

Enterprise Junior Hornets Football and Cheer Rules of Operation



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RULES OF OPERATIONS

ENTERPRISE JUNIOR HORNETS

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EJH membership is voluntary and a privilege, not a right.

EJH reserves the right to refuse participation to anyone without comment.

EJH may terminate participation to anyone without comment

CHAPTER 1: AFFILIATION AND MEMBERSHIP

The following requirements are to establish or to maintain membership within Enterprise Junior Hornets Youth Football and Cheer. (Herein is referred to as EJH.)

- 1) Members wanting to renew their membership will complete the interest sheet (described below) or register their child(children) each year. Members must be in good standing and all debts from the previous year paid in full.
- 2) A request to join EJH as a new Board Member or a Coach, must complete the interest sheet available during the last 2 weeks of the current season, OR, may file a request form to be presented at the next regularly scheduled Board meeting.
- 3) All applicants wishing to RETURN as a head coach for football or cheerleading must complete and turn in an interest sheet during the last two weeks of the end of season.
- 4) Adults or members, as referred to in this Article, are to include board members, coaches, scouts and parents/guardians of players or present at any EJH function.
- 5) All rights of a member in EJH shall cease on resignation, suspension or termination. Leaving or being removed shall not relieve the member from any obligation for charges incurred, services or benefits actually rendered, dues, or fees, or arising from contract or otherwise. Badged members must reimburse the association any current badging fees incurred.
- 6) All adults must be in "Good Financial Standing" with EJH. A child will not be able to participate without his/her parents or guardians in good financial standing. Adults are required to pay in full all debts owed to EJH.
- 7) Adults affiliated with EJH shall always strive to make every activity of the players serve the mission and purpose of the association.
- 8) Adults affiliated with EJH will not criticize the coaches or fans by improper comments or gestures;
 - a) will not incite unsportsmanlike conduct;
 - b) will not strike a athlete, coach, game official, director of any Association and/or parent, guardian and/or spectator.
 - c) Verbal abuse, or physical threats of any kind, will not be tolerated.
- 9) Adults affiliated with EJH will always set a good example in personal appearance and actions while engaged in the EJH program.
- 10) Any individual whose conduct and/or actions are found to be detrimental to the activities of EJH shall be removed from the program. Such removal must be handled in the most discreet manner by the Board of Directors (ie. Unruly fans at practice, games, or other activities)
- 11) All adults shall refrain from drinking alcoholic beverages; using tobacco or illegal drugs; and using profanity while at any team function.
- 12) Adults removed from any function that is affiliated with the EJH program, WILL NOT be allowed to participate for the remainder of the current calendar year.
- 13) A removal that happens during the final game of the season and/or during the playoffs for football or a competition for cheer, Adults will be placed under immediate suspension and under review for return to participate in the following season.

CHAPTER 2: DIRECTORS

EJH Board of Directors

- a. The President and all board members shall be allowed to hold more than one position within EJH, if necessary.
- b. Board of Director seats will be held by elected official until:
 - i. Members willingly resign from their position.
 - ii. Member is removed from their position per chapter 11 of these Rules of Operation
- c. In order to fill a vacant seat, the current board may appoint a general member who qualifies under section 5.3 of the by-laws. The appointed member shall hold a seat until that year's final Board of Directors meeting. The seat will then be open and the appointed member must reapply.
- d. If the president is removed or resigns, the V.P. of Football will become President for the remainder of the current season and assume all duties and powers effective immediately. The newly acting President will appoint a V.P. of Football within 7 days of removal or resignation of the President. If a viable member who qualifies under section 5.3 of the bylaws, cannot be appointed, then the V.P. of Cheer will assume the role of both V.P. of Football and V.P. of Cheer for the remainder of the current season or until a V.P. of Football is appointed.

B. Executive Director: President

- a. The President must complete the DOJ/FBI certification to hold the position of the Custodian of Records for EJH.
- b. He/She shall be the sole proprietor of the Enterprise Junior Hornets.
- c. He/She has ownership of the assets and corporate powers of EJH.
- d. Shall be responsible for maintaining the affiliate 501 3 C status of the association.
- e. Shall be the primary policy holder of the insurance for the association.
- f. The President shall be an authorized banking representative on the association bank accounts. He/She shall be a second signer on the association checks. He/She shall have a debit card associated with the account. This card shall only be used with the approval of the Board of Directors and only when the main debit card (held by treasurer) is unavailable.
- g. Shall be responsible for conducting the affairs of EJH and executing policies and contracts agreed to or established by the Board of Directors.
- h. He/She shall preside at all meetings of the members and at all meetings of the Board.
- i. He/She shall represent the association at meetings and perform all other duties as customarily pertains to the office of the President to include Board appointments.

