

## NCJLA Game Scheduling Process - Boys and Girls

Welcome to the 2016 season! The scheduling process for 2016 will kick off on December 12, 2015 at the NCJLA scheduling meeting at Head-Royce School in Oakland. It is important to not begin any game scheduling until December 12<sup>th</sup> when conferences have been finalized. Scheduling early may result in unnecessary extra work. The primary goal of the scheduling meeting is for the club schedulers to end their day with 60-70% of their schedules complete with the focus being the completion of conference game scheduling. The scheduling meeting is for youth divisions, though this year high school schedulers may attend as well. The meeting will be held at the following location and times:

### Head-Royce School, 4315 Lincoln Ave, Oakland

*Please arrive 15 minutes early to check in.*

Boys Scheduling	<b>Conference Scheduling</b> 10 AM-11:30 AM <ul style="list-style-type: none"> <li>• East Bay - Gym</li> <li>• West - Cafeteria</li> <li>• Central Valley - Library</li> </ul>	<b>Out-of-Conference Scheduling</b> 11:30 AM-12:30 PM <ul style="list-style-type: none"> <li>• All together in Gym</li> </ul>
Girls Scheduling	<b>U15 &amp; U13</b> 1:30 PM – 3:00 <ul style="list-style-type: none"> <li>• Cafeteria</li> </ul>	<b>U11 &amp; U9</b> 2:30 – 4:00 <ul style="list-style-type: none"> <li>• Cafeteria</li> </ul>
	Girls scheduling will be done in two groups, by age divisions. Conference games must be scheduled first. Non-conference games will be scheduled after conference games are set.	

#### **Key Scheduling Dates to Remember:**

- Sun, Dec 6<sup>th</sup>, 6pm, Team Registration Closes
- Mon-Fri, Dec 7-11<sup>th</sup>, Conferences set by NCJLA Staff, Commissioners, and Board Member Committee.
- Sat, Dec 12<sup>th</sup>, Scheduling begins with NCJLA sponsored scheduling meeting
- Wed, Jan 20<sup>th</sup>, Final day to input boys schedules into the NCJLA website
- Sun, Jan 24<sup>th</sup>, Final day to input girls schedules into the NCJLA website

#### **Schedulers:**

1. Please bring the NCJLA Scheduling Appendix to the scheduling meetings. This document contains important black-out dates and division qualifications for end of season events for both the boys and girls divisions.  
[Boys Scheduling Appendix](#)                      [Girls Scheduling Appendix](#)
2. A list of your club's host dates. Do not schedule games unless you have a field for that day.
3. Make sure you have all of your teams' black out dates, scheduling goals, and travel requirements for next season. It's a good idea to bring the 2015 schedule with you as a point of reference.
4. Schedule games on grass fields as late in the season as possible OR have a backup turf field available.
5. Home team inputs all games into the NCJLA website. In the event that you have scheduled a round robin where your club is hosting two other teams, please make sure

that one team is designated as “home” and the other as a “visitor”. See NCJLA website for instruction on [Entering Game Schedules](#) and [Confirming Game Schedules](#).

6. A password protected list of club schedulers can be found on the NCJLA website under the Club Administrator tab. The NCJLA webmaster will e-mail schedulers a password to use to access the contact information for each team’s scheduler by 12/13/2015.
7. Schedulers will be able to access the game scheduling feature of the NCJLA website by 12/13/15 as well.

**Officials Considerations:**

- **Boys and Girls Officials Considerations:**
  - Games must be stacked back to back, without any additional time in between games.
  - Keep boys blocks separate from girls blocks, not intermingled.
  - Schedule in blocks of youth vs. high school, best to schedule in blocks of teams close in age level.
  - For example, schedule BU11A, then BU13B, then your GU15A round robin.
  - Don’t schedule U9 games (no officials) in between older teams’ games.
- **Girls Umpire Considerations:**
  - Girls games must be scheduled in a blocked fashion, not necessarily round robins BUT multiple games at each site.
- **For scheduling blocks of games please use the following guide:**

Game Scheduling Time Blocks				
<b>GHS</b>	<b>GU15 A and B</b>	<b>GU13 A and B</b>	<b>GU11</b>	<b>GU9</b>
1 hr 30 min	1 hr 15 min	1 hr 15 min	1 hr	1 hr
<b>BHS</b>	<b>BU15</b>	<b>BU13</b>	<b>BU11</b>	<b>BU9</b>
1 hr 40 min	1 hr 30 min	1 hr 30 min	1 hr 15 min	1 hr

**Key Terms:**

1. *Conference*- teams within a division that are grouped in a certain geographical area. Conferences may have as few as 6 and as many as 12 teams.
2. *Divisions*- All teams at a particular age (U9-HS) and competitive level of play (7v7, ‘C’, ‘B’, & ‘A’).
3. *Non-Conference*- A game played between teams of two different conferences. Also referred to as *out-of-conference*.
4. *Inter-Division*- A game played between two teams of differing competitive levels. Teams from an older age level may not play teams from a younger age level. Please note that when inter-division games are played the less competitive rules must be used.
5. *Black out dates*- Dates that teams are not allowed to schedule play.