposed amendment(s) or change(s) to the Club Bylaws must be submitted to the Club Secretary at least seven (7) days before a regularly scheduled Club meeting so as to allow the item to be added to the next Club meeting agenda as a new business item.

2. Discussion on the proposed amendment(s) or change(s) will be held at this meeting but no voting as whether to accept the proposed amendment(s) or change(s) will be made at this meeting.
3. If after discussion of the proposed amendment(s) or change(s) that the group consensus is to take up the issue for a vote, the issue will be added to the next club meeting as an item to be covered under the old business portion of the meeting.
4. At the next Club meeting, the proposed amendment(s) or change(s) will be voted on by the Club Board of Directors as long as a quorum of them is present at the meeting.
5. Acceptance of a proposed amendment(s) or change(s) to the Club Bylaws will require a two-thirds (2/3) majority of the voting Club Board of Directors in attendance at the meeting.
6. If the proposed amendment(s) or change(s) to the Club Bylaws is accepted per the requirements as outlined in this Article, it will then be added to the appropriate affected document.
7. Electronic copies of the new revised Club Bylaws shall be:
 - a) Posted to the Club's website. within fourteen (14) days of the Board of Directors vote, and
 - b) Submitted to the Nebraska State Soccer Association (NSSA) for entry into their database within fourteen (14) days of the Board of Directors vote.

VI. DUTIES OF OFFICERS

A. President

The duties of the President shall include the following:

1. Operate and preside over the Club.
2. Establish the agenda and preside over all meetings.
3. Enforce the Constitution, Bylaws and such rules and regulations that may be enacted by the Club.
4. Call such meetings as herein provided to be called.

5. Cast a deciding vote on all issues at any meeting of the Club.

6. Appoint all committees subject to approval by the Club.

B. Vice-President or Co Vice-Presidents

The duties of the Vice-President or Co Vice-Presidents shall include the following:

1. Perform the duties of the President in the event of the latter's absence or disability.
2. Preside as chairperson of the Grievance and the Rules committees.
3. Handle the nominations for officers at the annual meeting.
4. Run the election of officers at the annual meeting.

C. Secretary

The duties of the Secretary shall include the following:

1. Keep and publish minutes of all meetings.
2. Give proper notice of all meetings.
3. Sign all documents requiring the signature of the secretary.
4. Perform such other duties as usually pertain to the office of secretary.

D. Treasurer

The duties of the Treasurer shall include the following:

1. Interface with the club's utilized accounting firm, Gifford and Cox, as required to keep track of club related financial issues.
2. Review and be familiar with the detailed accounts of all receipts and payments concerning this club that are received by the club's utilized accounting firm.

3. Review using good recognized practices for accounting and interface as needed with other Club officers or representatives on all received bills and invoices to the club as well as all revenue sources to the club to make sure they are reconciled and are legitimate.
4. Report on the monthly and annual financial report of the club at the Club's Monthly meetings and / or as directed by the President of the club.
5. Assist the Club President in preparing the annual budget for the club.
6. Co-authorize with the Club President the dispersing of funds for payment of all authorized debts that the club owes.

E. Immediate Past President / Special Advisor

The duties of the Immediate Past President shall include the following:

1. Insure that there is continuity in club policy.
2. Act as a resource to the Board.

VII. DUTIES OF BOARD MEMBERS

A. Board Member at Large

1. Actively participate in all Club Board member meetings.
2. Assist the other Club Board members as needed.

B. Club Coaching Director

The duties of the Club Coaching Director shall include the following:

1. Be responsible for recruiting of coaches. **Note: The Board is responsible for approving personnel recommended to be coaches.**
2. Be responsible for the development of the coaches and players.
3. Be responsible for conducting coach's license upgrade programs and education and training.
4. The Club Coaching Director shall possess a:

- a) A USSF "D" National coaching license or equivalent
- and
- b) Shall have been an active coach in the North Platte United Soccer Club for two (2) of the last three (3) years prior to election.

C. Registrar

The duties of the Registrar shall include the following:

1. Be cognizant and knowledgeable with the Nebraska State Soccer required registration software.
2. Process all new player memberships to the club and transfer of active players between Club teams as requested by Club coaches.
3. Insure that all players are properly registered.
4. Be responsible for handing out the correct paper work to coaches for registration.
5. Work with other club officers as required to reconcile received invoicing statements from the State office with regards to the registration of club players, assuring State required training is obtained (Kidsafe), and assuring Club required documentation for players (Play Up Risk Acknowledgement Form) is obtained and turned in.

VIII. DUTIES AND RESPONSIBILITIES OF CLUB MEMBERS

A. Club Coaches

1. Recognize that they have a primary responsibility to protect and maintain the safety and wellbeing of all Club players when they have players in their presence at practice, games, or other Club related gatherings.
2. Be responsible for the proper instruction of soccer at the age level they are coaching.

3. Act in a professional manner that is consistent with the guidelines and directives of the Club in private and public settings including but not limited to:
 - a) Avoiding verbal altercations with players, player parents, referees, tournament officials, or members of the community at large when representing the Club.
 - b) Avoiding the use of verbal or body language that would be deemed offensive by reasonable parties towards players, player parents, referees, tournament officials, or members of the community at large when representing the Club.
4. Follow player / coach youth interaction safety protocols as required by the Club
5. Respect all Club Coaches and treat them in a courteous manner.
6. Respect all Club players, especially your club players and treat them how you would like to be treated.
7. Respect all the players, coaches, and player parents from other teams that you play against and treat them how you would like to be treated.
8. Follow Club requirements requiring the training, reporting, and handling of potential or suspected player injuries including but not limited to concussion.
9. Failure to comply with these duties and responsibilities may result in Club enforced discipline up to and including the suspension or removal of the subject coach from their coaching position or the club itself.
10. Any received fine by Nebraska State Soccer or similar governing body due to the actions of a coach or players playing under said coach shall be reimbursed by the coach to the club within 30 days of the club receiving notification and an invoice to pay the fine.