C. VICE PRESIDENT OF FOOTBALL & VICE PRESIDENT OF CHEER

- a. In the absence or disability of the President, the Vice Presidents shall Co-perform all the duties of the President and when so acting, shall have all the powers of, and be subject to all the restrictions upon the President.
- b. The Vice Presidents shall assist with securing all practice and game day facilities, and maintain the needs established by the Board of Directors.
- c. Shall oversee primarily the off field integrity and needs of EJH program.
- d. Will oversee and help any and all board members to manage their duties as needed.
- e. Will assist the Coordinators on all disciplinary needs
- f. Will work with the Coordinators at all EJH activities to maintain a cohesive environment for our parents and athletes.
- g. Will assist the President in responsibility for athlete and parent safety and the integrity of the program during all athletic activities.
- h. Shall be responsible for conducting the affairs of EJH and executing policies and contracts agreed to or established by the Board of Directors.
- i. Responsible for securing the location for camps and clinics

D. FOOTBALL COORDINATOR & CHEER COORDINATOR

- a. Will assist the Vice Presidents in responsibility for athlete and parent safety and the integrity of the program during all athletic activities.
- b. Will oversee all practice and gameday on field activities, including but not limited to special events or activities (camps, clinics, playoffs, competitions, ect.)
- c. Will act as a liaison between the Board of Directors and the Coaches.
- d. Will be responsible for communication with H.S. coaches pertaining to the specific system that is to be implemented.
- e. Will be responsible for designing and deciding on coaches apparel including but not limited to: game day apparel.
 - i. Will work with the Apparel manager in obtaining quotes and placing orders for coaches apparel and/or athlete swag.
 - ii. Coaches game day apparel must include a polo top. No Jeans or open toed shoes will be worn.
- f. Will be responsible for researching athlete uniform design for approval, creating a spreadsheet for ordering and distribution/collection of uniforms or association kept items.

E. SECRETARY

- a. Book of Minutes.
 - i. The Secretary shall keep or cause to be kept, at EJJ's office, Google Drive or such other place as the Board may direct, a Book of Minutes of all meetings and actions of directors, committees of directors, and members, with the time and place of holding, whether regular or special, and, if special, how authorized, the notice given, the names of those present at such meetings, the number of members present or represented at members' meetings, and the proceedings of such meetings.
 - ii. Responsible for recording necessary items via the communication chat lines. Any vote via the board GroupMe chat line shall be recorded and reflected in the minutes.
- b. Account Card Holder
 - i. The Secretary shall be an authorized banking representative on the association bank accounts. He/She shall have the ability in the absence of the treasurer or president to be a second signer on the association checks. He/She shall have a debit card associated with the account. This card shall only be used with the approval of the Board of Directors and only when the main debit card (held by treasurer) is unavailable.
- c. Coaches Records.
 - i. The Secretary shall keep, or cause to be kept, at EJJ's office, Google Drive or such other place as the Board may direct, a record of the coaches showing the names, email addresses and telephone numbers.
 - ii. Responsible for keeping record that all coaches have met league certification requirements and signed all contracts / policy documents.
- d. Insurance Policy Documents.
 - i. Shall keep, or cause to be kept, at EJJ's office, Google Drive or such other place as the Board may direct, all insurance policies, all records of claims filed, and all certificates of liability.
- e. Facility Use Documents.
 - i. Shall keep, or cause to be kept, at EJJ's office, Google Drive or such other place as the Board may direct, all facilities use contracts, usage requests, and any other documents pertaining to the facilities EJJ occupies.
- f. Rental/Lease Documents.
 - i. Shall keep, or cause to be kept, at EJJ's office, Google Drive or such other place as the Board may direct, all property lease contracts, service reports and any other documentation that may be needed pertaining to the property EJJ occupies.
- g. Notices, Seal and Other Duties.
 - i. The Secretary shall give, or cause to be given, notice of all meetings of the members of the Board required by the bylaws to be given. He/she shall keep the corporate seal, and the original copy of the Articles of Incorporation and bylaws, both as amended, in safe custody. He/she shall have such other powers and perform such other duties as may be prescribed by the President, the Board or these bylaws.

