Policies and Procedures

I. Organizational Purpose:

A. The purpose of the Petoskey Youth Soccer Association (PYSA) is to provide a comprehensive youth soccer program for all youth within our defined geographic boundaries, to encourage and provide for parental and community support in the instructional and competitive aspect of a youth soccer program and to support the growth and development of our youth and the development of the sport of soccer. PYSA does not discriminate on the basis of race, gender, color and creed, national or ethnic origin, or sexual orientation.

II. Registration:

A. Affiliations:

All PYSA affiliated teams shall be made up of players registered with PYSA, a Michigan State Youth Soccer Association (MSYSA) League affiliate, which follows both the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF) rules and regulations. In addition, the PYSA shall also be affiliated with the Northern Michigan Soccer Alliance (NMSA) and the Michigan State Premier Soccer Program (MSPSP)

B. Fees:

1. Each PYSA registered player shall pay an annual registration fee that shall be determined by the PYSA Board. Fees shall be established for each year by the Board on or before ~~June 1~~ June 15 of each fall season. Teams participating in only the fall or spring season as a result of high school soccer shall pay the full annual registration fees and receive full registration for our home tournaments.

a. Players subject to the June registration deadline who register and thereafter choose not to play with PYSA may request a refund of application fees paid, subject to the following limitations:

i. Refund requests received by PYSA prior to July 1 will result in a full refund.
ii. Refund requests received by PYSA after July 1 but prior to August 15 will receive a full refund less any State or league registration fees paid.
iii. No refunds will be given if requests are received after August 15 unless one of the following exceptions applies:

- Refunds will automatically be issued to a player who cannot be accommodated with a team.
- Refunds will be made to a player who moves out of the general geographic area prior to the beginning of the playing season
- Refunds will be made to a player who experiences a season ending injury prior to the beginning of the playing season

Refunds qualifying as noted above must be requested via email.

iv. For the Lakers program, the respective deadlines are December 1 for a full refund and requests after December 1, but prior to December 10 will receive a full refund less any State or league registration fees paid. No refunds will be given if requests are received after December 10 unless one of the following exceptions applies:

- Refunds will automatically be issued to a player who cannot be accommodated with a team.
- Refunds will be made to a player who moves out of the general geographic area prior to the beginning of the playing season
- Refunds will be made to a player who experiences a season ending injury prior to the beginning of the playing season.

Refunds qualifying as noted above must be requested via email.

2. Scholarships for players, who for financial or other reasons cannot pay the annual fee shall be reviewed by the PYSA Scholarship Committee. Those families receiving scholarships will be obligated to volunteer over the course of the Fall and Spring Seasons at two extra field work sessions or an extra tournament shift or volunteer work as arranged with Executive Director or Tournament Director in both the fall and spring seasons at the Click Road Soccer Complex.

3. Teams participating in the select program may be required to pay additional fees (i.e., league, tournament, referee) to participate in the league in which they are playing. Teams and members shall be responsible for payment of any such fees.

C. Requirements:

Prior to participating in any PYSA related practice or game, each PYSA player shall:

1. Complete and submit a PYSA application and pay the annual registration fee as determined by the PYSA Board. Players are not registered until payment is received.
2. Complete and submit a signed MSYSA medical release form;
3. Review, sign and agree to abide by the Players Code of Conduct
4. Review, sign and agree to abide by the Anti-Bullying Policy
5. Submit or upload a copy of the NEW and/or premier registering player's birth certificate.
6. Complete and submit the Michigan State Youth Soccer COVID-19 release form.

D. Player Participation:

All players registered with PYSA must play on a PYSA affiliated team as their primary team. Players not registered with PYSA may not participate in PYSA related activities, except for activities where non-PYSA players are specifically invited to register and participate, such as PYSA sponsored tournaments or camps.

