

KYFCL POLICY AND PROCEDURE MANUAL

May 2018

Changes to the Policy and Procedure Manual may be generated by submitting a draft copy to the President to be placed on the agenda for the next board meeting where it will be discussed and voted on. Changes will be passed by a majority vote.

LEAGUE

1. The annual entrance fee to the KYFCL shall be two hundred twenty-five dollars (\$225.00) per year. The entrance fee must be paid by check to the KYFCL on or before the August meeting to the KYFCL Treasurer.
2. League expenses will consist of postal fees, rule books, printing, trophies, banners, office supplies, seminars, advertising, etc., and other expenses deemed necessary to conduct league business.
3. All head coaches (or designated alternates) for SMURF, JV, Mid Varsity, and Varsity must attend the mandatory coaches' clinic and PIAA rules interpretation meeting for the entire clinic. Penalty will be \$100 fine/level not represented and head coach sits out first game. Head coach is not allowed on side lines; must sit in stands.4. The KYFCL will provide each member team with four (4) rule books published by the National Federation of State High School Associations, 361246, Indianapolis, IN 46236 Rule books will be distributed to member teams at the August meeting.
5. Criminal Record Check, Child Abuse History Clearance and FBI Criminal Background Check (if required by Pennsylvania code) will be conducted on all coaches. Process used for these checks will be the Act 34 Criminal Record Check thru the Pennsylvania State Police, Act 151 Child Abuse History Clearance thru the Department of Public Welfare and finger print based FBI Criminal Background Check thru Department of Human Services or approved alternate(s). Local organizations should have volunteer authorize the investigation of his/her background using the PA State form DISCLOSURE STATEMENT APPLICATION FOR VOLUNTEERS. It is the local organization's responsibility to submit and accept any costs associated with completing the checks. These background checks are good for five years before conducting follow up checks. Change in status of any check must be reported to member team and league administrators within 72 hours. Local organization will maintain the results of the checks. Each organization will certify to the KYFCL that checks have been completed by the July Board meeting. Executive Committee Officers hold the right to inspect any and all background checks and act independently of the member team to enforce denying participation in the KYFCL. Any coach whose Child Abuse History Clearance comes back that applicant is named as the perpetrator of a founded or indicated child abuse report within the past (5) five years cannot participate in the KYFCL. Per PA Code Title 23 §6344.2 (c) any criminal convictions listed in PA Code Title 23 §6344 (c) or on the DISCLOSURE STATEMENT APPLICATION FOR VOLUNTEERS form prohibit participation in the KYFCL. The DISCLOSURE STATEMENT APPLICATION FOR VOLUNTEERS form and copies of relevant PA Code are posted on the KYFCL website.
6. All persons in weigh-in areas, on the game fields or competition areas must wear an identification badge.
7. All football coaches must have current certification from HUF – USAFootball.com. All head cheerleading coaches must have current certification from AACCA. All cheerleading coaches must have

current certification from NFHS in Concussion in Sports and Sudden Cardiac Arrest. One (1) coach per level for both football and cheer is required to complete CPR course training.

FOOTBALL PLAYERS/CHEERLEADER AND ROSTERS

1. Age of player/cheerleader must be verified by a valid birth certificate or approved alternate upon request of President of KYFCL at any time. For foster/adopted children, if the birth certificate is not obtainable, the child's case worker must certify age in writing to be kept with registration paperwork.
2. Ages of players shall be verified by members' teams on official rosters and verified at the August meeting.
3. Official rosters, registration forms and photo-copies of birth certificates must be available at all game sites. If suspected violation occurs at game site, notify head coaches and KYFCL representatives of respective organizations immediately. Upon completion of game, notify KYFCL President within 24 hours. If there is a violation, the final decision of such game(s) will then be made by the Board of Directors of the KYFCL.
4. A copy of the official KYFCL player roster from each member team's SMURF, j.v., midvarsity, and varsity for football and cheerleading should be brought to the August KYFCL Board meeting. Each member team must bring with them enough copies of each roster for all other member teams, the KYFCL President, Vice Presidents, Secretary and Treasurer.
5. If a member team(s) has less than twenty-five (25) football players on their roster at the start of the first scheduled league game, they can add players up to and including the third game of the current season. No player(s) can be added to the player rosters after the third game unless roster numbers fall below 18 through season ending injuries. Must have KYFCL Board approval at regularly scheduled meeting or by email before adding. If you have twenty-six (26) or more players on your roster at the start of the first scheduled league game, you cannot add any more players to your roster for that season. All additions or changes on player's rosters must be emailed to the Secretary of the KYFCL. She will distribute to all member teams, and such information will be attached to the official roster.
6. It is in direct violation of the KYFCL By-laws to tamper with or withhold information on the KYFCL Player rosters.
7. Physicals are required for all players and cheerleaders before conditioning or practice begins. Because of insurance companies paying for only one physical/year, physicals are accepted within 366 days of season. Physical must be completed and on file as soon as year is up if during season. For physicals, player/cheerleader may have had during the year for other purposes, may use a prescription form signed by physician attached to the KYFCL medical form stating that football player/cheerleader are cleared to play football or cheer.
8. All four (4) levels will be capped at 33 players. When maximum is reached, each Club is to create a "waiting list" and provide that contact information to KYFCL President starting at May meeting.
9. Football players may move up one level upon agreeance of parents, coaches of both levels, the player and organizational Club approval. Once a player is moved up they cannot move down. Players are allowed to be moved up till week 3 of the season. All such moves must be indicated on the official KYFCVL roster prior t the next scheduled event.