- F. TREASURER: The Treasurer shall be cosigner on all associations bank accounts, checks and attend to the following:
- a. Books of Account.
 - i. The Treasurer shall keep and maintain correct books and records of accounts of the properties and business transactions of EJH, including all dues, donations and fees.
 - b. Account Card Holder
 - i. The treasurer shall hold an association debit card. The treasurer debit card shall be the main account card in use for the association.
 - ii. This card must only be used with the approval of the Board of Directors.
 - c. Deposit and Disbursement of Money and Valuables.
 - i. The treasurer shall deposit all money and other valuables in the name and to the credit of EJH, with such depositories as may be designated by the Board; shall render to the President and directors, at a minimum of monthly and whenever they request it, an account of all of his/ her transactions as Treasurer, and of the financial condition of EJH.
 - ii. The money, funds, checks and drafts of the corporation shall be deposited in a common treasury account at such banks or trust companies as the Board of Directors shall designate. Funds earned for specific benefit shall be maintained for that specific activity. The association shall have two (3) Debit Cards associated with said account. All written checks of the association will have two(2) signatures. The Board of Directors may retain certified public accountants to audit the books and records of the Corporation and to make such reports and statements from time to time as the Board of Directors shall require.
 - d. Financial Reporting Monthly
 - i. Shall furnish the board with a current amount in the association bank account, any bills outstanding and amount of monies pending deposit during monthly board meetings.
 - ii. Shall furnish the board with a current monthly cash flow report during monthly board meetings.
 - e. Financial Reporting Yearly
 - i. After completion of the internal audit, a final year's end report will be presented to the board of Directors for admission into record. After board approval, all tax preparation and final year end documents shall be prepared and filed with the appropriate state and governing bodies. The filing shall be done prior to the end of February of the following year.
- G. Equipment Manager
- a. Will assist the Football and Cheerleading Coordinators with all equipment needs.
 - b. Will be responsible for maintaining the storage of all EJH player and association equipment.
 - i. preparing coaches med kits and keeping an adequate backup of first aid supplies.
 - ii. preparing coaches bags and training items of the coaches
 - iii. maintaining records of:
 1. equipment purchases, reconditioning
 2. handouts and returns of equipment
 3. Lost, stolen or damaged equipment.
 - iv. distributing and collecting equipment from athletes
 - v. having practice equipment on site and ready for use.
 - vi. having game day equipment on site and ready for use.
 - vii. having adequate spare parts for equipment on site.
- H. IT Manager
- a. Shall manage EJH domain for website.
 - b. Shall manage coaches film platform.
 - c. Shall be responsible for the registration platform.
 - d. Shall be responsible for all video or recording needs for EJH.

I. Membership Manager

- a. Will collect all athlete necessary paperwork to meet league and SYF certification requirements.
- b. Shall create a master spreadsheet of all player/parent information.
- c. Shall create player books per SYF guidelines and present player books to SYF for certification. After certification of player books, he/she will retain a copy of certified player cards and present the certified books to all head coaches for the upcoming season.
- d. Shall be responsible for getting volunteers for away games and distributing and collecting Minimum Play records for all EJH contests.
- e. Membership Communication Chat Line
 - i. Will create the association GroupMe chat lines for each team using the registration information.

J. Concessions Manager

- a. Shall maintain the EJH Practice Snack Bar and the Game day Snack Bar.
- b. Shall be responsible to manage/create menus for both locations.
- c. Will be responsible for any food menus for fundraising or special events.
- d. Shall be responsible to do the shopping and store necessary levels of product in or for each as needed.
- e. Will be responsible for any permits pertaining to the events of EJH. Will work with the Marketing manager and Secretary to complete proper documentation.
- f. Shall be responsible for maintaining inventory of all concession related items, including but not limited to: Food items, Cutlery, and equipment.
- g. Will be responsible for oversight of Team Dinner nights. Will be required to sit in on committee meetings to achieve this task.

K. Co Concessions Manager

- a. Will assist the Concession Manager in all duties pertaining to the Concession Manager position.
- b. In the absence or disability of the Concessions Manager, the Co Concessions Manager shall perform all the duties of the Concessions Manager and when so acting, shall have all the powers of, and be subject to all the restrictions upon the position.

L. Marketing Manager

- a. Creating and updating the sponsorship program of EJH.
- b. Responsible for obtaining sponsorships and donations from the communities that we serve.
- c. Responsible for management of team fundraising and distribution/collection of information or items.
- d. Board Representative of the Jr. Boosters and liaison of the Jr. Boosters and the Board

M. Media Manager

- a. Responsible for maintaining EJH social media with up to date information.
- b. Responsible for maintaining the EJH website with up to date information.
- c. Assisting with all EJH events for promotion and distribution of information.

N. Apparel Manager

- a. Will be responsible for all apparel sales at all functions, practices and game days
- b. Responsible for previous year association apparel.
 - i. Making sure inventory of previous year is complete
 - ii. Present to the board any ideas/thoughts on what to do with previous year apparel; this should be done as the new season begins.
- c. Responsible for researching designs for new needed apparel and promotional items
 - i. researching product according to what is requested
 - ii. researching for best pricing and options available
- d. Responsible for working with Coordinators for coaches apparel and any swag/practice gear for athletes

Committees:

1. Jr Boosters

- a. Made up of parents from both football and cheerleading. The primary goal of the committee is to raise funds for the Year End event. The committee will also be in charge of coordination of team dinner nights throughout the year to help raise these funds. All ideas and planning of this committee will be overseen by a current member of the Board of Directors. All fundraisers and spending must be submitted for board approval.

2. Head Coaches

- a. Consisting of the eight (8) head coaches in EJH. The primary goal is to meet together to make the coaching and playing experience the best it can be. This committee will be headed by the Football and Cheer Coordinators. Ideas and needs shall be discussed and brought to the board by the Coordinators for final decisions. Head Coaches are encouraged to bring their assistants' concerns and needs to the table during these meetings.

