



www.MurfreesboroSoccer.com

Select Team Personnel Procedures

7/11/16

Topics

- ◆ MSC structure
- ◆ Team Personnel Overview
- ◆ Timeline
- ◆ Registration and fees (Blue Sombrero/Affinity system)
- ◆ Player cards and rosters
- ◆ Field requests (Practices and games)
- ◆ Arbiter system (Refs)
- ◆ Team dues
- ◆ Kroger Community Rewards
- ◆ League play
- ◆ Tournaments and friendlies
- ◆ Communications and liaison
- ◆ Parent volunteer responsibilities

MSC Structure

- ◆ Team managers should be familiar with the structure of MSC and who's who. Please review the Select Policies and Procedures under Select Documents. Refer to "About Us" on the website for information on:
 - ◆ Board of Directors
 - ◆ Director of Coaching
 - ◆ Technical Directors

Team Personnel Overview

Vital qualifications are good communication and organizational skills

Liaison between Coach and Parents

Coordinates Team Volunteers such as: Social Committee, Hotel Booking, Bash Tournament Rep, etc.

Timely Team Communications including: maintaining a high level of communication between parents and coaches, via email, hot line, communicating with other teams regarding game times, field assignments, directions, etc.

Team Managers will be responsible for making sure each family meets their obligation to the club. The team manager will file a volunteer report to the Select Committee Chair on December 1st and June 1st of each year. All volunteer hours must be completed before the end of the season.

Responsible for finalizing team registration with club registrar

Obtaining information for registration for TSSA upload (birth certificates, medical releases, player cards, etc.)

Coordinates with Coach to schedule games, tournaments, and scrimmages

Oversee tournament applications and registration (safe keeper of player cards, researches and communicates directions, field assignments, t-shirt orders, and other tournament specifics such as parking fees, etc.)

Team Personnel Overview

Obtains travel permits for out of state games, handles paperwork for guest players

Works with Coach to secure indoor practice facility in winter months

Attends MSC training/meetings

Aids in distribution of uniforms and works to ensure team members have placed order

Obtain ref assignments for home classic games using Murfreesboro Referee Association

Coordinates travel arrangements for overnight stays (unless team has travel coordinator)

Coordinates fundraiser unless team has fundraiser coordinator

Aids organizing Parent Meetings

Prepares and distributes team roster with parent information, phone numbers, email address, etc.

Work with treasurer to ensure monthly financial statements are sent to all parents

Timeline

- ◆ **Mid May-Early June**

Complete Risk Management online(must be filled out every year.)

If new team, obtain Fed tax id # and checking account, Pinnacle Bank

- ◆ **Mid June-Mid July**

Coach should have a team meeting to discuss upcoming season

Aid getting team members to register online

Collect signed medical releases, birth certificates, players photos and upload to Affinity

Present/discuss budget for team fees Aid getting parents to pay club fees. If club payments have not been made, player card will not be issued or will be pulled.

Make sure all paperwork is in a team manager notebook

Have players fitted for uniforms, if needed from Soccer USA

Timeline (continued)

- ◆ **Mid July-Early August**

- Pick up player cards from registrar and complete with player and laminate.
 - Send in deposit for referee fee to Murfreesboro Referee Association
 - Coordinate fall schedule and relay information to parents

- ◆ **Sept-Oct**

- Attend Bash meeting or assign a tournament rep to do so
 - Coordinate volunteers for Bash and work tourney
 - Coordinate indoor practice facility and winter play

- ◆ **Jan-Feb**

- Turn in first half of season financial disclosure
 - Coordinate spring schedule and relay information to parents

- ◆ **June**

- Turn in second half of season financial disclosure

Timeline (continued)

- ◆ **Ongoing**

- ◆ Report any red cards, concussions and inappropriate action of player, coach, or parents to the select committee and DOC
- ◆ Make sure a team has a responsible adult at all team functions
- ◆ TSSA does provide secondary insurance for injuries that occur during TSSA sanctioned events. Complete the online forms within time requirement
- ◆ Report player leaving, player card should be returned to registrar and select committee and DOC should be notified so that exit survey can be done.
- ◆ Send out monthly financial statements to parents.

