



2023 TEAM FORMATION RULES

Section 1: Overview

Lee's Summit Football Association (LSFA) provides two (2) options for youth football. Each option has similar team formation rules based upon LSFA's objective to provide a positive environment for sportsmanship, character development and learning of football skills. The options are:

1. **Flag League:** Available for youth in K-7th grades.
 - a. In the spirit of fair competition, in grades with 9 or more teams LSFA's board may use a **weighted scheduling process** to ensure a balance between well-established, winning teams based on last season's Fall record with retention rates considered and brand-new teams or existing teams with high retention rates who had losing records the last Fall season.
 - b. All teams will play in the postseason. Regardless of who is affected by the weighted scheduling process, all teams will have a chance to make the Championship Bracket based on the current regular season record with tiebreakers considered in our LSFA Modified NFL Flag Rulebook.

2. **Tackle League:** LSFA offers tackle football for players entering 2nd-7th grade. LSFA participates in the Kansas City Youth Football League (KCYFL). KCYFL rules dictate certain geographical formation guidelines which LSFA adheres to. In general, LSFA forms teams by school boundaries when possible.
 - a. KCYFL has three divisions for tackle football. The division an LSFA tackle team participates in is dependent upon experience and prior team performance. The KCYFL Board determines the final division(s) available per grade level based on the number of teams and individual team placement within those divisions each season.
 - i. **A Division** - most competitive division available. Designed for advanced teams with the majority of players having experience in tackle football.
 - ii. **B Division** - Designed for less experienced teams. Depending on the number of teams in the division, B teams may play cross division games against A teams.
 - iii. **C Division** - Designed for coaches and teams with minimal to no tackle experience. Teams declared in this division will be exempt from playing cross division games vs teams declared in the A division. **This division is not eligible for postseason play.**
 - b. Actual Divisions may vary grade to grade based on the total number of teams declared. Teams that won the Super Bowl the prior year are automatically moved up a division the following season.

*Players are **not** allowed to participate in both our flag and tackle programs during the same season.*

Formation rules are reviewed annually by the LSFA Executive Board. The LSFA Executive Board utilizes input from the LSFA Board, league coaches, parents, the Lee's Summit School District High School football programs and other successful youth football programs when making decisions.

Designated Geographic Regions

The basis of team formation is a geographic approach based on elementary & high schools for the flag league and high school zones for the tackle league when possible. The number of participants in a league determines the level at which geographical zoning can be applied. The designated geographic region (DGR) levels are:

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1. Elementary Boundary
2. High School Boundary
3. City/Community At Large

The DGR's are formed to accommodate LSFA's charter to serve the citizens of Lee's Summit and individuals attending Lee's Summit School District (R-VII). DGR's are based upon Lee's Summit School District boundaries. For areas of Lee's Summit which are not served by the Lee's Summit School District, the closest school boundary is extended to incorporate the area in the DGR. The basic principle of the DGR is to group players who go to school together to play together to allow fostering of relationships and to develop cohesiveness of play at the middle and high school levels.

For the LSFA tackle program, each league participating in KCYFL is assigned a geographical area. LSFA's assigned geographical area are the boundaries of the City of Lee's Summit and the LSR7 School District. KCYFL will not allow participants who reside outside of LSFA's assigned area to participate without a release from their home area league. One caveat is for existing LSFA players who reside in Lee's Summit but will be attending school in the Blue Springs School District. In this instance, a coach may petition the LSFA Board to vote to allow a Blue Springs South Team to be formed. To be considered, the team is required to be composed of at least 80% of Lee's Summit residents who will be attending the Blue Springs School District.

Section 2: LSR7 School Declaration

As part of registration, each player and head coach must declare which elementary and high school their home address is assigned to. This declaration allows LSFA to determine how the players should be placed on teams according to the DGR guidelines. All players are required to upload a school grade card or other form of school verification at registration to verify zone declaration.

