

FORT BEND CHARGER (FBC) FOOTBALL BYLAWS



Job 36:32: He covers His hands with lightning, and commands it to strike.

“He gives strength to the weary and increases the power of the weak. Even youths grow tired and weary, and young men stumble and fall; but those who hope in the LORD will renew their strength. They will soar on wings like eagles; they will run and not grow weary, they will walk and not be faint.”

Isaiah 40:29-31

Statement of Faith: We Believe

- We believe the Bible to be the inspired, the only infallible, authoritative Word of God. ([2 Timothy 3:16-17](#))
- We believe there is only one God, eternally existent in three persons: Father, Son and Holy Spirit. ([Matthew 28:19](#))
- We believe that God created the universe, and everything in it, ([Genesis 1:1](#)) out of nothing, by the Word of His power. Having no deficiency in Himself, nor moved by any incompleteness in His joyful self-sufficiency, ([John 1:1-3](#)) God was pleased in creation to display His glory for the everlasting joy of the redeemed, from every tribe and tongue and people and nation. ([Revelation 5:9](#))
- We believe in the deity of Christ ([John 1:1](#)), in His virgin birth ([Matthew 1:18, 25](#)), in His sinless life ([Hebrews 4:15](#)), in His miracles, in His vicarious and atoning death through His shed blood ([Hebrews 9:15-22](#)), in His bodily resurrection ([1 Corinthians 15:1-8](#)), in His ascension to the right hand of the Father ([Acts 1:9-11](#)) and in His personal return in power and glory ([Hebrews 9:27-28](#)).
- We believe that for the salvation of lost and sinful men (women), regeneration by the Holy Spirit is absolutely essential. ([John 3:16](#); [John 5:24](#); [Titus 3:3-7](#))
- We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life. ([John 14:15-26](#); [John 16:5-16](#); [Ephesians 1:13-14](#))
- We believe in the resurrection of both the saved and the lost, they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation. ([Matthew 25:31-46](#); [1 Thessalonians 4:13-18](#))
- We believe in the spiritual unity of believers in our Lord Jesus Christ. ([Philippians 2:1-4](#))

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MISSION STATEMENT

The Fort Bend Charger (FBC) Football Organization exists to provide an opportunity for young men in the Homeschool community to play tackle football.

However, the FBC program is about more than just football. FBC is a Christian organization whose members seek to honor and glorify Jesus Christ.

We strive to help prepare our players for life beyond sports. FBC wants the journey of a team sport to teach the following things (and more):

- A standard of excellence
- A work ethic
- To believe in themselves
- To trust others
- The value of encouragement
- To know they aren't the center of the universe
- To know that success does not come overnight (or in one practice, or one season)
- To lose with dignity
- To accept temporary failures without blaming others, and to realize these failures aren't permanent
- To be pushed to their physical limit, time and time again
- To love and to be loved
- To sacrifice for others
- To respect authority and rules
- Teamwork/unselfishness
- To never give up

These things still matter when the cheering stops.

Job 36:32: He covers His hands with lightning, and commands it to strike.

FBC Annual Calendar

Date	Event
January	Spring Registration Opens (Returning Players)
February / March	Off-Season Conditional Evaluation
March	Spring Registration Opens (New Players)
March / April	Spring Parent Meeting
March / April	First Football Uniform / Equipment fitting
April	First Day of Spring Football
April / May	SCCHE Outside Preview Night
April / May	Fall Registration Opens
June & July	Spring Football Black & Gold Scrimmage
Early-Mid June	Father/Son/Coach Camping Trip
During Dead Week	Late Football Uniform / Equipment fitting
Week before Fall Practice	Summer Training & Conditioning
1 st Monday in August	Start of Dead Week (No football activity)
1 st Monday in August	Fall Parent Meeting
2 nd Monday in August	First Day of Fall Practice
December / January	End of Season Banquet

Financial Due Dates

Date	Event
1 st Day of Practice	Spring Training Payment Due (New Players)
Early May	New Player – First Payment Due
Mid-End of June	Returning Player – First Payment Due
Mid-End of June	New Varsity Player – Second Payment Due
1 st Day of Practice	All Players – Final Payment Due

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1. Organization

1.1. Name

- 1.1.1. Fort Bend Chargers is the proper name of the organization
- 1.1.2. Alternative Names:
 - 1.1.2.1. FBC (or “the Organization” in this document)
 - 1.1.2.2. Ft. Bend or FT BEND or other variations of this abbreviation
 - 1.1.2.3. Fort Bend Charger Football or Fort Bend Chargers
 - 1.1.2.4. HCYA Fort Bend Football Chargers (formerly)
- 1.1.3. Internet and Athletic League “known as” Names:
 - 1.1.3.1. Primary Organization Website: www.ftbendchargerfootball.com
 - 1.1.3.2. On MAXPREPS.com: Fort Bend Chargers Home School (Sugar Land, TX)
 - 1.1.3.3. On SixManFootball.com: Sugar Land Fort Bend
 - 1.1.3.4. TAIAO: Fort Bend Chargers

2. Positions

2.1. Executive Board Positions

- 2.1.1. President
- 2.1.2. Vice President
- 2.1.3. Executive Director (Varsity Head Football Coach)
- 2.1.4. Athletic Director
- 2.1.5. Treasurer
- 2.1.6. Assistant Athletic Director

2.2. At-Large Board Positions

- 2.2.1. Team Parent Director
- 2.2.2. Fundraising & Sponsorship Coordinator
- 2.2.3. Publicity Coordinator
- 2.2.4. Social Events Coordinator
- 2.2.5. Prayer Coordinator
- 2.2.6. Webmaster

