

District IX

Walt Zinko Playing League

Policies, Procedures & Rules

Adopted March 3, 2019

Contact Information:

District IX Walt Zinko Playing League,
P.O. Box 381
Los Molinos, CA 96055
www.district9-cysa.org

A. ADMINISTRATION

1. Purpose

- a. The purpose of the District IX Walt Zinko Playing League (WZPL) is to facilitate inter-league play between member leagues within District IX and with leagues from such other districts as approved by the District Commissioners and CAL NORTH where the individual leagues cannot field enough teams to form their own leagues or where it is desirable that a multi-district league be formed to provide sufficient competition for teams and players.

2. Structure and Authority

- a. The WZPL exists at the pleasure of the District IX Administrative Board and District IX's member leagues. It is intended that the WZPL be self-supporting; however, final budget approval, control of funds, approval of operating rules, procedures and policies, player eligibility and insurance requirements rest with District IX. All cash assets of the WZPL will be held by District IX.
- b. The League will play under the rules set forth in the FIFA, "Laws of the Game," the District IX Administrative Procedures and those modifications as set forth in the Constitution of the Cal North and Policies adopted by the District IX Administration Board. Any further modification shall be contained herein.
- c. The WZPL shall be overseen and managed by the District IX Assistant District Commissioner/WZPL Chair. The Assistant District Commissioner may over ride rules in this document if it is determined to be for the good of the match.
- d. Changes to these Rules, Procedures or Policies must be ratified by the District IX Administration Board. Rule changes shall not occur during mid season. Where a conflict exists between CAL NORTH, District IX Administration Procedures or WZPL rules, the more restrictive rule shall prevail. In cases where there is not a clear rule to govern a situation in the these WZPL guidelines, rules and policies, the rules and procedures of the Cal North, the United States Youth Soccer Association, United States Soccer and FIFA shall be used.

3. Responsibilities

a. WALT ZINKO PLAYING LEAGUE

- i. The Playing League Chair shall notify member leagues of the spring/fall deadlines for the entry of team information for seasons of play and perform day-to-day operation of the WZPL.
- ii. In cases where a match has been suspended or terminated by the referee, the WZPL Chair will review the importance of the match and determine if the match should be replayed. If the decision is not to replay the match, the terminated match will be considered a NO MATCH situation, and it will have no bearing on team standings.
- iii. The WZPL reserves the right to make any temporary rules they deem necessary to carry out the purposes of the League, provided such temporary rules are made permanent prior to the beginning of the next season of play.
- iv. The WZPL shall assume authority for Team Placement, Divisions, and scheduling of all teams for seasonal play.

b. LEAGUES

- i. Prior to the spring or fall deadlines as stipulated by the WZPL Chair, each member league shall submit the name, contact information and home field

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- of all teams to play in each division and the referee coordinator for their league.
 - ii. Each member league shall be responsible for providing insurance for their fields.
 - iii. Leagues must ensure that all coaches understand the WZPL rules and that their teams meet the obligations of the scheduled matches and good sportsmanship.
 - iv. Assign referees for all home matches. Leagues may elect to use self-assignment of referees, but are responsible for making sure all matches are covered prior to match time.
 - v. Ensure that all coaches and players are properly registered and credentialed prior to commencement of match play.
- c. COACHES
- i. It is understood that coaching our youth is an honor and a privilege. Coaches must have their teams ready to play at the scheduled time and place and present the required credentials to the referee.
 - ii. Knowledge of, and agreeing to abide by the WZPL rules and procedures is mandatory.
 - iii. It should be the objective of each team's coach(s) to give the players an equal share of the training and match participation. See District IX Policy on Minimum Playing Time (<http://www.district9-cysa.org/policies>).
 - iv. The conduct of the coaches and of the players shall reflect the moral standards of the WZPL.
 - v. Each team's coaches are responsible for the behavior of the coaching staff, players and spectators.
 - vi. Profanity, excessive absence, unsportsmanlike conduct, and tampering with or the abandonment of teams may be sufficient cause for expulsion from the WZPL and/or other disciplinary action by the WZPL.
 - vii. Each coach shall have at each regular team practice or match the signed medical release forms for each player on the team and official team roster. Failure to have the medical release forms present at a practice or match may result in up to a three-match suspension for the first offense.
 - viii. If a player is injured during practice or a match and requires emergency medical attention, the player shall have a written release from his/her doctor before returning to practice. It is the player's home leagues' responsibility to see that this is done. Any player with a head-injury or suspected head-injury must complete the CAL NORTH concussion protocol before returning to the field.

