



South Florida Youth Football League Cheerleading 2010 By-Laws

Effective April, 2010

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Exhibit A – ADMINISTRATION

ARTICLE I - NAME

Section 1.1 This Organization shall be known as “**South Florida Youth Football League-Cheerleading**”, a nonprofit organization dedicated to serving the youth of the surrounding areas.

The name “**South Florida Youth Football League-Cheerleading**” shall be the sole property of this Organization and shall not be used without prior approval of the Board.

ARTICLE II - PURPOSE

Section 2.1 To inspire youth, regardless of race, creed, or color; to practice the ideals of sportsmanship, scholarship, and physical fitness; to bring area youth closer together through the means of common interest, sportsmanship, fellowship, and athletic competition; to provide cheerleaders throughout the league the opportunity to enhance their skills, enthusiasm, and knowledge of cheerleading.

ARTICLE III – OBJECTIVE

Section 3.1 The objectives of this Organization are as follows:

- a. To assist in establishing guidelines to maintain physical fitness, safety, values, and the moral well being of children.
- b. To engage, assist, encourage participation in cheerleading.
- c. To further sportsmanship and honor among children in a competitive atmosphere.
- d. To promote and oversee amateur games and competition.
- e. To enact and exercise disciplinary authority establishing rules and regulations governing such games, contests, competitions and exhibitions classifying those participating therein, determining and defining breaches and infractions of its rules and regulations, and imposing penalties therefore in accordance with the law.
- g. To assist in combating juvenile delinquency by providing and promoting the physical and emotional well being of cheerleaders.
- h. All other ways which are necessary in order to accomplish our purpose.

ARTICLE IV - GENERAL POWER & GOVERNING BODY

Section 4.1 General Powers The business and affairs of the League shall be managed under the direction of the Executive Board (hereafter referred to as the “Board”). The Executive Board may adopt such rules and regulations for the conduct of their meetings and the management of the League, as they may deem proper, so long as the rules and regulations adopted by the Board are not inconsistent with these By Laws.

- a. The Board shall function as the General Executive body of the League.
- b. The Board shall have both original and appellate jurisdiction over any infraction of the League rules, regulations and By Laws and assess penalties against any member and/or Club of any violation and conduct such other matters as may properly come before the Board.

- c. All Board decisions regarding S.F.Y.F.L.C. business shall be final and binding after further review of any said incident.
- d. The Board shall report all pertinent findings or determinations as deemed necessary.
- e. The Board will conduct themselves in a professional manner at all times while conducting League business.
- f. Any Board member that is up for nomination or re-nomination must be present the day of the elections.
- g. No member shall hold more than one office on the Board of Directors at one time.
- h. The Executive Board will conduct an annual audit of all financial records.

Section 4.2 By the orders of the President and approval by the Executive Board, a Board of Director is formed and will be called upon from time to time to handle confidential issues involving the League, including but not limited to issues involving the conduct and behavior of other members of the Board of Directors. This entity will be responsible for providing information to other members of the Board in full disclosure on a need-to-know basis as determined by the entity. This entity may be called upon by the President to review rules, policies, procedures and general guidelines for how S.F.Y.F.L.C. conducts business and to present findings to the Executive Board in general session.

- a. It shall be the purpose of the Executive Board to prepare and organize the Annual Cheerleading Competition and conduct meetings with the Cheerleading Representatives, and regulate the seasonal activities (to include cheerleading camps, clinics, games practices, Mass Registrations, Cheerleading Certifications, etc) but not exclusive of other events that may arise.

Section 4.3 The following Executive Officers of the League shall consist of: President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer. The following are elected Board of Directors: (1) North Commissioner and (1) South Commissioner. There is also appointed Board of Directors which will consist of ((2) Rules Enforcers (1) Parliamentarian, (1) Liaison and (1) Past President. These positions will be appointed annually or as needed.

ARTICLE V - DUTIES OF EXECUTIVE BOARD AND DIRECTORS

Section 5.1 The President shall be the Principal and Chief Executive Officer and shall supervise all of the business affairs of the League and shall preside at all meetings of the membership and Board of Directors, but not limited to:

- a. Will serve on the Executive Board.
- b. Shall have the power to make and execute for and in the name of S.F.Y.F.L.C. such contracts and leases as necessary, with the approval of the Executive Board and Board of Directors.
- c. To appoint all committees and their chairs with the approval of the Board.
- d. Conduct meetings of the Executive Board in a manner that will assure that the focus of the Board meetings remains permanently a matter of policy.
- e. Serve as ex-facio officio member on all committees except for the Nominating Committee.
- f. Communicating with and supervising the Board to ensure that all assignments are completed, and advising the membership of all progress.
- g. Provide a vision for the League and look for innovative ways to enhance S.F.Y.F.L.C. both on and off of the field.
- h. Prepare a budget for the coming fiscal year, the proposed budget must be submitted ninety (90) days prior to the Annual meeting, at which the budget is to be voted on by the Executive Board.

