

Liberty Hill  
Youth Football And Cheer  
Association Bylaws



Liberty Hill  
Youth Football and Cheer  
P.O. Box 112  
Liberty Hill, Texas 78642  
[www.lhyfc.com](http://www.lhyfc.com)

# Liberty Hill Youth Football and Cheer

## Board Members 2020

Position	Current Member	Phone Number	Email Address	Transition Years
President	Hunter LeMaster	512-762-7550	<a href="mailto:LHYFC.Pres@gmail.com">LHYFC.Pres@gmail.com</a>	Even Numbered Years
Vice President	Josh Stroup	512-851-6965	<a href="mailto:LHYFC.VP@gmail.com">LHYFC.VP@gmail.com</a>	Odd Numbered Years
Secretary	Monica Miller	N/A	<a href="mailto:LHYFC.Secretary@gmail.com">LHYFC.Secretary@gmail.com</a>	Odd Numbered Years
Treasurer	Jo Cockburn	512-423-1499	<a href="mailto:LHYFC.Treasurer@gmail.com">LHYFC.Treasurer@gmail.com</a>	Appointed
Football Director	Will New	512-786-7644	<a href="mailto:LHYFC.FootballDir@gmail.com">LHYFC.FootballDir@gmail.com</a>	Odd Numbered Years
Cheer Director	Nikki Kovar	806-632-9131	<a href="mailto:LHYFC.CheerDir@gmail.com">LHYFC.CheerDir@gmail.com</a>	Even Numbered Years
Football Coordinator	Tiffany Zimmermann	512-818-3322	<a href="mailto:LHYFC.FootballCoord@gmail.com">LHYFC.FootballCoord@gmail.com</a>	Appointed
Cheer Coordinator	Veronica Hunt	479-899-2808	<a href="mailto:LHYFC.CheerCoord@gmail.com">LHYFC.CheerCoord@gmail.com</a>	Appointed
Fundraising Coordinator	Charlee Cotten	N/A	<a href="mailto:LHYFC.Fundraising@gmail.com">LHYFC.Fundraising@gmail.com</a>	Appointed
Sponsor/Marketing Coordinator	Debbie Downing	512-576-7931	<a href="mailto:LHYFC.SponsorCoord@gmail.com">LHYFC.SponsorCoord@gmail.com</a>	Appointed
Concession Coordinator	Volunteer Needed		<a href="mailto:LHYFC.Concessions@gmail.com">LHYFC.Concessions@gmail.com</a>	Appointed
Field Coordinator	Jacob Donahue	512-799-1523	<a href="mailto:LHYFC.FieldCoord@gmail.com">LHYFC.FieldCoord@gmail.com</a>	Appointed

# Liberty Hill Youth Football and Cheer

## Introduction

The LHYFC Association is a non-profit youth organization currently operating in accordance with USA Football under the rules of play in the Hill Country Youth Football League (HCYFL).

All proceeds that come from registrations, donations and fundraisers will be directly distributed throughout the program to fund general activities, buy equipment, pay dues and provide proper training for all football and cheer athletes and coaches. No board member or coach shall be financially compensated for their efforts. All league expenses require approval by the LHYFC President, Vice President, Secretary and/or Treasurer.

LHYFC chooses to hold a panel of twelve (12) board members in the following hierarchy order.

### Executive Committee:

President

Vice President

Secretary

Treasurer

Football Director

Cheer Director



### Remaining Board Members:

Football Coordinator

Cheer Coordinator

Fundraising Coordinator

Sponsor/Marketing Coordinator

Concessions Coordinator

Field Coordinator

The Bylaws of LHYFC are set by the board of directors that govern the affairs of this program. Any amendment that is brought before this board can be voted upon and if accepted, adopted any time throughout the season.

## Goals

Our goal in this association is to promote the well-being of each and every participant within the program. We believe in four basic fundamentals in which to instill in these young athletes.