B. MATCHES

1. Teams

- a. Formation and Eligibility
 - i. Generally, the Playing League will accept teams in the 09U to 19U age groups. All teams entered into the WZPL must conform to the team formation requirements of CAL NORTH.
 - ii. Older Players: No team may roster an older player in any age group. There are no exceptions.

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- iii. Number of teams: Leagues may enter more than one team per age group or division.
 - iv. The WZPL may approve non-district teams of the same division for play. Non-District teams playing in the WZPL shall abide by all the WZPL Rules, Guidelines and Policies.
 - v. All players and coaches on each team must have appropriate passes.
 - vi. All coaches are to remain in the technical area during the match unless requested to enter the field by the Referee.
 - vii. Teams are restricted to no more than four (4) coaches passes per registered team except under special circumstances approved by the District Commissioner. Coach's passes are intended for head coach, assistant coaches and/or manager. They are specific to one (1) registered team and may not be co-designated to any other team.
 - viii. All head coaches shall be a minimum of 18 years or older; if not, then they must have an assistant coach or team manager of 18 years or older, who will be present at all practices, matches and team functions.
 - ix. In instances where the coach is also a player on that team he/she will be issued a single joint "Player/Coach" pass. Such passes will indicate that the player is also the coach. If a player/coach is 'sent-off' during a match and he/she is the sole coach, the match will be terminated. Discipline for the player/coach will be imposed at the level of a coach, regardless of the type of offense and location (sideline or on the pitch).
 - x. Guest players may only be used per the WZPL Guest Player Policy.
- b. WZPL Entry
- i. The required team entry information, which is typically, team name, age group, coach, coach's phone and e-mail, and home field, must be submitted to the WZPL no later than the designated date. No alterations shall be allowed except those governed by the Cal North and District IX. Teams applying after the deadline may only be allowed in on a space available basis.
 - ii. Entry fees set by the WZPL are due no later than the 2nd game of the season. The District IX Treasurer will bill the member Leagues once schedules have been completed. It is intended that league entry fees cover the cost of each season of play (including referee fees, administration fees and awards) and shall be based on the number of teams playing plus any CAL NORTH, District IX or actual costs.
 - iii. All teams entering for play in the "recreational division" of the WZPL must have a roster where less than 50% of the players listed were rostered, at any time during that seasonal year, on a "comp" team. If that threshold is exceeded, than that team MUST "play-up" at least one "recreational" age grouping as defined by WZPL.
- c. Equipment and Appearance.
- i. All coaches should strongly enforce the dress code as defined by the WZPL rules. The WZPL allows any color undergarments (UnderArmor, thermals, sweats, leggings, turtleneck tops, etc) to be worn under player uniforms. Whenever possible the colors of these garments should match, but it is not required that these be consistent in color nor design across all of the

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players on the team. Items worn must be of solid colors with no printing on the legs or sleeves.

- ii. Any legal soccer shoe provided for in the “Laws of the Game” shall be permissible in all age groups.
- iii. Shin Guards shall be worn as designed, in the full upright position, at all times during match play and be fully covered by the player’s socks.
- iv. Knee length socks shall be worn which totally covers the shin guard.
- v. All players shall be in full uniform in order to play. Minimum uniform is a standard shirt, with numeral, as worn by all other team members with the exception of the goalkeeper.
- vi. There shall not be a duplication of jersey numbers.
- vii. Each goalkeeper’s jersey shall be clearly distinguishable from all other players and the referees upon the field.
- viii. The shirts of all players, except the goalkeeper, must be tucked in during a match.

