



MEMBERSHIP PACKET

2023-2024

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Application Packet Checklist:

- Read through all Information of the Membership Packet (pg. 4-9)
- Read Application Procedures for Initial Membership (pg. 10-11)
- Read Application Procedures for Renewal Membership (pg. 11)
- Read Submission Options (pg. 11)
- Completed Membership Administrator Contact Form (pg. 12-15)
- Select Membership Type for your Application (pg. 16)

ALL Membership Application Forms & Packets **MUST BE FULLY COMPLETED & SUBMITTED WITH FEE** no later than:

JULY 15, 2023.

Submissions sent via mail need to go to the Kansas Youth Soccer office.

**Kansas Youth Soccer
10529 South Warwick St
Olathe, KS 66061**

Submissions sent via email need to be sent to Carrie Douglas, Membership Manager at cdouglas@kansasyouthsoccer.org.

**Thank you for your application.
We are so glad you wish to become or continue to be a part of the
KSUSA Family. We look forward to serving your needs to the very
best of our abilities.**



KSYSA Introduction

The Kansas State Youth Soccer Association (KSYSA) is a member of US Youth Soccer and the United States Soccer Federation (USSF). When you become a member of KSYSA, you are also automatically a member of these organizations as well. KSYSA and all of our members receive benefits from and meet the requirements of these organizations. US Youth Soccer and USSF help KSYSA to provide the best soccer experience for our members in the state of Kansas.

KSYSA is also proud to be associated with such fine partners as Performance Rehab, Veo, Hasty Awards, Fearless and Capable, Soccer Master, Nike, Baker University, NCSA, KwikGoal, Keeper Wars, gipper and Simax Sports.

KSYSA Structure and Events

The [KSYSA Board of Directors](#) serves the membership and administers KSYSA programs and services. There are five (5) Executive Committee Members and five (5) District Commissioners and five (5) Alternate Commissioners from across the State, the Immediate Past President, and Risk Management Chairperson comprising a wide range of experience and opinions.

The [Kansas Youth Soccer Office](#) is located in Olathe, KS and is open Monday – Friday from 9am – 3pm. We have five (5) full time employees dedicated to serving our membership.

The [Kansas Youth Soccer Annual General Meeting \(AGM\)](#) is held each year to vote on officers and policy. At the AGM, ideas and information is exchanged between the KSYSA members and the KSYSA Board of Directors.

The KSYSA Risk Management Policy states that every Adult Applicant (coach, assistant coach, team trainer, team manager, referee, League President, League Delegate, League official, League representative, KSYSA administrator, KSYSA Board of Directors member, contract labor employee, or any other individual over the age of 18 seeking affiliation with KSYSA or KSYSA affiliated leagues who has direct or indirect contact or influence on a youth player) is required to apply for a KSYSA Background Check every two years. This is completed via an Online Risk Management system prior to being registered with KSYSA, its affiliate leagues or as a KSYSA referee. We take safety for our players seriously and so a thorough check is conducted that includes National, State and County databases.

Along with the background check KSYSA requires all Adult Applicants to complete the US Center of SafeSport Training through the KSYSA registration system. This information can be found by [CLICKING HERE](#).

KSYSA Director of Coaching provides training sessions, clinics, camps and more to member players upon request. The DOC organizes licensing courses for coaches in the State and also can lead presentations and coaching education for member clubs and coaches.

KSYSA also provides a Communication Network. Through its board members, registration system and website, KSYSA can distribute state and district information quickly. The KSYSA website includes many useful discount opportunities through partnerships so please visit at www.kansasyouthsoccer.org.

Tournaments

[US Youth Soccer United Cup](#) aims to provide recreational youth soccer players an opportunity to experience a consistent and high-quality statewide tournament in a fun, family-like atmosphere. Member organizations can apply to host the United Cup every year with US Youth Soccer.

[Kansas Junior State Cup](#) is a state-sponsored tournament open to all Under 11 & Under 12 teams competitive and recreational teams with an Open and a Premier division.

[Kansas Presidents Cup](#) is a state-sponsored tournament for competitive teams Under 13 to Under 19 for lower ranked Division I teams and teams that are wanting to advance to a Regional and possible National competition.

[Kansas State Cup](#) is the first step in the US Youth Soccer National Championship Series and designed to crown the best youth soccer teams in Kansas for the Under 13 - Under 19 age divisions.

