



SAGINAW TOWNSHIP SOCCER ASSOCIATION TRAVEL BYLAWS

Revised June 2014

The Saginaw Township Soccer Association Travel Bylaws empower the STSA Executive Board of Directors to oversee the STSA Travel soccer program as prescribed below.

All Saginaw Township Soccer Association Travel Soccer coaches will be expected to understand and abide by the STSA Travel Bylaws.

ABBREVIATIONS

S.T.S.A.	The Saginaw Township Soccer Association
M.S.Y.S.A.	The Michigan State Youth Soccer Association
M.M.Y.S.L	The Mid-Michigan Youth Soccer League
W.S.S.L	The Western Suburban Soccer League
M.S.P.S.P.	The Michigan State Premier Soccer Program
U.S.S.F.	The United States Soccer Federation
N.S.C.A.A.	The National Soccer Coaches Association of America
U.S.Y.S.A.	The United States Youth Soccer Association

TABLE OF CONTENTS

Article 1.	Coaches Requirements
Article 2.	Head Coaches Responsibilities
Article 3.	Team Formation
Article 4.	Player Selection Rules
Article 5.	Tryouts
Article 6.	Complex Usage
Article 7.	Cancellations and Rescheduling
Article 8.	Equipment
Article 9.	Executive Board of Directors



Michigan Wolves Hawks SC Partnership

Beginning in 2014, the Saginaw Township Soccer Association signed a 3 year agreement with the Michigan Wolves Hawks SC to provide their elite training, curriculum, and soccer camps to STSA. For the purpose of the Travel Bylaws, all “A” Team designations will be considered Wolves Hawks Saginaw provided they have a team in that particular age group.

ARTICLE 1
COACH'S REQUIREMENTS

- 1.1** The S.T.S.A. invites all interested coaches to submit their application for open coaching positions. The head coach must meet the minimum requirements of the league in addition to acceptance by the Director of Coaching. The Director of Coaching will make head coach selections known to the Executive Board of Directors.
- 1.2** All Head Coaches who intend to coach a team in the M.S.P.S.P. League must have the equivalent of a U.S.S.F. State D level coaching license, however STSA recommends an NSCAA National Diploma.
- 1.3** Any coach selected to coach a team in any other travel league must agree to earn the equivalent of a U.S.S.F. E level license prior to being assigned that team.
- 1.4** The Director of Coaching will rank all coaches' licenses using the U.S.S.F. / NSCAA licenses as standard.

1.4.1 The point system the Travel Coordinator will use for the selection of coaches is as follows:

A) Licensing: (per U.S.S.F. standards)

- 10 points for the E
- 25 points for the D
- 40 points for the C or N.S.C.A.A. National Diploma
- 50 points for the B or N.S.C.A.A. Advanced National Diploma
- 60 points for the A or NSCAA Premier Diploma

B) Previous Experience:

- **1 point:** for each season as an assistant for a recreation team.
- **2 point:** for each season as a head coach for a recreation team, or as an assistant coach for a travel team.
- **3 points:** for each season as the head coach of a travel team.
- **3 points:** for at least 2 years experience as a certified referee within the last 3 years.
- **4 points:** for each year Coaching at a High School or College Level
- **1 point:** for a minimum of two years playing experience in a college program or its equivalent.
- **1 point:** for every 4 hours of U.S.S.F. or N.S.C.A.A. sponsored coaching clinic or symposiums attended within the last 3 years.

Note: Experience within the previous five years prior to application submittal will be considered for point tally.

C) Interpersonal Relations:

If the point totals are close (10 points or less) between two coaches, the Director of Coaching will make the decision based on the coaches interpersonal relationships with players, parents, and other coaches. The Executive Board has the right to refuse any potential candidate for cause.

- 1.5** The Saginaw Township Soccer Association will reimburse an STSA Coach for obtaining the following Coaching credentials once **(a)** written notice has been submitted to the Executive Board via the President, of the Coaches intent to take a listed course **(b)** the Coach that submitted their intent, provides the Executive Board via the President a copy of the License or Diploma received.