- SAFETY – Participants in our program will learn and apply proper safety techniques to reduce the risk of injuries.
- TEAMWORK - Participants in our program will learn how to play football and cheer as a team through discipline and regularly scheduled practices and conditioning.
- SCHOLASTIC EXCELLENCE – We stress the importance of Academic Achievement. We adhere to the “No Pass, No Play” concept and view effort within the classroom as priority over effort on the field.
- HAVING FUN – We strive to create an environment in which all participants (players, cheerleaders, parents, coaches and opponents) can enjoy the tradition of competition.

## Election Process

Elections will be held annually with elections for President and Cheer Director held in even numbered years AND Vice-President, Secretary and Football Director held in odd numbered years. All other positions are appointed via search committees from remaining board members with a majority vote.

No board member shall hold more than one position at a time, with the exception of the Secretary. This position may require that he or she also act as Treasurer for combined duties if no qualified person is selected.

The prerequisite of any candidate considered for a board position is that he or she has been an active member for at least one playing season prior to his or her election, unless waived by a majority vote from the board. Special consideration will be given to a nominated candidate who possesses relative experience for the position to which they are running for or are appointed to. An active member must have a child in the program and can be defined as a coach, recognized volunteer (team mom or dad, fundraiser, concession worker), or by having a child or dependent participant in the program. Exceptions will be on a case-by-case basis, based on needs and majority vote. The board membership term length shall be two consecutive seasons, with terms ending October 31<sup>st</sup>. A member may choose to leave the organization at any time. The remaining board members have the right to appoint an individual to fill any vacant post by majority decision. Near term end, current board members will coordinate the election process for the next term. A majority vote from remaining board members will determine one's board membership.

Recommendations for a football and/or cheer director and/or coordinator may be presented by a majority of the respective returning coaches, providing a candidate for board approval to be their director and/or coordinator.

Should a board member's child or dependent withdraw from the program, for any reason, his or her eligibility to maintain their position on the board shall become subject to vote by the remaining currently eligible board members. This vote shall be a majority and any tie votes shall be broken by the current board president. In the event that a board member is removed from position and the position remains open without interest, an interim may be appointed, by majority vote of the eligible board members. This temporary placement is subject to any stipulations or restrictions deemed necessary by the current board, until such time as a new member can be elected or assigned to the vacant board position.

Effective communication is vital to board cohesiveness. The lack of communication will be viewed as unbecoming of a LHYFC representative, continuance could lead to grounds for dismissal.

Any member of the board of directors, who is absent three consecutive meetings without prior written notification to the board president, vice president or secretary, will be given written notification of determination of dismissal. Upon a fourth unannounced notification of absence, he or she will automatically relinquish their position on the board.

The board president has authority to make decisions concerning the association's activities without the board's immediate approval. However, the board members can call for a discussion and by majority vote, repeal the president's action.

The board may adopt such rules and regulations for the conduct of its meetings and the management of the league as it may deem proper. The board has the power to discipline, suspend or remove any board member, subject to provisions of the league bylaws.

It is an expectation that ALL board members actively participate in LHYFC fundraising activities.

## Board Member Duties

### President (Elected)

Conducting the day-to-day affairs to include:

- Administrative paperwork, accounting, budgeting and meeting with school officials, representatives and coaches regarding LHYFC.
- Withdraw and Deposit funds that pertain to the association (President, VP, Treasurer and Secretary).
- Coordinate and approve coaching assignments, responsibilities and duties.
- Discuss and determine a registration cutoff date each season with the Executive Committee.
- Determine a registration cutoff number in determining single or multiple teams to be fielded.
- Reviewing and revising the Bylaws as agreed to by board members.
- Organizing regularly scheduled, special and Executive board meetings.
- Attending scheduled meetings with HCYFL.
- Attending any annual or special cheerleading competitions other than performances at football games.
- Determining geographical boundaries for board, coaching and player registrations/applicants.
- Distribute all information to the LHYFC board that is given to him or her at all HCYFL meetings.
- Approving fundraiser activities and soliciting donations.
- Accepting and filing all injury reports to HCYFL and insurance company.
- Offering to the LHYFC program all fair manageable criteria that will be followed throughout the season.

