

NKYFL By-Laws 2016

Bellvue Tigers

Dayton Devils

Erlanger Lions

Newport Wildcats

South Kenton Nittany Lions

Spartans

Campbell County Youth

Walton-Verona Bearcats

Bengal Tigers

Ft. Thomas Seniors

Ludlow Panthers

NKY Bandits

Red Devils

Taylor Mill Eagles

Union Raiders

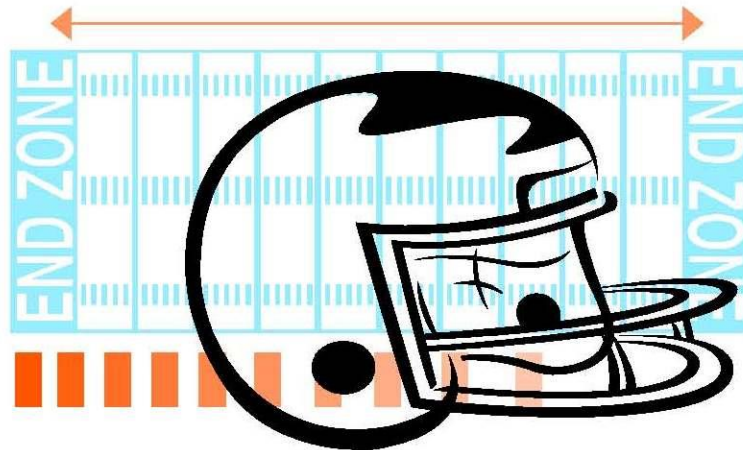


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By-Laws and Rules of the Northern Kentucky Youth Football League, Inc.

A. League Structure

1. The governing body of the League is the Board of Directors.
2. Officers are nominated to serve two (2) year terms, by the Board of Directors, at the first meeting in November. Officers are elected in December and take office in January. The Officers consist of President, Vice President, Secretary, and Treasurer. The President and Secretary shall begin their terms in odd-numbered years and the Vice President and Treasurer shall begin their terms in even-numbered years.
3. The Board of Directors will consist of one (1) Head Director (or a designated representative) from each organization with the power to vote.
4. Each organization may not have more than one vote. If unable to break the tie, the President will be the tie breaking vote.
5. A Quorum will consist of one (1) more than half (1/2) of the voting directors (or designated representatives) at a league meeting.
6. There will be at least one (1) meeting of the Board of Directors designated for every month of every year at the date and time set by the President at each meeting.
7. All League expenses exceeding Five Hundred Dollars (\$500.00) must be approved by the governing body by a majority vote.
8. No Alcohol will be allowed after the start of any league meeting and will last until adjournment.
9. NKYFL governs all organizational events that require insurance coverage.
10. No child fitting the age, territory and code of conduct will be denied the right to participate in the NKYFL.
11. The Board of Directors will set all participation dates for football and cheerleading.
12. The Cheer Directors and Board report to the NKYFL Board of Directors.

B. Officers – Duties and Responsibilities

1. President:

- A. The President is elected to a two (2) year term of office by the Board of Directors.
- B. The President shall preside at all meetings, appoint all committees, sign all checks with the treasurer, and perform all other duties of the office.
- C. The President shall have served on the Board of Directors or as an officer of the League for at least one (1) year.
- D. The President shall be responsible for distributing (if requested) all information, such as places, dates, and times of rescheduled, postponed, or rained-out games.
- E. The President shall have the sole responsibility to determine when and what teams play where, concerning rained-out Playoff and Super Bowl games, and will have the responsibility to oversee that officials are assigned to all games.
- F. The President shall have no voting powers unless he or she is the head director of a member organization. If the Head Directors are unable to break a tie, the President's vote will be the tie breaking vote.
- G. The President, Vice President, and Treasurer shall conduct and annual league audit presented to the League by the July meeting.
- H. The President shall have full authority to settle any disputes or unpleasant uprisings that may arise on or off the field of play, after which, any of the parties involved may

file a formal protest to the League within forty-eight (48) hours, and a hearing shall take place to determine all facts involved for a final judgment.

- I. The President shall have the authority to cancel any rained out games at Mills Road.
- J. The President shall be responsible for filing the annual report to the Kenton County Parks Board and for adhering to the terms and conditions of the lease agreement for the Mills Road Park Football Fields.
- K. The President shall serve as liaison to the cheer directors.
- L. The President shall have the authority to select three (3) advisors who may attend and participate in all board meetings but said advisors will not have voting rights.

2. Vice President:

- A. The Vice President is elected to a two (2) year term of office by the Board of Directors.
- B. The Vice President shall assist the President and shall preside in the President's absence, and shall succeed the President if a vacancy should arise.
- C. The Vice President shall have no voting powers, unless he or she is the Head Director of a member organization.
- D. The Vice President shall be present at the annual League Audit conducted by the League Treasurer and President.
- E. The Vice President shall have full authority to settle any disputes or unpleasant uprisings that may arise on or off the field of play, after which, any of the parties involved may file a formal protest to the League within forty-eight (48) hours, and a hearing will take place to determine all facts involved for a final judgment.
- F. The Vice President shall supply at early weigh-ins, up to sixty (60) coaches passes to each organization and distribute one (1) pass per approved background check. Each organization will be charged \$5.00 per pass. The money collected will go to the Coaches Care program. Each organization will provide a list of names who has coaches passes.

3. Secretary:

- A. The Secretary is elected to a two (2) year term of office by the Board of Directors.
- B. The Secretary shall record all minutes of the League meetings and distribute notice of dates, times, and places of such meetings. Upon approval of the minutes, the Secretary shall post the approved minutes on the League's website.
- C. The Secretary shall file and maintain all league documents required by the League for reference, such as roster copies, doctor's certifications, waivers and League contracts, League insurance policies and shall be responsible for the distribution of one (1) copy of the Bylaws & one (1) copy of the league roster to each Head Director.
- D. The Secretary shall have no voting powers, unless he or she is the Head Director of a member organization.
- E. The Secretary shall have full authority to settle any disputes or unpleasant uprisings that may arise on or off the field of play, after which, any of the parties involved may file a formal protest to the League within forty-eight (48) hours, and a hearing will take place to determine all facts involved for a final judgment.
- F. The Secretary shall be responsible for all of the Official League Weigh-Ins (Early, Regular, and Late).

- G. The Secretary shall receive the roster information from each organization electronically on League approved forms. The information will be distributed by the September meeting.

