

RULES AND POLICIES Governing
ALL YOUTH ATHLETIC COMPETITION
for the City of Los Angeles
DEPARTMENT OF RECREATION AND PARKS

**THE CONSTITUTION OF THE CITYWIDE
YOUTH SPORTS BOARD BLUE BOOK**

ARTICLE I. NAME

The name of this Board shall be The Citywide Youth Sports Board of the Department of Recreation and Parks of the City of Los Angeles (CYSB).

The purpose of this Board shall be to promote and establish the highest standards in youth sports programming and to recommend, determine, implement and interpret rules, regulations, and policies governing Regional and Citywide Youth Athletic Programs of the City of Los Angeles Department of Recreation and Parks.

ARTICLE II. OBJECTIVES

The Objectives of the board shall be:

- A. To ensure equal opportunity for all youth, by emphasizing the Department's gender equity policy.
- B. To standardize rules.
- C. To standardize eligibility.
- D. To stimulate program development in the realm of athletics.
- E. To encourage and coordinate athletic endeavors with other youth-serving agencies.
- F. To develop the highest ideals of good sportsmanship in the participating athletes and volunteers.
- G. To serve in an advisory role and protest board for recreation personnel of the Department of Recreation and Parks.
- H. To reflect gender equity in membership and appointments.

ARTICLE III. MEMBERSHIP

- A. The membership of this Board shall consist of representatives from within the department.
 - 1. One Principal Recreation Supervisor shall be appointed from within the department. (1)
 - 2. Two (2) representatives from each Region, either Recreation Coordinators, Recreation Facility Directors, or Senior Recreation Directors, will be assigned to CYSB (8). It is recommended that each region appoints at least one female representative.
 - 3. One (1) Recreation Supervisor from each Region, including Municipal Sports, totaling no more than (4) members.
 - 4. One (1) designated representative from the Municipal Sports Section.
 - 5. One (1) designated representative from the Department's Gender Equity division.
 - 6. One (1) designated representative from the Aquatics division.
 - 7. One (1) designated representative from the Adaptive division.
- B. Principal Recreation Supervisors from each region will appoint representatives within their chain of command.
- C. Representatives will be appointed for a two-year term as of January 1st of the appropriate year.

ARTICLE IV. OFFICERS

The following officers will be elected annually by the CYSB at the last scheduled meeting of the year.

- A. President – shall preside at all meetings, appoint and discharge all committees and perform as a spokesperson for the Board to all outside sources.
- B. Vice President – shall assume the duties of the President in the absence of the President and prepare the agenda for each meeting.
- C. Secretary – shall record the minutes of the meetings, have charge of the correspondence and maintain all records as designated.
- D. Treasurer – shall be responsible for keeping all financial records.

All members of the board are eligible to serve as officers with the exception of the Principal Recreation Supervisor who acts as a facilitator. CYSB members will have a vote on all items before the board.

ARTICLE V. MEETINGS

The President shall schedule a meeting once a month. The president may call for a special meeting whenever the need arises.

ARTICLE VI. QUORUM

A quorum of this board shall consist of one (1) more than half of the total membership. (Ex: 16 members: 9 are needed for a quorum). Region representatives may send substitute representatives to a meeting. These substitutes will be approved by the region CYSB supervisor in the affected region. These substitutes will also have voting privileges in the meeting. Each region is encouraged to have a designated substitute.

Voting procedures:

- Citywide Rule Changes – Requires a 2/3 board majority for any motion to pass.
- For all other measures – A straight majority of the quorum is needed.

GENERAL RULES OF THE CITYWIDE YOUTH SPORTS BOARD

Rule 1

Citywide All-Star Tournament dates shall be listed in a seasonal sports calendar which will be distributed by the CYSB prior to each playing season. In order to enter a Regional Tournament for any respective sport, players must have participated in leagues that played within the CYSB Sports Season dates.

SPORTS SEASONS

Basketball: December through April. Local leagues should end by the 1st Saturday in March. Region All-Star Tournaments must be completed by the 4th Saturday in March.

Baseball: March through July. Local leagues should end by the 1st Saturday in June. Region All-Star Tournaments must be completed by the end of June.

Softball: March through July. Local leagues should end by the 1st Saturday in June. Region All-Star Tournaments must be completed by the end of June.

Flag Football: September through December. Local Leagues should end by the last Saturday in November. Region All-Star Tournaments must be completed by the 2nd Saturday in December.

Soccer: September through December. Local Leagues should end by the last Saturday in November. Region All-Star Tournaments must be completed by the 2nd Saturday in December.

Volleyball: September through December. Local Leagues should end by the last Saturday in November. Region All-Star Tournaments must be completed by the 2nd Saturday in December.

(Dates subject to change, to work around holidays)

Rule 2

In order to qualify for a Citywide or Regional Tournament, teams must meet the following eligibility requirements:

A. **Common Draft System**

A "Common Draft" procedure is defined as:

1. A system that the league Director uses to make teams in which every coach has the opportunity to select any available registrant.
2. A league that is made up of players from one (1) Recreation Center.
3. A minimum of two (2) teams are required to constitute a "common draft."

