

# Lakeville Soccer Club Travel Guidelines

## **Travel Program Mission Statement**

The mission of the Lakeville Soccer Club Travel Program is to provide a quality and competitive travel soccer program for youth players of all ages and skill levels. LSC will attempt to provide all players from the LSC community the opportunity to play soccer.

Lakeville Soccer Club sponsors three unique travel programs.

- Developmental Travel: U9 and U10 (gold and maroon levels)
- Regular Travel: U11 through U19 (C2, C3 and U11C1 levels). U11C1 is not considered a Select level.
- Select Travel: U12 through U19 (C1 and Premiere levels)

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## I. TRAVEL PROGRAM OVERVIEW

### 1. Travel Soccer Season

The soccer year is from early August to late July. The main season for competitive soccer is Spring/Summer plus tournaments and a short fall six game season.

### 2. Registration Fees

Registration fees will be determined as a result of the travel budget process. Registration fees are used to pay MYSA fees, City of Lakeville fees, referee fees, training, evaluation fees, some indoor costs, scholarship allowances, uniforms, equipment, fields and LSC administrative expenses.

### 3. Additional Travel Costs

- All teams are highly encouraged to participate in the Lakeville Soccer Summer Tournament.
- Participating in LSC summer camp run by Director of Player Development/Head Trainer.
- All teams should participate in three tournaments, cost around \$350/team for each tournament.
- U9/10 Maroon teams have an option to train indoors with their coach every other Sunday through April.
- U11C1 teams have an opportunity to train with their coach every Sunday through April.
- All teams have an option for a licensed, qualified paid coach.
- U11+ C2 teams have an opportunity for indoor training.
- U9/10 gold 201 teams have an opportunity for indoor training.

### 4. Estimated Player Fees (not including hotel/travel costs)

Age	Premier	C1 (maroon U9/10)	C2 (gold U9/10)	C3
U9/10	n/a	\$500 - \$750	\$400 - \$600	n/a
U11	n/a	\$700 - \$1,000	\$600 - \$900	\$400 - \$700
U11 fall	n/a	\$200	\$200	\$200
U12	n/a	\$900 - \$1,200	\$600 - \$900	\$400 - \$700
U12 fall	n/a	\$200	\$200	\$200
U13	n/a	\$1,100 - \$1,400	\$600 - \$900	\$600 - \$800
U14	\$2,000	\$1,100 - \$1,500	\$600 - \$900	\$600 - \$800
U15	\$3,000	\$1,100 - \$1,500	\$600 - \$900	\$600 - \$900
U16	\$3,000	\$1,100 - \$1,500	\$600 - \$900	\$600 - \$900
U17-18	\$3,000	\$1,100 - \$1,500	\$600 - \$900	\$600 - \$900

### 5. Team Size

- The recommended number of players per team shall be 10 (U9-10), 13 (U11-12) or 16 (U13 and above). This is the recommended number, it's all determined on the number of registrants.
- Players may be added or deleted from the team according LSC and MYSA guidelines. The Travel Manager must approve a Player's addition/removal.

## **6. Team Playing Level**

- Teams will be assigned to their competitive level by MYSA in accordance with the MYSA policies as a result of the prior summer season standings. U9 to U13 is considered by MYSA self-selecting ages.
- LSC may request that teams who for whatever reason do not retain 50% plus 1 of their last summer roster may be relegated down one classification unless it can be documented that the team is as strong or stronger than the last summer team.
- LSC requests that newly formed teams be classified - Classification 3, per MYSA guidelines, unless the team requests a higher classification or, if allowed, a higher classification (i.e. self-selection pursuant to MYSA rules).
- The competitive level of U9-U12 teams will be selected by the Travel Manager with input from former and current coaches and DPD.

## **7. Team Decisions (Tournaments, Practices, etc...)**

Team decisions, presented by the Head Coach, should be collaborated with parents on the team, agreed to by a consensus prior to any team decisions being made. Such as off-season practices, scrimmages, team finances, tournaments, out-of-state tournament, indoor play, and fundraising. Practice nights are chosen by the Head Coach.

## **8. Team Finances**

Teams cannot use the LSC, Inc. tax-exempt numbers nor will LSC, Inc. and its officer's and officials provide its tax-exempt numbers to teams.