TEAMS

1. Team Name, Colors, Location

Fairfield Knights	Black Helmets, Kelly Green Jerseys with White Numbers trimmed in Gold, Black Pants Fairfield High School
Fayetteville Browns	Orange Helmets, Orange Jerseys with Black Numbers and Brown & White Trim Orange Pants with White Stripe Fayetteville Athletic Park
Gettysburg Generals	Grey Helmet w/General logo and blue/green stripe, Grey Jersey w/camo shoulders and lime green accents Navy Pants Gettysburg Area Rec Authority Park
Greencastle Blue	White Helmets; Blue Jerseys w/gold trim Blue Pants Kaley Field, Greencastle High School or American Legion Field, 4775 Williamson Road
N. Hagerstown Junior Hubs	White Helmets, Red Jerseys w/white stripes and trim, black numbers lined in white Black Pants N. Hagerstown High School 1200 Pennsylvania Avenue, Hagerstown, MD
Hamilton Jaguars	Black Helmet with Gold Decals; Teal Jersey w/black numbers Black Pants South Hamilton Baseball Field, 868 Warm Spring Road Chambersburg
Mercersburg Rockets	Green Helmets, White Jerseys with Green numbers trimmed in Yellow and Green stripe and trim Green Pants American Legion Field, 4775 Williamson Road, Greencastle, PA
Quincy Panthers	Vegas Gold Helmets w/logo on side (Panther jumping through letter Q); White Jerseys for Cubs both away and home. Away: Vegas Gold Jerseys with navy numbers. Navy Blue w/White and Vegas Gold Trim pants; Varsity only vega gold numbers on side sleeve. Home: Navy Blue Jerseys w/ White Vegas Gold letters; Navy Blue w/White and Vegas Gold Trim pants. Varsity only vega gold numbers on side sleeve. Quincy Ox Roast Association Field, 8098 Anthony Hwy, Waynesboro, PA
Scotland Broncos	Royal Blue Helmets,

Orange Jerseys, Royal Blue Pants
Faust, Chambersburg

2. Territorial Draw Areas

Each member team will certify its exact draw area at the January KYFCL meeting. NOTE: No road shall be divided between two teams. If a road is in your draw area then you have both sides to draft from. KYFCL Board will approve.

There will be an open draw area between Chambersburg, Hamilton, Fayetteville and Scotland Broncos for the Chambersburg Area School District.

FAIRFIELD

Fairfield School District, Emmitsburg, and Mother Seton parochial.

Open draw area for Blue Ridge Summit and Cascade between Quincy and Fairfield

FAYETTEVILLE

Open draw area between Chambersburg, Hamilton, Fayetteville and Scotland Broncos for Chambersburg Area School District.

GETTYSBURG

All Gettysburg Area School District, Upper Adams school district and Littlestown school district including Gettysburg Middle High School, James Getty, Eisenhower, Franklin Township, St. Francis Xavier, Adams County Christian, Biglerville Junior High, Arendtsville Elem, Bendersville Elem, Littlestown Elem, Littlestown Junior High, Maple Avenue Elem, Biglerville Elem., Lincoln (4th & 5th grade)

GREENCASTLE

Greencastle Antrim School District, Shady Grove, South Antrim, Greencastle Elem, Greencastle Middle

HAGERSTOWN

N. Hagerstown School District

HAMILTON

Open draw area between Chambersburg, Hamilton, Fayetteville and Scotland Broncos for Chambersburg Area School District. Open draw area between Mercersburg and Hamilton for Tuscarora School District.

MERCERSBURG

Any child within the Tuscarora School District will be able play for either Mercersburg or Hamilton without requirement of a release form. Fort Loudon and surrounding area Lemasters, Cove Gap, Peters Township and Little Cove, Warren Township, Montgamoer Township, Tuscarora School District, Mt. View, Montgomery, Mercersburg Elem, JBMS, McConnellsburg area (from Rt. 30 south in the McConnellsburg School area) ; Clear Spring School District.