Section 5.2 The **1st Vice President** shall in the absence of the President, or in the event of his/her inability to act, the 1st Vice President shall perform the duty of the President, but not limited to:

- a. Will serve on the Executive Board.
- b. Serve as overseer over the Coaches Certification.
- c. Serve as overseer over the Rules Enforcers. Conduct all meetings referencing rules enforcement.
- d. Maintain the master rosters of all teams to include the Head and Assistant Coaches, cheerleaders and Team Parents.
- e. Perform other duties from time-to-time as assigned by the President.

Section 5.3 The **2nd Vice President** shall in the absence of the 1st Vice President, or in the event of his/her inability to act, the 2nd Vice President shall perform the duty of the 1st Vice President, but not limited to:

- a. Will serve on the Executive Board.
- b. Will be given a ledger of all fines incurred or assessed and ensures that all fines are paid in a timely manner.
- c. Shall have a list of all Clubs that owe monies, so as to keep current and eligible voting list.
- d. Perform other duties from time-to-time as assigned by the President.

Section 5.4 The **Secretary** shall be responsible for those duties normally associated with this office to include maintaining, all communication with all members, and shall see that all reports and written proposals are given, as in accordance with the provisions of these By Laws, but not limited to:

- a. Will serve on the Executive Board.
- b. Keep a record of all Park Representatives, Board of Directors attendance at meetings by having each Representative and Director sign in on an attendance sheet, which will be available at all meetings.
- c. Responsible for recording the activities of the S.F.Y.F.L.C. and maintaining appropriate files, mailing lists and necessary records.
- d. Will secure all documents, contracts, copies of all League files for safekeeping.
- e. To run the election process, including the dissemination and receipt of ballots, according to the By Laws.
- f. Work closely with all Directors to record, maintain and file an accurate record of minutes of each General and/or Executive Board meetings and distribute copies of the minutes at each meeting. Shall have all minutes typed and submitted to President for review within 48 hours of meetings.
- g. Secure all documents, contracts, and copies of League files for safekeeping.
- h. Shall set a date, time and location of all Board meetings. Notification of Board meetings may be delegated in any way the President deems best to assure that the largest number of Representatives are reached.

Section 5.5 The **Treasurer** shall have charge and custody of, and be responsible for all funds, receipts, monies of the League, and deposit funds in designated bank(s) as may be designated by the Executive Board, but not limited to:

- a. Will serve on the Executive Board

- b. Keep a record of all Park Representatives, Board of Directors attendance at meetings by having each Representative and Director sign in on an attendance sheet, which will be available at all meetings.
- c. Shall keep an accurate account of all money and other assets received or disbursed by the League.
- d. Shall have a list of all Clubs that owe monies, so as to keep current and eligible voting list.
- e. Shall prepare all checks and withdrawal slips on behalf of the S.F.Y.F.L.C. upon its account(s).
- f. All checks issued by the Executive Board shall be signed by two parties which shall consist of the Treasurer and the Secretary.
- g. Shall, at the Organizational meeting, make a report of all receipts and disbursements of the League during its latest fiscal year.
- h. Prepare a monthly financial report for presentation to the General membership and the Board of Directors. All reports must be submitted to President for review two weeks before next meeting.

Section 5.6 The **North and South Commissioners** will be responsible for overseeing and maintaining all League rules to ensure the safety and sportsmanship, but not limited to:

- a. Attend all General and Board meetings.
- b. Will assist the Executive Board with certifying Coaches at Coaches Certification.
- c. Will assist the Executive Board with certifying clubs Registration cards at Mass Registration.
- d. Will investigate all written allegations of By Law infractions, violations reported, complaints, and any other violations or infractions from the Rule Enforcers as the S.F.Y.F.L.C. Board deems appropriate.
- e. They will assist clubs in any way necessary to ensure compliance to rules and regulations.

Section 5.7 The **North and South Rule Enforcers** will identify infractions of rule violations at any organized SFYFLC event. Rule Enforcers will provide the Board of Directors a list of all infractions, but not limited to:

- a. Attend all General and Board meetings.
- b. Write up all Rules violations.
- c. Will report all findings to their respective Commissioner.
- d. Provide a list of all violations to the Board of Directors in a timely manner.

Section 5.8 The **Parliamentarian** will maintain control and order at all organized SFYFLC meetings, but not limited to:

- a. Attend all General and Board meetings.
- b. Ensure all meetings follow Robert's Rules of Order.
- c. Assess fines when necessary.
- d. Provide a list of fines to the Secretary.

Section 5.9 The **Liaison** will be the link between the SFYFL and the SFYFLC, but not limited to:

- a. Attend all General and Board meetings.
- b. Attend General meeting of the SFYFL when necessary.
- c. Inform the SFYFLC Board of Directors of any and all pertinent information from the SFYFL, including providing a copy of the minutes.

- d. Maintain communication between both organizations.
- e. Ensure that the best interest of the SFYLFCLC is maintained.

Section 5.10 The **Past President** shall serve as a source of information and guidance, as requested by the current President.

- a. Act as a mentor and/or support to the President.
- b. Serve as a voting member of the Board of Directors and Executive Committee.
- c. Support and defend policies and programs adopted by the Board of Directors.
- d. Have full voting privileges.
- e. Perform other duties that may be delegated by the President and/or Board of Directors.

