



TUALATIN VALLEY YOUTH FOOTBALL LEAGUE

LEAGUE
OPERATIONS GUIDE
2021 SEASON



LEAGUE OPERATIONS GUIDE

2021 SEASON

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PREFACE

The members of the Tualatin Valley Youth Football League resolve that the following rules and regulations have been adopted by a majority vote of the Board of Directors and ratified by a majority vote of the TVYFL Membership.

All Titles of the TVYFL may only be amended by a majority vote of the Board of Directors and a majority vote of all members at a duly noticed meeting of the league. These Titles are binding on all members of the TVYFL and by committing to membership in the TVYFL, all members accept all bylaws, rules, regulations, and Titles as adopted without recourse.



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2021 OPERATIONS CHANGES

- 2.4.a 2021 Season Waived Language: Officials who are not registered and do not take the test are not eligible to officiate.
- 2.8 Missing more than 3 meetings per calendar year can result in removal from TVYFL. An administrative penalty can be applied, in which the Association loses voting rights at League meetings for one calendar year.
- 3.2 Registrants must verify Association with either report card or ParentVue
- 3.1.b A signed OSAA medical release must be signed by anyone....
- 4.14 The maximum roster number for any one team for 5th/6th, JV, Varsity or Blend is not to exceed thirty-three (33) players.
- 4.15 associations may form a wait list at their discretion.
- 4.16 Updated team formation for K-2 Flag allowing teams to be comprised of all 3 age levels
- 5.1 The head coach and the safety coach have separate requirements
- 5.4 Each head coach and assistant coach must have completed, signed and submitted a coach's contract online.
- 6.6 At all times, every team in all associations must have at least three persons on a team's coaching staff (2 coaches, 1 Safety Coach) who are First Aid and CPR certified and have completed certified concussion training on practice and game fields
- 9.1.g.i A player arriving after the first half is not eligible to play. If a player arrives after weigh-ins have closed, the weighmasters will weigh the player as soon as possible and the player will be eligible for the second half of the game. Weighmasters must weigh late players. The 10-play minimum rule still applies to the tardy player.
- 10.12 Losses are independent of "in division" and "out of division" games. Overall record of wins and losses determines seeding.



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TITLE 1: ADMINISTRATION OF DIVISIONS & PENALTIES

1. The Division Co-Presidents of each division shall have full jurisdiction over grievances, challenges, enforcement and interpretation of rules, policies and protests within their division and they will conduct such investigations, if any, as they in their sole discretion deem necessary and issue such sanctions as they in their sole discretion deem appropriate.
2. Each Member for itself and for its players, parents, guardians, and coaches, waive, release and discharge any and all rights, if any, to notice and an opportunity for a hearing as it relates to actions by the Division Co-Presidents and waive, release and discharge any and all rights, if any, to pursue, commence or maintain any legal challenge, proceeding or action arising under or related to the action of the Division Co-Presidents.
3. Division Co-Presidents shall have the full power and authority to suspend, fine or provide whatever sanction they deem appropriate upon any officer, player, parent, guardian, or coach within the following guidelines for each violation:
 - a. Forfeits and Suspensions of not more than two games and weeks
 - b. Fines of not more than \$250
 - c. Directions to provide communications of explanation, apology or acceptance to any person or entity
 - d. Probations of not more than one season.
4. If the Member filing the grievance, or having the grievance filed against it, is that of a Division Co-President, the Commissioner of League will fill that position for all purposes. To the extent the people serving in the role of Co-Presidents disagree on the outcome then the Executive Board shall make the determination on the grievance by a majority vote. A vote of the Executive Board will be taken on any issues not covered by the Tualatin Valley Youth Football League Bylaws.
5. Any sanctions beyond those granted the Division Co-Presidents hereby shall be determined by the Executive Board upon such terms and conditions and in such manner as they in their discretion shall deem appropriate. There shall be no appeal to the Executive Board or to any court, arbitrator or any other person or entity of any sanctions by the Division Co-Presidents. There shall be no appeal to any court, arbitrator or any other person or entity of any sanctions by the Executive Board. Provided, however, no Member shall be expelled from the League except upon a vote of the presidents of all the Members of the League.
6. Teams found in violation of League Bylaws or Titles shall be subject to sanctions up to and including being required to forfeit all rights to become Division Champion and being prohibited from participating in any playoff, championship, or post-season game. Additionally, all games played wherein an ineligible player participated may be forfeited by the team involved.
7. Members shall, as determined by the Executive Board, be divided into one or more divisions. Teams from other divisions may, subject to the terms of these bylaws, engage in scrimmages against or practice with each other. No Members teams may practice, scrimmage, or play teams from other leagues or associations except during a scheduled bye week to allow for a team to have eight (8) games during the regular season. TVYFL is not responsible for any issues that arise from such games nor shall TVYFL make any effort to schedule or host non-league games. The Member must notify their Division Co-President of the game and what rules it will be played under.



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TITLE 2: GENERAL MEMBER OBLIGATIONS

1. Each Member shall be responsible for funding its own teams and operations.
2. Members are required to provide the TVYFL with proof of all insurance outlined in the Bylaws of the TVYFL.

OFFICIALS

3. Each Member shall be solely responsible for obtaining such number of officials and official's candidates as the Executive Board of the League deems appropriate.
4. No official will be eligible to take the final test if he/she is not registered by May 1st. Officials who do not take the test are not eligible to officiate.

a. 2021 Season waived language: Officials who are not registered and do not take the test are not eligible to officiate.

5. Associations who do not qualify Officials by the final training date will not host any home games during the regular or post season.