III. Team Placement:

A. 3rd/4th/5th Grade In-House League

Philosophy: The overall concept introduces soccer at a more competitive level, while maintaining the fun of rec soccer. Our hope is to progress players from the City of Petoskey Recreational Soccer Program for K-2nd graders. Our in-house league will be run under the guidance of our PYSA Academy Director. We will aim to provide more structure and comprehensive soccer coaching, along with an expectation to learn the rules of the game. From the in-house league, players can progress to the current Academy level (U-10) program that includes weekend games. Coaches and players will hopefully graduate from the in-house league with knowledge of the game and the confidence to advance into academy.

Structure: 3rd-5th graders only. Birth years will be combined as needed, dictated by the number of players registered.

- PRACTICES - One 1- hour practice per week run by the PYSA Academy Director, and at least one parent volunteer per team. Practices will be run much like a camp atmosphere. All teams practicing at the same time rotating through different drills. Practices will primarily be fun 1v1 games and smaller sided games.

The goal of the practices will be to develop individual skills along with basic understanding of the rules of the game.

- GAMES - One 1 hour game per week. Games will be run by coaches. Spectators on the side, players on the other
- Players will receive a jersey as part of the league
- All games and practices will be at the Click Road Soccer Complex
- Coaches will be asked to join a 1 hour tutorial one week prior to starting the league to help for a smooth start a the seasons practices. Coaches will also have to take submit a risk management background check, safe sport certificate, and heads up concussion certificate.

B. u10 Academy

Philosophy: The Petoskey Youth Soccer Academy believes that development occurs when:

- Players are placed in competitive training and match environments that are not results (winning) oriented.
- Players are grouped with other players of similar ability during training so that all players are challenged at the appropriate level.
- Coaches function in the role of a facilitator by creating positive training environments that foster technical, physical, and cognitive development.
- Players are forced to problem solve on their own as opposed to coaches and spectators trying to problem solve for them.
- Players are given ample opportunity/repetitions to experiment and improvise with the soccer ball in both training and matches.
- Players are praised for creative thoughts and actions during training and matches even if it results in losing the ball.
- Coaches and spectators model sporting behavior by making only positive comments to players and officials during matches.
- Players are required to play all positions on the field including goalkeeper.
- Players play at least 50% of each game, assuming regular attendance at practice. Although this does not necessarily equate to equal playing time for each player.

2. PYSA abides by the rules of MSYSA which states that u10 teams play 7 v 7 and have a maximum roster of 12. The PYSA is committed to sponsoring two u10 boys and two u10

girls teams each season. The Academy will be open to the first 24 boys and the first 24 girls that meet the PYSA registration requirements by June 1st. In the event that more than 24 players register for the Academy by June 1st the following protocol is established to determine tournament rosters:

a. Priority will be given to players who apply by the registration deadline. Players that participated during the previous season will be given first priority to return. Thereafter, priority will be given to players whose primary residence is within the geographic boundaries of the Public Schools of Petoskey, or who attend a school situated within the geographic boundaries or the Public Schools of Petoskey; including St. Francis, Concord, Petoskey SDA, etc.(hereafter identified as "Petoskey Students"). After the registration deadline, any available positions will be filled in the order that fully completed applications are received, without regard to residency. Notwithstanding this provision:

b. Priority will also be given to u10 players who meet the above requirements over u9 players who meet the above requirements. After u10 players are given priority u9 players will be accepted based on the date their PYSA registration and payment were received. Players will be able to register as “reserve” players and participate in practices and “friendlies”. If a player drops out of the Academy reserve players can be added to the official roster based on the order in which they register. For instance, player number 25 to register will be given the 24th roster spot if a player drops.

c. After the first two weeks of training the players will be split into two even teams by the Academy Director or PYSA Director of Coaching and Player Development in conjunction with the Academy Director. The Director of Coaching and Player Development also reserves the right to create a u9 and a u10 team if the number of registered u9 and u10 players are close to equal. There may also be an “Academy” roster that allow for fluid movement of players between the teams.

3.-Academy players in 3rd grade and up are not required to participate in the City of Petoskey Parks and Recreation Program.
Any Academy player who has yet to enter 3rd grade are still required to participate in the City of Petoskey Parks and Recreation Program. Failure by these players to participate in

at least ¾ of the rec games/practices in the program will lead to removal from the PYSA Academy.