ARTICLE VI - TERM OF OFFICE

Section 6.1 ALL Board Members shall serve on the board as long as the body deems so. The newly elected officers will work side by side with the existing board members until the installment meeting at the 1st meeting of the year.

ARTICLE VII – MEETINGS

Section 7.1 The **General meetings** will be held bi-weekly at such a time and place designated by the President. General meeting date is subjected to change at the discretion of the President under the direction of the Board of Directors.

Section 7.2 The **Special or Call Meeting of the Board of Directors** may be called at any time by the President or by request of any three (3) Board of Directors. Efforts to provide notice of the time and place of such meeting must be made to the Board of Directors at least 72 hours prior to any such meeting.

Section 7.3 The **Organizational meeting** will be the 1st Board meeting after the final game of the season, if so necessary; date, time and place of regular meetings for the coming year; and the transaction of other business.

Section 7.4 The **Annual meetings** will be held in January of each year at a time and place selected by the Board of Directors. The purpose of the meeting is to introduce and/or welcome the newly elected members, Officers and Committees to the League, to receive yearly information for the upcoming season, and to transact such other business as may properly come before its members.

Section 7.5 A **Quorum at the Board of Directors Meetings** is any number at a duly called meeting.

Section 7.6 **Robert’s Rules of Order** shall be the parliamentary authority for all matters of procedure not specifically covered in these Bylaws. The League shall keep correct and complete records of accounts, and shall keep minutes of the meetings. The 1st order of business for each meeting of the President and members shall be the ratification of the minutes of the preceding meeting.

Section 7.7 Emergency Meetings The Secretary will call an emergency meeting if the President or any member of the Executive Board, or a majority of the Board of Directors (if submitted to the Secretary

in writing), requests such meeting. In such event telephone or electronic mail notification to each director prior to the meeting will be deemed sufficient.

Section 7.8 Forum All meetings will be conducted in open forum. Confidential matters may be brought to the Board in a closed session. Interested parties wishing to be on the agenda, must give due notice to the President. The President may call for a closed meeting with only voting members to discuss issues of confidential matter regarding individual participants, Coaches and Parents, when open discussion would be deemed detrimental to a person or person's character or standing in the community.

ARTICLE VIII - ORDER OF MEETINGS

Section 8.1 Call to order by the presiding Officer.

- a. Roll call by the Secretary.
- b. Reading of the minutes of the previous meeting by the Secretary followed by any questions and a vote for acceptance of the minutes.
- c. Treasurer's report by the Treasurer followed by any questions and a vote for acceptance of the Treasurer's report.
- d. Reports by the Auxiliary Board as applicable.
- e. Old business.
- f. New business.
- g. Notice of the next meeting.

ARTICLE IX - ELECTION PROCEDURE

Section 9.1 All elections shall be held at the General League meeting in November, by a closed ballot.

- a. The Directors shall be elected by the majority vote of the Cheerleading Representatives and Board of Directors at the November meeting held for the election of Directors, which shall be open to all Cheerleading Representatives whom are in good standing.

Section 9.2 During the meeting at which the election is to be conducted, the President shall read the notices as issued by the Secretary and then proceed to conduct the Annual election. Secret balloting shall be conducted for each office except when there is only one (1) nominee for and office.

Section 9.3 A majority of the votes shall be required to elect. If the number of nominees exceeds the number of vacancies the required number receiving the highest number of votes shall be declared elected.

ARTICLE X - VOTING

Section 10.1 Each individual member has one (1) vote on all matters subject to a vote of the membership, provided that he/she is in good standing. Good standing is defined as having paid in full all outstanding assessments and compliance with SFYFLC rules (ie..attendance and participation, etc...). All fines must be paid by the next league meeting in order to be eligible to vote.

- a. All Directors with voting privileges will have one (1) vote.

- b. All Board of Directors shall have full voting privileges with the exception of the President. The President shall vote only to break a tie.

Section 10.2 Separate balloting will be conducted for each office. The President is to ask for further nominations from the floor. Where there is only one (1) nominee for an office, the President shall request a majority vote for the nominee.

Section 10.3 No elected Officers shall vote on behalf of another Director or Representative. Proxy voting is not permitted.

- a. Voting will be conducted by the floor vote, unless a Board of Director requests a closed vote during the Club's election meeting, the Secretary shall read all the nominations as issued and then proceed to conduct the Annual election. The Secretary will count all votes and report the results to the Board and Representatives.
- b. Any member in good standing may request a re-count of the votes cast during the closed vote.
- c. Each Representative will cast a vote. No Representative will defer their vote.

ARTICLE XI – VACANCIES

Section 11.1 Vacancies When a vacancy occurs with the Board of Directors, it shall be filled by a recommendation from the President with the approval of the Executive Board at a Special meeting.

- a. A vacancy in any Board position may be declared by a minimum 2/3 vote of the Board of Directors. Should a Board of Director seat become vacant because of death, resignation, disqualification, or otherwise, the position will be filled at the discretion of the Board of Directors for the un-expired portion of the term.
- b. All Board members must attend all scheduled meetings. The President or Secretary must be notified of any absence. Three or more unexcused absences could result in the removal from office by 2/3 vote of the Board of Directors.
- c. If at any time a member of the Board of Directors is negligent of performing his/her duties, a written notice will be sent by registered mail explaining the reasons. Preceding notification, a Special Meeting will be called for the said member to defend him/her self.
- d. The Board of Directors will cast a vote to determine if the member will remain or be impeached. If a board member is impeached, they can not be allowed to be nominated for another position on the board for two years.