CHAPTER 3: COACHES

COACHING STAFF REQUIREMENTS

Adult team coaching personnel shall consist of: One Head Coach (at least 21 years old) and two (2) coordinator assistant coaches (at least 18 years old). A coaching staff may include Junior Coaches. Additional coaches may be added to the staff as needed, however will be badged at their own cost.

A high school student may serve as a junior coach on a staff. Student athletes must be holding good grades and completing all high school requirements to coach. Junior coaches will be eligible to coach at certain levels based on:

- Seniors and Juniors - may coach at any level they choose
- Sophomores and Freshmen - may coach the 8u or 10u levels only

Head Coaches for both Football and Cheer will be selected through an Association Board interview process. The Head Coach will select his/her staff which must have the approval of the Association Board.

The Head Coach is solely responsible for which athletes will participate in each game and their positions. The Head Coach is expected to consult with his/her assistants in this matter.

The Head Coach is responsible for the attendance of the athletes. Removal of an athlete from the team for attendance will be done with the approval of the VP'S of Football and Cheerleading.

An individual may not criticize the Head Coach's decision. An assistant coach, parent or guardian may request a private explanation of the decision at an appropriate time and in the proper manner.

EJH shall clinic badge holders on the rules of EJH. To be certified, each coach must attend a clinic on EJH rules and concussion awareness and must complete a Live Scan background. Coaching clinics shall be done yearly.

COACHES REQUIREMENTS:

Head Coaches are required to attend Coaches Meetings. Head Coaches shall attend EJH Fundraisers, signups and any other function that promotes the EJH program.

All coaches prior to participating in the EJH program will be required to sign that they have read and understand the EJH, AYF, SYF, Association Rules and/or Regulations and playing rules.

They cannot claim participation in the EJH program as training, experience and/or advancement for their livelihood, **IF** they have been subjected to disciplinary actions.

All coaches must always have in their possession a VISIBLE badge issued by EJH authorizing their participation in the EJH program. No persons are allowed on the field without an EJH badge and will be removed immediately.

Coaches shall reserve criticism for private moments with the player, or in the presence of the team, only if the balance of the team might benefit. Criticism must always be constructive.

CHAPTER 4: RECRUITING

Recruiting of families and athletes must be done within the association district referenced in Section 1.3 of association bylaws. Any athletes that have never participated for another SYF association are eligible to play for EJH.

Any person found to be recruiting outside of the above statement will be disciplined accordingly. Any badged member of EJH found to violate this will be decertified immediately.

CHAPTER 5: PRACTICE

Definition of Practice –

1. A gathering of players where one of the following takes place:
 - a. Wearing of association equipment or uniforms
 - b. Running of plays, scripted or non-scripted
 - c. Exclusion of others (persons wanting to participate that are not a member of your team)
2. Restrictions:
 - a. Practice shall not begin prior to the SYF Start date provided by Commissioner
 - b. No team shall practice more than 10 hours per week prior to Jamboree
 - c. No team may practice more than 6 hours per week after Jamboree
 - d. Each association will REQUIRE 10 hrs of conditioning prior to full contact/stunting.
 - e. Practice Staff Attire (Athletic wear or similar)(No Blue Jean Type pants or shorts, Closed toe shoes or similar)
 - f. A week is defined as 7 calendar days beginning Monday and ending on Sunday.
 - g. Playoff & Championship weeks, teams may practice 10 hrs per week.

All practices must comply with Calif. AB1 and AB2127 to include HS concussion rule for 10 hr weeks and be limited to 4hrs of full contact practices for 6 hr weeks thereafter and when applicable.

CHAPTER 6: PRESEASON

A maximum of 60 hrs of skills camps / contact by your high school Varsity Staff or youth coaches after Feb 1st. Team camps / contact, workouts. Camps/ workouts, cannot be deemed Mandatory for participation.

* Team camps/clinics cannot include full contact. Helmets are permissible.

CHAPTER 7: TEAMS

Teams

1. Seasonal Football and Sideline Cheerleading
 - a. 8U Football and Cheerleading
 - b. 10U Football and Cheerleading
 - c. 12U Football and Cheerleading
 - d. 14U Football and Cheerleading
2. SWARM Extended Cheerleading
 - a. 8U/10U Cheer Squad
 - b. 12U/14U Cheer

Seasonal Cheer and Swarm may be subject to combine certain levels based on squad numbers

EJH Seasonal Football and Cheerleading shall consist of four (4) divisions. EJH SWARM Extended Cheer shall consist of 2 divisions.

CHAPTER 8: WEIGHT CERTIFICATION FOOTBALL ONLY

Weighing players for certification purposes will be done by your Conference staff members only and witnessed by the association President and or designee.

- Players will be weighed by / within conference staff for certification
- All athletes will be weighed on a certified scale
- Players will weigh in one time only, after Aug 10th and before Jamboree to be eligible to participate and certify in SYF and Jamboree. All others not certified by Jamboree, will be required to weigh in to be certified to play this season. No players will be certified after the Last regular season game. Players required to play in at least one game prior to playoffs to be eligible.

