

**Vancouver Island
YOUTH
FIELD
LACROSSE LEAGUE**

League Agreement

**Adopted January 17, 2002
Last Amended May 8th, 2003
June 2006 Season**

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A. NAME

The name of the organization shall be the Vancouver Island Youth Field Lacrosse League (VIYFLL).

B. AFFILIATION

This League shall be subject to the terms and conditions imposed by the Constitution and By-Laws and the Operating Policy of the B.C. Lacrosse Association (BCLA), and the Canadian Lacrosse Association (CLA), as well as under the auspices of the BCLA Youth Field Directorate. This League Agreement does not take priority over the policies of those of the Governing bodies. Operating policy changes for the VIYFLL must be submitted in writing to the executive of the VIYFLL as per section “G” below.

C. PURPOSE

The purpose of the organization shall be to administer the Island Youth Field Lacrosse League.

D. OBJECTIVES

To promote, foster and govern the game of Field Lacrosse for the players aged twenty-one and under.
To provide coaching, instruction, certification, and to encourage fair play and sportsmanship.

E. PLAYER AGES

Players will play in their respective age category, for divisions U9, U11, U13, U15, U17, and U21. All ages will be determined as of January 1 of the playing season (e.g. season starts September 2003; then age is determined as of January 1, 2004).

F. PLAYING SEASON AND TIERING

- F.01** League play shall commence on a date set by the scheduling committee, in discussion with the League Governors. It shall end in time to allow for League Championships, to determine the team(s) for the Provincial Championship.
- F.02** Divisions U13, U15, U17 and U21 may be tiered. (Tier 1 or Tier2)
- F.03** All Clubs must declare their Teams and expected Tier of each division prior to August 30th.
- F.04** After the Thanksgiving Day weekend, the Commissioner(s) will determine if the teams are tiered correctly and will make adjustments if required.
- F.05** Teams that are re-tiered will be given the average points of the Tier they are entering at the time.

G. LEAGUE ANNUAL MEETING

The League Annual General Meeting shall be held no later than June 30th of each year. At the Annual General Meeting, elections of officers for the next year and any changes to the VIYFLL League Agreement will be the order of business. Any proposed changes to the Agreement must be submitted forty-five (45) days prior to the Annual General Meeting, and forwarded to each member club thirty (30) days before such meeting.

H. AMENDMENTS

This document may be amended by a 50% + 1 vote of the members present at the Annual General Meeting, or at an extraordinary meeting. Required conditions for changes are as per section “G” above.

I. ELECTED EXECUTIVE

The Elected Executive of the organization shall consist of a Chairperson, Past Chairperson, Vice-Chairperson, Secretary and Treasurer. All positions with the exception of the Past Chairperson shall be filled by election at the Annual General Meeting. Should positions be left vacant at the Annual General Meeting, the Chair shall be empowered to appoint persons to the vacant positions.

At least one month prior to the Annual Meeting, the Chairperson shall appoint a nominating committee consisting of two elected executive members and two appointed executive members who shall elect their own chairperson. It will be the responsibility of the committee to prepare a list of nominations for each executive office. Further nominations may be made from the floor at the Annual meeting but such Nominee must be present or must have previously signified in writing his/her intentions to stand for the office he/she has been nominated for.

The Chairperson of the Nominating Committee shall conduct the Election of the officers and appoint two members from the floor to act as scrutineers. Election shall be by written ballot if there are two or more nominations for any one office. The person nominated singly for an office shall be declared elected by acclamation and the person receiving the majority of ballots cast in any necessary vote shall be declared elected.

J. VOTING

- J.01 At the AGM, all members of affiliated Clubs who are present and in good standing shall be entitled to one vote.
- J.02 At regular meetings, one vote will be carried by each member of the Elected Executive and Appointed Executive. In no case shall a club carry more than four combined votes with the exception of the Chairperson if required to break a tie. In this case, the reference to club includes persons affiliated, or have family ties to the club.

K. OFFICERS AND DUTIES

Elected Positions

- K.01 **Chairperson**
The league Chairperson shall be elected at the Annual General Meeting by a majority vote of the members present. The Chair will administer the league as per the League Agreement, and the BCLA Operating Policy. He/she will chair all meetings of the league, and will have the vote only to break a tie.
- K.02 **Vice-Chairperson**
The Vice-Chairperson shall take over the duties of the Chair in his/her absence. The vice-chair will head any committees as required.
- K.03 **Secretary**
The Secretary will be responsible for scheduling and arranging meetings, recording and keeping minutes of all meetings, and keeping record of all correspondence. He/she will assist in the distribution of correspondence to all member clubs.

K.04 Treasurer

The Treasurer will keep records of all financial matters pertaining to the VIYFLL, including all fines. He/she will present financial statements at the Annual General Meeting.

K.05 Past Chairperson

The Past Chairperson shall attend all meetings and act as an advisor to the Executive of the League.

