

Menasha Area Soccer Club

Classic Team Formation Guidelines

1. Purpose

- a. During the summer of each year, the Menasha Area Soccer Club (MASC) will hold assessments for team placement for the following year.
- b. The assessments will be organized and conducted in a manner that will fulfill the following purposes:
 - i. Provide all soccer players an opportunity to have their skills and talent assessed.
 - ii. Provide all soccer players an opportunity to select a desired level of competition based on their ability.
 - iii. Provide all coaches the opportunity to evaluate ALL current and new players with the intent of helping each team become better.
 - iv. Provide team placement for as many competitive players as possible.

2. Principles

- a. It is the intent of the Menasha Area Soccer club to become stronger and more competitive while helping players and their families participate based on their level of competition and commitment.
- b. Since all teams maintain some level of independence, differences will be communicated to players and their families through the individual team coaches.
- c. In order to maintain team stability, assessments may not be held for older age brackets. Coaches at those brackets may conduct their own assessment. Those assessments will be referred to as team tryouts in the Classic Team Formation Guidelines.
- d. The following principles will govern our player assessments:
 - i. The procedure will be based on one assessment session.
 - ii. The Club will manage and administer the assessment.
 - iii. The Club will help manage and administer player offers arising from the assessment.
 - iv. All coaches of an age/gender division will be invited to observe all player evaluations within one month of the assessment date.
 - v. Assessments will be designed to integrate all players and coaches of an age group. Drills and games will be set up by an independent party to provide a good overview of all players to all evaluators and coaches at the assessment.
 - vi. Assessments should be low key, fun and challenging. Assessment drill coordinators should do everything possible to set this tone.

3. Date

- a. Assessments will be conducted during the last three weeks of the summer soccer season.
- b. Exact dates and times will be agreed upon by the club and coaches of each age/gender group.
- c. The MASC assessment window will not exceed 2 weeks.

4. Assessment Management

- a. The Club will provide overall management for the assessment. The Club administrator or a club board member and the assessment committee will identify a sign-up person to take applications, pictures, birth certificates, etc.
- b. The Club will form a player evaluation team for the purpose of evaluating the players. The team shall be comprised entirely of independent evaluators.
- c. Evaluators should have recent coaching experience at the appropriate age level if possible.

5. Registration Requirements at Assessments

- a. Registration packets will be passed out to club coaches for distribution to current players who are considering continuing to play classic soccer.
- b. New players can obtain all documents referenced in 5c and 5e on MASC homepage.
- c. Registration packets will include the following:
 - i. Club Letter/announcement stating assessment times
 - ii. Link to this document on club website
 - iii. Registration form
- d. Registration will take place the day of the assessment. All players should arrive at least thirty minutes prior to the scheduled assessment time to ensure that all paperwork is completed properly and all necessary information is obtained.
- e. Items required at time of assessment:
 - i. Equipment: Cleats, shin guards, age appropriate ball, and water
 - ii. Nonrefundable Assessment Fee: \$5.00
 - iii. Player Registration Fee: Shown on current-year Player Registration Form (Refundable if the player does not make a classic team)
 - iv. Completed Player Registration Form for current year
 - v. Completed WYSA Universal Permission and Medical Treatment Statement Form
 - vi. Photo of Player: 1"x1" face photo (for East Central District player pass)
 - vii. Proof of Age: U-11 or new players to MASC may need a birth certificate
 - viii. Player Signature will be obtained at registration table (for East Central District player pass)

6. Attendance

- a. All current players must be assessed before being allowed to play in the upcoming season. Current players will not be assigned to any team within the Club unless all coaches have an opportunity to evaluate them or waive their evaluation. Coaches, however, can decline to evaluate players.
- b. Players with medical issues will be handled the day of the assessment. All required information referenced in 5e must be submitted.

7. Conducting Assessments and Invitations for All Teams

- a. In the spirit of offering players team positions based on player ranking, the evaluators of each age group should focus their energy on the evaluation of all players. Evaluators must work to insure our Club has conducted a professional and positive assessment.
- b. The current teams will be ranked based on the most recently published East Central District rankings, if applicable. The highest ranked team will henceforth be called the "Blue" team, regardless which East Central District bracket it is actually in. The second highest ranked team will henceforth be referred to as the "White" team, etc. If rankings are not applicable, the first team accepted into MASC will be referred to as the "Blue" team.