Registration and fees

- ◆ Players/parents first create a Blue Sombrero account when they register for tryouts
- ◆ Information about fees is on the website under “Select-D1, D2, D3” and then “Select Fee Schedule”
- ◆ MSC fees are paid online through the Blue Sombrero system
- ◆ Parents who prefer to pay by check may submit them to MSC, P.O. Box 10591, M’boro 37129

2016-2017 Select Fees

SELECT FEE SCHEDULE

2016-2017 MSC Club Fees

Murfreesboro Soccer Club

2016-2017 Season Club Registration, Dues and Payment Schedule

Club Registration Fees

Murfreesboro Soccer Club registration fees are \$200 for all players U9-U19. Registration fees are due July 1 for all players except girls U15 and up. U15 girls and up registration fees are due October 1. Registration fees include but are not limited to administrative costs of running MSC, TSSA player registration fee, field maintenance, etc.

Club Coaching Fees

Age Group	Annual Dues	Season Months	Payment Schedule
U9	\$275	10 (Aug-May)	\$125 Due Sept 1 \$150 Due Dec 1
U10-U14	\$475	10 (Aug-May)	\$225 Due Sept 1 \$250 Due Dec 1
U15 & Up Girls playing HS	\$400	7 (Nov-May)	\$400 Due Dec 1
U15 & Up Boys playing HS	\$350	6 (Aug-Jan)	\$350 Due Sept 1

Player cards & rosters

- ◆ Team managers will work with the MSC Registrar to create player cards and a roster for the team. This will be done through Affinity. You will still need an Affinity login. This link is on the MSC website under “Helpful Links”
- ◆ Team managers should take a digital photo of each player and the coach for use on the player cards
- ◆ Player cards must be laminated
- ◆ Do not lose your player cards and bring them to all games and scrimmages along with your roster
- ◆ Referees will not allow anyone to participate in a game without a laminated player card and roster

Registration Process

- ◆ Be sure you have uploaded the player's birth certificate and photo
- ◆ Send email to Jill at jilla@murfreesborosoccer.com to let her know team information is uploaded and ready
- ◆ MSC office, 2690 Memorial Blvd, Suite C3. Normal hours are Monday-Thursday 10:00-2:00. Player card pickup.
- ◆ Allow for at least a 10 day turnaround. You will be contacted when your cards are ready for pickup.
- ◆ The new software requires player uploads only on Thursday nights and takes two-three days to process. You CANNOT get a card the next day!!! For additional players added later, there will be \$10 processing fee.

Affinity Login

The screenshot shows the website for the Murfreesboro Soccer Club. At the top left is the club's logo, a circular emblem with a lightning bolt and the text 'MURFREESBORO STRIKERS'. To its right, the text 'MURFREESBORO SOCCER CLUB' is displayed in a bold, blue font. In the top right corner, there is a small 'AFFINITY SPORTS' logo. Below the header, there is a navigation bar with 'User Login:' and 'Registration' tabs. On the left side, there are three menu items: 'User Login:', 'Forgot Password', and 'Tech Support Contact'. The main content area features a 'Welcome to Murfreesboro Soccer Club' heading, followed by instructions for managers to log in to view rosters and upload documents. A congratulatory message for the 2014-2015 season is also present. Contact information for uniforms and spirit wear is provided, including the address 'Soccer USA 1583 W. College St.' and phone number '615-410-7061'. A prominent yellow highlighted message states: 'If you experience any problems or have any questions regarding registration, contact Affinity Sports at 1-800-808-7195.' On the right side, there is an 'ASSOCIATION HOT SHEET' section with an 'Available on the App Store' badge and a list of items including 'Coaches & Team Managers Verify team rosters', 'Coaching Education Course / KIDSafe Fingerprint Session / Event / Class', and 'PRINTING INSTRUCTIONS - Click Here'.

MURFREESBORO SOCCER CLUB

Registration

» User Login:
» Forgot Password
» Tech Support Contact

Welcome to Murfreesboro Soccer Club

Managers login here to view/print official TN rosters, upload player pictures and birth certificates.