4. Treasurer:

- A. The Treasurer is elected to a two (2) year term of office by the Board of Directors.
- B. The Treasurer shall maintain the League funds and prepare all checks to be signed by both President and Treasurer.
- C. The Treasurer shall submit a monthly report to the Board of Directors and submit the books and records for an annual audit.
- D. The Treasurer shall have no voting power, unless he or she is the Head Director of a member organization.
- E. The Treasurer may set up any system for handling financial matters concerning the League, as long as the Board of Directors is informed and concurs prior to such action.
- F. The Treasurer shall have full authority to settle any disputes or unpleasant uprisings that may arise on or off the field of play, after which, any of the parties involved may file a formal protest to the League within forty-eight (48) hours, and a hearing will take place to determine all facts involved for a final judgment.
- F. The Treasurer shall report any unpaid fines before each meeting.
- G. The Treasurer shall be responsible for conducting the Pre-Season Jamboree.
- H. The treasurer will be responsible for filing with the Secretary of State.

C. Head Directors – Duties and Responsibilities

- 1. The Head Director shall be appointed by each active organization.
- 2. The Head Director shall be responsible for the administration of the entire League.
- 3. The Head Director shall have ONE (1) vote for their respective organization.
- 4. Head Directors shall attend or have a designated representative every meeting called by the League. (If the above is not complied with, the organization will lose voting rights at the following regularly scheduled board meeting)
- 5. If a Head Director is a Head Coach, he or she may not settle a dispute during his or her game, but a designated Field Director will assume his or her duties during that game. The other Head Director must be notified prior to the game being played of the name of that Field Director.
- 6. The Head Director shall be responsible for the appointment and coordination of Field Directors within their organization.
- 7. The Head Director shall be responsible for the actions of all persons within their organization.
- 8. The Head Director shall be responsible for the equipment required at home games as outlined in page 6, 9.A thru F and the equipment facilities at Mills Road Park at home games. (Home team directors are responsible for their fields).
- 9. Head Directors shall be responsible for the access and the preparation of all home and back up fields to be used on the League Schedule, and that all necessary equipment is at those fields.
- 10. NECESSARY EQUIPMENT REQUIRED AT GAMES:
 - A. Cash Box (with change)
 - B. Game Balls in good condition.
 - C. Gate Admissions Sign

- D. Downs Marker
 - E. Chains
 - F. Copy of By-Laws
 - G. Rosters of Players
11. Head Directors shall see that the gate is tended and the gate admission is collected (the amount of admission will be set by the Board of Directors from year to year).
 12. Home Head Directors are responsible for the submission of scores to the League's website no later than Monday.
 13. Head Directors must conform to the financial system of the League, as set up by the Treasurer and Board of Directors.
 14. Head Directors shall contact the President of the League to advise of any changes of regular scheduled games or changes, such as postponed or rained-out games, and provide all new information required for rescheduling.
 15. Head Directors and all League Officers shall have full authority to stop any dispute or unpleasant uprisings (on or off the field) of a fan, player, coach, assistant coach or referee, if, in their judgment, one's conduct is detrimental to the League. Said offenders will be subject to action in accordance with the League Disciplinary policy Each organization shall provide refreshments to officials and county workers at the game. Each organization will absorb this cost.
 16. Each host organization shall be responsible for payment to all referees by check including all preseason, regular season and post-season games. Referees of the Jamboree will be paid by the two organizations that split the gate and the organization that is designated as concession host. Each organization shall pay one-third (1/3).
 17. Head Directors shall be responsible for, the submission of background checks on anyone in their organization including all coaches and other volunteers that are in contact with the children.
 18. Head Directors shall submit a list of coaches showing that they have passed an approved background check. Any issues must be reported to the President of the NKYFL.
 19. Must present the names and titles and contact info for their board to the NKYFL. Must supply the regular meeting date and location. Must supply a list of ALL coaches in their organization. Must stay compliant with the KY. Secretary of State.

D. Field Directors – Duties and Responsibilities

1. Field Directors fall under the supervision of the Head Directors.
2. Field Directors will be given the same authority as a Head Director, if appointed, by a Head Director in his or her absence.
3. Field Directors have no voting power.
4. Responsible for Player Safety Coach

E. Coaching Staffs – Duties and Responsibilities

1. Coaches will carry themselves above reproach and will be of the highest caliber.
2. Head Coaches are required to attend or send a designated representative from their division to the Annual League Meeting dealing with the updated Kentucky High School Rules and reading of the League By-Laws. No Exceptions! One (1) representative per division.
3. Coaches shall not use foul language, drink alcoholic beverages within fenced boundaries of the field or display foul jesters as deemed by the League during any League scheduled event.

4. Coaches shall not recruit or solicit a player outside the organization's territory.
5. Head Coaches shall be responsible for the actions of all assistant coaches and players on their teams, at all times.
6. Head Coaches shall be responsible for all the completed paperwork that must be presented at the Official League Weigh-In on the dates and times as designated by the League.
7. Coaches are permitted to attend any regular League meeting and can be heard at said meeting, as long as they do not cause a disturbance in the judgment of the President. If so, they will be asked to leave.
8. Head Coaches shall be fully aware of the League weight requirements for their particular teams. (This League will not let the player participate for the year, if your player exceeds the required weight limit on the day of your team's designated time of the official weigh-in.)
9. Immediately prior to the Commencement of the game, the Head Coach of each team, Head Director, or Field Director shall submit to the Head Coach, Head Director, or Field Director of the opposing team a written list of the names, numbers, and positions of the team's starting offensive players, if requested.
10. Any coach found guilty of the above rules will face action in accordance with the League Disciplinary

NOTE TO ALL COACHES:

The League realizes that Football is a highly emotional game and in no way are the above rules intended to take away any of those emotions. All the League asks is you, as coaches, do not let your players or your emotions get out of hand.

F. Organizations – Duties and Responsibilities

1. All Organizations agree to abide by all the rules and By-Laws set forth by the League.
2. Each Organization will appoint an active Head Director to represent it within the League.
3. Each Organization shall see that each team entered in the League will have coaches of the highest caliber in every division.
4. Each Organization shall maintain the supervision of their crowds. In the event that a problem exists, that is not in the best interest of the League, either Head Directors or any League Officer will have the authority to stop the game until the problem is corrected or persons removed from the premises.
5. Each Organization will have at least one (1) Field Director for each divisional team entered in the League.
6. Any Organization withdrawing from the League shall forfeit all rights to all League monies.
7. Each Organization must participate in the "Group Medical and Liability Insurance Coverage" by the League.
8. If a team drops out, a fine of five hundred dollars (\$500.00) may ~~could~~ be assessed. Each organization must inform the league by a designated meeting date if it is unable to field a team in any particular division.
9. All Organizations will lose voting rights for the meeting following any meeting that they do not have a Head Director or an appointed representative present.
10. Organizations shall be responsible for all the game equipment and will keep all such equipment in excellent working order. (See League Duties and Responsibilities to Organizations for the list of equipment in rule H, below.)

