

Kings Park Soccer Club

Arbitration and Appeals Committee Rules

February 22, 2003

The Arbitration Committee shall deal with all differences and controversies that may arise from Club sponsored events.

The Arbitration Committee shall have the obligation to deal with violations of the Rules and Regulations of Club sponsored competitions. They shall deal with misconduct by any team, player, official, referee, member or spectator under its jurisdiction. They shall be directed by the Board of Directors to handle matters in any other event that such violation or misconduct is not dealt with by the proper organization or authorities.

The Arbitration Committee will also administer Game Protests, in divisions where standings are maintained, and, at the direction of the Board of Directors, the Arbitration Committee will attend to any matter not specifically addressed.

Part 1. Arbitration Committee.

It shall manage all matters requiring arbitration which pertain to Club sponsored competition(s). The Arbitration Committee will administer Game Protests and Behavioral Incidents. At the direction of the Board of Directors, the Arbitration Committee will attend to any matter not specifically addressed in the Bylaws. The Arbitration Committee has the authority to suspend or fine any Player, Coach, Team, Team Official, Club Official, Team and/or Club Supporter. The Arbitration Committee has the authority to fine any such person.

1. *Composition.* There will be no less than three (3) and no more than five (5) members, including a Committee Chair on the Arbitration Committee. Arbitration Committee members shall be selected by the Club President, with the approval of the Board of Directors for a one or two year term. The Club President shall appoint the Chair of the Arbitration Committee.
2. *Voting.* Voting of this Committee shall be one (1) vote for each member of the Committee including the Chair. A minimum of three (3) voting members, which includes the Chair, will be required to hear a case and render a decision.
3. *Participants at an Arbitration Committee Meeting.* The Arbitration Committee reserves the right to determine the participants and number of participants that may attend an Arbitration Committee meeting.
4. *Convene Arbitration Committee.* The Arbitration Committee will convene at the discretion of the Chair.
5. *Possession of Cards.* All cards (USYSA Player Registration Pass or LIJSL Adult Supervisor Pass) returned to the Club will remain in the possession of the Arbitration Committee until a decision is rendered and/or a suspension has been served.

6. *Records of the Arbitration Committee.* The records of the Arbitration Committee will be maintained for a three (3) year period.

7. *Adult Supervisor to Appear at the Arbitration Committee Hearing.* In the event that an Adult Supervisor is awarded a Red Card, at the discretion of the Arbitration Committee, said Adult Supervisor will be notified by the Arbitration Committee to appear in person, at the Arbitration Committee hearing of the case.

a) The Arbitration Committee will notify the Adult Supervisor of the date, time and location of the hearing.

b) The Adult Supervisor will be suspended from coaching until said Adult Supervisor appears at the hearing.

8. *Player to Appear at the Arbitration Committee Hearing.* In the event that a Player is awarded a Red Card, at the discretion of the Arbitration Committee, said Player and the Coach (Adult Supervisor) of the said Player's team will be notified by the Arbitration Board to appear in person, at the Arbitration Board hearing of the case. The Adult Supervisor must accompany the player to such a hearing.

a) The Arbitration Committee will notify the Coach of the date, time and location of the hearing.

b) The Player will be suspended from participation in games until said Player and Coach appear at the hearing.

Part 2. Protests and Disputes.

All questions relating to the qualifications of competitors or interpretation of the rules or any dispute or protest whatever, shall be referred to the Arbitration Committee. Protests and disputes are filed by the Members who will bear responsibility for adherence to the rules regarding disputes and protests and guarantee all fees and fines. Decisions of the Arbitration Committee shall be final and binding unless and until overturned under appeal as provided for in Part 4.

1. *Valid and Eligible for Consideration.* To be valid and eligible for consideration, each protest or dispute must:

a) Be accompanied by a protest fee in the amount of twenty dollars (\$20.00), in the form of a check or money order, made payable to the Kings Park Soccer Club.

b) Be submitted in triplicate on the Club's Game Protest Form. The form must describe in full detail the grounds for the protest or dispute and bear the signature of the coach of the team initiating the protest or dispute.

c) Be accompanied by three (3) copies of any information to be presented by witnesses and/or supporting documents.