QUINCY

Waynesboro School District and Cascade, MD.

Open draw area for Blue Ridge Summit and Cascade between Fairfield and Quincy.

SCOTLAND BRONCOS

Open draw area between Chambersburg, Hamilton, Fayetteville and Scotland Broncos for Chambersburg Area School District. Shippensburg Area School District area.

3. The home team will be responsible for reporting scores of the junior varsity, mid varsity, and varsity games to the secretary of the KYFCL no later than nine-o'clock (9:00 p.m.) Sunday evening each week of season (\$50 fine if not done on time). It will be this designates' responsibility to relay the standings, stats to KYFCL member teams.
4. Member organizations are responsible for reporting to their local newspapers.

5. Weigh-In Rules

- Digital scales shall be used for all pre-game weigh-in procedures in the KYFCL, and will be kept in good working condition at all times and calibrated for each pre-game weigh-in of current season. Before any games are played, weigh masters will meet at weigh-in area with calibrated weights and confirm the scales accuracy. Whole numbers will be used for digital scales (tenths will not be counted); there will be no rounding. Example: If player weighs 150.9 lbs., his weigh-in weight will be 150 lbs.
- There shall be a weigh-in weight of : SMURF (80 lbs. maximum; 81- unlimited lbs. red striped) ; j.v. (100 lbs. maximum; 101-115 lbs. red striped; 116 - unlimited lbs. double red stripe; Midvarsity (120 lbs. maximum; 121-135 red striped; 136 - unlimited lbs. double red stripe; Varsity 165 lbs. maximum; 166-unlimited lbs. single red striped.. No double red stripes at varsity level.
- The organization's designee shall be in charge of all pre-game weigh-ins and shall inform the KYFCL President of any infractions of KYFCL weigh-in rules so that he and/or his designee can levy fines or penalties against teams not following rules. No coaches are allowed in weigh-in area.
- All SMURF, junior varsity, midvarsity and varsity players must be weighed every game.
- Designee will be required to set up a weigh-in area away from fans, spectators, parents, and people not affiliated with the weigh-in procedures.
- Players from each team will be lined up in numerical order and step on scales with their jersey on. If they tip the scales and are overweight they must step aside of scale and will be permitted to strip down to underwear garments only for re-weigh-in after the remaining players have been weighed in. This may be done one time only. After reweigh-in, if player is still overweight, they are then eligible to be red striped for that day. Designee will record actual weight on KYFCL roster. The same roster is to be used from week to week or previous week's recorded weights are to be available.
- Any heavy player may weigh-in at any official weigh-in during regular season with both weigh masters present using above rules. If player choses to weigh-in early, this will be their official weigh-in. They cannot weigh again with their team. Roster will be initialed by weigh masters. Member of the Executive Committee will be at Pre-Playoffs, Playoffs and Championship games to initial any early weigh-ins.
- SMURF weigh-ins will be ½ hour ahead of game start. JV, Mid Varsity and Varsity weigh-in's will begin at half time or no later than 30 minutes prior to each game. Once game has started, late player may be weighed in and play at start of next quarter. If not present/weighed in by kick-off of second half, they cannot play.

- Any circumstances preventing a team from starting a game shall be considered a forfeit on the member team not able to field a team.
- There shall be no dietary or sweat-down procedures used by anyone connected with the KYFCL at any time.
- All football player(s) jersey numbers, names, birth dates, school grade, school name, phone number, physical and actual registration weight must be recorded on the official KYFCL player roster. Organization's designee must sign weigh-in roster after weigh-ins each game.

6. JV special rules:

- JV may have only one coach on the field, 15 yards back after calling play, on week 1 and 2. On week 3, through end of season, no coaches should be on the field for the JV games whether they have played two games or not.
- There will be no rush by receiving team for the PAT and punts. Head coach must declare. Kick offs will remain the same as in previous years
- Defense may line up on line of scrimmage during PAT and punts; do not have to go off field.
- During PAT and punts, if snap is fumbled, ball is dead; opposing team cannot pick up and return. If play is muffed, play continues and allowed to set and kick ball.
- Kicked PAT and punt plays are not counted towards the minimum (10) play rule.

7. Red-stripping Rules

- **Single Red Stripe**

- SMURF (81 - unlimited); j.v. (101-115 lbs. maximum); midvarsity (121-135 maximum); varsity (166-unlimited lbs. maximum)
- 2" red stripe (tape) will be applied to the helmet from front to back after completion of weigh-in. Other color tape may be used if red conflicts with existing stripe on helmet.
- These players will play DOWN (hand on the ground) LINEMEN POSITIONS ONLY as follows. Red striped players must react as lineman. Defensive lineman are prohibited to move away from LOS and play as linebacker.

