



**Northern California
Youth Rugby Association
(NCYRA)
Annual General Meeting (AGM)
Meeting Agenda #05**

Date: August 3, 2011

Time: 7:00 PM – 9:00 PM

Location: Dixon Masonic Hall, 159 North First Street
Dixon, CA 95620

<u>Item / Time</u>	<u>Issue</u>	<u>Presenter</u>
1. 7:00 – 7:05	Call to Order	Salaber
2. 7:05 – 7:10	Review and Approve May 4 th Meeting Minutes	All
3. 7:10 – 7:25	President's Report (Year Recap, Voting Rules of AGM, HSAA Report, CMS Report, 2012 Season Master Schedule - Discussion and Action)	Salaber
4. 7:25 – 7:30	Treasurer's Report (Financial Report - Approve)	Taylor
5. 7:30 – 8:15	Committee Chair Reports (5 min. max) – Discussion and Action (including appointment of Chairpersons) 5.1 - Inter-Conference Competition (Playoffs) 5.2 - High Performance (All-Star) 5.3 - Inter-Conference Disciplinary 5.4 - Public Relations 5.5 - Boys High School 5.6 - Girls High School 5.7 - Middle School 5.8 - Youth 5.9 - Sevens 5.10 – Referees (Ad Hoc) 5.11 - Single School (Ad-Hoc)	Committee Chairs
6. 8:15 - 8:25	Nomination and Election of 2012 NCYRA Officers	All
7. 8:25 – 8:35	NCYRA Policy Review and Amend (Including USAR Dues Increase) - Discussion and Action	All
8. 8:35 – 8:45	Safety Protocol and Code of Conduct - Discussion and Action	All
9. 8:45 – 8:55	NCYRA Coaching Certification Program - Discussion and Action	All
10. 8:55 – 9:00	Other Items from the Floor	All
11. 9:00	Adjourn	President



Northern California Youth Rugby Association (NCYRA)

Board of Directors (BOD)

Meeting Minutes #04

Date: May 4, 2011

Time: 7:00 PM – 9:00 PM

Location: Lafayette Library, 3491 Mt. Diablo Blvd
Lafayette, CA 94549

The attachments show the attendees, clubs and organization title information.

1. Robert Salaber (President) called the meeting to order at 7:00 PM and followed the above agenda.
2. Robert Salaber (President) asked for discussion of the minutes of AGM meeting. The group unanimously approved the minutes from the previous meeting. Motion by Matt Taylor, 2nd Jay Hanson.
3. Robert Salaber (President) gave a President's report where he reviewed Registration, Match Reports, PCIT, NCYRA Playoffs.
4. Matt Taylor presented the budget and discussed aspects of the budget (See attachment).
 - 4.1. He noted that the increase in registration numbers caused the top line of the budget to be greater than planned,
 - 4.2. He estimated that the NCYRA would have ~\$30,000 left to carry into the next year which is slightly higher than the ~\$20,000 minimum that Taylor had suggested at the previous BOD meeting.
 - 4.3. The group unanimously approved the Budget as presented. Motion by Rob Harrison, 2nd Josh Fitzgerald
5. Committee Reports
 - 5.1. Inter-Conference: Rob Salaber presented the Inter-conference (playoff) committee report for Scott Wood. The group unanimously approved the report as presented. Motion by Josh Fitzgerald, 2nd Dave Fangle.
 - 5.2. High Performance: Josh Fitzgerald presented the High Performance / All Star Committee report. The group unanimously approved the program and budget as presented. Motion by Jay Hanson, 2nd Steven Moore.
 - 5.2.1. The All Star tournament will be held on May 28, 29, 30 at Treasure Island. There will be U19 (5 teams), U17 (4 teams), and some U15 teams.
 - 5.2.2. The \$1,000 per conference for All Star kit was not funded in this year. Conferences will provide their own All Star kit.
 - 5.2.3. NCYRA should send a combined U19 team to the Rocky Mountain Challenge with the intent of winning the tournament.

- 5.2.4. USA Coach Salty Thompson will conduct a high performance camp on July 7 thru 12.
 - 5.3. Inter-Conference Disciplinary: Rob Salaber presented (for Matt Eason) the Interconference Disciplinary committee. The White Paper from the Interconference Disciplinary Committee was distributed with the minutes. Motion by Glenn Warden, 2nd Paul Kessler
 - 5.4. High School: Mateo Medrano was not present so he did not present the committee report for the High School competition committee. Jay Hanson made a motion that Mateo Medrano present a report and recommendations for rules for Varsity Gold vs Varsity Silver participation. 2nd Rob Harrison. The motion carried unanimously.
 - 5.5. Middle School: Rob Salaber discussed the women's program (250 registered) Karen Chance presented a summary of the committee report. The motion carried unanimously (Paul Keeler, 2nd Wade Hess.)
 - 5.5.1. Rob Salaber made the report from the Middle School Committee. The Dixon tournament was successful with 3 divisions based on team self rating of their ability. The motion carried unanimously (Paul Keeler, 2nd Steven Moore.)
 - 5.6. Youth: Matt Taylor presented the report for the NCYRA youth committee. He noted that some of the issues were weight / size limitations, scheduling, tournaments. The group unanimously approved the report as presented. Motion by Rob Salaber, 2nd Josh Fitzgerald. The group recognized the senior referees who helped at the youth tournament and Rob Harrison for setting up the tournament at Danville after the TI tournament was rained out.
 - 5.7. Sevens: Rob Salaber presented the report for the Seven's committee. The NCYRA will hold a tournament in Dixon on three Saturdays (interleaved with the Palo Alto Sevens) during the summer. The motion by Steve Moore, (2nd Paul Kessler) carried unanimously.
 - 5.8. Public Relations: Dave Faingold presented the Public Relations Committee report and discussed the following. The group unanimously approved the program as presented. Motion by Rob Salaber, 2nd Steve Moore.
 - 5.8.1. The web site was very successful.
 - 5.8.2. The Committee completed a stylized logo (with the web URL) and sold out the t-shirts at the PCIT.
 - 5.8.3. The committee has concentrated on 8 points to concentrate on for the next year.
 - 5.8.4. The committee offered that the NCYRA sponsor a "rugby week".
 - 5.9. Referee: Rob Salaber presented the Referee committee report. The group unanimously approved the program as presented. Motion by JR, 2nd Josh Fitzgerald.
 - 5.10. Single School (Ad-Hoc): Josh Fitzgerald presented the Ad Hoc (Single School) committee report. The group unanimously approved the program as presented. Motion by Rob Salaber, 2nd Wade Hess.
6. Rob Salaber discussed a player, coach and fan code of conduct and methods of enforcement. There was a lively discussion, with the group in general agreement that the NCYRA needed to improve the conduct of some teams who were showing egregious conduct. There was disagreement as to whether the coach had to take responsibility for the fans.

7. Proposed referee society merger with the NCYRA was briefly discussed. Rob Salaber indicated that information would be forthcoming, prior to the next NCYRA Board meeting.
8. Rob Salaber presented the framework for a coaching certification program to be administered by the NCYRA. He indicated that this information would also be forthcoming prior to the next NCYRA Board Meeting.
9. There were no other items from the floor.
10. The motion to adjourn was made by Jay Hanson (2nd Wade Hess) and carried unanimously.

Minutes prepared by Bob Benson, Secretary.



NCYRA BOD Meeting

May 4, 2011

NAME	CLUB	EMAIL	PHONE #
RYAN BURKE	OAKLAND WARRIORS	burke.rugby@gmail.com	650-867-4292
Stephen Moore	Seahawks Youth	moore3rowbu.com	408 242 3717
Diana Herrera	EPA Youth	jrrazorbacks@gmail.com	(650) 464-9385
Tati Makoni	EPA Youth	tati.makoni@gmail.com	
Hile Makoni	"	umakoni@gmail.com	(650) 906 2150
JOHN RIDDERIN	SAC RAGERS	johnridderin@gmail.com	
ROB HARRISON	DANVILLE	Rob.HARRISON@74ranch.com	925 413 5697
Josh Fitzgerald	Penit/Elk Grove	joshmf.tz@gmail.com	916-716-2388
WAGE HESS	SEAHAWKS YOUTH	whessa@cityteam.org	650 291 6155
Donat Galicz	Oakland Warriors	dgalicz@yahoo.com	562-922-4566
Matt Taylor	Lamarinda	casataylor@gmail.com	415-254 1031
Robert Salaber	Dixon	rsalaber@ncyrugby.com	707-249-8808
Sam Hanson	Sierra Foothills	SHANSON5100@sbglobal.net	530-265-3501
DAVID WILLIAMSON	BERK RHINOS	calmugby@stgphd.net	510-540-0449
Helen Marcus	Berk Rhinos	hmmarcus@sbglobal.net	"
Glenn Worden	Sierra Foothills	glenn.theredman@yahoo.com	530-210-6519
DAVID FAINGOLD	SIERRA FOOTHILLS	dfaingold@earthlink.net	(916) 759-3407
Paul Kessler	"	paulvkessler@gmail.com	(530) 202-9809
BOB BENSON	PENINSULA GREEN	rbenson@sbglobal.net	(650) 520-1060
JEFF SMITH	SEAHAWK YOUTH	jsmithpt@gmail.com	650-714-1595
Maria Similai	PENINSULA GREEN	Mariaia@Linuxmail.org	650 207-8959
Paul Krum	SFGG	SPGGPaul@gmail.com	973 517 5107

NCYRA 2012 SEASON MASTER SCHEDULE

Meetings Season Matches Clinics / Courses High Performance Tournaments Sevens

OCTOBER

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2 Coach / Ref Cert Clinics
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4 Coach / Ref Cert Clinics
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25 Christmas
26	27	28	29	30	31	1-Jan New Years

