

2017
CLEBURNE FOOTBALL LEAGUE
BY-LAWS and RULES

(Updated 3/24/2017)

BVFA 2016 PRESEASON 7on7 SPRING TOURNAMENT
3/25/2017

7on7 COACHES MEETING
3/5/2017

FIRST WEEK 7on7 GAMES:
4/1/2017

7on7 CHAMPIONSHIP TOURNAMENT:
5/13/2017

PLAYER EQUIPMENT PICKUP
7/28th & 29th/2017

BVFA ANNUAL COACHES MEETING:
7/30/2017

FIRST DAY TACKLE PRACTICE:
8/1/2017

PLAYER CERTIFICATION & WEIGH-IN:
8/5/2017

2017 CFL KICK OFF DINNER AND FUNDRAISER:
8/19/2017

MAKE-UP WEIGH-IN:
8/20/2017

PICTURES:
8/20/2017

TACKLE REGULAR SEASON GAMES BEGIN:
8/26/2017

TACKLE PLAYOFFS WEEK 1:
10/28/2017

TACKLE PLAYOFFS WEEK 2:
11/4/2017

TACKLE PLAYOFFS WEEK 3:
11/11/2017

SUPERBOWL @ TBD:
11/18/2017

**Cleburne Football League
2016 Officers and Board of Directors**

<p>President</p> <p>Keith Ledwig 1329 E. FM 4 Cleburne, TX 76031 817-648-1988 jacketfootball.keith@gmail.com</p>	<p>Vice President</p> <p>Michael Arthurs 1401 Surry Place Dr. Cleburne, TX 76033 817-739-3105 jacketfootball.michael@gmail.com</p>
<p>Secretary</p> <p>Caren Minchey 2235 Ridgeview Dr. Cleburne, TX 76033 817-715-2154 carenminchey@yahoo.com</p>	<p>Town Representative</p> <p>Steven Allen 304 Marengo St. Cleburne, TX 76033 817-793-4756 Stevenallenjacketfootball15@yahoo.com</p>
<p>Player Agent</p> <p>Doug Minchey 2235 Ridgeview Dr. Cleburne, TX 76033 817-501-2427 dougminchey@yahoo.com</p>	<p>Director of Social Media</p> <p>Carrie Drane 908 Highland Dr. Cleburne, TX 76033 682-459-7177 jacketfootball.carrie@gmail.com</p>
<p>Director of Team Parents</p> <p>Misty Welch 402 Elmo St Cleburne, TX 76031 817-879-6106 amak0911@gmail.com</p>	<p>Director of Concessions</p> <p>Amanda Grotberg 614 Mansfield Rd Cleburne, TX 76031 817-526-8524 amandagrotberg@att.net</p>
<p>Director of Equipment</p> <p>Roy Malone 206 Chase Ave. Cleburne, TX 76031 817-666-9354 roy.malone@cleburne.net</p>	<p>Director of Coaches</p> <p>Geoffrey Grotberg 614 Mansfield Rd Cleburne, TX 76031 817-705-5559 ggrotberg1@att.net</p>
<p>Treasurer</p> <p>Jennifer Finley 1203 A Gregory Cleburne, TX 76033 817-774-1196 Jenner10_30@yahoo.com</p>	<p>Director of Cheer</p> <p>Tammy Lovell 1329 E FM 4 Cleburne, TX 76031 817-933-4364 Tammyy07@yahoo.com</p>
<p>Director of Marketing</p> <p>Brandon Carlton 500 Hyde Park Blvd. Cleburne, TX 76033 806-559-4666 brandonjcarlton@gmail.com</p>	<p>Director of Cheer (Assistant)</p>

Table of Contents

Article I- NAME 4

Article II- PURPOSES 4

Article III- GENERAL PROVISIONS 4

Article IV- ORGANIZATION 4

Article V- MEMBERSHIP 5

Article VI- BOARD OF DIRECTORS 5

Article VII- MEETINGS 6

Article VIII- CONTRACTS, CHECKS, DEPOSITS & FUNDS 6

Article IX- RESPONSIBILITIES OF OFFICERS & DIRECTORS 7

Article X- COACHES 9

Article XI- PLAYERS 10

Article XII- TEAMS 11

Article XIII- PLAYER ALLOCATION 11

Article XIV- ADVISORY BOARD 12

Article XV- VENDOR-MEDIA 12

Cleburne Football League 2016 By-Laws & Rules

Article I- NAME

- Section 1)** The name of the corporation is the Cleburne Football League, Inc.
Section 2) The Cleburne Football League, Inc. may be referred to herein, and in general usage as the Association.