2.3. Terms of Office for Executive Board

- 2.3.1. Length of Term
 - 2.3.1.1. 2 Years, with no limit on consecutive Terms

- 2.3.1.2. During the January Board meeting members will declare their intentions of staying on the Board or resigning.
- 2.3.1.3. A nominating committee consisting of 2 (two) Executive Board members and 1 (one) At-Large member will seek new Board members. The Nominating Committee receives suggestions for nominees for the open Board positions. The Nominating committee will then recommend nominees for open board positions. Board members may be nominated and voted on at any board meeting if the position is vacant.
- 2.3.2. Approval and appointment will be by Board majority vote, for each Term of Service.
- 2.3.3. Positions Rotate as follows:
 - 2.3.3.1. Odd years: Vice President, Athletic Director, Treasurer
 - 2.3.3.2. Even Years: President, Assistant Athletic Director
 - 2.3.3.3. Executive Director / Head Varsity Football Coach is not rotated, it is appointed by the Executive Board for an indeterminate period
 - 2.3.3.4. At-Large Board Positions are appointed annually by majority vote of the Executive Board, and have no limits on re-appointment.

3. Responsibilities and Job Descriptions

3.1. General

- 3.1.1. Executive Board Members will receive a 30%, non-transferable, reduction of their Families Fees as a gift for the effort and time to help run the organization.
- 3.1.2. Executive Positions are identified as positions that require year around actions by the member. At-Large positions are primarily conducted in-season.
- 3.1.3. Executive Board Members will be expected to attend at least 9 of 11 monthly meetings each year. At-Large attendance is not required but is encouraged at each board meeting.
- 3.1.4. All Board Members are expect to execute the responsibilities identified in these Bylaws
- 3.1.5. The board will make decisions by majority vote of the quorum, unless otherwise stipulated in this document. Voting is required where stipulated in this document (ex. – approving new board members), and for items not clearly defined by this document (ex. – schedule).
 - 3.1.5.1. A quorum for this body is considered a majority of the sitting Executive Board members.
- 3.1.6. Executive Board Members may fill At-Large Board positions, as needed, provided the position does not create a conflict of interest and it is approved by a majority vote of the Executive Board. Multiple board positions does not equate to multiple votes (one vote per member).

- 3.1.7. A minimum of one Board member must be present at all games, practices, or competitions.
- 3.1.8. Board Members will be encouraged to do everything possible by computer, e-mail, Cloud Drive, etc.
- 3.1.9. Board Members should strive to be above reproach as representatives of FBC and Christ; all should be willing to do the following:
 - 3.1.9.1. Fill responsibilities of vacant board positions.
 - 3.1.9.2. Complete tasks and support other board members and other volunteer positions when required.
 - 3.1.9.3. Receive credit for volunteering in lieu of game day positions and will not be required to meet the family donation minimum (if required).
 - 3.1.9.4. Promote active and broad participation by volunteers in all areas of the organization's work.

3.2. President

- 3.2.1. Preside over the Executive / At-Large Boards at all Board Meetings.
- 3.2.2. Work with the Executive Board to oversee the Executive Director / Head Coach with whom the Athletic League and other Football organizations maintain contact.
- 3.2.3. Assure that the organization has a long-range strategy which achieves its mission, and toward which it makes consistent and timely progress.
- 3.2.4. Provide leadership in developing program and organizational plans with the Board and staff; and carry out plans and policies authorized by the board.
- 3.2.5. Ensure Executive Director (or Designee) is able to attend required outside-FBC meetings, or assists with finding a substitute as needed.
- 3.2.6. Has firsthand knowledge of the regulations under which FBC must operate within outside leagues.
- 3.2.7. Preside at all FBC meetings (Parent and Board), and assumes responsibility for the execution of Organizational meetings.
- 3.2.8. Maintains a register of Board Members.
- 3.2.9. Records the minutes of meetings.
- 3.2.10. Maintains the calendar of FBC's activities.

3.3. Vice President

- 3.3.1. Presides in the absence of the President.
- 3.3.2. Point of contact and coordinator for the efforts of the Team Parent Director(s) and other At-Large Board members. Including the following:
 - 3.3.2.1. Registration details
 - 3.3.2.2. Publicity (Advertising, School Flyers, Site Coordination, etc.),

- 3.3.2.3. Volunteer scheduling,
- 3.3.2.4. Fundraising and Sponsorship,
- 3.3.2.5. Concession Stand and FBC Merchandise,
- 3.3.2.6. Referee Coordination.
- 3.3.3. Ex-officio member of all committees.
- 3.3.4. Maintains a register of Players and Families.
- 3.3.5. Manage day-to-day operations of the organization.
- 3.3.6. Reports roster count and other player information to the league.
- 3.3.7. Coordinates with Athletic Director and Team Parent Director(s) to ensure timely submission of grade reports to the Athletic League.
- 3.3.8. Coordinates with the Treasurer to ensure that all contracts are kept up to date and all invoices paid.
- 3.3.9. Oversees and coordinates all scheduling with other board members, including but not limited to yearly calendar, social events, fundraising.
- 3.3.10. Receives all mail, supplies and other communications from designated Athletic League.
- 3.3.11. Institutes an appropriate Time Schedule/Plan for addressing all critical safety issues and resolving them in a timely manner.
- 3.3.12. Works with the President and Team Parent Director(s) to coordinate all Parent and Team Meetings.
- 3.4. **Executive Director (Varsity Head Football Coach)**
 - 3.4.1. The Executive Director is the current Varsity Head Football Coach.
 - 3.4.2. The Executive Director reports to the Board of Directors, and is responsible for the organization's consistent achievement of its mission and organizational objectives.
 - 3.4.3. The Executive Director is an appointed member of the Executive Board with no term length. Once appointed the Executive Director can only be removed by resignation or majority vote of the Executive Board.
 - 3.4.4. Appoints and approves all organization coaches, including Junior Varsity, Junior High, and student coaches.
 - 3.4.5. General Leadership Responsibilities:
 - 3.4.5.1. Works with the President to assure that the organization has a long-range strategy which achieves its mission, and toward which it makes consistent and timely progress.
 - 3.4.5.2. Works with the President to provide leadership in developing program and organizational plans with the Board and staff; and carry out plans and policies authorized by the board.

