

Celebrating
25 YEARS!

**Program
Guideline
Manual
2026**



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Calendar

2025-2026	
September 1	Member Declaration Forms Due
October 2	MAYLA Election
November 1-9	National Celebrate Lacrosse Week
January 15, 2026	Field locations and backups secured Field variance requests due
February 7	Annual Meeting
February 15	Coach and Team Declaration Data due
March 1	All new Coaches should be USAL Bronze Certified by this date
Saturday, March 14	Annual Mandatory In-Person Boys and Girls Coaches Meeting @ Wauwatosa West
March TBD	Annual Mandatory Virtual Coaches Meeting for Boys and Girls
March 15	Boundary & Player Age Waivers due to Rules Committee
March 21	2026 Schedule Released
April 1	Player & Coach Rosters Due League Fees Due Certificates of Insurance Due EAP & Concussion Management Plans Due
April 12	On-Field Officials Training & Boy's and Girl's Scrimmages Boys: Shorewood Girls: TBD
April 18 & 19	Opening Weekend
May 10	Mother's Day: No Games Scheduled
May 23-24	Memorial Day Weekend – No Games Scheduled
May 30 & May 31	Closing Weekend: LAXtravaganza! Tournament at Uihlein Soccer Fields, Milwaukee
June 1	MAYLA CoOp Requests Due
June 6 & 7	Wisconsin Lacrosse Federation State Youth Lacrosse Tournament at Wisconsin Dells
TBD	Post-Season Meeting

MAYLAs [Concussion Management Plan](#) and [Emergency Action Plan](#) now stand alone from this manual. They can be found online.

MAYLAs [Anti-Harassment and Discrimination Policy](#) is included in this manual.

Scheduling and Availability

In-Season Team Availability

1. Teams must submit non-availability with the initial team/schedule submission dates by MAYLA deadlines.
2. Games played outside of the MAYLA schedule will not count towards MAYLA standings.
3. MAYLA opponents played outside of the MAYLA schedule will not be considered for Laxtravaganza scheduling.
4. Teams must play a minimum of four MAYLA play dates: two homes dates, two away dates.

LAXTRAVAGANZA

1. Laxtravaganza dues are included as part of League fees.



Welcome to the 2026 season of Milwaukee Area Youth Lacrosse (MAYLA)!

The 25th Year for this Youth Lacrosse League.

We all look forward to another challenging, fun, and successful season as youth players in the Milwaukee area learn the game of lacrosse.

Included in this guide is program information to help prepare for the season ahead. As always, please refer to emails and the MAYLA website:

<http://www.milwaukeeyouthlacrosse.com>

Our Mission Statement

The Milwaukee Area Youth Lacrosse Association provides local leadership, structure, and education to promote the growth of youth lacrosse in Southeastern Wisconsin and enrich the experience of its participants.

About Us

The Milwaukee Area Youth Lacrosse Association (MAYLA) is a non-profit organization developed in 2001 to promote the growth of the sport of lacrosse in the greater Milwaukee area. MAYLA is governed by a Board of Directors as outlined by MAYLA Policy and Bylaws.

We are proud to partner with the following organizations.



USA Lacrosse Wisconsin Affiliate: Wisconsin Lacrosse Federation

Youth Officials Training

MAYLA is happy to announce our continued support with the WLF, the Wisconsin Lacrosse Officials Association (WILOA) and the Wisconsin Women's Lacrosse Officials Association (WWLOA) for youth officials training. The purpose of this partnership is to recruit, train and retain officials to support youth lacrosse within the Wisconsin Lacrosse Federation (WLF). This training is for junior officials (high school sophomore, junior or senior students) and first year adult officials.

The LOAs will work in partnership with the leagues to grow the numbers of youth level officials. This includes training to improve their officiating and game management skills and working with officials to graduate to the next level of lacrosse officiating.

We are truly excited for this effort to grow and improve these officials and in turn help to support the growth of lacrosse in Wisconsin. If you have any questions, please email WLF Officials Director Don Rohr at don.rohr@wisconsinlacrosse.com or MAYLA Officials Director Tim Marquardt, tim.marquardt@mayla.org. Watch for more information from WILOA and WWLOA.

Please help us to recruit officials for the game we all love.
Talk to your friends, family, and officials from other sports about becoming a lacrosse official.

They ***do not*** need to know the rules, that is why we are here.
Some of the best officials have never played the game.

MAYLA asks annually that member programs join the process and recruit two new officials: one for boys and one for girls, to help close the deficit.

You can always find more information at USA Lacrosse:
[Officials Certification | USA Lacrosse](#)

MAYLA MEMBER PROGRAM GUIDELINES AND COMPLIANCE

To encourage good member program behavior and to protect those teams that have followed MAYLA's mission and spirit of the league, MAYLA has developed operational and organizational guidelines with categories of member program status to ensure that all teams support and nurture MAYLA's efforts.

Program Operational Guidelines

1. The program should have a preseason meeting with interested parties within their program boundaries to communicate about the spring lacrosse program. One coach from each level of play should be a party to this meeting.
2. Programs should work with municipal, school, and private parties to secure playing fields for practices and games.
3. Programs should manage registrations of participants to match the available playing fields and coaching staff and be able to register teams with MAYLA as requested.
4. Programs should create and maintain a website to communicate organization, news, registrations, and related activities.
5. Programs should send voting members to the annual MAYLA meeting.
6. Programs should secure adequate staffing levels for each planned team and require that all coaches be USA Lacrosse certified, per the MAYLA coaching policy. It's required that each team have its own individual head coach. Programs should inform and train all of their coaches and players to follow USA Lacrosse Youth rules of play and any MAYLA modifications.
7. Programs should implement specific responsibilities for coaches, players, and parents and annually reinforce that adults must always be positive role models for the players.

Game Day Operational Guidelines

1. Programs are to respect the published schedule and make honoring the schedule a priority over all other lacrosse interests.
2. Programs should confirm scheduled games each week with the opposing teams. Initiate game confirmation 3- 4 days before the scheduled game.
3. Home teams need to confirm that certified lacrosse officials will referee all games. If there's no official listed for a game, then contact should be made to the MAYLA Assigner for an update on available officials.
4. Home or host teams are expected to pay all official fees for games hosted.
5. Home or host teams are expected to provide a safe field for play per USA Lacrosse dimensions with the specified field lines and goals.
6. Home or host teams are responsible for parking and spectator control.
7. Home or host team coaches should welcome visiting coaches and teams to their facility and initiate the pre-game checklist before each game.

8. Home or host teams should provide scorekeepers, game timers, and keep the game and penalty times.
9. Home or host teams should have cones at the field corners, midfield, and the substitution box on the team sideline.
10. [All teams must provide a sideline manager/culture keeper](#) for each game.
11. [MAYLAs Anti-Harassment and Discrimination Policy](#) will be followed.