Article II- PURPOSES

- Section 1)** The proper molding and development of youth will be the primary goal of the Association; exceptional skills and/or winning of games being secondary.
Section 2) To teach sportsmanship.
Section 3) To develop maturity, teamwork, organization, and personal integrity of youth.
Section 4) To help in the molding and development of youth into future community leaders.
Section 5) To motivate youth to develop their physical skills and achieve the highest level possible.
Section 6) The purposes of the Association will be met through the teaching of the game of football and the sport of cheerleading.
Section 7) To ensure the safety of each player/cheerleader.

Article III- GENERAL PROVISIONS

- Section 1)** The fiscal year shall be the calendar year.
Section 2) The Corporation does hereby save and hold harmless and indemnify the officers and directors of the Association to the fullest extent allowed by law while acting reasonable within the scope of their capacity as an officer. This indemnification shall be considered to act secondarily and in excess to any coverage afforded to any officer under any validity collectible insurance policy from any source.
Section 3) The Association shall be a member of the Brazos Valley Football Association, herein referred to as BVFA, and will follow the By-Laws & Rules established by BVFA.

Article IV- ORGANIZATION

- Section 1)** The period of duration of the Association is perpetual.
Section 2) The Association is a nonprofit corporation organized exclusively for such purposes that qualify the Association as an exempt organization under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
Section 3) No part of the net earnings of the Association shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Association By-Laws and Rules. No substantial part of the activities of the Association shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the Association shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision on (s) by a corporation exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or to the corresponding section of any future federal tax code. Moreover, notwithstanding any other provision of these By-Laws, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.

- Section 4)** **Dissolution** – Upon the dissolution of the Association, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed by a Court of Competent jurisdiction of the country in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Article V- MEMBERSHIP

- Section 1)** Membership of the Association will consist of parents, grandparents or legal guardians of participating children, also eligible Head Coaches, Assistant Coaches, or any person elected to the Board of Directors.
- Section 2)** Only members in good standing of the Association will be allowed to vote at General Meetings.
- Section 3)** Membership Fees Regular Season - Each member of the CFL will pay a non-refundable fee of \$200.00 per member participating in football and \$100.00 per member participating in Flag Football and \$65.00 per member participating in cheerleading.
- Section 4)** Membership Fees 7 on 7 Season - Each member will pay a non-refundable fee of \$75.00 per member participating in 7 on 7.
- Section 5)** Applications for membership into the Cleburne Football League must be in writing on the official registration form and presented at the announced registration dates or presented to a board member at least 24 hours prior to the Roster Freeze date.
- Section 6)** All refunds must be voted on by the Board of Directors. Must be in writing and submitted to the Board with a 2/3 majority vote by board.
- Section 7)** Payments may be able to be made in installments, with all money due by July 22, 2017. A payment of half of registration fees due at the initial sign-ups. There will be NO REFUNDS made of any payment towards the registration fee.