FEES & FINES

6. The fees and costs, if any, for officials, insurance, and any other expenses relative to the operation of the League, will be itemized on invoices to be given to each Member. Each Member shall be solely responsible for paying all fees and costs related to its participation in the League. Dues are set by the Executive Board before the July Meeting. Failure to comply with payment, will result in a fine of \$250, unless an agreement has been worked out with the Association's Division Co-President.
7. Should any civil matter arise by a Player, Parent, Guardian, or Coach against the League concerning League Bylaws or Titles or any sanction imposed, the Member for whom the Player participates shall to the fullest extent permitted by law defend, indemnify, and hold the League and its officers, directors, and other members harmless there from.

MEETING ATTENDANCE

8. A representative of each Member must attend all League Meetings. A Member may be excused if notification is given to their Division Co-President prior to the meeting taking place. Members will be fined \$250 for each non-excused meeting missed. If a Member is absent for three (3) meetings in a calendar year they will be subject to further sanctions that can include teams not being scheduled for that season, forfeiture of games, prohibited from participating in or hosting playoff and/or championship games and up to expulsion from TVYFL. An administrative penalty can be applied, in which the Association loses voting rights at League meetings for one calendar year.
9. As of August 1st, each Member shall have paid all fees and penalties to TVYFL. If there is a balance unpaid on August 1st the Member will be subject to further sanctions determined by the Executive Board and brought before the Membership. Sanctions can include teams not being scheduled for that season forfeiture of games, prohibited from participating in or hosting playoff and/or championship games and up to expulsion from TVYFL.



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TITLE 3: REGISTRATION, AGE & BOUNDARY WAIVERS

PLAYER REGISTRATION AND DOCUMENTATION

1. Players must register with their individual Association and provide the following information for eligibility. All blanks on all forms shall be completed, except the equipment record portion of the player contract, prior to team verifications and if the response is None or Does Not Apply, the form shall so indicate by use of a word or a mark indicating that there is no response to the blank. A Straight line across any blank shall be considered a nonresponse:
 - a. League Contract - A written agreement from either parent or legal guardian regarding the student's participation in the League.
 - b. Medical Consent - A signed OSAA Medical Release must be signed by anyone licensed or approved by the State of Oregon that the candidate is physically fit and there are no observable conditions which would contradict playing football. All medical releases are valid for two (2) years from the date of signature.
 - c. Other - Such other documents or agreements as the Executive Board or any Member may require.

BOUNDARY VERIFICATION

2. If any student wishes to participate for a Member other than where the student resides the student shall be required to have a waiver. The waiver is within the sole discretion of the presidents of the two Members at issue and must be signed by the president of the Member where the student resides and the president of the Member where the student would like to participate. Inter-association waivers must be fully completed and approved. The association president seeking the waiver must notify the granting president no later than July 1st. For players signing up after July 1st the president shall have seventy-two (72) hours to notify the granting president. All Registrants must be verified by either report card or ParentVue.
3. Students attending private school during the Leagues season or students who have an approved public school intra or inter-district transfer may choose the Member that provides the most convenience in consideration of travel and family arrangements. The Student may play in either the Member in which boundaries the student resides or the Member the school street address is in, without any waiver. If the student desires to play in any other Member than as specified here a waiver is required.

PLAY UP AT THE NEXT GRADE LEVEL

4. Students shall play at their grade level. Provided, however, a student may play up if:
 - a. The parent or guardian so requests in writing before August 1st
 - b. The coach of the team the player would otherwise be on determines that it would be in the best interest of the player and the coach's team to approve such request and does so
 - c. The coach of the team the player would move to determines that it would be in the best interest of the player and the coach's team to approve such request and does so
 - d. The Member can comply with the terms of these bylaws relating to the composition of teams and determines that it would be in the best interest of the player and both teams to approve such request and does so; and
 - e. The Co-Presidents of the Division approve such waiver.
 - f. No waiver is required for 8th graders to play at the JV level or 7th graders to play at the Varsity level. No waivers are required if participating in the Blend level of play.



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AGE RESTRICTIONS

5. No player may participate in the designated divisions if they are the noted age before August 1st. For example, someone who turns fifteen (15) on July 31st, would not be permitted to participate at any level. A player, who turns fifteen (15) on August 1st, could only play at the Varsity or Blend level.
6. Waivers can be granted to allow a player to play within a player's grade level (different age level) or at their appropriate age level (different grade level), this waiver will need Division Co-President approval for the extenuating circumstance.

| AGE RESTRICTIONS CHART | |
|------------------------|-----|
| Division | Age |
| Varsity/Blend | 15 |
| JV | 14 |
| 5/6 | 13 |
| 3/4 RT | 11 |

INELIGIBLE PLAYERS

7. No team shall knowingly use an ineligible player in practice or a game. An ineligible player shall be defined as:
 - a. Not falling within the division of play guidelines as designated by the Bylaws and Titles.
 - b. Residing outside of legal boundaries without required waiver. Falsification of information provided to the League or to the Member. Residing outside of legal boundaries defined by the Oregon Department of Education without a required waiver. Penalties for waiver infraction will include a \$250.00 association fine, probation for one (1) year, and forfeiture of all rights for post-season play.
 - c. Participation in any other football program other than the Leagues program during the same season.