B. u11-u14 Teams

1. Philosophy

The Petoskey Youth Soccer Association believes that player development occurs at the u11-u14 age groups when:

- Players are placed in competitive training and match environments in which winning habits are cultivated.
- Players are grouped with other players of similar ability during training so that all players are challenged at the appropriate level.
- Coaches function in the role of a facilitator by creating positive training environments that foster technical, physical, and cognitive development.
- Players are forced to problem solve on their own as opposed to coaches and spectators trying to problem solve for them.
- Players are given ample opportunity/repetitions to experiment and improvise with the soccer ball in both training and matches.
- Players are praised for creative thoughts and actions during training and matches even if it results in losing the ball.
- Coaches and spectators model sporting behavior by making only positive comments to players and officials during matches.
- Players play at least 50% of each game, assuming regular attendance at practice. This does not necessarily equate to equal playing time for each player.

2. PYSA's philosophy divides this group down into u-11/u-12, and u-13/u14 groupings for purposes of team selection and play. PYSA abides by the rules of MSYSA which states that U-11 and U-12 teams play 9 v 9 and have a maximum roster of 16 players. Players in this age group participate in the Northern Michigan Soccer Alliance (NMSA). U-13 and U-14 teams play 11 v 11 and have a maximum roster of 18 players. As described below, players in this age group may participate in NMSA, or may play in the Michigan State Premier Soccer Program (MSPSP).

3. Priority:

a. Priority will be given to players who apply by the registration deadline. Players that participated during the previous season will be given first priority to return. Thereafter, priority will be given to players who have a primary residence within the geographic boundaries of the Public Schools of Petoskey, or who attend a school situated within the geographic boundaries or the Public Schools of Petoskey; including St. Francis, Concord, Petoskey SDA, etc. (hereafter identified as "Petoskey Students"). After the registration deadline, any available positions will be filled in the order that fully completed applications are received, without regard to residency.

4. Team Formation:

All players must register by June 1st for the season that begins play in the fall.

a. If a team's roster is full on June 15 late registrations for reserve spots are subject to the approval of the Director of Coaching and Travel Team Advisory Committee. If a team's roster is not full by June 15 late additions will be allowed up to the roster limit for a $25 late fee.

b. U-11/U12: If more than the maximum roster number of returning and Petoskey Students u11 - u12 players register by the deadline, the team's roster will be considered closed and a tryout will take place to select the 16 players who will represent the team at tournaments. Players not making the tournament team will still be allowed to practice with the team and participate in at least two weekends of NMSA games. If there are enough players registered, two equally skilled teams will be selected at the tryout. If additional roster spots are available after the tryouts have been conducted for the season, new players who sign up after tryouts will be placed on the team with the greatest number of roster spots available. Once the roster maximums are reached, newly registering players can register as a "reserve" player and train with the team.

c. U-13/U-14: Teams in this age group may choose to participate in the NMSA, or, after a vote of the team members and with the approval of the Director of Coaching and the PYSA Board, may elect to participate in the MSPSP.

i. For the u/13 – u/14 teams deciding to play in the NMSA, if more than the maximum roster number of returning and Petoskey Students register by the deadline, the team's roster will be considered closed, and a tryout will take place to select the 18

players who will represent the team at tournaments. Players not making the tournament team will still be allowed to practice with the team and participate in at least two weekends of NMSA

ii. For u13 - u14 teams approved to participate in the MSPSP, open tryouts will be utilized to select the 18 players. Players not making the roster will have the option of being a reserve player, practice with the team, and possibly guest play in league games and at tournaments if a spot is open. iii. If there are enough players registered, two teams will be determined by a tryout, with one team participating in the MSPSP and the other team participating in the NMSA.