Article VI- BOARD OF DIRECTORS

- Section 1)** The business and affairs of the Association shall be managed by the Association's Board of Directors.
- Section 2)** The Board of Directors shall have authority over all matters of the Association and shall write and/or amend the By-Laws & Rules.
- Section 3)** No By-Laws or Rules contradicting Brazos Valley Football Association by-laws may be amended or changed after the Brazos Valley Football Association board meeting held in July of each year, however, rules and by-laws relative or germane only to the Cleburne Football League, Inc. can be amended by a vote of the Board of Directors. Any amendment must receive two-thirds vote of the entire board.
- Section 4)** The Board of Directors of the Association shall consist of the President, Vice President, Treasurer, Secretary, Brazos Valley Town Representative, Director of Public Relations, Director of Equipment, Director of Coaches, Player Agent, Director of Special Events, Director of Concessions and Director of Cheer.
- Section 5)** Resignation from the Board of Directors must be in writing and received by the secretary.
- Section 6)** Any Board member who is not present at two consecutive Board meetings, and has not contacted at least two Board members prior to the Board meeting with a legitimate reason for missing the meeting (Change in work schedule, illness, death in family, etc.), can result in being removed from the Board of Directors by a two-thirds majority vote.
- Section 7)** Any board member who is removed by a two-thirds majority vote or resigns is not eligible for nomination to the Board of Directors for no less than one (1) year and no more than five (5) years, as determined by the Board of Directors.
- Section 8)** A vacancy in the Board of Directors shall exist upon the death, resignation or removal of any Director. Any vacant position on the Board of Directors may be filled at any Board meeting and requires a two-thirds majority vote.
- Section 9)** Voting.
- A)** All Business will be transacted by majority vote unless a two-thirds majority vote is specifically required.
 - B)** Two-Thirds Vote – In situations requiring a two-thirds majority vote, two thirds plus one member of the Board of Directors. Directors voting may be done by proxy.
 - C)** The President cannot vote at Board meetings unless there is a tie vote.

- Section 10)** The officers and directors election will be held at the annual general membership meeting in December of each year.
- Section 11)** The length of term for each elected position will be a period of two consecutive years with no limitation of the number of terms a member may serve so long as their membership requirements are met. The term of officers and directors will be staggered with elections in the years as outlined below:

Term Beginning in Even Year

President
 Secretary
 Treasurer
 Player Agent
 Team Parent Director
 Director of Equipment

Term Beginning In Odd Year

Vice President
 Town Representative
 Director of Social Media
 Director of Concessions
 Director of Coaches
 Director of Cheer
 Director of Marketing

- Section 12)** The nominations for office or directorship in the annual election must be self-declared by the candidate to the Secretary between November 1st and up to 48 hours prior to the election for placement on the ballot.
- Section 13)** Candidates must receive a majority of all votes cast in order to be declared the winner. If a run-off election is required, the top two vote recipients will be in the run-off with the recipient of the majority of votes cast declared the winner of the position.
- Section 14)** The officers and board of directors will serve their terms effective at the announcement of the entire slate of newly elected board. At that time, the newly elected President will preside over the remainder of the meeting.

Article VII- MEETINGS

- Section 1)** There are two types of meetings at which the Association may transact business; a General Meeting and a Board of Directors Meeting.
- Section 2)** General Meetings
- A) A meeting of all members of Cleburne Football league.
 - B) All members must be notified by written document.
 - C) Notification must be given at least seven (7) days before the scheduled date of the meeting. The date, place, and time of the meeting shall be determined by the Board of Directors.
 - D) At least one (1) General Meeting will be held at the end of each season for the purpose of reviewing the season, presentation of financial reports to the members and electing Officers and Directors.
- Section 3)** Board of Director Meetings
- A) The Board of Directors shall meet on every other Tuesday, unless it decides otherwise.
 - B) The Board of Directors shall determine the time and place of its meetings.
 - C) A Board of Directors Meeting shall take place immediately after the end of season General Meeting.
 - D) Notification must be given to all Board Members at least twenty-four (24) hours prior to the meeting by either telephone or e-mail and the Secretary must receive verification that all members received notification.
- Section 4)** Procedure for Calling a Meeting
- A) The President will instruct the Secretary to call a General Meeting or a Board of Directors Meeting that has been approved as per requirements set forth in these By-Laws & Rules.
 - B) The Secretary will notify the designated members as per the requirements set forth in these By-Laws & Rules.
- Section 5)** Any member of the Board of Directors may request a Special Meeting of the Board of Directors if he or she deems it necessary. The Procedure for calling a meeting shall be followed.
- A) Any special meeting request made will consist of all Board members being present.

Article VIII- CONTRACTS, CHECKS, DEPOSITS & FUNDS

- Section 1)** All corporate records of the Association shall be kept by the Secretary.
- Section 2)** Checks
- A) All checks (Regardless of amount) require signatures from any two Authorized Association Officer.

- B) Any check requires the approval of the Board of Directors by a two-thirds majority vote and two signatures of officers.

Section 3) All credit transactions and contracts must be approved by the Board of Directors.

Section 4) All books and accounts of the corporation shall be open to inspection by the current members that are in good standing of the Cleburne Football League, Inc. in the manner and to the extent required by law. Any member of the Board of Directors may request a review of the Association's records (Financial Records, Meeting Minutes, and any other corporate document) at any scheduled meeting.