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TITLE 4: TEAM FORMATION

1. If a Member fields more than one team in at any given level the teams shall be equitably and equally balanced.
2. No Member shall offer, provide, or permit any stacked teams, any "A" or "B" teams, any competitive or developmental teams. Stacking is defined, in part, as a coach or Member continuing with, drafting, selecting, or placing students (or permitting the same) with the intended purpose of dominating or continuing to dominate other teams with disregard to or at the expense of other students who participate for the Member.
3. Every effort should be made by the Members to place all students with the intent of promoting the development of the entire student population of the Member as teammates, athletes, and citizens of their community. Each season, each one of the Member's players and coaches must and shall be available for placement on any one of the Member's teams. There shall be no core teams. There shall be no returning teams, players, or coaches.
4. The president of each Member is solely responsible for balancing each one of the Member's teams. This includes, but is not limited to, balancing the players and the coaching staffs.
5. If any issue arises concerning the balancing of the Member's teams, only the Member's president may provide any explanation or analysis of their efforts. The president may not and shall not defer this responsibility or right to any other person.

DRAFT

6. Members may utilize a draft or other methods to assign players to teams, but the results of any draft and other team assignment method not conducted by the president shall be subject to being overridden and changed by the Member's president if the Member's president determines that the teams are not equitably and equally balanced.
7. If a draft is utilized, each one of the Member's players must and shall be available in the draft each year and a team's coaching staff may not be organized prior to any draft to enable or assist the coach's children being placed on a particular team.
8. Members may, however, adopt a rule which permits a team the right to draft in that season the brother or sister of a player previously chosen in that season's draft so that brothers and sisters are on the same team.
9. A description of each association's player draft process will be submitted to division presidents by July 1st.
10. If a Member fields more than one team at any given level, the team rosters shall be divided as follows:
 - a. As of verification day, not more than a one-person difference in the grade level participants.
 - i. Example: If a team has fifteen (15) 5th graders the other team must have fourteen (14), fifteen (15), or sixteen (16) 5th graders
 - ii. Example: If a JV team has six (6) 8th graders the other JV team must have five (5), six (6), or seven (7) 8th graders
 - b. Subject to the requirement of these bylaws, Members are encouraged to divide their teams by feeder schools.
11. Members may not divide teams, draft any players, or place any player on any team prior to having at least four (4) hours of regular scheduled practice time that is freely open to all player participation. Provided, however, that a head coach may select up to two assistant coaches with a child/relative to play on his/her team, prior to team formation.
12. New players, with Division Co-President approval, can be added to a team after book verification, but will require the book to be re-verified by the Division Co-President and all conditioning and practice hours still apply to the new player.
13. No Member shall conduct any form of tryout related to acceptance or consideration for acceptance by the Member as a player. Only after a player is accepted by the Member as a player may tryouts be conducted to assist in the placement of players on their respective teams. No player shall be cut by the Member because of any tryout.



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MAXIMUM ROSTER SIZE

14. The maximum roster size for any one team
 - a. Flag: twelve (12) players
 - i. The ideal team size is approximately ten (10) players.
 - b. 3rd/4th Rookie Tackle: twenty-one (21) players
 - i. It is preferred that the team sizes be closer to fourteen (14) to sixteen (16) players to optimize playing time and player development. Minimum team size will be nine (9) players. Every effort should be made to increase numbers to the recommended number.
 - c. 5th/6th 11-Man Tackle: thirty-three (33) players
 - d. JV 11-Man Tackle: thirty-three (33) players
 - e. 7th/8th Blend 11-Man Tackle: thirty-three (33) players
 - f. Varsity 11-Man Tackle: thirty-three (33) players
15. No association will close registration for any level before 12:01 am on June 16th though associations may form a wait list at their discretion.

FLAG TEAM FORMATION

16. Flag teams can be comprised of all three (3) levels. Where possible, Kindergarten should not be assigned to teams with 2nd grade. Preference are teams comprised of Kindergarten with 1st Grade or 1st Grade with 2nd Grade.
 - a. Kindergarten
 - b. 1st Grade
 - c. 2nd Grade
17. Each team is limited to three (3) coaches.
18. If a Member fields more than one team in at any given level the teams shall be equitably and equally balanced.

BLEND LEVEL TEAM FORMATION

19. Blend level of play: Associations will only be eligible to participate in the Blend level of play if forming a full Varsity or a full JV team is not possible due to insufficient numbers. A full team will be defined as twenty (20) or more players. Teams that participate in this level of play, from a scheduling standpoint, will be matched, as closely as possible, with teams with similar number of 8th grade players.
 - a. For example, ten (10) or more 8th graders on a team will play in one division. Less than ten (10) 8th graders will play in another division. This could be expanded, depending on number of participating associations.

VARSITY/BLEND/JUNIOR VARSITY

20. Varsity/Blend/Junior Varsity Variations
 - a. These levels shall include players from the 7th and 8th grades. Teams will be arranged to accommodate ability, experience, size, and maturity of player.
 - b. The Varsity level shall be the Member's higher level of player talent, experience, and size.
 - c. The Junior Varsity level is designed to be a level to gain experience for players of similar ability.
 - d. In the event of fifty (50) or more 8th grade players within a Member, it is required that two (2) varsity teams are established within said Member.
 - e. Teams with eight (8) or more 8th grade players on verification day are a Varsity team. The exception to this rule is if a team is eligible for and chooses to participate in the Blend level.
 - f. Any 8th grade player over 175 pounds on the Member's verification day, which shall not be before August 15th, must play at the Varsity level. In special circumstance cases, a player exceeding this weight, can be waived



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down to play at the JV level. This will be reviewed on a case-by-case basis and requires Division Co-President, President, Coach, and Parent sign off.