4. Each center must also meet the minimum required number of registered participants for each respective division in order to qualify for All-Star play:
Formula: (Double the number of the starting players + 2)

a. Baseball and Softball:	20
b. Basketball:	12
c. Soccer:	20
d. Flag Football:	16
e. Volleyball:	14

(number totals are subject to change based on rule changes)

5. Centers may enter a second All-Star Tournament team if they meet triple (3x) the required registered participants. For example: in order to enter two Basketball All-Star teams, the center must have a minimum of 36 registered participants (12 players x 3 = 36) in that division.

B. Local League Organization

All teams must be part of one (1) of the following "Department Staff Organized" League Organizations.

A Local League Organization is defined as; any league which includes three (3) or more teams at Recreation Center. It should be the goal of each Recreation Center to run their own local league with a minimum of three (3) teams per division. There are three (3) other types of leagues from which a center may qualify to form an All-Star Tournament team. They are as follows:

1. Single Center with Combined Age Groups

A three-team minimum league that is made up of players from one (1) Recreation Center. All players registered are placed on a team by the director using a common draft system. In order to have a league, age classification groups are combined.

{E.g. Minor/Major league}

An All-Star Tournament team from either age classification may be formed. Players that participate in a combined league are eligible if the age classification division meets the common draft minimums.

*A combined age group may not be joined with a single age group to form an All-Star Tournament team. For Example: Combining a Minor/Major division with a stand-alone Minor division to form a Minor All-Star Tournament team.

Once a player is moved up to an older age division they cannot be moved back down to the younger age division. For Example: A minor player that joins a Minor/Major League while there is an existing Minor League at that Center, cannot go back to the minor division and represent the center in post-season tournaments.

2. Single Center League with Outside Teams

A three-team minimum league in which a Recreation Center combines with a team(s) from an outside youth organization. Any team that is NOT assembled by the Center Director using a common draft system is considered an 'outside' team. These 'outside' teams' participants are ineligible for Region and Citywide All-Star Tournaments. Only players included in the Center's "Common Draft" are eligible for Region and Citywide All-Star Tournaments.

3. District / Region League

A three-team minimum league comprised of teams from more than one (1) Recreation Center within the same District / Region. A Center with more than one (1) team must put these teams together using a common draft system. All-Star Tournament teams must be made up of players from the same Center. All Centers participating in a District / Region League that meet the common draft minimums above are eligible for Region and Citywide All-Star Tournaments. Note: Prior approval must be granted by the District Supervisor and/or the Region Division Head.

- C. An All-Star team must be composed of players from a local league who have played in a minimum of 50% of their team's games in order to qualify for Region and Citywide All-Star Tournaments.
- D. A player may only represent ONE (1) Recreation Center in Region and Citywide All-Star Tournament play (per season, per sport).
- E. Any Region or Inter-Region Tournament requires a minimum of two (2) eligible teams, each from a different center. Only one (1) team may advance if a combined Inter-Region Tournament is held.
- F. A minimum of seven (7) games must be scheduled and played to qualify as a "Department Staff Organized" local league. Games played should take place over a minimum of six (6) weeks. It should always be the goal of each Recreation Center to run a league that consists of 8-12 games over an 8-12 week period.

Rule 3

Individual Eligibility

- A. Age status will be that as of January 1st for any sport beginning in that year. The Director of the Center that the team represents shall be responsible for a youth's eligibility. Proof of age must be presented, along with the roster, to the District Chairperson by the assigned due date.

1. The Age Classifications are as follows:

Minor Division	9 and 10 years old
Major Division	11 and 12 years old
Junior Division	13, 14 and 15 years old

2. The Following items will be accepted as proof of age:

US Birth Certificate, a notarized and translated foreign Birth Certificate, a US Passport, a notarized and translated foreign Passport, a US Resident Alien Card, an identification card from the Department of Motor Vehicles, a medical insurance card, a computer-generated immunization record, a computer-generated school report card, school identification cards that contain the student's name, date of birth, school being attended and are professionally generated, an embossed baptismal certificate, or a notarized and translated foreign embossed baptismal certificate.

Note: All players in the All-Star Tournaments are subject to review by the Board in regards to eligibility. The Board may request additional proof of age from any individual to rule on eligibility.

- B. A player appearing on any Varsity or Junior Varsity high school roster is not eligible for participation in the Citywide All-Star Tournament.

Note: Students on high school teams risk the loss of remaining school eligibility if they play on an "outside" team of the same sport during their high school season.

- C. Players in a lower age division may play in a higher age bracket, but not vice versa. Participants may not play in two age divisions during All-Star Tournaments. Once a player is used in a higher age division, at any recreation center during regular season play, the player is deemed ineligible to participate in the lower division.
- D. Players must appear on a Recreation Center's league roster and be registered in the Department's current registration system for the division entered. Players are not allowed to move up or down for the purpose of All-Star Tournaments.
- E. The penalty for infraction of any of the eligibility rules is forfeiture of the last tournament game in which the ineligible player participated.
- F. A youth who registers in a Department's Sports Program and violates the above eligibility conditions shall be ineligible for any Department Tournament in the sport for the remainder of that year.