11. Each Organization shall be responsible for the marking of fields (according to the Rules of Football) with the exception of Mills Road which will be marked by the League.
12. No Team Sponsor may be affiliated with Alcoholic Beverages.
13. All Organizations shall be required to play all scheduled or rescheduled games at the times and places designated by the Home Team and this time and place must also be arbitrated by the President of the League, with a twenty-four (24) hour notice.
14. In the event of a forfeit, a fine of two hundred-fifty dollars (\$250.00) per team can be awarded to the organization affected by the forfeit, if, in the judgment of the Board of Directors, the forfeit could have been avoided.
15. Any team failing to pay fines by the next regular League meeting will lose their voting power until payment is made.
16. If a team requires the use of another field (outside their normal home field or territory), it is required that you must contact the Head Director of that field or territory.
17. The league will have the option to implement an annual "League Fee" of at least five thousand (\$5,000) per team rather than having individual Organizations collect the gate for the league at league games. The fee would be paid by each Organization on or before October 1st of each year. Implementation and the fee amount will be decided at a later time.
18. The NKYFL shall determine the certification process coaches will follow for each season.
19. Shall stay compliant with the Secretary of State and IRS

League – Duties and Responsibilities

1. The League shall maintain and enforce all rules and By-Laws and shall provide up-to-date rules and By-Laws and rosters to all organizations in the League.
2. Each Organization shall be given a clear and visible map outlining their own recruiting territories and will be advised of all areas that are open to them. (Official Map to be updated and put in safety deposit box).
3. The League shall post the season schedule on the League's official website. Each organization will be responsible for printing and distributing their own copies.
4. The League shall assign a representative(s) to address all League advertisements, scores and weekly standings.
5. The League shall conduct and Official League Weigh-In and shall provide any and all necessary information to organizations for the Official League Weigh-in.
6. The League shall be responsible for conducting the Play-Offs and Super Bowl Programs and shall provide the necessary personnel to conduct the full operation of the games. In all playoff games including the Super Bowl, the higher seeded team must provide chain crews and announcers.
7. The League shall provide two (2) Precision Scales, to be kept in good working condition.
8. The League shall purchase the trophies for the winners of each division and both Super Bowl contenders of each division. The budget for trophies will be \$4000. That will be for 10 Superbowl Champion, 10 Superbowl Runner up, and 10 Division Champions.
9. The League shall retain one thousand dollars (\$1000.00) in the treasury for operating funds for the following season. The disposition of any excess will be decided by a majority vote of the Board of Directors.

10. The League shall be responsible for creating a “Game Day” rule sheet that will be given to the Head Official by the Head Directors. The “Game Day” rules are further set out in these By-Laws.
11. The league will pay up to \$1000. For field rental in semi final and superbowl round.

G. Organization Status:

1. New Organizations may only be admitted into the League if two-thirds (2/3) majority vote of the existing organizations in the League is received, and provided that a vacancy exists in the League, and that the League has the facilities to handle the new organization(s), and provided that the proposed new organization does not intend to be located nor draw players from the same territory as an existing organization in the League.
2. Removal from the NKYFL can occur if:
 - No representation for 6 meetings in one calendar year.
 - Financial obligations will not or cannot be met.
 - Cannot field teams in all divisions on a regular basis. (Football & Cheerleading inclusive.)
 - Organizational conduct detrimental to the NKYFL.
 - Removal requires at least a 2/3 vote (at least 10 votes) of all Head Directors.

H. League Rules:

1. Territorial Boundaries:

- A. The Organizations in the League are limited to players whose primary residence on the official weigh-in date is in the territory assigned to it by the League and designated by the map furnished by the League. “Primary Residence” is defined as where the player lives the majority of the time and where dispute arises as to where a player lives the majority of the time, the school the player attends will determine primary residence.
- B. Any player living in a gray area may only play for a team bordering that gray area without submitting a waiver request. With exception of Cooper and Boone Co. school dist
- C. No territorial boundary should be adjusted without the agreement of all parties involved, except where the majority of the Board of Directors determines that failing to make a change would be harmful and not in the best interest of the League. A majority vote can override the organizations involved.
- D. Any forfeiture based on a challenge as to a rostered player’s eligibility must be submitted at any time.
- E. Any player found to have been improperly placed on an organization’s roster will not be permitted to continue to play for that organization unless granted permission through proper League procedures.

2. Organization’s Colors:

The following jersey colors of the respective teams as listed by seniority are hereby established, and any teams wishing to change to another color must get approval of the majority of the Board to do so. If 2 sets of uniforms are used, the numbers must be the same on both sets by 2016.

- | | |
|---------------------|-----------------------|
| 1. Erlanger Lions | Blue & White Jerseys |
| 2. Red Devils | Red & White Jerseys |
| 3. Spartans | Green Jerseys |
| 4. Bengal Tigers | Black Jerseys |
| 5. Newport Wildcats | White & Black Jerseys |

6. Dayton Devils	Green Jerseys
7. Bellevue Tigers (2 Sets)	White & Gold Jerseys and grey jerseys
8. Ludlow Panthers	Red & White and black Jerseys
9. South Kenton Nittany Lions	Navy Blue and grey
10. Taylor Mill Eagles	Royal Blue & Gray
11. Campbell Co. Youth	Purple & Gold
12. Union Raiders	Orange & Black
13. NKY Bandits	Pewter, Red & White
14. Walton Verona Bearcats	Royal Blue and White

3. Recruiting:

- A. No coach, or anyone associated with an organization, shall recruit or solicit a player outside the organization’s territory.
- B. Any player living in a territory in which there is an organizational team in the division for which they are eligible must play for that organization.
- C. If a rostered player’s family (Father, Mother or Legal Guardian) moves out of his present team’s territory the player may continue to play for the original organization, or may move to the new organization where the player resides.
 - 1. If the player chooses to remain with the current organization, then the player will be treated as if the residence is still within that organization’s territory.
 - 2. The player will retain the option of moving to the new team for 2 seasons.
 - 3. If he or she moves to the new organization, he or she may not return to the original organization.