EJH must annually conform to the schedule of games/competitions adopted by the SYF Commissioner. Games may be scheduled Saturday or Sunday depending on highschool team's field availability.

CHAPTER 9: REGISTRATION

- 1) All participants must be registered with the association prior to any and all league activities. All athletes shall be paid in full prior to the start of practice. Failure to pay in full will result in an athlete unable to participate. Each participant must provide the following to be league eligible
 - a) Parental consent
 - b) Sports Physical dated after Apr 1st, current year
 - c) School enrollment form all players Or Previous EJH player card
 - d) Signed Parental/Player contract
 - e) Proof of residency, if/when requested by EJH staff
 - f) Valid email address and phone number of participants' families.
- 2) Certification requirements for all participants:
 - a) Certify for one team only
 - b) Current league player card (typed) W/ Photo digitally inserted
 - c) Signed legal guardians consent
 - d) Medical clearance to participate (dated after Apr, 1st of current year)
 - e) Code of conduct form signed by all participants and legal guardians
 - f) School enrollment form (current) for all, or previous EJH player card
 - g) Valid residential address (current) Within teams H.S recruiting boundary
 - h) EJH Waiver and release signed by all participants and legal guardians
 - i) AB2007 Concussion awareness form signed by all participants and legal guardians
- 3) The player's age as of August 1st of the current year shall determine team level of participation.
 - a) All incoming 8th graders are required to participate at the 14U level regardless of age.
 - b) *SP = Skilled Player, Eligible to participate anywhere on the field of play. Weight is determined by SYF and all players will certify once prior to the current season.
 - c) X-Man = A player weighing more than the SP weights. Eligible to participate on the offensive line within the Free Blocking zone. Eligible to participate on the Defensive line within the free blocking zone
 - d) May participate on Kick-off and Kick-off return teams on the front line only.
 - e) X-Man is allowed to be the punter and kicker on special teams.

X-Man will wear an SYF authorized (Only) sticker on the rear of the helmet.

CHAPTER 10: MEETINGS

Robert's Rules of Order shall guide the proceeding of all meetings except where such rules conflict with the associations bylaws and rules of operation. A quorum must be present to conduct any business of the association. A quorum shall consist of 51% of seated directors or their duly appointed proxies present.

A majority vote of the established quorum is required to add to or amend Bylaws or the EJM Rules of Operation and/or to accept any motion brought forth before the board of directors.

The board of directors shall meet once a month during the calendar year. Meetings by the board of directors may increase at any time depending on the need.

The President shall set the hour and place of each meeting no later than three (3) days prior to said meeting, and announce the same to all members via media at that time.

Any Board Member not in attendance will be marked absent. An absent Board member vote may be represented by a duly appointed proxy. The proxy must be a written and signed document by the Director and must be dated and signed by the Director.

The Proxy shall vote on the matters discussed and will be assumed to be the favor of the absent Director. Any Board member marked absent for three (3) scheduled meetings in one calendar year will be removed from the board of directors.

An emergency board meeting may be called at any time without proper notice. An emergency meeting shall be reserved to but not limited to, disciplinary actions to a board member, coach, or member of the association, or immediate actions for the safety and well being of the associations members, players, and staff members.

Any member in good standing may present concerns or betterment for the association requests via the form provided. The member will be asked to attend the following scheduled board meeting for review and comment. In the event that the request is for immediate action, an amendment will be filed and notification of change will be presented to the general membership.

CHAPTER 11: DISCIPLINARY PROCESS / ACTION

Anyone who quits or is removed from a board or coaching position will be removed immediately and not reinstated for that season. The membership and all rights of membership shall automatically be altered due to disciplinary action and or terminate on the occurrence of any of the following causes:

- *WRITTEN WARNING*: To advise of actions that can become detrimental to the mission and purpose of the Program
- *2 WEEK SUSPENSION*: Second violation of the code of conduct policy and or action detrimental to the EJM Program
- *TERMINATION*: Issued for a 3rd violation to the EJM Bylaws, Rules of Operation, Mission and or Code of Conduct.
- *RESIGNATION*: The voluntary resignation of a member presented in writing.

SUSPENSION, OR TERMINATION: The Board of Directors shall have the authority to suspend, or terminate the membership of any member whose conduct is considered detrimental to the objectives of EJM or is in a violation to the Bylaws or Rules of Operation.

In the event of suspension, or termination, the member in question shall be notified of the date and time of the meeting. Members shall be provided the opportunity to present their defense during the meeting. The president shall determine the outcome of suspension, or termination with board approval.

The three statutory grounds for removing board members.

1. Corporations Code section 7221:
 - A board member can be removed for cause. This means a felony conviction, a court determination of unsound mind, a failure to attend board meetings as required by the by-laws or a failure to meet the qualifications of directors.
2. Corporations Code section 7223:
 - A member of the board of directors can be removed through court action in the case of fraudulent or dishonest acts or gross abuse of discretion.
3. Corporations Code section 7222:
 - One or more of the directors may be removed without cause by vote of the members. The vote requirement is a majority of the members present at a quorum of the membership.