2. Referees

- a. The WZPL will pay referees for all matches directly, or contract with an outside entity.
- b. Referees assigned to WZPL matches must be currently certified US Soccer referees and be approved by the District IX Youth Referee Administrator.
- c. All WZPL matches must be officiated by three (3) certified referees, with a minimum of one (1) certified referee and two club assistant referees being the minimum acceptable for full-sided play. Short-sided matches shall be officiated by a minimum of one (1) certified referee. Assistant referees are encouraged, but not required, for short-sided matches. Referee fees shall not be paid to any referee that is not currently certified.
- d. Referee payments shall be made by the District IX Treasurer or the contracted entity based on receipt of a report of payments to be made and written approval from the WZPL Chairman.
- e. Referee fees shall be determined by the District IX Administration Board prior to the beginning of season play. Non-certified referees shall not be paid.
- f. Assigned referees shall be notified of canceled matches no later than 9:00pm, two nights prior to the match, i.e., Thursday night for a Saturday match. If they are not notified as specified, they shall be compensated as if the match had been played if the center referee submits a blank match card listing the intended match information and noting when notice of cancellation of the match was received.
 - i. Referees will not be paid for matches cancelled by League Officials, at any time before the scheduled start time, due to natural disasters, inclement weather or other “acts of god”.
 - ii. Referees will be paid for matches that have started if cancelled by League Officials due to natural disasters, inclement weather or other “acts of god”.

3. Forfeits, Cancellations, and Match Abandonment

- a. Scheduled matches must be canceled no later than 9:00pm, two nights prior to the match, i.e., Thursday night for a Saturday match. Home team coaches must call the opposing coach, their referee assignor and their own league president to inform them of the cancellation. Properly canceled matches may be rescheduled by the WZPL Chair or Designee.

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- b. Matches that are properly canceled or not played for legitimate reasons (weather, natural disasters), may be rescheduled. When matches are canceled because of inclement weather, the home league will notify the coaches and referee coordinator in their community of the cancellation. The coach, in turn, shall notify the opposing coach. The home team coach, with the concurrence of the visiting coach, will arrange for the match to be rescheduled. This should be done on the next available Saturday or Sunday after the postponement and handled through the home team and WZPL Chair. Notification should then be given to the Referee Assigner. If the coaches cannot agree on a time and date to reschedule a match, the WZPL Chair will decide which team shall be awarded a forfeit win and which team shall be awarded a forfeit loss. The rescheduling of any match not done through the Playing league may be considered a forfeit. A forfeit is considered a 4-0 win.
- c. The organization responsible for the scheduling and/or condition of the field will determine whether a field is usable and playable for a given day of play. Once the center referee has assumed control of the match, the center referee shall be the sole judge as to whether the play can continue with regards to field condition or weather.
- d. When a match is stopped or suspended by the referee before the match time has expired, the match must be replayed. The home field coach will contact the visiting coach and offer a minimum of two dates, taking into consideration the other teams schedule and travel distances. The visiting team has the right to counter with one date. Failure of the home team to contact the visiting team shall count as a forfeit for the home team. Failure of the visiting team to respond to the dates or counter with a date at the site of the home team shall be a forfeit by the visitor. In the event both teams have made the appropriate contacts and a match is not played, it shall be considered a no-match and shall not count in the standings.
- e. Coaching in the District League should be an honor and with it comes some responsibility. Coaches have the final responsibility for making sure that their teams are ready to compete on match day, both on and off the field. Coaches that arbitrarily forfeit matches (just don't want to travel, lack of player passes, etc.) may face the following penalties:
 - i. For a first offense, written notification of the forfeit will be sent to the league president and the coach.
 - ii. For a second offense, within the same seasonal year, the coach will be suspended for one match and written notification of the forfeit and the suspension will be sent to the league president and the coach.
 - iii. In the case of a third offense, within the same seasonal year, the coach will be suspended for one (1) calendar year and written notification of the forfeit and the suspension will be sent to the league president and the coach.
- f. If the proper canceling procedures above are not followed, and a team does not show up at a scheduled match with at least seven (7) players for 11v11 play, six (6) for 9v9 play or five (5) for 7v7 play, with current player and coach passes within 15 minutes of match time, that team will forfeit the match.
- g. If a team chooses to forfeit the match after arriving at the field, for any reason before or during the match, that team will receive a forfeit.
- h. Teams that cancel after the deadlines outlined, will forfeit the match.

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- i. Teams that elect to scrimmage after the forfeit has been declared will follow the guidelines of the home league. The Playing League does not maintain jurisdiction over scrimmages.
- j. All teams who forfeit matches will be fined an amount equal to twice the referee fees for that match and the forfeit will count in league standings. Once the fine is paid, the match may be rescheduled as a makeup match however, that match will not count in the team standings.
- k. Forfeit fees will be reimbursed as follows: \$20 will remain with the Playing League. The remainder will be returned through the home league to the offended team.