B. Club Players

1. Review with your respective parent(s) or guardian(s) the Club Constitution and Bylaws and understand the issues they cover and requirements.
 2. Respect your parents and treat them in a courteous manner.
 3. Respect all Club Coaches and treat them in a courteous manner.
 4. Respect all Club players, especially your club teammates and treat them how you would like to be treated.
 5. Respect all the players, coaches, and player parents from other teams that you play against and treat them how you would like to be treated.
 6. Maintain your grades and good standing in your school.
 7. Play hard and to the best of your abilities.
 8. Act in a manner that is becoming of the Club and the North Platte, NE community.
 9. Failure to comply with these duties and responsibilities may result in Club enforced discipline up to and including suspension or the removal of the subject player from their Club team or the Club.
- C. Club Player Parent(s) or Guardian(s)
1. Review with your respective player(s) the Club Constitution and Bylaws and understand the issues they cover and requirements for being a member in the Club.
 2. Respect your player and keep in mind that they are still not adults and thus are not physically or mentally developed enough yet to make all the plays and decisions you expect them to.
 3. Respect all Club Coaches and treat them in a courteous manner.
 4. Respect all Club players, especially your player's teammates and treat them how you would like to be treated.

5. Respect all the players, coaches, and player parents from other teams that your player(s) play against and treat them how you would like to be treated.
6. Support your player's team and the Club in a manner that is becoming of the Club and the North Platte, NE community.
7. Failure to comply with these duties and responsibilities may result in Club enforced discipline up to and including the suspension or removal of the subject player(s) of the affected player parent(s) or guardian(s) from their Club team or the Club or the banning of the subject player parent from Club sponsored activities or events.

IX. VOTING RIGHTS OF MEMBERS

- A. With respect to all meetings relating to the Board of Directors while in Monthly, Special, Executive, or Committee meetings, the Club and Board members shall be entitled to one (1) vote on each matter.
- B. If required to be absent from a meeting where a vote will be taken on specific action for the club, Board members may:
 1. Call into the meeting and orally convey their voting position on an issue (**Note: If this is done, the phone in vote of a Board member shall be noted in the meeting minutes**) or,
 2. Send an e-mail to a club officer prior to the meeting noting their position on a vote to be taken by the Board members at an upcoming meeting (**Note: If this is done, the e-mail vote of a Board member shall be noted in the meeting minutes**).
- C. No Officer or Board member shall be permitted to vote for any absent Officer or Board member.

X. RESPONSIBILITIES OF COMMITTEES

- A. Ethics and Grievance

1. The Ethics and Grievance Committee will be made up of one of the Co Vice-Presidents as chairperson or the Club Coaching Director in the absence of both Co Vice-Presidents. The President, if not otherwise involved, will be authorized to appoint the Club Coaching Director as chairperson but will do so only in the absence of both Co Vice-Presidents and only when such absence(s) will exceed one (1) week.
2. The committee will consist of the Co Vice-President(s), Club Coaching Director and three (3) other Board members as agreed upon by the Co Vice-Presidents and the Club Coaching Director, if the Co Vice-Presidents and the Club Coaching Director are not otherwise involved in the grievance.
3. All grievances must be filed in writing with the Secretary of the North Platte United Soccer Club within seven (7) days for a match-related grievance or within fourteen (14) days if non-match related .
4. All grievances to the club must be submitted on the Club Grievance form found under the drop down link, "Documents and Forms" on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).
5. All grievances must be made in writing and be accompanied with a \$100 check made out to the North Platte United Soccer Club.
 - a) If the grievance is ruled in favor of the person(s) filing the grievance, the check will be returned to said person.
 - b) If the grievance is ruled against the person(s) filing the grievance, the money will go into the general account for the North Platte United Soccer Club.
6. The Ethics and Grievance Committee shall function as a board of review, and if needed, discipline for charges or allegations made against players, coaches, parents of players or others involved with the North Platte United Soccer Club except duly elected officers of the club.
7. All grievances and disciplinary actions will be acted upon within seven (7) days following written notification of grievance or charge of allegation requiring committee action.

8. Conduct:
 - a) NSAA bylaws, rules XII (12) and XIII (13), will be used as a guideline for all expulsions from games and suspensions.
 - b) The provisions of these bylaws, however, will not limit the ability of the North Platte United Soccer Club to further discipline, suspend, or dismiss members of the organization for conduct deemed unsuitable, or not in the best interest, of the club.
 - c) Unsuitable or conduct not in the best interest of the club is defined as, but not limited to:
 - (1) Any unsportsmanlike act, whether penalized by another authority or not before, during, or after a match.
 - (2) Acting, dressing, or behaving in any manner that would bring discredit to the club.
 - (3) Failure to follow directions of Coaches or others representing the North Platte United Soccer Club while on a trip, or engaged in any activity representing the North Platte United Soccer Club.
 - (4) A significant breach of failure to follow one or more of the Club Bylaws in good faith.
 - (5) Committing, condoning, or failure to report any illegal acts by self or others representing the North Platte United Soccer Club.
9. The chairperson of the Ethics and Grievance committee shall prepare a written summary of the received input for the grievance, any received or sought testimony, and their recommendation for action to the Club Secretary. Any written summary shall be submitted to the Club Secretary a minimum of seven (7) days after the conclusion of the Ethics and Grievance committee meeting on the issue at large.