Congratulations on making the Murfreesboro Soccer Club for the 2014-2015 season! MSC is excited about the upcoming season.

For information regarding uniforms or spirit wear contact:
Soccer USA 1583 W. College St.
615-410-7061

If you experience any problems or have any questions regarding registration, contact Affinity Sports at 1-800-808-7195.

ASSOCIATION HOT SHEET

Available on the App Store

- Coaches & Team Managers Verify team rosters, use [Forgot Password](#) to retrieve Username/Password.
- Coaching Education Course / KIDSafe Fingerprint Session / Event / Class.
- **PRINTING INSTRUCTIONS** - [Click Here](#)

Your Account

My Account

[Notices](#)
[Consussion Info](#)

My Info

Family Members

Andrew Wright	Father	Edit
Tyler Wright	Player	Edit

[Add More Family Members](#)
[Set up SMS Messaging](#)

[Create Registration](#)

[Current](#) [Past](#)

Registration Applications

2014-2015 Principle Season						
Name	Club	ApplicationStatus	Playlevel	RiskStatus/ExpireDate	ApplicationDate	Forms
A Andrew Wright	Risk Management	Pending	Background Checking	Approved 6/30/2015	7/18/2014	E
Fall 2013-14						
A Andrew Wright	Murfreesboro Soccer Club - Select	Assigned	Division 2 Male Comp	Approved 6/30/2015	7/15/2014	E
2014-2015 Principle Season						
A Andrew Wright	Risk Management	Pending	Background Checking	Approved 6/30/2015	6/23/2013	E
Fall 2013-14						
A Andrew Wright	Murfreesboro Soccer Club - Select	Activated	Division 2 Female Comp	Approved 6/30/2015	5/31/2013	E

[Current](#) [Past](#)

Teams

Team	Team ID	Season	
00 MSC Lady Strikers Elite	0515-01BG15-0095	2014-2015 Principle Season	Edit Tournament
00 MSC Strikers Elite	0515-012B15-0088	2014-2015 Principle Season	Edit Tournament
96 Lady Strikers Premier	0515-01BG18-0062	Fall 2013-14	Edit Tournament
98 Strikers Premier	0515-011B16-0054	Fall 2013-14	Edit Tournament
99 Strikers Elite	0515-013B15-0005	Fall 2013-14	Edit Tournament

[Current](#) [Past](#)

Tournament Applications / Game Scoring

Team	Tournament	
99 Strikers Elite 0515-013B15-0005	Tennessee State Championships Status: New Submitted on 10/14/2013	Edit Schedules / Game Scoring

[Current](#) [Past](#)

Event Registration

[Current](#) [Past](#)

Travel Requests

To create a new travel request, you need to view the details for your team by clicking the "View" or "Edit" link next to your teams above and click on the **Travel Request** tab.

[A](#) = Administrator Application

[P](#) = Player Application

[T](#) = Tryout Application

= Print Forms

= Electronic Legal Agreements

Click Edit by Team and current season

Add player info

Click on player to add picture and birth certificate. You will also be able to print TN rosters from this page.

Teams / Find, Edit, Delete a Team Lockup Team 1 of 1

00 MSC Lady Strikers Elite
0515-01BG15-0095

Team Details **Team Roster** Travel Roster Tournament Website

Administrators

Select	PC	Admin ID	SEC #	Administrator	Name	Lic. Level	Risk Status	Expires
	0			Head Coach	Wright, Andrew	DN	Approved	6/30/2015
	0			Assistant Coach	Oates, Alan E	ND	Approved	6/30/2015
	0			Director of Coaching	Jackson, Ivan	B	Approved	6/30/2015