[US Youth Soccer National League](#) and the [US Youth Soccer Midwest Conference](#) is a structure that provides competition from all states in the Midwest Region. It requires traveling most weekends and recommended you do not participate in local league if interested. Teams in these leagues are required to play in the Kansas State Cup and have the added benefit of additional pathway to the Midwest Regional Championship.

KSYSA Programs and Services

[Coaching Clinics/Coaching Licenses](#): KSYSA can provide coaching clinics for every coaching level from the Youth Recreational coach to the highest level of coaching license.

- We recommend that every coach involved in recreational programs complete the online US Soccer “Intro to Grassroots” License, which is a FREE 20 Minute Online course.
- To make it more age specific coaching we recommend they complete the “Online Grassroots License” that fits with the game format they coach (4v4, 7v7, 9v9, 11v11), which are 2-hour courses, conducted entirely online, intended for all parents and coaches of youth players.
- Coaches who coach competitive teams should have at a minimum of a US Soccer In-Person Grassroots License for the game format they coach (4v4, 7v7, 9v9, 11v11).
- Kansas Junior State Cup team roster coaches must have at a minimum the US Soccer 9v9 In-Person Grassroots license.
- Kansas Presidents Cup team roster coaches must have at a minimum the US Soccer 11v11 In-Person Grassroots License.
- Kansas State Cup team roster coaches must have a minimum of a US Soccer D or

United Soccer Coaches National Diploma.

- To coach in the USYS National League-Midwest Conference, coaches will need to have a minimum US Soccer C License or higher.

Player Training & Soccer Camps: Our Director of Coaching is available to administer age-appropriate training sessions upon request. KSYSA may conduct or partner with private soccer camps for all ages and levels.

GOT Soccer Online Registration: GOT Soccer significantly enhances the registration process for KSYSA members, allows for easy tracking of players and puts valuable information at the fingertips of administrators, coaches and managers.

Administrative Support: KSYSA is committed to providing excellence in customer service to our members. Whatever your issue we will happily help you find a solution.

Event Sanctioning, Travel & Guest Player Permits: KSYSA uses The Tournament Center powered by HTGSports to ensure continuity and quality for KSYSA members to organize and run their very own tournaments. Also through the Tournament Center teams may obtain travel and guest player permits for tournament out-of-state.

Kansas ODP: The Olympic Development Program is a national process dedicated to the identification and training of players for State, Regional, and National Teams. Kansas ODP is a supplemental opportunity for a player in addition to his/her club team.

TOPSoccer (The Outreach Program for Soccer): US Youth Soccer community-based training and team placement program for young athletes with disabilities, organized by youth soccer association volunteers.

Soccer Across America: KSYSA is committed to helping areas that are underserved and underfunded begin after school and other programs that enhance their communities and provide support through the game of soccer.

KSYSA District Map

Kansas is divided into 5 separate districts. Members of each district elect a District Commissioner and an Alternate Commissioner.



[District I](#)

[District II](#)

[District III](#)

[District IV](#)

[District V](#)

KSYSA Board of Directors and Staff

KSYSA Executive Committee

| Position | Name | Email |
|-------------------------------|----------------|--|
| President | Ron Schneider | president@kansasyouthsoccer.org |
| Vice President of Recreation | Shane Hackett | shane@heartlandsoccer.net |
| Vice President of Competitive | Sharon Stolte | sstolte00@gmail.com |
| Secretary | Pete Weaver | peter.weaver@novartis.com |
| Treasurer | Gary Mitchell | gmitchell.ksysa@gmail.com |
| Risk Management Chairperson | Chris Campbell | riskmgmt@kansasyouthsoccer.org |
| Immediate Past President | Carol Cleek | carolcleek@att.net |

Board of Directors

| Position | Name | Email |
|--------------------------------|------------------|--|
| District I Commissioner | Mark Christophel | mchrist116@aol.com |
| District I Alt. Commissioner | Rob Million | rob.million@kansascitysurf.com |
| District II Commissioner | Robert Lund | nate@strykersportscomplex.com |
| District II Alt. Commissioner | Daniel Fizzel | danielfizzel@gmail.com |
| District III Commissioner | Dustin Gale | Dustin.gale12@gmail.com |
| District III Alt. Commissioner | | |
| District IV Commissioner | John Duker | jduker7781@gmail.com |
| District IV Alt. Commissioner | Anne Post | anne.post@xakiatech.com |
| District V Commissioner | Enrique Weissel | atleticoliberalfc@hotmail.com |
| District V Alt. Commissioner | Scott Dyer | Sueandscott97@hotmail.com |