Article IX- RESPONSIBILITIES OF OFFICERS & DIRECTORS

Section 1) PRESIDENT

- A) The Chief Executive Officer of the Association;
- B) Call all meetings;
- C) Preside over all meetings;
- D) Cast deciding vote when there is a tie vote;
- E) Sign checks for both football and cheer accounts;
- F) Ensure all procedures are in place to pay game officials;
- G) Assign duties of any Board Member who is unable to perform his/her responsibilities or during the time any board member's position is vacant until the office is filled.
- H) President will have a Debit Card for the Football account and will accept all responsibilities that go along with it. All purchases made with the Debit Card will still have to be approved by the Board.
- I) Correspondence to the City of Cleburne requesting the use of the field for the Season.
- J) Responsible for filing all governmental reports and end of year taxes.

Section 2) VICE PRESIDENT

- A) Take the place of the President if the President is unavailable;
- B) Coordinate all details concerning sign-ups, including, but not limited to, reserving a place for the sign-ups, registration forms, receipt book and change.
- C) Responsible for acquiring insurance for the Association;
- D) Responsible for filing all governmental reports and end of year taxes;
- E) All other duties as assigned by the President.

Section 3) SECRETARY

- A) Record and preserve the minutes of all meetings and tally all votes;
- B) Maintain a complete list of all voting members;
- C) Handle all correspondence as assigned by the President;
- D) Maintain and issue all Board Members a complete list of all players in the Association, including but not limited to, team members, parents' names with phone numbers, addresses, and coaches names with phone numbers;
- E) Stay in close contact with all other Board Members;
- F) Arrange Board of Directors and General Meetings and agendas for all subjects to be addressed;
- G) Responsible for filing all governmental reports and end of year taxes;
- H) Sign checks for both football and cheer accounts;
- I) All other duties as assigned by the President.

Section 4) BRAZOS VALLEY TOWN REPRESENTATIVE

- A) Attend all meetings held by Brazos Valley and report back to all Board Members;
- B) Keep the Association informed on all Brazos Valley rules;
- C) Obtain official game balls from Brazos Valley;
- D) Distribute schedules to coaches;
- E) Help out at weigh-ins as required by Brazos Valley;
- F) Respond to all questions regarding Brazos Valley and/or CFL rules;
- G) All other duties as assigned by the President.

Section 5) DIRECTOR OF SOCIAL MEDIA

- A) Establish a program for obtaining sponsors;
- B) Responsible for setting up accounts, keeping up-to-date and responding to questions on all relevant social media outlets. This includes but is not limited to; Facebook, Instagram, and Twitter;
- C) Creation, correspondence and updating of Cleburne Football League Team App. Including assistance to teams in setting up Team App for individual teams under CFL direction;
- D) Responsible for CFL issued iPad;
- E) Work closely with CFL webmaster to keep information current throughout all public media outlets;
- F) Will be responsible for media relations with local papers;
- G) All other duties as assigned by the President.

Section 6) DIRECTOR OF EQUIPMENT

- A) Organize and supervise the preparation and use of all equipment including but not limited to cleaning, repairing and issuing;
- B) Arrange for storage of equipment;
- C) Collect all equipment at the end of each season;
- D) Maintain proper records of all equipment;
- E) Notify the Treasurer of any and all credit accounts that require payment;
- F) All other duties as assigned by the President.

Section 7) PLAYER AGENT

- A) In charge of coordinating the make-up of all Cleburne teams with respect to but not limited to the correct proportions according to Brazos Valley rules, total number of players on each team, and special requests;
- B) In charge of the player selection process;
- C) Coordinating and running the weigh-ins held for Cleburne teams;
- D) Interface with coaches as necessary;
- E) Interface with parents regarding their requests and complaints, and report such requests and complaints to the Board of Directors for necessary action to be taken;
- F) Sign checks for both football and cheer accounts;
- G) Responsible for coordination of mini camps
- H) All other duties as assigned by the President.