FEBRUARY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 NCYRA BOD - Sac	2 Week 1 Matches	3	4	5
6	7	8	9 Week 2 Matches	10	11	12 HP Camp 1
13	14	15	16 Week 3 Matches	17	18	19
20 President's Day	21	22	23 Week 4 Matches	24	25	26
27	28	29				

APRIL

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
2	3	4	5 Week 10 Matches	6	7	8 HP Camp 3
9	10	11	12 Week 11 Matches	13	14	15 Mid Sch Trn
16	17	18	19 Make-Up Matches	20	21	22
23	24	25	26 Playoff Matches	27	28	29
30						

JUNE

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2 Graduation	3
4	5	6	7	8	9 Graduation	10 Sac Valley Sevens
11	12	13	14	15 Rocky Mountain	16 Rocky Mountain	17 Rocky Father Day
18	19	20	21	22	23	24 Sac Valley Sevens
25	26	27	28	29	30	

NOVEMBER

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
31-Oct Halloween	1	2 NCYRA BOD - Bay	3	4	5	6 Coach / Ref Cert Clinics
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24 Thanksgvn Holiday	25	26	27
28	29	30				

JANUARY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
2	3	4	5	6	7	8 Coach / Ref Cert Clinics
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28 KOT Sac	29 KOT Sac
30	31					

MARCH

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 Week 5 Matches	2	3	4
5	6	7	8 Week 6 Matches	9	10	11 HP Camp 2
12	13	14	15 Week 7 Matches	16	17	18
19	20	21	22 Week 8 Matches	23	24	25
26	27	28	29 Week 9 Matches	30	31	1-Apr Youth Trny

MAY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2 NCYRA BOD - Bay	3	4 NCYRA Finals	5 PCIT & NCYRA Fnl	6 PCIT
7	8	9	10	11	12	13 HP Camp 4 Mother Day
14	15	16	17	18 State Cup NorCal	19 State Cup NorCal	20
21	22	23	24	25	26 Pac Coast All-Stars	27 Pac Coast All-Stars
28 Memorial Day	29	30	31			

JULY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4 July 4	5	6	7	8 Sac Valley Sevens
9	10	11	12	13	14	15
16	17	18	19	20	21	22 Redwood Sevens
23	24	25	26	27	28	29

Northern California Youth Rugby Profit & Loss August 1, 2010 through July 29, 2011

	Aug 1, '10 - Jul 29, 11
Ordinary Income/Expense	
Income	
Direct Public Support	
Corporate Contributions	18,936.87
Individ, Business Contributions	1,220.00
Total Direct Public Support	20,156.87
Restricted Support	
SVHSRCC Contributions	237.50
Total Restricted Support	237.50
Program Income	
Membership Dues	88,205.00
CIPP dues	61,995.00
Tournament Fees	16,497.45
Program Service Fees	4,854.11
Total Program Income	171,551.56
Investments	
Interest-Savings, Short-term CD	15.48
Total Investments	15.48
Total Income	191,961.41
Expense	
Program Expenses	
Awards	5,573.18
Coach Training	1,200.00
Entry fees	700.00
Equip Rental and Maintenance	467.35
Equipment	281.06
Field Rentals	7,229.00
Instructor fees	727.08
Supplies	7,209.50
Travel	36,422.39
Program Expenses - Other	1,044.00
Total Program Expenses	60,853.56
Payroll Expenses	
Salaries	5,422.50
Payroll taxes	634.43
Total Payroll Expenses	6,056.93
Operations	
Accounting Fees	2,877.30
Bank Fees	185.64
Business License and Taxes	970.00
Contract Services	6,662.50
Liability Insurance	674.74
Office Expense	130.69
Postage, Mailing Service	9.79
Printing and Copying	300.79
Telephone, Telecommunications	637.98
Website fees	4,158.69
Total Operations	16,608.12
Other Types of Expenses	
Dues to USA Rugby	3,000.00
CIPP Paid	61,105.00
Other Costs	0.00
Total Other Types of Expenses	64,105.00
Total Expense	147,623.61
Net Ordinary Income	44,337.80

9:36 AM

07/29/11

Accrual Basis

Northern California Youth Rugby

Profit & Loss

August 1, 2010 through July 29, 2011

	<u>Aug 1, '10 - Jul 29, 11</u>
Other Income/Expense	
Other Expense	
Ask My Accountant	237.50
Total Other Expense	<u>237.50</u>
Net Other Income	<u>-237.50</u>
Net Income	<u><u>44,100.30</u></u>

Northern California Youth Rugby
Balance Sheet
As of July 29, 2011

	<u>Jul 29, 11</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking - WF	
SVYRO Account	8,900.83
Checking - WF - Other	28,083.04
Total Checking - WF	36,983.87
Savings - WF	15,109.48
Paypal	1,562.98
Total Checking/Savings	53,656.33
Other Current Assets	
Adept Software LLC Receivable	-1,825.00
Total Other Current Assets	-1,825.00
Total Current Assets	51,831.33
TOTAL ASSETS	51,831.33
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	424.44
Total Other Current Liabilities	424.44
Total Current Liabilities	424.44
Total Liabilities	424.44
Equity	
Opening Balance Equity	7,306.59
Net Income	44,100.30
Total Equity	51,406.89
TOTAL LIABILITIES & EQUITY	51,831.33



Northern California Youth Rugby Association

2011 Rugby Season

Conferences and Representatives Roster

Board of Directors and Officers

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-693-8803	President / Sac
2	Mateo	Medrano	mateo@redcloudinc.com	510-812-3848	510-812-3848	Vice President / Redwood
3	Matt	Taylor	casataylor@gmail.com	415-254-1036	925-253-1435	Treasurer / Bay
4	Bob	Benson	rbenson@sbcglobal.net	650-520-1060	650-520-1060	Secretary / Skyhawk
5	Scott	Wood	rscottwood@gmail.com	209-751-9889		Referee Society Representative
6	Josh	Fitzgerald	joshmfitz@gmail.com	916-716-2388	916-716-2388	Boys Varsity Gold - Sacramento
7	Mike	Sagehorn	m.sagehorn@yahoo.com	925-788-1913		Boys Single School - NorCal
8	Robert	Hyland	johnhyland@hotmail.com	510-414-5153		Boys Varsity Gold - Bay
9	Bob	Benson	rbenson@sbcglobal.net	650-520-1060	650-520-1060	Boys Varsity Gold - Skyhawk
10	Mateo	Medrano	mateo@redcloudinc.com	510-812-3848	510-812-3848	Boys Varsity Gold - Redwood
11	Karen	Chance	kmgchance@comcast.net	916-792-6644		Girls Varsity Gold - NorCal
12						Girls Varsity Silver- NorCal
13	Jay	Hanson	jhanson5100@sbcglobal.net	530-277-8549	530-268-3501	Boys Varsity Silver - Sac #1
14	Paul	Kessler	paulvkessler@gmail.com	916-204-5853	916-785-1233	Boys Varsity Silver - Sac #2
15	Rob	Harrison	danvillerrugby@yahoo.com			Boys Varsity Silver - Bay
16	Miit	Quan	milton.quan@yahoo.com	559-225-9283		Boys Varsity Silver - Fresno
17						Boys JV (Fr/So) Gold - Skyhawk
18	Andy	Smith	thebreadstore@att.net	916-207-1600	916-557-1600	Boys JV (Fr/So) Gold - Sac
19	John	Cullom	JohnCullom@aol.com	510-329-1005		Boys JV (Fr/So) Gold - Bay
20	Mateo	Medrano	mateo@redcloudinc.com	510-812-3848	510-812-3848	Boys JV (Fr/So) Gold - Redwood
21	John	Kimble	jkimble@kimbledrake.com	916-622-0456	916-788-1565	Boys JV (Fr/So) Silver - Sac
22						Boys JV (Fr/So) Silver - Bay
23	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-678-4733	Middle School - Sacramento
24	Mike	Leksan	mike@redcloudinc.com	510-774-5883		Middle School - Bay Area
25	Glenn	Worden	theredman@sbcglobal.net	530-210-6519	530-889-2857	Under 12 - Sacramento
26						Under 12 - Bay Area
27	Paul	Lynch	paul@ayru.org			Under 10 - NorCal
28						Under 8 - NorCal
29						New Conference
30						New Conference

STANDING COMMITTEES

Inter-Conference (Playoff) Competition

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Scott	Wood	rscottwood@gmail.com	209-751-9889	209-751-9889	Chairman / Sac
2	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-693-8803	Vice Chairman / Sac
3						
4						
5						

High Performance (All-Star)

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Paul	Keeler	sfgcoach@gmail.com	973-517-3107	973-517-3107	Chairman / Bay
2	Josh	Fitzgerald	joshmfitz@gmail.com	916-716-2388	916-716-2388	Vice Chairman / Sac
3	Tony	Wells	welselectric@yahoo.com	415-819-8340	415-255-7831	Bay
4	Ashley	English	englisha13@gmail.com			Bay
5	Jay	Hanson	jhanson5100@sbcglobal.net	530-277-8549	530-268-3501	Sac
6	Dave	Cingolani	dcingo@yahoo.com			Redwood
7	Moses	Tamileau	manaia@linuxmail.org	650-630-1014		Bay
8	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-693-8803	Sac
9	John	Riddering	johnriddering@gmail.com	916-201-8719		Sac

Inter-Conference Disciplinary

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Matt	Eason	matthew@capcitylaw.com	916-612-1819	916-612-1819	Chairman / Sac
2	Scott	Wood	rscottwood@gmail.com	209-751-9889	209-751-9889	Vice Chairman / Sac
3	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-693-8803	Sac
4						
5						
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Youth