4. Rules of the Match

- a. No player may play without first presenting to the referees, a valid CAL NORTH member pass.
- b. No person may coach without presenting to the referees a valid CAL NORTH member pass.
- c. Each team must have at least one coach, with an approved pass for that team, on the sideline for all WZPL matches. Coaches holding a CAL NORTH Director of Coaching Pass may be present on the sideline of any team from their home league during WZPL play.
- d. Matches are to be conducted under USSF Laws of the Match as modified by CAL NORTH and District IX for youth play.
- e. Prior to each match, both teams shall be jointly responsible for submitting to the referee, on the match card, one readable copy of their roster listing all of the players, their full name, jersey number, and the coach's signature. At the conclusion of each match, the referee shall be responsible for insuring completion and submittal of the match card to the home team's league representative within 48 hours.
- f. All matches shall be started on time. A 15-minute waiting period will be allowed after the scheduled match time for a delayed team. If a team cannot field the minimum number of players within that time, the match shall be forfeited.
 - i. Minimum number of players to play a match:
 1. 11v11 match: 7 players
 2. 9v9 match: 6 players
 3. 7v7 match: 5 players
- g. Once the center referee enters the field of play to begin preparation for the match and until they leave the field the center referee is in full charge of the match.

5. Standings and Awards

- a. Score Reporting and Standings.
- b. Team standings will be used to determine the WZPL Division Champions.
- c. The Head Referee shall report all scores to the WZPL via the approved on-line procedure. Scores must be reported within 48 hours of the end of the match, or the referee crew may not be paid.
- d. Match points will be awarded on the 3-1-0 (win-tie-loss) point system.
- e. League standings will be determined via a winning percentage system. A teams winning percentage, for use in the rankings, will be determined with the following formula: Total points / Total possible points for matches played/forfeited.
- f. Where a tie exists in standings, it will be broken as follows:
 - i. Results of head-to-head competition between teams that are tied.

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- ii. Goal differential (goals scored minus goals allowed to a maximum differential of four (4) per game)
- iii. Least goals allowed
- iv. Most goals scored up to four (4) per game
- v. Kicks from the penalty spot per FIFA
- g. Should more than two teams be tied at the end of the preliminary round, the above list of tie-breakers will be used in sequential order until one team is determined to be the winner. The tie-breaking procedure does not revert back to previous tie breaking criteria after one team has been eliminated.
- h. For all WZPL Divisions, awards will be given to each player and a maximum of two coaches of each first and second place teams.

C. PROTESTS, APPEALS, AND DISCIPLINE (PAD)

1. Authority

- a. The WZPL Protest, Appeals and Disciplinary Committee (PAD) shall act for the WZPL in all disciplinary matters and shall have discretionary powers in interpreting the degree of punishment applied to member teams, players and team personnel. The PAD Committee shall be duly appointed by the WZPL Chair, or designated representative, and shall consist of the following types of members:
- b. The WZPL PAD Chair shall act as the Secretary for the PAD Committee and shall only vote in the event of a tie.
- c. League Presidents from the member leagues not a party to the protest or discipline.
- d. League Vice-Presidents from the member leagues not a party to the protest or discipline.
- e. District Board Members not a party to the protest or discipline.

2. Procedures

- a. The PAD Committee will use the CAL NORTH Guidelines as their guideline in deciding disciplinary action. However, in extreme situations or in cases of repetition by the same individual, the PAD Committee may increase the penalties imposed.
- b. The PAD Committee's disciplinary action will be based solely on the information on the match card and the referee's send-off report. If this committee feels it necessary to clarify any report, it shall have the option of obtaining supporting statements from linesmen or other qualified witnesses or a verbal statement from the referee or any other factors which may be pertinent. In the event such testimony is taken, notice shall be given to the sent off player or coach, their league president, and the referee involved.
- c. In cases of send-offs for events without extenuating circumstances, the PAD Chair has the authority to impose minimum (as defined by CAL NORTH) suspensions without the necessity of holding a hearing. If penalties above the minimum are to be imposed, then a hearing must be held.
- d. Any player receiving a send-off shall receive an automatic one match suspension - which is not appealable. Any coach or assistant coach sent off shall receive an automatic three (3) match suspension - which is not appealable. The automatic matches suspension will be served at the next CAL NORTH sanctioned match, which may include tournaments or jamborees.