Member Program Status:

Good Standing	No organizational or operational issues.
Good Standing with Organizational Deficiencies	This status is most applicable for new programs as it is difficult to start a program and have the depth of help required to execute all the organizational guidelines. There should be a plan with how and when a program can get 100% compliance.
First Warning	MAYLA has issued a warning regarding a programs’ financial standing, behavior, or other issue.
Probation	MAYLA has issued a 2 nd warning either regarding the 1 st warning that was not fixed or for a separate issue. A Program representative must meet with MAYLA League Commissioner and provide or create a plan of action for correction before permitted to re-enroll the next year.
Expulsion	MAYLA is expelling all of the program's teams from the league for one year.

Examples of Inappropriate Behavior

- Unsportsmanlike conduct not in keeping with USA Lacrosse and/or MAYLA’s mission or spirit of the game.
- Repeated unsportsmanlike conduct from the program’s board, coaches, players, and/or parents.
- Conduct that’s detrimental to the growth of lacrosse in a program.

Examples of Operational Deficiencies

- Fielding teams where all players are not registered USA Lacrosse members.
- Failure to have all coaches be registered USA Lacrosse members.
- Failure to comply with coaching requirements.

- Not honoring the game schedule: Failure to play a game because of a lack of desire to drive the distance.
- Not honoring the game schedule: Canceling or postponing a game less than 1 week before the scheduled event (unless due to weather or field closure).
- Failure to make honoring the schedule a priority over all other lacrosse interests.
- Failure to adhere to the home team's responsibilities (confirming games and officials, safe fields with firm footing within bounds, lined fields, functional goals, cones at corners, game, and penalty timer).
- Failure to create evenly balanced teams if more than one team at same level in a league.
- Withdrawing a team after the game schedule is released.

ANTI-HARASSMENT AND DISCRIMINATION POLICY

The Milwaukee Area Youth Lacrosse Association (MAYLA) and USA Lacrosse prohibits and will not tolerate acts of harassment, discrimination, and bullying. Harassment, discrimination, or bullying means any gestures, any written, verbal, or physical act, or any electronic communication, whether a single incident or a series of incidents that:



1. Are reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, ethnicity, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability.
2. Takes place in relation to any program function or team; and that a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a player or damaging the player's property, or placing a player in reasonable fear of physical or emotional harm to his/her person or damage to his/her property.
3. Has the effect of insulting or demeaning any player or group of players or creates a hostile environment for the player by interfering with a player's participation or by severely or pervasively causing physical or emotional harm to the player. (N.J.S.L 18A:37-14)

This Anti-Harassment and Discrimination Policy is embedded into each participant's Code of Conduct and must be signed by all participants prior to the start of each season. Both the MAYLA and USA Lacrosse commitment to anti-harassment is also shared publicly on our website. We ask that all families review this policy against harassment, intimidation and bullying with their children. Together we can ensure that all children and families have a better understanding of the issue and can help make playing experiences enjoyable for all.

The Corrective Action Plan is a multi-step system designed to forgive a mistake but also protect student-athletes, provide education, and firmly address chronic misbehavior. Any participant, parent, or volunteer may file a grievance when necessary. All grievances should be written and directed through the following sequence of authorities:

Corrective Action Plan for League Participants

If a coach, parent or official is notified of participant misconduct, they should report the allegation in writing within 24 hours of the incident to the league commissioner or leadership. Complaints may also be made in person during a game or event but

should also be documented in writing after the initial complaint has been made. If a coach or official does not report an infraction to the board or league leadership within 24 hours of receiving a complaint, they are subject to disciplinary action which may include suspension or expulsion.

- ★ The league commissioner or league leadership will gather all pertinent information in a fair, respectful, and confidential manner regarding the alleged harassment, discrimination or bullying and review with both the accuser and the accused within five days of notification. If the accused party is from another program or league, the league commissioner or league leadership will contact the accused participant's program to share the accusations and request resolution for both parties.
- ★ After an investigation is conducted, the league commissioner or league leadership will evaluate all findings and bring a final resolution to all board members for a vote. Participants who are found guilty of violating the anti-harassment and discrimination policy will be subject to disciplinary action. All participants that are found guilty of major infractions (violence, racist, homophobic, or sexist slurs, etc.) will be expelled immediately at the first infraction with no consideration for review.
- ★ If no resolution is found, an additional ethics complaint may be filed with the USA Lacrosse Ethics Advisory Subcommittee [here](#). The USA Lacrosse Ethics Advisory Subcommittee seeks to develop resources and standards for the national lacrosse community, as well as investigate and manage ethical issues that arise within the organization. NOTE: All prior steps must be taken before submitting an ethics complaint with USA Lacrosse. Complaints that do not adhere to this process will not be considered.

For minor or repeat violations of the Anti-Harassment and Discrimination Policy or expectations, these steps will be followed:

STEP 1 – VERBAL WARNING.

Coach and/or league commissioner will discuss undesirable conduct with player and parents and stress that this behavior will not be tolerated.

STEP 2 – GAME SUSPENSION.

The league commissioner or league leadership will suspend the offending player for a pre-determined number of games depending on the severity of the incident. The player and supervising parent/adult must attend a meeting with the coach and at least one board member to discuss appropriate behavior and next steps before

the player can resume playing. The player will be warned that the next offense will result in his/her expulsion from the program*.

Participants 14 years and older will be required to complete USA Lacrosse's Cultural Competency training prior to return.

STEP 3 – EXPULSION.

The participant on the 3rd offense will be expelled from the league or program and no refund will be given. The league commissioner or league leadership will also document this disciplinary action in writing and forward the incident to the team coach or administrator within 24 hours of decision.

**These guidelines are not absolute in dealing with behavioral problems. Severe situations could merit harsher sanctions against participants and could result in immediate game suspension or expulsion. All participants that are found guilty of major infractions (violence, racist, homophobic or sexist slurs etc.) will be expelled immediately at the first infraction with no consideration for review.*

Corrective Action Policy For Parents And Adults

Family involvement is vital to the development of young athletes. Whether sitting in the stands, or helping as a volunteer, we want families to set a positive example. Parents and adults who do not follow the Anti- Harassment and Discrimination Policy will be subject to a Corrective Action Plan. Any parent or adult may file a grievance when necessary. All grievances should be written and directed through the following sequence of authorities:

- ★ If a parent, coach, staff member, volunteer, official or fan is the victim of harassment, discrimination or bullying, the victim must report the allegation in writing within 24 hours to the league commissioner or league leadership. Complaints may also be made in person during a game or event but should be documented in writing after the initial complaint has been made. If a coach or official does not report an infraction to the league commissioner or league leadership within 24 hours of receiving a complaint, they are subject to disciplinary action which may include suspension or expulsion.
- ★ If a coach or official is notified of misconduct, they are obligated to report the allegation in writing within 24 hours to the board of directors or league leadership.
- ★ The league commissioner or league leadership will gather all pertinent information in a fair, respectful, and confidential manner regarding the alleged harassment, discrimination or bullying and review with both the accuser and the

accused within five days of notification.

- ★ After an investigation is conducted, the league commissioner or league leadership will evaluate all findings and bring a final resolution to all administrators for a vote. All who are found guilty of violating the Anti-Harassment and Discrimination Policy will be subject to disciplinary action. All parties found guilty of major infractions (violence, racist, homophobic, or sexist slurs etc.) will be expelled immediately at the first infraction with no consideration for review.