KSYSA Office Staff

| Position | Name | Email |
|---|----------------|--|
| Executive Director | Joe Burger | jburger@kansasyouthsoccer.org |
| Membership Manager | Carrie Douglas | cdouglas@kansasyouthsoccer.org |
| Director of Marketing, Tournaments and Events | Phillip Gomez | pgomez@kansasyouthsoccer.org |
| Director of Coaching | Paul Fabry | pfabry@kansasyouthsoccer.org |
| Director of Referee Development | Gordie Wetmore | gwetmore@kansasyouthsoccer.org |
| Kansas ODP Administrator | Amy Cramer | odpadmin@kansasyouthsoccer.org |
| Accounting Department | Susan Daniels | acctg@kansasyouthsoccer.org |

KSYSA Fees

- Competitive Coaches Fee – \$5.00
- Competitive Players – \$14.25
- Secondary or Club Pass – \$5.00
- Recreational Players – \$8.25
 - (Upgraded to competitive is additional \$6.00)
- Academy Players – \$8.25
 - (Upgraded to competitive is additional \$6.00)
- Recreational P&R – \$6.25
 - (Documentation required)
 - (Upgraded to competitive is additional \$8.00)
- Futsal – \$5.00
- TOPSoccer Players – \$0.00
- Recreation Coach Fee – \$0.00

KSYSA Benefits

Includes (but is not limited to):

- Membership to Kansas Youth Soccer, US Youth Soccer, and the United States Soccer Federation.
- The secondary insurance policy for players, facility insurance for the club, directors and officer liability for all officers, directors, coaches, employees, team officials and volunteers to provide a general liability policy as well as an accident policy to its members.
 - Treatment received within 90 days from the incident.
 - Deductible: \$1,000 for those with insurance, \$1,500 for those without insurance.
 - Not applicable to Community Members
- Access to KSYSA programs and services.
- Access to coaching and player education materials and programs.
- GOTSoccer registration platform.
- KSYSA State Tournaments (State Cup, Junior State Cup, Presidents Cup)
- Comprehensive risk management policy and program to protect youth athletes
- Required SafeSport Certification training modules for everyone 18 years or older that is provided by KSYSA to members as federally mandated.
- The Kansas Olympic Development Program (Kansas ODP) is supplemental training and identification opportunity for a player in addition to his/her club team.
- Opportunities for Regional & National cup competitions.
- A professional administrative staff available to assist in your soccer operations.

Roster Limits

Below are the roster size limits that will be implemented for every season year to come.

| Playing Format | Age Level | Roster Maximum |
|----------------|------------------|----------------|
| 4 v 4 | Under 6, 7, & 8 | 6 |
| 7 v 7 | Under 9 & 10 | 12 |
| 9 v 9 | Under 11 & 12 | 16 |
| 11 v 11 | Under 13 & Above | 22 |

Types of Membership with KSYSA

All members of KSYSA must be domiciled and operating within KSYSA territory and are in good standing with KSYSA, USSF and USYS. Members shall choose which membership type they wish to have based on the following:

A. League Members.

League members are any organizing entity that facilitates the play of teams for a minimum of four (4) separate clubs or associations and offers a minimum of five (5) different age divisions of play. League Members are a structured group of 12 or more total teams joined for the purpose of inter-team play under a single set of administrative and competition rules.

B. Registrar Members.

Registrar members are any organizing entity that registers teams for a minimum of three (3) separate clubs or associations and registers teams in a minimum of three (3) different age divisions of play.

C. Club Members.

Club members are any organizing entity that registers a minimum of 100 players directly with KSYSA on five (5) separate teams in a minimum of five (5) different age divisions of play. Club Members are required to register a minimum of four (4) teams in KSYSA state-run tournaments annually (Fall and/or Spring KSYSA State Cup, Junior State Cup, or Presidents Cup). Exceptions are automatically granted for those organizations outside of a 225-mile radius of the KSYSA tournament location.

D. Community Members.

Community members are any organizing entity that registers between 25-75 players directly with KSYSA on three (3) separate teams in a minimum of three (3) different age divisions of play. Should a Community Member not be able to meet these requirements then they may request an exemption from the KSYSA Executive Director on a seasonal year basis to keep membership in good standing. A Community Member has two categories or memberships that are listed below:

Category 1: Community member will be covered by KSYSA Player Accident Insurance and General Liability Insurance.