### Vice President (Elected)

Assisting the President in the day-to-day affairs to also include:

- Assisting the Football & Cheer Directors/Coordinators in addressing concerns of coaches and parents.
- Ordering football and cheer uniforms and equipment (Vice President and Secretary).
- Managing the annual registration payment tracker (Vice President and Secretary).
  - Pertinent information (Name, age, uniform size and requested jersey numbers, etc.)
- Scheduling field workers (chain, gate, concession).
- Coordinating football and cheer practice locations, dates and times.
- Managing the LHYFC Facebook, Twitter and web accounts.
- Coordinate in the preparation of the LHYFC end-of-season event with trophy presentations.
- Conducting all duties in the absence of the President.

### Secretary (Elected)

Assisting the President/VP in all administrative duties to include:

- Send out board meeting announcements to board members.
- Keep minutes for the monthly LHYFC meetings.
- Maintain a record of league activities.
- Ordering football and cheer uniforms and equipment (Vice President and Secretary).
- Responsible for the management of the LHYFC registered trademark.
- Managing the annual registration payment tracker (Vice President and Secretary).
  - Pertinent information (Name, age, uniform size and requested jersey numbers, etc.)
- Gathering and recording participant information to be turned in to the President, VP and Director(s):
  - Maintain phone and contact lists for parents, coaches and current board members.
- Preparing forms, documents and receipts of payments in coordination with the Secretary.
- Record major injuries (broken bones, severe sprains/tears, concussions, etc.) as reported by head coaches.
- Assist in the coordination and preparation of the LHYFC end-of-season event with trophy presentations.
- Withdraw and Deposit funds that pertain to the association (President, VP, Treasurer and Secretary).

## Treasurer (Appointed)

- Maintain all accounts payable/receivable, to include the LHYFC QuickBook account.
- Preparing a Treasurer's report to be available for each monthly board meeting.
- Prepare an annual budget, under the direction of the president, for submission to the Board of Directors.
- Preparing forms, documents and receipts of payments to vendors/customers.
- Payment of game officials prior to game start and workers after game cleanup (chain, gate, concession).
- Prepare annual HCYFL fees and dues.
- Maintain and pay for the local Post Office Box (every 6 months).
- Withdraw, Deposit and Maintain LHYFC funds (President, VP, Treasurer and Secretary).
- Make purchases as needed/required in order to fulfill league obligations.
- Coordinate with a Certified Public Accountant on a quarterly basis in preparation for annual tax filing.
- Special consideration is given to a nominated candidate who possesses accounting experience.

## Football Director (Elected)

Assisting the President/VP in all administrative duties to include:

- Maintain phone and contact lists for football coaches and team Mom's, to be given to the Secretary.
- 1<sup>st</sup> Level problem resolution between football coaches and parents, informing the Executive Committee.
- Assist, task in the coordination of and communicate all football-related events to coaches.
- Organizing and setting up the football combine, training camp and coaches equipment exchange.
- Validate that all football coaches complete an **ANNUAL** online football coach Certification.
- Assist the VP with ordering and the Football Coordinator with uniform and equipment distribution.
- Special consideration is given to a candidate who possesses coaching experience.

## Cheer Director (Elected)

Assisting the President/VP in all administrative duties to include:

- Maintain phone and contact lists for cheer coaches and team Mom's, to be given to the Secretary.
- 1<sup>st</sup> Level problem resolution between cheer coaches and parents, informing the Executive Committee.
- Assist, task in the coordination of and communicate all cheer-related events to coaches.
- Organizing and setting up the cheer training camp and coaches equipment exchange.
- Validate that all cheer coaches complete an **ANNUAL** online cheer coach Certification.
- Approve the choreography and teaching of cheer routines brought from the cheer coaches.
- Assist the VP with ordering and the Cheer Coordinator with uniform and equipment distribution.
- Special consideration is given to a candidate who possesses coaching experience.