Team Assignment Codes
3 administrators

Players

Select	PC	Player ID	SEC #	Player	DOB	Dt. Reg./Acpt.	Roster Date	Transfer Date	MEDIA	P-PAID	ACCEPTED	ACE/LEGAL
	0				10/15/1999	7/18/2014	7/18/2014		P	U		
	0				2/3/2000	7/18/2014	7/18/2014		P	U		
	0				4/4/2000	7/18/2014	7/18/2014		P	U		
	0				4/25/2000	7/18/2014	7/18/2014		P	U		
	0				12/3/1999	7/18/2014	7/18/2014		P	U		
	0				9/20/1999	7/18/2014	7/18/2014		P	U		
	0				1/11/2000	7/18/2014	7/18/2014		P	U		
	0				1/22/2000	7/18/2014	7/18/2014		P	U		
	0				3/27/2000	7/18/2014	7/18/2014		P	U		
	0				5/25/2000	7/18/2014	7/18/2014		P	U		
	0				2/10/2000	7/18/2014	7/18/2014		P	U		
	0				8/12/1999	7/18/2014	7/18/2014		P	U		
	0				8/12/1999	7/18/2014	7/18/2014		P	U		
	0				5/19/2000	7/18/2014	7/18/2014		P	U		

Team Assignment Codes
14 players

Email Selected SMS Selected Print Assignment Codes Edit Player Team Info
Print Official TN Roster Print Team Roster Print Team Payments Print Uniform Report
Print Team Roster/Email

= Risk Management Failure
 = Required License Missing
 = Disciplinary Problem
 = Needs Photo To Print Card
 = Has Birth Certificate
 = Locked: To many Cards Printed
 = Record Not Locked From Printing
 = Birth Certificate Verified
 = Need outstate player approval

= Paid
 = Not Paid
 = Primary Team
 = Multi-Roster Primary Team
 = Multi-Roster Alternate Team
 = Transferred
 = Web Registration
 = Added By Registrar
 = Seasonal Migration
 = Has Order
 = Used Assignment Code

Edit player information

Click on the Upload Photo to add and Birth certificate to add.

Edit Player << Previous Player 2 of 14 Next Player >>

26559-219717

Central Murfreesboro Soccer Club Murfreesboro Soccer Club - Select Play level: Division 2 Female Comp Age group: Under 14

Player Information Preferences Applications Parents Disciplinary Events

Legal First Name* Middle / Initial Legal Last Name* Suffix

Alias / NickName Height Weight

School Name Grade Player Rank Graduation Year

Birth Month* Day* Year* Gender* Age Group:

Calendar Age: 14 Seasonal Age: 13

Number of Prior Seasons Played:

Uniform Size: SHIRT

Uniform Size: SHORTS

Uniform Size: SOCKS

Out Of State Registration Out Of State ID# or Alt PlayerID#

Person to Notify in Emergency* Telephone*

Doctor to Notify in Emergency Telephone

List any medical problem/prohibition player has

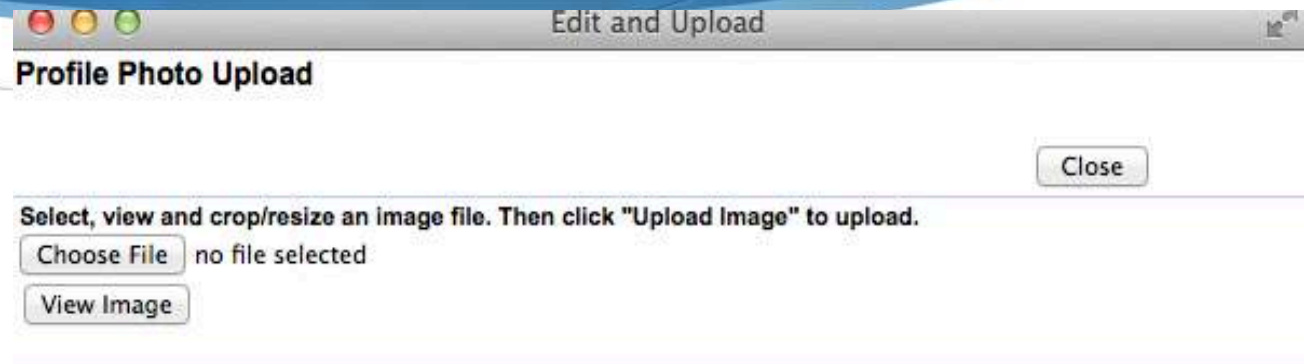
Special Requests / Additional info?

