



UPPER TOWNSHIP FOOTBALL ASSOCIATION

By – Laws

Article I

1. The name of this organization shall be “The Upper Township Football Association, Inc.” (hereinafter referred to as UTFA)
2. The teams shall be known as the Upper Township Indians and shall wear the colors of black and gold.
3. The UTFA’s principal office shall be located at Caldwell Park, Palermo, Upper Township, New Jersey and the organizations mailing address shall be PO Box 191, Marmora, New Jersey 08223.

Article II:

The UTFA is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Article III: Statement of Purpose

The UTFA is organized for the following general and specific purposes:

Section A: General Purpose

1. To inspire youth to practice the ideals of sportsmanship, scholarship, fellowship and physical fitness, regardless of race, creed or color.
2. To bring youth closer together through the means of a common interest in sportsmanship, scholarship, fellowship and athletic competition.
3. To encourage adults to behave in an exemplary manner when supervising youth.
4. To keep the welfare of the youth foremost and free from any adult compulsion for power and glory.

Section B: Specific Purpose

To promote safety first with control over ages, equipment and the behavior of adults, coaches, players and spectators. In addition, the UTFA’s purpose is to acquaint players with the fundamentals of football including, blocking, tackling, kicking, and passing, as well as maintaining good physical, mental and moral condition.

Section C

The UTFA will adhere to the current league of affiliation constitution and by-laws, unless otherwise specified in UTFA by-laws.



UPPER TOWNSHIP FOOTBALL ASSOCIATION

Article IV: Players

Section A

1. Freshman Division – Players must be in the 1st or 2nd grade and shall not reach the age of 9 prior to 12/31.
2. Sophomore Division – Player must be in the 3rd or 4th grade and shall not reach the age of 11 prior to 12/31.
3. Junior Division – Players must be in the 5th or 6th grade and shall not reach the age of 13 prior to 12/31.
4. Senior Division – Players must be in the 7th or 8th grade and shall not reach the age of 15 prior to 12/31.

The UTFA will adhere to the CURRENT LEAGUE OF AFFILIATION Article IX – Operation of the League.

Section B

1. All players' ages and grades will be verified by birth certificate and registrations during yearly registration.
2. All coaches and players will adhere strictly to the by-laws of the CURRENT LEAGUE OF AFFILIATION.
3. All players must be successfully enrolled in an education institution.

Section C

1. The UTFA will attempt to fill rosters with qualified players from the Township of Upper. The UTFA may also seek players from Corbin City.

Section D: League Requirements

1. The UFA will follow all rules and regulations of the CURRENT LEAGUE OF AFFILIATION pertaining to league requirements.
2. Each head coach will maintain an accurate roster that will be readily available at each game or event. A copy of this roster must be submitted to the CURRENT LEAGUE OF AFFILIATION, according to the CURRENT LEAGUE OF AFFILIATION by-laws.
3. The UTFA will maintain an adequate insurance policy.

Article V: Schedules

1. Practice will commence on August 1st of the football year.
2. No hitting or scrimmaging will take place until a satisfactory week of practice has been completed.
3. Peanut, Pee Wee and Junior Varsity teams are limited to three practices per week during the school year. This does not include weekend.



UPPER TOWNSHIP FOOTBALL ASSOCIATION

4. All teams from the UTFA will attend the yearly camp in July as scheduled. No team will hold a mini camp until all teams have attended the yearly camp.

Article VI: UTFA Officers and Requirements

Section A: Officers

1. The UTFA Board of Directors will consist of the following UTFA officers:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Vice President of Player/Family Rep
2. All officers shall have a two-year term.
3. The President will appoint all new officers.
4. The President will have charge of all violations of the league rules, and/or decorum of coaches and their teams. In the event of a violation, the President shall request a meeting of the Board of Directors to determine what penalty, if any, will be assessed.

Section B: Officers' Duties

1. President
 - a. Will handle all affairs connected with the UTFA.
 - b. Will appoint his successor prior to his retirement, to be voted on by the board of Directors at the November meeting.
 - c. The President will be automatically nominated for another term.
 - d. Will be in charge of all school sign offs.
 - e. Will attend CURRENT LEAGUE OF AFFILIATION meetings.
 - f. Will be responsible for ordering camp tee shirts.
 - g. Will be responsible for attending Upper Township Recreation Committee meetings.
2. Vice President
 - a. Will assume the duties of the president in his absence.
 - b. Will keep detailed records of inventory and equipment sign-outs and returns.
 - c. Will be in charge of ordering all year end trophies.
 - d. Will automatically be nominated for another term of office.
3. Treasurer
 - a. Will be responsible for the general bookkeeping of the UTFA and other financial matters.
 - b. Will give a quarterly report in March, June, September and December.
 - c. Will be responsible for the booking of the annual banquet and all funds applied to it.
 - d. Will automatically be nominated for another term of office.



UPPER TOWNSHIP FOOTBALL ASSOCIATION

4. Secretary
 - a. Will be responsible for keeping minutes of meetings and all other correspondences.
 - b. Will keep records of player registrations.
 - c. Will be responsible for all forms from all tams to be handed in to the CURRENT LEAGUE OF AFFILIATION.
 - d. Will be automatically nominated for another term of office.
5. Vice President – Player/Family Representative
 - a. Will be responsible for all correspondence with all players and families
 - b. Will help with player registrations.
 - c. Will make sure all forms are filled out and handed to the CURRENT LEAGUE OF AFFILIATION.
 - d. Will help with the year end banquet.
 - e. Will set up annual camp.

Article VII: Coaches and Coaching Requirements

1. Head coach must be at least 21 years old.
2. All assistant coaches must be a least 18 years old.
3. Each coach must follow ALL guidelines prescribed by the NYSCA and show satisfactory character and sincerity of purpose to be a positive influence upon his team.
4. Each coach will refrain the following:
 - a. Criticizing players in front of spectators.
 - b. Never use profanity.
 - c. Never permit player to enter a game after being badly injured.
 - d. Accept official decisions, whether on or off the field, to be fair, and called to the best of the person's ability.
 - e. Smoking or consuming alcohol during games, practice, or any UTFA function.
5. All new coaches will submit an application that will be reviewed during a regular meeting. The majority vote of the executive board of the UTFA will be required to approve all applications.
6. All coaches must be fingerprinted.
7. Any complain on any coach will be reported immediately to the president. No coach or person, holding any position in the UTFA will at any time, demean or degrade another coach to any person.
8. Coaches while in contact with players will wear appropriate attire.
9. All coaches will be approved yearly and be reviewed at the April meeting.
10. All coaches will wear UTFA shirt or jacket during all games.



UPPER TOWNSHIP FOOTBALL ASSOCIATION

Article VIII: League Rules

The UTFA will follow all rules and regulations as spelled out in the CURRENT LEAGUE OF AFFILIATION by-laws.

Article IX: Meetings

1. The UTFA will meet every other month at a pre-determined date and time as designated by the president.
2. All teams will be represented by at least one coach.
3. By-law changes will be discussed at a general meeting and voted on at the very next meeting. Any coach seeking a by-law change must inform the president prior to the general meeting, so that it can be tabled to the general membership in a diplomatic manner.
4. The meeting format will be as follows:
 - a. Old Business
 - b. New Business
 - c. Treasurer's Report
 - d. Secretary's Report
 - e. General Discussion
5. The President will preside over all meetings, except the vice president will assume the function in his absence.