Section 11.2 Resignation or Removal Any Officer or Director may resign at any time by submitting his written resignation to the Board of Directors but such resignation shall not become effective until accepted by the Board of Directors. Any Officer or Director may be removed from office by a 2/3 vote of the Board of Directors whenever, in their judgment, the best interest of the League will be served such action. Such Officer or Director shall be able to request an Appeal Committee composed of the Club Representative. A 2/3 vote is required to uphold the decision of the Board. If the removal is undisputed or upheld by the Appeal Committee, such removal from office shall become effective on the date of written notification to said Officer of Director and the membership shall be notified, in writing, of the Board of Directors' decision.

Section 11.3 Attendance All Board of Directors are expected to attend all regularly scheduled General, Board and Special called meetings.

Section 11.4 Absences In case of an emergency involving birth, death, serious illness or emergency in the immediate family, a member may be excused for missed meetings. In case of an emergency, the 2nd Vice President will be informing the President of those members with excessive absences, with a proposal for the Board's action. The Board will approve or disapprove the excuse.

Section 11.5 Termination of Office If the President or Board of Director fails to attend three (3) consecutive meetings without a valid excuse (such validity to be determined by the Board), the Board, by majority vote can terminate his/her Presidency or Board membership with the League.

ARTICLE XII – GRIEVANCE

Section 12.1 Any grievance, in order to be considered, shall be submitted in writing, signed by the aggrieved and presented to the President of the League. The Board shall consider the grievance within five (5) days; the aggrieved party shall receive a written reply as to the time and place of the meeting and may be requested to appear. If a request to appear is made, it will be considered mandatory for the grievance to be considered. A written report of the Board's decision must be given to the aggrieved no later than five (5) days after the meeting.

ARTICLE XIII – AMENDMENTS

Section 13.1 For a change in the By Laws, a written proposal must be made and presented to the Board by the 3rd meeting. The By Law Committee will review each suggested change, and recommend to the Board any proposed changes to these By Laws. The Board will vote on each proposed By Law change submitted by the Committee during that time only. After April 1st the only changes allowed will be made to these By Laws will be for clerical mistakes, or for clarification purposes to the existing By Laws, both of which must have a unanimous vote by the Board. Any proposed changes submitted after April 1st will not be reviewed until the 1st Board meeting of the following year. Any change must be submitted to the By Law Committee for review prior to being brought to the Board for a vote. No new By Law changes can be submitted during a Board meeting, only changes submitted to the Board by the By Law Committee.

ARTICLE XIV: - COMPETITION RULES AND REGULATIONS

Section 14.1 The Executive Board will review and revise the Competition Rules and Regulations on a yearly basis and distribute these rules to the Representatives prior to Coach's Certification. In a case where there is a question on the rules, SFYFLC By Laws supercede the Competition Rules and Regulations.

ARTICLE XV - FINES, PENALTIES AND DISQUALIFICATIONS

Section 15.1 All By-Law rules supercede the Rules and Regulations of competition. Any club(s) failing to abide by the By-Laws and the S.F.Y.F.L.C. Competition Rules and Regulations will be disqualified and assessed depending on the situation and the decision of the Executive Board. Failure to follow the above set of rules can result in assessments beginning at Twenty-five (\$25.00) dollars per offense.

Section 15.2 Any decision affecting any clubs as a result of a violation of the By-laws during the current year and current competition will be made by the end of the year and announced at the final meeting of the year.

Section 15.3 All club fines must be paid in full by the next league meeting or the representative's team or park will not be allowed to perform at any organized league event or club/park will be disqualified from competition as deemed necessary by the Board of Directors

Section 15.4 All Parks must compete in the SFYFLC Annual Cheer Competition. Failure to participate will cause the park to receive a fine in the amount of \$250 per team

Section 15.5 Fines start at twenty-five (\$25.00) per infraction, with the Board's decision to increase if appropriate.

EXHIBIT B – LEAGUE REGISTRATION

ARTICLE I - NEW MEMBERSHIP TO THE LEAGUE

Section 1.1 All Clubs must be a non-profit organization chartered by the State of Florida in good standings and show proof of such status or can be affiliated with Optimist International in good standing.

Section 1.2 Any Club desiring membership must apply for membership by the 1st General meeting of the year.

- a. The Club must submit a letter of intent on their Club's stationary.
- b. The Board of Director will screen the Club's application and if the Club is approved, said Club shall be recommended to join the League.
- c. Conditions of the new Club's membership are of strict adherence to the Bylaws and such other conditions of the League shall impose.
- d. All new Clubs will have full voting privileges in all League matters and can cast only one (1) vote.
- e. All new Clubs shall have one (1) Cheerleading Representative present at each General meeting and have voting privileges; providing they shall be current in all duties, penalties and assessments.
- f. Any Club not filling their obligations can be terminated from the League. For example: using flagrant behavior, use of illegal cheerleaders, fighting or anything the Board deems detrimental to the League.
- g. **All Clubs are franchises of the South Florida Youth Football League Cheerleading.**
- h. All Clubs must have a football team in order to have a cheerleading team for a specific pound.