Section 8) DIRECTOR OF MARKETING

- A) Contact vendors for bids on trophies and arrange for the vendors to present their bids to the Board of Directors;
- B) Contact vendors for bids on team/individual pictures and arrange for the vendors to present their bids to the Board of Directors;
- C) Organize and supervise any Board approved fund raisers;
- D) Responsible for searching and contacting potential donors;
- E) Writing and submitting grant applications;
- F) Establish program for obtaining sponsors;
- G) Contact businesses for donation requests and “sellable” items;
- H) Arrange collection of donations from all donors;
- I) All other duties as assigned by the President.

Section 9) DIRECTOR OF COACHES

- A) Responsible for organizing coach meetings/clinics and notifying coaches of meeting/clinic date, time & location;
- B) Responsible for organizing first aid & safety training;
- C) Responsible for practice guidelines;
- D) Responsible for knowing locations & times of teams practices;
- E) Responsible to act as liaison between CISD coaches and CFL coaches;
- F) Responsible to report to proper board member(s) of any and all concerns;
- G) Responsible for issuing relevant coaches book information at the beginning of season and collection of all coaches' books upon completion of final game of the season;
- H) Responsible for communications with all training providers (USA Football) in scheduling;
- I) Communication and scheduling training required by board of coach's assistant coaches and board members;
- J) Responsible for insuring competition and collection of all certification and competition documentation for all coaches,

assistants and board members;

K) All other duties as assigned by the President.

Section 10) DIRECTOR OF CONCESSIONS

A) Coordinate the running of the concession stand at all home games;

B) Ensure the coaches are informed of the dates and times they need to have parents work the concession stand and the gate, schedules should be given to coaches and posted in both the gate and concession stands for notification;

C) Keep the Board informed of teams that do not take their shift at working concessions or the gate, to ensure that the head coach of that team can and may forfeit opportunity to coach in the next immediate game;

D) Responsibility for stocking the concession stand and keeping an accurate inventory of items purchased;

E) Responsibility for turning in all moneys brought into the concession stand during home games to the Treasurer;

F) Inform the Treasurer of any and all open accounts that require payment;

G) Notify coaches and parents that children under the age of 15 are not allowed in concession area unless approved to work by the Board of Directors;

H) Sign checks football and cheer accounts;

I) All other duties as assigned by the President.

Section 11) DIRECTOR OF CHEER

A) Responsibility for placing all cheerleaders on appropriate teams;

B) Selection of uniforms, practice t-shirts and shorts;

C) Responsible for maintaining a complete list of all coaches and cheerleaders;

D) Distribution of schedules to coaches;

E) Responsible for coordinating Homecoming activities with the Director of Team Parents;

F) Responsible for contacting local businesses for donations;

G) Sign checks for both cheer accounts;

H) Coordinate fundraising activities with Director of Marketing;

I) Responsible for Old-timers Game and Kickoff Dinner fundraising activities;

J) All other duties as assigned by the President.

Section 12) TREASURER

A) Receive and collect all funds;

B) Dispense all bills and charges under the direction of the President;

C) Maintain an accurate and current ledger for all Association's funds; must ensure all moneys are collected and recorded;

D) Pay any open accounts;

E) Sign checks, football and cheer accounts;

F) Respond to any sponsor's inquiry concerning the Association's finances;

G) Responsible for filing all governmental reports and end of year taxes;

H) All other duties as assigned by the President.

Section 13) DIRECTOR OF TEAM PARENTS

A) Responsible for coordinating Homecoming activities between the Cleburne Football League and Cheerleader Coordinator, informing coordinators of date and schedule of activities;

B) Organize and supervise the selling of season ticket sales;

C) Organize and schedule the team rotations for work shifts at the admissions gate for all home games;

D) This position will also be responsible for coordinating and advising team moms;

E) All other duties as assigned by the President.

Article X- COACHES

Section 1) All coaches will abide by the rules as set forth by Cleburne Football League as well as those set forth by Brazos Valley;

Section 2) The head coach will be approved by a majority vote of the Board of Directors;

Section 3) The head coach may pick his/her first assistant coach prior to player selection. The head coach and all assistants,

(limit 4 assistant coaches per team) are required to pay a non-refundable fee submitted with their coaching application for their background check which must be passed prior to approval by both the CFL and BVFA board. Fee set by BVFA.

