

**Vancouver Island  
YOUTH  
FIELD  
LACROSSE LEAGUE**

**League Agreement**

**Adopted January 17, 2002  
Last Amended July 2007  
2007-2008 Season**

*Table of Contents*

<b>A.</b>	<b>NAME</b> .....	<b>4</b>
<b>B.</b>	<b>AFFILIATION</b> .....	<b>4</b>
<b>C.</b>	<b>PURPOSE</b> .....	<b>4</b>
<b>D.</b>	<b>OBJECTIVES</b> .....	<b>4</b>
<b>E.</b>	<b>PLAYER AGES</b> .....	<b>4</b>
<b>F.</b>	<b>PLAYING SEASON</b> .....	<b>4</b>
<b>G.</b>	<b>LEAGUE ANNUAL MEETING</b> .....	<b>4</b>
<b>H.</b>	<b>AMENDMENTS</b> .....	<b>5</b>
<b>I.</b>	<b>EXECUTIVE</b> .....	<b>5</b>
<b>J.</b>	<b>VOTING</b> .....	<b>5</b>
<b>K.</b>	<b>OFFICERS AND DUTIES</b> .....	<b>5</b>
	<b>K.01 Chairperson</b> .....	<b>5</b>
	<b>K.02 Vice-Chairperson</b> .....	<b>5</b>
	<b>K.03 Secretary</b> .....	<b>5</b>
	<b>K.04 Treasurer</b> .....	<b>6</b>
	<b>K.05 Registrar</b> .....	<b>6</b>
	<b>K.06 Past Chairperson</b> .....	<b>6</b>
	<b>K.07 Commissioner(s)</b> .....	<b>7</b>
	<b>K.08 Head Official</b> .....	<b>7</b>
	<b>K.09 Officials' Scheduling</b> ..	<b>7</b>
	<b>K.10 Head Coach</b> .....	<b>7</b>
	<b>K.11 Statistician</b> .....	<b>7</b>
	<b>K.12 Club Governor</b> .....	<b>8</b>
	<b>K.13 Scheduler</b> .....	<b>8</b>
<b>L.</b>	<b>MEMBERSHIP</b> .....	<b>8</b>
<b>M.</b>	<b>FEES / PERFORMANCE BOND</b> .....	<b>8</b>
	<b>M.01 League Administrative Fees</b> .....	<b>8</b>

	<i>M.02 BCLA Fees</i> .....	8
	<i>M.03 League Performance Bond</i> .....	8
<b>N.</b>	<b>REGISTRATION</b> .....	8
	<i>N.01 Team / Player Registration</i> .....	8
<b>O.</b>	<b>LEAGUE EXPANSION</b> .....	8
	<i>O.01 New Teams</i> .....	8
	<i>O.02 Procedure for Encompassing New Franchises in One Boundary Area Where A Franchise Already Exists</i> .....	8
<b>P.</b>	<b>SCHEDULING OF GAMES</b>	
	<i>P.01 League Schedule</i> .....	9
	<i>P.02 Play-off Schedule</i> .....	9
	<i>P.03 League Performance</i> .....	9
	<i>P.04 Provincial Championships</i> .....	9
	<i>P.05 Hosting of Provincial Championships</i> .....	9
<b>Q.</b>	<b>Field AND GAMES</b> .....	9
	<i>Q.01 Game Time and Field Availability</i> .....	9
	<i>Q.02 Home Team Responsibility</i> .....	9
	<i>Q.03 Score Sheets</i> .....	10
	<i>Q.04 Problem Reporting</i> .....	10
	<i>Q.05 Game Length</i> .....	10
	<i>Q.06 Team Standings</i> .....	10
	<i>Q.07 Tie Games</i> .....	10
	<i>Q.08 Special U9 Rules</i> .....	10
	<i>Q.09 Uniforms</i> .....	10
	<i>Q.10 Equipment</i> .....	10
<b>R.</b>	<b>OFFICIALS</b> .....	10
	<i>R.01 Game Officials</i> .....	10
	<i>R.02 Officials Credentials</i> .....	10
	<i>R.03 Payment of Officials</i> .....	11
<b>S.</b>	<b>RESIDENCY RULES</b> .....	11
	<i>S.01 Boundaries</i> .....	11

*S.02 Releases .....11*

**T. CERTIFICATION REQUIREMENTS .....11**

*T.01 Coaches .....11*

*T.02 Trainers.....11*

  

**APPENDIX ONE – Fines & Suspensions .....12**

**APPENDIX TWO – Registration Procedures .....12**

**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 improve, foster and govern the game of Field Lacrosse for the Vancouver Island Youth Field Lacrosse League; and in particular:

- a) To carry out competitions for the VIYFLL regular season and Island Championships.
- b) To make, maintain and enforce rules and regulations for the control and governance of the game of field lacrosse on Vancouver Island.
- c) To improve, encourage and advance amateur field lacrosse in all its divisions and levels.
- d) To promote, foster and develop the playing of lacrosse throughout Vancouver Island.
- e) To encourage the growth of field lacrosse as a sport, and in doing so, provide an opportunity for improved physical health and welfare.

To provide VIYFLL associations with coaching and officials clinics to obtain certifications as well as player and volunteer instruction to teach the game of field lacrosse to its members and to encourage fair play and sportsmanship. These camps or clinics are to be determined annually before season beginning unless provided by the BCLA.

