

CASL

**Challenge Division
Governing Guidelines**

February 13, 2012

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BOARD COMPOSITION

The CASL Challenge Committee (the Committee) includes the CASL Challenge Chairman (the Committee Chair, appointed by the CASL Board of Directors), Vice Chairman, Director of Coaching, and the Challenge Registrar.

Assisting the Challenge Committee in an advisory capacity will be the Age Group Coordinators (AGC's) for boys and girls as well as the Affiliated Community Association Member, or Age Group liaison AGL, from the regional soccer associations such as Garner and Wake Forest.

ROLES AND RESPONSIBILITIES

The CASL Challenge Committee is empowered to establish division-specific policies within existing CASL guidelines and, as appropriate, propose policies to the CASL Board for their review. For example, any policy that has the potential to change the financial structure and obligations of the division membership must be brought before the CASL Board for deliberation. The Challenge Chairman shall ensure that the CASL CEO or his designee, such as the DOC, and CASL Board Chairman are timely informed of all policy decisions made by the Challenge Committee. The Challenge Committee shall seek to achieve consensus on all division matters; however, in the event of a tie vote, the Challenge Chairman shall make the final determination.

The AGC's are appointed by the Challenge Chairman at his/her sole discretion and may remove any AGC at his/her sole discretion.

The Challenge Chairman shall appoint all coaches in the Challenge Division. The Chairman may, at his/her sole discretion, choose to remove a Challenge Division Head Coach or Assistant Coach if the coach demonstrates a lack of professionalism in dealing with players, parents, or CASL representatives, exhibits conduct that does not provide a suitable role model for children, promotes his/her own interests above those of his/her players and CASL, or is unable to meet the Challenge-level standards for coaching competence.

The AGC's and AGL's serve in an advisory capacity to the Challenge Committee; the AGC's and AGL's are the first point of contact for coaches and parents within their respective age groups. The Committee shall allow for full and open discussion of all proposed policies and guidelines with the full Challenge Committee to ensure that the decisions reflect the different perspectives across the entire Challenge division. In any matters, involving coaches from the satellite areas that are represented by AGL's, the Challenge Committee shall coordinate with the AGL's to ensure that issues are resolved in a consistent manner.

The Challenge DOC will be responsible for the education of the Challenge coaches.

CHALLENGE AGE GROUP COORDINATORS

The Age Group Coordinator (AGC) is a coach within the group who administers the age group under the supervision of the Chair. The AGC's responsibilities include acting as a communication channel to coaches and parents and such tasks as given to them by the Chair.

1) League Formation

-AGC will organize and administrate the tryout and player selection process, based on DOC tryout format, one (1) time per year, as well as a modified and smaller supplemental tryout and selection 1 time per year.

2) Communication

-AGC will streamline communication between CASL Staff (Chairman, DOC & Registrar) and their Age Group coaches by forwarding pertinent information, getting responses and passing concerns and constructive criticism up and down the chain of command...as quickly as possible.

3) Management

-AGC will be the point of contact for all major situations that arise within the age group. AGC will act as liaison between parents, players, coaches and CASL Staff to resolve any conflicts.

COACH REQUIREMENTS, SELECTION & APPROVALS

The CASL Challenge Committee Chairman approves (hires) all CASL Challenge coaches. CASL Challenge coaching candidates must submit a coaching application. The application will also be reviewed by:

- The Chairman & DOC or his appointed representative
- CASL staff

CASL challenge coaches are required to hold or obtain within six months of receiving a team, an "E" and then a "D" Coaching license through the NCYSA or equivalent training certificate from a youth soccer organization that is acceptable to the Committee. Previous soccer coaching experience and playing experience is preferred. If the coach does not obtain his coaching license in a reasonable period, determined by the Chairman, then the coach may be removed as the head coach.

Coaches are to be acceptable by NCYSA. Currently, NCYSA is requiring that all coaches be vetted against a database to prohibit people with histories of unacceptable behavior from interaction with youth. The NCYSA risk application must be completed online once per soccer year (August through July) by all team representatives on the roster, including the Head Coach, Assistant Coach (es) and Team Manager.