Head Coach LSR7 School Declaration

The following rules outline how the LSR7 school will be declared for the head coach:

Original LSR7 School Declaration

1. The head coach will declare the LSR7 elementary (flag league) or high school (tackle league) their child/legal dependent will attend based on the player's current address.
 - a. If the child attends a non-traditional school (home schooled, alternative, denominational, or other recognized school of LSFA) then the LSR7 school (elementary for flag and high school for tackle) will be declared based on which LSR7 school the player would attend based on the player's current address.
 - b. An exception to this requirement may be made by formally petitioning LSFA for board approval of a Special DGR (SDGR). A SDGR will be expected to operate under all DGR Formation rules.
 - c. If there is no child actively participating in LSFA, then the LSR7 school being declared will be the school associated with the head coach's current address. If there are extenuating circumstances where the head coach without a participating child is involved in LSFA, they may petition the LSFA Board for a different school. The board will decide on petitions on a case-by-case basis.

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2. The LSR7 school declared during the Original LSR7 School Declaration will be retained by the head coach for as long as the head coach is active within the league unless a Modified Declaration is received. A head coach is considered active if they coached their team during the last Fall season.

Modified LSR7 School Declaration:

1. A head coach may request for their LSR7 school declaration to be modified under special circumstances. Instances where a LSR7 School Declaration may be modified may include; but, not be limited to: school closure, LSR7 boundary change, change of address where the change moved the participating child into a different LSR7 elementary or high school zone, change of non-traditional school (home, denominational, etc.) where the change moved the child into a different LSR7 school boundary, etc.
2. If the Modified LSR7 School Declaration request is approved by the LSFA Board any existing players on the team who will not attend the new school DGR being declared will be notified of the change:
 - a. The league will send an email to these parents informing them of the change and which school the team will be changing to
 - b. These parents will have a timeframe to respond to requests for their player to be moved to a different team within their player's DGR. This is a 1-time opportunity for the parent to change teams during the allotted time frame. If a parent does not respond to the email within the allotted time frame, then they will be placed back on the same team.
 - i. If the parent requests for the player to be moved to a team within their DGR and there are no roster spots available, then the player will be assigned back to the original team for that season. When a roster spot does become available the parent will be contacted to determine if they still desire to be moved on a team within their DGR. This will be a 1-time opportunity for the parent(s) to change teams.
 - ii. Roster spots will be assigned on a first come first served basis. If there is more than 1 team within a DGR the league will assign the players in accordance to the league's formation rules.

LSFA Player LSR7 School Zone Declaration

1. The player must denote during registration the LSR7 school (elementary and high school for the flag league and high school for the tackle league) they will be attending based on their current address.
2. If the child attends a non-traditional school (home school, alternative, denominational, or other recognized school of LSFA) then the LSR7 school being declared will be the school associated with their current address or a properly approved SDGR, if applicable.
3. Players who are not Lee's Summit residents, nor LSR7 attendees should register with their current address and registered school. Players will be placed on a SDRG or closest Lee's Summit team based on the league's formation rules.

Section 3: Player Division Registration

LSFA strives to place players in its football leagues by grade level for the previously stated reasons. At times, a player may elect to play up a grade level or division depending upon which league they participate in. The following rules apply to the different leagues:

1. The parent/legal guardian will request during registration which grade level their player will participate
2. Players are not allowed to play down a grade level.
3. Players requesting to play up a grade level:

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1. Flag league: the parent/legal guardian is required to submit a written statement with reasoning to the Board who will decide on a case-by-case basis
2. Tackle League: the parent/legal guardian is required to submit a written statement with reasoning to the Board who will decide on a case-by-case basis. In most instances this request will be denied for health/safety reasons unless the player has had previous participation in tackle and demonstrated an advanced skill set which warrants the change.
4. For tackle, KCYFL will determine which division (A, B or C) the team the player is placed on will compete.
 1. If the player is requesting to play up a division level different from their league assigned team within the same grade level, the request will be reviewed by the LSFA Board and decided on a case-by-case basis. In most instances this request will be denied for health/safety reasons unless the player has had previous participation in tackle and demonstrated an advanced skillset which warrants the change.

All grade level and division disputes may be appealed to the LSFA Executive Board for final determination.

Section 4: Player Participation Precedence

All players must be registered through lsfootball.org to be eligible to participate in the season of play. LSFA strives to place all players who register on a team within the program in which they registered. At times, a player may be unable to be placed on a team due to lack of coaches, facilities, or other reasons outside of LSFA's control. In these instances, the following rules will be applied to determine which participants will be placed on teams based on combination of the registration period and the participation order outlined below.

