

To: Menasha Area Soccer Club Coaches  
From: Bill Randolph, MASC Coaching Coordinator  
Date: Wednesday, March 26, 2008



Welcome to the start of the 2008 soccer season. **Thank you** for volunteering to coach one of the 52 soccer teams in the Menasha Area Soccer Club (MASC). The continued success of the Menasha Area Soccer Club depends on finding and maintaining quality coaches and assisting with their coaching education and development.

You should leave tonight's meeting with the following items:

1. Team Roster and player registration forms
2. A Blank Medical Release form for each player
3. Referee Check (**U9 – U19 and U8 girls teams only**)
4. A copy of the 2007 EC Referee Fee Schedule (U9 – U19 and U8 girls)
5. Individual & Team photograph player order forms and information
6. Check Request, reimbursement form (attachment)
7. Modified Rules of the game for U6 – U12 (attachment)
8. Concession Stand Schedule
9. Club Contact Information

As soon as possible contact the parents of your team and let them know the following:

- When and where will you be holding practices?  
Note: The MASC complex, Wittmann Park Soccer fields, and the Menasha High School fields may not be used for practices. The u4, u5, and u6 team practices are an exception to this rule. Starting in 2008, practices for U8 to U12 will be held by the MASC club and Scott Haywood at the MASC complex on Sunday evenings.
- What night your team will have games?  
Games start on Sunday, April 26th.
- The only accurate game schedule is available from the MASC web site. Your team's schedule may change without notice!! Do not give preliminary hard copies of schedules to parents!! Ideally, you want to direct your parents to the MASC website to ensure that they get updated and accurate information. [www.menashaareasoccerclub.org](http://www.menashaareasoccerclub.org)
- Information on the Scrimmage Day will be forthcoming. Until the snow clears and the fields drain, we will not know if and when we can have a scheduled scrimmage day.
- All recreational teams will be playing in the Sure Dry Soccer Weekend Recreational Tournament to be co-sponsored by MASC and PVYSC on July 26 and 27.



Many of your coaching and administrative questions will be answered if you read and understand the attached information. Please be sure to read and understand the "Official Rules and code of Conduct" from the East Central Soccer District website. <http://www.eastcentralsoccer.org/Info/PDF/2007RulesandRegulations.pdf> Every coach should have a copy of this document with them at their games.

I am a strong proponent of using email to stay in touch with each other. So, PLEASE, make sure you check your email often.

If you have questions or need additional coaching assistance during the year, please do not hesitate to call or email me.

Regards,

Bill Randolph  
1508 Lucerne CT  
Menasha, WI 54952  
Phone: 722-5772  
E-mail: [wrrandolph@gmail.com](mailto:wrrandolph@gmail.com)

## Soccer Web Sites

[www.menashaareasoccerclub.org](http://www.menashaareasoccerclub.org)

Menasha Area Soccer Club website

[www.eastcentralsoccer.org](http://www.eastcentralsoccer.org)

East Central District website

[www.wiyouthsoccer.net/](http://www.wiyouthsoccer.net/)

Wisconsin Youth Soccer association website

[www.wiyouthsoccer.com/coachpass.html](http://www.wiyouthsoccer.com/coachpass.html)

Link to the Coaches Pass page. Every coach is required to have a coaches pass. If you do not have one, please go to the above website and follow the directions to obtain a new pass or renew an outdated one.

[www.eastcentralsoccer.org/Info/PDF/2008NightsOfPlay.pdf](http://www.eastcentralsoccer.org/Info/PDF/2008NightsOfPlay.pdf)

Link to the official nights of play document for all age levels

[www.eastcentralsoccer.org/Info/fields.jsp](http://www.eastcentralsoccer.org/Info/fields.jsp)

Link to the Field Locations for all east central district soccer fields.

[www.eastcentralsoccer.org/Info/PDF/2007RulesandRegulations.pdf](http://www.eastcentralsoccer.org/Info/PDF/2007RulesandRegulations.pdf)

Link to the East Central District Rules and Regulations document

[www.fifa.com/worldfootball/lawsofthegame.html](http://www.fifa.com/worldfootball/lawsofthegame.html)

Link to the official FIFA laws of the game website

[www.asktheref.com/Soccer%20Rules/Question/](http://www.asktheref.com/Soccer%20Rules/Question/)

Ask the Referee website. You can learn a lot from reading the questions and answers on this website. Very cool.

## Reimbursement

A copy of the Menasha Area Soccer Club Check Request form is attached. To be reimbursed, a check request form must be completed and returned along with a receipt to:

Menasha Area Soccer Club  
Attn. Treasurer  
PO Box 481  
Menasha, WI 54952

The following expenses are reimbursable.