Rule 4

Roster Responsibility

- A. A Local League must furnish rosters of all players used in the League. The roster shall include the name and the team or teams played by each player.
- B. An All-Star team must submit a roster which is to include: the name of the player, the signature of the player, the player's school, the player's birthdate, and the name of the team the player played on in the Local League. Proof of age for each player must accompany this roster.

Rule 5

Responsibility of District Supervisors

- A. Exercise general supervision over all Local Leagues in their respective district.
- B. Review and approve All-Star rosters with their signature.
- C. Organize the Region Tournament and draw up the Tournament schedule. The District Supervisors may delegate this responsibility to a Region Sports Board.

Rule 6

Responsibility of the Director in Charge

- A. It shall be the Director's responsibility to conduct and promote the youth sports program according to the policies and regulations set forth herein.
- B. In all Department Tournaments, a full-time Center staff member must accompany the Center's team and is responsible for the behavior and conduct of the team players, coaches, parents, and spectators. When an alternate staff employee is designated to substitute for the full-time staff, the Supervisor should be notified at least 24 hours in advance of the event.
- C. Must check to see that all Codes of Conduct have been signed by the Players and Coaches.
- D. Assure that their All-Star coaches are certified by the Positive Coaching Alliance.

Rule 7

Rules of Play

- A. The CYSB will send out Rules of Play to each Region's Sports Board prior to each sports season as outlined by Rule 1 of the General Rules.
- B. Each Local League may have supplementary rules. However, the Citywide Rules will govern All-Star Tournament play.
- C. Teams must be ready to play at game time. No grace period is allowed in Regional and Citywide All-Star Tournaments.

Rule 8

Protests and Forfeits

- A. All protests of rule interpretation will be handled on the spot by the Board members on site.
- B. If a player or team is found to be ineligible during the Department Tournament, that team will be eliminated. The last game played in the tournament shall be forfeited. No other game or games shall be affected.

C. Forfeit Rule.

1. Teams must be at the facility and ready to play by the scheduled time. Each sport has its own minimum player requirement.
2. Please read through the official rules and guidelines for each respective sport for its forfeit time.
3. Teams are encouraged to check in at least 30 minutes prior to scheduled game time.

Rule 9

Officials

- A. The Recreation Director shall be responsible for assigning officials for the Local League.
- B. The Region Sports Board shall be responsible for arranging officials for that Region's All-Star Tournaments.
- C. The CYSB shall be responsible for assigning officials for the Citywide All-Star Tournament.

Rule 10

All Department staff should understand the general sportsmanship goals regarding the responsibilities of volunteers acting on behalf of the Department.

SPORTSMANSHIP MISSION STATEMENT

The mission of the City of Los Angeles Department of Recreation and Parks Sportsmanship Program is to inform and prepare the patrons, participants, spectators, volunteers, and staff related to youth and adult sports programming to the department's policy, procedures, and expectations regarding ethical behavior, fair play, integrity, compliance to the rules and the elements of sportsmanship. All athletic contests will represent, in perception and practice, the appreciation for athletic participation and the shared educational experience of competition. All individuals associated with organized athletic activities will be aware of, and responsible for their influence on the behavior of others and be models of good sportsmanship to all.

Rule 11

The Citywide Rules for each sport will be reviewed and distributed annually by the CYSB and will be enforced during all Youth Sports Tournaments. The minimum and a maximum number of players on an All-Star Tournament team roster will be defined in each individual sports' Citywide Rules. The Mandatory Play rule will be defined in each individual sports' Citywide Rules.

[SIGNATURE PAGE TO FOLLOW]

CYSB Constitution and General Rules [aka “Bluebook”]
(Revised September 21, 2023)

The Constitution and General Rules of the Citywide Youth Sports Board was approved on the

_____ day of _____ in the Year of _____, by: _____

Principal Recreation Supervisor

Sports Board President

Sports Board Secretary

Citywide Youth Sports Board Members:

Principal Recreation Supervisor: **Juan Aynat**

- Metro Region: Carlos Alvarado (Supervisor), Mayra Alvarez (Treasurer), Christian Oliva, Al Ramos
- Pacific Region: Kim Welden (Supervisor), Lucindy Jeter, Sasha Santana (Secretary)
- Valley Region: Rich Kraveitz (Supervisor), Oscar Cardenas, Adam Monick
- West Region: Kortley Norris (Supervisor), Mychal Lynch (Vice President), Adan Pulido,

- Gender Equity: Lizka Mendoza
- Municipal Sports: Eric Mellem (President)
- Adaptive Section: Irving Moreno
- Aquatics: Vacant

Attachments:

- A. Citywide Basketball Tournament Rules
- B. Citywide Baseball Tournament Rules
- C. Citywide Softball Tournament Rules
- D. Citywide Flag Football Tournament Rules
- E. Citywide Soccer Tournament Rules
- F. Citywide Volleyball Tournament Rules