Section 1.3 No Releases - NO new Organization and/or Club can not accept cheerleaders from member Clubs for one (1) year without a release from the previous club. The 2nd year will be optional per the S.F.Y.F.L.C.

ARTICLE II – GENERAL MEMBERSHIP

Section 2.1 All new Clubs that have been successful in the admission process will be general members and shall be entitled to all rights, duties and privileges of the League.

Section 2.3 All Clubs are required to do the following:

- a. Each club is responsible for providing the SFYFLC organization with a *certified listing of all coaches, volunteers and staff that have successfully passed/cleared a background check. The list must be provided prior to league certification. SFYFLC minimum standard requirement is that there are no felonies within the last ten (10) years involving a minor. [Form 100-6 Background Check Form](#)
* Certified Listing considered valid only if signature of President and/or official city document with club Presidents signature therein.
- b. Every Club shall be represented at all cheerleading meetings by at least one (1) Cheerleading Representative whom will have only one (1) vote
- c. Maintain and submit proof to the Secretary of outside insurance (Athletic Medical Liability) in the amount set forth by the League. Said proof of insurance must be submitted prior to the 1st day of practice, a date to be set by the Board of Directors. S.F.Y.F.L.C. shall be named as a coinsurer on the insurance policies.
- d. Violation of the above shall result in a penalty deemed fair by the Executive Board and the club not considered in good standing.

Section 2.4 At the beginning of each year, the Cheerleading Representative shall submit a letter on the [Form 100-1 Membership Request Form](#) which will include names, addresses and telephone numbers for the following:

- a. Organization and location of Club
- b. Cheerleading Representative
- c. Alternate Representative
- d. President of Club

Any changes of the above shall be reported to the Secretary within five (5) days in writing.

ARTICLE III – DUTIES OF THE CHEERLEADING REPRESENTATIVE

Section 3.1 **Cheerleading Representative** shall represent his/her Club at all scheduled League meetings and events. The Representative shall take all pertinent information back to their Club. The Representative is the only voice that the League recognizes at all League events. *****Club Commissioners are not recognized or certified by the League.*****

- a. Shall support and enforce all official League By Laws and Competition Rules and Regulations as set forth by the League within their club.
- b. Will ensure that there are no more than five (5) Coaches certified per team, to include a Head Coach and any combination of the following: Assistant Coach, Junior Coach, and/or Team Parent.
- c. Must be available to the assist the Board of Directors at the Annual Cheerleading Competition.
- d. Shall attend all League meetings in a timely fashion or to provide Alternate Representation.
- e. To meet with their Club's Coaches and provide them with the correct information from all League meetings as to policies so that the Coaches may have an insight.

- f. Shall make an attempt to attend or have a designated Alternate Representative at all games.

Section 3.2 Alternate Cheerleading Representative will in the absence of the Cheerleading Representative assume the duties and responsibilities of the Cheerleading Representative. This person must be League and NYSCA certified.

Section 3.3 Coaching Staff

For Liability reasons, a Head Coach or Assistant Coach MUST be with the team at all times. Team/Junior Coaches are not allowed to practice with the cheerleaders alone. All Coaches must wear their badges at ALL times at any league event. Ie...practice, games, fundraiser, etc...

a. **Head Coach** The Head Coach is in complete charge of the team whenever it is on the practice field, playing field or traveling as a group to and from practice sessions and/or games. The coaching staff is under the direction of the Head Coach. This person must be League and NYSCA certified.

Assistant Coach in the absence of the Head Coach will assume the daily activities of the cheerleading squad. This person must be League and NYSCA certified.

- b. **Junior Coach** must be at least 15 years of age. If the Junior Coach is younger than 15 years old, he/she must be a member of a high school or cheering squad and be able to provide proof. This person must be League certified.

Section 3.4 Certification

1. **League Certification** – All coaches must be league certified and possess a thorough knowledge of the SFYFLC league rules and regulations.
 - a. Each coach must be entered into the league's website under "Coaches". Providing their Legal name, address, and phone number.
 - b. Code of conduct form must be printed from the website and signed by each coach. Form 100-7.
 - c. Must be cleared through their participating club for background checks. Form 100-6
 - d. Coaches must wear their league badges at all times.
2. **National Youth Sports Coaching Association (NYSCA)** - Each Head and Assistant Coach must be NYSCA certified. This can be done online @ www.nays.org for returning coaches only. All 1st time coaches must complete this course with the league. For coaches completing this training online, proof must be presented at Coaches Certification or badge will be withheld. Coaches must have their NYSCA card on them at all times.
3. **Stunt Certification** – Any team choosing to perform stunts at any time during the season, MUST be stunt certified by a clinician that's licensed and insured. Coaches must have their stunt certification card on them at all times.