5. Playing Up Protocol

PYSA recognizes that in rare situations a player's development may be best suited by moving to a higher age division team "Playing Up". When this situation presents itself the following protocol must be follow and is subject to the guidelines listed below that are built to protect both the player and health of our team formations and club membership.

a. A player is eligible to request playing up once they have reached the U12 age bracket. This is the stage in which players are allowed to begin heading the ball per US Soccer guidelines.
b. Players are only eligible to play up a maximum of two age groups per MSYSA guidelines.
c. Playing up requests will not be evaluated during the middle of a season, all requests should be made near the end of one season and prior to the next season beginning (between fall & spring or between spring and fall).
d. All requests are subject to be denied should the following situations be true:
    i. The true age team's numbers are low enough that the player leaving the team would result in not being able to offer a team for other players (i.e. we will not move one player up and leave it so 10 players no longer have a team). Consideration is also given to how this would affect the team numbers moving forward as they transition to 11v11.
    ii. The player moving up should not bump a position from a rostered true age player whereas that player would no longer have a team to play on for recreation teams.
e. Premier level team requests are subject to MSPSL guidelines on team formation, age restrictions and deadlines.

f. These guidelines are separate and do not impact the Academy Early Start program.
g. Players and families must understand that decisions are made for the upcoming season, future seasons' roster opportunities may change as the team and players grow. For example, when the rest of the older team moves to only 1 season of play (high school age) the player will be given the opportunity to play with the age appropriate team for that season.
h. Players and parents should acknowledge that approval to play up in a specific season does not mean the player will continue in a play up situation or guarantee approval to play up in future seasons. The DOC reserves the right to review the play up player each season.
i. Player requests to play up must follow the dedicated protocol and timeline:
    i. Request made by the family in writing (email) to the DOC & ED (will be shared with the Travel Team Advisory Committee (TTAC)).
    ii. Evaluation of player by DOC
    iii. Player invited to team training of higher age group team
    iv. Assessment by DOC at the team training
    v. DOC discusses player development with coach of player's true age team as well as the age they are requesting to join.
    vi. Recommendation made to the TTAC
    vii. TTAC recommendation brought to the board for approval
    viii. Decision finalized and communicated to the family by the DOC.
j. Players requesting to play up will be evaluated based upon the following criteria:
    i. Technical skills
    ii. Tactical skills
    iii. Pace of play
    iv. Physical attributes (physical development, size, speed)
    v. Maturity level (physical, mental & emotional)
    vi. Character skills (leadership, sportsmanship, respect)

6. Misc.

i. All players, u11-u14 must register and tryout for their age group team. Players are not allowed to train with another age group without permission from the Director of Coaching.

ii.. Eighth graders who are too old to play on a u14 team can register and train with that team outside of their u15 season, but will not be allowed to participate in tournaments.

iii. If there is not enough registrants on June 15 to form teams in each age group the PYSA Director of Coaching and Player Development, along with the Travel Team Advisory Committee, will evaluate the situation and make a recommendation to the PYSA Board on what, if any, action should be taken. This may include allowing players to play up from a younger team to fill out the roster, combining age groups of players, and at the sole discretion of the Director of Coaching and Player Development, allowing players to dual roster as long as it does not negatively impact their original team. Final decisions will be subject to PYSA Board approval.

iv. The decisions of the TTAC are only applicable for each season (fall or spring). At the beginning of the next season the team formation process will start anew.

v. PYSA teams that are shorthanded for league play or tournaments, and would like to add guest players from a younger PYSA team, must get approval from the PYSA DOC before doing so.

C. u15-u19 Select

Petoskey Breakers (Girls) and Petoskey Lakers (Boys)

1. Philosophy

- Players are encouraged to develop a growth mindset and try new skills without fear of failure
- Players are placed in competitive training and match environments
- Players are grouped on teams with other players of similar ability. A tryout process is used to determine age groups and team selection.
- Coaches function in the role of facilitator by creating positive training environments that foster technical, physical, and cognitive development
- Players are forced to problem solve on their own as opposed to coaches and spectators trying to problem solve for them.
- Players are given ample opportunity/repetitions to experiment and improvise with the soccer ball in both training and matches
- Players are praised for creative thoughts and actions during training and matches even if it results in losing the ball

- Coaches and spectators model sporting behavior by making only positive comments to players and officials during matches.
- Functional training is utilized to help players grow and develop in their on-field roles.
- Players are given the opportunity to train multiple times each week
- Playing time is earned at training and determined by coach.