- It is recognized that teams may want to open bank accounts or avoid sales tax but current tax regulations prevent teams from using the tax-exempt number for their use. Once a team reaches a decision on sanctioned tournament participation, reimbursement for approved coaches, payment for approved trainers, or any other reasonable team expense in accordance to the team decision rules, the cost should be prorated equally among all players. Teams are allowed to provide internal financial assistance if they elect.
- All checks written to LSC, Inc. will be written to "Lakeville Soccer Club, Inc." This includes all try-out fees, registration fees, and any reimbursable expenses paid to the club by the team.
- It should be recognized that participation in the Travel Program requires a greater financial and higher commitment level than participation in the In-House Program.

## **9. Age Group Coordinators, ACG (Volunteer board members)**

This elected board position is responsible for maintaining communication between parents, players, coaches and the Club. AGC Responsibilities include:

- Work to attain consistency at all levels of the LSC Travel Program, work side-by-side with Travel Manager developing guidelines, policies and insight. Attend team manager meetings, oversee club resources, attend LSC organized coach and team manager meetings, assist Travel Manager when needed to assist in communication between parents, players, coaches and the Club, develop and distribute end of season parent and coach survey, assist with team formations after tryouts and fall teams based on player availability and tryout results.

## **10. Travel Manager**

The Travel Manager is contracted and compensated for the administration of the LSC travel soccer programs. Travel Manager Responsibilities include:

- Coordinate the formation of summer and fall Travel program, plan and coordinate tryout evaluations and registrations with the Club Administrator, coordinate the team formation process and manage all team formation meetings, serve as the point of contact for resolution of all team and player issues, coordinate the scheduling of all league games with MYSA, provide team manager training sessions and resources, continually notifying members of Travel registration dates, publish relevant dates on the LSC website, coordinate distribution of the LSC Travel Guidelines to Coaches and Team Managers, listen to all issues as reported by Coaches, Team Managers, players, and parents. When resolving the issue, inform the AGC of all such problems or situations.

#### **11. Director of Player Development, DPD or Head Trainer**

The Director of Player Development is a contracted and compensated staff member responsible for LSC player technical and tactical development as well as LSC Coaches' education. DPD responsibilities include, but are not limited to, the following:

- Assess the needs of the player population, arrange for and communicate as necessary the skill training sessions and workshops, develop player evaluations to be used by coaches during the season or following the season, select independent evaluators to help conduct field evaluations, administer Regular Travel tryout field evaluations and assist in team selections and placement of displaced LSC players, be the first call for help for Coaches on matters of player training & development, conduct observations of player practices within the club (minimally one practice during the soccer season) and give feedback to the coach as well as the AGC on strengths and development opportunities.
- Add Assistant Trainer responsibilities.

#### **12. Head Coaches**

DPD and Assistant Trainer will seek out and research quality soccer head coach candidates. To be considered to be a Head Coach a person must first register their intent to coach while registering their player prior to tryouts. It is required for LSC Travel Coaches to be licensed by MYSA. Potential Head Coaches must submit a "coach resume" to the AGC that includes the following:

- Coaching License - State Diploma/Regional Diploma
- Successful Coaching experience - At multiple levels
- Playing experience preferred - At multiple levels
- Experience working with youth - Coaching Soccer and coaching other sports/activities

The "head coach selection committee" gets together to go over applicants and chooses coaches for each team. The coach selection committee consists of: DPD, Assistant Trainer, AGC and Travel Manager. DPD has the final say on coach selection. Within 48 hours of team formation head coaches will be contacted regarding placement.

Head Coaches work closely with assistant, team managers, club officials and contractors to provide the most positive soccer experience for every player and parent on the team. Coaches are expected to adhere to LSC Code of Ethics. Coaching requirements and responsibilities include:

- Be familiar with the MYSA Policies and Rules and a working knowledge of the LSC Travel Guidelines, recruit at least one Team Manager, attain a minimum coaching license of a State "E" License (USSF), attend LSC coach meetings as scheduled throughout the year, hold team meetings as required, the first meetings should be within 30 days of team selection, review LSC and your own personal coaching philosophies and

rules for players, obtain approval/consensus from the parents for all expenses such as tournaments, uniform accessories, additional travel, etc. review your plans for practice nights, practice to game ratio should be 2 practices for every game, 2:1 or 3:1 ratio, review LSC Code of Ethics and Parental Code of Ethics, maintain certification in Concussion and PACT training as directed by LSC, coordinate team attendance at any LSC sponsored camps or clinic, coordinate with Team Manager/parent distribution of a practice and game schedule, conduct individual player evaluations. Both strengths and areas for improvement should be reviewed. Evaluations shall be conducted at the middle and the end of the summer season. Evaluations shall be provided in writing to every player and coaches should discuss every item with the player individually, not as a group, provide year-end evaluation of every player to the Travel Manager, DPD and AGC no later than July 15.