For any violations of the Anti-Harassment and Discrimination Policy, the following steps will be taken:

STEP 1 - VERBAL WARNING AND GAME SUSPENSION.

The league commissioner or league leadership will discuss undesirable conduct with the accused and stress that this behavior will not be tolerated. The league commissioner will meet with the team coach and/or program administrator and the accused to discuss proper behavior. The league commissioner or league leadership may also choose to suspend the accused for a certain number of games depending on the severity of the incident. Furthermore, there will be a formal letter of reprimand given to the accused stating that the next offense will result in banishment from all program or league events*

The accused will also be required to complete USA Lacrosse's online Cultural Competency training prior to returning.

STEP 2- SEASON EXPULSION.

The accused will be banned from attending all contests after a 2nd offense. The accused will then have to make a formal request to be reinstated into the league or program prior to the start of the following season.

**Severe situations could merit harsher sanctions and could result in immediate game suspension or expulsion.*

All parties found guilty of major infractions (violence, racist, homophobic, or sexist slurs, etc.) will be expelled immediately at the first infraction with no consideration for review. If warranted, a police report may be required or strongly recommended

LEAGUE COMPETITON STRUCTURE

To ensure a safe and quality playing experience for all youth players, the Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA) is divided into different divisions based on grade levels which align with the USA Lacrosse Player Segmentation policy. The divisions for youth boys' and girls are as follows:

*Grade	Age Bracket & Rules Used	Division	Boys' Team Structure	Goalie	Girls' Team Structure	Goalie
5K/1 st /2nd	Flex 6	Little Scoopers	6v6 or less	Optional	6v6 or less	Optional
5K/1 st /2nd	8U	Little Scoopers	4v4 Field Players	Optional	4v4 Field Players	None
3 rd /4 th	10U	Bantam	7v7	Included	8v8	Included
5 th /6 th	12U	Junior	10v10	Included	12v12 or 10v10	Included
7 th /8 th	14U	Senior	10v10	Included	12v12	Included

USA Lacrosse allows 24-month age segmentations for local league and community-based play, if necessary, to ensure participation. **MAYLA teams will include both grade levels and not differentiate teams by grade and remain as a declared team until the end of the season.**

**MAYLA defines the 24-month time frame from September 1st to August 31st of the appropriate calendar years. Players can be moved up with a Player Age Waiver submitted to the Rules Committee or League Commissioner. This move is for the duration of the season.

MAYLA will participate in the USA Lacrosse Online Age Verification System. **All programs will submit player rosters that will include USAL membership numbers, first and last name, no later than April 1.**

*****Any student whose birthday falls outside of the defined window **must** apply for a Player Age Waiver and submit the application to their local program administrator and the MAYLA Rules Committee. Player Age Waivers are valid only for the current season.***

Reference:
[USA Lacrosse Player Segmentation Policy](#)
[Player Age Waiver Form](#)

LEAGUE FEES

League fees are determined by the MAYLA Board of Directors on an annual basis. All programs participating in the league must pay the appropriate team fees to MAYLA Treasurer in full by April 1st.

Failure to pay regular fees or to institute a payment plan approved by the Board of Directors will result in non-participation in league play for that season.

All fees are non-returnable.

PLAYER REQUIREMENTS & RESPONSIBILITIES

Eligibility

All boys' and girls' residing within Southeastern Wisconsin, in grades Kindergarten through eight (8) are eligible to play lacrosse in a club or on a school-sanctioned team within Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA) (See Boundary Registration Policy for more details)



- All MAYLA players must be current members of USA Lacrosse (USAL).
- MAYLA players are divided into different divisions based on their gender and current grade level, as per MAYLA's League Competition Structure Policy and USALs guidance.
- Players may only be affiliated with only one MAYLA program at a time.
- All players will be rostered with their home program no later than April 1.
- Guidelines and eligibility requirements, such as age and previous level of participation, have been established to encourage and maximize participation, as well as promote safety. All who participate in the game of lacrosse must be thoroughly acquainted with these rules and regulations and should assume the responsibility for their observance and enforcement. Attempts to circumvent eligibility rules, or to use ineligible players, shall be considered unacceptable conduct.

Rostering

- All programs will submit player rosters to the league prior to the start of the season. Player rosters will be imported to the USA Lacrosse League Management System prior to the start of the season by all MAYLA member programs.
- All player rosters will be kept and stored by the program and league, indefinitely.
- To facilitate fairness, competitive integrity and enhanced safety, USA Lacrosse and MAYLA allows for youth players 14 and under to play in age groupings at a maximum 24-months by birthdate, using September 1 as the beginning of the year, to align with the Wisconsin Department of Instruction.
- Players moving up will only be moved up by one grade level with a Player Age Waiver submitted to the Rules Committee or League Commissioner. This move is for the duration of the season.

Circumventing Rules

Guidelines and eligibility requirements, such as age and previous level of participation, have been established to encourage and maximize participation, as well as promote safety. All who participate in the game of lacrosse must be thoroughly acquainted with these rules and regulations and should assume the responsibility for their observance and enforcement. Attempts to circumvent eligibility rules, or to use ineligible players, shall be considered unacceptable conduct.

BOUNDARY REGISTRATION

Each MAYLA member club must educate its constituents about MAYLA's boundary policies, when appropriate, and reasonably ensure that its players are compliant with such policy. Further, each MAYLA member club should proactively address issues of non-compliance with such policy; for example, by redirecting a prospective but boundary non-compliant player to the appropriate MAYLA member club.

Generally, each MAYLA member club comprises a school district established by the State of Wisconsin Department of Instruction. Therefore, the MAYLA member club's boundaries correspond with the school district's boundaries as defined by the State of Wisconsin Department of Instruction.

Each player must register with the MAYLA member club in whose school district the player is enrolled; however, if a player attends a private, parochial, charter, or virtual school that sponsors its own MAYLA member club, the player must register with that MAYLA member club.

If the school district -- or private, parochial, charter, or virtual school -- in which a player is enrolled does not correspond with any MAYLA member club, the player must be advised to contact the Rules Committee or League Commissioner to determine with which MAYLA member club to register. Considering the priorities of league structure and growth, the Rules Committee or League Commissioner will generally direct the player to register with the MAYLA member club that is geographically closest to the primary residence of the player's parents or designated custodial parent in case of separation. The Rules Committee or League Commissioner will then report the placement to the MAYLA Board of Directors.

Cooperative Agreements

When necessary for the promotion and growth of lacrosse within a specific geographic area, an existing MAYLA member club may submit a written proposal to the MAYLA Board of Directors requesting a formal, cooperative agreement between such club and one or more private, parochial, charter, or virtual schools geographically located within such club's school district(s). The private, parochial, charter, or virtual school's administration must provide written support for any proposed cooperative agreement, demonstrating the intent to support and follow the mission and operational procedures outlined in MAYLA's constitution and By-Laws. The MAYLA member club and the private, parochial, charter, or virtual school must demonstrate to the MAYLA Board of Directors that the proposed cooperative agreement will lead to separately functioning teams within the MAYLA membership (e.g., a new MAYLA member club sponsored by a private school).