The Saginaw Township Soccer Association will reimburse the cost of the course at the stated rates for successful completion of the following courses:

Course Title	Reimbursement Rate
USSF E License or NSCAA Level 1-5 Diploma	100%
USSF D License or NSCAA Level 6 Diploma	100%
USSF C License or NSCAA National Diploma	100%
USSF B License or NSCAA Advanced National Diploma	100%
USSF A License or NSCAA Premier Diploma	50%
NSCAA Goal Keeper I, II, or III	100%
NSCAA High School Diploma – U15 and above Coaches Only	100%

- 1.6 The position of assistant coach will be filled at the discretion of the Head Coach with approval of the Director of Coaching; understanding that there is no STSA compensation for an assistant coaches, team mangers, etc.
- 1.7 All team representatives including the head coach, assistant coaches, and team managers must register with the M.S.Y.S.A’s risk management program. Failure to do so will result in dismissal from the team.
- 1.8 All team representatives including the head coach, assistant coaches, and team managers must complete the State of Michigan’s Concussion certification program and provide a copy of the certificate to the Travel Coordinator to keep on file.
- 1.9 Open coaching positions will be posted and advertised for a period of 3 weeks. Interested parties have until the posted deadline to submit their application to the STSA Director of Coaching. Any applications received after the posted deadline will not be considered.

**ARTICLE 2.
HEAD COACH RESPONSIBILITIES**

- 2.1 The S.T.S.A. has set forth minimum guidelines for anyone coaching an S.T.S.A. sponsored travel team.
- Make a total commitment to the team. As a guideline a coach is expected to attend most practices (90%), and attend most games (90%).
 - Coaches must present themselves in a professional manner when dealing with players, fellow coaches, referees, and parents.
 - Provide opportunities for player development (a minimum requirement of two activities per week is expected).
 - Provide appropriate training sessions for development of technique and team tactics.
 - Any team that does not finish first in their respective division must get the approval of the Director of Coaching in writing before petitioning their respective leagues to play in a more competitive division. If the Coach does not get the written approval of the Director of Coaching, the Coach has one week to submit an appeal to the Executive Board for consideration.
- 2.2 The Head Coach responsibilities include, but are not limited to, the following:
- The head coach must hold tryouts and develop a rating system for the selection of players. The S.T.S.A. uses an “A” team and “B” team structure. The coach with the most points, as

outlined in section 1.4.1, will have the opportunity to coach team “A” if he/she so chooses (understanding that if a Wolves Hawks team exists in that age group, the Wolves Hawks team is considered the “A” team). The “A” team roster will be fulfilled from the tryout pool prior to that of team “B”. The Head Coach is responsible for obtaining the S.T.S.A. registration forms and then returning the completed forms with payment attached to the Travel Coordinator before the registration deadline. No player will be allowed to participate in any travel matches prior to receipt of registration and payment by the registrar.

- The Head Coach is responsible for registering his/her team in the appropriate travel league through the Travel Coordinator. The coach must pick up and complete all league registration forms. The coach will submit these forms along with a final team roster to the Travel Coordinator along with the player’s registration fee. M.S.P.S.P. teams will be required to submit their completed league registration materials to the Travel Coordinator prior to the registration deadline set by the league for the season.
- The S.T.S.A. provides money for the Head Coach to pay referee fees. It is the Head Coaches responsibility to inform and obtain the appropriate amount of funds required to cover referee fees from the STSA Treasurer prior to the start of the season. S.T.S.A. will only pay for referee fees for league games. The coach will receive a time slot and field designation from the Travel Coordinator and will attend league scheduling meetings to set his own schedule for the season. Any variations from the designated times or fields must have prior approval of the Travel Coordinator.
- Within one week of completion, a copy of the schedule must be emailed to the Travel Coordinator in order to accurately schedule referees. The Travel Coordinator will give the Referee Assignor all schedules for referee assignments. The Travel Coordinator will assign fields for all home travel games. At this time any special referee needs must be conveyed to the Travel Coordinator (for example, M.S.P.S.P. U-16 or above games).
- For postponed or rescheduled games, coaches must contact the Travel Coordinator for available reschedule dates. If a game is rescheduled without prior consent from the Travel Coordinator, referees and/or field time will not be made available to the coach.
- No team personnel may use voice amplifying devices or noisemakers of any kind.
- Any fines that the team/coach incurs will be the responsibility of that assigned coach. The fines must be paid in accordance with the league requirements or STSA will deduct the cost of the fee from the coaches compensation.
- The Head Coach is responsible for each players safety and confirms by signing the Coaching agreement each season, that they will maintain the highest possible standard for player safety.
- Each coach is responsible for the conduct of his assistants, players, parents, and fans, and shall ensure that they abide by all applicable rules, including tournament and league rules, as well as MSYSA rules.