### **13. Team Managers**

The team manager is the administrative focal point of the team who frees the coaching staff to coach the team. The manager is also the administrative link between the Travel Manager and Club Administrator. Ideally, the Head Coach and Team Manager positions should be spread across different households. Team Manager Responsibilities include:

- Be familiar with the MYSA Policies & Rules and a working knowledge of LSC Travel Guidelines, attend all meetings as requested by LSC, collect coach & player pass pictures, birth certificates, medical release/liability and risk management forms as required, complete registrations for tournaments selected by the team, manage the team budget, accounts payable and receivable. Collect team fees for tournaments, equipment and team functions as required, report deficient or inappropriate behavior by coaches, players, or spectators to the Travel Manager or any member of the LSC Board, coordinate team registration at tournaments, report all game results per MYSA procedures.

## **II. DEVELOPMENTAL AND REGULAR TRAVEL OVERVIEW**

### **14. Travel Teams**

- U9/10 Development Soccer: U9 and U10 travel soccer is a 6v6 developmental version of soccer. No league standings are kept nor are scores reported to MYSA. Only 2 levels of play are offered, "Maroon" and "Gold."
- U11/12 Soccer: U11/12 travel soccer plays 8v8. U11 is divided into three classifications: C1, C2, and C3. U12 is divided into two classifications: C2 and C3. U12 C1 classification is considered Select Travel.
- U13-U19 Soccer: Regular travel for U13-19 plays 11v11 and is divided into 2 classifications, C2 and C3. U13-U19 C1 and Premier classifications are considered Select Travel.
- Teams can expect to play 8 to 12 regular season games and participate in at least three tournaments.
- Rosters will be filled to max limit if needed to accommodate all players as possible.

### **15. Travel Team Selection, Goals and Objectives**

- The team selection process begins with paid registration, continues through the two-day Field Evaluation and player placement at team formation meetings and ends with team announcement.
- Evaluations drive team selection. The objective is to determine appropriate team membership for the primary summer season. U11-U19 registrations and evaluations will be held during July/August to form teams for the following summer season. U9/U10 registrations and evaluations will be held during September/October to form teams for the following summer season. If eligible, U11/12 newly formed

teams may play in the fall season (MYSA, Club Soccer). Developmental and Regular travel evaluations will occur immediately after the Select program evaluations and player are notified.

- The goal of the team selection process is to form teams that provide all players the opportunity to play at the level that their skill, athleticism and commitment. LSC is committed to field teams at all levels where there are enough players registered.
- LSC will attempt to provide all players the opportunity to play soccer. The number of teams and the number of players per team will dictate whether or not this is possible. If there is no availability within the LSC, the club will make all efforts to coordinate with other local clubs for players or inquire about team availability.

#### **16. Age Group Placement**

- The policy and practice of LSC is that travel players play within their age group, U11s with U11's, 12 with 12's, 14 with 14's, etc.
- Players may play up to grade, not down an age level.
- LSC reserves the right to combine players from different age groups in order that the maximum players are afforded the ability to play and makes prudent common sense.
- LSC also reserves the right to allow "Messi/Wambach" players at U9 to U11 age level to play up any year from their current age group. A "Messi/Wambach" player is one who possesses outstanding athleticism and soccer skills. Parents and Coaches must notify the Director of Player Development (DPD) and LSC Travel Manager to have their child looked at by LSC Trainers for consideration. Things that are considered are tryout results, previous season coach evaluations and live-game analysis of the player by the DPD and/or Assistant Trainer. Parents should notify LSC by June 15 to have their child considered. Based upon evaluation results, they must attend every tryout and finish in the top 5% of an older age group, to be considered a "Messi/Wambach" player. Such player will be placed on the appropriate team as long as they finish in the top 5% of the older age group. If they don't, they will play at their birth age group. There is an additional tryout fee for attending multiple evaluations.

#### **17. Evaluation Process**

The Evaluation Process consists of a two-day Field Evaluation. The timetable for the evaluation will be established as early as possible, preferably before February 1st. This allows parents and players to set aside the necessary days to attend.