Appointed Positions

K.06 Commissioner(s)

The Executive shall appoint a Commissioner or Commissioners required so that efficient operation of the league is carried out. The Commissioner will be responsible for the operation of the league and or division. The Commissioner will determine penalties for infractions as per guidelines, examine the data of scoresheets for accuracy and conformance with league standards including, but not limited to, player eligibility, penalties and statistics. He/she will also ensure that scoresheets are promptly forwarded to the Statistician. The Commissioner will also determine if the teams are Tiered correctly, and make adjustments as required per F.04.

He/she will prepare league schedules as well as League Championship schedules.

The Commissioner will also be responsible for the collection of copies of all VIYFLL player registration forms and coaching form 100s.

K.07 Head Official

This person shall be responsible for recruitment and certification of referees. The Head Official will be responsible for the ongoing evaluation of officials at league games and tournaments.

K.08 Officials' Co-ordinator

This person will assist the Head Official with his duties as required. This person will also ensure that referee assignments shall be provided for the Commissioner.

If this position is not filled, referee allocation for league games is the responsibility of the Home Team.

K.09 Head Coach

The Head Coach will be responsible for the certification of all coaches.

K.10 Statistician

The league shall appoint a statistician who shall record the team and individual statistics. The statistician shall make a monthly report to the Chairman of the VIYFLL, the Commissioner and all the registered clubs. He/she will maintain a register of league awards, trophies and personal recognition.

K.11 Club Governors

A maximum of two Club Governors shall represent each club at all VIYFLL meetings, and may carry the club's votes. The Club Governor's shall be identified by the Club Presidents by September 30th. Designates may be identified by incumbent Governors or Club Presidents prior to each meeting.

K.12 Scheduler

The Scheduler and/or the commissioner will prepare league schedules and league championship schedules.

L. MEMBERSHIP

Membership is open to all and any association or organization, and registered with the BCLA who, at the time of application, is in good standing.

M. FEES / PERFORMANCE BOND

M.01 League Administrative Fees

The league administrative fee per team will be set at the AGM each year.

M.02 BCLA Fees

As set by the BCLA fee schedule. Clubs are responsible for ensuring the BCLA office receives their franchise, insurance and fundraising fees.

M.03 League Performance Bond

At the league's discretion, a performance bond may be assessed. For each season, the bond will be \$100.00. This bond may be used to compensate teams for field fees, referees' fees, etc., should a team not fulfill their scheduled commitments. The Commissioner may, at his discretion, also make withdrawals from the bond on deposit, for fines assessed to any member or club and charge that withdrawal to the specific club fined. That member or club, before commencement of their next scheduled game, must replace this deficit to the bond.

The bond must be posted with the Commissioner on or before September 15th. Bonds will be returned to the clubs in good standing, at the league's Annual General Meeting.

N. REGISTRATION

N.01 Team / Player Registration

Clubs must submit a Protected List to a maximum of twenty-five (25) players, on or before October 15th. Clubs must register a minimum of thirteen (13) or a maximum of twenty-three (23) players prior to the first league game.

O. LEAGUE EXPANSION

O.01 New Clubs

New clubs registering teams must submit a written application, including an *anticipated* team roster, a list of club executive, description of home facilities, and a list of certified officials and coaches, along with League Administrative fees, on or before September 1st.

O.02 Procedure for Encompassing New Franchises in One Boundary Area Where A Franchise Already Exists

In the event of an area within a set residency boundary, expanding to more than one club, where an existing club operates, the following ground rules shall apply:

- The new club shall meet the criteria of the League Agreement (N.01).
- Submissions for proposed boundary changes are to be made to VIYFLL. The VIFYLL will determine if the request is reasonable and pass decision.
- The players who reside within the boundaries will belong to the respective clubs.

P. SCHEDULING OF GAMES

P.01 League Schedule

The Commissioner and/or Scheduler will make up all league schedules. All league games will take precedence over exhibition games. Each club must present their confirmed home arena times and dates by September 1st.

Teams must give 48 hours notice of cancellation if they are unable to fulfill their scheduled obligations. This does not include such extraordinary factors as weather, which may force field closures.

P.02 Play-Off Schedule

The executive Board of the VIYFLL will determine a playoff format no later than October 15th. The format decided upon will be recommended to the B.C. Youth Field Directorate.

P.03 League Performance

Teams not fulfilling their scheduled league commitments (specifically not completing two or more league scheduled games prior to the end of season schedule) may be declared not in good standing and therefore not be eligible for provincial play.

P.04 Provincial Championships

Participation in the Provincial Championship Tournament will be at a venue, time and place under the format and rules of the BCLA.

P.05 Hosting of Provincial Championships

Member Associations of the VIYFLL interested in hosting the Provincials must apply to the VIYFLL for endorsement of written application to be submitted to the Field Directorate Annual General Meeting.

Q. FIELD and GAMES

Q.01 Game Time and Field Availability

A list of times and field locations for each team must be submitted to the Commissioner by September 1st.

Q.02 Home Team Responsibility

- a) Lining of the field and placement of cones
- b) Score table, tent, penalty chairs, timing devices
- c) Nets
- d) Timekeeper and score keeper
- e) Balls
- f) Certified Field Lacrosse Referees
- g) It is the responsibility of both teams to keep their spectators to the sidelines opposite the player's area.