REGIONAL COACH REQUIREMENTS, SELECTION & APPROVALS

The regional organizations are responsible for recruitment and selection of Coach Candidates and submission for approval by the Chair. The regional organizations will also work with the Challenge Chairman if it becomes necessary to remove a coach. The regional organizations cannot remove a coach without the approval of the Challenge Chairman and the Challenge DOC. Otherwise, the requirements and responsibilities are identical to CASL Challenge coaches.

HEAD COACH ROLE

The Head Coach is responsible for the team. This responsibility includes selection of players, team personnel behavior, player training, tournament selection, discipline, and financial plans. The list is not inclusive.

The Head Coach appoints all coaching assistants and team officers. The coach may delegate certain responsibilities for the good of the team.

COACH PAYMENTS

Coaches are volunteers and not paid for their services.

Coaches may be reimbursed for certain expenses. The Committee will publish, with CASL approval a reimbursement policy that will be followed by all teams.

At a minimum, coaches without playing children should be reimbursed for all tournament related travel, room and board expenses in accordance with CASL policy and IRS guidelines.

TEAM MANAGER

Each team is required to appoint a Team Manager. The Head Coach will select the team manager.

TEAM MANAGER ROLE

The Team Manager is the main liaison between team and the CASL office and is expected to communicate all pertinent information to all team members. The team manager shares equal responsibility with the Head Coach for team finances. The team manager, or their delegated representative, prepares a seasonal financial statement for the team parents. It is advisable to have a Team Treasurer separate from the Team Manager.

The Team Manager will be responsible for administrative functions for the team. Administrative functions will include but are not limited to collection of paperwork required for team and player registration, following CASL office direction for successful carding of the team and safely maintaining all team and player paperwork required for the team's participation in CASL league games as well as tournament games.

TEAM MANAGER PAYMENTS

Team Managers are volunteers and not paid for their services.

TEAM PERSONNEL

Team personnel include players and their parents or guardians. Players are team members and agree to adhere to the Player Challenge Commitments. Parents or guardians are team personnel and agree to adhere to the Parent Challenge Commitments. The obligations of Challenge teams require financing, which is assumed by the team personnel, aka, the player parents/guardians.

FINANCIAL RESPONSIBILITIES

Player parents/guardians are equally responsible for all monies needed to fund Challenge approved team activities and equipment. These monies are team monies.

It is advisable to set up a team bank account so that no team member or team official is personally liable or solely responsible for the team monies. There should be 2 team officials able to sign on the account and those 2 should not be from the same family. The CASL office will have further information available upon request about setting up a team bank account.

The team is responsible for Team Equipment, Tournaments, Friendlies, Coach Expenses (if applicable), Coach's training and minor miscellaneous expenses related to team operation.

The main team activities are games, practices, friendlies, and tournaments. Other activities are optional meaning that they are not team activities though the team may elect to engage in such. Team monies are not used for optional activities

FINANCIAL STATEMENT

The Team Manager or Team Treasurer will publish to the Team Personnel a seasonal financial statement at the end of each playing season. It is not required that this statement meets a particular accounting standard but at a minimum, it is to:

- Be accurate and transparent
- State the Team Monies at the season's beginning
- State the fees (income) paid during the season by player
- State the Expenses by Activity during the season
- State the Team Monies at season's end

TEAM EQUIPMENT: UNIFORMS

Each Challenge team will have a uniform constituting of two jerseys — one color and one white, up to two shorts, and up to two pairs of socks.

TEAM EQUIPMENT: TRAINING TOOLS

Teams require equipment for training purposes. The Head coach is to submit a reasonable list of equipment prior to each season for budget purposes to the Team Manager and/or Team Treasurer.

COACH TRAINING

NCYSA, CASL and the Committee require Head Coaches achieve a “D” or equal license. The team will bear the costs of this training.

COACH EXPENSES

Head Coach expenses covered by the Challenge policy are reimbursed from team monies.

TOURNAMENT EXPENSES

Tournament expenses covered by Challenge policy are reimbursed from team monies.

SCRIMMAGE/FRIENDLY EXPENSES

Scrimmage/Friendly, expenses covered by Challenge policy are reimbursed from team monies.

PROFESSIONAL TRAINING EXPENSES

Professional coach expenses covered by Challenge policy are reimbursed from team monies.

MISCELLANEOUS EXPENSES

Minor expenses that the Head Coach and Team Manager agree are necessary for team operation are financed from team monies.