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OFFENSE	DEFENSE
Tackles	Tackles
Guards	Guards
Center	Nose-Guard

- Cannot advance ball at any time.
- When a fumble or interception occurs ball will be ruled down at point of recovery.
- Cannot play SPECIAL TEAMS:
 - Kick-Offs
 - Kick-Off Return

- Can play during Field Goals or P.A.T. (Point after touchdown).
- If a team only has 10 players not red striped and one redstriped—red stripe player cannot participate on kick-off/return. Use 10 vs 11 on those plays only. Notify opposing team ahead of time. They may choose to only put 10 players on field also.
- Defensive red stripe players are to be tackle to tackle in a “head up” (defensive tackle/outside nose guard to offensive tackle) alignment, provided the offensive linemen are positioned on the line of scrimmage and four yards (sideline to sideline) from the spot of the ball. There is to be NO outside shoulder alignment by the defensive player.
- For the KYFCL interpretation, the second offensive player from the center is considered a tackle if red striped (even in an offset alignment).
- All red striped offensive players are ineligible receivers. Red stripe cannot go out for a pass, but can recover a touched pass.

- **“PENALTIES”**

Officials will stop game play to address infractions -

- First infraction – Delay of Game penalty – Loss of Time Out
- Second Infraction - Delay of Game penalty – Loss of Time Out and 5 yard penalty from LOS
- Third Infraction - Delay of Game penalty – Loss of Time Out and 10 yard penalty from LOS
- Fourth Infraction - Delay of Game penalty – Loss of Time Out and 15 yard penalty from LOS
- Additional infractions - Delay of Game penalty – Loss of Time Out, 15 yard penalty from LOS,
- Disqualification of Head Coach from game

- **“KYFCL RULINGS”**

- Fines given to organizations depending on severity of infraction.
- Amount of fine \$50 and up.
- Suspension or removal of Coach and/or player.
- Any of the above or all 3 may be handed down depending on the severity of the infraction.

- **Double Red Stripe**

- SMURF (no doubles); JV (116 - unlimited lbs.) MV (136 - unlimited lbs.); Varsity (no double.)
- Double stripe will run from front of helmet to back, will be red in color and be separated for entire length of stripe.
- Only three double red stripes on field at time.
- Can play offense or defense. These are down linemen (hand on ground) positions only as follows:

OFFENSE
Center
Guards

DEFENSE
Nose-Guard
Guards

- May pull as guard
- All other Single Red Stripe rules apply to Double Red Stripe

8. Safety Rules

- Practice limited to only 1/3 of the time at full contact. This will limit impacts and focus on skillsets development.
- No drills that involve full-speed, head-on blocking and tackling that begins with players lined up more than two yards apart, as well as forbidding head-to-head contact.
- At heat index of 95 degrees or greater, practice is cancelled or postponed until it drops below that number. At heat index of 93 degrees, no helmets or shoulder pads are allowed and there must be a water break every 15 minutes.

SCHEDULES

1. Players **are required** to have one week and **may have** two weeks of conditioning before starting practice. Practice starts on the Monday immediately preceding August 15. If you are doing 2 weeks of conditioning: First week: cannot wear pads, helmets; Second week: may wear helmets; no pads; may walk through plays. There will be no hitting at any time during conditioning. Conditioning consists of sprints, endurance training, stretches, exercise to get players used to heat. There will be no hitting or Physical Contact at any time during conditioning. For purposes of this Section, “Physical Contact” means blocking and/or tackling players. “Physical Contact” does not include contact with blocking and/or tackling dummies, shields, and/or sleds; and/or minimum risk “form” blocking or tackling.
2. SMURF, JV and Midvarsity may practice a total of 8 hours per week; no more than 2 hours per session. Scrimmages and games **count** towards practice. For example, once season starts, if you have a game on weekend, you may only have 3 2-hour practices during the week. Varsity may practice a total of 10 hours per week; no more than 2 hours per session. Scrimmages and games **count** towards practice. For example, once season starts, if you have a game on weekend, you may have 4 2-hour practices during the week.
3. At no time may the practice of the opposing team be filmed or recorded in any manner.
4. After each team is placed in its division according to the By-laws, a schedule will be developed. Each team must play all teams within its Division. When number of Clubs is below 12, may use only 2 divisions. With limited number of Varsity squads, all varsity teams will be under 1 division

Week #1	Week #2	Week #3	Week #4	Week #5	Week #6	Week #7	Week #8
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TEAM LIBERTY

#1
#2
#3

#4

FEDERATION

#5

#6

#7

#8

AMERICAN

#9

#10

#11

#12

5. Games requiring postponements require sufficient notice to member teams involved, the KYFCL Secretary, and the PIAA officials or their equivalent as soon as possible. Cancelled games should be played as soon as possible or during the bye week at the end of season. The KYFCL Secretary, upon notification, will contact PIAA officials and revise schedule accordingly. Clubs using equivalent officials are responsible for contacting them.
6. Each team will play a minimum of eight (8) regular season games; four (4) home, four (4) away; unless a make-up game requires a neutral field to be used.
7. Games will commence on the last weekend in August.
8. There will be at least one bye week at the end of the eight (8) game season. This bye week will be used to make-up rain outs and to play any head-to-head ties for play-offs.