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Matt	Taylor	casataylor@gmail.com	415-254-1036	925-253-1435	Chairman / Bay
2	Glenn	Worden	theredman@sbcglobal.net	530-210-6519	530-889-2857	Vice Chairman / Sac
3	Paul	Keeler	sfggcoach@gmail.com	973-517-3107	973-517-3107	Bay
4	Rob	Harrison	rob.harrison@threefivecorp.com	925-413-5697	925-300-9535	Bay
5	Pat	Farley	patrick_farley@ml.com		415-289-8861	Redwood
6	Steve	Hudson	hudshouse@att.net	916-847-2043	916-847-2043	Sac
7	Paul	Lynch	paul@ayru.org	650-283-2873	650-283-2873	Skyhawk

Middle School (Grades 6, 7 and 8)

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-678-4733	Chairman / Sac
2	Steve	Hudson	hudshouse@att.net	916-847-2043	916-847-2043	Vice Chairman / Sac
3	Neil	Lundgren	nlundgren@aol.com	925-381-3477	925-932-3119	Bay
4	Mike	Leksan	mike@redcloudinc.com	510-774-5883	510-428-0635	Bay
5	Matt	Eason	matthew@capcitylaw.com	916-612-1819	916-612-1819	Sac
6	Bob	Grier	b_grier1999@yahoo.com	925-518-5518		Skyhawk
7						

Boys High School

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Mateo	Medrano	mateo@redcloudinc.com	510-812-3848	510-812-3848	Chairman / Redwood
2	Michael	Sagehorn	msagehorn@omiacademy.org	925-788-1914	925-788-1914	Vice Chairman / Bay
3	Tony	McKenzie	tonym@inskills.com	925-899-4781	925-899-4781	Bay
4	Ray	Schwartz	vanillagorillaray@sbcglobal.net	916-524-8928	916-427-1197	Sac
5	Mike	Dominguez	michaeldominguez@pacbell.net	925-381-5143	925-381-5143	Bay
6	Paul	Kessler	paulvkessler@gmail.com	916-204-5853	916-785-1233	Sac
7						

Girls High School

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Karen	Chance	kmgchance@comcast.net	916-792-6644	916-792-6644	Chairwoman / Sac
2	John	Cantlay	jmcantlay@aol.com	916-601-3348	916-738-7586	Vice Chairman / Sac
3	Gary	Gordon	rosaprop123@yahoo.com	916-270-5169	707-678-6637	Sac
4	Paul	Kessler	paulv2kessler@gmail.com	916-204-5853	916-785-1233	Sac
5						
6						
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Budget

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Matt	Taylor	casataylor@gmail.com	415-254-1036	925-253-1435	Chairman / Bay
2	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-693-8803	Vice Chairman / Sac
3	Paul	Keeler	sfggcoach@gmail.com	973-517-3107	973-517-3107	Bay
4	Michael	Sagehorn	msagehorn@omiacademy.org	925-788-1914	925-788-1914	Bay
5	Joe	Rosenbaum	joerosenbaum@comcast.net	415-307-9543	415-307-9543	Bay
6						
7						

Public Relations

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Dave	Faingold	faingoldd@earthlink.net	916-759-3407	916-255-1866	Chairman / Sac
2	Paul	Simko	Paul.Simko@itbe.com	650-906-8217	650-906-8217	Vice Chairman / Skyhawk

3	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-693-8803	Sac
4	Gary	Gordon	rosaprop123@yahoo.com	916-270-5169	707-678-6637	Sac
5	Paul	Lynch	ennyandpaullynch@comcast.net	650-283-2873	650-283-2873	Skyhawk
6	Jay	Hanson	jhanson5100@sbcglobal.net	530-277-8549	530-268-3501	Sac
7	Ray	Schwartz	vanillagorillaray@sbcglobal.net	916-524-8928	916-427-1197	Sac

Sevens

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Robert	Salaber	rsalaber@ncyrugby.org	707-249-8808	707-693-8803	Chairman / Sac
2	Wade	Hess	whess@cityteam.org	650-906-8217		Vice Chairman / Skyhawk
3	Monte	Hisaw	riolindarugby@live.com	916-862-0681		Sac
4						
5						
6						
7						

Referees (Ad-Hoc)

	First	Last	E-Mail	Mobile	Other	Office / Conference
1	Chris	Tucker	ctucker1@gmail.com			Chairman / Sac
2	Scott	Wood	rscottwood@gmail.com	209-751-9889	209-751-9889	Sac
3	Ed	Todd	etodd@usarugby.org			USAR
4	Ray	Schwartz	vanillagorillaray@sbcglobal.net	916-524-8928	916-427-1197	Sac
5	Eric	Rauscher	ericrauscher@comcast.net			Bay
6						
7						

Northern California Youth Rugby Association (NCYRA)
High Performance (HP) Committee
Goal and Strategic Plan Proposal

(BOD #05, Item 5.2)

Draft - July 20, 2011

Goal

To provide leadership, organization and a clear pathway for NCYRA players to successfully compete in Regional, State and National All-Star events, teams and programs, through recognition / identification, promotion / recruitment, education / coaching / selection, coordination with USAR, a Pacific Coast All-Star Tournament, foreign exchanges and financing.

Note: There will be three (3) distinct age groups and classifications, including Middle School, Junior Varsity (Frosh/Soph) and Varsity for the All-Star Program (ASP). The new classifications will be based on the new USA Rugby (USAR) guidelines and the NCYRA Policies.

Strategic Plan

1) Recognition / Identification

- a) The first contact point for recognizing and identifying potential ASP players is the NCYRA Middle School and High School Division coaches. With the enormous growth of youth programs (Under 12 and younger) there are players now that enter the Middle School Division with a cognitive and intuitive sense of the game, as well as sound, basic rugby skills. The coaches of the Middle School and High School Divisions must recognize potential players and alert the Region and NCYRA.
- b) It is important to stress, particularly for the younger players, that size, strength, speed and athleticism are only one element of player recognition, as physical development of the players is often just beginning, and a player can blossom well into high school and beyond.
- c) It is imperative that the recognition of potential ASP players is not heavily weighted on physical attributes, but also on a player's grasp of basic rugby skills (passing, kicking, etc), field awareness, game savvy, selflessness, leadership, work ethic and commitment.

2) Promotion / Recruitment

- a) The NCYRA will establish an HP calendar prior to the beginning of the year (at the November Board Meeting), along with the other NCYRA events and dates, and it will be published on the NCYRA website under the Master Schedule page. This calendar will include HP Training Camps, ASP Try-Out dates, and ASP Tournaments.
- b) The NCYRA will contact all Middle and High School coaches through e-mail distribution lists of the planned HP calendar and will be encouraged to contact the HP Committee Chairman, through e-mail, with their list of potential ASP players. This contact with coaches will begin prior to the season and will run the course of the year.
- c) Once potential ASP player's names and information has been collected they will be contacted directly by the NCYRA or the various Regional Coordinators (ASP Coaches) and the players will be strongly encouraged to participate in the various HP events. It is important to recognize that the promotion and recruitment of players will be done primarily through the NCYRA coaches and

directly to the potential ASP players. There will not be blanket e-mails sent out to the general population of players to come and attend camps or events.

3) Education / Coaching / Selection

- a) Coach/train the coaches. The NCYRA is establishing a Coaches Certification program. That certification program will include certification sessions that teach the basic skills, strategies and tactics of the modern game. There will be three levels of certification, the last of which is intended for High Performance / All-Star Coaching. The NCYRA HP Committee will be intimately involved in creating the certification program format and training pods, establish the course instruction, and provide trainers for the certification sessions.
- b) The NCYRA HP Committee will develop a standard selection and skill set matrices and criteria for player development and recognition.
- c) The various Regions (Sac Valley, Bay, Fresno, etc.) and the NCYRA will sponsor four (4) one day HP Training Camps throughout the rugby season. Initially, two will be in Sac Valley and two in the Bay Area. Players must be invited to attend these camps, as they are intended to be higher level skills and tactics training events, but there should be no limit to the number of players that can be invited. Basic skills (passing, kicking, etc.) are not going to be taught at these camps. A comprehensive approach, specialized training, tactical awareness, strategy, etc. should be standardized to the degree possible so that the players begin to recognize and adapt to high performance rugby. They can then take this training back to their respective teams and possibly raise the level of play of the entire club.
- d) It is envisioned that three (3) one-day camps could take place once a month on a Saturday or Sunday during the course of the 15-man rugby season (January through April). The Regional HP Training Camps could take place in early February, March and April. The purpose of the camps will be to coach specific skills and tactics and for the Regional ASP Coaches to assess players.
- e) Regional ASP Coaches must be selected by their various Regions prior to the first camps.
- f) Visiting / travelling HP Coaches (international) are encouraged, and should be invited, to participate in the various camps, as it brings another level of expertise and a sense of legitimacy and purpose to the camps.
- g) After the regular 15-man season is finished (end of April) it is suggested that at least one more HP Camp be organized in early May.
- h) Sometime in mid-May each Region should organize their ASP Try-Out Scrimmage where players will compete and be selected to their various ASP Player Pool Teams. It is recommended that between 35 and 50 players be selected to this Player Pool.
- i) It is suggested that the Regional Player Pool Teams have at least three (3) training sessions and eventually narrow the team down to the required twenty-three (23) players for the Travelling or Select Side Team. That Team will compete in the Pacific Coast All-Star Tournament which will be held sometime in late May, where the NCYRA All-Star Teams will be selected.
- j) The NCYRA All-Star Teams should then organize as many practices as are practical and then will attend at least one other USAR ASP event, such as the Rocky Mountain Challenge in Denver or the Great Northwestern Challenge in Seattle in mid-June.
- k) In addition, the NCYRA can sponsor summer HP Camps, such as multi-day Academies, or sponsor "Summer Sevens" one-day camps in conjunction with the Summer Seven Series.
- l) The Regional sessions will also have educational presentations about USA Rugby current fitness thresholds, teaching about proper diet and nutrition, coupled with strength and fitness

4) Coordination with USAR

- a) Coordination and collaboration with USAR is paramount in order to facilitate player selections to the USAR High School All-American Team and the Under 20 Teams.
- b) The HP camps will also involve scrimmages and live situations. Video will be shot and player evaluations will be made by the coaches on areas that need improvement.