- 3.4.5.3. Represents (or appoints a designee to represent) the Organization in the designated Athletic League. This includes working with the Board to ensure adequate representation in the Athletic League.
- 3.4.5.4. Ensure firsthand knowledge of the regulations under which the designated Athletic League operates.
- 3.4.6. Schedule, Reserve and Coordinate all training and practices, including Facilities and necessary equipment.
- 3.4.7. Work with the other Football organizations, the Athletic League, and the Board to schedule scrimmages and games for the upcoming season.
- 3.4.8. Ensures that league rosters are maintained in coordination with the Vice President and Webmaster.
- 3.4.9. Represents FBC in Athletic League regarding rules, eligibility, and alignment.
- 3.4.10. Coach/Player Development
 - 3.4.10.1. Responsible for overseeing all programs and development opportunities relating to coaches and players.
 - 3.4.10.2. Coordinates and monitors all clinics, seminars, or other development affairs.
 - 3.4.10.3. Prime contact with High School Varsity/Junior Varsity and Junior High coaches.
 - 3.4.10.4. Responsible for monitoring and evaluating the development and progress of all coaches in FBC. Diligently works to continually see that coaches are taught correct basic player skills.
 - 3.4.10.5. Responsible for player selection for All Stars/All State within the designated Athletic League.
 - 3.4.10.6. Institutes and updates all player and coaches development vehicles, such as manuals, flyers, Internet correspondence, etc. Responsible for making information available to all coaches, parents and players as appropriate.
- 3.4.11. Safety Responsibilities:
 - 3.4.11.1. Maintain a safe environment during player training.
 - 3.4.11.2. Ensures safe playing conditions.
 - 3.4.11.3. Coordinates reporting and prevention of injuries.
 - 3.4.11.4. Solicits suggestions for making conditions safer.
 - 3.4.11.5. Ensures proper training of coaches from external agencies, as needed (or required).
 - 3.4.11.6. Work with the Vice President and Athletic Director to institute an appropriate Time Schedule/Plan for addressing all critical safety issues and resolving them in a timely manner.

3.5. Athletic Director

- 3.5.1. Orders all new equipment.
- 3.5.2. Responsible for ordering all uniforms for players and coaches.
- 3.5.3. Responsible for the upkeep and maintenance of all player equipment
- 3.5.4. Coordinates with the Coaches and Players to receive all equipment bags back at the end of the season, as needed.
- 3.5.5. Cleans equipment bags and equipment.
- 3.5.6. Maintains an electronic inventory of all equipment to ensure that all equipment is returned and that equipment, which has exceeded its life expectancy, is replaced.
- 3.5.7. Inspects all equipment, removes damaged, worn, or unsafe equipment, and replaces with new equipment.
- 3.5.8. Ensures that all equipment meets the required safety standards.
- 3.5.9. Maintains inventory of reserve equipment.
- 3.5.10. Prepares all equipment bags for distribution each new season.
- 3.5.11. Responsible for ordering and distributing all uniforms for players and managers, including the regular season, all-stars and other post-season teams.
- 3.5.12. Has firsthand knowledge of the regulations under which FBC must operate within outside leagues, and attends scheduled meetings as required by the Executive Director.
- 3.5.13. Coordinates all organization safety activities.
 - 3.5.13.1. Ensures Trainer is available for all Home games
 - 3.5.13.2. Works with Vice President to schedule and track concussion screening and pre-season physical verification
 - 3.5.13.3. Ensure player injuries are reported to the Board and the player's parents
 - 3.5.13.4. Obtain, update and maintain First Aid Equipment.
- 3.5.14. Player Agent Responsibilities:
 - 3.5.14.1. Responsible for checking birth records and eligibility of all players. Documentation must be readily available at all practices and games.
 - 3.5.14.2. Supervises and coordinates the transfer of players onto their new age appropriate team.
 - 3.5.14.3. Assumes responsibility of prime coordinator of all player affairs, including but not limited to: sponsorship/player issues, financial or other family issues (including all issues of a delicate nature that need not be made public), etc.

3.5.14.4. Responsible for conducting and coordinating all background checks of all volunteers to meet FBC guidelines, and keeping a log of all approved volunteers.

3.5.14.5. Work with the Vice President and Executive Director to institute an appropriate Time Schedule/Plan for addressing all critical safety issues and resolving them in a timely manner.

3.6. Treasurer

3.6.1. Responsible for developing and maintaining sound financial practices.

3.6.2. Prepare budgets (and coordinates with each budget discipline regarding use of budgets).

3.6.3. Work with the Board in approving a budget; see that the organization operates within budget guidelines.

3.6.4. Ensure that adequate funds are available to permit the organization to carry out its work.

3.6.5. Jointly, with the executive board, conduct official correspondence of the organization, and jointly, with the President, Vice President and/or Athletic Director, execute legal documents.

3.6.6. Maintain official records for 501(c)(3) and documents, and ensure compliance with federal, state and local regulations.