10. The Club Board members shall meet in a specially called Club meeting within seven (7) days of receiving a written summary from the chairperson of the club's Ethics and Grievance committee. At this meeting, the summary shall be reviewed and any recommended action voted on by the Club Board. **NOTE: The exception to this is if a club officer(s) or Board member(s) are involved in the grievance. If this is the case the affected member(s) shall recuse themselves from this Club Board discussion and vote.**
11. Any recommendation for action such as reprimands, discipline, club expulsion, or similar shall only be authorized by the Club Board and signed off by the Club President. Any recommendations for reprimands, discipline, club expulsion, or similar shall be based on the guidance provided from the Ethics and Grievance committee.

XI. RULES OF PLAY

The North Platte United Soccer Club will follow the rules of the game of soccer as promulgated by the Federation International de Football Association as modified by the United States Soccer Federation, the United States Soccer federation, the United States Youth Soccer Association, the Nebraska State Soccer Association and League affiliates.

XII. CLUB MEETINGS

- A. Board Member Only Meetings
 1. As Club business needs require, the President of the Club shall be authorized to call Board member only meetings on a date as required to discuss matters of the club that will require future Board action.
 2. Voting on issues pertaining to the Club that will require such action may be performed at Board Member only meetings.
 3. Minutes shall be taken and posted to the club website within fourteen (14) days of any held Board Member only meetings.
- B. Monthly Club Meetings
 1. The Board shall establish the date, time, and place of the monthly Club meetings.

2. Monthly Club Meetings Order of Business
All standard monthly Club meetings will follow the agenda listed below:
 - a) Call to Order – By President
 - b) Roll Call – by Secretary
 - c) Club Financial Report
 - d) Reading of Minutes of last meeting(s) - by Secretary
 - e) Committee Reports
 - f) Old Business
 - g) New Business
 - h) Closing Comments
 - i) Adjournment
3. Voting on issues pertaining to the Club that will require such action may be performed at Monthly Club meetings.
4. If deemed to be necessary by a Club officer, monthly Club meeting agendas may be set aside by a majority vote of those members present at a monthly Club meeting.
5. Annual December Club Monthly Meeting
 - a) Annual Reports shall be presented at the annual December Club Monthly meeting, in writing, by each officer and each committee, which shall include the following:
 - (1) List name(s) and address(s) of committee members.
 - (2) Report in chronological order any events the committee addressed within the previous year.
 - (3) State the Club goals for the coming year and possible solutions to meet these goals.
6. Annual December General Meeting Order of Business
 - a) The order of business for the Annual December Club Monthly Meeting will follow the same agenda as monthly club meetings, except:
 - (1) Election of Club Officers will be completed

C. Special Club Meetings

1. If deemed to be necessary by the Club President, special Club meetings may be held as required to meet or communicate with other officers, members of the club, or community members regarding club issues of concerns.
2. No voting on club related issues by its Board shall be conducted at any special Club meetings.

D. Parent / Team Meetings

1. All coaches of the North Platte Untied Soccer Club shall have a parent meeting with parents of team members not later than seven (7) days prior to start of play each season. If the first play of the season is a tournament, the meeting will be not later than seven (7) days prior to the tournament.
2. Coaches are responsible to furnish game schedules, game site location, time of games, travel maps / instructions, and any other such information necessary to assure arrival of players to a team or game site 30 minutes prior to game time. This includes tournament matches.
3. Coaches may delegate authority to a designee, such as a team member parent, to perform these actions; however the coach has the final responsibility for these actions.
4. No voting on club related issues by its Board shall be conducted at any Parent / Team meetings.

E. Coaches Meetings

1. If deemed necessary, club coaches can meet as required to discuss matters related to the club, their teams, club players, tournaments, or other issues related to team coaching or operational issues.
2. No voting on club related issues by its Board shall be conducted at any Coaches meetings.

XIII. TEAM REPRESENTATIVES

1. The Club encourages each Club team to have a minimum of two (2) designated representatives for the team that can attend to issues such as attending monthly Club meetings to represent the team and to report back to the team on Club business and pertinent issues. **Team representatives should not be Club officers, Board Members, or team coaches.**

2. Each Club team (via their respective team representatives) will get one vote with regards to the election of individual club officers and Board members at the December Monthly Club meeting, **if the team representatives are present at the meeting.**

If a Club team representative(s) are not present at this meeting, they shall forfeit their voting rights for club officers and Board members for the coming year.

3. The individual Club team representatives are also responsible for:
 - a) Submitting newsletter articles to local publications about the team to note team accomplishments if deemed to be warranted.

 - b) Functioning as an information conduit between the team and the Club officers and Board of Directors.

XIV. FISCAL RESPONSIBILITY

- A. Review and reconciliation of bills and invoices against the Club for payment shall be made by the Club President. If so designated, the Club President can assign the Club Co-Vice President or Treasurer to review and reconcile bills and invoices receive against the club.

- B. The Club President or a Club officer designee of the Club President may authorize disbursements.