#### **18. Field Evaluation**

- DPD and Assistant Trainer(s) along with independent evaluators will conduct field evaluations. The independent evaluators will be selected by the DPD. Any person seeking consideration to head coach at a specific age level should attend the field evaluations and participate in evaluating all the players of that age group. The evaluations completed by LSC trainers and independent evaluators will be used for purposes of player rankings. LSC coaches also have an independent player rating. The coaches player grade is not part of the field evaluation ranking.
- The field evaluation may include warm up drills, small-sided games and full-field scrimmages or games, with each player participating in a minimum of two games.
- Players are not told what position to play during field evaluation, unless a player is a goalkeeper.
- Player rankings will derive from field evaluations.

- Goalies U13+ may request a separate evaluation to assess skills specific to the goalie position. Players should indicate this on their registration form.

### **19. Player-Requested Evaluations**

Players not involved in the evaluations, who wish to play the following spring/summer season, will **not** be offered a private evaluation. It is not practical to have an entire age group return for an evaluation that would include the player who previously missed evaluations.

### **20. Implications of Missing Field Evaluations**

- Missing field evaluations with notification; please notify current coach, AGC, Travel Manager and DPD that you will be missing field evaluations. Along with the coaches' end-of-season evaluation and feedback from the prior season, every attempt will be made to place the player on the appropriate team.
- It is highly unlikely for a player who misses **both** or one of the field evaluations to be placed on the highest level team.
- In order for the end-of-season evaluation to be used effectively, the coach must rank their players fairly and give accurate placement information in relation to the players that went through field evaluations.

### **21. Move-ins and/or Late Sign-ups**

After field evaluations have finished, registration is still open until late February for Regular Travel. New players will be placed on a Gold, C2 or C3 team; this is dependent on the number of teams at each age group. (ex. some age levels do not have a C3 team.)

### **22. Team Selection**

U11 and U12 team formation will take place one or two weeks following Field Evaluations. U11 and 12 will be formed first, due to the probability of teams playing fall soccer. U13+ formation will take place on or around mid-August. The LSC Travel Manager will run the team selection process, with DPD and at least one LSC Board member present. LSC may place players without coaches present at the team formation meeting.

### **23. Placement, Invitation and Acceptance**

Placement on regular travel teams will occur as soon after evaluation as possible. Placement rules are as follows:

- The team selection committee will place players on teams based on the evaluator's player rankings.
- Beginning with the highest classification (Maroon, C1, etc...), the first seven ranked (small-sided) or ten ranked (full- sided) players based on evaluators rankings are locked on the team. Then additional players from the pool will be selected to fill out the roster in accordance with MYSAs roster sizes. The formula: [roster size] x [2]. If team B is going to carry a roster of 16 players, then the first 10 players make the team plus six players from the next 24 on the list. This process continues in order until all teams are filled.
- A "locked player" may be bypassed only if documentation is provided to justify bypassing a player who qualified for the top team. (i.e. the parent sent an email to the Travel Manager stating they do not want to be on X team) Team selection committee can recommend, only the LSC Board can make decision to bypass.
- Goalies that elect separate evaluations can be selected as one of the pool.

#### **24. Player Notification**

Player notification will be done via the LSC web site within 2-3 days following team formation. Player initials and their bib number will be used to notify players of their team placement. Coaches will not damage the integrity of the evaluation process by reporting player rankings to families. A result in doing so will be suspension from coaching.

#### **25. Tournament Only (TO) teams**

LSC offers U17+ teams the opportunity to play as a Tournament Only team in the spring/summer season. This is considered a fun atmosphere at the end of a soccer players High School career with no commitment for State Cup or league games. No 16 and under team may register as a Tournament Only team. TO teams will not play MYSA league games, must be registered with LSC, may travel to at least one out-of-state tournament and should participate in four more tournaments. Requests should go to the Travel Manager; LSC Board has final say on acceptance.

#### **26. Fall Soccer**

Any new complete team coming from In-house will be accepted prior to the registration deadline and will be placed at a level selected by the Club. U8 spring/summer In-House teams committing to play fall travel will do so as a team. U9 spring/summer teams will play fall season together at U10 level. U10 spring/summer teams will be playing U11 fall soccer with their new team after evaluations. U13/14 teams may register as a Tournament Only team. A TO team must participate in at least two fall tournaments, one should be out-of-state.