3.6.7. Authorizes issuance of checks as directed by the FBC Board.

3.6.8. Dispenses FBC funds as approved by Board.

3.6.9. Reports on status of FBC funds.

3.6.10. Keeps FBC books and financial records.

3.6.11. Assumes responsibility for all FBC finances.

3.7. Assistant Athletic Director

3.7.1. Acts as the Athletic Director in his absence.

3.7.2. Ensure all game day responsibilities are completed—the “go-to” person for game information.

3.7.2.1. Organizes pre-game and half time activities for all home games.

3.7.2.2. Works with Announcer to coordinate announcements.

3.7.2.3. Receives volunteer list from Team Parent Director.

3.7.2.4. Works with special events coordinator during homecoming and senior recognition games.

3.7.3. Answers any questions concerning game day duties, and ensures all positions are executed properly.

3.7.4. Assists Athletic Director with the following Equipment Management Responsibilities (as needed):

- 3.7.4.1. Help with the upkeep and maintenance of all player equipment
- 3.7.4.2. Help coordinates with the Coaches and Players to receive all equipment bags back from the managers at the end of the season
- 3.7.4.3. Cleans equipment bags and equipment.
- 3.7.4.4. Maintains an electronic inventory of all equipment to ensure that all equipment is returned and that equipment, which has exceeded its life expectancy, is replaced.
- 3.7.4.5. Help inspect all equipment, remove damaged, worn, or unsafe equipment, and request replacement.
- 3.7.4.6. Helps ensure that all equipment meets the required safety standards.
- 3.7.4.7. Maintains inventory of reserve equipment.
- 3.7.4.8. Prepares all equipment bags for distribution each new season.
- 3.7.5. Responsible for distributing all uniforms and equipment for players and coaches each season.
- 3.7.6. Assists with Organization wide communication as needed.

3.8. Team Parent Director(s)

- 3.8.1. Responsible for assisting the Vice President with team management
- 3.8.2. Assists the Vice President with the following team requirements:
 - 3.8.2.1. Update family and player information to ensure an accurate roster is submitted to the league.
 - 3.8.2.2. Collect grade reports from the team parents to ensure timely submission of the team grade report to the Athletic League.
- 3.8.3. Coordinates Volunteer Program with Vice President and Assistant Athletic Director.
 - 3.8.3.1. Includes assigning game day volunteers and communicating those to the parents in a timely manner,
 - 3.8.3.2. Ensuring volunteer information is communicated to the Assistant Athletic Director,
 - 3.8.3.3. Inform web master to ensure volunteer info is posted on the website as needed.
- 3.8.4. Responsible for sending out notice of parent and team meetings to the team parents (coordinated with President and Vice President).
- 3.8.5. Responsible for coordinating, planning, and directing all team picture-taking, etc.
- 3.8.6. Communicates to designated distribution list via e-mail as needed.
- 3.8.7. Assists with Organization wide communication as needed.

3.9. Fundraising and Sponsorship Coordinator

- 3.9.1. Responsible for the coordinating, planning and directing of all fund-raising activities with the Board approval.
- 3.9.2. Coordinates with the Treasurer to make sure that all funds are secured.
- 3.9.3. Coordinates with all other board members on all fund raising activities.
- 3.9.4. Responsible for coordinating all sponsorship activities, including but not limited to: in-season team uniforms, concession stand signs, post-season teams, post-season tournaments, and websites.
- 3.9.5. Coordinates with the Treasurer to make sure that all sponsorships are turned in.
- 3.9.6. Coordinates with the Athletic Director to ensure correct team colors and sponsorship logos are used.
- 3.9.7. Coordinates with designated board member to make sure correct sponsorship signs displayed at games, on t-shirts, game programs, and the website.
- 3.9.8. Acquires sponsorship plaques and coordinates delivery to sponsors.

3.10. Publicity Coordinator

- 3.10.1. Publicize the activities of the organization, its programs and goals. This includes managing of social media sites, newspapers, and other media organizations.
- 3.10.2. Establish sound working relationships and cooperative arrangements with community groups and organizations.
- 3.10.3. Represent the programs and point of view of the organization to agencies, organizations, and the general public.
- 3.10.4. Responsible for designing and copying of programs for each home game including working with special events team for homecoming and senior recognition.

3.11. Social Events Coordinator

- 3.11.1. Responsible for coordinating, planning, and directing the Kick Off and Year End Banquet.
- 3.11.2. Responsible for thank-you gifts.
- 3.11.3. Coordinates post-game meal plans.
- 3.11.4. Responsible for coordinating team travel during the season and during the post-season.

3.12. Prayer Coordinator

- 3.12.1. Solicits prayer requests and communicates prayer needs to the whole organization.
- 3.12.2. Coordinates mission opportunities and spiritual development in-line with the organizational goals and statement of faith.

3.12.3. Ensures a pregame prayer leader is appointed for each home game.

3.13. **Webmaster**

3.13.1. Maintains the online registration documents.

3.13.2. Ensures that FBC news and scores are updated on a regular basis.

3.13.3. Collects, posts, and distributes important information on FBC activities to via the organizations website. Manages web presence to ensure consistency.

3.13.4. Maintains Cloud Drives as needed to ensure document and video sharing capability.

3.14. **Coaches (Junior Varsity, Junior High and Assistant Varsity)**

3.14.1. Responsible for development opportunities relating to their respective team(s).

3.14.2. Safety Responsibilities:

3.14.2.1. Ensures safety in player training.

3.14.2.2. Ensures safe playing conditions.

3.14.2.3. Coordinates reporting and prevention of injuries.

3.14.2.4. Solicits suggestions for making conditions safer.

3.14.2.5. Participates in required training.

3.14.2.6. Supports the Executive Director/Head Coach in all facets of Safety and Player Support described above.

3.15. **Game Day Positions**

3.15.1. Filled by volunteer members of player families.

3.15.2. Each Family must cover the designated minimum volunteer positions throughout the season.

3.15.2.1. The board will determine the “per family” minimum during fall practice, just prior to the season. The number will be based on the number of families registered, the number of players registered, and the number of home games set for the season.