CLICK HERE TO UPLOAD PHOTO 100X120 PIXELS

BIRTH CERTIFICATE CLICK TO UPLOAD 2000 x 2000 PIXELS MAXIMUM

Team Team Number

Player Uploads



Follow directions to add photo. Choose the file from your computer, Click view, it will take a few seconds for it show up. Crop and resize, the click upload image. Repeat for birth certificates.

Game and Field requests

- Use the online request on the MSC website to request fields for practices and games
- Click “Select-D1, D2, D3”. Then click “Select Game Information”.
- Scroll “To Schedule Select Games” for the online request form

SELECT GAME INFORMATION

To Request Referees:

Murfreesboro Soccer is pleased to present our official referee assignors. For more information on scheduling referees or how to become a certified referee, please contact:

Marge Williams - Head Assignor
Cell Phone: 615-517-7817
Email: margesoccer@gmail.com

Classic League Fee Schedule for Murfreesboro Referee Association [Click Here!](#)

Please go to [ArbiterSports](#) to schedule games.

For State League Referee Assigning contact [Gina Foster](#) or [Stephen Shirley](#)

State League Fee Schedule [Click Here!](#)

To Schedule Select Games:

Select Schedule Request Forms

[Home Field Request Form
\(MSC Striker Teams Only!\)](#)

[Practice Field Request Form](#)

To Check Field Availability:

[Field Calendar](#)

Field request form

Complete form and submit.

Fall 2014 MSC Home Field Request

Request form for all Striker teams requesting game fields.

Guidelines:

1. There will be NO "Super Friendlies" allow this fall season.
2. Fields can only be requested for MSC teams.
3. No more than 3 home dates per team. Teams may invite only two other teams to play creating no more than a three team round robin. If two teams from the same age group want to host home matches on the same day, there maybe a six team round robin. However, this will constitute a home match for both teams.
4. Fields requested on Saturdays will be limited by the Rec league schedule.
5. State league matches will scheduled on a case by case basis and must be approved by Murfreesboro Parks and Recreation Department.

Person Making Request *

Email Address *

Contact Phone Number *

Full Team Name *

Ex. 97 Strikers Premier
or 97 Lady Strikers Premier

Team Age *

Ex. U12 Boys

1st DATE REQUESTED * / / 
MM DD YYYY

Start Time 1st Game * :
HH MM AM/PM

End Time Last game * :
HH MM AM/PM

If you do not know the specific game times, select a time range to complete your games.
Ex. Start 1:00pm
End 6:00pm

Game Type *

Total # Of Teams (Including MSC TEAM) *

Number of Fields Requested *

Field Size *

Arbiter system (Refs)

- ◆ All team managers need access to www.ArbiterSports.com to request referees for games
- ◆ To be added to the system, contact Marge Williams, margesoccer@gmail.com
- ◆ A \$7 assignor fee is required for all friendly games scheduled. MSC requires each team to have a credit of \$70 pre-paid at the beginning of the season for assignor fees. Assigning fee for state league games is \$10.
- ◆ Get more information about Arbiter and State League Fee and Assignors on the MSC website
- ◆ Click “Select-D1, D2, D3”. Then click “Select Game Information”.
- ◆ Note: Refs for state league games are scheduled by TSSA. Managers do not schedule refs for these games. The State League assignor will generally contact you by email to confirm the date, location, etc.

Arbiter Home Page



The image shows a screenshot of the ArbiterSports website home page. At the top, there is a dark blue header with the 'ArbiterSports' logo in white and red. To the right of the logo is a login form with fields for 'Email' and 'Password', a 'GO' button, and links for 'Remember Me' and 'Forgot Password?'. Below the header is a navigation menu with the following items: HOME, COMPANY, PRODUCTS, SOLUTIONS, CUSTOMERS, CONTACT US, PLAYERS, and NCAA. The main content area features a large banner image of a referee in a black and white striped shirt looking up, with two football players in yellow and green jerseys on either side. A red banner across the middle of the image contains the text 'HOW THE GAME IS PLAYED' and a sub-headline: 'Serving sports leagues since 1984, ArbiterSports is the final call on athletic management solutions'. Below the banner are four columns of text, each with a title and a brief description: 'Assigners' (Stay at the top of your game with our complete assigning solution), 'Athletic Directors' (Get your game on with an athletic department solutions starting with new ArbiterGame), 'State Offices' (Handle your job with ease with our complete conference solution), and 'Officials' (Keep up with your assignments anytime, anywhere with the most popular solution for officials). At the bottom of the page is a dark blue footer with links for 'About | Contact | Privacy | Terms' and the copyright notice '© 2014 ArbiterSports'.

