

**FALLSTON RECREATION FOOTBALL PROGRAM**  
**CONSTITUTION & BYLAWS**

**PURPOSE**

- I. The purpose of the Fallston Cougar Football Program is to encourage and promote interest and participation in youth recreational football and administer a youth football program that provides enjoyment, development, and competition
- II. To inspire youth, regardless of race, creed, or national origin in the ideals of sportsmanship, scholarship, and physical fitness. The end result being the fullest possible development of health, patriotism, character, and good citizenship within boys and girls.
- III. To familiarize all boys and girls with the fundamentals of football. To provide an opportunity to play the game in a supervised, organized, and safety-oriented manner. To keep the welfare of participants free of any adult ambition and personal glory.
- IV. To confine all the program's activities to the promotion of amateur football for the boys and girls, whose participation must be solely for the pleasure, enjoyment, and social benefits derived from the activity.

**JURISDICTION**

- I. The Fallston Cougars Football Program is empowered to organize football teams by age groups, plus any other function such as dances, banquets, fundraisers, registration, and expenditures of monies that it feels is for the good and benefit of the program.  
(The Fallston Recreation Council will be notified of all the above functions prior to their implementation for their recommendations to the extent required by the Fallston Recreation Council.)
- II. The program's geographic area is the Fallston Rec. attendance area.

## **FALLSTON RECREATION FOOTBALL PROGRAM BY-LAWS**

### **ARTICLE I- Name**

**Section I.** The name shall be- **Fallston Cougars Football Program**

### **ARTICLE II- Purpose**

**Section I.** The purpose of this organization is to govern the football program and coordinate with the cheerleading program. The organization adopts and enforces rules and regulations, develops teams and attends to the needs of the program with the cooperation of the Fallston Recreation Council.

**Section II.** This is a non-profit organization. All monies raised through the program will be used for the purchase of uniforms, training equipment, field equipment and/or improvement of the program..

**Section III.** The Officers, Board of Directors, and active members of the football council will govern the administration of the organization. Policies will be coordinated with those of the Fallston Recreation Council to the extent required by the Fallston Recreation Council.

### **ARTICLE III- Meetings**

**Section I.** The Commissioner can call a special meeting.

**Section II.** Unless specifically provided for in these bylaws, official business shall be conducted only in the presence of a quorum, which shall consist of at least two (2) of the Officers and two (2) active members.

**Section III.** Meetings will be held regularly each month, in order to get credit for attending the meeting you must be present for 75% of that meeting.

### **ARTICLE IV- Members**

The Fallston Cougars Football Program Board Members (“Members”) will consist of the Officers and Board of Directors and Active Members. The Officers shall consist of a Commissioner, Secretary, and Treasurer. There may be a Co-Commissioner and/or Commissioner Emeritus if approved by the Members; and such individual(s) would also be Officers.

There may also be an Equipment Manager, if one is elected; and such individual would also be an Officer. The Board of Directors shall consist of all of the head coaches of the football teams. After the football season has concluded for all Fallston teams the head coaches from the prior season shall comprise the Board of Directors unless and until a new head coach is designated for the head coaching position that will be vacated for the following season. The Officers shall serve a two (2) year term, and, upon renomination or nomination, shall be voted upon every other January (i.e., if an Officer is elected to Commissioner in 2026, the Officer must face a vote in 2028 to continue). The general membership shall consist of active members and any other volunteers and interested parties. If an Officer resigns from their position as an officer, a replacement acting officer may be elected by a majority vote to finish the remainder of the two year term. Officer elections will be held in January 2026, and will occur every other January occurring in an “even” year thereafter. Even if some or all officers are unopposed, elections shall be held in the normal course. If officers are unopposed, a majority vote is not required for election or re-election.

**Section I. Commissioner** - He/she shall preside at and administer all meetings. He/she has general supervision of the organizational and program affairs; shall call special meetings and select the date and time of the meetings; sign or counter sign all contracts or other instruments authorized by the governing board. He/she shall appoint necessary committees. He/she shall represent and/or designate a representative for the program as appropriate to attend to league and rec council meetings and affairs.

**Section II. Co-Commissioner** – There may be a co-commissioner if nominated by the commissioner. If there is a co-commissioner, the co-commissioner shall have all of the powers, duties, and authority of the commissioner. If there is a co-commissioner, the commissioner is also a co-commissioner and the program is led by two co-commissioners with mirroring authority.