GAMES

1. National Federation of State High School Associations (NFOSHA) rules will be used by the KYFCL with the exceptions or variations adopted by the KYFCL.
2. For points after touchdowns, a run or pass will count as one (1) point and a kick will count as two (2) points.
3. Under no circumstances will any member team(s) intentionally run the score up on another member team. When it is obvious that a member team has a commanding lead on another member team, the team in the lead shall substitute players accordingly. The total points scored during the season has no bearing on the league championship. (See Appendix A for rules on Lopsided Score, form and penalty.)
4. All players must have SMURF ten (10) plays; JV eight (8) plays; MV six (6) plays; and Varsity four (4) plays per game, unless they are on an ineligibility list, i.e., conduct, grades, injury.
5. All JV, MV and Varsity games shall consist of four (4) nine (9) minute quarters during the season, with games ending in a tie at the end of regulation play remaining a tie. (See Appendix B for SMURF rules.)

6. Continuous Clock (Mercy Clock) after 18 point differential starting in second half. Does not revert to standard clock.
7. SMURF scrimmages will start 1 1/2 hour ahead of J.V. games. Order of play is SMURF scrimmage, JV, Varsity, MidVarsity games. SMURF scrimmage will be 1 1/2 hour in length; all other games will be approximately 1 1/2 hour in length. Games will start as soon as preceding ends. Times for games will be determined each year by the KYFCL Board depending on field and official availability. J.V. games will run a normal 9 minute clock per quarter (as in the other games) with one exception. At 15 minutes prior to end of game, the PIAA officials or their equivalent will interrupt play and indicate that, from that point on, the clock will run nonstop. This will occur at no matter what point we are in the game. If the game finishes before 15 minutes prior to end of game, no problem. Leagues not using the South Penn PIAA officials may have different starting times.
8. Only the playoff and championship games will use the ten yard line overtime procedure rule as stated in the (NFOHSA) rule book to determine a winner.
9. Member teams may charge admission at home games of \$3 for adults, \$1 school-age children; under school-age free. For Play-offs, Championship games, Smurf Jamboree, and Cheerfest, \$4 for adults, \$1 school-age children; under school-age free. Twenty-five percent (25%) of total gate will go to the KYFCL following season. Everyone is required to pay (includes coaches), except players/cheerleaders. Individual organizations may reimburse their coaches.
10. Half-time between all games will be limited to eight (8) minutes unless otherwise noted before games with each member team and the PIAA officials or their equivalent.
11. All scheduled league games in the KYFCL will be officiated by the Southern Chapter of Franklin County PIAA, or their equivalent having four (4) officials for the mid varsity and varsity games and a minimum of two (2) officials for the junior varsity games at the prevailing rate. Those rates shall be divided equally between each member team in the KYFCL. Fees for officials will be paid in one sum on or before the KYFCL August meeting of each current season. Make checks payable to the KYFCL. The KYFCL treasurer will disburse a check to the secretary of the local chapter of the PIAA before start of season for approximately half their fees. Remainder will be paid before fifth game. If for some reason there are less than four (4) officials at any game, the home team must report that information to the KYFCL treasurer immediately after such game. Exception: N. Hagerstown Jr. Hubs will arrange and pay for their own Maryland officials.
12. All league games must have an emergency medical technician (EMT) or first aid person available at the game site. The EMT or first aid person must be made known to all head coaches and the officials prior to the start of games of each current week. EMT or first aid person must remain at the game site thru completion of all games.
13. All scheduled league games in KYFCL must have security personnel at the game site till completion of all games. Security should be introduced to the officials.
14. All league games must have a home team administrator present. The administrator will be introduced to game officials and visiting team representative prior to start of games.