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TITLE 5: COACH CERTIFICATION REQUIREMENTS

1. Coach Certification Requirements

a. Tackle Coaches

- i USA Football – Tackle Football Level 1 Certification
- ii Background Check
- iii Safe Sport Act – Abuse Prevention Training (Once per calendar year. Proof of training completed in another sport is acceptable)
- iv First Aid Certification (optional but recommended)
- v CPR Certification (optional but recommended)

b. Safety Coach

- i Concussion Awareness Training (Brain 101)
- ii Background Check
- iii Safe Sport Act – Abuse Prevention Training (Once per calendar year. Proof of training completed in another sport is acceptable)
- iv First Aid Certification
- v CPR Certification

c. Flag Coaches - TBD

- i USA Football Non-Tackle Certification
- ii Background Check
- iii First Aid Certification (optional but recommended)
- iv CPR Certification (optional but recommended)

- 2. All head coaches must be age twenty-one (21) or over. Assistant coaches, reporting directly to the head coach can be age eighteen (18) or over. Coach trainees will be allowed with the consent of the individual Member president.
- 3. The head coach shall be present at all practices and games unless excused by the Member president and appropriate arrangements have been made. Subject to the terms of these bylaws related to team formation, the head coach shall be allowed to select his assistants as the Member deems appropriate. The head coach shall be subject to removal as the Member deems appropriate.
- 4. Each head coach and assistant coach must have completed, signed, and submitted a coach's contract online.
- 5. Coaches do not make league policies; however, they are expected to follow all rules and regulations. On the playing and practice fields, the coaching staff is in complete charge and shall not be interfered with except in cases of bylaws or rules violations and any other conduct deemed inappropriate by Member or League officers or directors.

BACKGROUND CHECKS

- 6. Associations will submit the names of all volunteers that might have 1:1 contact with a player to Criminal Information Services (CRIS). The TVYFL rubric for criminal offenses shall be consulted as a guideline when determining the eligibility of any volunteer with a criminal history and the eligibility of this person should be put to a vote of the association's executive board with the applicant's name withheld for privacy. Any person who is





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required to register as a sex offender in any state shall be automatically refused from any position and should not be allowed to serve in any capacity within an association.

- a. The below criteria act as a guide; each applicant will be considered individually and their merits as a volunteer considered. The safety and proper development of each child is our first priority along with the security and liability of each Association and the TVYFL.

VOLUNTEER APPROVAL GUIDELINES

| VOLUNTEER APPROVAL GUIDELINES | | | | | | | | | | | |
|--|---|--|---|---|---|---|---|---|---|----|-----|
| Year | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 10+ |
| Felony | | | | | | | | | | | |
| Class A | | | | | | | | | | | |
| Class B | | | | | | | | | | | |
| Class C | | | | | | | | | | | |
| Misdemeanor | | | | | | | | | | | |
| Class A | | | | | | | | | | | |
| Class B | | | | | | | | | | | |
| Class C | | | | | | | | | | | |
| Sex Abuse (Any) | | | | | | | | | | | |
| Any crime involving a child or children | | | | | | | | | | | |
| Any crime with sex as the main element | | | | | | | | | | | |
| DUI/DWI | | | | | | | | | | | |
| Diversion Program | | Maybe after diversion program is completed and the charge is dismissed | | | | | | | | | |
| 1st Conviction | | | | | | | | | | | |
| 2nd Conviction (within 3 years) | | | | | | | | | | | |
| 3rd Conviction (within 3 years) | | | | | | | | | | | |
| Drug Manufacturing and Distribution | | | | | | | | | | | |
| 1st Conviction | | | | | | | | | | | |
| 2nd Conviction | | | | | | | | | | | |
| Manufacturing Methamphetamine | | | | | | | | | | | |
| Arrest/Conviction/Association with | | | | | | | | | | | |
| Drug Possession and/or Use | | | | | | | | | | | |
| 1st Conviction | | | | | | | | | | | |
| 2nd Conviction (within 3 years) | | | | | | | | | | | |
| 3rd Conviction (within 3 years) | | | | | | | | | | | |

= Not qualified to participate

= May be approved upon further investigation

= The applicant is qualified

BEHAVIORAL ISSUES

7. Behavioral Issues

- a. No player, parent, guardian, or coach shall by any act or omission result in any conduct unbecoming to the League, the game of Football or the ideals of teamwork, good sportsmanship, good citizenship and character at any time.
- b. If any Member bans a player, parent, guardian, or coach for life, the League shall uphold said ban for at least the following football season. The banned person then shall be eligible to re-apply to a different association. If the banned person is accepted by the new member, the Leagues Executive Board shall vote whether to lift the ban. Any member who bans a player, parent, guardian, or coach for life shall immediately notify his or her



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Division Co-President. Any Member who knowingly accepts a banned player, parent, guardian, or coach shall be subject to discipline as listed above.



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TITLE 6: PLAYER SAFETY

1. It is STRICTLY PROHIBITED for a player or group of players to participate in any practice session or game with players from another grade level (i.e., No 5th/6th vs. JV or JV vs. Varsity).

CONCUSSION TRAINING

2. In addition to first aid training, all coaches on the team will be required to complete concussion specific training. Documentation of successful completion of this training will be kept in the team book for the duration of the season.

INJURY REPORTING

3. Injury reporting: Injury reporting is a weekly requirement for all teams in the TVYFL. The method used for this reporting will be communicated to all associations and coaches. Reporting will be required on a weekly basis for all injuries in practice or games that meet the following criteria:
 - a. Any injury identified as head or spinal.
 - b. Any injury identified as soft tissue and/or internal damage that requires a player to be removed for the remainder of a game or practice.
 - c. Any injury that requires a player to have normal practice modified to a "light duty".
4. All Injury Reports are due by midnight on Sunday, even if no reportable injuries occur. In this case, a report would be filed as, "No injuries to report". Failure to report will result in:
 - a. First offense: Warning
 - b. Second / third offense: \$100 fine to association
 - c. Fourth / Fifth offense: \$250 fine to association
 - d. Additional offenses will result in suspension of coach for balance of the year. Further coaching in the league may also be jeopardized by this situation.