Definition of Registration Period Order:

1. Regular (includes Early Registration)
2. Late (past the posted "regular registration" period)

Flag League

Player Participation Order (applied to early and regular registration periods):

1. Returning flag players from the last LSFA Fall flag season
 - a. member of an existing team (Head Coach is returning)
 - b. member of an existing team (Head Coach is not returning)
2. Returning Tackle Players moving to Flag as long as the Head Coach is also moving back to flag.
3. New players
 - a. If a division is full, Lee's Summit and LSR7 attendees would take roster precedence over non-LS/LSR7 players

Flag Special Circumstances: In the event of a tie within any of the precedent tiers, registration date will determine which player will be placed. A head coach, their dependent and any applicable exemptions would take precedence over individual players to ensure an additional team could be formed. Other circumstances not specifically outlined above which support the health of the league and/or participants as deemed necessary by the LSFA Board.

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Tackle League

Player Participation Order (applied to early and regular registration periods):

1. Returning tackle players from the last LSFA Fall tackle season
 - a. member of an existing team (Head Coach is returning)
 - b. not a member of an existing team (Head Coach is not returning)
 - c. A player who participated in flag the prior Fall season and is moving with their coach to tackle
2. New players with tackle experience from another program
3. Returning flag players from the last LSFA Fall Flag season moving to tackle division as an individual player
4. New players

Tackle Special Circumstances: In the event of a tie within any of the precedent tiers, registration date will determine which player will be placed. A head coach, their dependent, and any applicable exemptions would take precedence over individual players to ensure an additional team could be formed. Any request from a Head Coach for a specific player within their declared high school zone that was not previously rostered with another team will be reviewed on a case-by-case basis. Other circumstances not specifically outlined above which support the health of the league and/or participants as deemed necessary by the LSFA Board.

Section 5: Head Coach Selection Precedence

Due to fluctuating participation numbers, the number of football teams per season per grade level will change. The following precedence will determine the order in which head coaches are assigned teams (the assumption below is that all prospective head coaches are in good standing):

Flag League:

1. Existing head coach in good standing within a division
2. An active LSFA Executive Board Member
3. Number of years coaching within the division. (Ex: an existing assistant coach in the division that wants to become a head coach)
4. Prior experience coaching tackle or flag w/ LSFA in good standing
5. An active LSFA board member
6. Volunteerism in LSFA
7. Lee's Summit resident / LSR7 zoned
8. Non-Lee's Summit resident / non-LSR7 zoned
9. The date the head coach declaration was received by the league

Tackle League:

1. Existing head coach in good standing within a division
2. An active LSFA Executive Board Member
3. Prior LSFA tackle head coach
4. An active head flag coach who is moving their team into tackle
5. An active assistant LSFA tackle coach
6. Prior LSFA assistant tackle coach
7. A coach with prior tackle coaching experience
8. An active assistant LSFA flag coach
9. An active LSFA board member
10. Volunteerism in LSFA
11. The date the head coach declaration was received by the league

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Section 6: Exemptions

LSFA is a non-profit league with volunteer coaches that strive to provide an opportunity to learn and play football in our community. As such, exemptions provide an avenue to reward coaches that continue to invest in keeping our program(s) going year-round.

1. **Spring Team Exemption** – (1 player max for flag and 2 player max for tackle)
 - a. Head coaches that head coached a Spring team are allocated player exemptions that can be used to ensure players from their Spring team are rostered on their Fall team. In addition to coaching in the Spring, the coach also agrees to volunteer **8 additional hours** of volunteerism outside of their team activities as scheduled by LSFA.
 - b. Spring team exemptions cannot be used on any player rostered on a different LSFA team from the previous season or any flag player moving to tackle whose team is also moving to tackle this season.
2. **Labor Exemption** – (1 player max for flag and 2 player max for tackle)
 - a. Head coaches that commit to **20 additional hours** of volunteerism outside of their team activities as scheduled by LSFA during the season will be allocated community at large player exemptions. Volunteerism, includes, but is not limited to:
 - i. Assisting with player equipment check-out
 - ii. Assisting with team equipment/uniform distribution
 - iii. Assisting with the all-league practice
 - iv. Serving as a field monitor for LSFA home games
 - v. Assisting LSFA with KCYFL championship weekend duties as needed
 - vi. Assisting with end of season equipment return
 - vii. Cleaning equipment
 - viii. Reconciling inventory
 - b. Community at large exemptions **cannot** be used on any player rostered on a different team from the previous season or on any player whose team is moving divisions.
 - c. Any attempt to recruit players off existing teams or manipulate rosters will result in forfeiture of all roster exemptions and may impact postseason eligibility.
 - d. Enacting the labor exemption is only valid for the current Fall season. If the head coach chooses to retain the labor exemption the next Fall season, then the original players selected will be retained on the team; otherwise, the players will be returned to the pool and placed in accordance with the league's formation rules.
 - e. Head Coaches failing to uphold their labor commitment will result in loss of exemptions for future seasons, forfeiture of all rostered exempt players and other disciplinary actions up to and including revoking future LSFA coaching opportunities.