Procedure of removal without cause:

1. A meeting of the membership must take place with a minimum of 51% of the current registration year's membership in attendance. A record of attendance of this meeting must be submitted for verification. A vote of membership must be taken whereas 51% of the votes at this meeting are in favor of removing one or more of the current Board of Directors. A vote of removal must be accompanied by a list of members, in good standing, that are willing to take an open seat on the Board of Directors.
2. A petition to remove one or more board member(s) must be filed with the President of the association. If the Action is to remove the President of the association, the petition must be filed with the Vice President of Football or Cheerleading. The President or Vice President shall submit the petition to the Board of Directors.
3. A petition must include the signatures of members who represent at least 30% of the entire EJH current membership of the association. The petition must call for the recall of the directors and it must contain the printed and signed names of the petitioners with their athletes team level and name attached. This is achieved with a majority of the 51% of this meeting.
4. Within 20 days of submission of the petition, the board is to notice a meeting. This meeting shall terminate the director(s) under the removal, also this meeting shall give an immediate interview of the list of replacements as submitted at time of petition. Shall also appoint Board of Director seats before the completion of the meeting.

All coaches will be under the direction of the Football and Cheer Coordinators. A coach may be required to resign when a thorough review of the coach in question shows the coach is not capable of handling his/her athletes, failing to institute the mission and objectives of EJH and or discharging the duties and responsibilities required of him/her by the association bylaws, Rules of Operation or the Governing rules of the leagues we participate.

Use of another person's badge is prohibited and will result in removal for both individuals for the current football and cheer season.

The head coach (with the approval of the association) may remove any Athlete for any one or more of the following:

- Misconduct
- Attendance
- Improper attire
- Attitude
- Safety

The Head Coach must request a review by the Football and Cheerleading Coordinators and the VP's of Football and Cheerleading, to remove a player from the team. Unless further review is needed by the board of directors, the VP's will give a final decision at completion of review.

The involvement of the parents of the athlete in review will be at the discretion of the VP's. It will be recommended that the parent is involved where needed during the process, however not necessary. At the completion of the review, the parents will be notified of the review or action needed.

The Coordinator will give a report of review and action to the Board of Directors at the next regularly scheduled meeting. This action is to be taken only when such disciplinary action is absolutely essential to the welfare of the team, and only in a discreet manner

CHAPTER 12: MEDICAL REQ

Each association/team will govern what type of medical coverage they require for practices. SYF requires a state Certified EMT and or Ambulance be on the scene for all SYF events. The host association is responsible to provide. The EMT must have the appropriate medical equipment to properly render immediate aid, triage and assessments on scene to a patient. The EMT shall remain on the playing surface while play is in progress. Must be able to show proper State issued I.D and or Certification to any SYF and or official staff on scene at any time. No events may start prior to the onsite EMT arrival. Any delay for the EMT, longer than 15 minutes, shall result in a forfeit for the home team. A Nurse or medical Doctor in the stands is not a substitution for these standards.

CHAPTER 13: CONCUSSION AWARENESS

Any Player/Cheerleader showing any sign of being concussed, will be immediately deemed ineligible for play/practice, until medically cleared to participate, in writing, by an appropriate health care provider, a copy of said clearance must be sent to the commissioner's office and viewed, prior to the participant being cleared to participate.

No participant may return to play without the express consent of the commissioner's office. Failure to comply with this rule will result in immediate decertification of member status within SYF. Participant safety is paramount!!! All coaches, players, and parents shall comply with all applicable concussion management and return to play protocols, and practice restrictions, including, but not limited to AB2127 and AB2007

CHAPTER 14: RETURN TO PLAY – (National Federation of State High School Associations (NFHS), Sports Medicine Advisory Committee (SMAC))

After suffering a concussion, no athlete should return to play or practice on that same day. An athlete should never be allowed to resume play following a concussion until symptom free and given the approval to resume physical activity by an appropriate health-care professional.

Once an athlete no longer has signs or symptoms of a concussion and is cleared to return to activity by an appropriate health-care professional, he/she should proceed in a stepwise fashion to allow the brain to re-adjust to exercise. In most cases, the athlete should progress no more than one step each day, and at times each step may take more than one day.

Below is an example of a return to physical activity program:

Progressive Physical Activity Program (ideally under supervision)

Step 1: Light aerobic exercise- 5 to 10 minutes on an exercise bike or light jog; no weight lifting, resistance training or any other exercises.

Step 2: Moderate aerobic exercise- 15 to 20 minutes of running at moderate intensity in the gym or on the field without equipment.

Step 3: Non-contact training drills in full uniform. May begin weightlifting, resistance training and other exercises.

Step 4: Full contact practice or training.

Step 5: Full game play.