2. The u15-u18 girl's (Breakers) and boy's (Lakers) age ranges will be divided down into u-15/u-16 and u-17/u18 groupings for purposes of team selection and play. PYSA abides by the rules of MSYSA which states that all u15-u19 teams play 11v11 with roster maximums of 22 (u15-u19) with a game day roster of 18. The PYSA will hold tryouts each year and sponsor select teams that will participate in the MSPSP. The PYSA will also sponsor NMSA and/or tournament teams, but the Director of Coaching and Player Development will not facilitate their formation or provide a coach. If an u15-u18 NMSA is over rostered tryouts must take place using the procedure described in c(i) above.

3. All girls must submit a PYSA registration form and payment along with Breaker's team fees at the time of team selection following the Breaker's tryouts.

4. All boys must submit a PYSA registration form and payment along with Laker's team fees at the time of team selection following the Laker's tryouts.

5. If more than 18 players register, tryouts will be held for each PYSA sponsored select team on the date established by the MSYSA and up to 22 players will be selected. Players 19-22 would be alternates and allowed to train with the team and potentially play in games if the opportunity arises. Decisions regarding playing time, etc., will be determined by the coach. In all cases that a tryout is necessary the number of players selected must be a minimum of 18.

6. If fewer than 15 players try out for a given age group (u15, 16, 17, or u18), PYSA reserves the right to combine age groups to form a team based on the following guidelines: - If 51% of the players are in the upper age group, u16 for the u15/16 grouping and u18 for the u17/18 grouping, the team will play in that age group. If 51% of the players are not in the upper age group the PYSA reserves the right to create age groups that are in the best interest of the majority of players in the select program.

7. In the u17/18 Breakers age range, if one age group doesn't hit their roster minimum and 51% of the players are u17, the PYSA will accommodate u18 girls and play u19 Open with a combined u17/18 team as they are preparing for their final year of high school soccer. The PYSA is not obligated to do the same for u18 or u19 boys who have graduated, or are graduating during the season, and are done with high school soccer. u18/u19 boys without a team will be given the opportunity to train with younger team if they have registered and paid the fees. The PYSA will also sponsor a tournament team for these boys if 15 are registered by December 1, but the PYSA is not obligated to provide a coach for these u18/19 tournament teams.

8. All players, u15-u19 must register and tryout for their age group team. At the discretion of the PYSA Director of Coaching and Player Development some players will have the opportunity to play up on an older age group team, either by being placed on that teams roster, or utilizing the MSPSP Player Pass system.
9. Each team is formed for only one season. The following year the teams will be reselected at tryouts.

10. The PYSA does not mandate equal playing time in the select program, but each player will be given an equal opportunity to play. Decisions regarding playing time, practice requirements and other team rules will be determined by the coach. PYSA requires that the team rules be communicated at the beginning of the season, but recognizes that changes may be necessary during the season if circumstances change.

11. Tryout evaluations for Lakers and Breakers will include assessing each player's likelihood to attend all practices and games. If it is determined that the majority of players trying out are unable or unlikely to commit to a full-time schedule, the Director of Coaching and TTAC may propose that team not participate in MSPSP and instead form a tournament roster. In the event a tournament roster is formed, PYSA will work to construct a training and playing schedule that will allow maximum player attendance at practices and games. If a team proceeds with registering for MSPSP, attendance at practices and games is considered mandatory and it is expected that players treat soccer as their primary sport.