To use an exemption:

1. The head coach of the team must first obtain permission from the guardian of the player prior to placing any exemption on the player. Additionally, the head coach must communicate that the exemption is only valid for the current year; but, will be retained for as long as the team is active AND a labor exemption or team sponsorship does not lapse.
2. To qualify:
 - a. Designated players must be registered on www.lsfootball.org prior to team formations.
 - b. The head coach must have submitted written communications to admin@lsfootball.org communicating any new exemptions for their team prior to formations occurring. Note, rollover exemptions from previous years do not need to be communicated as these designations will automatically be applied to the team's roster.

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- c. Players claimed using the Labor Exemption(s) are only valid for 1 season. Labor Exemptions renewed the next season retain the originally designated player(s); otherwise, the player(s) is returned to the pool and will be assigned to a team following the normal formation rules. Once a player is claimed, the head coach may not request that player to be exchanged with a different player.
- d. The existing Fall roster rule superseded this rule; therefore, if the team fills its allotted roster spots with players from last Fall's roster, then the exemption(s) will not be allowed.
- e. For tackle, KCYFL rules still apply and may nullify placement.

All Exemptions must be sent in writing to the league prior to team formations occurring.

Section 7: Flag League Team Formation

LSFA strives to have at least eight (8) and no greater than twelve (12) players on a roster. Registration levels and the number of head coaches will determine the number of players per team in each division.

As a rule, once a player is assigned to a team, that player will continue participating with that team unless:

1. The player does not participate the previous Fall season
2. The player changes divisions
3. The player only participated with the team during the Spring season.
4. A parent/legal guardian of a player submits a written request to the LSFA Executive Board to be placed on a different team. If the Board deems the request as warranted, then the player will be placed on a different team of the Board's choosing. In this situation, an exemption will not be allowed by any team to designate this player.
5. A player was assigned to a team outside of their elementary or high school boundary initially and a new team within their elementary or high school boundary became available.

All team rosters are subject to final approval by the LSFA Roster Committee. Any disputes may be appealed to the LSFA Executive Board for final determination.

New Team Formations

A new team is defined as a team who did not play together during the previous Fall season. Teams who played together for the first time in the Spring season are not recognized as a team during Fall formations. The following rules will be applied in sequential order until a team has reached the allotted roster spots. Parents of existing players within the new team's elementary school will be notified, by LSFA, that a new team has been started in their elementary school.

1. The head coach declaration will be used to determine the elementary school boundary
2. **Labor Exemption:** the roster will next be filled with an at large exemption
3. **Spring Exemption:** the roster will next be filled with a Spring participant exemption
4. The roster will be filled with available players from the elementary school boundary
5. The roster will be filled with available players from the high school boundary that are geographically closest to the elementary school the head coach's dependent is/was/would have been enrolled at

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6. Once all available players from the high school boundary are assigned a team, remaining roster spots will be filled with players from the associated community at large boundaries. Players will be placed in a random fashion amongst all teams within the same community boundary. Proximity to the head coach's designated elementary and/or grouping players by school may also be a determining factor.

Existing Team Formations

An existing team is defined as a team who did play together the previous Fall season AND has a head coach who is either the previous Fall season's head or assistant coach. The following rules will be applied in sequential order until a team has reached the allotted roster spots. ****NOTE****: An assistant coach of a flag team who becomes the head coach due to a vacated position and will inherit the team's flag players.

1. All players who participated with the team last Fall season will be added to the team. The previous year's exemptions are to be included if the labor exemption is renewed.
2. Remaining roster spots will be filled in accordance with the rules outlined in the New Team Formations.