- **All Coaches and Assistant Coaches:** Cost of coaching clinics up to \$140.00 per year. The signup for coaching clinics is handled online now. Therefore, you must pay for the class in advance. You will need to fill out the check request form and submit it for reimbursement.



- **All Coaches and Assistant Coaches:** Cost of First Aid classes put on by the Red Cross or Fox Valley Technical College. Current information on the American Red Cross class schedule is included in this packet.
- **WYSA coaching pass and renewal.** MASC pays the \$10 original coaching pass fee and the \$2.00 upgrade fee. If you lose your coaching pass, the \$25.00 fee for a replacement is NOT reimbursable.
- **U10 to U14 Recreational Coaches:** Cost of goalkeeper gloves up to \$50.00 per year.
- **All Classic Coaches and U16 – U19 Recreational Coaches:** Cost of goalkeeper equipment up to \$110.00 per year.



## Tom's Drive-In Classic Tournament

The MASC classic tournament will be held May 16 -18. All MASC U11 – U19 Co-ed classic teams and U11-U18 Girls classic teams are entered.

## Sure Dry Soccer Weekend Recreational Tournament

The Sure Dry Soccer Weekend Recreational Tournament will take place July 26 & 27. The tournament is sponsored by both the MASC and the Neenah PVYSC clubs. Games will be played in Menasha and Neenah for this tournament.

All MASC U8-U19 recreational teams are entered in this tournament. Game schedules will be sent to the coaches later in the year.

## Referee Fees

**IMPORTANT -- You are responsible for paying half of the referee fees for every game – both the home and the away games.**

All coaches of U9 - U19 co-ed teams and U8 – U19 girl's teams will receive a referee check for ALL your MASC games – home and away. It is your responsibility to pay the referee prior to EVERY GAME.

Please make sure you have the exact amount of money for each referee. For example:

If you are a U12 coach, you need to bring a total of \$27.50 to every game to pay the referees. The \$27.50 should be comprised of the following:

\$ 12.50 to pay your half of the center referee fee

\* center ref gets paid: \$25.00 (\$12.50 from each team coach)

\* You need to bring one \$10 bill, two \$1 bills, and two Quarters

\$ 15.00 to pay your half of the assistant referee fees

\* each assistant gets paid \$15.00 (\$7.50 from each team coach)

\* You need to bring two \$5 bills, four \$1 bills, and four Quarters

As coaches, we are responsible to bring the CORRECT change for the referees to each game.

**Do not pay any referees for your tournament games!**

Referee fees for any unplayed games must be returned when you return your equipment at the end of the season.

U4, U5, U6 and U8 co-ed teams will not receive a referee check because these teams do not have referees. The coaches of the U4 – U8 teams will referee their own games.



## Score Cards

**IMPORTANT -- You only need a score card for your HOME games. The other coach will bring the score card to your away games.**

It is important that you completely fill out your score cards. The score card will be given to the Referee at the start of the game. After the game, the referee will give the score card to the coach of the winning team. The coach that receives that card is responsible for mailing it in to the district. Our concession stand contains a drop box for the score cards if you want to take advantage of it.

Remember, the sooner the score card is turned in with accurate team information in it, the sooner your scores will appear on the East Central website.

## Coach Passes

All MASC coaches and assistant coaches must have a coaching pass issued by WYSA.

To obtain a WYSA coaching pass you must:

Have the proper coaching license for the level of team you are coaching (see requirements above)

Fill out the forms located on the WYSA website: [www.wiyouthsoccer.com/coachpass.html](http://www.wiyouthsoccer.com/coachpass.html)

WYSA will bill MASC the \$10 registration fee for your coaching pass.

## Equipment and Jerseys – Frank Talaga

Your team's equipment and jerseys should be picked up at the Menasha Area Soccer Club Complex concession stand on the designated day. You will be emailed the dates and times that you may pick up your equipment.

If you cannot pickup the equipment yourself, an assistant or someone else from your team should pick up your equipment. If your team cannot pick up your equipment at the designated times or you have questions about equipment, contact Frank Talaga at (920) 722-7982 or e-mail at [talagas@sbcglobal.net](mailto:talagas@sbcglobal.net).

Additional equipment available by request includes disks, cones, keeper jerseys and pennies.

Classic Coaches:

You, or a manager you assign at the beginning of the season, are responsible for the return of the uniform jerseys. Here are a few tips, which may help expedite the return of your player's jerseys:

When you hand out the jerseys at the beginning of the season, document who has what number!

Have your players wear their alternate jerseys for the last game, and collect all the MASC jerseys before or directly after the last game.



## Coaching Education

The Wisconsin Youth Soccer Association (WYSA) requires all coaches to have the following license:

All recreational coaches U5 – U19 must have a G license at a minimum.

All **classic** coaches and assistant coaches must have an E license at a minimum.