ARTICLE IV – LEAGUE MEETINGS

Section 4.1 There will be a meeting the 4th Tuesday of the month each year starting in February as set by the Board of Directors. Beginning in September, there will be meetings on the 2nd and 4th Tuesday of each month. There will be a 15 minutes grace period for all meetings. All Reps are required to call in if

they are going to be late to the meeting. Any Club not represented or arrives after the 15 minutes grace period at the regularly scheduled meetings will be assessed 25.00 (late) and \$50.00 per missed meeting.

Section 4.2 At the beginning of the year, each Club will receive a calendar as a reminder of all upcoming meetings and events.

Section 4.3 The Secretary will produce an agenda to all Cheerleading Representatives, which will be strictly adhered to during all League meetings. Any additions to the agenda must be submitted to the Secretary prior to the next meeting.

Section 4.4 In the event of an Emergency called meeting, all Cheerleading Representatives and their Club Presidents will be notified in writing or by telephone. If the location of the meeting changes, the Secretary will notify all Club Representatives.

Section 4.5 Each Club will be allowed one (1) Cheerleading Representative to vote or speak on an issue during the meeting. Although Clubs may have a Cheerleading and Alternate Representative, only one (1) Representative can vote. In the absence of the Cheerleading Representative then the Alternate Representative can vote or speak.

ARTICLE V – CHEERLEADING REGISTRATION

Section 5.1 Each cheerleader must be officially registered with the South Florida Youth Football League Cheerleading League to cheer by completion and acceptance of the S.F.Y.F.L.C. Card. Unregistered cheerleaders can not be signed in at League games and they may not cheer at any League games.

Section 5.2 Each Club will use the League supplied S.F.Y.F.L.C. card at registration with a current picture permanently attached and any official releases, if applicable.

Section 5.3 The S.F.Y.F.L.C. Registration card ([Form 100-8](#)) shall contain the following:

- a. Name
- b. Address, City, State, Zip Code
- c. Date of birth and Age as of year end
- d. Current home telephone number
- e. Grade attending for the upcoming year
- f. Name of school for the upcoming year
- g. Acceptable birth data
- h. Parental affidavit/consent for medical treatment
- [i. Parent code of conduct signed](#)
- [j. Current photo \(no thumbprint or glamour shots\)](#)
- [k. Such other information as required by the Board](#)

Section 5.4 Acceptable birth date data is as follows:

- a. Birth certificate, Bureau of Vital Statistics or Board of Health Certificate. Upon request from a Board of Director, an original Birth Certificate or sealed document must be produced to the Board.
- b. Official papers (passport, etc).
- c. The Board of Directors will accept only Birth Certificates or Government papers for age

verification in the event a question may arise.

- d. Official baptismal Certificate will be accepted as proof of date of birth if no other document can be provided.
- e. Previous year's S.F.Y.F.L.C. Registration card.

Section 5.5 All cheerleaders *must* have physicals. The physical form must be signed by a doctor and dated after **March 1st**.

Section 5.6 Each cheerleader must have a **completed medical form (Form 100-5)** to participate and before he/she can practice or receive equipment. No cheerleader will be permitted to cheer without a current medical **form**. The Medical form must be notarized and dated after March 1st.

Section 5.7 All cheerleaders:

- a. Must be attending school to be eligible to play in the S.F.Y.F.L.C. Cheerleaders who are admitted to a halfway house, detention centers; jail or any other correction facility shall not be eligible to cheer in the S.F.Y.F.L.C.
- b. **Must be attending school to participate in any organized league event. A cheerleader can not cheer if she is suspended from school.**

ARTICLE VI – CHEERLEADING ELIGIBILITY

Section 6.1 Eligibility Cheerleaders may not participate with more than one (1) Club or high school cheerleading squad during the current S.F.Y.F.L.C. season.

Section 6.2 Once a cheerleader has registered with a Club he/she must remain with that Club for their entire tenure unless he/she obtains a release from the previous Club. The only reason a release should not be granted is in the event the cheerleader owes money or equipment to the releasing Club. If a Club refuses to grant a release for any other reason, a final decision will be made by the Board of Directors upon written request from the cheerleader's parents with a letter of explanation from the Cheerleading Representative.

Section 6.3 In-Eligibility Ineligible cheerleaders include but are not limited to the following:

- a. High school cheerleaders or different League cheerleader
- b. Unregistered cheerleader
- c. Over or under age cheerleader
- d. Cheerleader on unofficial disciplinary action by the League or Club
- e. All-star cheerleaders defined as cheerleaders who are rostered or practices in a competing cheerleading squad during the S.F.Y.F.L.C. season.

Section 6.4 Any Club who has a cheerleader found to be ineligible whom shall cheer in an S.F.Y.F.L.C. event after being determined to be ineligible will result in a fine assessment and the Board may expel the cheerleader and/or Head Coach. Re-instatement will only be possible by a hearing before the Board with majority vote prevailing.

Section 6.5 Continuous participation of a known in-eligible cheerleader may result in expulsion from the League of the cheerleader and the Club will be placed on probation and assess a fine to be determined by the Board of Directors.