**Section III. Commissioner Emeritus** – There may be a commissioner emeritus if nominated and elected by the voting Members. The commissioner emeritus must have previously served as a commissioner, co-commissioners, or acting commissioner. The commissioner emeritus may act in place of the commissioner or co-commissioners on certain matters when authorized in writing by the commissioner or co-commissioners.

**Section IV. Secretary** - He/she shall issue notice of all meetings, maintain the minutes thereof, prepare reports, and perform other duties as are incidental to this office. He/she shall keep attendance records and shall keep track of attendance in the meeting minutes. Meeting minutes shall be made available upon the request of any Active Member.

**Section V. Treasurer** - He/she shall be the fiscal and monetary officer of the football program. The treasurer shall have charge of all funds of the program and place same in such bank or banks as may be approved by the Fallston Recreation Council.

He/she shall be required to render an accurate written account of all monies to the officers and board of directors when called to do so and at all monthly meetings.

**Section VI. Equipment Manager** – There may be an equipment manager responsible for inventorying, managing and acquiring the equipment for the program.

**Section VII Board of Directors**-The board of directors shall consist of all head coaches of the football teams.

**Section VIII. Active Member**- An active member is any person who has attended five (5) meetings in a rolling 12-month period. All Active members must volunteer a minimum of 20 hours in the same 12 month rolling calendar.

**Section IX. Vacancy**- In the event any officer or board of director has to vacate his/her position during the season, the active members in attendance will nominate and elect someone to fill that position, by a simple majority vote, and the newly elected individual will finish the remainder of the applicable term.

**Section X Expulsion**- Upon expulsion of an officer or member of the board of directors (head coach), the active members in attendance will nominate and elect someone to fill the vacant position, by a simple majority vote.

**Grounds for Expulsion**- Expulsion may be warranted of any officer or head coach upon determination by the Football Program Board Members that such individual has caused the Fallston Recreational Football Program severe or significant and repeated harm or disrepute. Expulsion requires a recommendation by an Officer, a description of the cause for expulsion, and a simple majority vote. Prior to the majority vote, the individual subject of the expulsion vote shall be afforded ten (10) minutes at a football meeting to make a statement as to why he/she should not be expelled.

## **ARTICLE V- Voting Rights**

**Section I.** Active members shall vote on all matters for which a vote is requested by a voting member or for which a vote is required as set forth in these by laws on matters for example that may pertain to either adding or eliminating teams, on all matters pertaining to the election and dismissal of board of directors, decisions on league participation or affiliation, on purchasing uniforms and equipment for the football program, and on program functions such as dances, bowl games, fundraisers or any other extracurricular activities that pertain to the program. The Commissioner(s) shall vote only in the case of a tie. Votes shall be done in writing and shall be confidential when related to personnel. Votes on significant matters must be taken at meetings, but to the extent a vote is needed on a minor matter, such votes may be done by email as administered by the commissioner(s). If no vote is required or requested, the executive board may together make decisions for the programs as necessary to ensure that the program continues to operate as necessary and on schedule.

### **Section II Eligibility**

Voting rights shall only be granted to persons who have attended five (5) meetings in a rolling 12 month period. Board of Directors (Head Coaches) will be granted voting rights once they have attended 5 meetings in a rolling 12 month calendar year. There shall be only one vote per member. Absent members may vote by proxy on important and noteworthy league matters if prior notice is given to an Officer and an Officer approves such vote by proxy.

### **Section III. Election of officers and board of directors**

Election of officers will be held at the January meeting. Election of the head coaches/board of directors will be held at the February meeting. Active members in attendance shall vote for the election of officers and board of directors. Placement will be by a majority vote. Additional head coaches may be selected later in the year to the extent that the program determines that it will have new teams and/or head coaching vacancies.

### **Section IV. By-Law Amendments**

Active members in attendance shall vote on bylaw amendments. Adoption of the changes will be by a majority vote.

### **Section V. General Business and Activities**

Active members in attendance shall vote on all general business and activities associated with the Fallston Football Program if a vote is called for by any Member with voting rights.

## **ARTICLE VI- Officers**

Anyone interested in being an officer must be nominated. Nominations will open at the September meeting and close as of the last day of December.

Nominees will be allowed to submit resumes, and discuss why they would like to be an officer, with those in attendance at the January meeting. At the January meeting, voting will take place under new business.