- C. Checks of disbursement of North Platte United Soccer Club funds shall be made by the club's accounting firm, Gifford and Cox per the direction of the Club President or designee.

D. Authorization for disbursement of club funds to pay invoices and bills by the Club President or their designee shall be made to the utilized contacts at Gifford and Cox via e-mail in order to provide a reproducible trail of authorization. Strictly verbal or other non-traceable means of communication to authorize the disbursement of funds shall not be utilized.

XV. FINANCIAL SUPPORT TO PLAYERS

- A. The North Platte United Soccer Club's primary purpose is to further competitive youth soccer. No player who otherwise qualifies will be denied a playing position based upon inability to pay.
- B. Parents of the concerned child will be required to complete a scholarship application and submit a letter giving the reason(s) for the scholarship is needed. The club financial scholarship application form can be found under the drop down link, "Documents and Forms" on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).
- C. The amount of financial support per child will be evaluated on a case-by-case basis based on the information provided on the scholarship application form. Any financial support for a child shall be approved by a majority of the Board of Directors.
- D. Financial support for a player will typically be based in the form of either a reduced or waived yearly club registration fee. However, depending upon the need, additional financial support may be approved by the Board for an individual player.
- E. The need for financial support for a player(s) will be presented to the Board by the head coach of the team concerned and validated by the Club Coaching Director as an issue of new club business at a monthly Club meeting. Action to approve financial support for a player(s) shall be acted upon by the club officers at the next monthly club meeting in the old business portion of the meeting.

XVI. COACH SELECTION

- A. Anyone seeking selection and appointment to act as a North Platte United Soccer Club **head or assistant coach** must apply to do so to the North Platte United Soccer Club in writing. All submittals for a coaching position shall be either mailed or e-mailed to a Club officer.
- B. Applications for a coaching position shall contain, as a minimum:
 - 1. Desired coaching position (head or assistant),
 - 2. Desired team to coach,

3. Soccer coaching licenses held,
 4. Previous coaching experience and level,
 5. Clubs coached with,
 6. The names of three (3) individuals in the North Platte community as references for character, Coaching ability and personal integrity; and
 7. A recommendation for approval by another the Club coach.
- C. All coach applicants must fill out any paperwork required by the Nebraska State Soccer Association including the KidsSafe Background Check located on their website.
- D. The Club officers will review all coaching applications at a monthly Club meeting in the new business portion of the meeting.
- E. Club officers will vote whether or not to accept a submitted coach application at the next Club meeting after the Club meeting where the application was reviewed as part of the old business portion of the meeting.
1. Results of this vote shall be recorded in the Club meeting minutes.
 2. All accepted coaching applicants shall be notified within seven (7) days of the results of this vote.
- F. Accepted applicants for a **Club head or assistant coaching position** shall be expected to complete their "F" license training, if not already completed, within three (3) months of being approved for a coaching position in a club.
- G. Accepted applicants for a **Club head coaching position** shall be expected to complete their "E" license training, if not already completed, within two (2) years of being approved for a head coaching position in the club.

XVII. RESIGNATION OR STEPPING DOWN OF A CLUB OFFICER, BOARD OF DIRECTOR, OR HEAD COACH

- A. The club recognizes that there are events or issues that may require a Club Officer, Board of Director, or head coach of a Club team to step down or resign from their respective activities related to the club.
- B. Any Club Officer, Board of Director, or head coach of a Club team wishing to step down or resign from respective activities related to the club shall submit a **written notice to a Club Officer** of their desire to do so. Informal conversation, text messages, voices mails or similar forms of communication are not acceptable.
- C. The Club's Board of Directors will note and act on the request to resign from the respective duties of a Club Officer, Board of Director, or head coach of a Club team at either a regularly scheduled Club meeting or a specially called Board of Director's meeting.
- D. Following the recognition of the resignation of a Club Officer, Board of Director, or head coach of a Club team, the Club will seek a replacement person to fill the vacated position as soon as reasonably possible.

XVIII. INITIAL TEAM FORMATION

- A. The request to form a team that wants to play under the North Platte United Soccer Club banner **needs to be submitted in writing to a Club officer** so the request can be formally recognized and acted on by the club's Board of Directors.
- B. All requests shall list the following information:
 - 1. Team gender
 - 2. Proposed age group that the team will initially play under
 - 3. Proposed team head coach and assistant coach(es)
 - 4. Experience of proposed team coach(es)
 - 5. No requests for team formation younger than the U8 age group will be considered by the North Platte UNITED club board (i.e. henceforth referred to herein as the Board).
 - 6. Each team formation request shall list at least one head coach and one assistance coach.

- C. All requests to form a team that will play under the North Platte United club banner will be reviewed and voted on by the club's Board of Directors. All votes regarding the formation of a team shall be completed by a majority of the club's Board of Directors (at least six (6) of the ten (10) Board members).
- D. If the formation of a new team under the North Platte UNITED club is approved by the club's Board of Director's they will be officially be recognized by the club and shall henceforth adhere to the Club's Constitution and follow the Club's Bylaws.

XIX. PLAYERS

- A. All players under the age of 12 years old will be accepted for membership into the club regardless of their soccer skill level.
- B. Acceptance of players older than 12 years of age into the club will be based on the following:
 - 1. Recommendation of another club coach, or
 - 2. A designated club try out session, or
 - 3. A try out practice evaluation with the likely team and club coaches that the player would be assigned to, or
 - 4. An individual try-out evaluation with a limited number of club coaches and the club's Coaching Director.
- C. Players are responsible for the financial cost of their club registration, traveling and tournament fees.
- D. A player can apply for a club scholarship based on financial hardship as outlined in these Bylaws.