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3.15.2.2. *ALL GAMES (Home, Away or Neutral)*

• **Hydration Team – Sideline**

- ⇒ 1 Adult Volunteer and 2 Youth Volunteers – per Team
- ⇒ Responsibilities include pre-game purchase of ice and filling water coolers and bottles as well as set up of all sideline hydration and monitoring of fluids throughout the game. Includes the provision of towels for both dry and wet games. This is a home and away responsibility.

• **Stats Recorder**

- ⇒ 1 Adult Volunteer per Team – Full Season job

- ⇒ Responsible for recording all stats during home and away games and providing them to the Webmaster for entering weekly in Max Preps website.

- **Videographer**

- ⇒ 1 Volunteer per Team – Full season job
- ⇒ Responsible for videotaping all home and away games and uploading them into Google Drive for Coaches' review.

- **Sideline Football manager**

- ⇒ 1 Youth Volunteer – Full season job
- ⇒ Has control of the footballs and kicking tees on the sidelines before, during and after the games. Must be aware when a football (and tees) should be on or off the field during the game. Footballs should be counted before returning them to the Head Coach.

- **FBC merchandise sales table**

- ⇒ 2 Adult Volunteers
- ⇒ Set up and break down sales table. Inventory the merchandise. Count moneybox and return to team treasurer, return merchandise and sales total to Board Member (or designee).

3.15.2.3. HOME GAMES ONLY

- **Announcer & Media Coordinator**

- ⇒ 1 Adult Volunteer for varsity games only
- ⇒ Organizes game announcements, prayer and National Anthem. Ensures proper display of the American Flag at home games, as well as coordinates and plays music.

- **Bath Room Clean Up (as needed)**

- ⇒ 1 Male and 1 Female Adult Volunteers
- ⇒ Inspect for damage and Pick up trash in men's and women's bathrooms after each home game.

- **Clock & Scoreboard**

- ⇒ 1 Volunteer per Team
- ⇒ Operates clock / scoreboard for all home games. Each volunteer will receive training from the Athletic Director

- **Concessions' Coordinator**

- ⇒ 1 Volunteer – Full season job

- ⇒ Assumes responsibility for keeping product use and sales totals during and at the end of each home game. Establishes set-up and break down procedures for concessions and relays them to volunteers. This is a home game only responsibility. Purchase inventory as needed with funds granted by the Vice President and Treasurer.

- **Concessions' Helpers**

- ⇒ 2 Adult and 1 Youth Volunteers per Half per Team
- ⇒ Works concessions during the home games. Manages customer flow.

- **Chain Gang**

- ⇒ 3 Volunteers (16 or older) per Team
- ⇒ Responsibilities include working chains and yard markers. Chain Gang operators work on the visitor side of the field. Volunteers have a great view of the game but must be able to keep their comments to themselves.

- **Field Operations Leader**

- ⇒ 1 Adult Volunteer – Full Season Job (training provided)
- ⇒ Responsibilities include leading the setup and tear down of home field. This includes setup and teardown of yard markers, end zone markers, and sidelines. Also includes painting the yard lines (as needed). Must arrive 1.5 hours before the start of first game.

- **Field Helpers (depends on field used)**

- ⇒ 2 Volunteers (14 or older) for Field Setup and Tear down
- ⇒ Responsibilities include setup and teardown of yard markers, end zone markers, and sidelines. Also includes painting the yard lines (as needed). Must arrive 1.5 hours before the start of first game.

- **Gate (Ticket Sales)**

- ⇒ 2 Volunteers per team
- ⇒ Responsible for acquiring seed money, lock boxes and hand stamp before each game. Taking money at the gate and calculating ending totals, turning money in to the team treasurer. Must arrive one hour before the game and man the gate until the end of first half.

4. ORGANIZATION EXPECTATIONS

4.1. Code of Conduct

- 4.1.1. All tobacco (or nicotine) products are prohibited at all facilities and parks used by the organization.
- 4.1.2. Foul language will not be tolerated under any circumstances.
- 4.1.3. Fighting (physical or verbal) is strictly forbidden and will not be tolerated.
- 4.1.4. Parents are expected to pick up participants at the end of each practice or game. Our Coaches cannot leave organization events until all minors are picked up, so your consideration is appreciated.
- 4.1.5. All concerns/complaints regarding game management, playing time, or player usage are to be brought to the attention of a non-coach Board Member. No coach is to be approached before, during, or after practices or games with a complaint. The team meeting at the conclusion of practice is considered a part of the practice.
- 4.1.6. No parents or other individuals will be allowed on the practice or game field with the players unless they are a volunteer coach, and have completed an FBC background check and volunteer coach form. Parents are welcome to quietly observe practice at any time.
- 4.1.7. Parents, family, and friends must refrain from engaging (in any way) with the other team's players, spectators, or coaches. Additionally, no spectators or players should talk to the referees before, during, or after the game.
- 4.1.8. Failure to comply with these guidelines can result in one or more of the following:
 - 4.1.8.1. Player discipline or suspension from game(s);
 - 4.1.8.2. Family probationary period;
 - 4.1.8.3. Family suspension from organization activities; or
 - 4.1.8.4. Family expulsion from the Fort Bend Charger Organization.