- d) Be provided by certified or registered mail (along with all supporting information and documents) to the opposing team.
- e) Be initiated by a party directly involved in the incident under protest or dispute. An involved party, as used throughout this Part, is defined as a team coach, or club official.
- f) Include all information necessary to allow a fair and just decision.
- g) Be mailed to the Club, addressed to the Chair of the Arbitration Committee, by certified or registered mail, and postmarked no later than midnight of the third business day following the incident giving rise to the protest or dispute. A business day, as used throughout this Part, is defined as any weekday that the offices of the USPS are normally open for business. A business day shall not include Saturdays, Sundays, or legal holidays observed by the USPS.
- h) No protest shall be entertained for a game in any division that does not maintain standings.

2. *Protest Fee Forfeited.* The protest fee shall be forfeited to the Club if the Arbitration Committee does not uphold the protest.

3. *Lawyer Shall Not Represent.* An Arbitration Committee hearing is not a legal proceeding. Involved parties may not be represented by legal counsel. Attorneys may appear before the Committee only as involved parties in an individual capacity and not as legal counsel.

4. *Ignorance of the Rules.* A plea of ignorance of the rules and regulations of the Club is not sufficient grounds for the filing of a protest or dispute.

5. *Conflicts of Interest.* The members of the Arbitration Committee shall avoid both apparent and actual conflicts of interest. In the event that a member of the Committee may be considered on any basis by a reasonable individual to have a bias for or against any interested party in a protest or dispute, that member shall excuse himself/herself from the deliberations concerning that protest or dispute.

6. *Convening the Committee and Notifying Involved Parties.* The Arbitration Committee shall be convened by the Chair at his/her discretion. Notice shall be given to involved parties and those others invited to aid in the Committee's deliberations and/or to present relevant information, no later than five business days prior to the scheduled meeting.

7. *Forfeiture of Appeal Rights.* An involved party failing to appear before the Arbitration Committee after having received notice as required in Part 2, Section 6 shall forfeit all rights to appeal under Part 4.

8. *Basis of Decision.* The Arbitration Committee shall render a decision on any protest or dispute on the basis of any information, from any source, that it deems appropriate under the circumstances.

9) *Timeliness of Decision.* The Arbitration Committee shall render a decision within fifteen (15) days of receipt by the Committee of a protest or dispute. Failure to render a decision within this period shall entitle the party filing the protest or dispute to submit the protest or dispute to the Appeals Committee without determination and the protest fee submitted shall be applied to the appeal fee.

10) *Notification of Decision.* All parties to a protest or dispute shall be notified in writing within (10) days of a hearing of the decision rendered by the Arbitration Committee.

11) *Rejection of Protests or Disputes.* Any protest or dispute not submitted to the Arbitration Committee in full compliance with Part 2, Section 1 shall be returned, along with all submitted documents and fees, without consideration.

12) *Appeal of an Arbitration Committee Decision.* A Club Member may appeal a decision of the Arbitration Committee only to the Appeals Committee in accordance with Part 4.

Part 3. Appeals Committee.

The Appeals Committee shall be responsible for hearing appeals pertaining to a decision rendered by the Club's Arbitration, other Standing or Transient Committee.

a) *Authority of the Appeals Committee.* The Appeals Committee has the authority to suspend or fine any Player, Coach, Team, Team Official, Club Official, Team and/or Club Supporter.

B) *Minimum Number of Voting Members.* Voting of this Committee shall be one (1) vote for each member of the Committee including the Chair. A minimum of three (3) and a maximum of five (5) voting members, which includes the Chair, will be required to hear a case and render a decision. The Club President shall appoint the Chair of the Appeals Committee. No one may serve on both the Arbitration and Appeals Committee simultaneously.

c) *Participants at an Appeals Committee Meeting.* The Appeals Committee reserves the right to determine the participants and number of participants that may attend an Appeals Committee meeting.

d) *Convene Appeals Committee.* The Appeals Committee will convene at the discretion of the Chair.

e) *Records of the Appeals Committee.* The records of the Appeals Committee will be maintained for a three (3) year period.

Part 4. Appeals.

All appeals of a decision rendered by the Arbitration Committee, or other Standing or Transient Committees shall be referred to the Appeals Committee. Appeals are filed by the Club members who will bear responsibility for adherence to the rules regarding appeals and guarantee all fees and fines. Decisions of the Appeals Committee shall be final and binding.