If MAYLA Board of Directors approves a proposed cooperative agreement, such agreement will be valid for up to two years and the parties to the agreement shall report to the MAYLA Board of Directors annually regarding participation and operational status.

Waiver Request Procedures

All waiver requests must be facilitated through the Rules Committee or League Commissioner and in writing. (Note that email communications shall constitute "in writing" for purposes of this section.)

Players must play for their assigned program unless: (1) released, in writing, by a representative of their assigned MAYLA member club; and (2) accepted in writing by an alternative MAYLA member club. Representatives with authority to release a player are limited to the MAYLA member club's president, vice-president, or program director. All such releases and acceptances must be facilitated through the Rules Committee or League Commissioner and the Rules Committee or League Commissioner must approve of such releases and acceptances before players may register with an alternative club.

The Rules Committee or League Commissioner will only grant a player's request to play for an alternative MAYLA member club upon the demonstration of unforeseeable, unavoidable, or uncorrectable circumstances resulting in a severe burden or hardship on the player or player's family ("Extenuating Circumstances"). Extenuating Circumstances are often those outside of a player's or player's family's control. Transportation issues are not, by themselves, considered to be Extenuating Circumstances. Transportation issues should be communicated directly to, and resolved by, the representatives of the assigned MAYLA member club.) The Rules Committee or League Commissioner may consult with the MAYLA Board of Directors but the Rules Committee or League Commissioner's decision shall be binding.

Players must annually renew their request to play for an alternative MAYLA member club.

Reference:
[Boundary Waiver Form](#)

TEAM QUALIFICATIONS & RESPONSIBILITIES

Team Qualifications

- All players and coaches must have current USA Lacrosse memberships.
- Each program will provide a [copy of a Certificate of Insurance from the USA Lacrosse Insurance Company](#) to the MAYLA Secretary prior to April 1st of the current season.
- All teams must have coaches that are properly trained per USA Lacrosse, and MAYLA policies.

Team Responsibilities

A host team or program is defined as the MAYLA member club that is providing the facilities for that day of play on the MAYLA game schedule. The host team or program may or may not be the designated “home team” for a game.

The home team is defined as such by the official MAYLA schedule for a specific game, regardless of location.

HOST TEAM OR PROGRAM RESPONSIBILITIES	HOME TEAM OR PROGRAM RESPONSIBILITIES
SUITABLE GOALS	SUITABLE GOALS
EMERGENCY PLAN FOR FACILITY, INCLUDING HOST TEAM’S LIGHTNING POLICY	EMERGENCY PLAN FOR FACILITY, INCLUDING HOME TEAM LIGHTNING POLICY
PLAYING FIELD APPROPRIATELY MARKED	PLAYING FIELD APPROPRIATELY MARKED
SCORER’S TABLE	SCORER’S TABLE
TWO CHAIRS	TWO CHAIRS
TIMING DEVICE	TIMING DEVICE
	SCORE BOOK
	COPY OF THE NFHS/USA LACROSSE YOUTH RULES BOOKS
	COPY OF ANY MAYLA RULES MODIFICATIONS
	COPY OF MAYLA TEAM RESPONSIBILITIES POLICY
	NOCSAE APPROVED BALLS
	TIME KEEPER
	SCORE KEEPER
	PAY ALL OF THE AGREED FEES OF THE OFFICIALS IN ACCORDANCE WITH MAYLA POLICIES

Standings

MAYLA will collect game win/loss information from the Bantam, Junior and Senior Home Team Head Coaches from the Boys and Girls Leagues. **Home Team Head Coaches should email the official score to their Boys or Girls Director no later than 7:00 pm Sunday to submit game results.** Other information about the game is always welcome. The league will post submitted standings on the MAYLA website by the end of the day on Sunday. If results are not received by the 7:00 pm deadline, no results will appear.

Timekeeper

The home team is responsible for training and providing a timekeeper for each game. Timekeepers shall be trained and follow the current NFHS Timekeeper Guidelines.

Timekeepers shall meet with the Head Official fifteen (15) minutes prior to the start of the game to review game procedures.

Score Keeper

Each team is responsible for keeping records for the game and should have a score book in hand. The home team is responsible for keeping the official score, official record of the game, which includes game time and penalty minutes by player.

Score keepers shall also meet with the Head Official fifteen (15) minutes prior to the start of the game to review game procedures.

Stats recorded can include:

BOYS	GIRLS
GOALS	GOALS
PENALTIES BY PLAYER	PENALTIES BY PLAYER
TIME OUTS	TIME OUTS

Coaches may also choose to track:

BOYS	GIRLS
ASSISTS	ASSISTS
SAVES	SAVES
SHOTS ON GOAL	SHOTS AND SHOTS ON GOAL
FACE-OFFS (DETERMINED BY POSSESSION)	DRAWS WON (C & MID)
GROUND BALLS	GROUND BALLS
CLEARs	CLEARs
MAN UP/DOWN PERCENTAGE	FORCED TURNOVERS



Culture Keeper or Sideline Manager



Each youth lacrosse team is **required** to provide a designated Sideline Manager (one adult per team, on site, per game-day contest) to help support, maintain and manage the sportsmanlike behavior of spectators and fans. These adults would be responsible for ensuring that the spectators and fans support the athletes, coaches and officials in a positive manner and refrain from behavior not in conformity with the USA Lacrosse and MAYLA Code of Conduct.

All programs provide training, and a job description as provided and supported by USA Lacrosse and the Positive Coaching Alliance. [Information can be found here.](#)



Emergency Injury Response Plan and Injuries

It is recommended that first aid personnel are available on the player sideline, if possible.

It is highly suggested that all teams provide an AED during both practices and games, as recommended by USA Lacrosse.

All programs should be promoting safe play by following the MAYLA/State of Wisconsin Department of Public Instruction Concussion Management Plan.

Should there be a player injury or incident, the [Head Coach shall fill out the USAL Player Incident Form](#) and submit it to the league and USA Lacrosse Insurance Program, no later than one week after the game.



Lightning Safety and Emergency Management

The host team should inform the officials, visiting coach(es) and team, as to their lightning safety policy and the safe havens available should a storm pause a game. **A copy of the program's Emergency Action Plan and Concussion Management policy should be at the scorer's table.** **Emergency Action and Concussion Management Plans are required by all programs by the 2023 season in coordination with USA Lacrosse's League Standards.**

Spectators and Teams on Opposite Sides of Field

Spectators and fans will be placed on the opposite side of the field from the table and bench areas. If the field is laid out in a manner that does not allow spectators and fans to be located on the far side of the field, the referee can waive this requirement. When stands or seating facilities are not provided on the opposite side of the field, spectators, fans, and parents will observe the 6-yard spectator limit line on the far side of the field.



NEW TEAMS

For new youth teams to be entered into the Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA) they must notify MAYLA by filing out the MAYLA Member Declaration and Acknowledgement Form, no later than January 10.