4.2. Player and Family Obligation

- 4.2.1. Playing Football requires a commitment by each player and his family. All Players and their families will abide by the Code of Conduct, Player / Parent Commitment, and the rule of the associated Athletic League in which FBC has membership. Football is not an easy sport but it can be very rewarding.
 - 4.2.1.1. Players are expected to honor the commitment made by their parents, the coaches, the board members, and fellow players by giving their best effort all the time.

4.2.1.2. Playing football is a privilege, not a right. FBC would like as many players on the team as possible to allow for the development of young men through team work, hard work, and perseverance. We do not have players on the team to just fill out the roster or so we can have a practice squad.

4.2.1.3. Middle School and Junior Varsity playing time is intended to ensure player development and player safety first and foremost. All JV and Middle School players will play.

4.2.1.4. Playing time at the varsity level is not guaranteed. The best players will play at the discretion of the coaches. The following factors are some of things taken into account for playing time:

- **Practice attendance**
- **Practice effort**
- **Athletic ability**
- **Game effort**
- **Player attitude and character**

4.2.1.5. The team is more important than any individual. Practice is where games are won and lost. Every player at practice has contributed to every win or loss regardless of playing time.

4.2.1.6. The goal of our organization is to use the journey of football (a team sport) to teach Godly character. Including:

- **A standard of excellence;**
- **The value of hard work;**
- **To trust others;**
- **The value of encouragement;**
- **To know they aren't the center of the universe;**
- **To know that success does not come overnight;**
- **To lose with dignity;**
- **To accept temporary failures without blaming others, and to realize these failures aren't permanent;**
- **To be pushed to their physical limit, time and time again;**
- **To love and to be loved;**
- **To sacrifice for others;**
- **To respect authority and rules; teamwork/unselfishness; to never give up**

Job 36:32: He covers His hands with lightning, and commands it to strike.

4.3. Team Discipline

TEAM DISCIPLINE	
ACTION	DISCIPLINE
Late to practice	6 – 40yd Cardiovascular Events
Miss Entire Practice/Game (Includes forgetting equipment that prevents you from practicing.)	1 – 40yd Cardiovascular Event times the number of players on your team.
Do not communicate with the coaches on missing practice/game:	The corresponding item above plus: <ul style="list-style-type: none"> Varsity--will not play (next game) Junior Varsity--will not start (next game)
Any other action that does not promote the character of Jesus Christ, whether on the practice field or in a game.	Handled on a case-by-case basis, but will be handled by a minimum of one item listed above.
EXCEPTIONS:	
None. Why?	
If You Are:	You Need the Additional Work Because:
Sick	Need the additional work to get your body back in shape.
Out of Town	The rest of the team is working and you will need the additional work to stay in shape.
Attending a siblings activity	We are 100% behind you attending the activity. We believe that you have the ability to have a huge impact on your brother or sister. However, the rest of the team is working and you will need the additional work to stay in shape.
Out of town guests (friends or family) are in for only a short time.	We support you in your decisions to be with your friends or family, but the rest of the team is working and you will need the additional work to stay in shape. We believe that this is a great opportunity for you to show friends and family the team that you have worked so hard to be a part of.
I have another activity that conflicts with practice.	The rest of the team is working and you will need the additional work to stay in shape. There is no way that you can work at getting better for football and the game if you are not here—it is a team sport.
I have church on a different night than Wednesday.	We support you 110% in attending church. We have tried to work around this for most on Wednesday night, but this does not apply to everyone. However, the rest of the team is working and you will need the additional work to stay in shape. However, you will only have the discipline for those late to practice.
Once in a lifetime event that you will never have the opportunity to do again.	If it is truly a once in a lifetime event that you would regret for the rest of your life, please go and have a blast. However, the rest of the team is working and you will need the additional work to stay in shape.

PRINTED NAME

SIGNATURE

DATE

4.4. Parent and Athlete Commitment

Initials

Parent's Commitment:

1. I am currently home educating my child and understand that if they are not passing, they will not play. I agree to submit grades upon request.
2. I have seen and read the FBC Bylaws. I will personally follow and encourage my child to follow the FBC rules and program guidelines as stated in the FBC Bylaws, including the Code of Conduct.
3. I understand that the Fort Bend Chargers is an all-volunteer organization and as such, I am expected to meet my volunteer commitment.
4. I understand that this is a Christian Organization and attempts to operate by Christian principles to honor Christ in everything, and I will do my best to follow those principles.
5. I will maintain proper behavior at all FBC games and functions. I will treat Fort Bend Charger families and players, opponent players and families, coaches, and game officials with the upmost respect at all times.
6. I understand that FBC provides much more than playing time and my commitment to the team does not guarantee my child any amount of game participation.
7. I understand and agree to abide by the following appeal process:
 - If I have a problem with a parent or player, I will talk with that parent or the player's parent (outside of practices and games) to seek a resolution.
 - All concerns/complaints regarding an FBC coach, FBC representative, or protocol are to be brought to the attention of the Team Parent Director. No coach is to be approached before, during, or after practices or games with a complaint. The team meeting at the conclusion of practice is considered a part of the practice.
 - If there is still no resolution, the grievance will be brought before the entire FBC Board and the Board's decision will be FINAL.

I understand that if I fail to abide by this commitment statement that the FBC Board has the authority to ask my family to leave the program and that we would not be entitled to any refund.