ArbiterSports Sign In Email Password GO Remember Me Forgot Password?

HOME COMPANY PRODUCTS SOLUTIONS CUSTOMERS CONTACT US PLAYERS NCAA

HOW THE GAME IS PLAYED
Serving sports leagues since 1984, ArbiterSports is the final call on athletic management solutions

Assigners
Stay at the top of your game with our complete assigning solution

Athletic Directors
Get your game on with an athletic department solutions starting with new ArbiterGame

State Offices
Handle your job with ease with our complete conference solution

Officials
Keep up with your assignments anytime, anywhere with the most popular solution for officials

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Team dues

- ◆ In addition to a team manager, each team must have a separate team treasurer
- ◆ The team manager, treasurer, and coach need to estimate the amount of expenses the team will incur during a season
- ◆ Common expenses that should be considered include: tournament/league fees, referee fees, coach travel to non-Murfreesboro events, and equipment
- ◆ Based on the estimate of expenses, the team manager and treasurer should determine the amount of monthly team dues
- ◆ Team bank accounts should be at Pinnacle Bank and the MSC Treasurer needs to be on the signature card.
- ◆ Note: All treasurers must submit periodic financial reports to MSC

Kroger Community Rewards

Keep the Rewards Coming Re-enroll for 2015 - 2016

Each participant currently signed up to support your organization through the Kroger Community Rewards program will be required to re-enroll his or her Kroger Plus card on an annual basis through the Kroger.com website. Re-enrollment for the 2015-2016 program will be from August 1- August 31, with the new year beginning on September 1st.

Re-enrollment gives each organization an opportunity to refresh their membership by spreading the word to new members and keeping the previous members informed of any changes to the program.

*Your organization WILL NOT need to re-enroll each year-ONLY your individual participants.

The new Kroger program has been completed it's second year. Murfreesboro Soccer Club receives it's portion of rewards from enrollees that list Murfreesboro Boys and Girls Soccer Association as their reward organization. Once the quarter is over, enrollees must submit your Kroger statement (print screen) to krogerrewards@murfreesborosoccer.com Please put Kroger Rewards in the subject line and list your team in the body of the email.

Coach Travel Reimbursement

It is the intent of these recommendations that travel be discussed between the coach and team before expenses are incurred, and that what constitutes “reasonable expenses” is agreed to by both parties before they are incurred.

Where possible, MSC encourages coaches to travel with the team in an effort to reduce the expenses on the team budget. When possible, coaches should be paid by check, before the weekend. Avoid giving coaches cash for expenses. Retain all documentation for payments.

League games

- ◆ In the event that a team is involved in a league game that exceeds a 150 mile round trip as measured from Siegel Park, mileage will be reimbursed at 75% of the current IRS approved mileage rate. Distances inside of 75 miles (150 round trip) are considered part of the coaches’ agreement with the team and expenses will not be reimbursed.
- ◆ In the event that a team is involved in a league game that exceeds 150 mile round trip as measure from Siegel Park, lodging at the game location will be reimbursed. The coach is expected to stay where the team is staying. Only the costs of the overnight accommodation are covered.
- ◆ Per diem allowance (\$30/per day) shall follow the 8 hour rule. If a coach is going to be away from their residence for more than 8 hours and out of town, per diem will apply. For partial days, coaches will be paid according to the following schedule: Breakfast \$7, Lunch \$8, Dinner \$15. Coaches shall be reimbursed for actual expenses or per diem allowance, whichever is less.