If a team is organized after this deadline, they may be considered an "Independent Team" and may schedule non-league games.

UNIFORMS AND PLAYER EQUIPMENT

MAYLA programs utilize the most current USA Lacrosse rules and guidelines regarding a player's personal equipment.



COACHING REQUIREMENTS



The coaches' job is to teach their students about the game of lacrosse, proper conduct, both on and off the field, and sportsmanship. Athletics can have a life-long defining effect on players. Good coaching is

important but good sportsmanship is more important.

All coaches involved with the Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA) will attend and complete all USAL coach's training required by the start of the season.

All coaches must be at least Bronze Level USAL certified.

All MAYLA Head Coaches must be, at a minimum, Silver Level Coaches.

Due to the background check requirement, certified coaches must be at least 18 years of age. Coaches under the age of 18 who wish to become certified may complete a [junior certification](#).

Only coaches can be in the coach's box for their respective team.

Annually, prior to the start of the season, all coaches will notify MAYLA of their certifications and USA Lacrosse membership status or change in status.

Note: USA Lacrosse will be adjusting its certification program to take effect on Jan. 1, 2024. The new certification levels for coaches will be Bronze, Silver, Gold and Platinum. Existing Level 1 certified coaches will transfer to the Silver level, Level 2 certified coaches will be transferred to the Gold level and Level 3 certified coaches will be transferred to the Platinum level.

*Online courses are available at myaccount.usalacrosse.com

(click on e-learning from the toolbar on the left-hand side)

[USA Lacrosse Coach Certification Information](#)

PLAYING FIELDS

All programs participating in the Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA) will follow National Federation of State High School Associations (NFHS) rules for length, width and lining of game field. Restraining box must maintain NFHS specifications. **Any requests for size variances must be presented to the MAYLA Board by January 15th of the current season.**



A thorough inspection of the field, bleachers, outer buildings and restrooms should be done before the season begins. The field itself should be inspected by a coach or official prior to the start of every practice or game:

- The dimensions of the field should conform with NFHS established guidelines. Programs should follow any USA Lacrosse local chapter recommendations, which may vary, based on level of play.
- The entire playing field should be free of any holes, depressions, raised sprinkler heads and other hazards.
- Clear the field of stones, pieces of glass and other objects or debris.
- Spectators & seating: Check safety, construction and positioning of seating, bleachers and spectator areas. Make sure spectator areas are a safe distance from the field of play. Do not allow spectators to be on the playing field or to stand on the sidelines.
- Light stanchions, fence posts and trees that are near the field of play should be properly cushioned or protected, and always be designated as “out of play” areas. All “out of play” areas should be cushioned or fenced off or, at minimum, marked by paint or chalk lines.
- Inspect the condition of and access to locker rooms, restrooms and portable toilets (port-o-johns). If portable toilets are used, make sure they are positioned on level ground, away from inclines or depressions which may cause them to tip over.
- Check condition, location and lighting of parking lots, including passenger pick-up/drop-off areas
- Handicap access - check entryways and exits; ramps; restroom access; parking
- Concession stands - evaluate condition/quality of cooking, refrigeration and serving equipment
- Check Security of ticket booth and concession stands, if cash transactions are being accepted

- Inspect all fencing to make sure it is in good repair and free of protruding hazards or sharp edges
- If the field is used for other sports, inspect for fixtures or equipment that may have been left by the previous user. IMPORTANT NOTE: If the field is used for soccer and portable goals are on the premises, NEVER allow players or others to play on, hang from or move the goalposts. Portable soccer goals are prone to tipping over, and have been responsible for catastrophic injuries and fatalities in recent years.
- Find out if the facility is equipped with lightning detection equipment. Determine where the nearest shelter is from the field in the event of serious weather or other emergency conditions. Note that small, open shelters typically found on playing fields or parks will **not** provide adequate protection in the event of lightning. A house or substantial building offers the best protection from lightning strikes.
- Poisons/Toxins: Inspect facility for toxic materials such as use of lead paint or toxic wood preservatives; ensure that hazardous materials, such as gasoline, cleaning agents, etc., are properly stored and locked up; restrict use of fields immediately after applications of herbicides, pesticides and fertilizer; and eliminate plant materials like poison ivy, and poison oak from fields and walkways, which could be harmful to people and pets.
- Locate the nearest land-line telephone to the field and note its phone number
- Locate the nearest medical facility, whether on-site or off-site
- Check whether there is a security station on-site

Reference: [USA Lacrosse Facility and Field Inspection Checklist](#)

OFFICIALS' PAYMENT POLICY

The designated home team (based on the published MAYLA schedule) is responsible for paying all of the agreed fees and costs of the officials, unless other arrangements are made or the game is canceled and the officials notified at least one and one-half hours prior to the scheduled game time, in which case the officials will not be paid for such game.

- If the officials listed on Arbiter are notified less than one and one-half hours prior to the scheduled game time but are released prior to or at the scheduled game time, such officials will have earned half of their fees and costs.
- If a game is commenced but subsequently suspended, terminated, or canceled, and the officials are then released, the officials shall be paid their fees and costs for the entire game.

If the first game in a set of two or more games is suspended, terminated, or canceled and subsequent game(s) are canceled, the officials will be paid as detailed (above) for the first game only; the officials will not be paid for subsequent games canceled and not commenced.

Remaining On-Site

Officials may be asked to stay on-site for up to one hour to see whether a game may be resumed. However, if a lightning delay lasts more than 30 minutes, the officials will be released then since the game would not be able to be resumed for at least another 30 minutes. If there is more than one weather-related delay in any single game, the officials will be released upon the second delay. While officials should be flexible in helping teams play their scheduled games, they may have other assignments or commitments the same day that may not allow them to accommodate games lasting significantly longer than reasonably expected.

Statewide Lacrosse Officials' Game Fee Schedule

Boys and Girls

Game fees throughout the state are close, but not exactly the same and that can cause issues when officials travel outside their home district. Further, market conditions have created a shortage of skilled professionals, including officials, across the state. To address the shortage and incent Wisconsin's best and brightest to become lacrosse officials, the below fee rotation schedule is proposed - to be effective beginning January 1, 2023.

2022 game rates will not change with this schedule. For 2023 and beyond, there will be a 3-year fee increase rotation to help teams with budgeting purposes. All rate schedules will be published each Summer/Fall to ensure it is properly communicated.

- Year 1, varsity game fees increase by \$5.00
- Year 2, JV game fees increase by \$5.00
- Year 3, Youth game fees increase by \$5.00
 - After 8 years the 1-man youth game will increase \$10 to maintain 1 ½ game fee
- Year 4, this rotation then starts again with an increase to the varsity game fees.