See **Attachment A** for Team Expense Policy
and **Attachment B** for Coach Reimbursement Policy

A Challenge team is a competitive team with an equal emphasis on youth player development. CASL will organize teams in age groups defined by birth years starting on calendar year beginning August 1 in accordance with NCYSA rules, guidelines and requirements.

TEAM FORMAT

The Committee is to determine the format and age groups that will be supported by CASL with CASL approval. The Committee is not to create ages or formats in variance with NCYSA guidelines.

CASL and the Committee schedule at least annual tryouts that are publically announced in accordance with NCYSA requirements. Supported ages and formats are part of this announcement.

TRYOUTS

The Head Coach or representative selects all players in a competitive and open tryout process organized by CASL.

A tryout process is required to add players to a team roster. The main goal of the Challenge tryout process is to **try to insure parity** within in each age group. Transfers between teams outside of tryouts are not allowed at any level.

The annual tryout is the primary means to form teams, expand teams undergoing format transition, and to replenish teams.

The Committee and CASL may hold General Supplemental tryouts between seasons of the playing year. Such tryouts will only be open to players not registered at that time with any other association.

Special player evaluations are a means for a specific team (or group of teams) to replenish a low roster where the roster loss occurs through no fault of the coach. The Chair approves these special situations and the AGC, or representative, administers the evaluation.

*** Coaches who do not draft to the AGC's recommended roster size at tryouts will not be allowed to add players outside of the Annual or General Supplemental tryouts.

TRYOUT PROCEDURE

The annual tryout is the primary means to form teams, expand teams undergoing format transition, and to replenish teams. The tryout format, for each age and gender group may vary in accordance with the needs of the group.

Each procedure is to support the mission and spirit of Challenge — player development in a competitive environment. Team parity is considered the best environment and a goal versus an absolute requirement.

Specifically the procedure should adhere to these guidelines:

- When all teams are stable and rosters balanced, a round-robin or serpentine style draft
- When rosters are not balanced, “fire-breaks”, i.e. stop points in the draft to allow low-numbered teams to catch-up their roster before more fully rostered teams draft, may be employed
- When teams are not stable, i.e., a team roster is significantly depleted, “free” picks may be granted to allow the depleted team to reach a minimum roster size prior to the formal draft beginning
- Maximum roster sizes will adhere to NCYSA requirements for all age groups with the exception of the U16's – U18's who will be required to adhere to the CASL roster size of no more than 18 players.

General Supplemental tryouts are called for roster replenishment and follow the same guidelines as the Annual Tryout procedure.

Special player evaluations are generally for a specific team to fill a slot when a player leaves the team unexpectedly. Its procedure will be tailored to meet the need.

The AGC prepares a procedure for a Tryout and presents it to the Chair for review. The Chair approves all Tryout procedures. The Chair judges procedures by asking if it moves the groups towards parity.

TRYOUT REQUIREMENTS

CASL will determine the administrative and logistical requirements for candidates (such as fees, applications, etc.).

The Chair and DOC will determine the requirements for each team and its coach and publish these as a policy document. At a minimum, each team is required to have a representative in attendance. The Challenge DOC and Chairman will determine how the tryouts will be conducted on the field (such as drills, evaluation methods, etc.).

[See **Appendix C** for Policy on Team Representation at Tryouts]

TRYOUT SPECIAL CIRCUMSTANCES

Probation Players

If a head coach has remanded a player on probation to the tryouts, the coach has first right of refusal should a coach pick the player during the draft. The tryout procedure is to address this situation.

Existing Challenge Players Attending Tryouts

When an existing Challenge player in good standing elects to attend tryouts, the player may not be picked in the draft by the coach of the team that they have left.

An exception to this rule may be granted when:

- The player's parent/guardian petition, in writing, for a rule waiver
- The Chair grants the waiver
- The Head coach accepts the penalty imposed — generally that the player is the first round draft pick

On occasion, a team(s) roster size will drop such that the available tryout candidates cannot support replenishment. In these cases, the team will be dissolved and a means to place the players in good standing with other teams will be determined.

The AGC presents one or more plans to the Chair for approval. The Chair judges the plans on the main test of will the plan result in a group movement to parity with minimum disruption to the conference.