- c) The video taken at the camp can be broken down into highlight videos for the players that display the most potential. These videos clips can then be forwarded to USAR for further analysis.
- d) Players will be recommended to USAR, thereby narrowing the player pool down for the USAR Selectors, and a dialogue can be maintained between the NCYRA and USAR for potential players.

5) Pacific Coast All-Star Tournament

- a) On the 3rd or 4th weekend of May the NCYRA will sponsor a Pacific Coast All-Star (PCAS) Tournament where teams will represent the various Regions of the NCYRA, as well as other SBRO's. The SBRO's will be invited to fill the brackets to eight (8) teams per age and gender group.
- b) Establish a PCAS Tournament Sub-Committee to organize, promote and manage the PCAS. This Sub-Committee will work closely with the NCYRA Public Relations Committee.
- c) Teams will list their 23 player game roster prior to each match with roster copies for the Selectors.
- d) As subsequent levels of representative rugby are not unlimited substitution contests, the PCAS will adhere to the same substitution criteria. Once a player is substituted he/she is done for the match, unless there is an injury and it would result in the team playing short, (all replacement subs have been used) the injured player's position can be refilled with an already substituted player.
- e) There will be a team introduction parade prior to the first match for all teams on the main field concluded by the national anthem
- f) A banquet social for all players and coaches / chaperones attending the event, next year maybe as simple as a barbeque but will evolve into a banquet with speakers and become a revenue retention vehicle.
- g) USAR Selectors will be present and coaches will be given the opportunity to make the selectors aware of players on their squads they think project to the next level
- h) The PCAS needs to be the premier event /vehicle to match attending players with the needs of the coaches of the subsequent levels of representative rugby as well as a showcase event for college coaches and their collegiate rugby programs.

6) Foreign Exchanges

- a) The NCYRA shall embark on an effort to establish international player exchanges during the summer months with various countries, such as New Zealand, South Africa, Australia, Argentina, Britain and France. The benefits of such a program are invaluable.
- b) It is envisioned that the NCYRA would send several players each summer (June/July/August) for two (2) months to one or more of these countries to play and participate with foreign clubs during their playing season. The players would be billeted by the hosting team families.
- c) The NCYRA would reciprocate with these countries during appropriate times, during their breaks, as long as they coincided with their appropriate school year.
- d) This program could be funded / subsidized by the NCYRA, Clubs, businesses, individuals, and the player's families.
- e) In addition, it is hoped that one day the ASP will organize and sponsor international tours for the NCYRA Traveling/Select Teams for the various age groups. These one to two week tours would take place in the summer months.

7) Financing

- a) The NCYRA will allocate funds annually to the HP program. This money can be spent on the various events described above.
- b) In addition, a fundraising campaign should be established through either the NCYRA Budget or HP Committee to solicit donations to the HP program and also to individual players with financial needs that participate in the ASP.

Northern California Youth Rugby Association (NCYRA)

NCYRA Nominating Committee – Ad Hoc

Nomination of Officers **(BOD #05, Item 6)**

July 23, 2011

Current 2011 NCYRA Officers

- President – Robert Salaber, Dixon Rugby Football Club (served one (1) year)
- Vice President – Mateo Medrano, Marin Highlanders Rugby Club (served one (1) year)
- Treasurer – Matt Taylor, Lamorinda Rugby Club (served one (1) year)
- Secretary – Bob Benson, Peninsula Green Rugby Club (served one (1) year)

On July 8, 2011, an e-mail was sent to all NCYRA Coaches and Administrators requesting nominations for all of the 2012 NCYRA Officer positions. To date only the current Officers have been nominated and they have all expressed a willingness to serve another one (1) year term. Nominations can be made on the floor at the Annual General Meeting (AGM). Short speeches/presentations by the candidates can be made at that time and then a vote taken by the Team representatives in accordance with the NCYRA Bylaws.

Current nominations for the 2012 NCYRA Officers

- President – Robert Salaber, Dixon Rugby Football Club
- Vice President – Mateo Medrano, Marin Highlanders Rugby Club
- Treasurer – Matt Taylor, Lamorinda Rugby Club
- Secretary – Bob Benson, Peninsula Green Rugby Club



Northern California Youth Rugby Association (NCYRA)

Policy Statements

Adopted August 4, 2010

Amendment Proposal (BOD #05, Item 7)

Draft – July 26, 2011

1) Objectives

These policies, in accordance with the NCYRA Bylaws, shall provide more specific guidance and direction for the activities of the NCYRA and shall be evaluated, ratified and/or modified and then approved on an annual basis by the NCYRA Board of Directors. The purpose of these policies is to support the following objectives:

- a) To develop and maintain a strong, well organized and enduring youth rugby program for high school and younger players in Northern California and to provide youth of all ages, sexes and socio-economic status an opportunity to participate in a positive, rewarding and safe athletic experience.
- b) To promote and maintain the ideals of strong character, good sportsmanship, leadership, good citizenship, fair play and camaraderie between all Players, Coaches, Referees and spectators.
- c) To promote and represent rugby in a positive, legitimate and professional manner and be the primary representative and ambassador of Northern California rugby in all relevant matters and events, including but not limited to relationships and dealings with USA Rugby, regional, state, national or international rugby organizations and their affiliates, and the public.
- d) To develop and encourage a positive family-oriented atmosphere to the Teams, Clubs, Conferences and NCYRA so as to empower parents to learn about the sport, help run the Clubs, and exert a positive influence where it is needed.

2) Rugby Laws and Variations

The NCYRA shall determine the law variations under which each Division shall play the game of rugby. These shall be consistent with those variations prescribed by USA Rugby, but where USA Rugby provides latitude for choice of law variations for the various age groups, NCYRA shall determine the appropriate method of play.

3) Student-Athlete Status

NCYRA supports the ideals of promoting student-athletes. To this end we support the basic principles of the California Interscholastic Federation (CIF) policies related to student-athlete participation and conduct. We recognize that there is no current agreement between Clubs with regard to eventually seeking CIF status and that it may never occur, however, we recognize the benefits of adopting certain policies

that promote proper student-athlete conduct and standards. To this end we will adopt the following guidelines:

- a) It is recognized that participation in rugby is a privilege, not a right.
- b) It is recognized that school attendance comes first, athletic participation is secondary.
- c) All Players must be enrolled in a school (or home schooled in an appropriate program or graduated early by virtue of GED requirements) and be a fulltime student.
- d) A Player who is expelled from school shall be ineligible while expelled.
- e) Grade Point Average (GPA) – The NCYRA supports academics above participation in rugby, however, it is not practical for the NCYRA to monitor or check the GPA of student-athletes. Therefore, it is strongly encouraged that all Coaches monitor their Player's academic performance, as is reasonably practical, and that all Players achieve and maintain a minimum 2.0 GPA, on a 4.0 scale. At this time there shall be no action or recourse from opposing Teams for Players that do not meet this minimum standard.

Any Team or Club found to have allowed participation in an NCYRA sponsored or sanctioned event (matches, tournaments or tours) of one (1) or more of their Players that are in violation of these requirements will immediately be referred to the Disciplinary Committee and may be sanctioned, suspended or disassociated until such time as they have shown clear indications and assurances to the Disciplinary Committee that they have corrected and/or rectified their violation and that they will assure appropriate participation in future events. Additionally scrutiny will be utilized for not less than one (1) season following such an occurrence. Multiple violations of a Team or Club shall result in suspensions or disassociation.

4) Code of Conduct

The NCYRA shall adopt a Code of Conduct that shall set forth expected conduct of Players, Coaches, Administrators and spectators. Violations of the Code of Conduct shall be referred to the Disciplinary Committee for review and possible sanctions.

The Safety Policy and Code of Conduct form must be signed and submitted to the NCYRA by the Head Coach of all Teams and Referees prior to participating in any NCYRA sanctioned event. An NCYRA Sanctioned Event is any Conference Match, Tournament or Tour that is organized, coordinated or managed by the NCYRA.

5) Safety Policy

It is NCYRA Policy that every school, club, team or other party with any responsibility for a rugby activity or event (“organizers”), shall take reasonable steps to safeguard the safety of players, coaches, referees and spectators (“participants”) who participate in or attend the same. In the event that any organizer determines that there is a foreseeable risk of harm to a participant in a rugby activity or event, it is the responsibility of that organizer to promptly eliminate or guard against such risk or, if necessary, terminate the activity or event. The NYCRA shall only be responsible for safety at those events for which it specifically assumes organizational responsibility.” **The Safety Policy and Code of Conduct form must be signed and submitted to the NCYRA by the Head Coach of all Teams and Referees prior to participating in any NCYRA Sanctioned Event.**

6) Trainers

The home Team shall reasonably endeavor to provide, within their means, first aid support to all Players at all matches. It is encouraged that home Teams provide a qualified sports medicine Trainer at all High School matches. Both visiting and home Team Coaches agree that the home Team Trainer's determinations and decisions are final regarding injured Players continuing participation. If the visiting Team also has their own qualified Trainer, the visiting Teams Trainer's determinations and decisions will take precedence for their Players only. If the home Team is unable to provide a Trainer, and the visiting Team has a Trainer, the visiting Team Trainer will take on the role of the home Team Trainer.