Coach Travel Reimbursement (continued)

Tournaments

- ◆ In the event that a team is involved in a tournament more than 350 miles one-way from Siegel Park, the coach will have the option to travel by air. Parking and ground transportation expenses are included in the reimbursable cost of air travel. The coach is expected to make prudent use of the team's fund when purchasing air travel. Coaches planning to travel by air should discuss needs and budget with the team manager before incurring expenses.
- ◆ In the event that a team is involved in a tournament less than 350 miles from Siegel Park, the coach is expected to travel by car and will be reimbursed at 75% of the current IRS mileage rate.
- ◆ Lodging will be reimbursed and the coach is expected to stay where the teams is staying.
- ◆ Per diem allowance (\$30/per day) shall follow the 8 hour rule. If a coach is going to be away from their residence for more than 8 hours and out of town, per diem will apply. For partial days, coaches will be paid according to the following schedule: Breakfast \$7, Lunch \$8, Dinner \$15. Coaches shall be reimbursed for actual expenses or per diem allowance, whichever is less.
- ◆ In the event that a coach has more than one team playing in a tournament, the aggregate expenses shall be split equally between the teams attending.

Uniforms/practice gear

- ◆ Practice shirt policy: A team does not have to buy a practice shirt and can continue to use what they have but should they wish to buy a new practice shirt it needs to be one of the standard agreed colors and designs. We cannot do fill in for the old practice shirts.
- ◆ Individual players are responsible for being fitted and ordering uniforms from Soccer USA.
- ◆ **MANAGERS, PLEASE TURN IN ROSTER TO SOCCER USA THAT LIST PLAYER NAME AND JERSEY NUMBER, ASAP**

Financial Reporting

- ◆ Each team is to have a team bank account established at MSC designated local area banking institution, where funds collected from fees, sponsorships, fund raising and other revenue sources must be deposited. All teams are to have their accounts at the same bank.
- ◆ The account will serve as a means to pay team fees and expenses such as tournament registrations, referee and other team-related expenses. Three club-approved persons (one of which must be the MSC treasurer) are to be authorized to sign checks and their signatures are to be on file at the banking institution.
- ◆ Separation of duties is of the utmost importance and a form of checks and balance should be place. The team treasurer or team manager will be responsible for collecting all sources of team revenue and paying all team-related expenses and fees from the team account. Remember to use best practices and keep cash transactions to a minimum, using checks as often as possible to provide a paper trail. Retain documentation and receipts for all expenses.
- ◆ The team treasurer will provide monthly financial statements/bank statements to the parents of the team and end of season statements to the MSC select committee. Fall season disclosures (July 1–November 30th) are due to the no later than January 6 of each year and spring season disclosures (December 1–June 30) are due no later than June 30 of each year.
- ◆ The financial statements/disclosures are to include a detailed activity/transaction summary, balance sheet and operating statements for the previous six months. The template for reporting can be found on our website.

New Heading Guidelines

- ◆ **U9-U11 competitive and U3-U11 recreational will NOT be allowed to head the ball during training or games.** When and if a player deliberately heads the ball in a game, an indirect free kick (IFK) will be awarded to the opposing team from the spot of the offense. If the deliberate header occurs within the goal area, the IFK should be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred.
- ◆ For players that are 11, 12, and 13 years old, the USSF recommendation will be that heading is allowed in games. TSSA will follow that recommendation in their rules but it should be noted that heading be limited in training. The recommendation will be that heading is limited to a maximum of 30 minutes per week with no more than 15-20 headers per player, per week.

State League Play

- ◆ There are three levels of Select soccer – Division 1, 2, and 3
- ◆ The MSC DOC and coach will generally determine the most appropriate level of play for a team
- ◆ U13 and above teams that desire to compete at the Division 1 or 2 or 3 must complete a Tennessee State League application
- ◆ The deadline for state league applications is due July 15, online application, rules, and fee amount, visit www.tnsoccer.org and click Leagues/Tournaments,
- ◆ Depending on the number of teams that apply, you will be required to play multiple state league games if competing in Division 1, 2 and 3.
- ◆ After the state league application deadline, team managers will receive information from TSSA about the teams in your bracket. TSSA will be assisting the scheduling of games.
- ◆ New for 2016-17, D1 and D2, U13 and U14 boys and girls will be playing year round state league, with state cup in the spring. D3 will only play during the spring season for boys and girls.