## **Article VII- Head Coaches**

**Section I.** Anyone interested in being a head coach must express such interest to the Officers and follow the FRC's process for qualification .Head Coach interest should be expressed, beginning at the November meeting and close and should finish by January 31. Nominees will be allowed to submit resumes, and discuss why they would like to be a coach, with those in attendance at the February meeting. At the February meeting, voting will take place under new business.

**Section II.** Once a head coach has accepted a team for the upcoming season, he/she cannot apply for another team without a majority vote by the active members at that meeting.

**Section III.** The head coach has the sole responsibility of choosing his/her assistants.

The Blue head coach can assign their assistant coaches prior to evaluations. All coaches must fill out a coach /volunteer form.

The head coach may dismiss any assistant.. Each team shall have no more than 6 assistants unless approval is obtained from an Officer.

**Section IV.** The head coach is responsible for the general welfare of his/her team while under their supervision during games and practices.

**Section V.** The head coach in cooperation with the Equipment Manager is responsible for the collection of all gear and equipment handed out to their team. In the case of a difficult collection of gear or equipment, the head coach should notify the Officers and the Board of Directors for assistance. Program equipment shall be organized appropriately and as directed by the executive board. Failure to maintain equipment respectfully and/or as directed may result in discipline and/or reduced team privileges.

**Section VI.** The head coach is responsible for helping to return all field equipment to the storage building after practice sessions.

**Section VII.** The head coach, acting with any designated assistant coach, team mom, or volunteer, is responsible for reminding and insisting that their team return any fundraising merchandise or monies, but it is not their sole responsibility for its collection. Any problems must be immediately brought to the attention of the Officers and Board of Directors for assistance.

**Section VIII.** The head coach cannot cut or dismiss a player from his/her team without first bringing it to the attention of the Officers. The Officers and the head coach will discuss the problem, and then make a decision on the disposition of the player.

**Section IX.** The head coaches for football shall adhere to and meet all of the head coach requirements. A head coach, assistant coach, or team mom formally accused of violation of league or program requirements or accused of violating expectations of the football program can have disciplinary action taken against him/her, including dismissal from his/her position. The commissioner or co-commissioners together have the authority to levy discipline on the program's behalf. However, if requested by the coach subject to potential discipline, the Commissioner will call a special meeting or will place the issue on the agenda for the next regularly scheduled meeting. If a special meeting is called, it may be called by virtual means, and no quorum is necessary so long as the meeting is scheduled after 8PM on a weekday evening. The active members attending the meeting at which the vote will take place shall vote on any disciplinary action necessary, by a majority vote, and such vote shall function as an appeal of the original discipline levied by the commissioner(s) If the disciplinary issue does not relate to player or program safety and does not involve any alleged illegal activity, the disciplinary penalty may be stayed pending a requested appeal vote and the individual subject to discipline may elect to serve until such time when a meeting is convened to vote. If the disciplinary issue relates to player or program safety and/or alleged illegal activity, no penalty may be stayed pending vote/appeal.

**Section X.** Head coaches are encouraged to implement standards and/or expectations relative to their coaching staffs, players and teams that are not inconsistent with these bylaws or any other authority governing the football program. Head coaches have the authority to administer the organization, expectations, and discipline relative to their teams as they see fit, so long as such administration does not contradict these bylaws, league rules, rec council rules or otherwise conflict with the mission of the football program.

**Section XI.** There shall only be one head coach per team.

## **ARTICLE VIII - Eligibility for program participation**

### **Section I.**

Eligibility for participation in a council program requires that an individual:

- a. Meet the requirements of the program.
- b. Register at the announced time and place (limited registrations must be previously announced), to include the payment of established fees. (Waiver of fees for hardship cases will be determined by the program Commissioner with notification of total numbers to the president on a confidential basis). The acceptance of late registration shall be at the discretion of the program Commissioner.

- c. Be free of debt (including reimbursement for lost or damaged equipment), for past participation in any council program or activity.
- d. Council area members and returning players must be given first consideration

## **ARTICLE IX – Players**

### **Section I.**

#### **General Rules for Placement of Players**

- a) A player cannot be moved to another team within the program without notification of the player's former head coach.
- b) The program's age groups are: 5-6 Flag, 6U (clinic) 7U, 8U, 9U, 10U, 12U, & 14U (8th graders)
- c) A player will initially be placed in an age group by the Officers, with the understanding that some players may play "up" an age group if requested or approved by the player's guardian and if such accommodation can be made without interfering with the assembly of teams. To the extent there is a conflict about age groups, such conflict shall be voted on by voting members for resolution if requested by a head coach affected by such conflict.
- d) The registration fees will be waived for only one sibling of the officers and board of directors that are enrolled in the Fallston Football Program.