The AGC executes the approved plan.

All players have a status — Good Standing, Probation, Injured Reserve, or Suspension. All players are in Good Standing unless the Head coach takes appropriate action to alter their status.

GOOD STANDING

A player in good standing is not required to attend tryouts to remain on the team roster.

A player is in good standing when (all statements must apply):

- All CASL and NCYSA and Challenge required documentation is provided
- All CASL, NCYSA and Challenge required fees are paid
- All team fees for team monies are paid
- The players most recent evaluation qualifies the player as “at par”
- The player has met and maintained their agreement to the Player Challenge Commitments
- The player’s parent(s)/guardian has met and maintained their agreement to the Parent Challenge Commitments

PROBATION

A player is on probation when:

- The player has received one or more sub-par evaluations
- All other elements for good standing are not met.

A player who has received a single sub-par evaluation is not remanded to tryouts with the exception of high school players who only play one season. In the case of a high school player, the sub-par evaluation has to be approved by the AGC and the Challenge Chair prior to given to the player.

A player who has received two consecutive sub-par evaluations may be remanded to tryouts at the option of the Head Coach. This is only applicable for the U13 and older age groups.

INJURED RESERVE

A player in injured reserve status is not required to attend tryouts to remain on the team roster.

A player is in injured reserve status when (all statements must apply):

- The players has suffered a injury that requires extensive rehabilitation and has had their status approved by the Chair
- All requested documentation has been provided
- The player is otherwise in good standing.

A player granted injured status maintains team membership for the season that they cannot play but is not required to pay CASL or Team fees. They are allowed to rejoin the team in the season after rehabilitation without the requirement of attending tryouts. The team/coach/player must notify CASL that the player is ready to return to the team during the veteran player registration

period for that season. The player must then comply with all registration requirements for that season.

During the player's rehabilitation (absent) season, they will not be listed on the team roster.

SUSPENSION

A player on suspension is not allowed to attend practices or games.

A player may be placed on suspension, at the recommendation of the Head Coach and AGC, and approval of the Challenge Chair when (any one or multiple statements below apply):

- Provided documentation is found to be suspect or outright false
- CASL, NCYSA and Challenge required fees are **not** paid
- Team fees for team monies are **not** paid
- The player has broken their agreement to the Player Challenge Commitments
- The player's parent(s)/guardian has broken their agreement to the Parent Challenge Commitments

A suspended player is not owed any reimbursement or refund of fees paid to CASL or the team treasury.

All players are routinely evaluated either verbally or in written documentation. At least annually, the player has a written evaluation in accordance with Challenge policy. Challenge policy may add requirements beyond this rule.

The purpose is to ensure that players are progressing and remove players not meeting expectations from the ranks. The latter is not a punitive action, rather it is recognition that not everyone fits a given situation and new players should be afforded an opportunity via the tryout process.

EVALUATION REQUIREMENTS

The head coach is to evaluate each player each playing season in a formal conference. At least annually, the head coach provides evaluation documentation (a written document- may be provided in hard copy or online using the evaluation software provided by CASL Challenge Division); otherwise, the evaluation may be verbal. Optionally, the coach may provide evaluation documents each season.

Players in their first season with a team must have evaluation documentation.

EVALUATION CONFERENCE

The evaluation conference includes the head coach, the player and at least one parent/guardian. The evaluation, either verbal or written, is presented to both player and parent/guardian.

EVALUATION TIMING

CASL and the Chairman determined the deadline to complete all evaluations.

EVALUATION BASIS

An evaluation addresses the evaluation basis points herein, is qualitative in its presentation — quantitative (scores, grades, etc.) is not allowed — and provides positive goals to help the player improve. A player is evaluated on:

- Technical Skills – Personal ball skills; dribbling, feints, passing, etc.
- Tactical Skills – Game smartness, the ability to see and to plan the play of both teammates and opponents
- Physical Skills – The God-given attributes such, especially speed and agility, and player controlled attributes such as strength on the ball, fitness, etc.
- Psychological Skills – Mental preparedness, personal attitude, game aggression and willingness to train/learn/improve

EVALUATION DOCUMENTATION

The purpose of an evaluation document is to develop a better player using concerned and honest dialog. An evaluation letter addresses the evaluation basis points, is qualitative in its presentation — quantitative (scores, grades, etc.) is not allowed — and provides positive goals to help the player improve.