Father's signature _____ Date: _____

Mother's signature _____ Date: _____

Initials

FBC Athlete Commitment

By joining FBC I am agreeing to uphold the following team rules:

1. I am home educated and understand I will not play if I am not passing.
2. I will demonstrate the following character qualities:
 - attentiveness - by listening to the instruction of my coaches;
 - self-control - by not participating in profane language, alcohol, tobacco or drugs;
 - faithfulness - by attending all practices and games;
 - discipline - by respecting my coaches and following the rules that they establish;
 - Orderliness - by following the dress code.
 - ✓ A clean-cut appearance is required for the season (i.e. no odd piercings, no radical hair styles or colors).
 - ✓ I will wear the required uniform for all practices and games. The head coach will determine game and practice uniform.
3. I will maintain a positive, teachable attitude no matter how fair I perceive the officiating to be or whether we win or lose.
4. I will keep my focus on my team and avoid pairing off with persons of the opposite sex during all traveling trips, games and practices.
5. I will approach my coach with any questions or concerns before/after practice or during breaks.
6. I will promote sportsmanship through my words and actions; striving to never speak poorly of a fellow teammate or criticize the coaches.
7. I understand that the coaches reserve the right to establish or abolish any team rules.
8. I will follow the FBC rules and program guidelines as stated in the FBC Bylaws, including the Code of Conduct.

I understand that if I fail to abide by this commitment statement, the FBC Board has the authority to ask my family to leave the program and that we would not be entitled to any refund.

Team Members signature: _____ Date: _____



5. Calendar

5.1. Annual Calendar Template

MONTH	ACTIVITY	COMMENTS
JANUARY	<ul style="list-style-type: none"> ➤ Board Meeting ➤ Equipment refurbishment shipped out ➤ Off Season program begins 	
FEBRUARY	<ul style="list-style-type: none"> ➤ Board Meeting ➤ Schedule approved for upcoming season 	
MARCH	<ul style="list-style-type: none"> ➤ Board Meeting ➤ Registration Opens ➤ New Equipment ordered 	
APRIL	<ul style="list-style-type: none"> ➤ Board Meeting ➤ Equipment issued ➤ Spring Ball begins 	
MAY	<ul style="list-style-type: none"> ➤ Board Meeting ➤ Spring Game 	
JUNE	<ul style="list-style-type: none"> ➤ Board Meeting ➤ Voluntary conditioning ➤ 6 on 6 Football Tournaments 	
JULY	<ul style="list-style-type: none"> ➤ Board Meeting ➤ 6 on 6 Football Tournaments 	<ul style="list-style-type: none"> • No activities of any kind are allowed during the last week of July
AUGUST	<ul style="list-style-type: none"> ➤ Board Meeting ➤ Football begins the 1st Monday of August ➤ Season begins the last weekend of August 	
SEPTEMBER	<ul style="list-style-type: none"> ➤ Virtual Board Meeting ➤ In Season 	
OCTOBER	<ul style="list-style-type: none"> ➤ Virtual Board Meeting ➤ In Season 	
NOVEMBER	<ul style="list-style-type: none"> ➤ Virtual Board Meeting ➤ Playoffs 	
DECEMBER	<ul style="list-style-type: none"> ➤ All Star Game ➤ Football Banquet (December or January) 	



6. Game Day Volunteer Chart

6.1. Game Day Volunteer Requirements (see Section 3.15 of the FBC Bylaws for details)

Parent Volunteers

Each family is REQUIRED to volunteer. Parents will sign up (or be assigned) for their volunteer positions. Once registration is complete and prior to the first scrimmage, the Team Parent Director(s) will produce a schedule and e-mail it to the team. Parent involvement in the football program is a must! Volunteers are required to check in on game day and will receive free admission to the game they are scheduled to work. Volunteers who are unable to fulfill their obligation at any game must contact the Team Parent Director(s) or Assistant Athletic Director prior to the game, and are responsible for finding a replacement.

ROLE TITLE	RESPONSIBILITIES	HOME GAMES ONLY	ALL GAMES	COMMENTS
Stats Recorder	➤ Responsible for recording all stats during home and away games and providing them to the Webmaster for entering weekly in Max Preps website.	0	1	Full Season Volunteer
Gate (Ticket Sales)	➤ Responsible for acquiring seed money, lock boxes and hand stamp before each game. Taking money at the gate and calculating ending totals, turning money in to the team treasurer. ➤ Must arrive one hour before the game and man the gate until the end of first half.	2	0	Per Team
Concession Stand Coordinator	➤ Assumes responsibility for keeping product use and sales totals during and at the end of each home game. ➤ Establishes set-up and break down procedures for concessions and relays them to volunteers.	1	0	Full Season Volunteer
Concession Stand Helpers	➤ Works concessions during the home games. ➤ Manages customer flow.	2	0	2 Adult / Youth Volunteers per Half per Team
Chain Crew	➤ Responsibilities include working chains and yard markers. ➤ Chain Gang operators work on the visitor side of the field. Volunteers have a great view of the game but must be able to keep their comments to themselves.	3	0	per Team (16 or older)