Flag Team Formed from an Existing Tackle Team(s)

A flag team formed from an existing tackle team formation is defined as a team who participated in the previous Fall tackle season AND has a head coach who was either the head or assistant coach of the tackle team the previous Fall. Teams who played together for the first time in the Spring season are not recognized as a team during Fall formations. The following rules will be applied in sequential order until a team has reached the allotted roster spots.

1. The Head Coach Declaration will be used to determine the LSR7 high school boundary.
2. If the head coach of the newly formed flag team coached a tackle team during the last Fall season, all players who participated with the team the last Fall season AND attended the same DGR will be eligible to be added to the team. Players will be slotted in order of registration.
3. Players who are not part of the head coach's DGR will have a 1-time option to either play on the head coach's team or to be placed on a flag team within their DGR. Communications and processes followed will be the same as outlined in the Modified LSR7 High School Declaration section. (Subject to required NFL Flag League Team Formation Rules, page 8, section 7)
4. **Labor Exemption**: the roster will next be filled with up to 2 at large exemptions retained from the tackle team. (SPRING SEASON ONLY) - For Fall, there is a maximum of one (1) labor exempted player who can transfer with the team.
5. **Spring Exemption**: the roster will next be filled with up to 2 Spring participant exemptions retained from the tackle team. (SPRING SEASON ONLY) - For Fall, there is a maximum of one (1) Spring exempted player who can transfer with the team.
6. The roster will be filled with available players from the declared LSR7 high school boundary
7. Once all available players from the high school boundary are assigned a team,
 - a. remaining roster spots will be filled with players from the associated community at large boundary. Players will be placed in a random fashion amongst all teams within the same community boundary. Proximity to the head coach's designated elementary and/or grouping players by school may also be a determining factor.

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Section 8: Tackle League Team Formation

KCYFL requires a minimum of sixteen (16) players for 11-man football. Based on participation numbers, LSFA will designate how many players each team will have. Team rosters are not to exceed (22) players.

As a rule, once a player is assigned to a team, the player will continue participating with that team unless:

1. The player does not participate the previous Fall season
2. The player requests to play up a grade or division
3. The player only participated with the team during the Spring season.
4. A parent/legal guardian of a player submits a written request to the LSFA Executive Board to be placed on a different team. If the board deems the request as warranted, then the player will be placed on a different team of the board's choosing. In this situation, a player exemption will not be allowed by any team to claim this player.
5. A player was assigned to a team outside of their high school boundary initially and a team within their high school boundary became available.

All team rosters are subject to final approval by the LSFA Roster Committee. Any disputes may be appealed to the LSFA Executive Board for final determination.

New Team Formations

A new team is defined as a team who did not play together during the previous Fall season AND doesn't have a head coach who was a head coach or an assistant coach the previous Fall season. Teams who played together for the first time in the Spring season are not recognized as a team during Fall formations. The following rules will be applied in sequential order until a team has reached the allotted roster spots.

1. The Head Coach Declaration will be used to determine the LSR7 high school boundary
2. **Labor Exemption:** the roster will next be filled with up to 2 at large exemptions
3. **Spring Exemption:** the roster will next be filled with up to 2 Spring participant exemptions
4. Players who are new to LSFA and encouraged to play by a coach AND who fall within the designated High School boundary will be placed next.
5. The roster will be filled with other available players from the high school boundary that are geographically closest to the elementary school the head coach's dependent is/was/would have been enrolled at
6. Once available players from the high school boundary are assigned a team up to the minimum roster size, the remaining roster spots will be filled with players from the associated community at large boundaries. Players will be placed in a random fashion amongst all teams within the same community boundary. Proximity to the head coach's designated elementary and/or grouping players by school may also be a determining factor.

Tackle Team Formed from an Existing Flag Team(s)

A tackle team formed from an existing flag team(s) formation is defined as a team who participated in the previous Fall season AND has a head coach who was either the head or assistant coach of the tackle team the previous Fall. Teams who played together for the first time in the Spring season are not recognized as a team

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during Fall formations. The following rules will be applied in sequential order until a team has reached the allotted roster spots.