State League Fall Dates

- ◆ Fall Season TSL and TSL Junior Play Dates
- ◆ August 20-21, 2016
- ◆ August 27-28, 2016
- ◆ September 10-11, 2016 (Rain Date)
- ◆ September 17-18, 2016
- ◆ September 24-25, 2016
- ◆ October 1-2, 2016 (Rain Date)
- ◆ October 8-9, 2016 (Play Date/Rain Date)

State Cup Fall Dates

- ◆ Fall State Cup

Date:

Location:

Play Groups:

- ◆ October 29-30
D1 (U15-U19 Boys ONLY)

Memphis

Group of 8

- ◆ November 4-6
for D1; Final 6 play for D2 & D3 (U15-U19 Boys ONLY)

Murfreesboro

Final 4 play

- ◆ November 11-13

Murfreesboro

Rain Date

State League Spring Dates

- ◆ Spring Season TSL and TSL Junior Play Dates

- ◆ February 25-26, 2017

- ◆ March 4-5, 2017

- ◆ March 11-12, 2017 (Rain Date)

- ◆ March 18-19, 2017

- ◆ March 25-26, 2017 (Rain Date)

- ◆ April 1-2, 2017

- ◆ April 8-9, 2017 (Rain Date)

- ◆ April 29-30, 2017

State Cup Spring Dates

◆ Spring State Cup

Date:	Location:	Play Groups:
◆ May 13-14 (U13-U14 Boys and Girls)	TBD	<u>Final 6</u> play for D2 & D3
◆ May 27, 28, 29 (U15-U19 Girls); <u>Group of 8</u> D1 (U13-U19 Girls)	Memphis	<u>Final 6</u> play for D2 & D3
◆ June 3-4 Boys and Girls; U15-U19 Girls ONLY)	Murfreesboro	<u>Final 4</u> for D1 (U13-U14
◆ June 10-11	Murfreesboro	Rain Date

Tournaments and friendlies

- ◆ Generally each MSC team will determine the number and type of tournaments they want to participate in
- ◆ The team manager and coach generally research possible events and make decisions based on various factors such as cost, distance, availability of players, level of play, etc.
- ◆ The team manager is responsible for applying for the agreed upon tournaments by the deadline and informing the treasurer of the required payment
- ◆ The team manager is also responsible for arranging additional games. Non-tournament, non-state league games are generally referred to as friendlies or scrimmages.

U9-U12 League Play

- ◆ U9-U12 teams will be playing in a league; either NUSA Alliance League or the Tennessee State Juniors League.
- ◆ DOC, Tech Director and Coach will be deciding which league suits each team.

Communications & liaison

- ◆ Team managers are responsible for communicating practice and game information to players/parents
- ◆ There are many options including group email distribution lists, group texts, Twitter, and others. The team manager should ensure all parents/players are aware of the communication methods they plan to use and check them frequently during the season.
- ◆ Encourage all players and parents to sign up for the MSC “Rained Out” text messaging system.

Team Webpage

- ◆ All team will have access to set up Team webpages through Blue Sombrero.
- ◆ All team personnel will have access to edit/add information to team pages.
- ◆ Team Central/Team Directory.
- ◆ Currently only visible to registered users.

Parent volunteer responsibilities

- ◆ Throughout the year, Siegel Park hosts various events with the support of MSC including:
 - ◆ Spring Girls Bash in the Boro
 - ◆ Fall Boys Bash in the Boro
 - ◆ TSSAA Boys H.S. tournament (Spring Fling)
 - ◆ TSSAA Girls H.S. tournament (First weekend of Nov)
 - ◆ TSSA State Cup (Spring and Fall)
- ◆ All Murfreesboro Soccer Club families are expected to volunteer for four shifts per player for each full season of registered commitment. Two shifts of volunteer service must be completed by December 15th with the remaining two shifts to be completed by June 1st.
- ◆ MSC will email the parents directly with sign up information for each event, but team managers will be responsible for making sure each family meets their obligation to the club. The team manager will file a volunteer report to the Select Committee Chair on December 1st and June 1st of each year. All volunteer hours must be completed before the end of the season.



Questions?