

Morton Premier Soccer Club Handbook

Revised 01/2018

www.mortonpremiersoccer.com

1) OVERVIEW / HISTORY

The Morton Premier Soccer Club (MPSC) was formed to promote the game of soccer in Morton. Competition for the teams comes from other teams in the Central Illinois area or beyond if playing in tournaments. It is governed by a Board of Directors consisting of four (4) voting executive directors and three (3) voting at-large directors.

The Club uses local fields. Various field sizes are used to accommodate the different age levels.

The board of directors oversees the administrative duties of the program. Such duties include but not limited to: Establishing the rules and regulations of the program, approving new coaches, acquiring sponsorship, controlling the club's money, dealing with exceptions to the norm, monitoring the conduct of its paid employees, volunteers and participants.

2) INSURANCE

The Club has General Liability Insurance thru the agency Kuhl and Co. with the carrier K & K Insurance.

Liability certificates are available upon request.

All coaches and players will be required to complete and sign insurance release forms.

3) TEAM AGE GUIDELINES

Placement: Player placement will be based on the US Soccer Federation guidelines of birth year (see chart below). Players must play at or above designated age level.

Eligibility: Taxpayers to the Village of Morton or District 709 school district shall qualify as Morton residents. All teams should strive to be a minimum of $\frac{2}{3}$ Morton residents.



Birth Year and Season Matrix

When determining the age group for a season, the year the season ends should be used for determining the birth year. Also note that the format "U followed by age" really means that age and younger. For example, U8 should be read as 8 and younger. For more age-group information please reference [U.S. Soccer's Player Development Initiatives](#).

Season	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Birth Year									
2020									
2019									U6
2018								U6	U7
2017							U6	U7	U8
2016						U6	U7	U8	U9
2015					U6	U7	U8	U9	U10
2014				U6	U7	U8	U9	U10	U11
2013			U6	U7	U8	U9	U10	U11	U12
2012		U6	U7	U8	U9	U10	U11	U12	U13
2011	U6	U7	U8	U9	U10	U11	U12	U13	U14
2010	U7	U8	U9	U10	U11	U12	U13	U14	U15
2009	U8	U9	U10	U11	U12	U13	U14	U15	U16
2008	U9	U10	U11	U12	U13	U14	U15	U16	U17
2007	U10	U11	U12	U13	U14	U15	U16	U17	U18
2006	U11	U12	U13	U14	U15	U16	U17	U18	U19
2005	U12	U13	U14	U15	U16	U17	U18	U19	
2004	U13	U14	U15	U16	U17	U18	U19		
2003	U14	U15	U16	U17	U18	U19			
2002	U15	U16	U17	U18	U19				
2001	U16	U17	U18	U19					
2000	U17	U18	U19						
1999	U18	U19							

4) COACHING GUIDELINES / EXPECTATIONS

*Failure to meet these expectations could lead to players: probation, suspension, or removal from the club.

a) DESIRED QUALITIES IN COACHES

1. Sensitivity to safety issues
2. Accepting of the importance of agreed soccer fundamentals and activities
3. Interested in keeping fun in playing soccer and instilling love for the game in the players
4. An "equal opportunity coach" not biased in ways inconsistent with coaching responsibilities
5. Will coach/work for the good of the team and club and for the sake of soccer
6. Respects others: athletes, officials, and other coaches
7. Model of fair play, sportsmanship, and proper conduct
8. A good teacher of the game as it may be taught to the age level of his/her players
9. Can show personal interest in each player and can encourage and praise for good play and correct mistakes in a positive manner
10. Is a student of the game
11. Develops players rather than relying on recruiting only.
12. Acts as a winner and stays positive in some of the worst times
13. Is supportive of the club's goals and direction

b) CODE OF CONDUCT FOR COACHES

1. Show respect for athletes, officials, and other coaches
2. Establish standards and be a model of fair play, sportsmanship, and proper conduct
3. Establish athlete safety and welfare as your highest priority
4. Provide proper supervision of your athletes during all games and practices
5. Use discretion when providing constructive criticism and when disciplining your athletes
6. Be consistent in requiring your athletes to adhere to rules and standards
7. Instruct your athletes in the safe use of equipment
8. Do not exert undue influence on your student athlete's decision on which high school, college or university they should attend
9. Do not permit your athletes to use alcohol, tobacco, or drugs (including performance enhancing drugs)

c) EXPECTATIONS OF COACHING STAFF

1. Abide by the Code of Conduct (**see 4b**)
2. Be a student of the game, striving to increase your knowledge and experience as a resource for your team and club
3. Develop players as individuals first and as a team second
4. Emphasize basic skill work. Focus on having players reach the skill level identified for each age group
5. Emphasize high level of fitness and follow the clubs rules (**see ___**) regarding safety
6. Teach soccer as a thinking game. Encourage their thinking development by allowing them to play the games without constant directing of activities

7. Set expectations and plans early in the year with each player and the team as a whole.
8. Direct the appropriate conduct of parents and spectators to support the desired learning environment
9. Support the values and direction of the club in player development and conditioning
10. Attend and participate in exercises, programs, and meetings required of coaches by the club.
11. Be a model of fair play, sportsmanship, and proper conduct
12. Establish clear standards for player behavior and be consistent and impartial in enforcement
13. Make reasonable efforts to try to resolve problems with parents and/or to seek counsel of the club to do so
14. Challenge players to excel

5) PARENT/FAMILY GUIDELINES/ EXPECTATIONS

*Failure to meet these expectations could lead to players: probation, suspension, or removal from the club.