4. Gray Areas:

Any player who has played for a particular organization does not have the option to play for another organization unless the player moves out of the gray area. If a previous rostered player moves out of the League territory (Boone, Kenton, & Campbell Counties) and continues to live outside the territory, the player may return only to their previous rostered organization the following year. If a previous rostered player moves out of the present area into a gray area, the player has an option, for one year, to play for the present team or for any organization bordering the gray area

Hardships / Waivers:

- A. Head Directors shall vote on all waivers. The decision will be made by a majority vote. All ties will be broken by the vote of the President.
- B. All hardships/waivers shall be discussed in a regular League meeting and the results (including player names and team) will be recorded in the next League minutes.
- C. The Head Directors shall meet in a “closed meeting” to decide the status of all waivers.
- D. The Hardship/Waiver meeting shall take place the week leading up to the Jamboree and subsequent waiver meeting shall occur before late weigh-in.

5. Scouting Other Teams:

- A. Scouting is permissible by other teams.
- B. Any video and movie filming of other team’s games is allowed from the sideline stands only. Filming will not be allowed from the field level, including end zones, by anyone (\$500.00 Fine).
- C. Except for League approved media coverage. Identification is required for entrance.

6. Regular Season Scheduling:

- A. The opening date for games in League competition shall be on a day and time set by the Board from year to year.
- B. The Regular season shall consist of a schedule as set by the Scheduling Committee, appointed by the President. This committee will consist of THREE (3) members of the Board from THREE (3) different organizations.
- C. This same committee will be responsible for all regular and post season scheduling.
- D. The prescribed format for regularly scheduled games will be as follows:

Day & Night Schedule

1 st Game	---	Starter Team
2 nd Game	---	Midget Team
3 rd Game	---	Midget Youth Team
4 th Game	---	Junior Team
5 th Game	---	Junior Youth Team
6 th Game	---	Senior Team

- E. No organization will be allowed to schedule games outside our League on Saturdays or Sundays during the regular season including post season and Super Bowl without permission of Executive board with the exception of teams with bye dates. This does not include pre-season or scrimmages during the week.
- F. Organizations shall not schedule games with organizations that are not on the League Schedule where we are in direct competition for players and cheerleaders.
- G. NKYFL teams will only play NKYFL approved teams

Note: When traveling outside the area, please notify league's insurance agent.

- A. **Rained-Out or Postponed Games:** Home Team Head Directors shall be responsible to cancel game(s) and call the President of the League, the scheduler of the officials, and the Head Director of the opposing team and advise them of the situation.
- B. Home Teams shall be responsible to reschedule the games and notify the person scheduling the officials. Visiting Teams must comply with the times, places, and setup, as long as there is a minimum twenty four (24) hour advance notice to the President and the Visiting Teams' Head Director.
- C. If the game is changed to a different place, time, or day, the President of the League and the person scheduling the officials, must be informed by the Home Team Head Director in sufficient time for the relaying of this information to all Head Directors and the officials.
- D. When possible, rained-out or postponed games will be played the following Monday at Mills Road, weather permitting.
- E. If the Home Team does not have a firm schedule date by the following Tuesday, at 6:00pm, the option will be given to the Visiting Team or the League Officials to reschedule the game no later than the following weekend.
- F. The President shall make a final determination regarding all rescheduled games.

- G. If games scheduled at Mills Road Park are cancelled due to field conditions and the host team must arrange for use of another field, the League shall pay a reasonable amount for such field use.

7. Player Equipment:

- A. The players of each team competing in the League shall be required to wear the following equipment when competing, in addition to regularly required football equipment:
 - 1. Teeth Protector (Mouthpiece). Must be attached to helmet.
 - 2. The official shoe worn by all teams will be a football/soccer style shoe without metal tips or stems connected to shoe.
 - 3. Helmet with bar across face. (Helmet must be NOC-SAE approved.)
 - 4. Jersey (numbered front and back).
 - 5. Pants (with hip, knee and thigh pads).
 - 6. Athletic supporter with cup (recommended, not required).
 - B. Each organization shall be required to certify that all helmets are within manufacturers' warranty.
- 8. Eligibility of Players:**
- A. The physical limitations for eligible players shall be as follows:
 - B. The date for all divisions except Senior Division will change from May 1 to August 1 beginning in 2017 with the Starters.**
 - C. SENIOR DIVISION**
 - 1. Age – No Player will be eligible to participate in this division who has or will reach their fourteenth (14th) birthday prior to January 1st in the year which they play. This applies to both football & cheerleading participants. Birthdate shall be on or after 1/1/2002.
 - 2. Weight – A player may not exceed 180 pounds to be eligible to run or advance the ball. Players whose weight exceeds 180 pounds must play on the line of scrimmage, in a down stance, from end to end and may not run or advance the ball. The League will dictate a form of identification for these players. The official weigh-in shall be set by the League prior to the commencement of League competition. The weight limit will be unlimited for end to end, on both sides of the ball. The Tight-End can advance the ball in a passing situation beyond the Line of Scrimmage. No End-Arounds, Screen Passes, etc. to the Tight-End. If a player that has a striped helmet intercepts a pass or recovers a fumble he will be allowed to advance the ball.
 - 3. The NKYFL may give up to a \$1,000. Refund to organizations that have a senior team.**
 - 4. 1 point will be awarded for a successful pass or run after a touchdown. 2 points for a successful kick.**

JUNIOR DIVISION

- 1. Age – No Player will be eligible to participate in this division who has or will reach their twelfth (12th) birthday prior to May 1st in the year which they play. Birthday shall be on or after 5/1/2004.
- 5. WEIGHT – A player may not exceed 140 pounds to be eligible to run or advance the ball. Players whose weight exceeds 140 pounds must play on the line of scrimmage, in a down stance, from end to end and may not run or advance the ball. The League will dictate a form of identification for these players. The official weigh-in shall be set by the League prior to the commencement of League competition. The weight limit will be unlimited for end to end, on both sides of the ball. The Tight-End can advance the ball in a passing situation beyond the Line of Scrimmage. No End-Arounds, Screen Passes, etc. to the Tight-End. If a player that

has a striped helmet intercepts a pass or recovers a fumble he will be allowed to advance the ball.

6. 1 point will be awarded for a successful pass or run after a touchdown. 2 points for a successful kick. Only the center, holder, and kicker on the field for PAT. The ball will be placed at the 3 yard line and must be snapped with a legal snap, the ball must be kicked from the 10 yard line and the center must stay in his spot. The kicker will have 5 seconds to kick the ball. The ball will be dead if the holder's knee comes off the ground or a bad snap.
7. The roster for the Jr/ Jr youth must be split 50/50. Ie... if you have 40 players you must have 20 per team.
8. The Jr. team must be your most competitive team, not the youth team.