ROLE TITLE	RESPONSIBILITIES	HOME GAMES ONLY	ALL GAMES	COMMENTS
Sideline Football Manager	<ul style="list-style-type: none"> ➤ Has control of the footballs and kicking tees on the sidelines before, during and after the games. ➤ Must be aware when a football (and tees) should be on or off the field during the game. ➤ Footballs should be counted before returning them to the Head Coach. 	0	1	per Team - Full Season Youth Volunteer
FBC Merchandise Coordinator(s)	<ul style="list-style-type: none"> ➤ Set up and break down sales table. ➤ Inventory merchandise. ➤ Count moneybox and return to team treasurer, return merchandise and sales total to Board Member (or designee). 	0	1	per Team – Adult Volunteer
Hydration Team (sidelines)	<ul style="list-style-type: none"> ➤ Responsibilities include pre-game purchase of ice and filling water coolers and bottles as well as set up of all sideline hydration and monitoring of fluids throughout the game. ➤ Includes the provision of towels for both dry and wet games. This is a home and away responsibility. 	0	3	1 Adult and 2 Youth Volunteers – per Team
Field Operations Leader	<ul style="list-style-type: none"> ➤ Responsibilities include leading the setup and tear down of home field. ➤ Setup and teardown of yard markers, end zone markers, and sidelines. ➤ Also includes painting the yard lines (as needed). ➤ Must arrive 1.5 hours before the start of first game. 	1	0	Adult Full Season Volunteer – (if needed)
Field Helpers	<ul style="list-style-type: none"> ➤ Responsibilities include setup and teardown of yard markers, end zone markers, and sidelines. ➤ Includes painting the yard lines (as needed). ➤ Must arrive 1.5 hours before the start of first game. 	2	0	2 Adult or Youth Volunteers per Team – (if needed)
Clock & Scoreboard	<ul style="list-style-type: none"> ➤ Operates clock/ scoreboard for all home games. 	2	0	1 per Team Training Provided
Bathroom Clean Up	<ul style="list-style-type: none"> ➤ Inspect for damage and Pick up trash in men’s and women’s bathrooms after each home game. 	2	0	1 Male and 1 Female Adult Volunteers



ROLE TITLE	RESPONSIBILITIES	HOME GAMES ONLY	ALL GAMES	COMMENTS
Announcer & Media Coordinator	<ul style="list-style-type: none"> ➤ Organizes game announcements, prayer and National Anthem. ➤ Ensures proper display of the American Flag at home games, as well as coordinates and plays music. 	1	0	1 Adult Varsity only
Videographer	<ul style="list-style-type: none"> ➤ Responsible for videotaping all home and away games ➤ Uploads footage onto FBC Google Drive for Coaches' review. ➤ Need Mid-Field elevated and/or end zone ground view 	0	2	1 Adult Full Season Volunteer per Team Training Provided
Assistant Coach	<ul style="list-style-type: none"> ➤ Assist the Executive Director with training and safety as requested ➤ Training will be provided 	0	0	This is not a mandatory volunteer positions but does count towards the family volunteer requirement



Job 36:32: He covers His hands with lightning, and commands it to strike.



7. Eligibility Requirements

7.1. Academic Qualifications

- 7.1.1. A varsity player must be homeschooled, unless approved by the board and the league. "Homeschooled" means that a player must be receiving his or her primary educational direction through the home.
 - 7.1.1.1. FBC is a homeschool ministry and works to provide an opportunity to support the ideals of the homeschool community.
 - 7.1.1.2. Junior High Players that are not homeschooled; must be approved in advance by the board; must be part of a school that does not offer any level of football; and should be considering homeschool as a future educational option.
- 7.1.2. A player must be living at home with a parent or guardian responsible for the player's education.
- 7.1.3. A player is ineligible if that player is enrolled in more than 9 hours of dual-credit and/or college courses.
- 7.1.4. A player is ineligible if that player has gone through a homeschool, public school, or private school high school graduation ceremony prior to that season's first game.
- 7.1.5. A player must be passing all courses in order to participate in a contest or tournament. In performing the role of administrator for the homeschool, the parent is solely responsible for enforcing this rule.

7.2. Athletic Grade Classifications and Designations

- 7.2.1. FBC is designed for Middle School (sub-varsity) and High School (varsity) homeschooled students. Middle School includes grades 6 through 8; High School includes grades 9 through 12.
- 7.2.2. An athletic grade designation must be declared during Registration and must conform to FBC maximum age qualifications. This designation cannot change.
- 7.2.3. After entering the 9th grade, a player shall become ineligible after 4 years of varsity (high school) participation.
 - 7.2.3.1. **Note:** There is an exception to 7.2.3 if FBC Board approves the participation of an 8th grader on a FBC high school team, in which case that player is granted 5 years of high school participation.



- 7.2.4. A designated varsity level player is ineligible to play on a middle school team during the same week. In other words, a ninth grader enrolled as a varsity player is prohibited from playing on a middle school team, during the same week, regardless of his age.
- 7.2.5. A 12th grader is prohibited from playing on a sub-varsity team regardless of his age.

7.3. **Age Qualifications**

- 7.3.1. High School (Varsity):
 - 7.3.1.1. A player is not eligible for competition if the age of nineteen (19) is reached prior to September 1st of the current school year.
- 7.3.2. Middle School (Sub-varsity):
 - 7.3.2.1. A player must be eleven (11) years old by September 1st of the current football season in which he is registering.
 - 7.3.2.2. A player is not eligible for competition on the junior high team if the age of fifteen (15) is reached prior to September 1st of the current football season.
- 7.3.3. Athletic League rules govern eligibility. Player eligibility rules for the athletic league in which FBC is an active member have final determination regarding player eligibility at both the varsity and sub-varsity level.

7.4. **Transfers**

- 7.4.1. If a player started the season on another homeschool, public, or private school team, no transfer shall be allowed during the season without the approval of the FBC Board and in accordance with the current league rules.
- 7.4.2. A player cannot play on another homeschool, public, or private school team in the same sport at the same time as playing on a FBC sponsored team.
- 7.4.3. Athletic League rules govern player transfers between seasons. Player transfer rules and procedures for the athletic league in which FBC is an active member will be followed for players transferring in or out of FBC.

7.5. **Exceptions**

- 7.5.1. Exceptions to eligibility requirements may be made only by express approval of the FBC Board. Exceptions require a two-thirds (2/3) board approval, must be documented, and may not contradict the by-laws of the current athletic association in which FBC is a member of.