EQUIPMENT

1. One (1) official new football must be furnished by the home team at each league game. Guideline: SMURF—Wilson K-2; junior varsity--Wilson K-2; mid-varsity--Wilson TDJ; varsity: Wilson TDY or equivalent. Footballs may be leather or composite.
2. Any (NFOHSA) footwear is acceptable. Exception, no leaded tips. See (NFOHSA) Section 5. Article 1 G. Guideline: Little League style rubber molded cleats.
3. Each player shall wear a helmet which meets the NOCSAE (Nation Operating Committee on Standards for Athletic Equipment) test standards and has a visible exterior warning label regarding the risk of injury and a current recertification label. ***Note: Recertification is mandatory every two (2) years in the KYFCL. Recertification signed statement from each KYFCL organization must be submitted to the KYFCL secretary with the rosters turned in at the August meeting. NO TINTED SHIELDS ARE ALLOWED. CLEAR SHIELDS ARE PERMITTED WITH A DOCTOR'S NOTE, COPY TO BE PROVIDED THE WEIGH MASTER AT EACH GAME***
4. Beginning with the 2013 season, gloves, which may be anchored with athletic tape, and even though modified, must meet the NOCSAE test standard at the time of manufacture, unless made of unaltered plain cloth.
5. Prior to participation in practices, it shall be the responsibility of each member team to explain to all football players and their parents/legal guardians, all football equipment and the risk, danger and/or injury that could occur accidentally while playing football.
6. It will be illegal for any person(s) to modify or alter equipment for football players that would jeopardize or decrease the protection or safety of such players.
7. It will be required for each member team to make available for each of their official scheduled KYFCL home games a regulation football field as stated in Section 2 of the (NFOHSA) rule book. Variations should be discussed at the August KYFCL Board meeting.

GRIEVANCES/PROTESTS

1. Protests and/or grievances should be brought to the attention of the President within 48 hours of the incident. The President will then call a Grievance Committee meeting, if necessary. Meetings can be conducted electronically or by conference call. If resolution is not met by Grievance Committee, the protest/grievance will then be brought to the full Board for final decision and vote.
2. The Grievance Committee will recommend penalty and/or fines to Board for approval.
3. The Executive Committee will review complaints, and after verification from local organization, will place record of complaint on file for future in case of reoccurrence.

PENALTIES AND FINES

1. Any member team not represented at regular KYFCL Board meetings and called special meetings by either Director or Alternate Director or KYFCL Cheer committee meetings by a cheer representative shall be fined fifty dollars (\$50.00). Such fine will be paid by check payable to the KYFCL treasury within fifteen days.

2. Any other violation of the KYFCL By-Laws by any member team(s) will result in a minimum one-hundred dollar (\$100.00) fine and will be paid by check made payable to the KYFCL treasury on or before the Friday following the violation. If a violation occurred involving a game(s), member team(s) will forfeit said game(s). This decision will be final.
3. A fine of one-hundred dollars (\$100.00) and forfeit of game(s) will be assessed any member team(s) not submitting an official KYFCL player roster prior to the first scheduled league game of each current season, containing information stated as such on said roster or failing to or withholding roster information from the KYFCL or the PIAA or the President of the league. The one-hundred dollars (\$100.00) fine will be paid by check made payable to the KYFCL treasury immediately or said team(s) will be suspended from play until such fine is paid. Persons responsible for submitting incorrect or falsifying information to the KYFCL will be terminated immediately.
4. Other penalties or fines can be assessed to any member team(s) the KYFCL Board of Directors deems necessary by calling a meeting with a majority of member teams present and such penalty or fine discussed, voted upon and a written notice of such penalty or fine presented to such member team(s).
5. Any coach, squad leader, players, cheerleader or parent who conducts themselves in an unsportsman-like manner which would reflect discredit to this program while participating in any competition may be removed from further participation. There is a zero tolerance policy that has been implemented by the officials and KYFCL Board.
6. For violation, person/persons involved can be suspended at the discretion of the KYFCL Grievance Committee or Executive Board pending a written report of the incident and a hearing on same. Independent violators will be penalized for their actions. Such penalties could lead to the removal from further participation within the KYFCL.
7. No coach, squad leader, instructor, parent or adult party shall harass, abuse, heckle, or make any uncomplimentary remarks whatsoever to any opposing player, coach, person or official. Violation will result in suspension and removal from field.
8. If head coach (or designated alternate) for each level of play in KYFCL does not attend the Coaches' Clinic and PIAA rules interpretation meeting for the entire clinic, penalty will be \$100 fine/level not represented and head coach sits out first game. Head coach is not allowed on side lines, half time, or team participation. Must sit in stands (may not coach from the stands).
9. If scores are not reported to KYFCL secretary no later than 9:00 p.m. on Sunday evening each week of season, a \$50 fine will be assessed.
10. Lopsided score forms are also due to secretary of KYFCL by 9:00 p.m. on Sunday each week of season if score differential is 28 pts or more. The Head coach sits out until form is submitted. If Executive Committee determines head coach did not do everything possible to avoid lopsided score according to policy, Head coach receives warning letter. Second offense, receives notification that Grievance Committee will review with possible suspension penalty or fines.
11. There will be a \$50 penalty for any organization not submitting information that is time sensitive by the due date, i.e., rosters, organizational forms, injury report forms, etc.