Q.03 Score Sheets

The home team is responsible for a verbal report of the score to the Commissioner within twenty-four (24) hours of the completion of the game. The home team is responsible for sending a copy of the scoresheet to the Commissioner within seven (7) days of the game date. Facsimile copies are acceptable. Repeated failure to meet either of these commitments will result in suspension of head coach of team for two games.

Q.04 Problem Reporting

All expulsions, suspensions and defaults must be reported verbally within twenty-four (24) hours, and in writing within seven (7) days by the home team and referee of the game to the Commissioner. (faxes are acceptable).

Q.05 Game Length

Games will consist of four (4) twenty-minute run-time periods with an intermission of 2, 5, 3 minutes between periods. Periods may be shortened to no less than 12 minutes in order to accommodate such factors as weather or game schedules.

Q.06 Team Standings

Points will determine team standings. Two points will be awarded to the winning team.

Q.07 Tie Games

In the event a game is tied at the end of regulation play, there will be a toss for ends and four-minute periods will be played until a goal is scored (Sudden death). If at the conclusion of a period the game is still tied, the team in possession of the ball at the end of the period will retain possession of the ball in the same relative position and the game will recommence as soon as the teams have swapped ends.

Q.08 Special U9 Rules

Special rules will be applied to the U9 age division of VIYFLL. These rules are known as “Vancouver Island Youth Field Lacrosse League U9 Rules”.

Q.09 Uniforms

Each team must wear matching uniforms (jersey and shorts). It is up to the home team to have alternate jerseys if there is a colour conflict.

Q.10 Equipment

In addition to the required equipment outlined in the CLA rulebook, players are required to wear a mouthguard at all times when on the field.

R. OFFICIALS

R.01 Game Officials

Two officials are required for each league game in age divisions U11 to U21. If two officials are not available, the use of a single official must be agreed to by both coaches, otherwise the game will be forfeited by the home team. Two officials are encouraged to be used for U9 league games.

R.02 Officials Credentials

At least one official must be certified as a Field lacrosse referee.

R.03 Officials Uniform and Equipment

Officials must wear approved uniforms (minimum striped jersey, hat, matching shorts or pants) and must carry the following equipment:

Penalty flag
Timers watch
Whistles
Tape measure
Coin (toss)
String for repairing net

R.04 Payment of Officials

Each team is responsible to pay one official. In the event the home team supplies only one official, the home team will be responsible for both fees. For U9 games, where there may only be one official, the fee will be payable by the home team.

Game fees are those set by the BCLA Operating Policy OR those recommended by the league and accepted by the officials.

Officials are to be paid in cash prior to the start of the games unless other arrangements have been made beforehand.

Officials will still receive payment if the team(s) do not show up for a scheduled game. Both fee payments will be the responsibility of the defaulting team.

Officials must be given 24 hours notice of cancellation; otherwise they are entitled to their fees. Officials must give 24 hours notice or receive a fine of one game fee.

S. RESIDENCY RULES

S.01 Boundaries

Boundaries shall be recognized as those stated in the local associations' operating policy or agreement, and all players living within these boundaries must register with their home club unless the player has been released. Players who reside outside of established boundaries may play for the club with which they register.

S.02 Releases

All requests for releases must be submitted to the home club and the decision given to the Commissioner in writing.

T. CERTIFICATION REQUIREMENTS

T.01 Coaches

All coaches must be certified as per the requirements of the BCLA Form 100s.

T.02 Trainers

All teams are encouraged to have certified trainers available at all games.

Appendix One

Fines & Suspensions

- **Any club who presents an N.S.F. cheque** shall automatically be fined \$25.00 If the cheque is not made up within seven (7) days, the said club shall be suspended and forfeit all games until the cheque is made up.

- **Failure by a club to attend a league meeting** called by the Chair may justify a fine of \$10.00.
- **Suspended players or suspended team management** must be in attendance at their games for the game to count toward their suspension. They cannot participate in any team function but are required to sit in the stands. Any problems they cause during this time may add additional fines or suspensions. Only the Commissioner may waive this requirement, for just cause.

Appeals may be made as stated in the B.C.L.A. Operating Policy, Appendix “A”

Appendix Two

REGISTRATION PROCEDURES

THE PLAYER

- Complete the form in its entirety.

CLUB RESPONSIBILITY

- Check that all information required is filled in, including the Team Name.
- Check that the Medical Insurance Number is recorded.
- Check that the email address of the player is recorded.
- Players who are under 19 years of age at the signing of the registration form must have a parent or guardian’s signature on the registration form.
- Be sure the form is dated. Sign in “Authorized Team Official” box.
- Turn completed cards and appropriate fees to the BCLA.
- Forward photocopies of registration forms along with team master list which includes players, coaches, managers etc, complete with contact information to the League Commissioner.
- Forward the appropriate League Administrative fee to the League Treasurer.

LEAGUE COMMISSIONER

- Check each form for full information.
- Verify eligibility (e.g. age, etc.).
- Keep accurate list of player movement so files and team lists are up to date.