10-year schedule

Year	Varsity	JV	Youth	Youth 1-person (not U10 and below)
2023	\$85.00	\$70.00	\$55.00	\$82.50
2024	\$85.00	\$75.00	\$55.00	\$82.50
2025	\$85.00	\$75.00	\$60.00	\$90.00
2026	\$90.00	\$75.00	\$60.00	\$90.00
2027	\$90.00	\$80.00	\$60.00	\$90.00
2028	\$90.00	\$80.00	\$65.00	\$97.50
2029	\$95.00	\$80.00	\$65.00	\$97.50
2030	\$95.00	\$85.00	\$65.00	\$97.50
2031	\$95.00	\$85.00	\$70.00	\$105.00
2032	\$100.00	\$85.00	\$70.00	\$105.00

Additionally, when an official travels outside their "home" area for games, the below round-trip mileage stipend chart will be used. This is to be reviewed annually.

0-50 miles	\$0.00
51-125 miles	\$40.00
126-200 miles	\$80.00
>200 miles	\$100.00

CODE OF CONDUCT

In an effort to promote appropriate values, positive coaching and good sportsmanship at all levels in the game of lacrosse, the Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA) sets forth the following elements as the model for players, coaches, parents, officials and spectators to adhere to both on and off the field.



Failure to comply with this code will result in disciplinary action and sanctions as outlined below.

[USA Lacrosse believes that it should be a priority of every lacrosse player, team, program and league to “Honor the Game”](#) . MAYLA embraces and will follow this philosophy:

USA LACROSSE CODE OF CONDUCT

Players, coaches, officials, parents, and spectators are to conduct themselves in a manner that “Honors the Game” and demonstrates respect to other players, coaches, officials, parents, and fans. In becoming a member of the lacrosse community an individual assumes certain obligations and responsibilities to the game of lacrosse and its participants. The essential elements in this “Code of Conduct” are HONESTY and INTEGRITY. Those who conduct themselves in a manner that reflects these elements will bring credit to



the sport of lacrosse, themselves, their team, and their organization. It is only through such conduct that our sport can continue to earn and maintain a positive image and make its full contribution to amateur sports in the United States and around the world. USA Lacrosse supports the following behaviors for those who participate in the sport or are involved in any way with USA Lacrosse. The following essential elements of the “Code of Conduct” must be followed:

- Sportsmanship and teaching the concepts of fair play are essential to the game and must be taught at all levels and developed both at home and on the field during practices and games.
- The value of good sportsmanship, the concepts of fair play, and the skills of the game should always be placed above winning.
- The safety and welfare of the players are of primary importance.
- Coaches must always be aware of the tremendous influence they have on their players. They are to strive to be positive role models in dealing with young people, as well as adults.
- Coaches should always demonstrate positive behaviors and reinforce them to players, parents,

officials, and spectators alike. Players should be specifically encouraged and positively reinforced by coaches to demonstrate respect for teammates, opponents, officials, and spectators.

- Players should always demonstrate positive behavior and respect toward teammates, opponents, coaches, officials, parents, and spectators.
- Coaches, players, parents, and spectators are expected to demonstrate the utmost respect for officials and reinforce that respect to players/teammates. Coaches are also expected to educate their players as to the important role of lacrosse officials and reinforce the ideal of respect for the official to players/teammates.
- Grievances or misunderstandings between coaches, officials or any other parties involved with the sport should be communicated through the proper channels and procedures, never on or about the field of play in view of spectators or participants.
- Officials are professionals and are therefore expected to conduct themselves as such and in a manner that demonstrates total impartiality, courtesy, and fairness to all parties.
- Spectators involved with the game must never permit anyone to badger, harass or threaten an official, coach, player, or opponent.
- Coaches must be able to demonstrate a solid knowledge of the rules of lacrosse and should adhere to the rules in both the letter and the spirit of the game.
- Coaches should provide a basic knowledge of the rules to both players and spectators within his/her program. Attempts to manipulate rules in an effort to take unfair advantage of an opponent, or to teach deliberate unsportsmanlike conduct, is considered unacceptable conduct.
- Eligibility requirements, at all levels of the game, must be followed. Rules and requirements such as age, previous level of participation, team transfers, etc, have been established to encourage and maximize participation, fair play and to promote safety.

Additional expectations include:

COACHES AND VOLUNTEERS ARE EXPECTED TO:

- Ensure the safety of all children by careful supervision, proper pre-planning of coaching sessions, using safe methods at all times.
- Consider the well-being and safety of participants before the development of performance.
- Encourage and guide participants to accept responsibility for their own performance and behavior.
- Treat all young people equally and ensure they feel valued. Have no favorites.
- Encourage all not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Not allow any rough or dangerous play, bullying, or the use of offensive language, swearing or inappropriate behavior.

- Appreciate the efforts of players and refrain from over-training young athletes. Never exert undue influence over performers to obtain personal benefit or reward.
- Be positive, approachable and offer praise to promote the objectives of MAYLA at all times.
- Acknowledge all allegations of abuse or improper conduct by reporting such incidents to both the League President and Commissioner. Parents will also be informed.
- Administer minor first aid in the presence of others and when required refer more serious incidents to the appropriate health care professional.
- Have access to telephone for immediate contact to emergency services if required.
- Foster team work to ensure the safety of players.
- Do not abuse any MAYLA participant physically, emotionally, or sexually.
- Maintain confidentiality about sensitive information.
- Take time to explain coaching techniques to ensure they are clearly understood.
- Develop an appropriate working relationship with participants, based on mutual trust, respect and patience.
- Be a role model, displaying a consistently high standard of behavior and appearance (disciplined/committed/time management), remember children learn by example.
- Refrain from smoking, “chewing” and consumption of alcohol during league activities or coaching sessions.
- Never condone rule violations, rough play, or the use of prohibited substances.
- Protect themselves from false accusation:
 - not spending excessive amounts of time alone with children away from others
 - never taking children to their home
 - not administering First Aid involving the removing of children’s clothing unless in the presence of others.
- Hold appropriate valid qualifications and insurance coverage.
- Make the sport/activity **fun**.

COACHES AND VOLUNTEERS HAVE A RIGHT TO:

- Access ongoing training and information on all aspects of leading/managing activities for youths.
- Support in the reporting of suspected abuse.

- Fair and equitable treatment by MAYLA and its participants.
- Be safe from any abuse while participating in MAYLA-sponsored events. Any incidents need to be reported to both the League President and Commissioner.
- Not to be left vulnerable when working with children.

Any misconduct or violations should be reported in accordance with the MAYLA Grievance of Code of Conduct policy.

DISCIPLINARY ACTION

The MAYLA Board may choose to reinforce expectations by mandating the following:

- Additional Education
- Suspension (e.g. from game coaching duties [for any reasonable number of games], committee participation)
- Dismissal or termination.

GRIEVANCES of MAYLA CODE OF CONDUCT

All participants in the Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA), including players, parents, coaches, spectators, and referees, are expected to behave according to the USA Lacrosse and MAYLA Code of Conduct (available on the [MAYLA website](#)). It is expected that any conflicts that arise between participants will be resolved by applying both the letter and the spirit of the MAYLA Code of Conduct, keeping in mind that the adult members of the program are viewed by the younger members as leaders, role models, and problem solvers.