1. Show respect for all athletes, officials, and all coaches.
2. Be a model of fair play, sportsmanship, and proper conduct.
3. Ensure safety and welfare of all athletes.
4. Provide proper supervision of your children during all team tournaments and away games.
5. Support and encourage all players.
6. Support and assist coaching staff.
7. Support and volunteer for the organization with your time and talents.
8. Always conduct yourselves with dignity and proper behavior at all club events.

Uniforms

Club distributes team jerseys. Black socks, black shorts, warm ups, shoes, shin guards, bag and soccer ball, goalie gloves and other attire all provided by player

Travel

Each individual player/family pays all their own travel, food, and hotel expenses.

6) TEAM MANAGER RESPONSIBILITIES

Each team must have a team manager approved by the board.

The team manager must represent the team when needed at board meetings and is the point of contact between the board and the players and their families.

Verify all necessary payments have been made by team's players before start of season through Paypal on website or check payable to "Morton Premier Soccer Club", remit payment to club treasurer for deposit.

Socials during Tournaments (or any time)

Site coordinator for league games (if team is participating in league)

team manager may appoint another parent for this responsibility but is still responsible for transmitting all information to parents and players (see # 13 "HOSTING LEAGUE GAMES")

Team hotel reservations for away games (if team decides to stay together)

Reserve block of rooms - parents call hotel to reserve from the block.

Directions to Fields and hotels

Email to parents a week ahead of time the directions to the soccer fields or hotel, as applicable.

Game Times/Schedule Changes

Inform parents and players of all practices and tournament or league schedules as soon as they are available and any changes that occur with the schedules.

- o including the times the coach expects the players on the field warming up before the games.

Uniform

Inform parents and players on what color jersey to wear for each game and or practice.

Press Releases

After a successful tournament or season or any other "newsworthy" event, email a picture and short article to the local papers or ask to be posted on social media or website.

The following are additional tasks that can be done, but are not required, by the team manager:

Website Upkeep will be done by the team manager or MPSC Webmaster.

Keep all email and telephone numbers up to date.

Enter all practice and game schedules. (Also use the cancel function of the website for canceling practices and games – emails will automatically go out to the parents).

Enter game results if desired.

Register for Tournaments will be done by the team manager or Coach

Complete Tournament Applications

Submit tournament registrations to Club Treasurer for payment

Prepare paperwork for Tournaments (Roster, Medical Releases, Guest Player Forms, etc.)

Check-in for Tournaments will be done by the team manager or coach

Present coach and player cards and any other tournament paperwork needed at tournament "check in" the night before or morning of the first day of the tournament.

If the Coach or Team Manager cannot check the team in, they will assign someone else to do so.

Hold player cards throughout tournament by the team manager or coach

7) ADDING A NEW PLAYER AFTER THE SEASON HAS STARTED

Once rosters have been approved, no coach may make any commitment either written or verbal to add a player without board approval. Once a new player is approved, they must be given access to the latest handbook and complete all necessary paperwork before playing.

8) RELEASING A PLAYER FROM THE ROSTER AFTER THE SEASON HAS STARTED

If you need to remove a player from the team roster after the season has started, the team manager or board member must complete IYSA add/release form.

9) GUEST PLAYERS

Guest players should be used when a team does not have enough players for a starting group and two Subs

If a team requires guest players to compete in a tournament or league play, coach may use any of the following:

1. Pull a Morton resident player from younger age group in club to play up for the tournament
2. Check with outside clubs for Morton players who are carded (IYSA)
3. Check with outside clubs for non-resident players who are carded (IYSA)
4. Obtain a non carded player and do the necessary paperwork.

10) FINANCIAL CONSIDERATIONS

The cost for each season will be based on club fee, tournament fees, coach salary, jerseys, insurance costs, equipment fees, admin. costs, tryout costs, facility rental costs, league fee (if applicable) and other miscellaneous fees. (see #15 "TEAM EQUIPMENT NEEDS" for uniform information and #5 PARENT/FAMILY EXPECTATIONS for other expenses).

MPSC Club Treasurer pays ALL the bills

1. Tournament entry fees
2. Reimbursement of referee fees
3. Reimbursement of approved purchases made for benefit of club.
4. Coach salary
5. Trainer's fee

11) TYPICAL SEASON SCHEDULE

A typical season for a team consists of the following:

1. Fall (8/1 through 11/1) and Spring season (4/1 through 6/1).

- a. Outdoor League (if applicable)

The Club belongs to the Central Illinois Youth Soccer League (CIYSL). Includes Peoria, Bloomington, Champaign, and

Springfield. Most games are double headers, played on weekends.

b. Tournaments

Each team may play in tournaments based on coach preference and team desire. To avoid schedule conflicts, coaches will try to choose tournaments that do not conflict with any league schedule. Tournament games are typically played over a weekend on Saturday and Sunday.

2. Winter/Summer session

a. The club is not sanctioned as an indoor soccer club, therefore, there cannot be any official teams during the winter or summer.

12) BOARD MEETINGS

The MPSC Board meets once per month. Each team should have a representative present at each meeting (coach, manager, or parent). Coaches should regularly attend to fully benefit from all of the communications during the meeting. All Club business is conducted through the club board. The attendees (members) include but not limited to:

1. Elected Executive Board Officers(voting members)
President, Vice-president, Secretary and Treasurer.
2. Three elected at-large directors
3. Team representatives (one from each team).
4. Coaches

13) DEFINITIONS

USYSA - United States Youth Soccer Association

The youth affiliate and member of U.S. Soccer, the governing body for soccer in the United States

www.usyouthsoccer.org

IYSA - Illinois Youth Soccer Association

It is the state level organization for youth soccer, a division of USYSA.

www.illinoisyouthsoccer.org

CIYSL - Central Illinois Youth Soccer League

Local level organization for youth soccer

www.ciyssl.com