Any individual player registering to only play fall soccer will be placed into a "draft pool", if there is space available they will be placed on a team. Teams will not be formed without a coach or minimum number of players. Roster vacancies will be filled during the new player draft. Level of play will be determined by the Club. Players with duplicate numbers will be dealt with by team coach and manager.

#### **27. Evaluation Feedback to parents**

Copies of numerical scores from the field evaluators will be given directly to a player's parents by requested. No age group ranking will be provided to players or parents, however percentile rankings may be requested.

### **III. SELECT TRAVEL**

#### **28. Select Program Eligibility**

The Select Program is available for U12-U19 age groups if such teams qualify to compete at Classic 1 or Premier. The program requires participation on a year round basis, with trainings, scrimmages, leagues and tournaments, by all of the participants. Age group participation will be determined by sufficient expressed interest by current LSC members; the program is open to any eligible member of MYSA. Some requirements for select teams are:

- Practice at least twice per week during the off-season from November through April.
- Play in at least one out-of-state tournament.
- Participate in winter small-sided tournaments.
- U13+ participate in State Cup or Midwest Regional League

## **29. Selection Process**

- The Travel Manager will organize the tryout dates. Select coaches will run their age group tryouts and evaluate the players. While there are some standard minimum components to the tryouts to assess different skill sets, decision-making and team play, each coach may adapt the tryouts to match his/her style of coaching and assessment. [The DPD must approve these adaptations before the tryout.]
- All evaluations are for specific teams. Players are allowed to try out for any team as long as it is allowed by MYSA policy. Because tryouts are for specific teams, players who wish to be considered for multiple teams must register and attend the appropriate evaluations.

## **30. Player Selection Criteria for Select Soccer:**

Several factors may be considered in player selection in addition to the player's performance at tryouts. These factors could include:

- Specific positions needed to strengthen the team;
- Player's technical ability, tactical understanding, attitude and commitment;
- Player's performance as observed by the coach in other playing situations (ODP, club, school, training),
- Player's prior playing history with the LSC or other clubs, and
- The final decision on team composition is the coach's. The DPD may be consulted in specific situations. If the coach is new to the team, the previous coach or a qualified representative may also be consulted.
- If a parent of a child trying out for select soccer is the select coach, the DPD and Assistant Trainer(s) will participate in player selection.

## **31. Notification of Selection for Select Soccer**

Notification of team selection will be done as quickly as possible. Players who have made the team will be notified via the LSC website.

- Initials of the player who has been invited to play on the select team and their bib number will be posted on the travel section of the LSC website within 12 hours.

## **32. Chosen on a Select Team**

When a player's initials and bib number is posted on the website to join a team, the player/family is asked to complete registration within 12 hours of the offer by submitting the following:

- Select fee first payment (registration fee) If first payment is not received within 12 hours of the offer from the select coach, that is considered a rejected offer and a spot may not be guaranteed.
- A birth certificate if new to LSC,
- Registration materials will include information on expectations for participating in the Select Program, and
- Once a player registers, they have committed to play with the team for the season. Release from this commitment will only be allowed in accordance with MYSA policy.
- Players whose initials and bib number were not posted are still encouraged to try out for regular travel.

# **IV. OPERATIONAL GUIDELINES FOR COACH SELECTION**

## **33. Coach Selection**

The selection of head coaches is the responsibility of a non-standing committee chaired by the Travel Manager, and consisting of DPD and applicable AGC or LSC Board members. Outside experts can be consulted if deemed appropriate. Some, but not all, of the factors considered when selecting a coach are:

- Past performance within LSC, including evaluation forms from prior seasons,
- Previous soccer playing and coaching experience, certifications, and training,
- Willingness to follow the LSC Coaching Philosophy as outlined in the Code of Ethics,
- Strong verbal communication skills,
- Recommendations from knowledgeable sources,
- A completed background check, and
- Compliance with LSC Travel Guidelines

## **V. POLICIES**

### **34. Refunds**

Refund request will be honored as follows:

- No refund for any reason for the Select tryout fee of \$30.
- Assume that only the first installment of 50% was paid, around \$175.
  - Before Evaluations (Travel), 75% of first installment (player is still bound to LSC)
  - After Evaluations, but before team announcement: 50% of first installment (player is still bound to LSC)
  - After team announcement: 0% (player is still bound to LSC)
  - After 2nd Installment due 0% (player is still bound to LSC)
  - Player on the waiting list voluntarily decides to withdraw: 75% of first installment.
  - Player chooses to move to a higher competitive non-LSC team, no waiting list: 0%
  - Club unable to place player: 100%
- LSC does not insure for player withdrawal due to injury, therefore we do not refund because of injury.