## Football Coordinator (Appointed)

Assist and coordinate with coaching assignments, responsibilities and duties to include:

- Preparing for and working the annual registrations/fittings.
- Establish team moms for each team represented by LHYFC.
- Recruit qualified football coaches to be approved by the executive committee.
- Oversee all aspects of practices, to include coach's performance and safety adherence.
- Uniform and team equipment distribution, to include ordering coaches shirts.
- Organizing and setting up the football combine, training camp and coach's equipment exchange.
- Validate that all football coaches complete an **ANNUAL** online football coach Certification.
- Assembling volunteers to clean the home field after games.
- Collect and inventory all team distributed equipment (coaches bag, footballs, practice dummies, etc.)
- Special consideration is given to a nominated candidate who possesses coaching experience.

## Cheer Coordinator (Appointed)

Assist and coordinate coaching assignments, responsibilities and duties to include:

- Preparing for and working the annual registrations/fittings.
- Establish team moms for each team represented by LHYFC.
- Recruit qualified cheer coaches to be approved by the executive committee.
- Oversee all aspects of practices, to include coach's performance and safety adherence.
- Uniform and team equipment distribution, to include ordering coaches shirts.
- Organizing and setting up the cheer training camp and coaches equipment exchange.
- Validate that all cheer coaches complete an **ANNUAL** online cheer coach Certification.
- Assembling volunteers to clean the home field after games.
- Special consideration is given to a nominated candidate who possesses coaching experience.

## Fundraising Coordinator (Appointed)

Coordinate and manage all external party activities to include:

- Reviewing third-party material and proposing potential fundraising campaigns.
- Distributing and collecting information and sales kits.
- Ordering and distributing promotional product.
- Ensure team moms have information needed to complete fundraising activities.
- Counting and forwarding all proceeds to the Treasurer/Secretary.
- Assist in the coordination and preparation of the LHYFC end-of-season event with trophy presentations.
- Special consideration is given to a nominated candidate who possesses fundraising experience.

## Sponsor/Marketing Coordinator (Appointed)

- Gathering materials/organizing gatherings, such as trophy presentation, Spirit Jam, Meet the Coaches, etc.
- Coordinating newspaper articles and announcements to the public.
- Solicits and secures local business sponsorships to support league operations.
- Maintain phone and contact lists for business and family member sponsors.
- Solicit and secure a photographer for annual individual and team pictures.
- Special consideration is given to a nominated candidate who possesses marketing and media experience.

## Concessions Coordinator (Appointed)

Coordinate and manage the overall concession business to include:

- Purchasing and storing all consumable and sellable products prior to game day.
- Preparing and maintaining cleanliness the concession area before and after each event.
- Recruiting and supervising concession attendants, gate attendants, sideline workers.
- Collects, organizes and keeps record of concession sales to report to Treasurer/Secretary.
- Counting and forwarding all proceeds to the Vice President, Secretary or Treasurer.
- Special consideration is given to a nominated candidate who possesses food preparation experience.

## Field Coordinator (Appointed)

General volunteer maintenance and upkeep of the game field to include:

- Coordinating and setting regular mowing and watering schedule as well as volunteer work days.
- Coordinates with appropriate board members for maintenance purchases necessary to run the facilities.
- Solicit and schedule volunteers for proper striping and marking of playing surface.
- Securing and inventories of all field maintenance equipment and storage areas.
- Coordinate the game preparation of the press box and operation of the game clock.
- Special consideration is given to a nominated candidate who possesses lawn maintenance experience.

## Finances

The board shall decide by a majority vote on all matters pertaining to the finances of LHYFC. It shall be the policy of LHYFC to place all income in one (1) common treasury. Expenditures of LHYFC income shall be directed in a manner which shall not give any division, or any individual league team, an advantage over another as to equipment, uniforms, etc.

The board must authorize the payment of all LHYFC expenses as submitted by each Board member. Any person acting within his/her duties of their board position may, without the board approval, spend funds up to \$50.00 and shall be allowed to request reimbursement from the board. A board member MUST present a valid receipt or invoice to be reimbursed.