**E. PLAYER AGES**

**E.01** Players will play in their respective age category, for divisions Junior-U19 field, Midget-U16 field, Bantam-U14 field, Peewee-U12 field, Novice-U10 field, Tyke-U8 field (unless club/roster numbers or caliber levels warrant movement up). All U21 players are considered Senior players but shall be registered to their respective youth associations if registered number of U21 and U19 players are substantial enough to operate its own Island League. If numbers warrant it, a league is to be created for such players that are aged U19 & U21.

All ages will be determined as of January 1 of the playing season (e.g. season starts September 2007; then age is determined as of January 1, 2008).

- E.02** If a player requests a move to a younger playing division because of reasons such as (but not limited to) physical ability or disabilities; a letter stating the nature of this request must be submitted to the host association and then forwarded to the secretary of the VIYFLL, before the beginning of the current playing season by his/her home association.

This request must be presented and voted on by the VIYFLL Commission.

#### **F. PLAYING SEASON AND TIERING**

- F.01** League play shall commence on a date set by the scheduling committee (approximately the 15<sup>th</sup> of September-weekend), in accordance with the League Governors. It shall end in time to allow for League Playoffs/Championships, to determine the team(s) for the Provincial Championship.
- F.02** Divisions Junior-U19 field, Midget-U16 field, Bantam-U14 field, Peewee-U12 field may be tiered. (Tier 1 or Tier2)
- F.03** All Associations/Clubs must declare their teams and the expected Tier level of each team in their respective divisions by August 30<sup>th</sup>.
- F.04** By October 15<sup>th</sup> weekend, the VIYFLL will determine if the teams are tiered correctly and will make adjustments if required with help of divisional commissioner(s). This will take place at the next immediate meeting of the VIYFLL.

#### **G. LEAGUE ANNUAL MEETING**

The League Annual General Meeting shall be held no later than June 30<sup>th</sup> 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 and Registrar. All positions with the exceptions of the Chairperson and Past Chairperson shall be filled by election at the Annual General Meeting (the Chairperson and Past Chairperson shall be a 2-year term). 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 1 vote shall be cast by the secretary. If 2

or more persons are nominated, the nominee receiving the majority of the 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. Each member shall be defined as a parent/guardian of a registered player for that previously played season; a BCLA recognized field lacrosse coach, manager or trainer and registered to an association for the previously played calendar season. A player is not eligible to vote due to his/her “minor” status.

**“Good Standing:” current in fees/dues to host association and/or league**

**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 (2 year term)**

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 booking meetings, recording and keeping minutes of all meetings, as well as keeping record of all correspondence. He/she will assist in distribution of correspondence to all member clubs as per section “G” above. Monthly meetings are to be scheduled as per a pre-determined date as set by the VIYFLL at the previous meeting.

**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. They will provide receipts to Clubs for registered players (Island Fees) after they have been paid.

**K.05 Past Chairperson**

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

**K.06 Island Registrar**

The Registrar is responsible for confirming annual registrations of all playing members, teams and team officials within the VIYFLL to the BCLA. They will be responsible for verifying player lists as submitted by each club team for each division.

**Appointed Positions**

**K.07 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 work with a league appointed scheduler to prepare League schedules as well as League Playoff/Championship schedules.

Player forms are handled by the VIYFLL registrar and coaching 100M forms are dealt with by each individual club.

A commissioner may only govern 1 (one) division per season and may not govern a division which he/she has family ties.

**K.08 Head Official**

The Head Official will work with each club in efforts to obtain the minimum required number of officials as described in Regulation 21.02 of the BCLA Field Directorate Operating Policy. The Head Official will be responsible for the ongoing evaluation of officials at League games and tournaments. Minimum twice annually.

**K.09 Officials' Scheduling**

Referee allocation for league games is the responsibility of the Home Team. Scheduling of officials for League Playoffs/Championships will be the responsibility of the Head Official.

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

**K.10 Head Coach**

The Head Coach will be responsible for the certification of all coaches. All Coaches registered within the VIYFLL will be certified for their respective divisions as per the BCLA's Coaching 100M form. The deadline is October 1st of the current playing year. A special exception may apply only if a minimum of one certification course has been offered on Vancouver Island. If this is the case, the deadline would be extended to a date as specified by the BCLCA.

**K.11 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. All "keeper" awards will be maintained and kept with the league statistician.

**K.12 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 August 30th. Designates must be identified by incumbent Governors or Club Presidents prior to each meeting.

**K.13 Scheduler**

The Scheduler and/or the commissioner (s) 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 15<sup>th</sup>. 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 VIYFLL 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.

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 15<sup>th</sup>. The format decided upon will be recommended to the B.C. Youth Field Directorate.

**P.03 League Performance**

A set amount of games for each division must be played (amount to be decided by the season schedule) Teams not fulfilling their scheduled league or failure to host a make-up game means loss in points to the home team. Failure to participate in a make-up game means loss of points to this team not attending.

All league scheduled games must be played in order to be able to participate in Island League play-offs.

**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 U8 Rules**

Special rules will be applied to the U8 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 U10 to U19. 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 U8 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 U8 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.