### **35. Transfer**

All Players who wish to transfer from LSC to another MYSA sanction club after registering and paying the LSC first installment must complete a MYSA INTERCLUB TRANSFER FORM found on the MYSA website. Please refer to MYSA website to determine interclub transfer cutoff date for the upcoming season. The player must go from their team to a higher level team, i.e. U9/10 Gold to a C1 team, from C3 to a C1 or C2 team, from C2 to a C1 team or from C1 to a Premiere team. (note a Maroon level player is considered C1 through MYSA, thus a Maroon player can only transfer to a Premiere team) The player must contact the accepting club and obtain a MYSA INTERCLUB TRANSFER FORM with the acceptance portion completed and signed. Form must be sent to LSC Travel Manager before any request will be considered. You may mail the form to LSC, PO Box 160, Lakeville, MN 55044 or email Travel Manager. The receipt of the MYSA Interclub Transfer Form does not in of itself release the player from LSC. Should a player meet the MYSA release criteria, LSC will release the player to the accepting club by signing and submitting the MYSA INTERCLUB TRANSFER FORM to MYSA. Players release could forfeit any team as well as club paid fees. Please allow 3-4 weeks for this process to be completed.

### **36. Voluntary Drop**

Players requesting to drop from LSC with the intent of not playing soccer should be prepared to complete a MYSA VOLUNTARY DROP FORM found on the MYSA website. Players are still bound to LSC.

### **37. Bound to the Club**

Players are bound to LSC after making the first registration payment; you cannot play for another club. A player may be released if they are transferring to a higher level team in another club.

### **38. Playing Up During Season**

LSC follows the MYSA Playing Up policy. Permanent play-up between the age groups is discouraged, unless it becomes necessary to combine age groups. Guest players asked to play up will only do so with the agreement of their assigned head coach. All players are to compete on their assigned team as their first priority. Such agreements are for single games or tournaments only. The following guidelines apply to guest play ups:

- Travel Players playing up for more than three regular season games or more than one tournament require the approval of the LSC Board, unless the player is U13 or older.
- Girls can play on boys' teams; boys cannot play on girls' teams.
- Both teams must be registered with LSC.
- There may not be more than three guest play-ups in a single game.
- Players cannot play down a level for another team or at the same age level and competitive division (play across) as the team on which they are registered. Ex: a 13C102 player cannot play for a 13C101 or vice versa.
- U11 and older players may not play down below the age level to which they are registered even if they would have been age-eligible to register on that team.
- Premier players can only play on premier teams; Classic players can play on a Premier team the same age or older.
- Players from U9 and U10 teams may play up from Gold to Maroon.
- Any player may guest play on an older team.
- All LSC travel players may play up for any team for which they are age-eligible as long as that team is within their club and not within the same age level and competitive division as the team to which they are rostered.
- NO PASS NO PLAY
- Guest players should be included on the MYSA Game Report.
- Bringing in guest players cannot result in over-rostering, i.e., no more than 12 U09 & U10 players, 14 U11 & U12 players, and 18 U13 and above players can be on the roster and play in a single game.
- In-House players may guest play-up on travel teams after requesting a member Rec play-up pass. Please note, permanent Rec play-up is discouraged, but LSC may from time to time need to make a team viable using Rec play-ups. A Rec play-up pass usually takes one week to receive the pass. Additional Travel registration fees may be added.

### **39. Teams Playing Up**

- For a MYSA Spring/Summer travel season, with recommendation from coach and DPD, have the following option for playing up age levels for that season:
  - A team comprised of U10 players may play up to U11.
  - A team comprised of U12 players may play up to U13.
  - For teams that follow this play up model, the goal is to attain premier status at U14.
  - For Tournaments, US Clubs events, Midwest Regional League, Showcases, etc., LSC travel teams may select any age/competitive level it deems appropriate or is allowed for that event or league.

### **40. Guest Playing Procedures**

Coaches are required to give reasonable advance notice when requesting a player. The request must be between coaches first. Communication with the player happens only after approval is granted and can be done

by either coach as decided by consensus of the coaches involved. Disputes will be settled by the below listed parties in the following order:

- Involved Coaches, Travel Manager then AGC.
- Under no circumstance will the MYSA District Director be notified until the above process has been followed and the results are still in dispute as to the application of MYSA rules or Club guidelines.