Category 2: Community member will waive KSYSA Player Accident Insurance and General Liability Insurance and have entered into a hold harmless agreement with KSYSA.

E. Tournament Members.

Tournament members organize and operate a series of games or matches between a number of teams and/or other membership types throughout the seasonal year. Tournament members do not register players directly with KSYSA. Membership is

extended to these members for the sanctioning of tournaments through KSYSA.

Application Procedures for Initial Membership

When considering prospective organization desiring to become a member (League, Registrar, Club or Community) must be approved by the KSYSA Board of Directors. Application for membership must be made in writing by the duly authorized agent of the applicant and must be sent to the KSYSA state office, which shall process the application and send all information to the Membership Committee for review.

- 1) The prospective member must provide proof that their organization is a recognized domiciled entity with the State of Kansas. Acceptable forms of proof will include the following (with the prospective member's organization name listed):
 - i. Tax ID Documentation
 - ii. State/Federal Tax Returns, if applicable
 - iii. Business license, if applicable
 - iv. Other official government documentation relating to the transaction of business
- 2) The prospective member must provide the applicants constitution, bylaw, playing rules, policies and procedures to be reviewed. The Membership Committee shall have the power to reject them until properly written, and any subsequent changes or additions to such duly approved rules, regulations and bylaws must be submitted to and approved by the Membership Committee before their effective date.
- 3) The prospective member must have five (5) different and distinct Board Members and provide their name, position, address, email & phone numbers. If positions are vacant please indicate so.
- 4) The prospective member must include an **initial application fee of \$250.00** via check made payable to KSYSA. If membership is refused, this fee will be returned.
- 5) The prospective member must attend at least one (1) registrar training (live or via conference call) with the KSYSA State Office (confirmed by the KSYSA State Office).
- 6) The prospective member must provide the Membership Committee proof of a timely payment history in the form soccer related paid bills from the previous 12 months (4 separate bills showing due date and paid date).
- 7) The prospective member shall provide an equal opportunity to all soccer players, coaches, trainers, managers, administrators and officials, without discrimination on the basis of race, color, religion, age, sex or national origin to participate.
- 8) The prospective member or any individual within the prospective member may not have been subject to disciplinary action within the last twelve months from the date of the application.
- 9) The prospective member must be in good standing with KSYSA.

Provisional approval may be granted by the Membership Committee to eligible candidates, however, formal approval for membership is subject to acceptance by a



two-thirds majority vote of the KSYSA Board of Directors and a two-thirds majority vote of the members of KSYSA.

Prior to a decision to accept or reject an applicant, notice shall be given to all leagues in the district. Each league shall be given a reasonable chance to voice its opinion on any potential member.

Application Procedures for Renewal Membership

When determining the eligibility of existing League Members, Registrar Members, Club Members, or Community Members the Membership Committee will confirm:

- 1) The existing member has all current fees paid to KSYSA.
- 2) The existing member meets the criteria for their specific type of membership as outlined in types of membership with KSYSA.
- 3) The existing member has five (5) different and distinct Board Members and provide their name, position, address, email & phone numbers. If positions are vacant please indicate so.
- 4) All coaches, club administrators, and board members must meet KSYSA Risk Management guidelines & SafeSport Training.
- 5) Members shall renew each year via the Membership Renewal Packet with **annual affiliation fee of \$25.00** (established by the KSYSA Board of Directors) that shall be sent via check or paid electronically along with packet to the State office by July 15th of each year and will be considered delinquent after July 22nd.
- 6) The failure of any member to pay annual affiliation fee on or before July 15 of each year may cause immediate forfeiture of membership without legislative formality and will result in a loss of access to the State Registration system.
- 7) Each member shall, within three (3) months of its annual general meeting, submit to the KSYSA state office copies of any changes in its constitution, bylaw, playing rules, policies and procedures.

Submission Options

The Membership Application Packet & Information documents can be submitted online to Carrie Douglas, Membership Manager, at cdouglas@kansasyouthsoccer.org. Or applicants may send their entire membership packet and info via mail to the KSYSA State Office at the following address with your initial application or renewal fee.