JR Youth

1. Jr Youth will be a competitive division
2. In order to have a competitive team, you must have at least 27 players on your Jr./Jr. Youth roster
3. If you have 27,28, or 29 players you can have a floater(s) to reach a total of 30. **In case of injured players and floaters are needed, Floaters will be the oldest non starting players to move up or the youngest non starting player to move down.** If you have 30 or more you will have a competitive team.
4. If you have 26 or less you will still play the game NO BYES
5. Floaters are described as : a) cannot be a starter on the Jr team b). Cannot play more than 6 quarters between both games.
6. 1 point will be awarded for a successful pass or run after a touchdown. 2 points for a successful kick. Only the center, holder, and kicker on the field for PAT. The ball will be placed at the 3 yard line and must be snapped with a legal snap, the ball must be kicked from the 10 yard line and the center must stay in his spot. The kicker will have 5 seconds to kick the ball. The ball will be dead if the holder's knee comes off the ground or a bad snap.

MIDGET DIVISION

1. Age – No Player will be eligible to participate in this division who has or will reach their tenth (10th) birthday prior to May 1st in the year which they play. Birthdate on or after 5/1/2005.
2. Weight – A player may not exceed 120 pounds to be eligible to run or advance the ball. Players whose weight exceeds 120 pounds must play on the line of scrimmage, in a down stance, from end to end and may not run or advance the ball. The League will dictate a form of identification for these players. The official weigh-in shall be set by the League prior to the commencement of League competition. The weight limit will be unlimited for end to end, on both sides of the ball. The Tight-End can advance the ball in a passing situation beyond the Line of Scrimmage. No End-Arounds, Screen Passes, etc. to the Tight-End. If a player that has a striped helmet intercepts a pass or recovers a fumble he will be allowed to advance the ball.

3. The roster for the Jr/ Jr youth must be split 50/50. Ie... if you have 40 players you must have 20 per team
4. 1 point will be awarded for a successful pass or run after a touchdown. 2 points for a successful kick. Only the center, holder, and kicker on the field for PAT. The ball will be placed at the 3 yard line and must be snapped with a legal snap, the ball must be kicked from the 10 yard line and the center must stay in his spot. The kicker will have 5 seconds to kick the ball. The ball will be dead if the holder's knee comes off the ground or a bad snap.

MIDGET YOUTH DIVISION

1.
 - Midget Youth will be a competitive division
 - In order to have a competitive team, you must have at least 27 players on your Midget./Midget. Youth roster
 - If you have 27,28, or 29 players you can have a floater(s) to reach a total of 30. **In case of injured players and floaters are needed, Floaters will be the oldest non starting players to move up or the youngest non starting player to move down.** If you have 30 or more you will have a competitive team.
 - If you have 26 or less you will still play the game NO BYES
 - Floaters are described as : a) cannot be a starter on the Midget team b). Cannot play more than 6 quarters between both games.
 - 1 point will be awarded for a successful pass or run after a touchdown. 2 points for a successful kick. Only the center, holder, and kicker on the field for PAT. The ball will be placed at the 3 yard line and must be snapped with a legal snap, the ball must be kicked from the 10 yard line and the center must stay in his spot. The kicker will have 5 seconds to kick the ball. The ball will be dead if the holder's knee comes off the ground or a bad snap.

SPECIAL GAME RULES

- Punt only from inside own 50 yard line. Simulated punt of 25 yards net, no rush, no return, automatic fair catch. Will require a 5 second run off on the game clock.
- 1 coach will be permitted in the huddle on both offense and defense, during the first 3 games of the season.
- 1 point will be awarded for a successful pass or run after a touchdown. 2 points for a successful kick. Only the center, holder, and kicker on the field for PAT. The ball will be placed at the 3 yard line and must be snapped with a legal snap, the ball must be kicked from the 10 yard line and the center must stay in his spot. The

kicker will have 5 seconds to kick the ball. The ball will be dead if the holder's knee comes off the ground or a bad snap.

- D. Teams may not add additional players after the official weigh-in day. (Late Weigh-In)
- E. Any change in weight limits for any division shall require a two-thirds majority of the Board of Directors (10 votes).
- F. No crackback blocks in midget division and below.

9. Contracts, Birth Certificates, and Doctors Certificates:

- i. All teams, through their coaches, managers, or sponsors, are required to file with the League the following documents at the Official Weigh-Ins. A list of these requirements will be printed on all contracts.
 - 1. A League-approved contract for each player completed by parents or guardians, and the coach of the team for which the player intends to play.
 - 2. A Copy of the Birth Certificate for each player verifying the age of the player, or any Legal Document stating such information.
 - 3. A Current Medical Certificate for each player stating that the player is physically fit to participate in athletics.
 - 4. A Copy of an updated picture must be attached to the contract, to represent the player that is to weigh in.
- ii. No player will be eligible for competition unless a copy of their contract, doctor's certificate and birth certificate is filed with the League Secretary on the Official Weigh-In day. Medical Certificates must be on a doctor's letterhead and signed by the doctor. This will include team physicals.
- iii. All paperwork shall be presented at the time the player participates in weigh-in.

10. The Official League Roster to be Furnished by the League:

A. The Official League Roster will contain the following information:

- | | |
|-----------------------------------|--------|
| 1. Jersey number | Column |
| 2. First and Last Name | Column |
| 3. Address (Actual city lived in) | Column |
| 4. Phone Number | Column |
| 5. Date of Birth | Column |
| 6. School Attending | Column |
| 7. Lives in Territory Yes / No | Column |
| 8. Waiver approved | Column |
| 9. Birth Certificate | Column |
| 10. Contract Complete | Column |
| 11. Physical Certificate | Column |
| 12. Weight OK Yes / No | Column |
| 13. NKYFL Certifying Officials | Column |

B. No player is permitted to be on more than one football roster within or with a team outside the League.

- C. Two copies of the Official League roster shall be submitted in typed format at the early league weigh-in. A copy of the official league roster is available at www.nkyfl.net. A complete electronic copy must be turned into the Secretary immediately after the late weigh-in.