SUB-PAR EVALUATION

A sub-par evaluation may only be presented as an evaluation document (i.e., written).

The AGC reviews all sub-par documents prior to the evaluation conference. The AGC does not have the authority to require the Head coach to change the evaluation but it is required that the AGC be informed as to the reasons.

Players in the U13 and older age groups receiving 2 consecutive sub-par written evaluations may be asked to join the tryout pool (at no cost to the player). The Head Coach must give the written document for the 2nd sub-par evaluation to the AGC and Challenge Chairman prior to presenting it to the player and parent. The Head Coach will not be allowed to ask the player to attend tryouts if this protocol is not followed.

See **Attachment D** for policy on Challenge player evaluations

The main team activities are games, practices, friendlies, and tournaments. Other activities are optional meaning that they are not team activities though the team may elect to engage in such. Team monies are not used for optional activities.

PRACTICES

Player attendance at practice is required. CASL administration and Challenge policy determine practice locations, times and frequency. Coaches may request special assignments but no guarantees are made. Coaches are to follow CASL administration and Challenge policy in practices.

GAMES

Player attendance at games is required. CASL administration and Challenge policy determine games locations, times and frequency. Game Bye Requests are provided to the AGC at the beginning of each season by each coach. Once these are set then they cannot be changed. Any games that need to be moved would then follow the “Reschedule Game Policy” in the CASL Rule Book which can be found at www.casln.com.

Team personnel are to follow CASL seating policy found in the CASL Rule Book. Team personnel are to obey referee requirements as these are made for safety and good game organization.

TOURNAMENTS

Player attendance at tournaments is required.

Teams should attend at least two tournaments per season.

Teams may attend a third tournament in a single season when:

- The coach makes a specific proposal (tournament, place, time, etc.)
- 75% of the parents elect by vote to accept the proposal
- The Team Manager presents the parent signed proposal to the AGC
- Additional Bye Request will not be allowed for additional tournaments. See Game Reschedule Policy in Attachment F

Teams may attend a fourth tournament in a single season when:

- The coach makes a specific proposal (tournament, place, time, etc.)
- 100% of the parents elect by vote to accept the proposal
- The Team Manager presents the parent signed proposal to the AGC
- Additional Bye Request will not be allowed for additional tournaments. See Game Reschedule Policy in Attachment F

The Head coach chooses the tournaments. The Head coach may choose any USYSA sanctioned tournament that is within a reasonable distance from Wake County, NC.

Non-sanctioned tournaments are also available and it is the responsibility of the Head Coach and Team Manager to understand the paperwork requirements before applying to non-sanctioned tournaments. The Head coach or Team Manager should contact the CASL office regarding the team’s attendance at such tournaments.

When participating in tournaments or friendlies outside of the state of North Carolina, Challenge teams must complete the online Permission to Travel Form for NCYSA approval.

SCRIMMAGES/FRIENDLIES

Player attendance at friendlies is not required. Coaches may schedule up to two friendlies per season as a team activity.

The central goal of Challenge is player development and game playing time is critical to this goal. It is the responsibility of the Head Coach to manage player game time to ensure proper development of the players balanced against team development in a competitive environment.

GAME TIME

A Player in Good Standing or Probation who attends and actively participates in all scheduled practices in the week prior to game is award at least half (50%) of available playing time.

A Player in Good Standing or Probation who attends and actively participates in ½ the scheduled practices in the week prior to game is award at least one-quarter (25%) of available playing time.

Any player not attending practice plays at the coach's discretion.

Player attendance at games is required.

Special Circumstances

Players who play on their middle school or high school soccer team are credited with one practice per week in determining minimum playing time.

The coach may excuse a player from practice without playing penalty for unexpected or unusual events such as a family death, a school trip, etc.

TOURNAMENT TIME

Regular Tournaments

A Player in Good Standing or Probation who attends and actively participates in all scheduled practices in the week prior to game is award at least half of available playing time of all games.

A Player in Good Standing or Probation who attends and actively participates in ½ the scheduled practices in the week prior to game is award at least one-quarter of available playing time all games.

“All games” mean that playing time is managed on the aggregate of the total game time.