1. *Valid and Eligible for Consideration.* To be valid and eligible for consideration, each appeal must:

- a) Be accompanied by an appeal fee in the amount of twenty five dollars (\$25.00), in the form of a check or money order made payable to the Kings Park Soccer Club.
- b) Be submitted in triplicate. The submittal must describe in full detail the grounds for the appeal and bear the signature of the Club member filing the appeal.
- c) Be accompanied by three (3) copies of any information to be presented by witnesses and/or supporting documents.
- d) Be provided by certified or registered mail (along with all supporting information and documents) to all affected parties.
- e) Pertain to a decision rendered by the Arbitration Committee, or other KPSC Standing or Transient Committee, or result from the lack of a timely decision by the Arbitration Committee as provided for in Part 2, Section 9.
- f) Be initiated by a party directly affected by the decision under appeal.
- g) Include all information necessary to allow a fair and just decision.
- h) Be mailed to the Club, addressed to the Chair of the Appeals Committee, by certified or registered mail, and postmarked no later than midnight of the fifth business day following the date of notice of the decision giving rise to the appeal. A business day, as used throughout this Part, is defined as any weekday that the offices of the USPS are normally open for business. A business day shall not include Saturdays, Sundays, or legal holidays observed by the USPS.

2. *Appeals Fee Forfeited.* The appeals fee shall be forfeited to the Club if the Appeals Committee does not uphold the appeal.

3. *Lawyer Shall Not Represent.* An Appeals Committee hearing is not a legal proceeding. Involved parties may not be represented by legal counsel. Attorneys may appear before the Committee only as affected parties in an individual capacity and not as legal counsel.

4. *Ignorance of the Rules.* A plea of ignorance of the rules and regulations of the Club is not sufficient grounds for the filing of an appeal.

5. *Conflicts of Interest.* The members of the Appeals Committee shall avoid both apparent and actual conflicts of interest. In the event that a member of the Committee may be considered on any basis by a reasonable individual to have a bias for or against any affected party in an appeal, that member shall excuse himself/herself from the deliberations concerning that appeal.

6. *Convening the Committee and Notifying Affected Parties.* The Appeals Committee shall be convened by the Chair at his/her discretion. Notice shall be given to affected parties and those others invited to aid in the Committee's deliberations and/or to present relevant information, no later than five business days prior to the scheduled meeting.

7. *Forfeiture of Appeal Rights.* An affected party failing to appear before the Appeals Committee after having received notice as required in Part 4 Section 6 shall forfeit all rights to appeal.

8. *Basis of Decision.* The Appeals Committee shall render a decision on any appeal on the basis of any information, from any source, that it deems appropriate under the circumstances.

9. *Timeliness of Decision.* The Appeals Committee shall render a decision within fifteen (15) business days of the hearing of an appeal. Failure to render a decision within this period shall entitle the party filing the appeal to submit the appeal to the next level of authority without determination and the appeal fee submitted shall be refunded.

10. *Notification of Decision.* All parties to an appeal shall be notified in writing within twenty (20) business days of a hearing of the decision rendered by the Appeals Committee.

11. *Rejection of Appeals.* Any protest or dispute not submitted to the Appeals Committee in full compliance with Part 4, Section 1 shall be returned, along with all submitted documents and fees, without consideration.

Part 5. Matters Not Provided.

Any matters not provided for in these rules shall be determined by the Board of Directors of the Kings Park Soccer Club and decisions so made shall be final and binding.

Part 6. Penalties.

No Kings Park Soccer Club official, team, coach, referee, player, or other representative may invoke the aid of the Courts of any State or of the United States without first exhausting all available remedies within the Kings Park Soccer Club.

For violation of this rule the offending party shall be subject to the sanctions of suspension and fines and for all expenses incurred by the Kings Park Soccer Club and its officers in defending any court action, including but not limited to the following:

- 1) Court costs
- 2) Attorneys fees
- 3) Reasonable compensation for time spent by Kings Park Soccer Club officers and/or employees in responding to and defending against allegations in the action, including responses to discovery and court appearance.
- 4) Travel expenses
- 5) Expenses for holding special Kings Park Soccer Club meetings necessitated by court action.

Part 7. Line of Authority for an Appeal.

The line of authority for an appeal of a decision rendered by the Club's Appeals Committee shall be:

1. Kings Park Soccer Club Board of Directors
2. Long Island Junior Soccer League
3. State Youth Association
4. Regional Appeals Committee
5. National Appeals Committee
6. Youth Division Executive Committee
7. Youth Division National Council
8. USSF Board of Directors

Appeals following the line of authority listed above are made directly to each level. The bond for an appeal is prescribed by each level of appeal and are made payable to each level. The bond for an appeal to the Kings Park Soccer Club Board of Directors shall be one hundred dollars (\$100).