- The Concessions Coordinator and the Field Coordinator shall each be authorized to spend up to \$250.00 without prior Board approval. A valid receipt and invoice are required for reimbursement.
- Spending beyond these set amounts requires prior approval from the Executive Committee.

The LHYFC Treasurer shall review and track all expenses and income and submit an updated financial condition report at each regular board meeting. This shall consist of all current monthly income and expenses. All monies owed LHYFC by any board member, vendor, sponsor, or individual shall be billed on or before the 1<sup>st</sup> of each month. Payment to LHYFC shall be due within 30 days of the billing date. LHYFC Treasurer shall be responsible for processing and recording in the Board meetings minutes, all accounts payable and receivable statements.

An annual review of LHYFC financial records shall be performed by an outside auditing source. LHYFC Treasurer shall not be a member of the audit committee. Records of sponsorship and player registration fees and fundraiser activities shall be included in this review. LHYFC Treasurer shall also prepare the necessary documentation and work with a local CPA to file all applicable tax reporting for the league. In addition to the annual review, the financial records will have a quarterly review by the Executive Committee and be approved by the Board. Any indiscretions will be brought to the next Board meeting for explanation and/or corrections.

The annual budget shall be based on the previous year's expenditures.

Regular League registration, sponsorship fees, fundraising efforts, and concession sales should cover all LHYFC expenses.

Monies collected over and above yearly budgetary items shall be reinvested into upkeep of equipment, buildings and the field to keep a safe and fun atmosphere for our athletes, coaches and spectators.

A savings account will be created and kept. Money should be placed into this account at least annually and only used for the planning and development of new fields or as an emergency fund to be accessed at the discretion of the Board. Using the funds in the savings account must be approved by a majority of the Board. In "emergency situations", these funds may only be accessed after all other options have been exhausted.

## Boundaries and Rules of Participation

LHYFC has adopted the same geographical boundaries as the Liberty Hill Independent School District. LHYFC will provide service to any fall K-6 participant that is enrolled in LHISD and chooses to register with LHYFC regardless of geographical location. However, all participants outside the LHISD will be reviewed on a case-by-case basis and informed of the closest youth football/cheer association to them if not accepted into LHYFC.



## Coaching Personnel

Coaching applicants are considered and selected by the Board President, VP and respective Director based on:

- Qualification and experience as a head coach and/or assistant coach.
- Board member participation and involvement.
- The applicant's child/dependent participation within the program (guardianship).

Under the Freedom of Information Act, all applicants should be screened and shown to be free of:

- Any offense or conviction against a child.
- Any felony or drug conviction within the past calendar year.

Additionally, head coach applicants will be screened and shown to be free of any felony or drug conviction within the past five years. Should it be determined that an applicant/assistant coach has been cited, charged, detained or convicted of a felony, drug or alcohol offense, the board will immediately hear the plea to retain the coach and vote on his/her retention, as presented by the head coach for final determination.

Should it be determined that an applicant/coach knowingly falsified information on the application, it will be denied and the applicant will be notified in writing of their reason for denial of league volunteer participation.

A head coach is selected for each team by the President, VP and Director. Returning LHYFC head coaches in good standing, with head coaching experience, current year board member participation and overall league involvement will all be grounds for consideration to become a LHYFC Head Football or Cheer Coach. All must turn in a completed Volunteer Application and meet qualification considerations. Each head coach will be distributed practice and game equipment (coaches bag, practice mats, practice/game footballs, ball pumps, kicking tees, practice jersey covers, first aid kits, practice dummies, cones, water distribution containers, etc.) each season, to be turned in immediately at the conclusion of each season for accountability.

Once selected, the board will meet with the head coach to consider applications for assistant coach position(s). There will be no more than eight (8) assistant football coaches on the field on game day. Should a head coach desire to select an assistant coach who does not meet the guardian participation criteria, such as a high school student-athlete or an individual who has previously coached youth sports, he/she may select a qualified individual to his/her staff with board approval. The head coach has absolute authority over his or her team/squad. This includes the dismissal of an assistant coach. If this action is taken, a written notification must be submitted directly to the board president with the reason for discharge clearly stated. At no time will a coach be dismissed because of personal conflicts that occur off the practice or playing fields.