12. Organizations not abiding by motions or actions approved by the KYFCL Board of Directors will incur a \$500.00 fine for the first incident per season after seven (7) days of non-compliance. Fines will be increased \$250.00 for each additional non-compliant week and for repeated incidents per season.

PLAY-OFF/CHAMPIONSHIP

1. At the end of the regular season, all three (3) division winners will go to play-offs based on points. Points are two (2) for win; one (1) for tie. There will be no extra points for in-Division win. The next 5 will be chosen based on points.
2. Division winners are seeded by win/loss record.
 - a. If Division winners are tied in points, tie will be broken by (1) winner of head-to-head competition during the season, and (2) by which Division they play in (1) Liberty, (2) Federation, (3) American.
 - b. If there is a tie for Division winner, tie will be broken by (1) head-to-head competition during season, and (2) strength of schedule (power points).
3. Strength of schedule is figured by taking win record of the teams played during current season, add them together. This is done separately for JV, MidVarsity and Varsity.
4. Fields for first round of play-offs rotate alphabetically starting with Mercersburg in 2007.
5. Schedule for first round will be: 1 vs 8; 2 vs 7; 3 vs 6; 4 vs 5; Varsity may vary depending on number of teams.
6. 2nd round of Play-offs and Championship rotate alphabetically starting with Gettysburg in 2007.
7. All games will be played until a winner is decided. If at the end of regulation play, the score is tied, the PIM (NFOHSA) ten-yard line overtime procedure will be utilized to determine a winner.
8. The host team must provide regulation (NFOHSA) football field and all facilities. Designated home teams provide footballs in sizes used during regular season.
9. All teams must have completed all regular season scheduled games before they can participate in any play-off/championship games.
10. For Championship games, 1st and 2nd place and 3rd and 4th place will be determined.

APPENDIX A

LOPSIDED/INTENTIONALLY RUN UP SCORES

The Executive Board will be responsible for monitoring and recommending penalties for lopsided/intentionally run up scores using the following basis:

Once a 28-point difference is obtained between the two opponents, if team has 22 or more players:

- the winning team must take out its entire first string, both offense and defense
- there will be no blitzing by either team
- the winning team cannot pass the ball or run sweeps outside the tackle
- there will be no sidekicks at kickoff (onside kicks)
- the winning defense team cannot advance a fumble or pass interception. Ball is blown dead immediately. Winning team offense may start play action from this point.
- teams are still required to complete the mandatory play rule
- if lead drops below 28 points, the starters may re-enter the game, but if lead returns to 28 points, starters again must come off field

A starting player is defined as:

- Player who began the game playing a position or has played the majority of the snaps (This prevents coaches from starting player “a” so he is labeled a starter then after one or two plays inserting player “b” who is the true starter.)

If team has less than 22 players,

- Substitution of players should proceed in the following manner: Offense: QB (1st); RBs (2nd); Offensive lineman (3rd); Defense: remove players from front (d-line) to back (D-backs)
- Every attempt should be made to substitute in that order first with players off of the bench and after that players may be played out of position
- Example: team of 19 players and spread of 28 points, all additional 8 players must be inserted before any remaining starters will be played out of position.

Specializing players in one single position is inconsistent with the purposes and goals of the KYFCL. Under lopsided play, ideally, the winning team should experience little difficulty or problem in keeping with the policy. If there are not a sufficient number of players to replace all starters, the few that remain must be shifted around to various positions, in a concerted effort to weaken the winning team and to allow the losing team the opportunity to score with dignity.

LOPSIDED SCORE GAME REPORTING INFORMATION FOR WINNING TEAM

Please Print

Head Coach: _____ Club & Level _____

Date/Location: _____

Home Team: _____ Away Team: _____

Final Score: _____ to _____

What in your opinion caused the lopsided score?

Is there any ill will or animosity among the coaching staffs of the teams?

Has your team ever been involved in a lopsided score before? If so, list games and / or dates.

What actions were taken by you and your staff to prevent the score differential from reaching 28 pts? List details.

Did you take out starters both offensively and defensively? If so, when?

What actions were taken by you and your staff AFTER the point differential reached 28? List specific details with game time frame.

Did you run plays out of bounds to stop the clock after it became a running clock?

Did you use any time outs after the clock became a running clock? If so, provide purpose of time outs.

Did you follow the guidelines for lopsided scores and if not why? If so, which ones?

In retrospect, list specific ideas-you feel could have been done to prevent the score differential from reaching 28 points.