ARTICLE VII – AGE LIMITS [\(Form 100-2 Eligibility Chart\)](#)

Section 7.1 Each squad must adhere to the following age limits:

- a. **Pee Wee Squad** - Minimum age 5, during the current year – maximum age cannot be 8 prior to 12/31 of the current year
- b. **70lb/80lb. Squad** - Minimum age 6, during the current year – maximum age cannot be 9 prior to 12/31 of the current year
- c. **90lb. Squad** - Minimum age 7, during the current year – maximum age cannot be 10 prior to 12/31 of the current year
- d. **100lb/110lb Squad** – Minimum age 8, during the current year – maximum age cannot be 12 prior to 12/31 of the current year
- e. **120/135lb. Squad** - Minimum age 9, during the current year - maximum age cannot be 14 prior to 12/31 of the current year
- f. **165lb. Squad** - Minimum age 10, during the current year - maximum age cannot be 16 prior to Annual League Competition

Section 7.2 Cheerleading Mascots The Head Cheerleading Coach for any team, at their discretion, may add mascots to their team. These are children that are under the age of eligible participation for their team. Mascots count toward the maximum allowed on a squad.

ARTICLE VIII – MASS REGISTRATION

Section 8.1 The Board of Directors will set a date and fee for Mass Registration prior to the beginning of the season. [Each club will receive a listing of all fees that are due at Mass Registration. \(Form 100-3\)](#)

- a. Each Club must pay a registration fee of **\$175.00** per squad registered, which is non-refundable.
- b. **All escrow accounts must be kept at a minimum of \$250.00 per year.** This amount will be rolled over to the next year if not used throughout the year.
- c. Each Club will submit an 8 x 11 card provided by the League [downloaded from the leagues website](#) at registration with a current picture (thumb printed pictures and Glamour shot pictures will not be accepted). All pictures must be permanently affixed to the cheerleader’s registration card. Any card without pictures will not be certified.
- d. Each Club will pay a non-refundable fee of **\$100.00** for the Annual League Banquet. *****This price is subject to change. (Non-refunable and Mandatory)***
***** This will be the final league/rep meeting of the year. *****

Section 8.2 Roster size At Mass Registration, each Cheerleading Representative must submit three (3) bona fide rosters per squad registered.

- a. All rosters must be submitted in alphabetical order with the last name first.
- b. Each roster should have no more than twenty-five (25) players. (Mascots included)

- c. No cheerleader can be registered for more than one (1) weight division.
- d. All cheerleaders must be registered by the 3rd game. ***There are no exceptions.***
- e. Cheerleaders can go down a pound as long as he/she is in the same age requirement by the 3rd game of the current year. (For example 110lb to 100lb).
- f. Each time a cheerleader is added or dropped, you must re-submit the number of rosters required to complete the season.
- g. No cheerleader can be rostered with a competitive cheerleading squad during the S.F.Y.F.L.C. season.
- h. Violation of these rules will result in forfeiture of the game.
- i. Competition declaration is determined by the number of girls registered for each pound by the 3rd game.

EXHIBIT C – RULES AND REGULATIONS OF PLAY

SFYFLC is governed by National Federation Rules & Regulations. Please consult the rule book on ALL aspects of cheerleading.

ARTICLE I – Organized Practice

Section 1.1 Organized Practice: All practices will start on the date set forth by the S.F.Y.F.L.C..

- a. Organized practice will start on the date set by the S.F.Y.F.L.C. as to the start of the season.
- b. By the 1st day of organized practice all cheerleaders must have a physical form on file and a notarized medical form signed by the parent/guardian.
- c. All clubs must have their insurance certificate on file with the league in order to practice.
- d. S.F.Y.F.L.C. squads may attend cheerleading camps or clinics any time after the final regular season game until the first day of organized practice. Camps/clinics cannot exceed three (3) days.
- e. If S.F.Y.F.L.C. sponsors a camp or clinic, cities/clubs are encouraged to participate to promote harmonious relationships between the clubs/cities cheering season regardless of whether they are participating in other camps/cities or not.
- f. Starting with the final regular season game until the first day of organized practice, all clubs will be allowed to compete, have All-Star teams, etc. Organized activity (i.e. tryouts, fundraisers, camps/clinics, etc.) is allowed until the first day of organized practice per review of the Executive Board. All written requests should include a copy of the club's insurance policy. During fundraising, any activity that can be considered cheerleading is prohibited.

Section 1.2 Safety: Jewelry will not be allowed at any time during practices, games or competitions. Exception: A medical alert necklace or bracelet can be worn for medical reason only.

- a. Artificial fingernails are not allowed. The length of the natural nail should not be further than the fingertip.
- b. It is mandatory for all cheerleaders to receive water breaks for two (2) hours of practice. Do not substitute soft drinks or soda for water. Drinks with electrolytes are permissible. **Each squad must have a water keg during practice.**
- c. All Coaches must keep his/her eye on all cheerleaders for the slightest sign of heat exhaustion or fatigue.
- d. All coaches must wear proper attire during any SFYFLC event (practice and games). SEE NATIONAL FEDERATION RULES.
- e. Head or Asst. Coaches must conduct practice at all times.

- f. Any coach that is expecting during the current season will not [be Stunt Certified](#).