11. Official League Weigh-Ins:

- A. The Official Pre-Season Weigh-In will be conducted by the Officers of the League and supervised by the Head Directors of each organization.
- B. The Pre-Season Official Weigh-Ins, teams will be in Game Jersey only. No Equipment.
- C. The teams weigh in times will be scheduled according to the schedule of the Jamboree.
- D. Coaches will not be allowed to dispute any decision arrived at from any weigh-ins conducted by the league Officials or Head Directors.
- E. All rosters turned in at the Official Pre-Season Weigh-Ins shall be completed and typed, in numeric order, or they will not be accepted. Incomplete paperwork will result in a fifty dollar (\$50.00) fine per division roster. NOTE TO COACHES: This League will not give any extra poundage allowance to anyone. It is in your best interest to make sure your players qualify by weight before any of the Official League Weigh-Ins!
- F. The addition of players to rosters will be prohibited after the Late Weigh-In.
- G. The Official Pre-Season Weigh-Ins will take place on the second (2nd) Weekend prior to the opening game date set by the League each year. (Notice of times and places of the Weigh-Ins for all organizations will be given in ample time, so there is no confusion.)
- H. No organization or team will be permitted to participate in any pre-season or preview games that conflict with the weigh-in times provided by the League.
- I. There will be a final late weigh-in to be held at a location designated by the League during the first Saturday game (first game of regular season). Any player who has failed to participate in the official Weigh-in cannot participate in any preview or preseason games until that player has participated in the late weigh-in.
- J. To prevent circumventing the League's weight rules, the League will set the early weigh-in date on the second Wednesday following the official start of the practice season.
- K. The Running Back Weight Limit for Pre-Season Weigh-Ins will be as follows and all weights will be strictly followed:
 - 1. Starter Division 90 Pounds
 - 2. Midget Youth 120 Pounds
 - 3. Midget Division 120 Pounds
 - 4. Junior Division 140 Pounds
 - 5. Senior Division 180 Pounds

12. Special League Game Rules:

- A. League games shall be played according to the Official Kentucky Rules known as the "Kentucky High School Football Rules", except for the following special league rules adopted by the league.
 - 1. 18 (24) Point Rule – All Divisions Except (24 points at the Senior Division):**
 - a. If during the first 3/4 of a game, one team is ahead by eighteen points (24 points at the Sr. Division) at that time and immediately upon the eighteenth (18th) (24 points at the Sr. Division) point advantage being scored, the leading team shall

substitute and take out of the game its entire offensive starting players. Said starting players (offensive) shall not be eligible to return to the game (offensively) until the point differential between the teams is less than eighteen (18) (24 points at the Sr. Division) points at any point in the first half. If an insufficient number of players are available to do this, all remaining bench players must be substituted and the Offensive backfield must be removed first. When the 18 (24) point is in effect no blitzing or stunting is allowed by either team. Violation of this rule will incur an ineligibility player penalty and will be considered by the League as unsportsmanlike conduct. When the point spread is 32 or greater during the second half, there will be a continuously running clock. **There may be a running clock at 24 points in the second half if the losing coach agrees.** This rule only applies through round one (1) of the playoffs.

- b. If at any time during the 4th quarter of a game, one team is ahead by 18 points, (24 points at the Sr Division) and immediately upon the 18th (24th) point advantage being scored, BOTH TEAMS shall substitute and take out of the game ALL of their offensive & defensive starting players. Said starting players shall not be eligible to return to the game (offensively & defensively) until the point difference between the teams are less than 18 (24) points. If an insufficient number of players are available to do this, all remaining bench players must be substituted and the offensive backfield must be removed first. Violation of this rule will incur an ineligibility player penalty and will be considered by the League as unsportsmanlike conduct.
- c. 1(a) and 1(b) do not apply after the First Round of the Play-Offs or Super Bowl. COACHES: Coaches violating 1(a), 1(b), or 1(c) will be subject to action in accordance with the League Disciplinary Policy.

2. Length of Games: The Following games will consist of:

- a. Senior (4) Four – (8) EIGHT-Minute Quarters
- b. Juniors (4) Four – (8) EIGHT -Minute Quarters
- c. Junior Youth (4) – (8) minute quarters
- d. Midgets (4) Four – (8) EIGHT Minute Quarters
- e. Midget Youth (4) Four – (8) EIGHT Minute Quarters

The length of halftime should not exceed 8 minutes, except for special circumstances.

3. **Tie Games:** Any regular season, Play-Off, or Super Bowl game ending in a tie, requires the toss of a coin to determine who has the choice of offense or defense. The offensive team then gets the ball first and goal at the TEN (10) yard line. The team, who out-scores the other team, by any means, is the winner. If a tie still results, the above should be repeated starting with a new toss of the coin. Therefore, there will be NO TIES in the League.
4. **Footballs:** The official ball of the League shall be the Intermediate Size for Senior Division and the Touch Size for the Junior & K2 for the Midget, Midget Youth & Starter Divisions.
5. **Required Number of Players:** A minimum of fifteen (15) players must be dressed for each regular season game at game time or the game may be forfeited.

6. **Regular ONE HUNDRED** (100) yard fields will be used in all games for all divisions and all penalties shall be according to the “Kentucky High School Football Rules”.
7. **Coaches** will be allowed in the huddle on the field during time-outs, but only one at a time, according to **KHSAA Rules**.
8. **Immediately prior** to the commencement of each game, the coach of each team shall submit to the opposing head coach of the game, a written list of the names and numbers and positions of the team’s starting offensive players, if requested.
9. **A field without stands** can have one (1) roving spotter per team, so designated prior to the game (cannot be an active coach and cannot communicate with anyone except the coaching staff of that team).
10. **No one affiliated** with an organization may start practice or have any organized physical activity of player’s prior to the date of commencement of League Insurance in any season. (There is a fine of five hundred dollars (\$500.00) if this rule is found to be abused by any organization.) Classroom (Skull Sessions) are permitted by the League.
11. **No team** shall use any explosive device before, during, or after any League games. Note: All Coaches should become acquainted with the above special league rules!
12. 5 or more plays in a quarter will count as 1 full quarter of playing time. Excludes special teams or games where the 18/24 point rule is in affect.
13. A “Starter” is any player who plays offense or defense in the first quarter.
14. The record of the Midget and Junior division games will be the determining factor when trying to decide who moves up or down in divisions.

13. Divisions

- A. All organizations will be divided and separated into two divisions (National and American).
- B. The divisions will be decided based on the size of the organization (ie. number of rostered players) and the prior year’s final season ranking.
- C. For 2015, the divisions shall be as follows:

<u>National</u>	<u>American</u>
Bengal Tigers	Dayton Green Devils
Erlanger Lions	Bellevue Tigers
Union Raiders	Ludlow Panthers
NK Bandits	Newport Wildcats
Red Devils	Taylor Mill Eagles
South Kenton Nittany Lions	Walton Verona Bearcats
Spartans	Campbell Co. Youth
- D. The divisions for subsequent seasons can be determined based on the final season ranking. Therefore, the overall highest ranked team in the American Division can move to the National Division while the lowest ranked team in the National Division can move to the American Division.