### **Article X - Amendments**

#### **Section I.**

All amendments to these bylaws shall be proposed in writing and signed by at least three (3) active members in good standing. This should be submitted at a general meeting.

#### **Section II.**

Any by-Law Amendment presented must be tabled for at least 30 days until it is voted on, unless the Commissioner calls a special meeting. There must be at least 3 officers and 3 voting members present at any meeting where bylaw amendments may be ratified.

**Article XI - Beneficiary of Organization Funds****Section I.**

In the event of the dissolution of the Fallston Football Program, the Fallston Recreation Council shall receive all the program's equities.

**Article XII - A /B/C Protocol****PURPOSE:**

The purpose of this Article is to provide a framework and guidelines for assigning players to Blue ('A') and Orange ('B') teams as well as any White ('C') teams that may be necessary, to be implemented by each age group in August, hopefully to attain the best interests and quality of the program, teams and players while providing a safe environment for each player. Also, recognizing the competitiveness of this sport, the Blue ('A') team by definition within the league is the most competitive team, and therefore for the best interest of the program, shall be assembled to such end goal. The Orange team will be the second most competitive team, and the White team will be a developmental team.

**GUIDELINES:**

- a) Players will be placed on teams via a three-step process:
  1. Evaluations
  2. Distribution of Players to Teams by Head Coaches and Assistant Coaches
  3. If a player wishes to opt out of playing for a blue or orange team after making such team and wishes to "play down" on an orange or white team, that player's guardian may submit a written request to the commissioner or co-commissioners, who in consultation with the age group coaches in question and the executive board, will determine if such player is permitted to opt down, and whether such opting down would unduly harm the teams in the age group. The guardian of the opting player or affected coach in the age group may request a vote if they disagree with the determination of the commissioner(s). Opting down will not be an option if such action would result in any roster being out of compliance with these bylaws or applicable league or program rules or if such opting would create an undue burden in assembling the remainder of teams. The son or daughter of Head Coaches of Blue, Orange and White teams are automatically placed with their parents if their parent is Head Coach of such a team.

b) Evaluations:

All age group coaches and assistant coaches will perform evaluations of ability by using objective, measurable criteria, as well as subjective criteria. Examples include sprint times, agility course times and ratings, strength ratings, aggressiveness ratings, passing distance, accuracy, receiving, etc.

- a. All information will be recorded on an evaluation sheet.
- b. Scores will be tabulated for evaluation and team distribution as described below.
- c. Evaluations and team distributions will be completed by the end of the fifth day of practice.
- d. Players and parents will be notified no later than the fifth day of practice.
- e. The Blue team head coach will be responsible for addressing the entire age group and parents prior to completion of evaluations, to briefly explain the process. Emphasis should be placed on explaining that the process will be based on data collected during evaluations.
- f. The distribution of players will be final for the season, unless an extreme condition develops as determined by the commissioner, or as determined through the disputes process described below.

c) Distribution of Players to Teams

The head coaches and assistant coaches (only) will conduct evaluations and distribute the players to all teams. The head coach of the Blue team will pick players to form the best team for Blue, taking into account the need for skill players and linemen players. The Orange team head coach will pick from the remaining players for his team. The White team coach will be assigned any remaining players. This will be a collaborative effort; however, the Blue team head coach will have the final authority on who does the evaluations and the team distribution.

- a. The Blue team head coach is responsible for having the evaluation records and for sharing it with the rest of the coaches for the age group.
- b. The Blue team head coach will select the best players for appropriate positions for his team. He will not unnecessarily deplete one category (i.e., the skill players) to have a team full of running backs and no linemen.
- c. If an age group has 3 teams, the methodology of distribution of players to the Orange and White teams will be established by the Commissioner or his designees, and will be effective after the Blue team coach has made his selections.

d. Number of players per team:

- i. Minimum of 18 per team, Maximum of 28 per team, unless otherwise directed by the Commissioner.

Blue Team/ Orange Team split: Rule of Four - The number of players on the Blue team will be no more than 4 (four) less than the number of players on the Orange team.