7) Single School vs. Multi-School Definitions

- a) **Multi-School High School:** A Team or Club with Players from more than one school that do not meet the Single-School definition below but otherwise meet the USA Rugby and NCYRA eligibility requirements, and the eligibility and geographic requirements of their individual Conference.
- b) **Single-School High School:** A Team or Club with Players from a single designated high school, that meet the USA Rugby and NCYRA eligibility requirements, and the eligibility and geographic requirements of their individual Conference, with the following clarifications/exceptions: a maximum of three (3)* registered and age appropriate Players that do not attend the designated high school may participate with the single-school Team under the following conditions:
 - i) The Player must be named and then designated by the appropriate Conference Administrator prior to playing in any Conference match, **and**
 - ii) The Player must have a permanent resident address within the school district boundaries in which the designated high school is located and be enrolled in an appropriate GED or home school program, **or**
 - iii) The Player must be a fulltime enrolled student at an appropriate aged school (i.e. high school, charter school, continuation school, etc) within the same school district boundaries as the single-school, or in a school that is in a district contiguous to the same school district in which the designated single-school is located and where there is no other such program available to the Player.

Furthermore, a maximum of three (3) individual Players may be designated during the course of the prescribed rugby season, regardless of the Player's playing status (ie. injury, relocated, quit, etc.). The intent of this section is that single school Teams do not game the system by rotating or backfilling Players.

*Note: Currently USA Rugby allows only two (2) non-school Players, but this seems excessive given where youth rugby is at in its development stage. It is the intent of the NCYRA to bring up this issue and advocate for a change at the next appropriate USA Rugby venue.

8) Division Group Definitions and Age Requirements

NCYRA shall periodically determine the Division groups under which rugby shall be played in Northern California. The current age definitions are based on the Players'

ages on September 1st, preceding the current season. So, for example, for the 2010 season, the age is determined as of September 1, 2009. The Division groups are:

- a) **High School Varsity A (Gold)** – Must be U-19 and enrolled, attending and in good standing in a high school or an equivalent non-post secondary educational program or institution (home schooled).* Players may also be eligible if they would otherwise be in high school but have graduated early by virtue of early graduation and/or passing, or in the process of passing, the GED.
- b) **High School Varsity B (Silver)** – Same requirements as above.
- c) **High School Junior Varsity (Frosh/Soph)** – Must be U-17 and enrolled, attending and in good standing in a high school or an equivalent non-post secondary educational program or institution (home schooled), and be a high school Freshmen or Sophomore.
- d) **Middle School** – Must be enrolled, attending and in good standing in a 6th, 7th and/or 8th grade school or other appropriate educational program (home schooled).
- e) **U-12 Youth** – Must be U-12 and enrolled, attending and in good standing in a grade school or other appropriate educational program (home schooled).
- f) **U-10 Youth** – Must be U-10 and enrolled, attending and in good standing in a grade school or other appropriate educational program (home schooled).
- g) **U-8 Youth** - Must be U-8 and enrolled, attending and in good standing in a grade school or other appropriate educational program (home schooled).

Any Club or Team found to have allowed participation in an NCYRA sanctioned or sponsored event (matches, tournaments or tours) of one (1) or more of their Players that are in violation of these requirements will immediately be referred to the Disciplinary Committee and may be sanctioned, suspended or disassociated until such time as they have shown clear indications and assurances to the Disciplinary Committee that they have corrected and/or rectified their violation and that they will assure appropriate participation in future events. Additionally scrutiny will be utilized for not less than one (1) season following such an occurrence. Multiple violations of a Club or Team shall result in suspensions or disassociation.

*Note. The NCYRA also supports active engagement with USA Rugby regarding the age and school requirements for High School rugby and will actively pursue measures to modify USA Rugby rules and regulations to be compatible with the more restrictive NCYRA Bylaws and Policies

9) **Competition Management System (CMS) Registration, Rosters, Photos, School Verification and Age Determining Documents for Players, Coaches and Referees Association Player Card (APC) and Required Documentation**

- a) **Registration** - The NCYRA utilizes a Competition Management System (CMS) for all dues, fees, registration, documentation and eligibility issues. Club Administrators must properly register all Players, Coaches, and Referees prior to participating in any NCYRA Sanctioned event. The proper registration includes annual NCYRA Club and Player Dues, Coaches Dues, Referee Dues, USA Rugby CIPP Player, Coach and Referees Dues, Player Pictures, Player School ID Cards, and for Players competing in Under 12 and younger Divisions, Birth Certificates or Passport copies. A Player, Coach or Referee cannot participate in

any NCYRA sanctioned event unless they have properly been registered and are in good standing with the NCYRA and USA Rugby. ~~The NCYRA shall create and distribute an APC template in November prior to the next season that is to be utilized by all Clubs and Teams for the upcoming season. All Players of all Divisions shall have an APC that will have following information:~~

- ~~i) a current photo~~
 - ~~ii) date of birth~~
 - ~~iii) grade in school~~
 - ~~iv) school attending (or home schooled designation)~~
 - ~~v) CIPP or equivalent number~~
 - ~~vi) Division~~
 - ~~vii) Conference~~
 - ~~viii) Club~~
 - ~~ix) Coach~~
- b) **Rosters - NCYRA Player Rosters must be input into the CMS at least four (4) hours prior to the start time of the NCYRA Sanctioned Event (ie. Conference Match). This allows, but is not required, the opposing Teams the opportunity to review and print the Rosters from the CMS prior to traveling to the Event. In addition, all Clubs and Teams shall maintain binders or files that provide proof of the APC information, including a copy of:**
- ~~i) a valid picture identification card (ID) which can include, but is not limited to a valid school ID card, drivers license or passport~~
 - ~~ii) verification of birth date, which can include but is not limited to a valid birth certificate~~
 - ~~iii) a current CIPP roster printed from the USA Rugby website with all the Players participating included on the list.~~
- c) **Photos – Player Photos must be input into the CMS prior to participating in any NCYRA Sanctioned Event. Player Photos should be portrait styled color pictures from the shoulders up. File sizes should be less than 250 kb. The APC and this information shall be made available for review prior to any NCYRA sanctioned or sponsored event (matches, tournaments and tours) by an NCYRA official and/or the opposing Club or Team representative. Failure to provide this information is grounds for forfeiture by the offending Club or Team and canceling of the event.**
- d) **School Verification - School ID Cards or other form of School Identification Documents (with Player's picture) must be scanned and input into the CMS prior to participating in any NCYRA Sanctioned Event. File sizes should be less than 250 kb.**
- e) **Age Determining Documents - For all Players and Teams participating in Under 12 or younger Divisions, all Players must have an age determining document input into the CMS prior to participating in any NCYRA Sanctioned Event. This could include a scanned copy of a birth certificate, passport or any other legal document. File sizes should be less than 250 kb.**

10) Dues Structure

The NCYRA shall periodically determine the dues structure for its Conferences, Clubs, Teams, Coaches, Administrators and Players, and all such participants shall only be eligible if such dues are paid **prior to participating in an NCYRA Sanctioned Event in a timely manner. All NCYRA Club Dues must also be paid prior to any Club Team participating in any NCYRA Sanctioned Event. In addition, all USA Rugby Player, Coach and Referee Dues must be paid, which they are automatically paid through CMS, prior to any participation in an NCYRA Sanctioned Event.** It is desirable to maintain a reasonable dues structure to minimize hurdles to participation, but it is also recognized that a budget is required to pursue the Policies. It is agreed that dues shall initially be:

- a) \$20 **per individual** for High School Players, Coaches and Administrators
- b) \$15 **per individual** for Middle School Players
- c) \$10 **per individual** for Youth Players.
- d) \$0 **per individual Referee**
- e) \$150 for annual Club Dues (this amount is for each Club, regardless of how many USAR Club ID # are issued for the Club)
- f) Current USA Rugby annual dues as determined by USA Rugby

~~11) Coach Certification Club, Coaches, Administrators and Player Registration~~

All Teams shall have an NCYRA Certified Coach, at or above the appropriate Classification, in attendance and in charge at all NCYRA Sanctioned Events. No NCYRA Sanctioned Event can take place without a Certified Coach present. All Clubs, Coaches, Players and Administrators shall be registered with NCYRA and shall pay the required seasonal dues prior to commencing any NCYRA sanctioned or sponsored events.

12) Club Incorporations

For proper liability, insurance and legitimacy purposes the NCYRA will actively promote and provide advice and technical assistance to Clubs to incorporate as 501(c)3 non-profit corporations.

13) Team Definition for Youth Divisions

For the purposes of a Team definition in the NCYRA Bylaws, for Youth Divisions it shall be a minimum of fifteen (15) Players and one certified Coach.

14) Scheduling

The NCYRA shall determine, by the regularly scheduled quarterly November or December Board Meeting, and prior to any current season, all post-season schedules, including Northern California playoffs, select side matches, playoffs towards national championships, or other competitions as applicable. All Conferences shall determine their own season schedules to conclude prior to any applicable post-season events.

Each Conference Representative (Director) shall be responsible for submitting their respective Conference season schedule to the NCYRA by the last Friday of January on the form provided by the NCYRA. These schedules shall include all the Conference matches, dates, times and venues (field locations). The purpose of this

submittal is to create a NCYRA Master Schedule and to organize and coordinate with the Referee Society to provide Referees for the events.

Because Referees are limited the priority for providing Referees shall be in the order of Divisions, going from Varsity A, Varsity B, Junior Varsity, Middle School School, U-12, U-10 and U-8. If Referees are not assigned it is the responsibility of the Home Team to organize them as specified in the Match Facilities and Oversight section. The NCYRA shall endeavor to post all scheduled Conference matches, with Referees assigned, on their website.