TEAM SAFETY COACH

5. All teams will be required to have a coach, identified on team roster, who is the Team Safety Coach. This person cannot be the head coach and should not be an offensive/defensive coordinator. The role of this person will be to ensure compliance on concussion protocol.
6. At all times, every team in all associations must have at least three persons on a team's coaching staff (2 coaches & one Safety coach) who are First Aid and CPR certified and have completed certified concussion training on practice and game fields.

a. Flag TBD

BASELINE CONCUSSION TESTING

7. Baseline concussion testing is required for all 7th and 8th grade players in the TVYFL.
 - a. A baseline test, once completed, is considered current for a two (2) year period. Thus, all 7th grade players are required to have baseline testing done. This test will be considered a current test for their 8th grade season as well, so, at the varsity or blend levels, only 8th graders who did not complete baseline testing at the 7th grade level, would be required to complete this testing. It is important that test results and/or proof of testing is maintained from year to year so that proof of this testing can be put in books for verification.
 - b. Testing must be completed before a player can put on pads and participate in any on field contact related activity.
8. Each team book will have an Emergency Action Plan for their "Home" game site as well as for their practice facility, if different from their home game site. This plan should mirror the contents of the template sent out by TVYFL regarding Emergency Action Plans. Books that do not have this included will not be signed off.



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RETURN TO PLAY

9. Once a player is removed from the game due to a serious injury or any injury involving the head, neck, or spine, that player shall not re-enter the game nor shall they be allowed to practice or play in a subsequent game, scrimmage, or practice session unless specifically cleared for such activities by a licensed physician or Nurse Practitioner in writing. At no time may the player, or the player's parent or guardian, or the player's coaches (this includes all coaches even those who are licensed physicians or nurse practitioners or any other person on site) make the decision for the player to return to play without such written consent. The written consent to return will be kept on file by the player's local association for a period of three (3) years or for a period that the law or insurance may require, whichever is greater. A copy of the written medical consent will be placed in the player's team book for the duration of that season.

CONCUSSION PROTOCOL

10. Concussion Protocol requirement: Any time a player is removed from play for suspected head injury (concussion), Concussion protocol will be administered by sideline designee. After protocol is completed, a minimum of ten (10) minutes (real time, not clock time), must elapse. Once the ten (10) minutes has elapsed, a follow-up protocol check will be administered. If player passes both checks, only then may he be released to come back into the game.

AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

11. An Automated External Defibrillator (AED) is required to be at any field where games are played. Failure to have an AED will result in games not getting scheduled at that facility. Field use forms reflect acknowledgement and compliance of the requirement. Playing a game at a field without an operating AED is a bylaw violation and will be treated as such.



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TITLE 7: PRE-SEASON AND PRACTICE REGULATIONS

START OF SEASON

1. 11-Man Tackle – The season officially starts on Monday, four (4) weeks before Labor Day of each year and ends the 2nd Sunday of November. No practice may occur prior to the season starting date and no conditioning prior to the starting date shall apply to the conditioning requirements hereof.
2. Rookie Tackle – The season officially starts on Monday, four (4) weeks before Labor Day of each year and ends eight (8) weeks after Labor Day. No practice may occur prior to the season starting date and no conditioning prior to the starting date shall apply to the conditioning requirements hereof.
3. Flag – The season officially starts on Monday, two (2) weeks before Labor Day of each year and ends the Sunday six (6) weeks after Labor Day.
4. The TVYFL off-season occurs between the 2nd Sunday in November and July 15th of the following calendar year.

MORATORIUM PERIOD

5. Moratorium Period
 - a. The TVYFL Moratorium Period begins July 15th up to the start of the season.
 - b. During the Moratorium Period no football related practice, camp or event organized by a TVYFL Association, association board member or Coach may occur and no conditioning prior to the end of the Moratorium Period shall apply to the conditioning requirements hereof.
 - c. Exceptions to the Moratorium Period are equipment hand-out and other administrative matters, administrative meetings, and TVYFL sanctioned events such as a 7 on 7 league or camp that is approved yearly by the Executive Board.
 - d. Associations may promote and communicate camps to their members throughout the year without restrictions, but they are not allowed to organize, register, or run camps during the Moratorium Period.
 - e. Any TVYFL coach or association board member who wishes to participate in a football camp during the Moratorium Period where there could be contact with players from his/her association needs to notify their Division Co-President to ensure that the spirit of the Moratorium Period is not being violated. It will be up to the decision of the Division Co-President if such a violation is taking place.

CONDITIONING

6. The first ten (10) hours of practice shall be devoted entirely and exclusively to conditioning. No pads will be allowed; however, helmets shall be permitted. Each Member may extend this conditioning to more than ten (10) hours, but not less than.
7. No Player shall be permitted to participate in any practice, conditioning, or other Member activity until all the necessary paperwork has been received by the Member, including but not limited to: Player Contract and Medical Consent.
8. All practices where contact takes place shall be conducted with full protective gear as covered by these bylaws.
9. A mandatory ten (10) minute water break after each hour of practice is required. During extreme heat, fifteen (15) minute water breaks, or on demand, are encouraged to avoid heat exhaustion or fatigue. It is highly recommended to require water vs. soft drinks during these practices. Breaks do not count against practice time limits.
10. Any player training or camps organized, run, or coached by TVYFL association members after the start of the TVYFL season will be counted as practice time.

