

Burlington Youth Soccer Association

BYSA Spring 2019 Coach's Preseason Check List

- ☐ **Coaches email to players providing key dates and schedule for the upcoming season**
 - Please make sure you are sending weekly communications to your teams
 - It is recommended that you send a communication this week managing expectations about preseason activities and date of first games (April 6th)

- ☐ **Confirm that all players have their uniforms**
 - If have any questions contact Gene Visco at gvisco@me.com

- ☐ **Review roster and confirm player numbers are correct in sports manager**
 - Rosters need to be accurate, you will need to provide two copies of your roster to the referee for each game you play.
 - You can view and edit jersey numbers when you log into sports manager, click on the manage roster tab and then click on the player.
 - Ensure player pictures are loaded or updated with an age appropriate picture. Please note there can only be the player in the picture. No other family members or animals can be in the picture.
 - It is recommended that you print up enough copies for each game at the beginning of the season. In case Sports Manager is not available during any week you will already have copies
 - It is also recommended that you print up a copy of your parent's contact information as well for the same reason.

- ☐ **Director of Coaching**
 - Matheus Campos is back and will be communicating with you about upcoming activities
 - Please note that Matheus is not responsible for Fields, Game Schedules, Practice Schedules, Challenger Schedules or Uniforms. A directory will be provided to each coach identifying whom to contact for specific administrative questions.
 - Matheus' Contact information
 - matheus.bysa@gmail.com
 - 617-710-5468

Burlington Youth Soccer Association

□ **Directory of Services**

▪ President	Chris Newhall	cbnewhall@gmail.com
▪ Registrar/CORI	Paul Sateriale	psateriale@hotmail.com
▪ U4 Age Coordinator	Sherry Burke	sherrykburke@gmail.com
▪ U6 Age Coordinator	Sharon Borbee	spborbee@comcast.net
▪ U8 Age Coordinator	Dave Shannon	shannon.db@gmail.com
▪ Fields	Paul Bruno	pa_bru@yahoo.com
▪ Uniforms	Gene Visco	gvisco@mac.com
▪ Equipment	Ryan Clement	rclmnt@yahoo.com
▪ Referee Assignor	Bela Hasek	bigbela@aol.com
▪ Challenger Contact	Sherry Burke	sherrykburke@gmail.com

□ **BYSA Spring 2019 Coaches Meeting**

- Targeting the last week of March for the meeting, possibly Thursday the 28th of March
- Time and location will be confirmed and communicated in a separate email.
- Please contact Mike Parkin if you have any questions at mcparkin@outlook.com

□ **Confirmation of Coaching Staff (up to 2 assistants are allowed)**

- Submit any changes to your coaching staff your Age Coordinator for approval ASAP
 - U10 Joe Basile at jbasile@cataniaoils.com
 - U12 Ray Hudson at rhudson@rcn.com
 - U12 Ryan Clement at rclmnt@yahoo.com
 - U14, U16 & U18 Owen McHugh at omchugh04@gmail.com

□ **Confirm CORI is completed for Head Coach and all Assistant Coaches**

- Please check your CORI status on the BYSA website under FORMS/DOCS/FILES, with the document name CORI STATUS
- If you do not have a CORI with BYSA (Burlington Schools do not count) click on the link below to submit an application
- http://www.mayouthsoccer.org/members/adult_registration/

CORI Process

- Click on Affinity Adult / CORI Registration Portal on ShareView link
- Complete application process
- Coach will receive email confirmation from the site.
- Coach should email Paul Sateriale the form and a copy of their license.
- Paul will monitor the site and once the CORI is approved he will notify you and create your lanyard.
- Contact Paul Sateriale if you have any questions at psateriale@hotmail.com

□ **Challenger practices**

- Challenger practices will start the week of April 8th
- Schedule to be released by March 18th
- Communicate schedule to players
- Contact Sherry Burke if you have any questions at sherrykburke@gmail.com

Burlington Youth Soccer Association

□ Coaches practice

- Preseason indoor practices are scheduled for the weeks of March 17th & 24th
 - Notice about indoor practices is forthcoming in the next 24 hours
- Outdoor Practices are scheduled to start the week of April 1st
- Practice schedule to be opened on March 20th for you to book your practices
- How to schedule your practice
 - Log into sports manager under coach
 - Select the team you are coaching
 - Click on the “manage roster” tab
 - Click on the “add/edit practices” tab
 - Click on the day and field (if multiple fields) you wish to schedule your practice on.
 - You will be prompted to accept recurring practices, accept
 - Time of practices default to system settings.
 - If you want to change the start of your practice to a later time, click on the link to your team and your practice schedule for each day will appear.
 - Edit start times as needed and click on save for each week you change practice times.
- Communicate schedule to players
- Contact Paul Bruno if you have any questions at pa_bru@yahoo.com

□ Lanyards and Coaching Cards

- Coaching Cards and lanyards will be available at the coaches meeting. If you are not able to attend the coaches meeting you will need to contact Paul Sateriale to organize a time for you to pick up the Coaches Card and lanyard.
- **U12 – U18 Age Groups require player cards for the Spring Season. It is recommended that the coaches hold onto these throughout the season, not the players**
- Lanyards and Coaching Cards are required for all Head and Asst Coaches
- Contact Paul Sateriale if you have any questions at psateriale@hotmail.com

□ Review game schedule

- First game of the season will be April 6th, please note opening day is dependent upon the weather. The league has to approve the opening date and then Burlington needs to open their grass fields.
- Game schedule should be available by March 31st at the latest
- Please remember there may be adjustments to game times and locations after March 31st, please review and confirm games with opposing coach each week.
- Rescheduling or cancelling games, a separate communication detailing under what circumstances games may be cancelled / rescheduled will be sent out.
- Contact Tim Burke if you have any questions at tburke68@gmail.com

Burlington Youth Soccer Association

- **Inventory your equipment (cones, ball, pinnies, first aid kit, coaches bag, goalie gloves)**
 - You should have received all required equipment in the Fall. If you are need of any replacement equipment please contact Ryan Clement at rclmnt@yahoo.com
 - Please note that this equipment is paid for through registration fees, you should not be upgrading all your equipment each season. Please keep this in mind when requesting additional equipment.

- **Take the CDC concussion training course**
 - 30 minute self-tutorial
 - <https://www.cdc.gov/headsup/youthsports/training/index.html>

- **Coaches Certification**
 - US Soccer is the governing body that administers training and certification for soccer coaches.
 - Certification / Licenses range from 4v4 grassroots to the professional level.
 - BYSA requests that coach's take the introductory 4v4 course which provides foundational skills that can be utilized at all age groups. As you progress through the age groups it is recommended you take the 7v7, 9v9 and 11v11 courses as well.
 - BYSA will reimburse all applicants the cost of the course.
 - For your convenience a link to the US Soccer Digital Coaching Center is provided below
 - <https://www.ussoccer.com/coaching-education/licenses/grassroots>
 - If you have any questions regarding licensing please contact Tim Burke at tburke68@gmail.com