14. Play-Offs:

- A. At the conclusion of the regularly scheduled games, an elimination game may or may not be conducted under the supervision and auspices of the League.
- B. Game clock operators will be assigned by the League by hiring an extra official for the Second Round Play-Offs and Super Bowl.
- C. In determining what organizations get to sponsor the Play-Off Programs, the following will be the adopted format:
 - i. The list of all organizations that have not had a Play-Off at their fields will be filed (and updated from year to year) with the League Secretary. These organizations will be asked if they can accept Play-Offs for that year.
 - ii. Any organization that cannot accept the Play-Offs for reasons unknown will still remain eligible for the Play-Offs until they use their turn.
 - iii. Once an organization does sponsor a Play-Off, they will be put at the bottom of the Play-Off list and cannot sponsor a Play-Off until their turn comes around again. (See attached Play-Off and Super Bowl Addendum.)
- D. For the first round of the playoffs, 40 games will be played (4 games each in Midget Youth, Midget, Junior Youth, Junior and Senior divisions). Five games will be played on each field at Mills Road Park on both Saturday and Sunday (total of 20 games will be played at Mills Road Park for the first round). Five games will be played at four other fields on both Saturday and Sunday.
- E. Playoff format will involve the top eight (8) teams in each division (except Starters), Seeds are determined by best overall record in your division. The eight teams will be seeded in numbers one through eight. In case of ties, tiebreakers will be as follows:
 - 1. Head to Head Competition.
 - 2. Where 3 or more teams are tied, and head to head cannot resolve the tie, the tied teams will have their names entered into a drawing. The FIRST name drawn out shall be the next highest placed seed. After this team is drawn and seeded, we return to criteria 1) Head to Head Competition. Again, if this does not resolve the tie, another drawing of the tied teams is held with the FIRST team drawn being the next highest placed seed.
 - 3. This process is followed until all eight teams are seeded.
 Example: Lions 7-2 beat Newport (All are tied for first)
 Newport 7-2 beat Red Devils
 Red Devils 7-2 beat Lions
 In this scenario, Head to Head will not resolve the tie. All are put in a drawing, and Lions are drawn first. Lions become #1 seed. Of the two teams remaining tied, we return to Head to Head competition, whereby Newport becomes the #2 seed due to the fact that they beat Red Devils, who become the #3 seed.
 - iv. Playoff pairings and schedule would be as follows:

N.K.Y.F.L. PLAYOFF SCHEDULE

Playoff games and times will be determined at the playoff meeting that will take place after the last regular season game at a site to be determined.

Super Bowl (Saturday)

Field TBA

Midget Youth

Midget

Junior Youth

Junior

Senior

F. Super-bowl Teams:

1. A Super Bowl will be conducted under the supervision and auspices of the league the first Saturday and Sunday of November
2. Game clock operators will be assigned by the league.

G. The League will reimburse each team a maximum of five dollars (\$5.00) per player and coach for team color patches. All receipts must be turned in to the league

H. No teams in the league may participate in a post season game which conflicts with the league scheduling of championship games.

1. There will be a five hundred dollar (\$500.00) fine imposed on any organization that fails to follow this rule.

15. Ineligible Players or Cheating:

A. All Head Coaches are responsible for reviewing each player's contracts for accuracy and validating proper addresses, territories in conformance with the league rules and By-Laws.

Note: Any violation proven after the start of the first game may result in the organization to forfeit all games within that division and the head coach could be suspended for a season.

B. Any team player or member of this league found to have an ineligible player or found to be cheating the rules and By-Laws of this league, will forfeit all previous games won (that resulted from this violation) and will be punished in accordance to the findings of the Governing body. These findings could result in banishment from the league, fines, or probation of any person or organizations affiliated with the league. (Any player in question concerning address or territory, the League will require verification of address and school attended, signed by the principal of that school).

16. Protests:

A. During a game, if a coach wishes to protest a call or ask for any explanations, it may be done in the following manner:

1. The Head Coach may take a charged time-out to obtain an opinion from the official or officials. But in any case, they will abide by that decision.
2. It is required that all coaches and their staffs conduct themselves professionally and do nothing by their actions that might give a bad example to the players or fans, nor bring disgrace upon the league.

B. The League, or any team in the league, through its duly authorized representative, may protest the violation of the league rule or By-Laws by the league or a team coach, player, or sponsor. The protest must only pertain to the protest and not to a recommendation on the decision of the board. Protests concerning decisions on calls will automatically be denied.

- C. Protests shall be in writing within forty eight (48) hours of infraction and shall be filed with the league Secretary and President. Upon receipt of a protest, the Secretary and President of the league shall call a special meeting of the Board of Directors, to hear the protest and make a ruling thereon. A fee of Twenty five dollars (\$25.00) will be charged to hear the protest. This Twenty five dollars (\$25.00) fee will be refunded if the protest is upheld.
- D. The Board at its special meeting shall hear the protest, and a decision shall be made by a majority vote of the Board present. The decision of the Board is final.
- E. The Board may dismiss the filed protest, warn or censure a coach or sponsor, forfeit a game or games involved in the protest, terminate a team's membership in the league, prohibit an individual to be associated with a team in the league, declare a player to be ineligible to play permanently or temporarily, or disqualify a team sponsor.
- F. The decisions of the Board shall be in writing and signed by all members of the Board present and in agreement therewith. A copy of the decision shall be mailed to the affected parties or coaches.

17. Mandatory Playing Time. All players in the Midget Youth , Midgets, Junior Youth, and Junior divisions shall play at least eight (8) plays each game. The mandatory play requirement is waived for sickness, injury, refusal to play or disciplinary violations. Any coach who violates the mandatory playing time provision shall be reported to his or her Head Director and handled internally within that affected organization. Playing time for all players is the primary goal for all teams in the League. It is up to each coach. **THIS RULE IS NOT IN EFFECT DURING PLAYOFF ROUNDS.**

18. Final:

- A. By-Laws and Rules cannot be altered or changed during the playing season.
- B. Any changes made to these Rules and By-Laws must conform to Roberts Rules of Order and any State Laws in effect at that time.
- C. ALL THE RULES AND BY-LAWS SET FORTH BY THE LEAGUE WILL BE STRICTLY ENFORCED!
- D. All of the above By-Laws are understood to also apply to all cheerleading squads & cheerleaders in the League with the following exceptions and additions:
 - 1. By-Laws also do not apply to cheerleaders when they are in conflict with the approved Cheerleader By-Laws. When in question, the President decided which By-Law applies.
 - 2. Cheerleaders may not at any time build or stunt on concrete, asphalt, or other hard surface without the presence of mats.
- E. The League Board of Directors will have final approval on any and all cheerleading activities, including but not limited to the yearly Cheerleading Competition.