PRACTICE TIME LIMITATIONS

11. 11-Man and Rookie Tackle
 - a. Practice Time Limitations (A week is defined as Sunday – Saturday)



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- i Pre-Labor Day:
 - (1) Maximum of ten (10) hours per week, not including water breaks
 - (2) Maximum of two (2) hours per day, not including water breaks
- ii Post-Labor Day:
 - (1) Maximum of six (6) hours per week, not including water breaks
 - (2) Maximum of two (2) hours per day, not including water breaks
- b. Non-Practice Time Limitations
 - i Maximum of ninety (90) minutes per week for any team activities, including but not limited to, team parties, watching tape/film, and all other similar activities. These types of activities do not count as practice.
 - ii Maximum of one (1) hour of warm-up and preparation time prior to a game on game day. This counts as practice time only if it exceeds one (1) hour.

12. Flag

- a. Practice Time Limitations (A week is defined as Sunday – Saturday)
 - i Pre-Labor Day:
 - (1) Maximum of six (6) hours per week, not including water breaks
 - (2) Maximum of two (2) hours per day, not including water breaks
 - ii Post-Labor Day:
 - (1) Maximum of four (4) hours per week, not including water breaks
 - iii Maximum of two (2) hours per day, not including water breaks

SCRIMMAGES AND JAMBOREES

13. Scrimmages and Jamborees

- a. After 4 hours of full pads, teams are permitted to engage in joint practice sessions with other teams in what are called controlled inter-squad scrimmages. Prior to the onset of these scrimmages, both coaches MUST mutually agree on the guidelines to conduct these scrimmages. However, these scrimmages ARE NOT to be held between two different grade levels, but rather two teams within the same grade levels.
- b. Scrimmages and jamborees between associations count as a practice time.
- c. All the time warming up and preparing for a scrimmage or jamboree counts as practice time.
- d. The one (1) hour warm-up exception for games does not apply for scrimmages and jamborees and does count against the weekly hour limitations.

CONTACT LIMITATIONS

14. Contact Limitations

- a. Contact is described as any drill or scrimmage in which the drill is run at competitive speed until the moment of contact even if the players stay on their feet, or the drill is run in game-like conditions and players are taken to the ground (examples of contact include but are not limited to lineman vs. lineman drills, player on player tackle drills, team scrimmages, etc...).
- b. Prior to Labor Day, there can be no more than 3.5 hours of contact per week. Excludes Jamboree games.
- c. After Labor Day, there can be no more than 90 minutes of contact per week.



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TITLE 8: GAME FIELD PREPARATION

1. The home site (Member) is responsible for the preparation of the playing field and all required accessories for a game. All fields will be equipped and marked in accordance with high school standards.

FIELD GREETER

- a. The home site (Member) is responsible for providing a field greeter. This person(s) will be required to greet officials and maintain order on the site.
- b. The chains and down marker shall be on the visitor side of the field, staffed by the visiting team, and provided by the home site.

SCALE

- c. The home site will provide a beam doctor type scale for weigh-in prior to the game. The home site will also provide a ten (10) lb. weight at the site of the scale and the scale will be calibrated to the ten (10) lb. weight prior to weighing players for each game. Should the beam doctor type scale fail, an alternate scale (that both head coaches agree to) can be used. In the event a backup scale is not available, the weights for the prior week will be used for each player.
- d. The bench area is reserved for players, coaches, and authorized team personnel only. Sidelines are specifically for medical personnel and chain crews only. At no time should parents and/or spectators be allowed to stand directly in the area designated for the above.
- e. Use of any electronic communication device between coaches on the sideline area and other players or coaches in other locations is prohibited. This includes handheld radios or headsets.
- f. Both teams shall have equal access to locker rooms and or covered facilities before, during and after the game. If equal facilities are not provided for both teams, the available facilities shall be shared equally or not used by either team. Warm-up areas for the home and visiting teams must be equivalent.

PHOTOGRAPHER & VIDEOGRAPHER

- g. Each team will be allowed one (1) official videographer and one (1) official photographer.
 - i. The videographer will have access to the Press Box if available, or any equivalent location on either sideline. No videographer is allowed in the bench area.
 - ii. The photographer will be allowed on the sideline area or spectator locations. Equal access must be given to both teams.
 - iii. Individual associations can further restrict the location of the videographer and photographer if the restriction is equal.
- h. The home site (Member) will provide a Ready Ref to the referee in charge of the game. This will be used by the referee to time the play clock for delay of game penalties. If a referee refuses to use the Ready Ref, the home site (Member) will report this to the Head of Officials for discipline.

GAME CLOCK AND SCOREBOARD

- i. All sites must have a game clock and score visible to both sidelines to be eligible to host games. If a clock becomes disabled during a game day, time and score will be kept on the field by the referee crew, and this will be the official time. A site will not be allowed to host games until the clock is fixed or a temporary clock is brought in for use.
- j. Stadium announcers, if used, need to be un-biased and fair to both teams and show sportsmanship expected by the TVYFL. Repeated complaints of an announcer will be investigated by the home team Division Co-President and possible sanctions up to season ban from announcing could be enforced.