IV. Tryouts:

All field players participating in PYSA tryouts will be evaluated on the following items ranked in order of importance:

1. Overall Technical Ability
a. How well does the player perform the following skills within the game setting:
    i. Dribbling for penetration (To beat a defender)
    ii. Dribbling for possession (To keep the ball and wait for support)
    iii. Finishing (Goal scoring)
    iv. Passing
    v. Receiving
    vi. Ball striking
    vii. Heading
    viii. 1v1 defending

2. Overall Athleticism
a. Players will be evaluated on their overall soccer-related athleticism:
    i. Speed
        1. With and without the ball.
    ii. Quickness
    iii. Balance
    iv. Strength
    v. Jumping ability

3. Intangibles
a. How well does the player demonstrate the following characteristics:
    i. Positive attitude toward players and coach.
    ii. Sportsmanship
    iii. Is the player “coachable”?
    iv. Competitive nature v. Aggressiveness
    vi. Commitment to previous team.

4. Overall Tactical Knowledge
a. How well does the player make decisions in the following situations:
    i. When to shoot, dribble, or pass.
    ii. Supporting runs off of the ball.
    iii. Defending off of the ball.
    iv. Spatial awareness as it relates to position on the field.

V. Parent's Role:

A. Field Work and other PYSA Activity

1. PYSA cannot survive without parent volunteers. The Click Road complex has ongoing maintenance requirements including mowing, field marking and lining, goal setup and removal, moving of bleachers and goals as needed, trash pickup and removal and many other activities. Every parent is required to volunteer to help maintain the Click Road complex or otherwise assist in the operation of PYSA. A minimum of 4 hours of volunteer time per season per player is expected of each family to assist in the day-to-day operations of the organization. PYSA has needs other than fieldwork. In the event a parent's schedule or situation does not permit him/her to participate in fieldwork, that parent should contact PYSA to request alternative volunteering opportunities, which shall be reviewed by the PYSA Board.

B. Tournaments

1. PYSA currently holds 2 tournaments each year, one in June and the other in September. In addition to the volunteer expectations above, each parent is expected to volunteer to work one shift per each registered player at each tournament. Team assignments will be made by PYSA and forwarded to the team representative. Each team is required to fill all assignments. Instructions and details regarding each assignment will be provided by PYSA.

C. Parent's Code of Conduct:

PYSA expects and requires every parent to adhere to the following Code of Conduct:

1. Children have more need of example than criticism.
2. Make soccer a positive experience for your child and others.
3. Attempt to relieve the pressure of competition, not increase it. A child is easily affected by outside influences.
4. Be kind to your child's coach and officials. The coach is often a volunteer who gives personal time and money to provide a recreation activity for your child. The coach provides a valuable community service, often without reward other than personal satisfaction.
5. The opponents are necessary friends. Without them, your child could not participate.
6. Applaud good plays by your team and by members of the opposing team.
7. Parents should be cheerleaders.
8. Between the exuberance of the winner and the disappointment of the loser, we find people called the referees. The referees are charged with the responsibility to watch every

move of every player, and call the game to the best of their ability. Never question their judgment or honesty. They are a symbol of fair play, integrity and sportsmanship.

9. Accept the results of each game. Encourage the child to:

a. Be graceful in victory; and,

b. Turn defeat into victory by working towards improvement Involvement in a travel soccer team is a large commitment by both the parents and players. Parents and players must be willing to practice more and travel greater distances to play games. Parents will be required to volunteer for team positions and other projects throughout a season.

VI. Team Policies and Procedures:

A. PYSA Stipend: Each NMSA team sponsored by PYSA shall receive an annual stipend determined by the PYSA Board. The team may use the stipend for tournament entry fees. The stipend cannot be applied to a tournament sponsored by Traverse Bay Area Youth Soccer (TBAYS). PYSA allows teams to charge team members for expenses not covered by the stipend. PYSA does not encourage or discourage paying coaches, and individual team financial decisions are to be made by the team members (and parents). Teams must keep in mind the organizational purpose of PYSA and cannot exclude any member through financial means.