15) Match Results

It is the responsibility of the Home Team to properly input Conference Match Results within seventy-two (72) hours of a Conference Match. It is also the responsibility of the Home Team to scan and e-mail or fax the Player Rosters of both Teams participating and the Match Results page, with the Referees signature and verification, to the NCYRA within seventy-two hours (72) hours of a Conference Match. Red and Yellow Card violations must be included in the Match Results page. The NCYRA will input all Red and Yellow Card violations into the CMS. ~~It is the intent of the NCYRA to collect and post all match results on the website for the High School age group Divisions only. It is the responsibility of the respective Conference Representative (Directors) to submit, via e-mail or telephone, the results of all Conference matches by the end of the day on Sunday of the matches that occurred that weekend and the preceding week. The NCYRA will endeavor to post those results on their website within a few working days.~~

It is specifically the intent of the NCYRA **not** to post Middle School and below age group Division match scores as the purpose and intent of these Divisions is to introduce the sport of rugby in a positive and rewarding manner through well organized and safe events, and promote the ideals of strong character, good sportsmanship, leadership, good citizenship, fair play and camaraderie. Winning, losing and keeping track of Conference match results and standings does not meet the goals and objectives of these age groups, rather making the student-athlete a "lifetime rugby player" is.

16) High Performance Committee (All-Stars)

The High Performance Committee shall promote and organize select side events, including Conference, NCYRA, state-wide and/or national events. The Committee shall work to produce a consistent approach to selecting and promoting high performance Players and Coaches, and provide suitable competition for them. It is contemplated that several age grade select sides will be promoted, such as **Varsity, Junior Varsity and Middle School** ~~U-19, U-17 and U-15~~. High Performance efforts may also include 7-a-side rugby. The NCYRA shall seek to make moneys available to support the Committee's initiatives at all age levels.

17) Coach Certification, Development and Resources

The NCYRA shall establish and provide a comprehensive NCYRA Coaches Certification program with three levels of Classifications: Level A – High Performance/All-Stars, Level B – High School and Middle School, and Level C – Youth. At least two (2) courses per Level B and C Classifications shall be provided annually in geographically diverse locations, and one (1) Level A course. Coach Certification will be mandatory for all Levels in 2012. Current USA Rugby Certified

Coaches will automatically be classified at Level B. Coach Certifications higher than what is required for the level of the Team are acceptable. The NCYRA will seek to provide coaching development opportunities and resources to improve the quality and experience of rugby coaches in Northern California. Areas to be considered shall include coaching clinics, first aid training, participation in Positive Coaching Alliance, and other activities that will increase and improve the pool of active rugby coaches in Northern California.

18) Referee Development, Coordination and Management

- a) The NCYRA will establish a working and active NCYRA Referee Committee which will provide leadership and direction for Referee development, Conference and Tournament Match Scheduling for all Divisions, and a Strategic Plan to establish a sustainable, well organized and competent pool of Referees, with the explicit intent of eventually providing qualified and Certified Referees to all NCYRA Sanctioned Events. For the present, the hierarchy of providing qualified and Certified Referees will flow from High School competition through Middle and Youth. It is intended that all Conferences or Regions will provide a Referee Coordinator who will be a Member of the NCYRA Referee Committee and will work through a central repository to schedule Referees for NCYRA Sanctioned Events. The NCYRA shall seek to support the development of new Referees and provide for scheduling of Referees for games. This shall be done in consultation with the Referees' Society.
- b) Each Team shall be required to have at least one (1) certified Referee that is affiliated with their Team or Club. This requirement is so that the NCYRA will have enough Referees to cover all Conference Matches during the season. The Team's certified Referee will have to referee at least half (1/2) of the number of Conference Matches as the Team plays each year. Referees should, not shall, referee unaffiliated matches only. There may be times when a Certified Referee must referee a match where his/her Team or Club is competing, but this should be avoided to the greatest degree possible.
- c) In the event that there has been no Referee assigned by the NCYRA Referee Committee or Regional Referee Coordinator, it is the responsibility of the Home Team to arrange for a Referee. There must be a Certified Referee for all High School Conference Matches or the Conference Match must be forfeited by the Home Team.

19) Disciplinary Committees

Each Region shall establish their own Regional Disciplinary Committee (RDC) who will consider any proposed disciplinary actions, or shall in some circumstances delegate that authority to the Inter-Conference Disciplinary Committee (ICDC). ~~another organization. For example, the Referees' Society currently handles discipline of Players that receive red or yellow cards during play.~~ The RDC Disciplinary Committee shall act on all referrals or complaints of violations within one (1) week of the notification and their decisions shall be final. RDC Disciplinary Committee meetings or deliberations can occur via conference call. The ICDC will deal with all violations that affect Inter-Conference issues, such as Playoffs and Club, Team or Player disassociations.

20) Staffing

The Board of Directors shall periodically determine the need to hire staff to carry out the Policies of the NCYRA. Hiring of staff shall be carefully considered relative to achieving the Policies and consistent with the budget. While the budget is expected to start as a relatively modest amount, it is recognized that a significant amount of work will be needed to achieve the Policies of the NCYRA and appropriate funding will be desirable.

21)Insurance

The **Players Conferences** shall comply and meet all insurance requirements as set by the NCYRA Bylaws and USA Rugby.

22)Public Education / Public Relations

The NCYRA shall seek to promote the sport of rugby to the public through all reasonable means possible, including media, events, educational opportunities, etc.

23)Sponsorship / Fundraising

The NCYRA shall seek sponsorship and fundraising activities to help fund the pursuit of the Policies.

24)Database

The NCYRA shall maintain a database of Clubs, Teams, Coaches, Administrators and Players and shall make such database available to its constituents via a NCYRA website.

25)Organizational Resources

The NCYRA shall seek to assist new Clubs and Teams in setting up operations, provide guidance for best practices, and provide other assistance to promote the development of new Clubs and Teams.

26)Budgets

It is recognized that the Policies are ambitious and will require a lot of volunteer time and money. The NCYRA shall prepare annual budgets to reflect its annual objectives and such budgets shall be approved by the Board of Directors.

27)Match Facilities and Oversight

It is **ultimately** the responsibility of the Home Team to organize and/or provide appropriate Referees and **Match Officials** ~~game wardens~~ for home scheduled matches. It is also the responsibility of the Home Team to provide match fields that are consistent with the rules and regulations set by the NCYRA and USA Rugby, which includes, but is not limited to a regulation sized field that is free of obstructions and other unsafe playing conditions, and has clearly marked lines, goal posts, crowd control measures and other safety precautions.

28)Website

The NCYRA shall ~~seek to~~ maintain a current and professional website that provides as many tools as possible to assist in the pursuit of the Policies. This will include an active database, links to rugby resources, educational materials, coaching materials, referee materials, Bylaws, Policies, season schedules, post-season schedules, match and Division results, promotional materials, current communications, transparent information as to the budget, and so on.



July 20, 2011

USA RUGBY ANNOUNCES ACCIDENT INSURANCE FOR ALL MEMBERS FOR 2011-2012

Dear USA Rugby Member,

USA Rugby is happy to announce that an exciting new member benefit will be included in the price of registration dues for the 2011-2012 membership cycle which will open on August 15, 2011. USA Rugby's [Congress](#) and [Board of Directors](#) ratified the new insurance policy and a \$10 increase to annual membership dues to pay for the policy on July 15, 2011 by an overwhelming majority.

WHAT DOES THIS MEAN FOR ME AS A USA RUGBY MEMBER?

When the 2011-2012 cycle opens, members registered for that cycle will automatically receive up to \$250,000 in accident insurance for injuries sustained during sanctioned rugby events.

That means if you're injured playing rugby, the financial risk associated with injury will be minimized. It also means that annual membership dues will increase by \$10 per member per year, which works out to less than 3 cents per day.

This policy will provide:

\$25,000 per injury resulting from [sanctioned rugby events](#)

\$1,000 [disappearing deductible](#) for members with primary insurance

\$2,500 deductible for members without primary insurance

\$250,000 Excess Catastrophic Medical Expense Benefit

Coverage during travel to and from [sanctioned rugby events](#)

USA Rugby 2011-2012 Membership Dues

Individual Senior Registration: \$45.00

Individual Collegiate Registration: \$40.00

Individual High School Registration: \$30.00

Individual Youth Registration: \$20.00

Individual Rookie Rugby Registration: \$5.00

HOW WAS THIS DECISION MADE?

At USA Rugby, we strive to add value to membership and implement programs that will help support the growth of the sport of rugby in the United States. We believe that this insurance policy will do that, but we wanted to know what our members thought so we launched a pilot program in 2010 and collected feedback. We then solicited feedback about extending accident coverage to all USA Rugby members.

PILOT PROGRAM

In 2010, the pilot accident insurance program (Zurich Rugby Accident Insurance) was launched in order to gauge the interest of USA Rugby members in such a policy. The feedback on the pilot program was tremendous and after the enrollment for the program closed, many clubs contacted USA Rugby seeking to take advantage of the offering.

At that point, USA Rugby recognized the demand for such a policy was significant, and began to explore affordable options to provide

this benefit to all members automatically.

CALL TO ACTION

In order to make rugby accident insurance included in membership dues, USA Rugby wanted to make sure it was what the members really wanted. On July 7, 2011, a call to action was sent to members soliciting feedback through their local USA Rugby Congress representative. The \$10 dues increase was included in that call to action. Below are some of the comments that members of Congress received:

"It's a great benefit...Just Do It!" – Sam

"This would be great and would also handle a lot of objections I get when I try to recruit a friend to play rugby!" – Curtis

"As a member and a player who was injured this recent season I highly recommend and support this...I do have insurance, but I know for sure I would have loved to have this additional support of insurance at that time. Ten dollars is nothing compared to the cost of an injury if or when it happens." – Patrick

USA Rugby Congress and the Board of Directors approved the new insurance policy on Friday July 15, 2011 by an overwhelming majority.

WHAT DO I NEED TO DO?

Simply become a USA Rugby member for the 2011-2012 membership cycle after registration opens on August 15 and you're covered!!

In the event of a rugby related injury after registration for the 2011-2012 cycle, go to usarugby.org and click on "Accident Insurance" for details on how to get your claim processed.