#### **41. Playing Time**

- The coaches are responsible for the development of all players assigned to the team.
- Developmental league players (U9-10) are expected to play all positions including goalie. Please refer to MYSA rules for U9/U10 playing time guidelines.
- Regular Travel competitive league players playing time will be determined by the skill of the player, their versatility in position play, the course of the game, attendance, discipline and the assessment of the coach. The coach's decision in this regard is final for any single game. Coaches must make every effort for equal playing time over the course of the season.
- Select teams playing time is solely based on the skill of the player, their versatility in position play, the course of the game, attendance, discipline and the assessment of the coach. Playing time may not be equal. If a player or parent is concerned about playing time, they should discuss this with the team's coach first. If unsatisfied with the coach's response the Travel Manager should be contacted for further discussion.

## **VI. OPERATIONS**

#### **42. Penalties & Fines**

- Teams are responsible for any MYSA fines or penalties levied for non-played games, unreported results, or cleanup from state tournaments. Teams must pay any penalties prior to the next MYSA Annual Meeting. Failure to pay the penalty will result in the penalty being prorated among the team players. Players not paying their portion of the penalty will be considered in bad standing and will not be allowed to register until they pay their prorated amount.

#### **43. Scholarships**

- LSC Scholarships will be made available to those players that demonstrate a need.
- LSC Scholarships may cover up to 60% of LSC registration fees for ISD 194 residents.
- LSC Scholarships may cover up to 30% of LSC registration fees for non-ISD 194 residents.
- LSC Scholarships will not cover any non-sanctioned activity such as indoor leagues, travel expenses, tournament fees or individual training fees.
- LSC Scholarship rules do not have any bearing on financial assistance a team may want to provide a player.
- Applications for LSC scholarships must be in writing to the Travel Manager.

#### **44. Sponsorships**

LSC teams may seek sponsorships to help defray the cost of the soccer season.

- The LSC Board must approve sponsorships in advance of any agreements between a team and a sponsor.
- The LSC Board must approve display of sponsor products or logos prior to use.

#### **45. Fundraising**

Fundraising activities are allowed to help defray the expense of the soccer season, and should be advertised as team NOT Lakeville Soccer Club activities. The Travel Manager or LSC Board Members can help and should be notified before the event.

#### **46. Non-MYSA/USSF Sanctioned Events and Teams**

- LSC can only recognize teams and players registered with the USSF and its sanctioning bodies.
- LSC does NOT have jurisdiction over any team at any age group that is organized to play in an indoor league and/or tournament outside of the leagues or tournaments sanctioned by MYSA. This would include participation at sites such as (but not limited to) Soccer Blast, Corner Kick, Stardome at the Academy of Holy Angels, Woodbury, St. Croix, West St. Paul, etc. Teams that may be organized from Lakeville are solely responsible for negotiating appropriate payment terms among participating parents.
- Any team that is organized outside of the regular travel seasons established by MYSA is responsible for any fees or other financial arrangements. LSC is NOT responsible for payment of any receivables incurred by teams. This may include (but are not limited to) uniforms purchased independently, registration fees, tournament fees, coaching fees, etc.

#### **47. Passes and Documentation**

- All coaches, assistant coaches, team managers, team players, play-ups and guest players must have a current laminated and signed MYSA pass with a picture. No pass, no play or coaching!
- All players must provide a copy of their birth certificate to the Club Administrator.
- A MYSA Official Match Line-up/Referee Report must be accurately completed and given to the referee for each regular season game. In addition an addressed stamped envelope should be given to the referee.
- Each player must have completed and turned into the team manager a MYSA Emergency Information Consent Form or MYSA Liability/Medical Release Form. These forms need to be at all sanctioned league or tournament games and practices.
- Ejected Player Report for players serving red card suspensions must be brought to each game of the suspension to be signed by the referee.

#### **48. Tournament Participation**

- LSC encourages all teams participate in the Lakeville Soccer Tournament and at least two other tournaments per summer season.
- U13+ Select and U14+ Premier Teams should participate in State Cup or Midwest Regional League in addition to at least one out-of-state tournament.
- All registered families are expected to volunteer two hours at the LSC tournament regardless or not if your team is participating in the tournament.
- Classic 2 and 3 teams should consider at least two tournaments outside the South District.

