

#### **IV. (a)**

## **SIGNAL MOUNTAIN SELECT SOCCER OPERATIONAL RULES**

Signal Mountain Select Soccer will be name of the select soccer club.

Signal Mountain Select Soccer (SMSS) is a direct operation of the Signal Mountain Soccer League (SMSL). Therefore, Signal Mountain Select Soccer is subject to the bylaws of the Signal Mountain Soccer League (a Tennessee not for profit corporation). The Operations Guide provides general guidance to the Signal Mountain Soccer League Board, Commissioners, coaches, referees, players and parents about how the Signal Mountain Soccer League is organized and run. Nothing in the Operations Guide supersedes what is in the bylaws of the Corporation. In the event of any apparent conflict between the Operations Guide and the Bylaws, the Bylaws take precedence.

# **SIGNAL MOUNTAIN SELECT**

## **TEAM RULES &**

### **SCHEDULE OF EVENTS**

Below you will find information regarding the creation of a Select team on Signal and what is required and expected from those Select teams thereafter.

In order to create a select team, permission must have been given by the board – you must provide name of proposed coach, age group for the team and plans for try-outs. If you do not have a coach, our Director of Coaching, Theresa Knox, will help you locate one. All coaches must be approved by the Director of Coaches.

Please note that it is not enough to get approval from one board member. Approval must be received and ultimately signed off on by SMSL President. Once plan is submitted, you may receive approval within 2 weeks.

SMSL requires all select teams to hold initial try-out. Try-outs must be advertised properly (newspaper notice and mailer to all players in your age group are mandatory). Subsequent years do not require tryouts if you plan on fielding more players or replacing players. Theresa Knox can hold your tryout for a fee or you can do it yourself. Initial tryouts should be conducted on or as close to the first date allowed by TSSA or as the Board may otherwise direct.

Upon approval of your team, by the SMSL Board, you will receive an e-mail with all eligible on-age players. Please see Age Purity requirements set forth under Additional Select Soccer Requirements.

Once you've held your tryouts and selected your players you may request a team packet which will include all required forms. Provide the following in a completed packet:

Player Commitment Letter  
Parent Recruiting Form  
Medical Release Form (signed by each player)  
Team Contacts Form  
Volunteer Disclosure Form (all coaches sign)  
Roster Form (includes all players w/phone number and birthdates and coaching staff)  
Birth certificate copies (all players – registrar will certify players are on age)  
Copy of Coaching License (minimum of E license)  
Checks – made out to SMSL

- \$60 registration fee for all Select only players in the Fall plus \$30 in the Spring
- \$30 registration fee for each coach (pay fee 1x even if coach 2+ teams)

Provide completed packet to Registrar Karen Barrett . She will confirm all birth certificates and required forms, sign off and then forward to President for final signature (please do not expect your packet to be signed by Registrar while you wait). After final approval, your packet will be forwarded, with an SMSL check to T.S.S.A. T.S.S.A. has a very quick turn-around time (1 day or so off season, 3 to 4 days in August). T.S.S.A. will send player/coach cards to the league. You will receive a phone call/e-mail to come and

pick up your team packet. Do not provide incomplete packets, if you're missing any form or checks, your team will not receive final approval and process will be delayed. If you send packet directly to TSSA w/out the appropriate signatures, T.S.S.A. will not accept your roster.

Please note this process is applicable each year. Even if your roster does not change from year to year, you are still responsible in contacting SMSL and informing board of your plans to continue with your team. This information must be received by the board by July 1<sup>st</sup> of each year. Do not assume your request was received unless you receive a confirmation e-mail or call (please provide e-mail info or number to call).

The only items not required in your subsequent packets are birth certificates for existing players. Please provide copies of birth certificates for new players. All other forms have to be signed again.

