



CDYSL OFFICE POLICIES

Club Financial Standings:

All CDYSL member clubs must be In Good Standings to receive certificates of insurance, receive processed registrations, etc. To be a club in Good Standings, the club must have all their financials paid in full for the multiple areas they may owe financials for. Such areas that finances could be due are: fines and fees for Spring League, Annual Membership Dues, Registrations, Zero Tolerance Committee Fines, Missed Meeting Fines, Team Commitment Summary Sheets, etc. If a club is not in good standings, all items will be held in the CDYSL until the finances are paid in full.

EDP Registrations:

Teams who register through Got Soccer for EDP but wish to play in the CDYSL 2019 Spring League have a few items to keep in mind and they are:

- 1) If using EDP players as Guest Players on your Spring 2019 teams, they MUST follow the rules of our Guest Playing policy. These are located on our website and all rules apply. Only teams who are playing in Division 1 or in an age group higher than their age group can use EDP guest players. No Exceptions!
- 2) If you registered your EDP teams through Got Soccer and are playing in CDYSL Spring League, you need to have your club registrar put together the team in your club registration system as though you were registering through CDYSL. When the work comes into the office from your registrar, they MUST indicate to CDYSL that this team has already paid through Got Soccer and it must include a copy of the Got Soccer roster and passes. A note also to us letting us know they need passes and rosters to play in the CDYSL Spring season is also needed. Following this method is needed as CDYSL will not charge for these players and CDYSL can follow up to ensure that the team is truly paid for through EDP and Got Soccer.
- 3) For the 2018/2019 season only, it was approved by the General Board at the April 2019 General Board Meeting to allow players in the league to also play for a different league and/or program, but the players cannot dual register to play in the same programs or leagues at the same time. The leagues or programs must be different.
- 4) The Games Committee Chairperson stated for those players, the following must take place: a) the player or team looking to add a player already associated with another league or team must get permission to leave their team and be rostered to play in CDYSL games b) there is no restriction to what division that the club team and/or player plays in. Office will process work based on what the player needs, and/or the permissions given for each player.

Fall Ball Program:

There are no scores or standings in the Fall Ball Program. There is no rescheduling of games allowed in the Fall Ball Program and there are no awards given out for this program. It is purely for fun.

Missed General Board Meetings and Annual General Meetings:

Clubs that hold a full membership status MUST attend all General Board Meetings (held October, January, February, April and June) and the Annual General Meeting (held August). There is an exception for the following clubs: Chazy Soccer Club, FC Freeze Soccer Club and Plattsburgh FC. If a club does not have a representative at the General Board Meetings and/or Annual General Meeting, they can get fined. The fines are as follows: A club that misses two meetings will receive a fine of \$50.00. A club that misses three meetings will receive a \$100 fine. A club that misses four meetings will receive a \$200 fine and a club that misses five meetings will receive a \$400 fine. All clubs, regardless of membership status (full membership or limited membership) MUST attend the Annual General Meeting. The General Board passed a motion that stated that if a club does not have a representative in attendance at the Annual General Meetings, they will receive a \$50 fine. The only exceptions are for the following clubs: Chazy Soccer Club, FC Freeze Soccer Club and Plattsburgh FC.

Registrations:

Clubs are expected to abide by the deadlines put forth by the office staff of CDYSL regarding registrations. Teams that register for the CDYSL Fall Ball Program have a deadline to get all their team registrations into the CDYSL Office no later than September 1st. This deadline is implemented because there is a short time frame for the CDYSL office to process those registrations in time for the teams to use them at the Fall Ball Program. The Fall Ball Program typically begins the third week in September. The registration is processed on a first come-first serve basis and they will be processed according to those rules.

Teams that register for the CDYSL Spring League have a deadline to get all their team registrations into the CDYSL Office no later than February 28th. For those clubs that send in their teams after the February 28th date, they will be fined daily based on the time frame they get their registrations into the office processing. However, the registrations that come into the office are processed on a first come-first serve basis and just because the fine is being paid does NOT mean the registrations will be processed prior to the team's first game. The sooner the registrations are in the office to be processed, the more realistic the registrations will be processed in time for the team to need those documents.

April 1st is the first day that guest passes and rosters for the Spring League can be processed. This rule is in place because most of the registrations need to be processed before the guest passes can be reviewed and processed to ensure the rules and policies of the guest players are in place and consistent.

Soccer Programs:

The CDYSL Soccer programs (Fall Ball Program, Spring League) MUST have a team commitment that is sent in by each club for the teams that want to participate in that program. This method assures the CDYSL staff that the clubs wants to register the teams that are signed up and the information is accurate and correct when they register for the program. The Team Commitment Summary Sheet for each individual program MUST also be sent in by each club that outlines the number of teams, the teams that they want to play in the program, the fields that should be used, the amount of monies owed, etc. This document is used by the CDYSL office staff to process and begin the work on the scheduling and placements of these teams. There are no exceptions to this rule.

Spring League Awards:

As of 2018/2019 season, all U08 and U10 players will receive a participation medal who play in the CDYSL Spring League. All U12 through U16 teams who place either first or second place in their age/gender/division will receive a team trophy and a \$25 gift certificate or check to do as they wish. Some suggestions were ice creams or a pizza party for the team.

Team Commitment Refunds (all programs (Fall & Spring):

When team commitments are sent in for the team's clubs register for either the Fall Program and/or the Spring League and a club decides to pull team(s), they will not receive a full refund of those team(s) commitment monies. If the CDYSL office staff has started working on the team commitments, a partial refund will be given back to the clubs. This ensures that the administration fees are removed from the refund. Staff needs to put the information together, work on the seeding of the teams, uploading the information, etc. The partial refund should cover the office staff time dedicated to processing the information.

Weather Watch (weather cancellations):

When events are being conducted in outdoor venues, you need to keep an eye on the weather for both cold and heat conditions. Please refer to the procedures outlined in the office CDYSL Events and Office Staff Procedures.