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TITLE 9: GAME TIME RULES & REQUIREMENTS

WEIGH-IN

1. Weigh-In for Contact Teams

- a. The Member will conduct a weigh-in prior to the first game of the season. Each player will be weighed with full gear except helmet. This determines their playing weight. However, a player's weight at game time weigh in determines who can carry the ball or line up in a position defined as "ball carrier" (Backs and Ends).
- b. Required for all games (with Team Books) and jamborees (without Team Books).
- c. Takes place thirty (30) minutes before game time with the visiting team weighing in first.
- d. Weigh Master(s) (refer to the TVYFL Weigh-In Guidelines and Weigh Master Responsibilities documents for more detailed information)
 - i. Each team will provide their weigh master(s) at the scales at the time of weigh-in.
 - ii. Weigh master(s) cannot be a coach on either team.
 - iii. No more than two (2) weigh masters from each team will be allowed at the scales during weigh-in. TVYFL executives and association board members are exempt from this, unless they are coaching a team involved in the weigh-in.
- e. A written list of ineligible players for the game must be presented and given by the weigh master to the opposing team at the time of weigh-in.
- f. The helmet and mouth guard are not worn at weigh-in. The following is the minimum equipment that must be worn at weigh-in: Girdle w/ pads, pants w/ pads, game shoes, game shoulder pads, and jersey. All these items may not be changed after weigh-in. Further, any optional equipment that is to be worn in the game must be worn at weigh-in, including but not limited to items such as socks, arm pads, cowboy collars, gloves, undergarments, knee braces, elbow pads, kidney pads and rib protectors. Any violation will result in a fine, suspension, or expulsion. Provided, however, games shoes may be changed if the weather or field conditions reasonably so require. The only exception to this rule shall be to allow a kicker to change into a specialty shoe for the purposes of kicking or punting. In such instance, the opposing coach shall be informed of such change prior to the start of the game.
- g. Weigh-in remains open for both teams until the home team's book is signed. The home team's book shall not be signed until every player present at the field has been weighed.
 - i. A player arriving after the first half of the game is not eligible to play. If a player arrives after weigh-ins have closed, the weighmasters will weigh the player as soon as possible and the player will be eligible to play during the second half of the game. Weighmasters must weigh late players. The 10-play minimum rule still applies to the tardy player.
- h. A player will be allowed to weigh in only one (1) time. There will be no exceptions.
- i. All players over the weight limit must have a one (1) inch stripe of a contrasting color, clearly visible, placed horizontally on the front and back of their helmet. This tape stripe must be of contrasting color to helmet color, helmet stripes and decals.
- j. The weigh master may inspect cleats and mouth pieces and advise both coaching staffs of the possible equipment issue. They may not refuse to weigh the player or sign their player card for that game. Any disqualification of a player for equipment issue is up to the referee of the game. A weigh master can be removed from the field by the field greeter, association president or Division Co-President if they do not comply with this bylaw.
- k. If there is a discrepancy with both weigh masters, the chain of command is as follows:
 - i. Field Greeter > Head Officials > Division Co-Presidents



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TEAM BOOK AND PLAYER IDENTIFICATION

2. Team Book and Player Identification for Contact Teams
 - a. The weigh-in sheet will have a full-face photograph of the player wearing game jersey (or reasonable facsimile thereof) with number clearly visible. If a player wears more than one game number (i.e., if a team has home and away jerseys with different numbers), the player must be photographed in each number.
 - b. Each weigh-in sheet must have a verification stamp from Tualatin Valley Youth Football Commissioner.
 - i. If pictures are attached to the weigh-in page individually versus printed directly, each picture must have a verification stamp from Tualatin Valley Youth Football Commissioner.
 - c. Two or more players cannot wear the same game jersey number.
 - d. Game jersey numbers do not restrict the position(s) that a player plays.
 - e. The team roster will be at the front of the coach's book with the book arranged by jersey number, lowest number first.

GRIEVANCE PROCESS

3. Grievance Process
 - a. Grievances may be initiated by the Executive Board or Division Co-Presidents at any time.
 - b. Grievances by a Member must be signed and submitted by Member president to the Division Co-Presidents. This must take place by the 9:00 p.m. on the Monday following the game.
 - c. The president of the filing Member must contact the president of the Member having the grievance filed against them. This must take place by the 9:00 p.m. on the Monday following the game.
 - d. The president of the Member having the grievance filed against them must contact the head coach of the team affected and explain the reason the grievance was filed.
 - e. A written response to the grievance must be submitted by the Co-Presidents by 9:00 p.m. on the Thursday following the game.
 - f. The Executive Board and Division Co-Presidents may undertake and consider grievances, challenges, enforcement and interpretation of rules, policies, and protests at any time and in any manner they deem appropriate.

SCORE REPORTING

4. All associations with home field games must report their scores to the league secretary no later than Saturday at midnight. Team scores must be reported in the SportsEngine app. There shall be no excuse for reporting late. The first occurrence shall result in a warning; any occurrence after the warning shall result in an automatic fine of \$100 up to \$250.



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TITLE 10: SCHEDULING & PLAYOFFS

1. All regular season games, regardless of the opponent, count in the standings of the division(s) in which both teams are playing.
2. Unless later afternoon or evening games are scheduled, reasonable efforts will be made to schedule the younger grade levels first and older players later at any game site.
3. Scheduling for TVYFL Divisions Games will utilize this section in developing the annual game schedule.

TEAM/PLAYER COUNTS, FIELD AVAILABILITY

4. To get the season's schedule out in a timely manner, all team numbers, field availability, and player counts for all grade levels must be turned into the Scheduler by August 1st. These will be the player count used for scheduling that season.
 - a. Failure to do so will result in fines to the Member Association of \$250 and possible Association teams not being scheduled for that season.
 - b. Any material changes to team counts, field availability, and player counts that affect the schedule will also result in a fine to the Member Association of \$250.

DIVISION DEFINITION 5TH – 6TH GRADE

5. Scheduling for 5th-6th Grade teams and creating annual competitive divisions, the TVYFL will prioritize scheduling by the following criteria:
 - a. Teams will be assigned for divisions by OSAA Conference as much as possible to create a division. Where there are not enough teams from different associations in each OSAA Conference to fill the division, teams will be brought in first based on proximity, second by scheduling necessity.
 - b. Teams will be assigned for scheduled games first by assigned division, second by out of division by proximity and third by out of division by scheduling necessity.