- c. Technically able coaches and assistants are expected to volunteer to run drills for at least one other age group. This will allow the assessment evaluators to focus on player evaluation during their assessments.
- d. A standard set of drills will be suggested by the assessment committee and implemented with specific drills for each age group. These drills and small/large sided scrimmages will make up each assessment as run by the assessment drill coordinator(s).
- e. If coaches wish to add drills to the standard format, they need to identify the desired drill to the assessment coordinator at least 1 week prior to the assessment date. In the case of a conflict of interest, the coaches and assessment coordinator need to agree on the format prior to the start of assessments.
- f. Assessments will begin and end on time. The assessment drill coordinator(s) need to set up the assessment area 30 minutes prior to the posted start time.
- g. The candidates will sign in at the Club administration table. After items in figure 5d are taken care of a sequential number will be assigned to each candidate that the candidate must wear on the back of his/her shirt. No candidate will wear any part of their (MASC or other) club uniform to assessments. If a candidate is wearing their current or former club shirt, he/she may borrow a white T-shirt from the Club.
- h. Drills will be setup to maximize a candidate's opportunity to perform. These drills must be run consistently for all groups of candidates.
- i. Player assessments will be completed using the following guidelines:
 - i. As drills are run, the evaluators will assess each candidate in various areas of skill and ability on a numeric scale ("assessment score").
 - ii. Upon completion, the evaluators' assessment scores of all candidates will be used to determine the ranking.
 - iii. Player rankings will be used to select players.

8. Offer Procedure

- a. Assessment Outcome and Player Invitations
 - i. If there are more than 18 candidates to make an offer to, then they will be placed in rank order for the coach with instructions on how many total offers to make. After reviewing the list the coach may replace three players, with concurrence of the CAC. This gives the coach the opportunity to bring in a player that he/she knows fits well with the chemistry of the team, or to bring in a player who was injured and could not participate in the assessment.
 - ii. Coaches will not make direct contact with parents or candidates regarding coaches and/or team interest between an assessment and an offer being made, prior to final team selection.
 - iii. If there are 29 candidates then two teams can exist. If we only have 29 players the "Blue" team coach will only pick 15 players so that the "White" team would have 14 players. If the opportunity would allow the "White" team to carry no less than 16 players then the "Blue" team would be able to roster a full 18 player roster. If the possibility exists that the last team may or will have less than 14 competitive candidates available, higher teams should not accept more than 15 candidates. Or the Club may need to say that one team may exist for that age group. Teams should roster no more or less than 1 player as the other teams if team would not be at 14.
- b. In instances where the MASC has determined that two teams (Blue and White) can be formed, the following conditions apply:
 - i. The "Blue" team will receive the highest rated players
 - ii. If a player decides not to play for the "Blue" team, he/she will not be allowed to play Classic soccer in MASC. That player is free to play recreational soccer in MASC.

- iii. If an offer is made by one coach after the assessment and the other coach abstains, then THAT will be THE OFFER the candidate receives.
- c. Making Player Offers
 - i. Coaches will make quick and efficient offers to players. Offers are to be made within 30 days of the assessment or within three days of the team tryout.
 - ii. Where MASC has determined that two teams can be formed, the coach of the "Blue" team will make initial offers within 10 days from the date of ranking. This will allow the coach of the "White" team time to make his offers within 30 days after the assessment.
 - iii. It is the goal of the club to expedite the process of making offers. The coaching coordinator will work with coaches to ensure this. All players will be contacted within 30 days after the assessment. Players in age brackets that have a team tryout rather than an assessment will be contacted within 30 days after the date of the last scheduled assessment.
 - iv. The offers will be communicated by phone to the candidates and parents without a display of preference by the coach.
 - v. The player must respond to the offer within five days of the date of the offer. If the player declines the offer, he/she cannot play on another MASC classic team at that age division. He/she may play on a MASC recreational team

9. Playing Up

- a. The Menasha Area Soccer Club emphasizes and desires that players play within their own age division.
- b. Requests to play up more than one year are strongly discouraged.
- c. The Club will emphasize that there are no overriding developmental reasons for a player between U12-U14 to play up on an older age group Club team.

10. Player Selection for Existing Teams

- a. Player selection for existing teams is expected to be a gradual strengthening process and not a wholesale change of players every year.
- b. Players are not protected during an open assessment process.
- c. A goal of the team formation process is to attempt to maintain, or advance, the teams' East Central league level from the previous year, where possible, and to maintain team stability at all levels and to promote competitive play.

11. Advertising / Schedule

- a. Advertising for the Assessment should include:
 - i. A short Contact form/ad submitted to local newspapers within the area of our player draw.
 - ii. A Sample Registration Form or letter posted in the YMCA, local soccer stores and indoor arenas as allowed.
- b. Advertising should to be ready by the end of May for the July assessment dates.
- c. Actual Age Group Assessment Dates should be picked before Mid-May.