It's recommended that U15, U16, U17 and U19 **classic** coaches obtain their D license. An E license is a prerequisite to obtaining the D license.

***The number one criteria used to select coaches for the Menasha Area Soccer Club Classic teams is the level of coaching license.***

All soccer-coaching courses are **free** to MASC coaches and assistant coaches. All course sign ups are handled online now. You will be required to pay with a credit card. Then you may submit the receipt to the club to receive a reimbursement check.

Here is the website address for the Coaching Clinics: <http://www.eastcentralsoccer.org/Events/coaches.jsp>

## Additional Coaching Materials

The following Soccer training tapes were purchased by MASC and are available for loan at the Menasha Public Library:

- How to coach: Very Young Soccer Players – Fun Games and Basic Skills
- One on One: Coaching for Parent and Child
- All the Right Moves to beat and get past your opponent
- Coerver Coaching: Play Like a Soccer Legend
- Coerver Coaching: Part one – A new Era
- Coerver Coaching: Part two – Building Essential Skills
- Coerver Coaching: Part three – Fast Break Attack
- Training Girls and Women to Win Featuring April Heinrichs – Tape 1
- Training Girls and Women to Win Featuring April Heinrichs – Tape 2
- Training Girls and Women to Win Featuring April Heinrichs – Tape 3
- Myths of the Game
- Coaching the Techniques of Goalkeepers
- Drills for Beginning Goalkeepers
- Soccer Skills & Tactics - Attacking
- Soccer Skills & Tactics - Defending
- Soccer Skills & Tactics - Shooting
- Soccer Skills & Tactics - Transitional Play & Set Plays
- Soccer Skills & Tactics - Passing, Receiving and combinational Play
- Soccer Skills & Tactics - Positional Play and Team Formations



## Sponsorship of Teams

This section is meant mainly for classic teams who obtain donations to offset the cost of tournament entry fees.

When a private entity (person or company) wishes to sponsor a team in a tournament, the treasurer of the MASC will provide the necessary documentation/receipt needed for the private entity tax purposes. Checks must be written to the Menasha Area Soccer Club in order to qualify.

The private entity must pay a minimum of \$100.00 and the payment must come in the form of one check. Only one documentation/receipt will be given per team/per tournament.

## Player Safety

The registration forms no longer contain a medical consent form. The medical consent form was removed from the player application form to make it easier to handle internet applications – when we are able to offer that feature. Therefore, you will find copies of the medical consent form with this packet. You must pass the forms out to your parents. They need to fill them out and return them to you before their child may practice or play in a game. Keep these medical consent forms with you at all practices and games during the season.

All coaches for U9 and above receive a first aid kit. If you run out of supplies, contact Al Heiting, the equipment manager to obtain replacements.

A first aid kit is available at the concession stand for U4, U5, U6 and U8 teams to use.

The first aid kit and ice should be brought to every practice and game in the event of any minor injuries.

Coaches of younger teams should remind parents to make sure they purchase soccer shoes (not baseball or football) for their child. Unlike Baseball shoes, soccer shoes do not have a cleat on the very front of the toe. Shoes are inspected prior to each game by the referee. The referee may ask any player to change shoes if the inspection indicates the shoes are not safe.

## East Central Safety Rules

- All players must wear shin guards. Players cannot participate in practice or games without shin guards. Shin guards must be completely covered by the player's socks.
- Jewelry cannot be worn during games. This includes bracelets, earrings watches, rings, metal barrettes, and hair twists with metal or hard plastic. Hair should be tied back with rubber band or a soft hair tie. Hair wraps with beads must be tied back with the rest of your hair during games and practices. Medical alert bracelets must be taped to the body.
- No casts, splints or braces (except for the knee) will be allowed. Knee braces must be sufficiently padded and approved by the referee.

- Slide tackling is not allowed in any recreational league play.



## Soccer Camp

This year's soccer camp will be provided by Scott Haywood and will take place on Monday, June 9 – Thursday, June 12. Additional information and camp brochures will be provided for every MASC player. A copy of the brochure is available online in the Parent Forms section of the Menasha Area Soccer club website.

## Fields, Parking and Rescheduling

Please instruct your parents to park in the following locations for games at the MASC complex and at Wittmann Park.