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- e. All suspensions must be served with the team for which they were awarded.
- f. Should a substitute player, member of the coaching staff, or a spectator enter the playing field during play or during stoppage for an infraction on the field, the Head Coach may be held accountable. If said incident becomes a major sideline involvement or disruption resulting in match abandonment, the entire team or teams, including all registered players and all members of the coaching staffs may be subject to discipline by the WZPL PAD Committee. Discipline may include suspension of all registered players and all members of the coaching staff for the remainder of the WZPL season. A more severe penalty may be assessed against specific individuals if their actions warrant a more severe penalty.
- g. A player sent off for fighting before, during, or after a match or any substitute player entering the field during a fight shall receive a double penalty for this infraction.
- h. The PAD Committee shall also have the authority to place any individual on probation in addition to the imposed suspension.
- i. The PAD Committee has the initial option of making its decisions via a telephonic hearing.
- j. The PAD Chairman will contact the committee members as described above to obtain their concurrence on the appropriate disciplinary action.
- k. At the discretion of the PAD Chair, a hearing may be conducted. These hearings will conform to the guidelines in the current CAL NORTH Protests, Appeals, and Disciplinary Manual.
- l. When the decisions of the committee result in more than a one match suspension, the PAD Chairman will send the coach a SUSPENSION VERIFICATION REPORT ("Blue Card").

3. Request for Hearing

- a. Any party subject to a PAD Committee decision above the minimum suspension, that is made by telephone, may request a full PAD Committee hearing within two days of notice of the decision. The time lines for scheduling the meeting will be the same as for the initial PAD Committee decision that was reached by telephone.

4. Appeals

- a. Only suspensions above the minimum level may be appealed.
- b. A PAD decision that is appealed must follow these guidelines:
 - i. Appeals must be filed within 48 hours of notification of the PAD Committee decision, otherwise they shall be considered a late protest and will be null and void.
 - ii. Any appeal shall be sent to the District IX Protest and Appeals Chairperson.
 - iii. Any official appeal must be accompanied by a \$200 processing fee.
 - iv. Any appeal shall be processed according to policies established by the District IX Administration Board.

5. How to file an appeal

- a. An appeal will be heard only on the decision of the PAD Committee. The referee's report will be of the utmost importance in considering an appeal. An appellant should state the reasons they feel that the disciplinary action in the decision was too severe or incorrect in accordance with CAL NORTH guidelines. Cite the section and paragraph(s) that support your appeal.
- b. The automatic one match suspension or three match suspension (for coaches) for receiving a send off cannot be appealed.

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- c. An appeal must be in writing and postmarked within 48 hours of the notification of the PAD Committee decision. The appeal is made to the Playing League Committee Chair. Notify the Playing League Committee Chair by phone or e-mail as soon as the packet is mailed.
- d. The appeal will be considered within 18 days upon receipt of the appeal and the fee. The Playing League Committee Chair will attend the meeting. All parties to the appeal will be notified at least seven (7) days prior to the hearing. Appealing parties may attend or they may submit written input to the Playing League Committee Chair prior to the hearing. You and your player will be notified of the appeal decision of the Playing League Committee Chair within five (5) days of the hearing.
- e. A suspension will continue in effect until fully served unless modified by the appeal process. The coach is responsible for enforcing this suspension.
- f. The appeal must be accompanied by the processing fee in the form in a check made out to:
"District IX Playing League"
P.O. Box 381
Los Molinos, California 96055
- g. Mail the check and protest to the Playing League Committee Chair. The fee is refundable if the appeal is upheld.
- h. The decision of the Playing League Committee on the appeal may be appealed to the District IX Administration Board. (See the District Administrative Procedures governing this process.)