XX. REGISTRATION

- A. Yearly registration for the upcoming soccer season will occur in July of the calendar year.
- B. The registration process for all players into the club will use the club's electronic registration process. No paper registrations will be accepted.

- C. All club players shall be registered to the North Platte United Soccer Club in accordance with USSF / US Youth Soccer procedures.

XXI. ASSESSMENT OF FEES

- A. The officers and Board of Directors of the North Platte United Soccer Club will determine the yearly registration fee for players and / or teams at the time of registration as part of normal Club business.

XXII. ASSIGNMENT OF PLAYERS TO CLUB TEAMS

- A. All players of the North Platte United Club form a pool of players for the club. Individual players belong to the club not a specific team. (This designation is due in part to cover insurance and liability related issues)
- B. Players are assigned out of this pool of club players in most cases to a specific team based on their gender, age, and playing capability. Some players may have the ability to play on multiple teams (i.e. play up to an older team or play across to another team in the same age group).
- C. Assignment of players is made by the club based on input from the respective player parents and individual head coaches of the club teams, followed by review of the player assignment by the Board.
- D. All requests for player transfer (other than for tournament play), whether they be made by the player parent(s) or a club coach(es), between club teams must be reviewed and approved by the Board.
- E. All requests for a transfer of team assignment between North Platte United Club teams must be made in writing to the Board.

XXIII. TEAM FORMATION / TEAM AGE GROUPS

- A. All newly formed teams that will play as part of the North Platte United Club shall be formed and set up with player birthdates based on current (2016 - 2017) US Youth Soccer calendar age group guidelines (e.g. 2006, 2007, etc.). As needed, the Board will review all team rosters and will have the final approval on all team rosters.

- B. Based on club experience, starting on January 1, 2017, it is the Board's official policy to set up the formation of all new and existing teams to initially encompass two calendar years (i.e. 2008 - 2009). This is to broaden the calendar year base where players can be drawn from when a new team forms or to maintain a sufficient number of available players for an existing team. The two calendar year coverage for new and existing club teams will be set and established at the Board's discretion based on what is deemed best for the club as a whole.
- C. It is the Board's expectation that all players who are registered for a team playing under the North Platte United club banner be given the opportunity to develop and play in games in a manner where the player can learn, grow in their respective skill set, and feel that they are contributing significantly to the team.
1. In general, it is the club's primary goal for all players and teams playing in the U12 age group and below to be focusing on the development of individual fundamentals and the application of the learned fundamentals by all members of a team to team formations and strategy in game situations. ***NOTE: This is not a blanket statement mandating equal playing time in games in these age groups. However playing time, and the balancing of it, amongst all players on a team, needs to be carefully weighed by the team's coaches in order for all players on the team to advance in their game application skills and to grow as a collective group.***

The club recognizes that this primary goal may affect the team's competitiveness in certain game situations and or tournaments but feels it will have the benefit and long term pay off of keeping more players interested in the game, the team, and the club as a whole in a manner that will keep them playing into the older age group levels.

2. For players and teams playing in the U13 age group and up, the club's primary goal for these age groups will be to focus on the development of competitive players and teams in game situations. By this age, the club expectations are that players possess the will and desire to continue to work on and improve their individual skills and fundamentals (in practice and at home) and to play in competitive game situations. However, it is recognized that even at this age, not all players will practice with the same intensity, apply their skills and knowledge of the game to the same level on the field, nor be committed to the team and the club to the same degree.

In recognition of this issue, Club coaches shall stress the following points to players and the player's parents and / or guardians in these age groups:

- a. That competition for positions and playing time on a team will become more prevalent, and
- b. That several factors, including but not limited to, practice intensity, effort on the field, attitude to ones parents, coaches, and teammates, and sportsmanship may affect an individual player's playing time amount or when they play in games and tournaments that the team participates in.

NOTE: The Club does not intend for the statements for the U13 and older age groups to be construed as a blanket policy statement that allows club coaches to have only the best players on a team play in games in these age groups. Playing time, and the balancing of it, amongst all players on a team still needs to be carefully weighed by the team's coaches in order for all players on the team to advance and grow as a collective group. However, it is very likely at these age groups that the amount of time, and when a player plays in a game, will vary from player to player on a team.

- D. The Board will intermittently review the rosters of all club teams including the age distribution and number of players on each team. When enough players in a calendar year age group are available from the club's player pool where the number of players on the team can support the splitting of the team into two teams:
1. In the same calendar year age group or
 2. A team in an older calendar year and a team in the calendar year below it,

The club will discuss with the team's coaches on how and when to proceed with doing so.

NOTE: The club recognizes that this policy in general will affect younger teams. This policy is set by the club in order to attract more younger players to the club based on the potential for increased playing time in game situations. In short, having multiple smaller teams in the younger age groups, if the number of players in the club's player pool can support it, will offer the ability of more playing time in game settings to all players.

As a team grows and moves up in the calendar year age groups, having more younger players and multiple younger teams in the same calendar year age grouping will support for the potential combining of teams or the interchanging of players between teams to develop and support teams in the older age group divisions that require more players on the pitch. It is the club's goal to get as many players on the pitch as possible in order to provide the invaluable game experience and to support the process of maintaining enough players in the club's player pool to support the development of teams in the older age group divisions.