• **Note:** REMEMBER! “THIS IS YOUR LEAGUE”, SO THE STRONGER THESE BY-LAWS AND RULES ARE ENFORCED AND FOLLOWED, THE MORE STABLE AND ACCOMPLISHED THE LEAGUE WILL BECOME.

Rules for N.K.Y.F.L. Starter Division

1. Eligibility:

- A. Cannot turn 8 years old before May 1st.
- B. Eligible for all rights and subject to all regulations in accordance with the leagues' By-Laws for the Midget Division except for the Running Back Weight Limit which is 90 pounds for the Starter Division.

2. The Starter division will follow the same rules that apply during the Bellevue Tiger Bowl.

3. Games:

- A. Games will be played before the Midget game.
- B. Two (2) Twenty (20) minute halves with running clock.
- C. Five (5) minute half.
- D. Two (2) coaches allowed on the field for each team.
- E. Scores will not be posted on the scoreboard.
- F. No records will count, nor will there be a Play-Off or Super Bowl for this division.
- G. One (1) adult coach from each team will be provided as a referee for this game.
- H. The Head Coaches can decide the format of the game with the following choices
 - Dividing the field in half and playing two teams simultaneously.
 - Ten plays offense, ten plays defense (Scrimmage).
 - Normal Game Conditions.
 - Simulated punts of 35 yards regardless of field position or none at all. (In addition, there will be no kickoffs in the Starter Division).
- I. Only two substitutes on the field at one time.
- J. Even Defense only, 6-2, No player over center.
- K. No League awards for this division.
- L. Allow Play-By-Play announcing from booth.
- M. No Blitzing!
- N. Coaches can instruct players anytime during a game, including moving players into position when teams are on the line of scrimmage.
- O. The Home Team's head coach will have a copy of the By-Laws on the field at every game.
- P. An attempt will be made to split the field of play when both teams have sufficient numbers.
- Q. All Starters will play at least one half of each scheduled game.

NKYFL Code of Conduct & Disciplinary Policy

All individuals in attendance at League events or visiting the League's official website (www.nkyfl.net) will adhere to the League conduct and disciplinary policy as noted below and in the league contract. This includes any electronic communication. (IE: email, blog, message forum, etc.)

This Code Of Conduct must be a part of the Jamboree Paperwork and MUST be signed by PARENT and PLAYER.

The League will not tolerate conduct by any director, coach, player, or parent (family) that is considered by the Head Directors to be detrimental to the league. The following penalties may be assessed for any such conduct occurring at any League game or function, or any conduct that in any way effects the overall reputation, spirit, and best interests of all participants in the League. Any such penalties:

- Will only be assessed following an official written complaint to the League President, specifying the allegations and requesting action.
- Will be decided by a majority vote of Head Directors at the next regularly scheduled league meeting, or at a special meeting if necessary. The Head Directors will decide the severity and/or duration of any penalty, and their vote is final.
- Upon receipt of a protest against a penalty the President must notify all Head Directors within 48 hours of the receipt of the protest.
- Will be specific to the various participants, as follows:

Parents:

- Any parent may be prohibited from attending any number of future League games.
- The organization may be held accountable and fined up to \$500 for the parent's conduct, if it is determined that the organization (or representatives of that organization) either condoned or encouraged such conduct.
- No penalty shall be levied against any other participant for a parent's conduct.

Players:

- Any player who is ejected from a League game is automatically suspended for their next scheduled league game, to include Play-Off games, Super Bowl, & All-Star games. This penalty will carry over from season to season.
- Any player who is ejected from two games, in any given season is automatically suspended for the remainder of that season, including Play-Off games, Super Bowl, & All-Star games.

Coaches:

- Any coach who is ejected from a League game is automatically suspended for their next game, to include Play-Off games, Super Bowl, & All-Star games. This penalty will carry over from season to season.
- A coach may be suspended for any number of future League games for any conduct deemed unacceptable by the head directors. The number of games will be determined by the head directors and will be based on the severity of the infraction.
- Any coach may be suspended from attending any number of future league meetings. The number of meetings will be determined by the head directors and will be based on the severity of the infraction.
- The organization may be held accountable and fined up to \$500 for the coach's conduct, if it is determined that the organization (or representatives of that organization) tolerated, condoned, or encouraged such conduct.

Directors and Officers:

Any action against a director or officer (as a director or officer) will be decided by the remaining directors, as per League By-Laws.

- Any director or officer may be suspended from attending any number of future league meetings. The number of meetings will be determined by the remaining head directors & officers and will be based on the severity of the infraction.
- The affected organization will be responsible for appointing a replacement for their head director for any suspension period. Replacement of officers for any suspension period will follow By-Law procedures.
- The applicable organization may be held accountable and fined up to \$500 for the director's conduct if it is determined that the organization (or representatives of that organization) tolerated, condoned, or encouraged such conduct.

Mills Road Complex:

- Tailgating is prohibited at the Mills Road Complex.
- Alcohol is prohibited at the Mills Road Complex including the Football Parking Lot during games.
- The Host Team at Mills Road is responsible for the clean-up on Field 2, Field 2 Bleachers, Concession Stand and the Parking Lot.
- The Home Team on Field 1 is responsible for the clean-up on Field 1 and the Field 1 Bleachers.
- The Host Team at Mills Road is responsible to sign-off on the clean-up of all of the Mills Road complex. The Field Maintenance person will verify that the clean-up has been performed satisfactorily. If the clean-up is not satisfactory, the Host and/or Home Teams will be given an opportunity to clean-up again. If the clean-up is not performed by Wednesday, then the Field Maintenance person will perform the clean-up at a rate of \$100 per hour to be charged to the Host or Home Team.

The above listed policy is designed to protect the best interests of all participants in the League. Any attempt to use it as a vehicle for any other purpose will be considered a gross violation of the policy and will be dealt with severely. Any complaint that is filed that is considered to be frivolous or not in the spirit of the policy can and will generate disciplinary action as outlined above.

Any appeals regarding any penalties or suspensions will be considered on a case-by-case basis. The head directors will rule on all appeals, by a majority vote, and their vote is final.