Any player not attending practice plays at the coach's discretion.

NC State Cup Tournament or USYSA Regional Tournament Cups

A Player in Good Standing or Probation who attends and actively participates in all scheduled practices in the week prior to game is award at least 33% of available playing time of all games.

A Player in Good Standing or Probation who attends and actively participates in 1/2 the scheduled practices in the week prior to game is award at least 16% of available playing time all games.

“All games” mean that playing time is managed on the aggregate of the total game time.

Any player not attending practice plays at the coach's discretion.

Special Circumstances

Players who play on their middle school or high school soccer team are credited with one practice per week in determining minimum playing time.

The coach may excuse a player from practice without playing penalty for unexpected or unusual events such as a family death, a school trip, etc.

PLAYER BEHAVIOR

A player may be dismissed from a team for extreme and inappropriate behavior. A player exhibiting such behavior is immediately suspended and the AGC informed. The coach and team manager document the circumstances and behavior in a report to the AGC. The player is invited to submit a document of their account to the AGC.

The AGC will assemble the information for review by the Challenge Chair.

A coach or player may request a formal hearing and it will be automatically granted.

The Chair will determine if a formal review is warranted in cases where the coach or player does not make a request.

Examples of extreme and inappropriate behavior (this list is not inclusive):

- Fighting, spitting, cursing, etc.
- Disrespectful behavior towards coaches, teammates, referees, parents, or opponents
- Disruption of games or practices
- Multiple unexplained absences from practice and/or games

PARENT/GUARDIAN BEHAVIOR

A player may be dismissed from a team for extreme and inappropriate *parental* behavior. The coach and team manager document the circumstances and behavior in a report to the AGC. The parent is invited to submit a document of their account to the AGC.

The AGC will assemble the information for review by the Challenge Chair.

A coach or parent/guardian may request a formal hearing and it will be automatically granted.

The Chair will determine if a formal review is warranted in cases where the coach or parent/guardian does not make a request.

Examples of extreme and inappropriate behavior (this list is not inclusive):

- Fighting, spitting, cursing, etc.
- Disrespectful behavior towards coaches, referees, parents, or players
- Disruption of games or practices
- Abandonment of the player at games or practices

Violations of the conduct, policies described herein or these Governing Rules may be addressed directly by the Chair, in consultation with other members of the Challenge Committee and the relevant AGC. For first-time offenses, the Chair can seek to resolve the complaint without a

formal hearing with the exception of those cases where the coach or parent/guardian had requested a formal hearing.

The Chair will determine a judgment following the Chair's investigation of a complaint and subsequent discussions with the subject of the complaint (player, coach, parents or spectator). This judgment can vary from no action to sanctions ranging from a written warning to dismissal from the CASL Challenge division.

APPEALS

The subject of the complaint may elect to accept the Chairman's decision or he/she may submit an appeal in writing to the Discipline & Appeals (D&A) Chairman to request a formal hearing on the matter. The D&A Chairman shall determine whether a formal hearing is warranted based on the written evidence and rationale for the decision provided to him by the Chairman. Should the D&A Chairman determine that a formal hearing is warranted, the subject is entitled to a full hearing in front of a D&A Committee as described below. It should be noted that the decision of the Chair shall stand until the formal hearing is held and, further, the D&A committee may elect to impose more severe sanctions than those imposed by the Chairman.

DISCIPLINE & APPEALS COMMITTEE

A D&A Committee (the Panel) consists of three members of the Challenge Committee will be selected to adjudicate the complaint, with the D&A Chairman as the facilitator.

D&A COMMITTEE HEARING

The plaintiff and the defendant will present their case before the Panel. They are to provide documentation and a witness list with a description of why the witness is pertinent to the case to the D&A Chairman.

The D&A Chairman will determine whether the documentation and witnesses are permissible.

Following permitted presentations, the Panel members may ask clarifying questions regarding the testimony of all parties present at the hearing.

Upon completion of the testimony and questioning, the panelists and D&A Chairman shall convene in closed session and determine an appropriate action.

The Chairman and the Panel have wide latitude in imposing disciplinary sanctions. The sanctions should be consistent with previous D&A actions, NCYSA guidelines and reflect the nature of the offense. The sanctions may include, but are not limited to, written warning, letter of apology, letter for publication in the Goal, suspension, and dismissal.