DIVISION DEFINITION JV, BLEND & VARSITY

6. When scheduling for JV, Blend, and Varsity teams and creating annual competitive leagues, the TVYFL will prioritize scheduling by the following criteria:
 - a. Teams will be assigned divisions by number of players registered for each association. All 7th graders will be counted towards JV team placement; all 8th graders will be counted towards Varsity team placement.
 - b. Teams will be assigned for scheduled games first by assigned division, second out of division by scheduling necessity.
 - c. Blend divisions will be assigned based on number of 8th grade players registered on each team. Geography will be second criteria for division assignments for the Blend level.
7. On an annual basis, the Bylaws Committee will consider realignment of divisions based on individual and collective requests from member associations. The Bylaws Committee will make an annual recommendation on assignment of divisions to the Board of Directors for ratification.

PLAYOFFS

8. Playoffs will be conducted the first and second weeks immediately following the regular season for all JV, Blend, and Varsity Divisions using TVYFL regular season rules except for the Kansas Plan as detailed in the bylaws.
9. JV Playoffs
 - a. Playoffs for JV will be between two (2) divisions in the same conference and take place in two (2) flights:
 - i Gold – #1 and #2 seeds from each division
 - ii Silver – #3 and #4 seeds from each division



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- iii The pairing for the first-round games in each bracket will be:
 - (1) #1 seed from Division A vs. #2 seed from Division B
 - (2) #2 seed from Division A vs. #1 seed from Division B
 - (3) #3 seed from Division A vs. #4 seed from Division B
 - (4) #4 seed from Division A vs. #3 seed from Division B
 - iv The winner of the first-round games will play in their bracket (Gold or Silver) championship the follow week.
 - b. Division Matchups (Note: These may change each season due to team counts or as other situations arise):
 - i Percich-Pacific (PP) vs. Montavon-Metro (MM)
 - ii Montavon-Valley (MV) vs. Landry-Valley (LV)
 - iii Percich-Valley (PV) vs. Harrison-Pacific (HP)
10. Varsity Playoffs
- a. Each division will be seeded based on strength of teams and will be decided by the Commissioner and Executive Board members if needed. The seeding within each bracket (Gold, Silver, Bronze, 4th) will be determined by the Commissioner and Executive Board if needed. There will be no re-seeding of brackets once the determination is complete.
 - b. Brackets/Pairings:
 - i Gold – #1 and #2 seeds from #1 and #2 seeded divisions.
 - (1) T1D1 vs. T2D2
 - (2) T2D1 vs. T1D2
 - ii Silver – #1 and #2 seeds from #3 and #4 seeded divisions.
 - (1) T1D3 vs. T2D4
 - (2) T2D3 vs. T1D4
 - iii Bronze – #3 and #4 seeds from #1 and #2 seeded divisions.
 - (1) T3D1 vs. T4D2
 - (2) T4D1 vs. T3D2
 - iv 4th Bracket – #3 and #4 seeds from #3 and #4 seeded divisions.
 - (1) T3D3 vs. T4D4
 - (2) T4D3 vs. T3D4
 - c. The winner of the first-round games will play in their bracket (Gold, Silver, Bronze, 4th) championship the follow week.
11. Blend Playoffs
- a. Playoffs for blend will not be determined until after it is known how many teams / divisions will be participating. When those numbers are finalized, the executive board will send out playoff details.
12. Standings for seeding are based on the number of losses during the regular season. Losses are independent of “in division” and “out of division” games. Overall record of wins and losses determines seeding. If there is tie the tie breakers are as follows:
- a. Ties: The team with the lowest number of tied games will get the higher seed



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- b. Head-to-head: The winner of any head-to-head meeting will get the higher seed.
 - c. Coin Flip: The Member's Presidents will flip a coin to determine who gets the higher seed. If the seed in question is only the 4th and final seed, then the Coin Flip is not used, and a Play-In game is used to break the tie.
13. In case of tie for the last seed or seeds for the playoffs there will be a Play-In Game. The game will be on the Wednesday after the regular season at a site determined by the Executive Board:
- a. If there are only two (2) teams tied for the final seed, they will play a full Kansas Plan from the 25-yard line with each team granted the opportunity to possess the ball. The Kansas Plan continues until there is a winner. There is no Minimum Play Rule in effect.
 - b. If there are three (3) or more teams tied for the final seed, they will play a Round Robin where each team will play each other using a full Kansas Plan from the 25-yard line.
 - i. Each Kansas Plan continues until there is a winner for that game.
 - ii. After the Round Robin, if only one (1) team has most of the wins, they win the final playoff seed.
 - iii. If two or more teams have the majority of wins after the first round, then only those teams continue to another round until there is a winner.
 - c. If there are two (2) playoff seeds at stake and there are three (3) or more teams tied, then they will play a Round Robin where each team will play each other using a full Kansas Plan from the 25-yard line.
 - i. Each Kansas Plan continues until there is a winner for that game.
 - ii. After the first Round Robin, if a team has more wins than the rest, they will receive the higher available seed. The second-place team will receive the second playoff seed and the third-place team will receive the third playoff seed if available.
 - iii. If after the Round Robin, there are still ties for playoff seeds, but the number of eligible teams equal the number of playoff seeds, then head-to-head in the Round Robin will be used to determine the seeding. If the head-to-head cannot break the tie than a Coin Flip will be used to determine the seeding. A Coin Flip cannot be used to keep a team out of the playoffs, only to determine the playoff seeding.