**Kansas Youth Soccer
10529 South Warwick St
Olathe, KS 66061**

Upon receipt of your documents, your organization will be notified and our administrative staff will renew your membership with GotSport so you can begin utilizing it for

PLEASE NOTE: If you are a club who registers through a League or Registrar member, like WRSA, KPSL, Sunflower Soccer Association, or Northeast United, YOU DO NOT need to submit the annual affiliation fee of \$25.00, but we would like for you to fill out Member Administrator Form and submit any other information on your club. KSYSA will use this for communication efforts.



registrations.

Kansas State Youth Soccer Association

2023-2024 Member Administrator Contact Form

Member Organization: _____

Membership Type: _____ **District:** _____

Website Address: _____

Contact Person(s): _____

The contact person(s) should be the person that you want all correspondence from KSYSA sent to.

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Work Phone: (_____) _____ **Mobile Phone:** (_____) _____

***E-Mail Address(s):** _____

*KSYSA requires an e-mail address for the contact person(s) on your contact list.

EXECUTIVE DIRECTOR: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Work Phone: (_____) _____ **Mobile Phone:** (_____) _____

***E-Mail Address(s):** _____

PRESIDENT: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Work Phone: (_____) _____ **Mobile Phone:** (_____) _____

***E-Mail Address(s):** _____



VICE PRESIDENT: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____

REGISTRAR: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____

TREASURER: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____

SECRETARY: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____



LEAGUE REFEREE ASSIGNOR: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____

LEAGUE ADMINISTRATOR: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____

ADMINISTRATOR: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____

DIRECTOR OF COACHING: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (_____) _____ Mobile Phone: (_____) _____

*E-Mail Address(s): _____

Please list other Board Members or leaders from your organization below:

OTHER BOARD MEMBERS:

| Title | Name | Email |
|-------|------|-------|
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For League & Registrar Members only, please list below the clubs or association name and number of teams that you registered the previous seasonal year.

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)

***Attach a separate sheet if necessary.*

Membership Type (Select One)

League Members

- Initial Application Fee: \$250.00
- Annual Renewal Fee: \$25.00 ([Click Here](#))
- Facilitates league with 4 separate clubs/associations with minimum of 5 different age divisions of play
- Structured group of 12 or more teams joined for the purpose of inter-team play under a single set of administrative and competition rules.

Registrar Members

- Initial Application Fee: \$250.00
- Annual Renewal Fee: \$25.00 ([Click Here](#))
- Register teams for a minimum of three (3) separate clubs or associations
- Registers teams in minimum of three (3) different age division of play

Club Members

- Initial Application Fee: \$250.00
- Annual Renewal Fee: \$25.00 ([Click Here](#))
- Registers a minimum of 100 players directly with KSYSA on five (5) separate teams in a minimum of five (5) different age divisions of play
- Required to register a minimum of four (4) teams in KSYSA state-run tournaments annually (Fall and/or Spring State Cup, Jr. State Cup or Presidents Cup)
 - o Exceptions automatically granted for those members outside of a 225-mile radius of the tournament location

Community Members

- Initial Application Fee: \$250.00
- Annual Renewal Fee: \$25.00 ([Click Here](#))
- Registers between 25-75 players directly with KSYSA on three (3) separate teams in a minimum of three (3) different age divisions of play.
- **CIRCLE/CHECK ONE OF THE BELOW:**
 - o **Category 1:** Covered by KSYSA Player Accident Insurance & General Liability Insurance
 - o **Category 2:** Waives KSYSA Player Accident Insurance and General Liability Insurance and have entered into a hold harmless agreement with KSYSA.

Tournament Members

- Initial Application Fee: \$250.00
- Annual Renewal Fee: \$25.00 ([Click Here](#))
- Organize & operate a series of games or matches between number of teams & membership types during a seasonal year.
- Do NOT register players directly with KSYSA.
- Sanctioning of tournaments through KSYSA.

We, the undersigned petitioners appointed as current acting Board Members or Leadership for _____, ask for membership consideration as listed above in the Kansas State Youth Soccer Association. We understand that our membership fees are due on July 15th of each year and that our player registration fees, (if applicable), are billed to us monthly beginning in August each year, and that they are due and payable within 30 days of invoice date. We will make sure our assigned Registrar (if applicable) has proper training on the KSYSA registration system, has a good understanding of, and follows the Bylaws and Rules of the KSYSA. We will be sure our Board of Directors, teams, coaches, referees and administrators have reviewed the Rules and Bylaws of the KSYSA and understand them to be the document we should follow if we are a registering or league body.

Signature: _____

Date: _____