There is no appeal of a Panel decision.

- Challenge Coaches Commitment
- Challenge Player Commitment
- Challenge Parent Commitment
- Challenge Coaches Creed
- CASL By Laws

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- Capitol Area Soccer League's Rules
 - CASL Parent & Volunteer Code of Ethics and Rules
 - NCYSA Challenge Handbook / Rules
 - FIFA Laws of the Game

In the event of conflicting terms, the CASL Challenge Division Governing Rules shall prevail.

CASL Challenge Team Expense Policy

The purpose of this policy is to provide both guidance and structure to team management. A team needs a firm financial basis to operate and parents need to understand the financial commitments supporting the team.

This policy has certain firm expectations and out-of-scope items but there will be grey areas. There is purpose in this formulation as it is not desirable to limit creativity in team management. Hence, the term “reasonable” is used. The Challenge Committee or its designated representative is the arbiter of what is considered reasonable in the event of complaints. The judgment of reasonableness considers whether the matter promotes the health and welfare of the team and/or promotes the Challenge mission of youth player development at an affordable cost in time or money.

Assessments:

Teams may determine a **budget on a per season** basis and allocate the cost in 1 or more assessments preseason and during the season. All parents/players are equally responsible for budgeted items regardless of participation levels. Non-payment is equivalent to resignation from the team.

Clarity Note: If a player cannot participate in a team activity, such as a game or a tournament, they are still responsible for their assessment without discount.

Team Budget Items:

The team is expected to budget, per season, for these items:

- In a start-up year, or approximately every 2 years, a uniform
- Coaching equipment
- Coach class/training fees
- Two tournaments, minimum, three if parents, by super majority of 75% vote, elect for a third per season. These fees are due regardless if the family participates in the tournament.
- When a coach is not a parent, coach’s travel expenses as related to tournaments or other equivalent activities
- Professional training sessions
- Other miscellaneous needs of the team determined

Uniform: CASL is implementing a new uniform policy for Fall 2011. Updated information will be added once the policy is defined.

The Challenge uniform consists of:

- Two jerseys — one white and one colored,
- At least one pair up to two pair of shorts,
- At least one pair up to two pairs of socks

The uniform should be of good quality at a reasonable cost. Other items of personal equipment such as boots, shin guards, etc., are required by the Laws of the Game but not considered part of the uniform for budget purposes.

If not required by the Laws and not stated here, then it is not a required item and not budgeted by the team for assessment purposes.

Coaching Equipment:

In the normal course of training equipment wears out and needs replacement. In a start-up year, the burden is more extensive. The coach should compose a reasonable list each season for budget purposes. Equipment purchased with team monies stays with the team if the coach leaves the team.

Coach Training:

A well-trained coach will only benefit the players. CASL requires coaches to achieve a “D” license in Challenge (an “E” license may be a prerequisite). Additional training is supported. Training sponsored by CASL, the NCYSA, the Positive Coaching Alliance, or such organizations as the National Soccer Coaches Association is reasonable. The coach should cover these expenses.

Tournaments:

The Challenge Board requires that Challenge teams attend two sanctioned tournaments per season to enhance player development. The coach may choose any two tournaments that are a reasonable cost and distance from Wake County. A third tournament is permitted if elected by 75% majority of the parents (the parent’s tournament). A fourth tournament would require 100% of the parent’s approval.

The team budget should include all reasonable costs associated with attending tournaments selected by coach or parents. In the cases when a coach is not a parent, costs do include the coach’s expenses.

All families are required to pay the team fees regardless of whether or not they attend the tournament. The team fees are based on all families contributing equally.

Professional Training

It is considered reasonable for a team to hire a professional trainer/coach for enhanced training once or twice a season at the coach’s discretion.

Other Miscellanea:

Many items may come up that should be included in a budget. These are generally expected to be minor, or one-time expenses, but not necessarily insignificant. Items could include, for examples:

- First aid kits
- Water igloos
- Team benches

Such items become property of the team and stay with the team – not a specific parent, coach or team manager. Other matters are possible. For example, a coach could decide to create incentives using small rewards and expect the team budget to pay for the items. Such would be

considered reasonable as it promotes development and the cost is a small percentage of the typical budget.