Effective communication with board members, parents and athletes is vital to team cohesiveness. The lack of communication will be viewed as unbecoming of a LHYFC coach, continuance will be grounds for dismissal.

Any coach can be suspended from the league by the board of directors based on the following:

- Confirmed physical or verbal abuse to any player, cheerleader, coach, parent, official, spectator, etc. In these instances, the coach or assistant will be removed from the team and will not be allowed to participate in the program for two consecutive years.
- If during the season a coach or assistant coach commits a crime against a child or is convicted of a felony, drug or alcohol offense, he or she will be immediately dismissed.

## Registration

Registration is open to all children in LHISD, fall grades K-6. Dates, amount and criteria are carefully considered by the executive committee each winter and announced via LHYFC web and Facebook pages. All required registration documents must be completed and turned in prior to the first practice of the season. No player will be physically allowed to participate in football or cheer without a valid Birth Certificate, Physical Examination signed by a Physician, a signed Registration form and signed Parental Waiver on file with LHYFC.

Late registration considerations are only given to those who missed all registration periods due to circumstances beyond the participant's control (Military PCS or job transfer, layoff, death in the family, etc.). If a team is not deemed filled and there are uniforms available, a late registration not previously mentioned can occur if wholly agreed upon by the President, Vice President, Director and Coach. Registration refunds will not be given after the final in-person registration and fitting date has concluded.

If a participant presents a financial hardship, he/she can qualify for all or a portion of their LHYFC fees to be waived. The parent(s) need to complete a Scholarship Application describing personal or family circumstances that make it necessary for them to seek aid. The secretary will present a roll-up of the requests to be voted on during the July meeting prior to camp. If a portion is waived, the remaining registration must be paid in full prior to the 1<sup>st</sup> day of practice.

## Teams and Squads

### FOOTBALL

The tackle football teams and cheer squads will be formed under the rules and guidelines specified in the HCYFL bylaws. The tackle football team will adhere to the current Liberty Hill Junior High Football System on both Offense and Defense, better preparing the athletes for 7<sup>th</sup> grade football. Should registration lead to multiple teams per grade/division, each team will have the name "PANTHERS" as the official title adopted by the Board of Directors and will have a primary LHISD color designation (Purple-Gold-White-Black-Gray, in that order).

Football teams will be split if the following registration numbers occur: K-2nd at 30+ players, 3rd-4th at 40+ players, 5th-6th at 40+. Teams will be capped at the following numbers: K-2nd at 18 players 3rd-4th at 28 players, 5th-6th at 28 players. The LHYFC Board has the ability to leave open any single division pending what is best for athletes in order to achieve the numbers required.

### Draft for Multiple Teams:

~~In the case of~~ If a draft for multiple teams is necessary, 11-man teams will protect 8 players, 8-man teams will protect 5 players, with the head coach's child NOT inclusive to those protected players. The returning head coach will pick his protected 5/8 players accordingly, followed by the new head coach, ensued by a standard player draft. If no returning head coaches, then a basic draft will occur. A player will play for the team they are drafted by or sit out the season. A registering parent/guardian does not make the decision on which team an athlete plays for and under no circumstances will a head coach be put in a position that does not set them up for success. Cheer squads are covered under the same recognition. Tackle football teams and cheer squads will be organized in accordance with HCYFL rules and enforced at the LHYFC association level. It will be the decision of the LHYFC Executive Committee if a cheer or football participant needs to be moved to a different team taking into consideration the child's ability to adapt at that level due to age, size or maturity level. No athlete shall be moved to another squad or football team after the start of regular season play unless it becomes a serious safety concern.

### Team Adjustments:

Should football team adjustments be necessary, individual player evaluations will occur if the teams registration is between 28-40+ players. The individual player evaluation will consist of a combination of basic combine

skills, drills, and coachability during camp. Parents will be notified by the head coach of the team before the first day of practice. Full refund will be given to those not making a team.