ARTICLE II: GAME PROCEDURES

Section 2.1 Check-In

- a. All Cheerleading squads are required to attend and cheer at regularly scheduled games and competition in full uniform until the end of the activity.
- b. Coaches and Squads will meet at home team goal post at the beginning of 3rd quarter of the preceding game or ½ hour before the start of their games. In the event no cheerleading coach is available, seek the assistance of another official (Head coaches, Representative, certified football coach) and notify a Board member of this incident within twenty-four (24) hours.
- c. Individual cheerleaders have until the end of the 1st quarter of their game to be checked in.
- d. The Registration Cards will be used to check cheerleader's participation at each game. All cards must be signed at the beginning of each game by the opposing coach, club official or game official. Cheerleaders must be in full cheer uniform in order to be signed in and must participate in the game. Any cheerleader missing more than two (2) regularly scheduled games will not be eligible to participate in Competition. Exception: All religious holidays, written doctor excuses due to illness and death in the family are excused absences. Each team prior to start of the season will submit the official roster to the league. Doctor's notes must be attached to Registration card. * With proper documentation, the board will determine if the individual is excused.*
- e. Make sure cards are signed on the appropriate line by a head, assistant coach or junior coach. If a cheerleader misses a game, that line should be marked absent. If a team has a bye, the word "bye" should be printed in ink. There will be no exceptions to sign in time. Every line should be filled in... *Please utilize the correct codes, i.e. Ab/Absent.
- f. Cards may not be signed if cheerleaders are not in full uniform. In the event of Homecoming, notify opposing team for card to be signed.

Section 2.1: Game Time / Half Time

- a. Due to limited space on the field, no Coach is permitted to sit on the field during game time. [Except in the case of a field where there is a high fence or gate](#) obstructing your visibility of the cheerleaders. [Coaches may come on the field during the Pee Wee and 70lb teams only.](#)
- b. Home team goes to the visiting side to do their hello cheer. Only hello cheers not a dance cheer are to be done to the opposing team for 1 ½ minutes from start of cheer. If time permits, teams can do their hello cheer / dance to their fans only. You will be assessed fifty (\$50.00) dollars if the opposing team reports you for exceeding the time limit or doing anything other than a hello cheer. Only two (2) coaches may escort cheer squad to opposite side or a fifty (\$50.00) dollar fine will be imposed.
- c. Only the designated cheerleader from the home team can call the S.F.Y.F.L.C. cheer. Only cheerleaders may do the S.F.Y.F.L.C. cheer in the middle of the field, coaches should remain on the sideline or a fifty (\$50.00) dollar fine will be assessed. Mascots may do the cheer in the middle of the circle.
- d. Any teams not knowing and/or performing the S.F.Y.F.L.C. cheer is subject to a fifty (\$50.00) fine per violation excluding homecoming games.
- e. Within two (2) minutes after the start of the third (3rd) quarter, cheerleaders must be on the field cheering or a fine will be imposed. *Whole squads should not be going to the restroom at this

time.

- f. At homecoming, the visiting team must be given the opportunity to perform the Hello cheer to the home team.
- g. Taunting is not allowed during any SFYFLC events. Examples: name calling, finger gestures, cheer “Hot Mess”, flipping of skirts, and no provocative or obscene gestures. Fines assessed will be determined by the board.
- h. **ABSOLUTELY NO VULGAR DANCING**, i.e...., booty shaking, hoochie coochie, or suggestive dancing are allowed at any scheduled league function (game, halftime, homecoming, etc.). Teams will be fined accordingly.
*** Interpretation of vulgar dancing is at the discretion of the SFYFLC board.. ***
- i. [Teams are to cheer between the 30 – 40 yard lines. Teams can move as needed to stay out of the way of play.](#)

Section 2.2 End of Game: Due to problems with spitting, elbowing, name-calling, etc., and clubs not being able to control cheerleaders. Cheerleaders are not to go across the field or in the middle of the field with the boys after the game for any reasons.

Section 2.3 General Information

- a. The cheerleaders are to remain for the entire game, unless their safety is jeopardized. If squad leaves before end of the game, signature for that game will be nullified and a fifty (\$50.00) fine per squad will be imposed. Officials or Rule-Enforcers of game, must confirm problems.
- b. In the case of the inclement weather, cheerleaders may leave the sidelines, but may not leave the field unless the Referee or League Official has officially dismissed them. The Representatives must seek the Referee or Officials prior to dismissing cheerleaders. The Executive Board must be notified within twenty-four (24) hours.
- c. Referee or League Officials must declare danger. Report must be made to the Board within twenty-four (24) hours.

EXHIBIT D – LEAGUE FORMS

[League Forms – All Forms with the exception of the Code of Conduct Form and the Cheerleader Registration Card can be downloaded from the website under Download Forms. The above 2 forms must be downloaded from the League Manager.](#)

- [Form 100-1 Membership Request Form](#)
- [Form 100-2 Eligibility Chart](#)
- [Form 100-3 Mass Registration Form](#)
- [Form 100-4 Coaches Registration Form](#)
- [Form 100-5 Medical Release Form](#)
- [Form 100-6 Background Check Form](#)
- [Form 100-7 Code of Conduct Form](#)
- [Form 100-8 Cheerleader Release Form](#)
- Form 100-9 Cheerleader Registration Card