###

For more information about this policy, please email insurance@usarugby.org or visit the [FAQ section on the USA Rugby](#)

Player Welfare

There is a misconception that accident coverage is not needed if players have primary medical insurance. In fact, an accident policy is an enormous benefit to players with OR without primary medical.

- Blanket accident will guarantee every registered member is covered before stepping on the field
- Accident coverage will serve as primary medical for players without insurance
- This secondary policy would serve as primary for participants with sports exclusions in their primary policies
- Secondary accident insurance will pay out on out of pocket costs incurred with primary medical coverage.



Dues Comparison

	<u>Youth</u>	<u>Adult</u>
Softball	\$ 4	\$ 4
Volleyball	\$ 5	\$ 11
Football	\$ 10	
Rugby	\$ 20	\$ 35
Table Tennis	\$ 20	\$ 20
Track & Field	\$ 20	\$ 30
Lacrosse	\$ 25	\$ 50
Water Polo	\$ 25	\$ 25
Hockey	\$ 30	\$ 30
Handball	\$ 30	\$ 60
Wrestling	\$ 40	\$ 40
Fencing	\$ 60	\$ 125

While Rugby's dues fall into the lower rate tier among several NGB's, this is a difficult comparison to make, depending on factors such as

- Annual/team vs. event registration
- Level of Olympic funding
- Number of members



Proposed Dues Change Comparison

Option B (with Catastrophic)

This dues comparison includes a \$10 rate increase for Youth and H.S. members. This new proposal assumes inclusion of a catastrophic injury policy with limits of \$250,000. The quote for this policy has not yet been received, therefore, impact on costs is unknown at this time. Result is an increase of \$1,058,000. A \$200,000 increase over Option A.

	Current			Proposed		
	Members	Rates	Revenue	Members	Rates	Revenue
Seniors	28,727	\$ 35	\$ 1,005,428	28,727	\$ 45	\$ 1,292,693
College	36,211	\$ 30	\$ 1,086,327	36,211	\$ 40	\$ 1,448,436
High School	32,843	\$ 20	\$ 656,854	32,843	\$ 30	\$ 985,281
Youth	8,043	\$ 10	\$ 80,432	8,043	\$ 20	\$ 160,864
Rookie Rugby	5,000	\$ 5	\$ 25,000	5,000	\$ 5	\$ 25,000
SBRO Org	15	\$ 3,000	\$ 45,000	15	\$ 3,000	\$ 45,000
Clubs	2,750	\$ 150	\$ 412,500	2,750	\$ 150	\$ 412,500
Total	113,588		\$3,311,541	113,588		\$ 4,369,774



Where does the money go?

This proposal would produce roughly \$1,000,000 in additional funding. Where would it go?

75% of this additional revenue would cover the additional insurance policy. With the absence of a 2 year rate lock, USA Rugby would be best served by placing funds in reserves for future rate increases.

Once rates for future years have been confirmed, surplus can be utilized for Rugby Development.

- Accident & catastrophic insurance for all members \$ 750,000
- Reserves for potential premium increases \$ 250,000





Northern California Youth Rugby Association (NCYRA)

Safety Protocol and Code of Conduct

To be signed and returned by the Head Coach of all NCYRA Teams, and/or Referee, to the NCYRA at staff@ncyrugby.org or fax at (707) 693-8801.

DRAFT - JULY 26, 2011 (BOD #05, Item 8)

Purpose

All NCYRA Head Coaches and Referees confirm their joint objective and firm commitment to maintain a safe, positive and youth / family oriented environment for all Players, Coaches, Administrators, Referees, Match Officials and Spectators.

1) Head Coach Requirements

- a) Each Head Coach shall maintain a current USA Rugby (USAR) CIPP Registration Number and be properly and currently certified through the NCYRA Coach Certification Program and / or through the USAR Coach Certification Program.
- b) It is explicitly understood that the Head Coach of each Team is the primary person responsible for the attitude, conduct and sportsmanship of his Coaches, Administrators, Field Officials, Players and Spectators. This is not a legal responsibility, but a leadership and conduct responsibility.
- c) Head Coaches shall be held responsible for the conduct of their Sidelines, which includes all Coaches, non-participating or sidelined Players, Administrators, Field Officials and Spectators.
 - i) If the Referee or Assistant Referees (Touch Judges) recognizes menacing, provocative or belligerent behavior, or personally feels threatened, is addressed in insulting terms, or is acted upon in a provocative or menacing manner from the Sidelines, the Head Coach may initially be given a verbal warning or issued a Yellow Card by the Referee. A Yellow Card does not impact the Head Coach's ability to coach that day, but results in an automatic notification to the Regional Disciplinary Committee (RDC) and possibly a referral and hearing. If the behavior is of such an egregious manner, as determined by the Referee, or the behavior persists, then the Head Coach can be issued a Red Card and must leave the playing enclosure, or 100 meters away, whichever is greater, immediately.
 - ii) For non-threatening violations, such as constant bantering or questioning of the Referee's calls, or harassment of opposing Players, there shall be a level of progressive discipline:
 - (i) For the first offense, the designated Captain of the offending Team shall be given a warning by the Referee, and the Captain shall be given a very brief opportunity to address the matter with his/her Head Coach.
 - (ii) For the second offense, the Captain shall be given a formal warning and a brief opportunity to address the matter with his/her Head Coach.
 - (iii) For a third offense, the Head Coach shall be issued a Yellow Card. The Yellow Card does not impact the Coach's ability to Coach that day, but results in an automatic notification to the Regional Disciplinary Committee (RDC) and possibly a referral and hearing.
 - (iv) For a fourth offense, the Head Coach shall be issued a Red Card and must immediately leave the playing enclosure, or 100 meters, whichever is greater.
 - (v) For a fifth offense, the match shall be abandoned and referred to the RDC.
- d) All Red Card violations and suspension rules shall apply, including an automatic two (2) match / fifteen (15) day suspension from all competition and all NCYRA Sanctioned Events. If there is no longer an NCYRA or USAR Certified Coach to finish out the match then the match will be forfeited immediately and play shall discontinue.
- e) All Head Coach Red Card violations shall be referred to the RDC for a hearing within seven (7) days of the violating event where the Club, Team or Head Coach must address the violation. The offending party and the RDC will collectively define a plan to mitigate any future problems.

Failure of the offending Club, Team or Head Coach to comply with these requirements can lead to forfeiture of all future Conference Matches and possible dissociation from the NCYRA.

- f) It is the responsibility of the Home Team Head Coach to assure that the NCYRA Match Report is filled out properly and signed by the Referee at the end of the Conference Match and that it is scanned or faxed into the NCYRA within 72 hours of the Conference Match, along with the Match Rosters. Failure to do this will result in forfeiture of the match.
- g) Prior to competing in any NCYRA Sanctioned Event, the Head Coach must sign, scan, fax or hand deliver this form to the NCYRA.

2) Sideline Requirements

- a) Any Coach, Player, Administrator, Field Official or Spectator acting in a menacing, harassing or belligerent manner, or using foul, provocative or insightful language, or enters the field in a menacing manner will be subject to immediate sanctions, as determined by the Referee, such as removal from the playing enclosure, and the Head Coach can be issued a Yellow or Red Card Violation as described above. If the actions of an individual or individuals are of such an egregious manner, as determined by the Referee, the sanctions can further result in a referral and hearing by the RDC and may include the individual's disassociation with the NCYRA. Clubs not taking immediate steps to enforce such a ban or disassociation are subject to further sanctions or disassociation from the NCYRA.
- b) If a Coach, sidelined Player, Administrator, Field Official or Spectator enters the field in a menacing manner, the offending Team may be prohibited from having any spectators at its next NCYRA Sanctioned Event.
- c) Any violation of Federal, State or Local law, such as assault, will result in a minimum of a one (1) year sanction from the date of the event and disassociation from the NCYRA. Any egregious violation of the law, as determined by the RDC, can result in a lifetime ban and disassociation from the NCYRA.

3) Field Requirements

- a) Sideline Barriers, including ropes, barricades or fencing, must be installed prior to the match and maintained through the entire length of the match from goal line to goal line. They must be maintained a suitable distance beyond the touch lines, generally at least five (5) meters from the touch line. Exceptions to the distance because of physical constraints can be allowed by the Referee.
- b) Only two CIPP registered and NCYRA Certified Coaches, and a CPR qualified Trainer, may stand inside the barriers. Replacement players are NOT permitted inside the barrier until requesting entry into the match.
- c) Each Team will assign one (1) or two (2) Field Monitors (Field Officials) to ensure compliance with the barrier restrictions and conduct of its Coaches, Administrators, Players and Spectators. Field Monitors shall wear a yellow, orange, or red florescent vest. Home teams shall have two (2) florescent vests available at each Home Match, one (1) for the Field Monitor on each side of the field. The purpose of the Field Monitors is to first inform the violators, then the Head Coaches, then the Referees of any violations of this Code of Conduct.
- d) Referees shall not permit matches to proceed if the Field Requirements are not met. Any Team failing to comply with these requirements is subject to sanctions imposed by the RDC. Opposing Teams can report any failure to comply with this document to the RDC.

4) Team Requirements

- a) All Teams must agree to follow this NCYRA Code of Conduct and the USAR Code of Conduct, attached as Schedule 1. It is the Head Coach's responsibility to ensure that his/her Coaches, Administrators, Field Officials and Players have read and understand their obligations under this Code. It is also the Head Coaches responsibility to inform his/her Spectators of the general rules and requirements of this Code.
- b) All Players and Coaches must be properly registered through the NCYRA Competition Management System. This system also registers the Players and Coaches through USAR and validates their CIPP Number.
- c) For all NCYRA Sanctioned Events, each Team shall maintain a copy of their match or event specific NCYRA Match Roster, Match Result and Player Pictures forms at the field of play. Each Team shall exchange this copy with the opposing Team at least fifteen (15) minutes prior to the Match. The Home Team will maintain the Visiting Teams Roster for the match. Any concerns or

discrepancies should be raised and discussed prior to the start of the match, however, can be raised at any time during or after the match.