2.3 The Saginaw Storm head coaches compensation are as follows:

- U.S.S.F “E” License will receive \$500.00 per season.
- U.S.S.F “D” License will receive \$750.00 per season.
- U.S.S.F “C” License or National Diploma will receive \$950.00 per season.
- U.S.S.F “B” License or Advanced National Diploma will receive \$1,150.00 per season.
- U.S.S.F “A” License or Premier Diploma will receive \$1,600.00 per season.
- GoalKeeper I, II, III Diploma will receive \$50.00 per diploma per season additional.
- Each Coach is provided a \$300.00 stipend for Tournament Travel Expenses.

STSA will not compensate assistant coaches, team managers, etc. If a Coach has a child on the team they are Coaching, they are only responsible for a \$100.00 registration cost.

**ARTICLE 3.
TEAM FORMATION**

- 3.1** The S.T.S.A. will attempt to field two boys and two girls team in every age division beginning with U-9. The number of both boys and girls teams will be determined by the number of **qualified** players attending tryouts. Beginning for the June 2013 tryouts, the U-9 and U-10 travel teams will be selected by an appointed evaluation committee.

The evaluation committee will consist of experienced travel coaches to be selected by the Travel Coordinator and the Director of Coaching. The coaches for the travel teams will be selected after the players have been selected.

The Red Team (A) will have the option of playing in WSSL (Western Suburban Soccer League) or MMYSL. The White Team (B) will play in MMYSL.

- 3.2** Team selection will be determined by the level of competition and years of existence.

3.2.1 The first criteria for player selection will be the level of competition. If more than one team exists within the same age division, the M.S.P.S.P. team has the first choice advantage to fulfill their roster. After such rosters have been fulfilled all other S.T.S.A travel teams have the opportunity to fulfill their roster. Any player has the right to refuse to play with the higher rated team if they choose.

3.2.2 If more than one team is playing similar competition, the team that has been formed the longest will get first selection. The Director of Coaching will have final approval for placement in various travel leagues.

- 3.3** All STSA Travel Teams formed after June of 2009 will bear the name, Saginaw Storm. Using the "A", "B" team format, if two teams exist in the same age group the "A" team will use the color Red and the "B" team will use the color White to further distinguish themselves. All Teams will also include their age appropriateness after their designation (i.e. Saginaw Storm 96G Red).

- 3.4** All Saginaw Township Soccer Association (STSA) teams as well as STSA affiliated Clubs (I.e. Wolves Hawks Saginaw) to the Michigan State Youth Soccer Association (MSYSA); Coaches, Assistant Coaches, Managers, Team Parents, Players, etc are expected to adhere to the STSA Travel Bylaws.

- 3.5** All STSA Teams are required to participate in the league they registered in for the fall and spring seasons. Teams are not permitted to switch leagues during any seasonal year.

**ARTICLE 4.
PLAYER SELECTION RULES**

- 4.1** At least 51% of all rostered players must be age appropriate.

- 4.2** Up to 49% of a team's rostered players may only be one year younger than the age division the team is registered in. In order for a player to be eligible to play up more than one age division (using MSPSP rules), they must get the written consent of the STSA Director of Coaching before they can be rostered.

- 4.3** A player playing on a team one year above the player's age must be consented to by the coach, the player and the player's parents and/or guardians. These special requests are not encouraged and will be kept to an absolute minimum. Approval will be granted if the player shows exceptional talent, an age group is short players, or extenuating circumstances exist.