If symptoms of a concussion recur, or if concussion signs and/or behaviors are observed at any time during the return-to-activity program, the athlete must discontinue all activity immediately. Depending on previous instructions, the athlete may need to be re-evaluated by the health-care provider, or may have to return to the previous step of the return-to-activity program.

CHAPTER 15: HEAT & AIR QUALITY PROTOCOLS

These protocols are created and followed by the EJH Board. These are not an SYF protocol. The Board of Directors has used information from the local High Schools and the High School districts to ensure the safety of our athletes and families.

1. Heat Protocol:

- a. 103↑ degrees No Shoulder pads or helmets will be worn.
- b. 102↓ degrees Full Practice will commence

2. Smoke Protocol (AIR QUALITY):

- a. 149+ Full Practice Cancellations in place
- b. 125-148 No Shoulder pads or Helmets will be worn. Light practice scheduling.
- c. Below 124 Full practice scheduling.

At any time the weather or air quality poses a threat, EJH will modify practice to the safest and most sensible scheduling possible. The final determination will be made no earlier than 5 pm on a regularly scheduled practice day, unless there is information received to take action earlier.

CHAPTER 16: Minimum Play

Minimum Play Rule:

EJH coaches will be required to ensure that each Athlete will play in a minimum amount of plays per game. This number is set by the board of directors and is a mandatory part of the head coach's role. The minimum play structure is a sliding scale that will continue to help in the development of our athletes and the preparation for High School.

3. The minimum plays per team are:
 - a. 8U -- 6 plays per player
 - b. 10U -- 6 plays per player
 - c. 12U -- 4 plays per player
 - d. 14U -- No minimum plays required
4. Minimum Play Accounting:
 - a. The recording of MPR will be done by a Coaching staff member or a parent volunteer during each game of the season. Coaches will be responsible for obtaining the MPR for specified games. The MPR form will be submitted to the Football Coordinator immediately following each game.
 - b. The result of an incomplete MPR sheet and or the event that an Athlete does not receive their minimum amount of plays in a game, will result in a verbal warning of the head coach and athlete(s) will receive double play time in the following game.
 - c. A second offense will result in one week suspension of the head coach.
 - d. A third offense, Head Coach will be removed from the team for the remainder of the season.

EJH will confirm the reasons incomplete before discipline is enforced. **This rule is an EJH rule and not an SYF compliance. **

CHAPTER 17: REIMBURSEMENTS

EJH shall reimburse any Board of Director, Coach or any other person necessary for the good of the association. A reimbursement must have a receipt presented by the buyer in order to be valid. A mileage reimbursement shall be given according to the Mileage Allowance procedure.

CHAPTER 18: CHEERLEADING

EJH will strive to have four (4) levels of cheerleading. One each at the 8U, 10U, 12U, 14U levels. In certain circumstances, EJH may have to place athletes on levels to ensure this is a possibility. EJH may also have to combine two age levels to make one squad.

All athletes will cheer sideline for the age group that they are required to participate.

In the event that there are not enough athletes in an age group to make a minimum sideline squad, the cheer coordinator will facilitate a minimum amount with other age girls from the combined squad. It is required for the athletes to perform the entire game on the sideline. The process to place athletes will be done by the Cheer Coordinator and the VP of Cheer with the approval of the Board of Directors.

EJH cheerleaders are required to perform at all SYF functions that the football teams attend. Athletes will perform at all SYF required competitions (if qualified). It is required that all athletes are present for the duration of the event. An athlete that misses one of these events or leaves early with an unexcused reason will be forced to sit out of the next required event or competition.

EJH Cheer Coordinator and the VP of Cheer with the approval of the Board of Directors will determine the level in which each cheer team will perform. This will be in consideration of the athletes and the coaches of each level.

The annual SYF Jamboree is a MANDATORY event. It is a certification event for SYF

Game Day Attendance

- Athletes with three (3) unexcused game day absences will be disqualified from competition participation.
- Disruptive behavior, foul language and failure to follow directions from coaches can result in immediate dismissal.
- Use of tobacco, alcohol or drugs on or off the field are grounds for immediate dismissal.
- Use of public forums i.e. Facebook, Snapchat, and Twitter etc. or Text to harass, embarrass or hurt another child, cheerleader, player, Enterprise or any other program or school will be a violation for dismissal.
- Likewise, if a picture or video is posted where the cheerleader is participating in inappropriate behavior, it will also be grounds for dismissal.