In regards to fees:

\$30 goes to state for annual membership, insurance, etc.  
\$60 annually goes to SMSL to help in maintenance of fields

In order to keep the annual costs down, Select parents are expected to help with the fields when needed. The \$30 fee is paid twice a year (Spring & Fall) and doesn't cover the cost of field maintenance. Select teams use the Shackleford fields throughout the year and the fields are maintained throughout the year for that purpose. Please share this with your parents and let them know that at different times of the year we will be requesting some help. Coaches and Managers will be responsible for providing manpower from their team. SMSL will contact you and let you know how many parents from each team we will need. You will be responsible for selecting parents and keeping track of who has donated time. Any team that does not contribute will be required to pay additional fees.

Coaches/Managers are responsible for retaining a practice field. You must call Pat Holmes at 802-4281 to reserve a field time whether for practices or scrimmages. If you are not scheduled, you do not have field privilege. Please call hotline for field updates during questionable weather 517-1700. NO teams play/practice if fields are closed.

If you are in need of a referee for a scrimmage, contact Forrest Walker at 886-7210 or 505-2099. He can provide you with available referee list. Your team is responsible for paying referee fees incurred at game time.

Any questions or recommendations regarding the Select program may go to SMSL President, Pat Holmes 802-4281 or [par4holmes@comcast.net](mailto:par4holmes@comcast.net).

# **ADDITIONAL SELECT SOCCER REQUIREMENTS**

## **SELECT TEAMS**

### General

- A. The number of teams in each age group shall be determined by the Director of Coaching and approved by the Board of SMSL.
- B. All youth (ages 9-19) residing on Signal Mountain or registered with the SMSL shall be eligible to tryout for a select team within the appropriate age group.
- C. Tryouts will be conducted during the month of June or within close proximity of the same. All tryouts must be approved by the Board and must be open to all players within that age group. All tryouts must be advertised properly (newspaper notice and mailer to all players in age group is mandatory).
  - a. Players must be on-age until U12. Board will e-mail parent representative the listing of on-age players for desired age group. Once a player is eligible for U12 age group, he/she may tryout for an older age group during the June tryout period.
  - b. There will be a \$10 tryout fee for each player. \$5 will go towards the team and/or coaches and the remainder will go to reimburse expenses associated with the tryouts.
  - c. After players have been selected, team members and parents need to fill out the following forms:
    - 1. Medical Release form (signed by each player)
    - 2. Team contacts form
    - 3. Volunteer Disclosure form (all coaches sign)
    - 4. Roster form (with all players, birthdates, phone #'s, coaching staff)
    - 5. Copies of all birth certificates
    - 6. Copy of coaching license (all coaches must have minimum of E License)
    - 7. Player Commitment Letter
    - 8. Parent Recruiting form

Complete packet with all forms and fees should be given to Registrar for confirmation. After final approval, your packet will be forwarded, with a SMSL check to TSSA. They will send player/coach cards within a week of receiving the packet. Your parent representatives and/or coach will be called to pick up the team packet. Do not send incomplete packets to the Registrar. All checks, forms, signatures, social security numbers, birth certificates, etc. must be in order or you will delay approval for your team.

This information is required each year even if your roster does not change; you are still responsible for contacting the SMSL Board if you want to continue with the Select Program of Signal Mountain. All information should be received by the Board before August 1<sup>st</sup> of each year.

- D. Registration fees for players:

- a. Select only = \$60
- c. Coaches = \$30 (no matter how many teams)

All bank checks, drafts and/or money orders submitted shall be made payable to the "Signal Mountain Soccer League" or "SMSL."