## CHEER

Cheer teams will be capped at 15 per division. This will be based on the date of registration. Cheer coaches will be responsible for choreography and teaching cheer routines to their respective cheerleading squads. Choreography and routines must be approved by the cheer director and be in good taste and consistent with that of those practiced at the junior high level. Cheer coaches must have the ability to work with young children and be knowledgeable and skilled in tumbling and stunting to ensure the safety of all program participants. A variety of halftime cheer routines is encouraged.

## 7-on-7

The spring 7-on-7 passing teams will be insured under LHYFC and include those players prescribed under tackle football rules of participation. If decidedly so, LHYFC may annually appoint a 7-on-7 Coordinator who reports to the board for his/her actions and recommendations at the March board meeting each year. The 7-on-7 Coordinator is not a board member and only acts as a liaison between LHYFC and the organized 7-on-7 area league/tournament of LHYFC choice, with input from the Jr High Coaching staff, and is solely responsible for organizing coaches, teams, games, registration fees, uniforms, practice locations and communicating dates and times of games.

Football sizes will be used as follows for both practice and games:

- 2<sup>nd</sup>-4<sup>th</sup> Grade Teams                      6+Pee-Wee (K2)
- 5<sup>th</sup> and 6<sup>th</sup> Grade Teams                      9+Junior (TDJ)

## Facilities

Board approval is required prior to coordination to use a facility that is not owned or operated by LHYFC.

Each spring the board of directors will determine needs and costs for both football and cheer practice locations/facilities, being fiscally responsible with the fundraising monies collected and a good steward for our sponsors and their donations.

All efforts must be made to maintain a good relationship with the local community, Liberty Hill Parks & Recreation and the Liberty Hill Independent School District. Any facilities that are used must be properly maintained and cleaned after each use by either the football team and/or cheer squads. Coaches, parents and spectators must be properly informed as to the guidelines when in use.

The LHYFC field lawn maintenance and care may be contracted out to a private entity should the board approve such. If contracted field care is used, it must be a qualified entity familiar with sports field care and maintenance. Maintenance and care includes fertilizing, mowing, edging and weed-eating the grass.

## Equipment

Safety is a priority. With paid registration, LHYFC will provide coordinating game jersey(s) and game pants for football players and will provide a cheer uniform and shoes for cheerleaders. Each football participant is responsible for obtaining/purchasing their own white helmet, mouthpiece, shoulder pads, cleats and practice uniform. Should an athlete desire to wear additional equipment such as arm pads or knee braces, it must be inspected by the head coach for use and comply with all rules of player safety, an athlete may not participate until compliance is met. Should a hard cast or brace be worn it will need to be inspected by an authorized game



Minimum quarters cheered per game for all cheerleaders are as follows:

- |                         |  |
|-------------------------|--|
| ● Missed no practices   | All 4 quarters                             |
| ● Missed one practice   | Sit and cheer from sideline for 1 quarter  |
| ● Missed both practices | Sit and cheer from sideline for 2 quarters |
| ● Missed a game         | Sit and cheer from sideline for next game  |

In any instance, the head coach needs to effectively communicate these rules of attendance and participation with the parents in a timely manner in order to avoid a negative situation and maintain good team communication and cohesiveness. Parents are highly encouraged to attend practices and games. Parents should give the head coach the name & phone number of a designated person who will be responsible for the child in case they are not present and an incident occurs. All participants are responsible for their own transportation to and from practices, games, scrimmages and competitions.

Beginning on August 1st, practice days will be coordinated with the respective Football/Cheer Director and times left to the head coach for implementation. Consideration should be given to:

- Scheduled school activities, religious functions and/or recognized holidays.
- Availability of the board approved practice locations.

After the first four weeks, practices will be held on Mondays and Wednesdays only due to Jr High and High School football game schedules. Practice days are limited to twice weekly during game weeks, three times on a bye week, in which a scrimmage counts as practice.