6. How to file a match protest

- a. A protest will be heard by the PAD Committee only on the misapplication of:
 - i. The FIFA rules of the Match of Soccer as amended by CAL NORTH
 - ii. The District IX Playing League Rules of Play
- b. Any protest must state the law or the rule believed to be violated, and the misapplication of that law or rule. Note, a judgment call of the referee may not be protested.
- c. A protest must be in writing and received within 72 hours of the completion of the match in question. A protest shall be mailed directly to the Playing League Committee Chair if it is postmarked within three days following the match in dispute.
- d. The Playing League Committee Chair will determine if the protest is valid and if so, will call a special meeting of the District IX Playing League PAD Committee to consider the appeal within seven days of receipt of the appeal, provided, the PAD Committee can act upon the protest by telephone vote if time is of the essence and the parties involved waive the open meeting requirement. The appellant will be notified of the PAD Committee decision by the WZPL Chair.
- e. The protest must be accompanied by a fifty-dollar (\$50.00) non-refundable processing fee in the form of a check made out to "District IX Playing League".
- f. Mail the check and protest to the WZPL Chair at:
"District IX Playing League"
P.O. Box 381
Los Molinos, California 96055
- g. A decision on the protest by the PAD Committee may be appealed to the District IX Board within 48 hours after notification of the PAD Committees decision is

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received. Submit an appeal directly to the District IX Commissioner in accordance with Board policies.

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REFEREE EVALUATION

This form is to used by a coach to evaluate the referee doing his/her game. Please note this form may and should by used to praise a good job as well as criticize a bad one. These forms can be mailed to the Playing League Referee Coordinator, or directly to the District IX Referee Coordinator. Specific examples are more valuable than opinions.

Your Name: _____ Phone #: _____

Age Group: _____ Match Date & Time: _____ Score: _____

Teams Involved: _____

1. Did the Referee control the game? *(Explain)*

2. Did the Referee know the laws of the game? *(Explain)*

3. Did the Referee give the impression of being unbiased? *(Explain)*

4. Was the Referee consistent in his/her calls - Good & Bad - ? *(Explain)*

5. Was his/her dress and appearance befitting a Referee? *(Explain)*

Please feel free to add additional pages as necessary.

WZPL Guest Player Policy (Approved 8/1/15)

Teams participating in the Walt Zinko Playing League (WZPL) will be allowed the use of guest players in league matches. To utilize a guest player, the team must adhere to the following criteria:

- The Guest Player must be rostered to a team within the same league as the team on which the player will be guesting.
- The credentials for the Guest Player must be from the same seasonal year as the team they are guesting on.
- The soccer age of the Guest Player must be the same soccer age or younger than the age group of the team on which the player will be guesting.
- Players with a soccer age of seven (7) years old or younger may not guest play.
- A player may participate in a maximum – including guest play – of two (2) matches per day. At least one game length of rest is required between matches for the player.
- Players on recreational teams may guest play on teams registered as competitive teams.
- Players on competitive teams may NOT guest play on teams registered as recreational teams.
- The coach of the borrowing team must have in his/her possession the Guest Player's membership pass and their CalNorth Membership form (#1601) with the hold harmless and medical release section signed in original ink by the parent or guardian or by the Guest Player if the Guest Player has reached eighteen (18) years of age. The membership form is not required if the back of the membership pass has been completed and signed.
- Unofficial drops (players that just stop showing up) do NOT constitute an official drop from the team. To officially remove a player from the number of players on a team, the player pass of the dropped player must be turned into the league registrar and a new roster issued showing the new count of players.
- Teams may only use guest players if their officially approved roster contains fewer players than the standard field complement plus one.
 - Examples:
 1. For Under 12, the baseline for use of guest players would be 10 players (nine field players plus one substitute).
 2. An Under 12 team has 11 players on their official roster, three are sick. This team is not eligible to utilize guest players since their official roster exceeds the baseline.
 3. An Under 12 team has 10 players on their official roster. This team is eligible to utilize guest players since their official roster does not exceed the baseline.
 4. An Under 12 Team has 12 on their official roster, but two (2) players no longer show up and have, in effect, dropped. The team would not be eligible to use guest players UNLESS they turn in the passes of those players to the league registrar and have been issued a new roster showing only the 10 active players.
- Teams may only utilize enough Guest Players to bring their number of players up to the standard field complement, plus one.
 - Examples:
 1. An Under 12 team with 8 players on the official roster may utilize two (2) guest players.

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2. An Under 10 team with 8 players on the official roster may utilize one (1) guest player.
- Leagues with teams intending to take advantage of this policy are required to notify the Playing League Commissioner in advance. The Playing League Commissioner will notify all teams within the age group.