#### **49. Equipment**

- The coach is responsible for all LSC equipment assigned to the team.
- Equipment shall be kept clean, safe and in usable condition.
- Equipment will be returned promptly at the end of each season as coordinated by the LSC Travel Manager.
- Four corner flags are assigned to each travel team and must be returned at seasons end.

## **50. Uniforms**

- LSC will provide teams and players with uniforms to be used in MYSA sanctioned games, State Cup and State Tournament. The Red/Black is the away jersey and White/Red is the home jersey.
- Uniforms will not be altered without the written approval of the LSC Board. This includes putting the player names on the jersey and/or a captain's patch. This does not include State Cup winner patch(s).
- Uniforms will be numbered in accordance with MYSA policy.
- In case of multiple players wanting the same number the following procedures apply:
- Players submit their top three choices, the player who has been with the team the longest has first choice. If that's still a tie, greatest longevity within the LSC travel program. The player/team will assume the cost of a uniform kit for players moved permanently to a new team when it causes duplicate numbers, such as adding a player to a fall team.

## **51. Field Assignments**

- The Travel Manager will assign teams to specific practice fields.
- Teams will not practice on game fields unless approved by the Travel Manager.
- Improper or unsafe field conditions should be promptly reported to the Travel Manager.
- Field maintenance (mowing, lining, staked goals) should be promptly reported to the Travel Manager.

## **52. Weather Issues**

- Lakeville Park & Recreation determines the fields. Park & Rec makes this call after 3:00 pm. (952) 985-4690
- If the fields are open the games will be played unless in the opinion of the referee it is unsafe.
- After the start of the game the referee has sole responsibility for any delay or postponement decision.
- If there is a question on an away game, keep in contact with the opposing team manager. You must attend the game unless they expressly state that the game is postponed, do not ever assume that it will be!
- Any postponement or delay must be in concurrence with the MYSA rules.
- All postponed games must be played by the end of the season or teams are subject to fine by MYSA.

## **53. Game Rescheduling**

The District Parameters meeting sets out a proposed schedule for teams in your league. The meeting determines the number of games to be played in your league and playing nights. In most cases, the Team Manager attends this meeting and should have a list of any days that the team does not want to play (e.g., last day of school, before an out-of-state tournament, etc.) In many cases, you will have to live with the decisions made at this meeting.

If a game must be rescheduled you must:

- Determine available dates with the opposing team. The more dates the better. Remember that the game must be played.
- Coordinate with the referee coordinator for a field and referees (home games only).
- Contact the opponent with the new date (home team only). New dates may be scheduled on non-play nights or weekends.
- Submit online MYSA Game Rescheduling Form. This form must state the scheduled date and the new date as well as the signature of both coaches.
- Play the game as rescheduled.

#### **54. Injury**

All MYSA rules regarding injury shall be followed, especially those guidelines related to blood transfer.

- Players are to report all injuries to their coach when they occur. Also report an injury to the MYSA injury hotline. All skin abrasions must be treated, no matter how minor they appear.
- Players who are bleeding must be brought to the attention of the referee and immediately taken off the field. They may return after they meet MYSA guidelines.
- Use of headgear is solely a decision of the referee and his/her decision is final.

#### **55. Grievances**

It is the intent of the LSC to provide a positive experience for its members. Questions or concerns should be dealt with immediately to clarify misunderstandings and eliminate potential problem areas. Issues should be addressed with the team's coach, the Travel Manager, AGC, or the LSC Board as follows:

- Problem or concern discussed with team coach.
- If not resolved, then the Travel Manager will review the problem/concern.
- If not resolved, a grievance must be submitted in writing via the Grievance Worksheet. The LSC Board will review the problem/concern for further action. Under no circumstance shall a dispute be taken to the MYSA District Director until the above process has been followed.

#### **56. Program Evaluation**

- The Travel Manager, through the Team Managers, will distribute online evaluation surveys to all families no later than July 1st of the summer season with a return due date of July 15th.
- The Travel Manager will consolidate program evaluations and report the results to the AGC and coaches no later than August 15th.

#### **57. Precedence**

The LSC Bylaws, the MYSA Bylaws along with MYSA Policies and Rules have precedence over these guidelines.

#### **58. Review of Guidelines**

A non-standing committee made up of the Travel Manager, Club Administrator, Trainers and the LSC Board of Directors will review the guidelines from time to time. Recommended changes will be approved or disapproved by the LSC Board of Directors during a regular or special board meeting.