

## 2013 Waconia Lacrosse Team Manager Manual

### Youth Lacrosse of Minnesota (YLM) site:

<https://leagueathletics.com/Default.asp?org=youthlaxmn.org>

**Team Manager Registration:** All Managers must register at YLM.

<http://leagueathletics.com/Registration/Default.asp?n=49941&org=youthlaxmn.org>

Once registered, you will be authorized to organize your Team Page within YLM. Rosters can be uploaded as well as tracking of the game schedule and standings. It also provides option to subscribe to the calendar.

### YLM Waconia Team Pages:

<http://leagueathletics.com/Bulletins.asp?MyTeam=261251&org=youthlaxmn.org>

Login to become the "administrator" for your page.

1. Must be registered as the team's manager
2. Top right hand corner - login
3. Click on "administrator"
4. Walks you thru all directions for adding scores, updating calendar, etc.

### Roster Registration:

1. If you are registered as a coach or team manager for a team, you will receive an email from YLM admin with a login password.
2. Log into the YLM system with your email address and password.
3. You will see administrative top right side of the screen.
4. Click on "Messaging"
5. Click on "Team Bulletin"
6. In the "New-Bulletin" box, type in your name, email address, and change "expires after" to August 15
7. In the "Title" box, type in "Team Roster"
8. In the text box, type in the following information for your team (in this order):
  - a. Player last name
  - b. Player first initial
  - c. Player jersey #
  - d. Player grade in school (Example: Smith, C. #15 grade 7)
9. When you're finished entering your roster, go to the bottom of the bulletin box and click on "Submit."  
DO NOT email broadcast this information.

Make sure your cell number is also listed as part of your contact information. To double check or pull other manager's information:

1. YLM Home page
2. Contact Information (left side)
3. Team Contacts
4. Click thru your level and then SW
5. All team mgrs + numbers should be listed  
(Coaches should be as well - if not, remind them to register)

## **2013 YLM season divisions and age guidelines are as follows:**

DOB Division

On or after 9/1/1997 U15

On or after 9/1/1999 U13

On or after 9/1/2001 U11

On or after 9/1/2003 U9

## **2013 Schedule:**

June 10-July 26 – regular season (including Fridays for U9 and U11)

July 27/28 (proposed U 11 district jamborees)

July 29-31 – District playoffs

August 3-4 - State Tournament - U15 A/B and U13 A/B

\*\*July 4th - week will remain open for 1st half season makeup games

## **Game/Practice Schedules:**

Waconia Community Ed will forward game schedule once confirmed.

Any changes or cancellations will be handled through Community Ed. Please work directly with them.

First 3 weeks of season practices will be set up by Community Ed and provided to Head Coach.

Practices should then be scheduled between Head Coach and Team Manager then finalized with Community Ed.

To confirm last minute cancellation - <http://waconiaces.new.rschooldtoday.com/page/2469>

## Community Ed Contact:

Tiffany Nelson - [tnelson@waconia.k12.mn.us](mailto:tnelson@waconia.k12.mn.us)

Jason Wadsley - [jwadsley@waconia.k12.mn.us](mailto:jwadsley@waconia.k12.mn.us)

## **Southwest District of YLM:**

Waconia is a part of the Southwest District

YLM SW Director –

Jay Derkacz

[jderkacz@aol.com](mailto:jderkacz@aol.com)

H: 484-459-4004

C: 484-459-4004

Teams making up SW District:

- Bloomington Youth Lacrosse Association
- Chanhassen\Chaska ( C3)
- Eden Prairie Lacrosse Association
- Edina Lacrosse Association
- Prior Lake
- Shakopee
- Waconia

**Directions to fields:** <https://leagueathletics.com/Directions.asp?n=76832&org=youthlaxmn.org>

### **Game Volunteers:**

All volunteers are expected to remain neutral and arrive 15min prior to game time at Scorers' Table.  
(\*Training documents provided)

Home Games –

- Time Keeper
- Scorer
- Penalty Timer
- Chill Manager

Away Games –

- Scorer
- Chill Manager

### **Game Rules (summary):**

- No overtime unless a tournament situation.
- Game consists of 12min running quarters.
- Penalties are running time.
- One (1) team time out – of a max duration of 2min – permitted per team per half.
- Clock will stop only for a team timeout, an official time out or an injury time out.
- Players accumulating 3 personal fouls or 5min in assessed time shall be disqualified.
- Any player or coach ejected (season or tourney) shall be suspended next 2 games. Second offense, they are suspended 4 games. Third offense, they are done for the season. Suspensions may carry over from season to season.
- U15 and U13 – captains meet for coin toss prior to start
- U9 and U11 – Home team selects goal to defend during first period.

### **Chill Manager:**

A Chill Manger must be designated for every game per YLM and cannot be a coach. They need to check in at the Scorer's Table 15min prior to game time to meet the refs. Failure to meet prior to game, shall incur a technical foul for delay of game. Failure to show within 10min of game start, the game will be declared a forfeit. This manager is responsible for monitoring and enforcing good sportsmanship.

Per 2013 LAX MN Boys Youth Rules: Unsportsmanlike conduct by coaches and/or players will not be tolerated. Obscenities need not be used for language to draw a penalty. Tone, intent, and body language can all contribute to unsportsmanlike conduct. Players and coaches will exhibit the highest level of sportsmanship at all times. This means that in addition to the unsportsmanlike examples contained in NFHS Rule 5-10, any player or coach who uses derogatory or profane language on the field or bench, whether addressing a player, coach, or official may receive: first offense, 1 to 3-minute non-releasable unsportsmanlike conduct penalty; second offense, a 3-minute non-releasable expulsion foul.

If a significant issue or incident by players, coaches or fans occurs, a Game Incident Report needs to be filed immediately following the game at:

<http://leagueathletics.com/Questionnaires.asp?menu=TAB:5346&org=youthlaxmn.org>

Chill Manager Registration:

<http://leagueathletics.com/Registration/Default.asp?n=49941&org=youthlaxmn.org>

Chill Manager Training: <http://leagueathletics.com/Documents.asp?n=77096&org=youthlaxmn.org>

### **Guide for Parents:**

<http://www.uslacrosse.org/TopNav2Left/Parents/USLNationwideParentsGuide.aspx>

As a participant in Youth Lacrosse of Minnesota, read and understand the following conditions of participation:

- Team and Chill managers are to conduct themselves in a manner that Honors the Game of lacrosse. This includes remembering the ROOTS of lacrosse.
- RULES refusing to bend the rules to win.
- OPPONENTS a worthy opponent brings out our best.
- OFFICIALS show respect even if we disagree.
- TEAMMATES never do anything to embarrass our team.
- SELF live up to our own standards even when others don't.
- The value of good sportsmanship, the concepts of fair play, and the development of skills should always be placed above winning.
- The safety and wellness of my players are of primary importance.
- I must always be aware of the tremendous influence I have on my players and will strive to be a positive role model.
- I will demonstrate positive behaviors and reinforce them to my players, parents, officials, and spectators.
- I will demonstrate utmost respect for officials and reinforce that respect with my players.
- I will demonstrate a solid knowledge of both the national and local rules of lacrosse, and will adhere to the rules in both the letter and spirit of the game.
- Grievances or misunderstandings between coaches, officials, managers or any other involved persons should be communicated through proper channels and procedures, never on the field of play. (links to Operational Guidelines and Incident Form)
- I understand that a violation of this Code of Conduct may result in a review by the Youth Lacrosse of Minnesota Board of Directors and a possible disciplinary action, including suspension.