- 4 fields at the Earl St. Soccer Complex
  - Parking is available in the MASC parking lot, along Airport Road and along Earl Street.
  - Parking is also available in the Sure Dry Basements gravel parking lot, located off of Earl Street, across from the Complex. **Please respect this generous offer from Sure Dry Basements, by respecting their property and by cleaning up any litter you see in their parking lot.**
- 3 fields at Wittmann Park
  - Parking is available in the Wittmann Park parking lot.
  - Parking is available along Airport Road
  - Parking at Wittmann will be scarce, especially if there are two games at the same time or a non-soccer group function is in progress at the pavilion.
  - Do not park at the businesses along Airport Rd. or at Kitz & Pfeil.
- All U4, U5 and U6 Games will be played at the Soccer Complex.
- Fields for tournaments are yet to be determined. Maps to additional fields required will be included in tournament info packets.
- Do not practice at the Soccer Complex before the beginning of the regular season.
- Even after the season begins, practice on the game fields is discouraged. Several parks, including Clovis Grove and Fritsch, are available for practicing. Please save our field for games!
- Please do not have your players warm up in the goal areas! These areas get a lot of wear and tear during games alone, and can become dirt holes by the end of the season if we don't take care of them!
- The Menasha High School fields may not be used for practices.

### Game Cancellation due to weather

It is up to each club to determine if games will be cancelled due to weather. Listen to WIXX (101.1 FM) or WHBY (1150 AM) radio to find out if MASC **home** games will be cancelled. In addition, as soon as practical, game cancellations will be posted on the MASC web site.

## Rescheduling

If you have a game suspended or postponed for any reason (usually rain), the **Home coach** should take the following steps:

1. Call the MASC Field Scheduler (Kurt Schodorf 954-6832 or Kevin Otto 722-0609) to determine when an appropriate size field is available.
2. Contact the opposing coach to verify the date works for the other team.
3. Contact the MASC Referee Commissioner, Kevin Otto at 722-0609 to schedule referees for the rescheduled game.



## Special MASC Practice Opportunities

This year, the club has hired Scott Haywood to work with our younger aged teams. The club has scheduled practices for all U8 to U12 teams with Scott Haywood. Here is a list of the Sundays the club has scheduled with Scott:

April: 13<sup>th</sup>, 20<sup>th</sup>, and 27<sup>th</sup>

May: 4<sup>th</sup>, 11<sup>th</sup>

June: 1<sup>st</sup>, 8<sup>th</sup>, 22<sup>nd</sup>, and 29<sup>th</sup>

All U8 teams will start their practice at 5pm and run for one hour.

All U9 and U10 Rec teams will start their practice at 6pm and run for one hour.

All U10 to U12 Classic and U12 Rec teams will start at 6:30pm and run for 1.5 hours.

I would like to point out that these practices are optional. However, I would encourage all of the recreational teams to take advantage of this wonderful opportunity. If you are not planning on taking advantage of these practice sessions, please let me know.

These sessions with Scott Haywood are club sanctioned events. These practice sessions will take place at the MASC complex on the Sunday nights listed above.

# Club Contacts

<http://www.menashaareasoccerclub.org/contacts.jsp>



## President, and Buildings & Grounds

Kurt Schodorf  
Home Phone: 954-6832  
Email: [kschodorf@new.rr.com](mailto:kschodorf@new.rr.com)

## Treasurer

Jeff Watt  
Home Phone: (920) 486-1476  
Email: [jwatt001@new.rr.com](mailto:jwatt001@new.rr.com)

## Tournament Coordinator

Deb Kositske  
Home Phone: (920) 720-0280  
Email: [gschreiber1@new.rr.com](mailto:gschreiber1@new.rr.com)

## Referee Assignor

Justin Oshefsky  
Home Phone: (920) 585-0145  
Email: [nflash41@yahoo.com](mailto:nflash41@yahoo.com)

## Equipment Coordinator

Frank Talaga  
Home Phone: (920) 722-7982  
Email: [talagas@sbcglobal.net](mailto:talagas@sbcglobal.net)

## Coaching Coordinator and EC Rep

Bill Randolph  
Home Phone: 722-5772  
Email: [wrrandolph@gmail.com](mailto:wrrandolph@gmail.com)

## Grants and Marketing

Kay Wenger  
Home Phone: (920) 749-0809  
Email: [kwenger@directions.com](mailto:kwenger@directions.com)

## Vice President

Randy Gallow  
Home Phone: 969-1498  
Email: [rpgallow@aol.com](mailto:rpgallow@aol.com)

## Registrar

Kevin Otto  
Home Phone: 722-0609  
Email: [kjotto@new.rr.com](mailto:kjotto@new.rr.com)

## "Sprouts" Coordinator

Lauren Rushford  
Email: [blondiegirl558@yahoo.com](mailto:blondiegirl558@yahoo.com)

## Uniform Coordinator

Julie Anderson  
Home Phone: 727-1060  
Email: [janderson138@new.rr.com](mailto:janderson138@new.rr.com)

## Team Sponsorships

Mike Mericle  
Home Phone: 886-1306  
Email: [mmericle@new.rr.com](mailto:mmericle@new.rr.com)

## Classic Coordinator

Doug Paul  
Home Phone: (920) 378-4714  
Email: [dgpaul@tds.net](mailto:dgpaul@tds.net)