The MAYLA Board of Directors recognizes, however, that there may be rare instances when these conflicts cannot be satisfactorily resolved directly by the parties to the dispute or through the informal intervention of another program member. For those situations, the MAYLA Board has instituted a formal Grievance Procedure and will utilize each program's primary administrator as a point of contact. All members should be aware that the Grievance Procedure IS NOT a substitute for direct conflict resolution between the parties; it is a secondary procedure to be employed only in the unlikely event that the parties cannot amicably and responsibly resolve their dispute through direct communication.

1. Grievance Statements

- Protocol directs that the first step in the process is to "keep it local". Follow a local program's grievance procedure, which may be to inform the Head Coach first. A grievant should then inform the local program club officers for further resolution. Any and all steps taken must be documented.

- b. No grievance will be accepted from any person who himself or herself has not complied with the Code of Conduct, including the rule requiring a 24-hour “cooling off” period prior to speaking to a coach, official about the incident in question, or has engaged in any threatening, abusive or harassing conduct, including verbal abuse.
- c. In the event that local parties cannot amicably and responsibly come to a mutually acceptable solution, a grievance may be lodged by any MAYLA club’s voting member for any suspected violation of the MAYLA Code of Conduct within a reasonable amount of time, not to exceed 7 days of the occurrence of the incident on which such alleged grievance is based.
- d. A valid grievance must be in writing, using the MAYLA Grievance Form, and must explain the nature of the grievance, the circumstances surrounding the alleged violation, and the specific provision(s) of the Code of Conduct alleged to have been violated. The person filing the grievance must also identify all witnesses or other persons with knowledge of the alleged violation. This form must be submitted to the MAYLA Rules Committee or League Commissioner no later than 7 days after the occurrence.
- e. No grievance will be accepted that seeks to challenge a coaching decision. For purposes of this provision, a coaching decision includes, but is not limited to, playing time, position assignments, starting assignments and lacrosse strategy. Details of the grievance are not to be discussed with anyone other than the party(ies) directly involved with resolving the grievance.
- f. It is recommended that details of the grievance should not be discussed with anyone other than the party(ies) directly involved with resolving the grievance.
- g. An extension of the time to file such statement may be granted by the League Commissioner in his/her sole discretion. In the event members of the Rules Committee or League Commissioner is a party to a grievance, the President shall fulfill the Rules Committee or League Commissioner’s responsibilities as described herein. If the President and members of the Rules Committee or League Commissioner are ~~both~~ parties to the grievance, it shall be considered by the Vice-President. If the Vice-President is party, the Boys’ or Girls’ Director, whichever is appropriate, will fulfill the responsibilities as described.
- h. Upon receipt, the Rules Committee or League Commissioner will review the grievance and determine whether the grievance will be accepted or rejected within seven (7) days. The person filing the grievance will be notified promptly whether the grievance has been accepted or rejected.
- i. If the grievance is accepted, the Rules Committee or League Commissioner will thoroughly investigate the incident and attempt to resolve the grievance with the parties amicably.

2. Referral to the MAYLA Board

In the event that the Rules Committee or League Commissioner is unable to resolve the grievance to the satisfaction of the parties, the grievance will be turned over to the MAYLA Board of Directors. Any ruling or recommendation set forth by the Rules Committee or League Commissioner in regard to the matter will remain in effect until the issue can be addressed by MAYLA Board of Directors at the next available

meeting.

3. Preliminary Action by the MAYLA Board

If the MAYLA Board of Directors determines that no reasonable grounds for a grievance exist, it shall within seven (7) days after its meeting, make a written decision stating the grounds for its decision and shall deliver copies to the Rules Committee or League Commissioner and the party alleging the grievance.

4. Delivery of the Statement of Grievance – Right to Reply

If the MAYLA Board of Directors (BOD) determines that there are reasonable grounds for such grievance, it shall deliver a copy of the statement of such grievance to the person or organization allegedly responsible for such grievance. Such person or organization shall have seven (7) days in which to reply. An extension of the time to file such statement may be granted by the MAYLA BOD in its sole discretion. The reply shall be in writing and shall be delivered to the MAYLA BOD at the address specified by it and to the party alleging the grievance.

5. Disciplinary Action

In the event relief or disciplinary action is recommended by the MAYLA BOD, the Rules Committee or League Commissioner shall make copies of the written findings and decision and deliver the decision to the parties and the MAYLA BOD.

The Rules Committee, League Commissioner or MAYLA Board may choose to reinforce expectations by mandating the following:

- a. Additional Education
- b. Suspension (e.g. from game coaching duties [for any reasonable number of games], committee participation)
- c. Dismissal or termination

[Grievance Form](#)

Honor the Game Post-Game Sportsmanship Awards

Summary: In an effort to encourage sportsmanship and build a tradition of ‘Honoring the Game’ of lacrosse at an early age, the Milwaukee Youth Lacrosse Association has adopted a system for recognizing and rewarding sportsmanship. We hope that this will have a lasting positive effect on both lacrosse players and teams.



Before each game, the coaches from each team will select 2 captains. In addition to the standard duties of captains, these players will be responsible for the selection of two players from the opposing team whose actions, behaviors, and play ‘honor the game’ of lacrosse. Players should know that this is not an MVP award. They should watch for more subtle occurrences that embrace sportsmanship and make lacrosse such a fun game to play. The selected players are given a small “Honor the Game” sticker that will be worn for the rest of the season on the back of their helmet or wherever they so choose.

Before season:

Helmet stickers and guidelines distributed to all teams through a program’s leadership by the league.

Coaches should discuss the plan with players and parents at a pre-season meeting or email newsletters. At a practice before the season, coaches explain to the players how the system will work. Then challenge the players to focus on coming up with a list of individual and team actions that would honor the game. Discuss also actions that would not be acceptable. Perhaps have a practice where two players act the role of captains and choose teammates for their actions at the end of the session.

Before each game.

Coaches choose captains per above. Coaches greet one and other. Verify that the exchange of compliments and stickers will take place following the game. Officials can be invited to be a part of the ceremony, (their option).

Following the game:

Immediately after the handshake lines, all players from both teams face each other. With the support and assistance from coaches as needed, each captain steps forward, introduces himself, and announces the number of the player to be recognized. He then shares the specific details about the actions that honored the game. The recipient steps forward, introduces himself, and hands the sticker to the player. Please take care not to place the sticker over the safety information on the helmet.

Post season:

At your year-end party, please consider taking the time to recognize the players who received this award and review their specific actions that “Honored the Game”

How do lacrosse players ‘Honor the Game’? Perhaps you will want to review the sorts of actions which might earn recognition. The following is a brief list of examples. As the year progresses, encourage your players to think of additional ideas.

- Seeing a player who goes out of his way to encourage and support his own teammates.
- Noticing a player who consistently gives his all, playing hard but fair.
- Recognizing verbally a good play, shot, or save by an opponent.
- Helping an opponent up off of the ground.
- Friendly banter between attackmen and defenders when the ball is on the other end of the field.
- Reminding an opponent about his mouth guard or a loose piece of equipment.
- Seeing an opponent who readily accepts a being called for penalty and makes a conscious effort to learn from his mistake.
- Players who apologize for a slash that was not called.
- Recognizing players who willingly switch teams to help out an opponent who is short of players.
- Congratulating an opposing goalkeeper for making a great save.