Dress Code

- Snug fitting shirts and shorts are required at all practices. Athletic appropriate capris or leggings, pullover sweatshirt with no pockets or hood, encouraged in cold months. Tank tops must not have spaghetti straps. Shirts may have writing or graphics on them as long as they are not vulgar, sexually suggestive, or promote drugs, tobacco or alcohol. Shirts may not be tied up the front or back for slit on the side and no fringe. All clothing must be free of zippers and buttons. No jeans! Appropriate length shorts. Absolutely no spandex shorts, sports bras will not be worn as tops. Shorts must be of a conservative length. Practice shoes must be athletic tennis shoes without zippers or platforms and must have a back, no converse.
- Simple stud earrings may be worn at coaches discretion and at athletes' own risk! They must be spherical conservative round white diamond, gold, white pearl, or silver earrings as a set. and not distract from the uniform, they will not exceed 6mm in size. If an athlete has multiple piercings, only one set of earrings may be worn and will be worn in the lowest piercing on the earlobe. All other jewelry is expressly prohibited including belly button rings and oral jewelry. If a cheerleader has a medical alert bracelet it must be taped to her wrist or under her apparel.
- Fingernails must be trimmed to a sport length, and athletes must be able to make a fist without leaving indentations in the palm. Fingernail polish on game days must be uniform throughout the team, will be in team colors or think pink themed for October , no chipped or artificial nails anytime.
- Hair must be up and out of the face, absolutely no metal hair clips or clip in bows, Bobby pins are permitted.
- Game day make up is to be natural. No eyeshadow for dark or excessive liner.
- The cheer uniform is the athlete's property and the athlete's responsibility. Uniform's must be clean and in good condition for use on game day and on competition days. If the uniform is damaged, the replacement cost will be no less than \$120. All cheerleaders must have a uniform to participate in any EJV related event with their team.

****Violators will not be permitted to participate in team practice until appropriate attire is worn and will complete alternate conditioning.* **Bloomer's are not shorts and will not be worn as shorts.*****

CHAPTER 19: EXTENDED CHEER SEASON

All regular season coaches who have finished in good standing may apply to coach a squad in the extended season program. The VP of Cheer will choose coaches and bring them before the board for approval. In the event that EJV cannot fill coaches for each level, the athletes will be split into appropriate levels based upon athletes abilities.

This process will be completed by

1. A written recommendation from Head coach of the athletes during the regular season
2. After a skill assessment during the first two practices, the VP of Cheer, along with the President, will move the athlete to the proper level deemed necessary.

Coaches must confirm that the athlete has met the conduct requirements and has not had more than 10 unexcused absences from practice games or other mandatory EJV events during the regular season. Athletes must be in good standing with the association.

All athlete and parent contracts and code of conduct remain in effect during the extended season. Athletes must be able to attend practices two (2) times per week on an approved schedule. Athletes must be able to attend two (2) competitions towards the end of the extended season.

Athletes must be able to participate in all fundraising efforts. A fee for participation may be incurred if the fundraising efforts do not reach the needed funds to complete the extended season schedule.

CHAPTER 19: DISCLAIMER

By Statute (State Corporation Law), the EJV Board of Directors has the right to amend, modify, or add to the Rules of Operation for the good of the Federation, which they have charge over.

EJV has not tested, nor is it responsible for testing or approving playing equipment for use in youth sports (football and cheer). Equipment manufacturers are responsible for the development of playing equipment that meets the specifications established by NFHS, and that is otherwise of good design and quality. EJV urges manufacturers and experts to work with the various independent testing agencies to ensure the production of safe products. Neither EJV, nor the NFHS, certifies the safety of any sport equipment. Noncompliant equipment is not appropriate for use in playing or competition. EJV does not regulate the development of new equipment and does not set technical or scientific standards for testing equipment; this includes but is not limited to the use of helmets or headgear which meets the National Operating Committee Standards on Standards for Athletic Equipment (NOCSAE).

NOCSAE does not maintain equipment safety standards specific to youth participants and it does not test all helmet sizes including youth helmets. NOCSAE has been working for more than 10 years to develop a youth football helmet standard that is evidence-based, yet it presently claims to have insufficient data to suggest a helmet or other headgear for youth which would provide more injury protection or would protect against injury risks (experts disagree and do not fully understand the development of a child's brain and its susceptibility to greater movement and risk). Protective headgear, which fits properly, is required by NFHS and EJV rules. Hard helmets can diminish the incidence of certain head trauma, such as fractured skulls and subdural hematomas. Soft headgear can protect against lacerations, bumps and bruises. Parents, athletes, and coaches should review manufacturer's warnings inclusive of NOCSAE about proper usage and performance limits of such products including helmets or headgear. No helmet or headgear can prevent athletes from suffering concussions, and football and cheer should be practiced, played, coached and officiated in recognition of that fact. Each year or as mandated by a doctor, parents are strongly encouraged to seek appropriate medical evaluation to receive adequate brain history for their child and any related effects through playing football or cheer inclusive of repeated brain trauma.

Athletes and parents who participate, or allow participation, in the sport of youth football accept the risks of injuries which will occur regardless of the equipment and reasonable safety precautions as well as best intentions of SYF, administrators, teams, and coaches to minimize risk of significant injury. The establishment of rules and equipment standards helps to reduce significant injuries. However, safety pursuant to the rules, enforcement of the rules (by officials and others), and equipment standards including helmet warnings are never complete answers therefore injuries will inherently occur in practice and games.

See Disclaimer section(above) for more details.

See NFHS rule book for basic guidelines

Helmets must be inspected and certified every two (2) years and meet (NOCSAE) standards.