Out-Of-Scope Items:

Such a list may be impossible to fully compose. If an expense is not reasonable — does not promote player development, does not promote team development — it probably should not be a team budget item. Teams may decide, as a parental activity, to purchase such items but team budget is not used. By definition, all parents are responsible for team budget but out-of-scope items are optional to parent/player.

These items are definitively out-of-scope:

- Clothing outside the uniform requirements — T-shirts, sweat shirts, ball bags, warm-ups, jewelry, etc.
- Other soccer playing forums such as indoor soccer, participation in other league's play, non-sanctioned tournaments, etc.
- Soccer camps
- Coach gifts

Clarity Note: This policy does not prohibit team parents from organizing and purchasing items like warm-ups or a team memento. It does not prohibit a coach from proposing a venture such as a team camp. It does prohibit team budget being used; budget derives from a required assessment and these items are voluntary or optional.

CASL Challenge Coach Reimbursement Policy

The purpose of this policy is to provide guidance to Team management on reimbursable coaching expenses from team monies. This policy addresses two distinct coaching situations — where the Head coach is not a player parent and when the Head coach is a player's parent.

Non-Player Parent Head Coach:

All expenses reasonably related to attending Tournaments are covered. Specifically included are:

- Room
- Board
- Travel costs at IRS mileage rates

All training expenses for CASL or Challenge required courses and licenses, including any travel expenses, within the state of North Carolina, which may be necessary.

Player Parent Head Coach:

All training expenses for CASL or Challenge required courses and licenses, including any travel expenses, within the state of North Carolina, which may be necessary.

Optional Reimbursement:

The team, by simple majority vote, may encumber itself to pay for training outside of that required by CASL or Challenge rules and policy. Coach training benefits the players so justifies a team's decisions to make this a team policy.

CASL Challenge Tryout Team Representation Policy

The purpose of this policy is to define the obligations of every team in respect to the Annual Challenge Tryouts.

Each team must have a representative in attendance at the Annual Tryouts. The representative is the Head coach or his appointed designee. The representative is empowered to select players during the draft and speak on the team's behalf on any matters that arise during tryouts.

Failure to attend the tryouts will incur a team sanction, which, at a minimum, is the lost of a first round draft pick at a subsequent tryout within the following year.

CASL Challenge Player Evaluation Policy

The purpose of this policy is to further define player evaluation requirements

Evaluations serve two complementary but distinct purposes.

1. Further the development of the Challenge player
2. Continual judgment in the player's suitability and commitment to the program

Coaches are required to provide player evaluations! Each evaluation should be positive, goal oriented and honest. Evaluate your player on the four pillars of the game:

- Technical Skills – Personal ball skills; dribbling, feints, passing, etc.
- Tactical Skills – Game smartness, the ability to see and to plan the play of both teammates and opponents
- Physical Skills – The God-given attributes such, especially speed and agility, and player controlled attributes such as strength on the ball, fitness, etc.
- Psychological Skills – Mental preparedness, personal attitude, game aggression and willingness to train/learn/improve

The skilled players are easy to evaluate but frequently are provided poor evaluations! For these players ask these questions in preparing their evaluation:

- What is their weakness that could be a next season goal?
- Have you “locked” them into a position or role? If so, the evaluation is a good time to begin the break out into a more all-around player. Discuss changing their role and how.

The weak players are also easy to evaluated, or so it may seem. Ask these questions of these players:

- What specifically of the four pillars are they not achieving?
- Are they working?
- Are they attentive?
- Do they function well in the team environment?

The answers will help you determine what side of sub-par they should be as well as provide answers as to why they are sub-par. If you determine that the player should be sub-par, then prepare a plan for incorporation into the written evaluation that will help them reach par in the next season. This sub par evaluation is presented to the AGC for review to ensure that it adheres to policy.

In the case of a second sub-par evaluation, the coach has the option to remand the player to tryouts. (in the U13 and older age groups only). This decision is discussed with the AGC when the AGC reviews the evaluation.

Part of a coach's responsibilities is to address the fact that there will be the occasional player who is not suited to the program and should be remanded to tryouts. Such conferences are awkward at best and heated at worse. It is recommended that these conferences be handled in a public place with a team manager or assistant coach included.