XXIV. PLAYING UP (CALENDAR YEAR)

- A. "Playing Up" as defined here for this document shall mean a player playing up in an age group division that is at least one year older than the group they belong in based on the US Youth Soccer calendar year age grouping.
- B. It is the Board's official policy that players shall be allowed to "play up" no more than one calendar year. The only exceptions to this rule will be:

1. For a tournament(s) that are played in by existing North Platte United Club teams as of January 1, 2017 fielding players having a calendar year age group of 2006 and older. For this situation, a team may field club players that would be deemed to be “playing up” two years.
 2. For a player parent with multiple siblings playing on club teams two calendar years apart or less in age. For this case, the player parent may elect to have the younger sibling play up with the older sibling.
- C. **The player parent for any player meeting these criteria shall work with the team coach to review, sign, and submit a North Platte United Soccer Club Tournament Play Up Risk Acknowledgement Form. This form can be found under the drop down link, “Documents and Forms” on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).**

This form must be submitted by the club coach of the team wanting to field the player for a particular tournament(s) to the Club Secretary a minimum of seven (7) days prior to the date of the tournament(s).

- D. The number of players that can play up on a team will be reviewed by the Board on an individual team basis based on the number of players available in the club player pool at the team's calendar age grouping.
- E. Input going into the decision to have a player play up a calendar year on a club team shall be sought and gained from the player's parents and the affected team coaches.
- F. **A player parent's or guardian(s) shall be required to review and complete the club's Calendar Year Play Up Risk Acknowledgement form. This form can be found under the drop down link, “Documents and Forms” on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).**

This form is utilized by the club to gain the player's parent(s) or guardian(s) input on whether they wish to have their player play up in an older age group or to practice or play against older age group players.

1. Starting with the 2017 – 2018 soccer season, a signed Calendar Year Play Up Risk Acknowledgement form shall be required to be filled out and submitted as part of the Club registration process so this document can be on file with the club's records prior to the player being allowed to practice or play with a club team in an older calendar year age group.
 2. Electronic copies of all signed copies of Calendar Year Play Up Risk Acknowledgement forms will be kept in the club's record database.
- G. The final decision to allow a player to play up shall be made by the Board utilizing the received input from the player parent(s) and the affected club team coaches.

XXV. TOURNAMENT PLAY / TEAM SETUP FOR TOURNAMENTS

- A. The club encourages all teams in the club to play in competitive tournaments, festivals, or similar as much as can be reasonably supported in order to encourage the growth and development of all players.
- B. All players on a team should be encouraged and provided the opportunity to play in tournaments that the team travels to and represents the club.
- C. In the situation where the individual player's age straddle two USSF soccer recognized age groups that mandate different field sizes, players on the field, or different rules, **the club's expectation** is the following when a team plays in a competitive tournament, festival, or similar:
 1. If there are only enough players to form one team, regardless of the age groups in consideration, the team should play one team in the age group governed by the oldest players on the team.
 2. If there are a sufficient number of players on the team where the number of players will prohibit the amount of playing time for all members of the team if only one team is kept, **it is the club's expectation** that two teams be formed in some combination to allow **all players to play more on an individual basis**.

NOTE: This is not a blanket statement mandating equal playing time in games in these age groups. However playing time, and the balancing of it, amongst all players on a team, needs to be carefully weighed by the team's coaches in order for all players on the team to advance in their game application skills and to grow as a collective group.

3. In situations where two teams would provide more playing time for the individual players at a tournament, the team should be split and divided accordingly to provide fair and balanced teams for the age groups the players will play in. This splitting of the team may encompass:
 - a. Both groups of players playing in the older age division, or
 - b. One group of players playing in the older age division and one group in the younger division if the ages of the players straddle two age divisions. (This is the club's recommended format if there are a sufficient amount of players to support both age groups on a team).
 - c. One group of players playing in a more competitive division and one group in a less competitive division if the ages of the players are the same. (This is the club's recommended format if there are a sufficient amount of players of the same age to form two teams).
4. The team coaches will have latitude to decide how to split and divide a team's player's in these situations. However, **it is the club's expectation** that teams be divided and set up on a comparative skills basis or strictly an age basis.
5. In situations where a club team has been divided into two or more groups to play on separate teams for a tournament, **it is the club's expectation** that both groups of players be coached by a combination of the team's head and assistant coaches.

6. If there are unique scheduling circumstances, another club coach should be used to fill in to coach a group of players as long as the situation has been discussed and approved of ahead of time by all parties. This situation would include the needed obtaining of player ID cards if needed.

XXVI. TRAVEL

- A. All coaches and players should be aware that individual travel to tournaments in state and out of state is part of the North Platte United Soccer Club expectation.
- B. Selection of which tournaments each Club team will play at will be made per the conditions and guidelines given in the Club's Bylaws.
- C. Any North Platte United Soccer Club teams may compete in the Nebraska State Cup Competition, if possible.
- D. Any team winning the Nebraska State Cup will be required to play in regional competition. If for some reason a team cannot go to the regional competition, that team will be responsible for any fines that the North Platte United Soccer Club must pay.

XXVII. INJURY AND CONCUSSION PROTOCOL

- A. All Club coaches shall take and pass the Nebraska State Soccer concussion protocol training.