1. The Head Coach Declaration will be used to determine the LSR7 high school boundary.
2. If the head coach of the newly formed tackle team coached a flag team during the last Fall season, all players who participated with the team previous Fall season AND attended the same DGR will be eligible to be added to the team. The previous year's exemptions are to be included if the labor exemption is renewed. Exempted players may only transfer if they are in the same High School zone.
3. Players who are not part of the head coach's DGR will have a 1-time option to either play on their previous head coach's team or to be placed on a tackle team within their DGR. Communications and processes followed will be the same as outlined in the Modified LSR7 High School Declaration section.
4. **Labor Exemption**: the roster will next be filled with up to 2 at large exemptions.
5. **Spring Exemption**: the roster will next be filled with up to 2 Spring participant exemptions retained from the flag team.
6. The roster will be filled with available players from the declared LSR7 high school boundary
7. Once all available players from the high school boundary are assigned a team, remaining roster spots will be filled with players from the associated community at large boundary. Players will be placed in a random fashion amongst all teams within the same community boundary. **Proximity to the head coach's designated elementary and/or grouping players by school may also be a determining factor.**

Existing Team Formations

An existing team is defined as a team who did play together the previous Fall season AND has a head coach who is either the previous Fall season's head or assistant coach. The following rules will be applied in sequential order until a team has reached the allotted roster spots. ****NOTE****: An assistant coach of a tackle team who becomes the head coach due to a vacated position will inherit the team's tackle players. If the assistant coach would choose to change the DGR then the Modified LSR7 High School Declaration process would also apply.

1. All players who participated with the team previous Fall season will be added to the team. The previous year's exemptions are to be included if the labor or team labor exemption is renewed.
2. Remaining roster spots will be filled in accordance to the rules outlined in the New Team Formations.

8-man Team Formations

8-man teams will be formed similarly to the 11-man teams. One caveat is with 8-man teams which are composed of both 2nd and 3rd graders. In this instance, the original 3rd graders will be moved into a 4th grade 11-man team the next season, whereas the original 2nd graders will continue with the 8-man team the next season.



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Section 9: Open area, Faith Based, and Private School Recognition

Teams from schools that fall outside of the LSR7 school district who wish to be recognized and fall under this designation will only be recognized if they can meet the following requirements AND the board approves the roster. If these requirements are not met the team will not be recognized and players will be rostered to the nearest school with open roster space according to the LSR7 Address checker.

1. Teams must field a minimum roster by the team formation meeting of each division.
 - A. For Flag this is 8 players.
 - B. For Tackle this is 16 players.
2. Players must have all documents required for rostering uploaded and available which include a grade card or other proof of registration showing school and grade level, and a birth certificate.
3. Teams must have a coaching staff in place comprising of a minimum of 1 Head Coach for the team and a minimum requirement of assistant coaches.
 - A. For Flag this is 1 Assistant Coach.
 - B. For Tackle this is 2 Assistant Coaches.
4. Coaches must be registered in the LSFA system, have submitted to and passed their background check, and be certified to coach via USA Football requirements.

Note:

1. Teams must meet these requirements every year or the team will be dismantled and rebuilt according to the standard formation rules
2. Tackle teams must be reviewed by KCYL and players with addresses outside of Lee's Summit may require a release in order to be rostered.

Section 10: Disclaimers

Attempts to willfully undermine or circumvent the league formation rules could lead to disciplinary action imposed by the league against coaches, parents, or participants. The LSFA Executive Board will review any occurrences on a case-by-case basis. Imposed penalties could be up to and include suspension or permanent removal from the league.

The LSFA Executive Board reserves the right to allow exceptions or to make modifications to the formation rules at any time. Modifications will be reviewed and voted on in accordance with league rules.

DEFINITIONS:

Coach in Good Standing – A coach that returns 50% of his prior year roster to LSFA. Note: Returning to LSFA does not require the player to return to the coach's roster. Additionally, to be in good standing, the coach will not have been subject to previous disciplinary action by the LSFA Board.

Division – A group of teams in the same grade. It is understood that as participants progress through grades, the group of teams and coaches will progress as well.

Existing Coach – A coach rolling his roster forward. Note: Greater than 50% of the coach's previous year roster must roll forward to the current year roster to be considered a rollover in determining head coach selection precedence. An exception may be allowed if the team splits due to players wanting to play in different leagues (flag or tackle).

League – Lee's Summit Football Association (LSFA)

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