- 4.4 The August 1st to July 31st rule will determine the age of a team as specified by the U.S.Y.S.A. All selected players for ANY STSA U-9, U-10 & U-11 Travel Teams **MUST** be age or grade appropriate – No Exceptions will be made.
- 4.5 The transfer of players between S.T.S.A travel teams is prohibited without sufficient reasoning for the move and without prior approval from the Director of Coaching.
- 4.6 Players shall remain with the team they are drafted to play under for a period of one year; whenever possible original team rosters (players) are kept together on the same team.
- 4.7 Recruiting of players from other teams with guarantees and promises will not be tolerated and as such will be considered an act of poaching. An act of poaching will be dealt with accordingly by the Executive Board.
- 4.8 For teams playing 6 v 6 (U-9 & U-10), a maximum team roster size of eleven (11) players is allowed.
- 4.9 For teams playing in 8 v 8 divisions, a maximum team roster size of fourteen (14) players is allowed, however the Executive Board of Directors would strongly recommend a roster size of (13) players.
- 4.10 For teams playing 11 v 11, a maximum team roster size of twenty-two (22) players is permitted. However, no more than eighteen (18) players shall be listed on the game card and allowed to play in any individual game.
- 4.11 If a player is injured or quits a team and requests a refund of fees paid for the upcoming season, the following schedule will apply:
- **Uniform fees**
 - Uniform has been produced by vendor - No refund of uniform fees but delivery of uniform if player desires.
 - Uniform has been ordered from vendor by STSA but has not been produced - Refund one-half of uniform fees.
 - Uniform order has only been submitted to STSA by player - Refund full amount of uniform fees.
 - **Registration fees**
 - Team has played its first league game of the season - No refund of registration fees.
 - League registration deadline date has past - Refund one-half of registration fees.
 - Registration has been submitted to Travel Coordinator - Refund full amount of registration fees.

**ARTICLE 5.
TRYOUTS**

- 5.1 Open tryouts will be held at the soccer complex for all age groups according to the schedule set by the Director of Coaching.
- 5.2 There will be a minimum of two tryout dates for each team.
- 5.3 All tryouts must be advertised in the paper at least two weeks in advance, and will be open to all interested players who meet the age requirements of the team, or has received special permission. The S.T.S.A. will place all ads.
- 5.4 Tryouts for the fall season will be held after June 15th and before July 1st. For a team that plays both spring and fall this will be the primary tryout for the year.
- 5.5 Spring tryouts must be held before November 30th of the preceding year.
- 5.6 Tryouts should follow set guidelines to properly evaluate each participant. An evaluation sheet must be completed on all players so that any questions on how the team was selected can be answered.
- 5.7 In striving for impartiality and fairness, coaches are encouraged to include evaluators not associated with the team who are familiar with the demands of travel team play, such as other current or former coaches, former players, or Board members, etc.
- 5.8 All teams formed after June 2009, The “A” team coach will completely pick their players and fill their team roster from the available tryout pool before the “B” team will be allowed to fill their roster. If there are enough qualified players, a “C” or “D” team can be fielded and their selected head coaches will follow the afore mentioned selection process.
- 5.9 The listing of players trying out, their individual ratings, and the final roster must be sent to the travel coordinator within 7 days after the last tryout date. To replace players who are injured or quit during the season coaches must first consider the pool of players not previously placed on a team. This information must be kept confidential and will not be made available to anyone outside the Executive Board and/or coaching staff.
- 5.10 The Travel Coordinator needs to be advised of any additional tryout dates. All players must attend at least one tryout. Coaches may hold additional tryouts to accommodate absences. Whenever possible they should hold these before the scheduled tryouts, and the player must pre-register.
- 5.11 The head coach must notify all players of their status within two days of tryouts. This can be done either by phone, mail, or in person. The head coach can also decide to have selected players sign player contacts the same day as the final tryouts, provided the tryouts are completed and the head coach communicates this to their selected players respectfully.
- 5.12 All players will provide proof of his/her age to the Travel Coordinator. A birth certificate, adoption certificate or certificate of naturalization will be sufficient proof.

**ARTICLE 6
COMPLEX USAGE**

- 6.1 The S.T.S.A. soccer complex is to be used only by S.T.S.A. sponsored teams.
- 6.2 Only scheduled league home games or S.T.S.A. sponsored events may be played on the fields.

- 6.3** Coaches, parents, spectators, referees, nor anyone else is permitted to move or alter the location of the Saginaw Township Soccer Association goals, regardless of size. The goals are the property of STSA and will ONLY be moved by members of the paid grounds crew or Board of Directors with acknowledgement from the STSA Administrative Director. Coaches that do not follow rule 6.3 may be removed from their Coaching assignments immediately (MSYSA Goal Rule).
- 6.4** Practices and / or scrimmages will only be allowed at the discretion of the STSA President who may consult with the STSA Administrative Director.