- B. **The Club shall follow the requirements of Nebraska law LB260 - The Nebraska Concussion Awareness Act.** *(This law, which became effective July 1, 2012, requires athletes 19 years old or younger, sports organizations, including youth leagues, club sports, or any organization sponsoring a sporting activity where there is a cost to participants or where such costs are sponsored, must follow the law.)*

There are three (3) primary components to the Nebraska Concussion Awareness Act:

- 1. Education
 - a) Concussion educational training must be made available to all coaches on how to recognize symptoms of a concussion and how to seek proper medical treatment. **Concussion education documents for coaches can be found under the drop down link, “Concussion” on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).**

 - b) Athletes and parents / legal guardians must be provided concussion information prior to an athlete’s participation on an annual basis that includes:
 - i. Signs and symptoms of a concussion,
 - ii. Risks posed by sustaining a concussion, and
 - iii. Actions an athlete should take in response to sustaining a concussion, including informing their coaches.

Concussion education documents for athletes and parents / legal guardians can be found under the drop down link, “Concussion” on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).

- 2. Removal of Athlete

- a) An athlete presenting signs or symptoms of a concussion thereby being “reasonably suspected” of having sustained a concussion:
 - i. Must be removed from participation, and
 - ii. May not return to participation until evaluated by appropriate licensed health care professionals.

3. Written & Signed Clearance for Return to Play (RTP)
 - a) If an athlete is removed from participation due to presenting signs or symptoms of a concussion, they may not return to play until the parent or legal guardian of the athlete presents a written and signed clearance for Return to Play (RTP) form. **A Return to Play form can be found under the drop down link, “Concussion” on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).**

 - b) Any athlete having been removed from participation for the purpose of presenting signs or symptoms or “reasonably suspected” of having sustained a concussion must have provide the following information to the team coach before RTP or participation is allowed:
 - i. Written and signed clearance from an appropriate licensed health care professional trained in the evaluation and management of traumatic brain injuries among a pediatric population, and
 - ii. Written and signed clearance from the athlete’s parents or legal guardians.
 - iii. Home instructions on concussion awareness and clearance forms for concussed athletes may be obtained off of the Club’s website, from the Nebraska Sports Concussion Network, or by the licensed health care professional treating the player. These forms are posted on the North Platte United Soccer club website under the drop down menu labeled “**Concussion Education**”

- C. Player parents and or legal guardians should inform their player’s coach if their player has been diagnosed or similar with a concussion or concussion like symptoms.

- D. Player parents and or legal guardians should review all Club provided information regarding concussion awareness and educate themselves on this subject. As part of this education, the player parent should discuss the importance of the issue with their player(s), the importance of reporting any symptoms, and how the issue will be handled by the coach.
- E. The coach shall inform the Club (Club President) within three (3) days if they have had a player removed from practice or game participation for the purpose of presenting signs or symptoms or “reasonably suspected” of having sustained a concussion. **This notification form can be found under the drop down link, “Concussion” on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).**
- F. Club players who have been removed from practice or game participation for the purpose of presenting signs or symptoms or “reasonably suspected” of having sustained a concussion will not be allowed to play for their Club team or any other Club team until the required written & signed clearance for Return to Play has been provided to the player’s coach. **A Return to Play form can be found under the drop down link, “Concussion” on the North Platte United Soccer Club website (www.northplatteunitedsoccer.com).**

XXVIII. YOUTH PROTECTION AND ADULT LEADERSHIP

- A. North Platte United Soccer Club Barriers to Abuse
 - 1. The North Platte United Soccer Club requires the following policies to be followed for the safety and well-being of all its members. These policies primarily protect youth members; however, they also serve to protect adult coaches and leaders.
- B. Two-deep leadership on all outings required.
 - 1. A minimum of two Club coaches, or one registered Coach and a participating player parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older.
- C. Adult Supervision/Coed Activities
 - 1. Male and female adult parents and / or coaches must be present for all overnight coed Club trips and outings.

2. Both male and female adult parents and / or coaches must be 21 years of age or older.
 3. All club coaches shall have been cleared by the Nebraska State Soccer KidsSafe Background check.
- D. One-on-one contact between adults and players or player siblings is prohibited unless it is between a parent and their respective child.
1. In situations requiring a personal conference, such as a Coach to Player meeting, the meeting is to be conducted with the knowledge and in view of other adults and / or youth.
- E. Two-deep leadership and no one-on-one contact between adults and youth members includes digital communication.
1. Club coaches, officers, Board members or other player parents may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with other youth Club members.
 2. If such communication is required, club coaches, officers, Board members or other player parents should copy a parent and another Club leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.
- F. Age-appropriate and separate accommodations shall be arranged for and provided by the player parents of Club teams traveling to tournaments or similar Club sponsored activities.
1. No adult may share a room with the opposite sex unless he or she is that adult's spouse or player parent.
 2. No youth players or their siblings may share a room with a single adult or a person(s) of the opposite sex other than a family member or guardian.
 3. Assigning youth members more than two years apart in age to sleep in the same room should be avoided unless the youth are family members or relatives.