1. Example 1: 44 players total; Blue team can have no fewer than 20 players; Orange team gets 24 players.
  2. Example 2: 50 players total; Blue team can have no fewer than 23; Orange team gets 27 players.
  3. Example 3: 40 players total; Blue team can have no fewer than 18; Orange team gets 22 players.
  4. In special circumstances, and only if the Blue and Orange head coaches both agree, and the Commissioner approves, the number can be changed from 4.
- b. Orange Team / White Team split: As directed by the Commissioner, but that decision should be based on discussions with the head coaches of the age group.

## **ARTICLE XIV – AMBIGUITY AND APPLICABLE AUTHORITY**

### **Construction with Applicable Authority:**

In the event any of these bylaws is determined to be ambiguous, such bylaw shall be interpreted consistent with any controlling authority such as the UCYFL or Fallston Recreation Council. In the event that any of these bylaws is determined to directly contradict an enacted written rule of the Fallston Rec Council, such Fallston Rec Council Rule shall control.

### **Amendment as Necessary for Compliance:**

It is the intention that these bylaws comport with any requirements set forth by the UCYFL, Fallston Recreation Council, or any other governing authority. In the event that any bylaw is deemed out of compliance, the Fallston Football Program shall take such action necessary to obtain compliance.

## **ARTICLE XV – INFRACTIONS**

In the event of violation of these bylaws, league rules, rec council rules, applicable code(s) of conduct, or any standards applicable to the football program, discipline may be levied as set forth in these bylaws. For first time and minor violations of rules, a verbal reprimand and/or written reprimand may be given.

For multiple and/or significant violations, suspension from practices, games, or other program functions may be implemented. For repeated, multiple, and/or severe violations, expulsion may be implemented.

## **ARTICLE XVI – PARTICIPATION**

Football coaches, voting members and volunteers are expected to participate in offseason program activities and in-season program activities outside of their own teams. The commissioner(s) have authority to implement participation-based incentives for scheduling, field-use priority and other such priorities, if in the commissioner's determination, such incentives are reasonably likely to encourage more participation in the program.

### **COACH'S REQUIREMENTS**

#### **Fallston Football Program**

1. Head coaches will ensure compliance with UCYFL play count rules.
2. The use of profanity and derogatory language directed towards the players is strictly forbidden.
3. Use of tobacco products, drugs, or alcohol, when in contact with players on the recreation fields, is strictly forbidden.
4. Head football coaches will complete any first aid or concussion training as may be required by the football program.
5. Head coaches must know the rules thoroughly.
6. Head coaches must be at least 21 years of age.
7. The head coach, or an assistant coach, must be present at all practices and games.
8. The head coach shall be responsible for the behavior of the players, assistant coaches, and parents. The head coach must take appropriate action when necessary.
9. Only the coaching staff, the football/cheerleading players and chain gang will be allowed on the sideline.
10. Any head coach or assistant coach that is ejected from a game may be subject to some form of disciplinary action, as deemed necessary by the officers.

11. The coach shall learn the strengths and weaknesses of the players, so that you may place them into situations where they have a maximum opportunity to achieve success.
12. Head coaches should have good communication "to and from" players, parents, and their coaching staff. They shall ensure parents are well informed.
13. Head coaches shall protect the health and safety of the players by insisting that all of the activities under your control are conducted for the benefit of the player's psychological and physiological welfare.
14. All head coaches should become familiar with proper emergency procedures, in the event of a player injury. The head coach or designee(s) should attend scheduled clinics on this subject.
15. All coaches will help assist the football program by volunteering with such things as concessions, field preparation, fund raising, etc.
16. Head coaches should promote good sportsmanship at all times. Be a role model.
17. Head coaches are responsible for turning in cleaned uniforms/equipment for their teams.
18. All head coaches and their assistants shall understand and abide by the by-laws of the football program.

#### Change Management History

EFFECTIVE AUGUST 11, 1989

REWRITTEN JANUARY 11, 2000

AMENDED JULY 19, 2001

AMENDED FEBRUARY 21, 2002

AMENDED NOVEMBER 21, 2002

AMENDED OCTOBER 14, 2004

AMENDED JULY 16, 2009

AMENDED NOVEMBER 17, 2011

AMENDED JANUARY 05, 2013

AMENDED DECEMBER 22, 2025