#### Select Coaches/Teams

- A. Any coach or parent desiring to form or continue with a select team shall petition in writing, by June 1<sup>st</sup> on the approved form, to the Board for approval. The request must include names of coaches, including assistant coach(es) coaching certifications (or the proof of intent to obtain the certifications) and the age group for the team. The coach must be approved by the Director of Coaching.
- B. If there exists a sufficient number of players in a particular age group to form an "A" and "B" team, an approved coach can be responsible for both teams. If two coaches are approved by the Director, the most qualified coach will be assigned to the "A" team. Criteria are as follows:
  - 1. Coaching license level
  - 2. Total years of soccer coaching experience, broken down by years at the Class IV, Class II and Class I levels.
  - 3. Age group seniority in SMSL.
  - 4. Experience as a player.
  - 5. Contributions to the league and clubs activities, including referee service, tournament support, support of committees/projects and administrative positions.
  - 6. Known record of coaching, demeanor, conduct and professionalism.
- C. In applying these criteria to the designation of A and B team coaches, the Director of Coaching may weigh them as it deems appropriate and, in fact, may set them aside at its discretion if overriding circumstances warrant.
- D. The A and B designations apply only to the player selection priority given to the coaches within the contest of the tryout process. Once tryouts are complete and teams have been registered, these designations cease to have any application.

For all SMSS teams, the head coach has the final authority and responsibilities for his/her team. The assistant coaches and team managers have delegated responsibilities. Team trainer is an individual hired to assist the coach and his/her employment is at coach's discretion.

#### AGE PURITY

Select teams will be identified by the single-year labels commonly assigned to competitive teams, i.e., Under 11, Under 12, Under 13, etc. Players who fall under categories of U9, U10 and U11 are required to play within their age group. If a player is enrolled in the same class at school with players from the age above them, he/she may choose to tryout

to play up. Once a player is 11, he/she may play up if he/she is chosen by the coach after tryouts are completed.

The club recognizes that age pure teams have one primary advantage: rosters can remain largely intact over several years. This positively influences long-term player and team development. Discontinuity in the roster from season to season is the primary disadvantage with mixed-age teams.

Even though age purity is a stated objective, mixed age rosters are not prohibited within the older age groups (U12 – U19).

If a player is too young (U7/U8) to tryout for a select team, he/she may practice with the U9 team until a team is available. This is only acceptable if approved by the coach, player's parents and President of the SMSL Board. The player may not be included on roster of the U9 team until age appropriate.

### PROTEST and APPEAL PROCEDURES

All protest and appeal procedures are subject to the SMSL Operations Guide and TSSA Rules and Policies.

### UNIFORMS

At minimum, club policy requires SMSS teams to:

- ❖ Wear uniforms that are predominantly black for jersey and shorts with white accents or borders
- ❖ Carry a second predominantly white jersey with black accents or borders
- ❖ All uniforms must display the SMSS logo/patch to be designed and approved by the Director of Coaching and the SMSL Board.

## RECRUITMENT

All players shall be “free agents” permitted to play with the select club, subject to the following condition. Solicitation of registered players shall not be permitted except through the President of SMSL in consultation with the Director of Coaching.

Once contacted, the President shall inform the player, parents and player’s coach, if applicable, within 72 hours. Without further notice or contact by the President, the solicitor may contact the player.

Any individual violating this provision shall be subject to disciplinary action by the SMSL Board.

## COMPLAINTS and DISPUTES

All disputes (both intra-team and inter-teams) shall be brought first to the SMSL Board in writing for settlement. The Board will review and make a majority decision within one week from the receipt of complaint.

## TEAM EQUIPMENT

If a coach buys equipment with his/her personal funds, then it remains the coach’s personal property, even though he/she may allow the team to use it. If equipment is purchased with team funds (either parent contributions or proceeds from team funding), it is considered the team’s property. Team property remains with the team from season to season even if there are changes in the coaching staff or member families. If a team happens to disband, team equipment becomes the property of the SMSS for subsequent disposition or reassignment as deemed appropriate by the SMSL Board.

## MENTOR ASSIGNMENTS

At the beginning of the new season, the SMSL Board will assign the Coaching Director and/or an experienced coach to mentor each new coach in the program. Mentor coaches will assist new coaches in all aspects of team management and club participation, augmenting the support provided by the SMSL Board. As the season unfolds, new coaches should seek guidance in such areas as player development, parent management and key policy requirements.