4. Whenever possible, separate shower and toilet facilities should be provided for male / female adults and male / female youth. If separate facilities are not available, separate shower times should be scheduled and posted.
- G. The buddy system should be used at all times.
1. The youth player buddy system is a safety measure for all Club activities.
 2. Youth player buddies should know and be comfortable with each other.
 3. Self-selection of buddy teams with no more than two years age or significant differences in maturity is strongly encouraged by the Club.
 4. When necessary, a buddy “team” may consist of three (3) Club players.
 5. No youth players or their siblings should be forced into or made to feel uncomfortable by a buddy assignment.
- H. Privacy of youth is respected.
1. Adult leaders and youth must respect each other’s privacy, especially in situations such as changing clothes and taking showers at tournaments.
 2. Adults may enter youth changing or showering areas only to the extent that health and safety reasons require.
 3. Adults must protect their own privacy in similar situations.
- I. Inappropriate use of smart phones, cameras, imaging, or digital devices is prohibited.
1. Although most players, their coaches, and player parents use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the privacy of other individuals with such devices.

2. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.
- J. No secret organizations.
1. The Club does not recognize any secret organizations as part of its program.
 2. All aspects of the Club are open to observation by parents and leaders.
- K. Youth leadership is to be monitored by adult coaches, leaders, and parents.
1. Adult coaches, leaders, and player parents must monitor and guide the leadership techniques used by youth players and ensure Club policies are followed.
- L. Discipline must be constructive.
1. Player discipline used in Club associated practices, games, or related activities must be constructive and reflect Club values.
 2. Corporal punishment is never permitted.
 3. Disciplinary activities involving isolation, humiliation, or excessive ridicule are prohibited.
 4. Examples of positive discipline include verbal praise and high fives.
- M. Appropriate attire is required for all activities.
1. Proper clothing for activities is required.
- N. No hazing
1. Hazing and initiations are prohibited and may not be included as part of any Club activity.
- O. No bullying
1. Verbal, physical, and cyberbullying are prohibited by the Club.
- P. Mandatory Reporting of Child Abuse

1. All persons involved in the Club must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. This duty cannot be delegated to any other person.
 2. If there is good-faith suspicion or belief that any child is or has been exposed to these conditions or of any violation of the Club's Youth Protection policies, the person(s) making these observations shall immediately notify a Club officer of the issue of concern as well, so the Club officer may take appropriate action for the safety of the Club's players or their siblings, make appropriate notifications, and follow up with investigating agencies.
- Q. All adult leaders and youth members are responsible for acting in accordance with the Club Bylaws. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Club program and may result in revocation of Club membership and / or reporting of the issue in question to the appropriate authorities.
- R. Individual Club teams are responsible to enforce Youth Protection policies.
1. Adult coaches and leaders for the individual Club teams are responsible for monitoring the behavior of youth players and other adults who associate with the team for signs of inappropriate activity and interceding when necessary.
 2. If youth players or their siblings misbehave in a Club sponsored setting or activity, their parents should be informed and asked for assistance.
- T. Incidents requiring an immediate report to a Club Officer or Coach.
1. The following events related to Club activities must be immediately reported to a Club Officer or Coach to allow for follow up action:
 - a) Any threat or use of a weapon

- b) Any negative behavior associated with race, color, national origin, religion, sexual orientation, or disability
 - c) Any reports to authorities where the Club's Mandatory Reporting of Child Abuse policy or the state's mandatory reporting of child abuse laws apply
 - d) Any abuse of a child that meets state reporting mandates for bullying or harassment
 - e) Any mention or threats of suicide
- 2. If someone is at immediate risk of harm, call 911 immediately.
 - 3. If a Club player or their sibling is being bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is not working to solve the problem contact a Club Coach or Officer immediately.

U. Club Member Responsibility

- 1. Stop the policy violation or abuse
- 2. Protect the youth
- 3. Separate alleged victim from alleged perpetrator
- 4. Summon needed assistance (911, EMS, additional leaders, etc.)
- 5. Notify parents
- 6. Notify the appropriate Scouting professional

XXIX. FUND RAISING

- 1. Fundraising is a Club recognized manner in which to raise the needed funds to support a player or a Club Team.
- 2. The individual Club teams shall be responsible for their own fundraising events or activities and how to disseminate any raised funds from such activities to their team as a whole or to individual players.

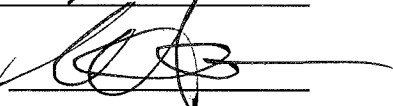
3. All Club team fundraising activities shall meet:
 - a) All local, state, and federal law requirements,
 - b) Be morally acceptable as per a reasonable person of the North Platte, NE community,
 - c) Represent the Club in a positive manner at all times, and
 - d) Not exploit the time or physical appearance of a player(s).

XXX. CLUB LIASON

1. The North Platte United Soccer Club will strive to send a Club Liaison representative to regularly scheduled North Platte AYSO meetings if possible.
2. Club representatives shall be charged with upholding the interest of the North Platte United Soccer Club when they attend other local, state, or national meetings regarding soccer clubs, organizations, teams, players, or rules.

These club Bylaws adopted by a majority vote of the Board of Directors this 5th day of December, 2017.

President: 

Co-Vice President: 

Co-Vice President: 

Revision History:

Revision 0: Major rewrite of Club Bylaws to incorporate several topics such as player safety, youth protection, team formation, player membership, etc. Club Bylaws reviewed and accepted at July 17, 2017 Board Meeting. Revision Date: July 17, 2017

Revision 1: Clarified language regarding the Club's Treasurer and Coaching Director positions in Sections VI and VII. Also clarified language in Section XIV that addresses fiscal responsibility for the club. Revision 1 to the Club Bylaws were reviewed and accepted by the North Platte United Soccer Club Board at the December 5, 2017 Board Meeting. Revision Date: December 5, 2017