- Section 4)** The head coach may pick the team mom at his/her discretion subject to approval of the Board;
- Section 5)** The head coach is responsible for the actions of all players, assistant coaches, parents, grandparents and guardians on his/her team.
- Section 6)** The head coach will attend all meetings, including workdays, at the call of the Director of Coaches and/or first assistant will attend all meetings. Any coach who is not present at two (2) consecutive meetings and has not contacted the Director of Coaches prior to the meeting date with a legitimate reason (work, illness, death in the family), can result in being removed from his/her position at the discretion of the Board of Directors by two-thirds vote.
- Section 7)** The head coach is responsible for having parents or coaching assistants work the gate, field clean-up or set-up and concession stands for the game after or prior to his/her own game at all home games. If parents are unavailable, the head coach and his staff must fill in, if the head coach and first assistant coach forfeit the opportunity, the Board of Directors may by two-thirds vote choose to suspend the head coach for his/her team's next game.
- Section 8)** Profanity will not be tolerated and violators will be subject to immediate removal from any Cleburne Football league function. This will include coaches, players, cheerleaders and spectators.
- Section 9)** There will be no consumption of alcohol or intoxication at any Cleburne Football League sponsored function. Violators will be subject to immediate removal from the area and could face further disciplinary actions.
- Section 10)** There will be no use of tobacco products on the playing field except in designated areas as approved by the Board. Coaches will be responsible for notifying parents and guardians of designated tobacco areas at practices.
- Section 11)** A head or assistant coach who is ejected from any game is automatically suspended from all practices, team meetings, up to and including completion of his/her next game by order of the Brazos Valley and Cleburne Football league. Any violation can warrant further disciplinary action.
- Section 12)** A head coach must submit the Sign Up form for any of his or her children who will play Cleburne Football League football or cheerleading during the season at the same time or prior to submitting an application to be head coach.
- Section 13)** No Head Coach can cancel a scheduled game. Any cancellation of a game must be done by the Town Representative only. The Town Representative will notify the Head Coach of any cancellation.
- Section 14)** All Head Coaches will be accountable for any and all fines that may occur due to failure to show up for a game or being ejected from a game. Failure to pay any and all fines will result in immediate suspension and forfeiture of any future coaching privileges for 2 years.
- Section 15)** At any time the Board finds it necessary to conduct a drug test on a coach, the coach will be required to take a drug test. The CFL Board will set up the test time and will pay for the test. Failure to comply will result in immediate suspension.
- Section 16)** Any and all violations of Cleburne Football League or Brazos Valley By-Laws must be reported to the Town Representative immediately. Failure to do so will result in a One (1) week suspension of all coaching responsibilities (including practices and games).

Article XI- PLAYERS

- Section 1)** All players must register with the Cleburne Football League twenty-four (24) hours prior to the Roster Freeze date set forth by the Cleburne Football League board of directors. Applications for registration will not be accepted after this time;
- Section 2)** All players must follow the rules and meet the requirements as set forth by Brazos Valley;
- Section 3)** No child who meets the requirements of Brazos Valley will be denied membership in the Cleburne Football League program however a player may be refused to membership for physical reasons as permitted by the Brazos Valley Football Association By-Laws found in Article XV, Section 8, last sentence;
- Section 4)** No child will be issued equipment or uniforms and will not be permitted to participate in CFL activities including practice until all financial obligations and fees of registration for the current or past season(s) have been paid in full as well as all previous equipment have been returned from previous seasons.
- Section 5)** Each player in the Cleburne Football League will be required to play a minimum of six (6) downs per game. A down would consist of the snap of the ball at the line of scrimmage. This does not include kick-off or kick-off return.
- Section 6)** The six (6) play rule will not be enforced if your child is benched for disciplinary reasons. Reasons for disciplinary

actions include but is not limited to poor sportsmanship, behavioral issues and/or failure to be present at scheduled practices. The Town Representative must be notified by no later than Thursday at mid-night if an eligible player will not be competing in the scheduled game of that same week. This only applies for the week that the Town Representative was notified.

Article XII- TEAMS

- Section 1)** The number of teams will be determined by the number of participants at the time of the Cleburne Football League team selection;
- Section 2)** The size of the teams will be determined by the Brazos Valley rules;
- Section 3)** There will be at least one team per each division as prescribed by Brazos Valley, if possible.