ARTICLE 7 CANCELLATIONS AND RESCHEDULING

- 7.1** Games should only be rescheduled as a last resort. For postponed or rescheduled games, coaches must contact the Travel Coordinator for available reschedule dates. If a game is rescheduled without prior consent from the Travel Coordinator, referees and/or field time will not be made available to the coach.
- 7.2** The Travel Coordinator will contact the appropriate Referee Assignor to reschedule the referees. There will be a \$ 75.00 reschedule fee payable to STSA if the game is rescheduled for any reason other than weather for the WSSL and MMYSL teams. There will be a \$ 75.00 reschedule fee payable to STSA for MSPSL teams if the game is rescheduled for any reason other than weather; in addition to the MSPSP required fee. STSA must receive this fee before the Referee's will be scheduled.
- 7.3** If a game is canceled or rescheduled and the Coach does not notify the Travel Coordinator early enough to cancel the referees it is the team's responsibility to pay the referees fees for both the missed game, and the rescheduled game.
- 7.4** Cancellation of games due to weather or unplayable conditions is the sole responsibility of the game referee.

ARTICLE 8 EQUIPMENT

- 8.1** All S.T.S.A. Travel Teams will wear the S.T.S.A. approved travel uniform kit (including at all tournaments). Any STSA team found to be playing with an unapproved uniform kit will be required to purchase the approved uniform kit before they will be permitted to resume play in their respective leagues or may be subject to other sanctions up to and including removal from the S.T.S.A. program. The STSA Travel uniform kit will be comprised of a red / white shirt and socks as well as red shorts.
- 8.2** All travel uniforms will be purchased through the S.T.S.A vendor of choice and the coach is responsible for ordering, sizing and distributing the uniforms. The Executive Board will take every opportunity to insure that the S.T.S.A teams are receiving the most cost effective rate from the vendor of choice. Registration fees do not cover the cost of the uniform.
- 8.3** The players will be responsible for the cost to replace any lost, stolen, or damaged uniforms.
- 8.4** Soccer balls, ball bags, and other basic needs of the soccer team will be supplied by the paid coach. Teams will be supplied with one new "game ball" per year.

- 8.5 Each coach will be issued a set of collapsible travel flags for their use at STSA home games. The Coach will assume a \$100.00 deduction in their compensation for the use of the flags. Once a Coach returns the flags to the Travel Coordinator, they will receive the \$100.00 back. The Coach does not need to return the flags at the end of every season, they may keep the flags and return them when their respective Coaching assignment is complete. Coaches are responsible for lost flags, however STSA will assume responsibility for broken flags.

ARTICLE 9.
THE EXECUTIVE BOARD OF DIRECTORS

- 9.1 Overseeing the travel program is the Executive Board of Directors. The President of the S.T.S.A will act as the Chairman unless there is a conflict of interest, in which case the President will recuse themselves from voting.
- 9.2 The Director of Coaching is responsible for the recommending the Travel coaching staff. These duties include recommendations to the S.T.S.A. Executive Board on the selection, retention, and dismissal of coaches as put forth in the S.T.S.A. Bylaws. They will also review any violations of S.T.S.A. or Travel League coaching policies, and take any disciplinary actions deemed necessary.
- 9.4.1 All concerns involving the travel program or its teams and coaches will be directed to the Director of Coaching for review.
- 9.4.2 At the request of the Director of Coaching, the Executive Board of Directors will review any player/coach/team misconduct or violations of the Laws of the game. This is to include, but is not limited to, excessive RED/YELLOW cards, and conduct both on and off the field while representing the S.T.S.A.
- 9.4.3 The Chairman can, with or without pre-investigation, according to the severity of the complaint, call for a hearing on the complaint or appeal.
- 9.4.4 Having a recommendation from the Director of Coaching, the Executive Board has the authority to bar completely, suspend, or otherwise discipline, any player, coach, team manager, team assistant, or player parent.
- 9.4.5 The Director of Coaching will (if needed) notifying all Travel Coaches in writing as to when they can and cannot practice and/or schedule games at the complex. Furthermore, the Director of Coaching is charged with enforcing this policy and can discipline a Coach and/or Team with a monetary fine (not to exceed \$100.00), the team can lose their privilege to practice at the complex indefinitely, the team can lose STSA sanctioning, or the Coach can be removed from the team.
- 9.4.6 Any appeals of action taken by the Executive Board of Directors must be made in writing to the Saginaw Township Soccer Association President for consideration by the General Board of Directors. Any appeals must be submitted by letter, within 10 days of notification of such actions of the Executive Board of Directors, to P.O. BOX 6155 SAGINAW MI 48608.