B. Any team sponsored fundraising activity must be approved in advance by the PYSA Board.

C. Tournament Participation: Each PYSA team may participate in the PYSA tournaments without paying an entry fee, provided the team fulfills its volunteer requirements set forth above. Failure to provide adequate volunteer participation may jeopardize future tournament participation and receipt of future stipends. Teams may participate in up to two tournaments per season (fall and spring) sponsored by other MSYSA affiliated clubs. Any tournaments beyond two each season must be approved by the PYSA Director of Coaching and Player Development. Teams so participating are responsible for all expenses incurred in such participation, including entry and referee fees.

D. Scheduling of Matches and Practices:

1. Matches

a. All u11-u14 coaches are required to attend the NMSA scheduling meeting prior to the beginning of each season to schedule their games.

i. Certified referees are required for all center referee positions. Certified referees are strongly encouraged for all AR positions, but parent volunteers may be used as ARs if certified referees cannot be scheduled.
b. Select Program matches are scheduled by the coaches or the select program administrator per MSPSP guidelines.

2. Practices:

a. During the season, all or part of a field may be closed to play. When any part of a field is closed, as indicated by a "closed field" sign, practice or play on that field (or portion thereof) is prohibited. The decision to close all or part of a field is made to protect the field from damage, or to insure that the field is in playable condition for an upcoming match. Please do not play on any field that is closed.
b. It may become necessary due to weather and field conditions for the Field Scheduler, with approval from the other board members, to cancel games and/or practices. Field Scheduler will attempt to give as much notice as possible.
c. Coaches should consult the practice board on the coach's shed to see what fields are open for training sessions.
d. Coaches should instruct their players to respect the soccer fields and equipment. Coaches should instruct their players and parents to clean up the fields after each practice and/or game. Although PYSA does not mandate any particular method, coaches may consider attendance at practices and league games, parent volunteer cooperation, attitude and effort in practices as factors. Whatever criteria are selected should be CLEARLY communicated to the team as early in the season as possible.

VII. Coaches:

A. Parent Volunteers: PYSA encourages parents to become involved as coaches. It is a rewarding experience that can enhance your enjoyment of the sport.

B. Coaching Requirements

1. All persons who intend to be involved in coaching a PYSA team shall submit their application to coach, including desired age and gender to the PYSA executive director by June 1 (November 1 for spring only coaches). This applies to all persons who intend to run practices or coach matches.

a. The PYSA Board shall review all applications and approve all head PYSA coaches paid or volunteer. Approved coaches must also have their assistant coaches approved by the PYSA Board.

2. All PYSA coaches must be at least 18 years of age.

3. All head coaches must obtain an online State Grassroots Coaching License or greater license within 18 months of submitting their initial coaching application. PYSA recommends that all coaches continue their coaching education by attending further clinics etc.

4. All Coaches must obtain, and annually renew, Risk Management card before assuming any coaching responsibilities. They must also annually complete the Safe Sport Certification ~~process~~ and annually complete the Heads Up Concussion certificate.

5. All coaches must have basic first aid knowledge and be familiar with the Bloodborne Pathogens Guidelines.

6. All coaches must review and agree to abide by the Coaches Code of Conduct (Exhibit 4)

VII. PYSA Employees:

A. All PYSA employees are obligated to fulfill the duties outlined in their in their job description. At the end of each year all employees will undergo a full job performance evaluation administered by the PYSA Board. This evaluation will be conducted and concluded by March 1st of the following year.

VIII. Misc.:

A. Communication of ideas or concerns: The PYSA Board consists of volunteers who are devoted to insuring that all children in the Petoskey area have an opportunity to participate in quality soccer. The Board welcomes and encourages input from members of PYSA. All PYSA members are encouraged to attend Board meetings and freely express ideas or concerns that you may have. If you have an issue to discuss, please contact our Executive Director to have the issue placed on the meeting agenda. Open communication of ideas is essential to our success. In addition, the PYSA Travel Team Advisory

Committee (TTAC) was created pursuant to our by-laws to address issues that arise within the travel teams, their coaches, parents and players, and then report and make recommendations concerning the issues to the Board, if necessary. The committee consists of three Board members who are not coaches and two coaches who are not board members. Please contact PYSA for details regarding current (TTAC) members and how to contact the committee.