**Program
Appendix:**

**Administrative
Forms and
Grant
Information**



MAYLA Member Declaration & Acknowledgement Forms

- Programs have until January 10 to submit their form otherwise those program's teams will become independent and not appear on the MAYLA schedule.
- The absolute drop dead deadline is January 10.

Boundary Registration Waivers

- Waiver requests are due to the MAYLA Rules Committee no later than March 15.
- Boundary Registration Waivers **must be resubmitted annually**.
- The policy can be found in the PGM on page 17.
- [Waiver forms are available here.](#)

Player Age Waivers

- Waiver requests are due to the MAYLA Rules Committee no later than March 15.
- Player Age Waivers coincide with MAYLA's Player Requirements & Responsibilities and League Competition Structure policies and [USA Lacrosse Age & Eligibility Guidelines](#).
- [Waivers forms are available here.](#)

USAL Equipment Waiver

- For girls, U14 and under, who need to wear personal corrective eyewear, please email girlsequipment@usalacrosse.com for guidance on options.
- If an equipment waiver is granted by USA Lacrosse, the waiver must be sent to the MAYLA Rules Committee, as well as having a copy on hand for all games in case of questions or concerns.

Incident Report Forms

- If you are a current USA Lacrosse member who is injured during a covered lacrosse activity, you may obtain a claim form and instructions [by clicking here](#).



League Grants

Beginning in 2022, MAYLA began offering some new grants:

1. **For first-year officials** for MAYLA league games, \$60. Applicants must officiate a minimum of 15 MAYLA league games this season, between April and June and applications will be accepted in June. The application can be found [here](#).
2. **For second-year officials** for MAYLA league games, \$75. Applicants must officiate a minimum of 15 MAYLA league games this season, between April and June and applications will be accepted in June. Applicants must have received a grant in the prior year as a first-year official. The application can be found [here](#).
3. **For new MAYLA member programs in their first year of membership**, \$250. Applicant programs must be recognized by USA Lacrosse and submit applications between January 15 and February 15. Applications will be reviewed thereafter; approvals will result in the application of the grant against annual team dues for the immediate season. The application can be found [here](#).
4. **For MAYLA member programs in good standing with representative serving on the MAYLA Board**, \$100. Each MAYLA member program with a representative serving on the MAYLA Board may apply for this grant. (The application will be made by the MAYLA Board Member on behalf of his or her program in September; applications will be reviewed thereafter.) Only one such grant is allowed per MAYLA member program. If approved, the grant will be applied to the annual team dues for the following season. The application can be found [here](#).

Questions can be emailed to board@mayla.org.

Financial Policy and Procedures Information Excerpts for Members



MILWAUKEE AREA YOUTH LACROSSE ASSOCIATION, INC.

Adopted: June 25, 2018

Our Mission

The Milwaukee Area Youth Lacrosse Association provides local leadership, structure and education to promote the growth of youth lacrosse in Southeastern Wisconsin and enrich the experience of its participants.



Tax Status & Purpose

The Milwaukee Area Youth Lacrosse Association Financial Policy and Procedure Manual provides the policies and procedures for finance transactions within the organization which must be followed by all board members. The Milwaukee Area Youth Lacrosse Association, Inc. (MAYLA) is a not-for-profit organization incorporated as a 501(c)(3) organization. MAYLA is registered with the Secretary of State of Wisconsin with a calendar year end. MAYLA is also registered with the Wisconsin Department of Regulation and Licensing to raise funds from the public.

This policy and procedures manual provides guidelines the Milwaukee Area Youth Lacrosse Association (MAYLA) will use to administer these policies, with the correct procedure to follow.

MAYLA will keep all financial policies current and relevant. From time to time it will be necessary to modify and amend some sections of the policies and procedures, or to add new procedures.

In accordance with IRS Code section 501(c)(3) MAYLA is organized and operates exclusively for the exempt purpose as described in Form 1023, the application for exemption. In compliance with the restrictions on organizations qualifying under the 501(c)(3) code:

- No part of the net earnings of the organization may inure to the benefit of any private shareholder or individual.
- No substantial part of the activities of the organization may consist of the carrying on of propaganda or of attempting to influence legislation (lobbying).
- The organization may not participate in, or intervene in, any political campaign on behalf of any candidate for public office.

These policies and procedures apply to all board members.

New Program Policy

Purpose of the Policy

All new programs to MAYLA must be reviewed and accepted in accordance with this policy. This policy is to be read together with MAYLA By-Laws.

Procedures

Choosing a New Program

A new program must support MAYLA's mission, by-laws and policies.

For each new program the following information table must be completed prior to joining MAYLA

Background Information

- Business Name of Club:
- Location of Club:
- Number of possible teams:
- Names of Club Officers:
- How many years has the club been in existence?

Appointment of Club

The appointment of a new program will be authorized by MAYLA Board of Directors.

All new programs must be given the MAYLA Program Application and Acknowledgement Form and the MAYLA Member Declaration form, which both must be signed and returned by the program within a specified period of time.

All relevant details of the new program will be entered into the financial system by MAYLA Treasurer once approval is obtained from MAYLA Board of Directors.

MAYLA Treasurer will review information entered into the financial system to ensure all information is correct.

References:
Program Debt Collection Policy
MAYLA Member Declaration & Acknowledgement Form

Program Debt Collection Policy

Purpose of the Policy

This policy provides guidelines for the collection of late payments from programs.

Procedures

An aging debtor report is to be run every two weeks. All overdue program payments are to be noted and the following procedures undertaken until recovery of outstanding amounts.

- **First Contact:** Once the payment is overdue phone or email the program. Remind them that payment is due and has not been received. Ask them when they will be paying MAYLA and keep a record of the conversation or email. Remember to be nice, they may have forgotten or paid into the wrong bank account.
- **Overdue reminder:** If they do not respond to the phone call or email, try contacting someone else in the club. Let them know who you are trying to contact. This often results in a return response from either the person you were trying to contact or someone else from the club. Make a note of all conversation details on the overdue payment record.
- **Final notice:** When a payment is overdue for 45 days, a final notice is to be sent either by phone or email. A record of this notice must be entered onto the overdue payment record. The club could then be suspended from participation in all MAYLA activities until the account is brought current, pending board approval of suspension.
- **Formal letter of demand:** Where payment remains outstanding 90 days and there has been an unsatisfactory response from the customer, authorization from MAYLA Board of Directors for the formal letter of demand to be issued must be obtained. Once authorized, this letter is to be sent via registered mail and a record of this notice must be entered onto the overdue payment record.
- **Debt collection agency:** Where the amount outstanding is in excess of \$500 and MAYLA Board of Directors has approved, a debt collection agency may be appointed to recover the debt.
- **Write off debt:** Customer payments that remain outstanding for 365 days are to be written off as bad debts and no further agreements are to be undertaken with that club without approval from MAYLA Board of Directors.
- **Reinstatement:** Clubs may be reinstated after suspension if all past due balances are paid in full, and with board approval.