Signature of Head Coach: _____

Signature of Organization's President or KYFCL rep: _____

Date: _____

Note:

1. Home team is responsible for reporting scores to secretary of KYFCL by 9:00 p.m. on Sunday each week of season. If score differential is 28 pts or more, the above form must be completed. Completed form must be emailed to secretary of KYFCL at same time scores are reported.
2. Head coach sits out until form is submitted.
3. If Executive Committee determines head coach did not do everything possible to avoid lopsided score according to policy, receives warning letter. Second offense, receives notification that Grievance Committee will review with possible suspension penalty.

LOPSIDED SCORE GAME REPORTING INFORMATION FOR LOSING TEAM

Please Print

Head Coach: _____ Club & Level _____

Date/Location: _____

Home Team: _____ Away Team: _____

Final Score: _____ to _____

What in your opinion caused the lopsided score?

Is there any ill will or animosity among the coaching staffs of the teams?

Has your team ever been involved in a lopsided score before? If so, list games and / or dates.

What actions did opposing team take action to prevent the score differential from reaching 28 pts?

Did they take out starters both offensively and defensively? If so, when?

What actions were taken by opposing team's staff AFTER the point differential reached 28?

Did they use any time outs after the clock became a running clock?

Did they follow the guidelines for lopsided scores and if not, which ones?

Any other comments?

Signature of Head Coach: _____

Signature of Organization's President or KYFCL rep: _____

Date: _____

Note:

1. Home team is responsible for reporting scores to secretary of KYFCL by 9:00 p.m. on Sunday each week of season. If score differential is 28 pts or more, the above form must be completed. Completed form must be emailed to secretary of KYFCL at same time scores are reported.
2. Head coach sits out until form is submitted.
3. If Executive Committee determines head coach did not do everything possible to avoid lopsided score according to policy, receives warning letter. Second offense, receives notification that Grievance Committee will review with possible suspension penalty.

APPENDIX B

SMURF Game Play Rules

These rules are not designed to create excessive competition at the SMURF level and any/all acts to create this will not be acceptable. Any/all coaches that remove the fun and create unacceptable levels of competition will be penalized. Any/all actions deemed by the KYFCL board as unacceptable should result in coaching suspensions or bans.

SMURF Football Rules:

1. General:

- Field must be vacated 5 minutes before start of the JV game.
- Each game will consist of three (3) series per half; six (6) series in total. Visiting team starts offense for first series in game and then alternates.
- Games will be 75 minutes.
- No Time stoppages, except for player injury
- Each player must have a minimum of 10 plays per game.
- 10 Minute half time for player rest and Cheerleader performances
- Game clock to be kept on Field scoreboard
- Two coaches on field per team
- The Ball is not to be handed off or passed until coaches from both the Offensive and Defensive sides have their teams set and ready for the play.
- A (60) second clock will start at placement of the ball on LOS
 - (60) second clock should be managed by acting Referee.
 - One warning should be provided on 60 second violation then penalty resulting in loss of down on future infractions
- When play starts, coaches must be 10 yards behind players.
- Both away and home teams must each provide one official; cannot be a SMURF coach.
- Home team may provide a chain gang to mark downs and LOS (line of scrimmage); LOS marker must be provided.
- Each team must comply with all KYFCL rules as listed in the KYFCL by-laws (i.e. red stripe, weigh-in, # of plays per player, etc.)
- All teams must use a Wilson K2 ball, or equivalent

2. Possessions:

- Every possession starts at the 30 yard line
- Each possession will consist of 10 plays. After 10 plays, possession switches to other team.

- If first down is not achieved in 4 plays, ball is moved back to 30 yard line.
- Every Change of Possession the ball is placed at the 30 yard line and a new series begins
- Turnover, ball goes back to 30 yard line and possession continues with remaining downs.

3. Scoring:

- No scores will be kept.

4. Blitzing / Defensive nose guard alignment

- A maximum of six players are allowed to penetrate past the LOS on a play. A maximum of six includes down linemen and defensive ends.
- No Noseguard alignment is permitted for defense. Noseguard alignment is defined as a defensive player lined up directly across from center or in the center / guard gaps.

5. Penalties:

- Teams should lean towards teaching after the play and avoid calling penalties as much as possible.
- Penalties will be called only on flagrant safety issues
 - Definition of Flagrant Safety Issue: Flagrant facemask, blocking in the back (Block that directly impacts the result of the play), horse collar tackles (as defined by the PIAA).
- Penalties should be called by the designated referees only
- Accepted defensive penalty results in offense replaying possession
- Accepted Offensive penalty results in replaying of possession
- Accepting penalty moves ball back to original LOS for replay

APPENDIX C

SMURF JAMBOREE

- 1. The SMURF Jamboree will run by the same rules as during the season**
- 2. Each team will play a minimum of three scrimmages**
- 3. Each player receives a participation medal**
- 4. SMURF officials will be paid by the host organization**