Article XIII- PLAYER ALLOCATION

- Section 1)** In any weight division, if 31 players sign up there must be two teams; three teams if 55 players are signed up; four teams if 81 players sign up; and five teams if 101 players sign up.
- Section 2)** No team shall have more than 65% of the team in the 6th grade in the Major, 4th grade in the Minor, and 2nd grade in the Bantam Leagues. The only exception to this rule shall be if there are less than 35% of 5th, 3rd or 1st grade players available for the Town Association teams, in which case the players will be divided equally.
- Section 3)** No player shall be cut from a team.
- Section 4)** If a team has 30 players and after the date of the weigh-in, a player (who meets qualifications) joins, the team shall not have to split. This will apply to all teams numbers listed in Section 1 above.
- Section 5)** Each head coach may choose his/her first assistant coach prior to team selection and have that coach's child automatically placed on their team. This only includes children, stepchildren, or cases where legal guardianship can be proven.
- Section 6)** Coaches recruiting new players to Cleburne Football League will retain first option of choosing said player during player selection as long as coach's name is placed on the player registration form during the original date of player's registration. No alteration of coach preference may be made after original player registration date.
- Section 7)** No coach shall recruit players from within the organization under any circumstance. Any coach or assistant found to be recruiting players that have previously played for CFL on any team other than his/her last team played for will be subject to disciplinary action by the CFL board up to loss of coaching privileges for the current season.
- Section 8)** Players choosing to add head coach's name to registration form does not guarantee placement onto team.
- Section 9)** In the event of two or more teams within a division, the team with the least number of players at the time of team selection will select first from whichever age group they are behind in (i.e., TEAM 1 has 6 sixth graders, TEAM 2 has 8 sixth graders. Then TEAM 1 will select at the rate of 2 picks to 1 pick for TEAM 2 from the sixth grade pool until TEAM 1 is even with TEAM 2. At that point the picks will be 1 to 1 until the sixth graders are all selected. This process will be repeated for fifth graders).
- Section 10)** In the event that the total number of players within an age group is the same for each team, then the selection order will be determined by the draw of numbers lowest number selecting first and highest selecting last. This order will be reversed at the end of each subsequent selection round.
- Section 11)** If a team must be dropped after team selection and prior to weigh-ins due to attrition, then the team with the least number of players will be dropped and its players will be selected by the remaining teams in a manner consistent with this article.
- Section 12)** At any time a player chooses to not follow his/her coaching path they may choose to be placed into the player selection pool with no guarantee that he/she may not be chosen by the previous head coach.
- Section 13)** A player entering the league with a sibling in the same age division will be placed on the same team as their returning sibling unless parent or guardian requests they be placed onto separate teams.
- Section 14)** Player selection will remain open until the Roster Freeze date as set forth by the Cleburne Football League board of directors and selections of new registrant's follows procedures set forth in this article.
- Section 15)** Any situation relative to team selection that is not identified and/or addressed in this article will receive remedy by the CFL board of directors and solutions and remedy to that situation will require a two-thirds vote.
- Section 16)** A Roster Freeze date will be set by a majority vote of the board of directors at the July meeting prior to the BVFA

deadline for declaration which is their July meeting. If a date is not selected, the Roster Freeze date effective for that season will revert to the BVFA player certification and weigh-in date as declared by the BVFA.

Article XIV- ADVISORY BOARD

Section 1) Advisory Board Members

- 1) Advisory Board Members will be responsible for promoting and advancing the image, purpose, and objectives of the Cleburne Football League.
- 2) Advisory Board Members will generally be expected to attend meetings of the Board but will serve in this capacity without vote or other formal authority over the affairs of the Cleburne Football League.
- 3) The secretary of the Board will be responsible for inviting advisory board members to attend meetings of the Board as well as for calling any of the meetings involving advisory board members.

Section 2) Maximum Number of Advisory Board Members

- 1) The Board may elect a maximum of ten persons as advisory board members.
- 2) Each advisory board member shall serve without compensation.
- 3) Advisory board members shall be elected for one-year terms, ending on the date of the annual General Meeting called for the purpose of electing new Board of Directors.

Article XV- VENDOR-MEDIA

Section 1) 10 days prior to event date – Vendors must submit applications to the CFL Board of Directors.

Section 2) All vendors and media must have approval by the CFL Board of Directors.