- d) All Team Rosters must be entered into the NCYRA Competition Management System no less than four (4) hours prior to the Match Time. This allows the opposing Team adequate time to retrieve and print the Roster for their own use.
- e) No Player shall compete in any NCYRA Sanctioned Event unless they are properly registered, are in good standing, and are listed on the specific match or event NCYRA Match Roster and are shown on the Player Picture form. The Player will be referred to as "ineligible" if they do not meet these criteria or they are currently sanctioned for Red or Yellow Card violations.
- f) For Tournaments, all Teams shall provide an NCYRA Roster and Player Pictures to the Tournament Director prior to competing in the Event.
- g) Any Team that knowingly allows an ineligible Player to compete in an NCYRA Sanctioned Event shall forfeit that match in which the offense occurred. This also applies to ineligible Coaches.
- h) Any Team that knowingly allows an ineligible Player to compete in more than one NCYRA Sanctioned Event shall forfeit all Conference Matches for that specific Team and the Club shall be required to present to the RDC how they will immediately correct the violations and/or oversight or they could face stricter sanctions. This also applies to ineligible Coaches.

5) Referee Requirements

- a) Referees will maintain NCYRA, USAR CIPP and/or Referee Society registration and certifications, and follow the NCYRA and USA Rugby's Code of Conduct.
- b) For all High School Conference Matches the Home Team Head Coach will complete, and the Referee will sign, Match Reports for all regular season Conference Matches immediately following the match. The Head Coach is responsible to scan or fax the Match Report and Rosters within 72 hours of the match.
- c) Referees will report any failure to comply with the Field, Team, or Sideline Conduct Requirements to the RDC within 24 hours of the violation.
- d) Referees not enforcing all Field, Team or Sideline Conduct Requirements are subject to sanction by the NCYRA Referee Committee, the RDC, the NCYRA Inter-Conference Disciplinary Committee, the NCYRA Board of Directors, or the applicable Referee Society Board of Directors, including loss of future game assignments.
- e) All High School Conference Matches must be videotaped by the Home Team. In the event of a dispute, and within 48 hours of a request by the RDC, the unedited video must be made available to the RDC for review and use in any hearings or proceedings. Failure to provide an unedited video within 48 hours of the request can result in sanctions, such as forfeiture of the match, by the RDC.
- f) In the event that a certified Referee is not available for an NCYRA Sanctioned Event, it is the prerogative of both Head Coaches to determine whether a suitable Referee can officiate the match. Both Head Coaches must agree prior to the match and cannot withdraw that approval, except in the case where safety is concerned.

6) Match Conduct

- a) All Red Card Violations shall result in a mandatory two (2) match / fifteen (15) day suspension. Two consecutive Conference Match Yellow Card Violations will also result in the same suspension from the time of the last Yellow Card issuance. Red or Yellow Cards may not be revoked or appealed. Additional disciplinary measures can be taken by the RDC.
- b) Players receiving more than two Red Card Violations may be suspended for the remainder of the season by the RDC. Egregious violations may result in permanent disassociation from the NCYRA.
- c) Three or more Red Card Violations by any Team in a season may result in the Head Coach appearing before the RDC to explain how the issues will immediately be resolved, or could result in forfeiture of all future Conference Matches and possible disassociation with the NCYRA.

7) Referee Abandonment of Match

- a) The Referee will commence the match only if all Field Requirements are met, and will abandon the match if the Field, Team or Sideline Conduct Requirements are not maintained.
- b) The Referee will abandon the match if any Match Official (Referee, Touch Judge, Field Monitor or other assigned official) is threatened verbally or physically.
- c) Before abandoning a match, the Referee will meet with the Team Captains or Head Coaches to explain why this action is being taken.

Definitions:

- Club – The recognized primary entity within the NCYRA that is comprised of one or more Teams.
- Team – A group of Players within a Club that represent a specific age group, year in school and/or gender and represent the Club in competition.
- Head Coach – The person designated by the Club as primarily responsible for the Team.
- Coach – Any person responsible for managing or coaching during the course of a match. A Trainer is considered a Coach for purposes of this form.
- Player – Any person of appropriate age and grade that is properly registered and in good standing with the NCYRA and USAR and is involved in competition.
- Administrator – Any person designated by the Club for administrative tasks for the Team.
- Spectator – Any person that is in attendance at a match and that is affiliated with a Team by family relations, friendship, support, or in any other capacity, such as a subjective observer.
- Field Monitor – Any person designated by the Team to act in any official capacity during the course of a match, such as a Field Monitor.
- Referee – The duly assigned person or an individual that is acting in the capacity as the Referee, either certified or not. The Referee is the “sole judge of fact and of Law during a match” and is afforded all recognition and respect as such.
- NCYRA Sanctioned Event – Any Conference Match, Tournament or Tour that is affiliated, managed or sponsored by the NCYRA.
- Regional Disciplinary Committee (RDC) – The appointed or authorized entity/committee within the specific Regions (Bay, SVYRO, Fresno, etc) of the NCYRA to administer and manage all disciplinary actions.

Schedule 1

USA RUGBY GUIDELINES ON THE APPLICATION OF LAW--Code of Conduct

15.1 USA Rugby expects all teams and team members to abide by the following code of conduct:

15.1.1 Players, coaches and other team officials who represent their teams are ambassadors of their club, Local Area Union, Territory and USA Rugby, as well as of the game of rugby in general. As such, each player and official is expected to be on good, responsible behavior at all times, both on and off the field.

15.1.2 Players, coaches and other team officials should not tolerate obnoxious, impolite, or antisocial behavior of any sort that would adversely affect the image of the game as a serious and disciplined athletic endeavor. This includes verbal abuse of opponents by players or their supporters

15.1.3 A member, player, coach or other official of a club must not before, during or after a match under the jurisdiction of an affiliated Union threaten or address a referee or touch judge in insulting terms, or act in a provocative manner towards a referee or touch judge.

15.1.4 Referees and touch judges must likewise treat players, coaches and other team officials with equal respect.

15.1.5 All players, officials and supporters must respect the ground rules that are in effect at any particular match, such as prohibitions against possessing or consuming alcohol on school grounds and in public parks.

15.2 Member Unions of USA Rugby are encouraged to address violations of this code of conduct using Disciplinary Committees or other appropriate mechanisms according to their own procedures, and to administer and enforce sanctions that shall be binding on all affiliated Unions.

This document must be signed, scanned, faxed or hand delivered by the Head Coach of each NCYRA Team (Clubs consist of one or more Teams) and/or Referee prior to participation in any NCYRA Sanctioned Event. By signing this NCYRA Safety Protocol and Code of Conduct form the Head Coach and/or Referee explicitly agrees to abide by the requirements of this document and understands the potential implications of violating any of the requirements.

Club Name (or state Referee)

Team (Division)

Signature

Printed Name

Date

Northern California Youth Rugby Association (NCYRA)

Coach Certification Program Proposal **(BOD #05, Item 9)**

Draft – March 6, 2011

One of the stated goals of the NCYRA is to have all NCYRA coaches certified. This goal was left purposely ambiguous because of the nature of the current certification programs. There are currently several certification programs that are run by USAR, including Introduction to Rugby, Developing Rugby Skills, and the Positive Coaching Alliance (PCA) and IRB On-Line Certification modules, as well as dozens of other training/certification programs across the country. In fact, there is no national standard certification program that is required, even by USAR. For this reason, and because we have stated that all coaches should be certified, it is recommended that an NCYRA Coaching Committee be established as a Standing Committee, and that committee be responsible for the following:

- Appoint/elect at least five (5) members to the Standing Committee.
- Establish a comprehensive program and develop a strategic plan for coordinating, training, certifying and recruiting coaches. This should include 1 year, 3 year and 5 year goals, individual roles and responsibilities, and annual budgets. It can also include coach mentoring programs, evaluations, etc.
- Develop an NCYRA Certification/Licensure training program utilizing local USAR/NCYRA Certified Trainers, as well as other local college, high school and youth coaches, and provide several courses throughout Northern California at the various levels at no-cost to the participants. It is recommended that the courses be given in the months of November, December and January.
- Again, the courses should be at no cost to the participants and should be included in the budget as being subsidized by the NCYRA.
- It is highly recommended that the program include a stepped/tiered NCYRA Coach Certification/Licensure Program, with multiple levels and commensurate requirements for the various age grades: Youth and Middle School, High School, and Representative (HP). The courses should reflect the needs of such levels. For example, in order to coach the following, a coach should have the following incremental level Certificate/License:
 - Youth & Middle School: "C" License/Certificate
 - High School: "B" License/Certificate
 - Representative (HP): "A" License/Certificate
- Each Certificate/License would require a different level of training and course work. For example the C License would require a 4 hour stand-alone training course, the B License an 8 hour stand-alone course (could be on the same weekend) and an A License would require an additional 8 hours over the B License (could be on the same weekend as the B License). These course sessions should be clearly defined and outlined with a syllabus and any additional course information provided
- The NCYRA program should be a stand-alone Certification/Licensure program. In other words, once completed a coach will be Certified/Licensed by the NCYRA, thus meeting our stated goals. Self-certification is occurring in other SBROs.
- The courses should integrate some of the USAR/IRB course work and training session materials.
- It is recommended that the PCA training material/local representative be incorporated into the courses. The NCYRA has a contract with PCA for this assistance.
- It is recommended that local and successful youth, high school and college program presentations be part of the training program.
- It is recommended that Rookie Rugby information be incorporated / disseminated into the lower level Certificate/Licensure sessions.