



# **2019 Operations Admin Packet**



## Table of Contents:

- Welcome to the Super Y League..... 3
- Super Y League Staff Contacts.....4
- Important Document Due Dates.....5
- Telephone/Email Requirements.....6
- Registration.....8
- Roster Regulations.....9
- Pre/During/Post Game Procedure.....12
- Payment of Referees.....14



## Welcome to the Super Y League:

We are pleased to have you join the Super Y League! This is the Super Y League's 20th Season of continuous operation. Being that we were the 1st National Youth League in US we pride ourselves on our rich history of quality competition, Operational effectiveness, and the cutting edge in promotion of our events and membership.

Our competition model is Summer League structure. Games will take place from late May to late August across the country. This allows for 12-month development calendar within the youth soccer landscapes. The 12-month model also allows our membership to retain players and coaches year-round for a well-rounded development structure.

At North American Finals and other league events such as USL Experience we have additional college identification and access to professional soccer environments. Coaches from across the country travel to our North American Finals to scout for their college programs.





### Super Y League Staff Contacts:

Name	Job Title	Responsibilities	Email	Office Phone	Cell Phone
Christian Velasquez	Super Y League Director	League Management/Minimum Standards Divisional Manager (Southwest)	<a href="mailto:Christian.Velasquez@uslsoccer.com">Christian.Velasquez@uslsoccer.com</a>	(813) 514-1745	(352) 410-3473
Jordan Rouse	Super Y League Director	League Management/Minimum Standards Divisional Manger (Mid South)	<a href="mailto:Jordan.Rouse@uslsoccer.com">Jordan.Rouse@uslsoccer.com</a>	(813)-804-3257	(919)-413-4064
Kevin Minkovitz	Super Y League Coordinator	Divisional Manager (Midwest, South Atlantic, Southeast)	<a href="mailto:Kevin.Minkovitz@uslsoccer.com">Kevin.Minkovitz@uslsoccer.com</a>	(813) 514-1748	(813) 732-0395
Katie Middleton	Super Y League Coordinator	Divisional Manager (Mid Atlantic, North Atlantic)	<a href="mailto:Katie.Middleton@uslsoccer.com">Katie.Middleton@uslsoccer.com</a>	(813)-269-1345	(813) 857-3199
Dominic Colarusso	Youth League Growth & Development Manager	Super Y League Expansion	<a href="mailto:Dominic.Colarusso@uslsoccer.com">Dominic.Colarusso@uslsoccer.com</a>	(813) 849-0587	(267)-230-5753
Joel Nash	VP, USL League Two & Super Y League	League Two/Super Y League Expansion	<a href="mailto:Joel.Nash@uslsoccer.com">Joel.Nash@uslsoccer.com</a>	(813) 514-1749	(813)-712-9485
Mickey Kennedy	Coordinator, Communications/Social Media	Super Y League Social Media Coordinator	<a href="mailto:Mickey.Kennedy@uslsoccer.com">Mickey.Kennedy@uslsoccer.com</a>	(813) 514-1752	(407) 446-6785



### Important Document Due Dates:

Important Forms	Due Date
Club Membership Agreement	3/1/2019
All Administrative Fees	3/8/2019
Schedule Matrixes & Coaching Staff Template	3/8/2019
Referee Assigner Information	3/8/2019
Add/Remove Teams	3/25/2019
Season Matchup Sheets	4/15/2019
Facility Certificate of Insurance Request	5/10/2019
Finalized Season Schedule	5/18/2019
Teams GotSoccer ID List	5/31/2019
75% Season Player Registered	2 weeks prior to first game
Regular Season Roster Freeze	7/12/2019
Match Report Completion	24hrs After Game
Club Directors Scouting Data	8/30/2019



### **Telephone/Email Requirements:**

Clubs may exhibit a level of professionalism, the following telephone/communications requirements are in place for all Clubs associated with the League:

- All Clubs must have a telephone number which is connected to some sort of 24-hour answering system during the season. This rule also applies to all coaches.
- All Primary Club Contact/Operations Coordinators must have an email address that is checked on a regular daily basis. This rule also applies to all coaches.
- All League information such as schedules, standings, general correspondence, press releases and announcements will be done through email. Club should have an operating base of Microsoft Office.
- Club must respond to League communication efforts with 72 hours



## Major Changes for 2019 Season:

- New platform: US Soccer Connect
  - **Beginning with the 2019 Season, The SYL will be utilizing US Soccer Connect & Stack Sports as the hub for club operations:**
    - Player/team registrations
    - Scheduling
    - Roster management
    - Club-to-club communication
    - Club-to-league communication
- Substitution Rule:
  - **For the regular season, the SYL will institute unlimited substitutions for all age groups.**
  - For age groups U11-U15, unlimited substitutions are permitted throughout the regular season AND Finals. For the U16/17 & U18/19 age groups, unlimited substitutions are permitted throughout the regular season and will follow the rule listed below at the SYL Finals:
    - A player may be substituted once in the first half. Once the player has been substituted, the player may not re-enter the game until the second half. **Once a player is substituted in the second half, he or she can re-enter the game one time during the rest of the match.** Furthermore, a player who does not start the second half but later enters the game and is subsequently is substituted for, may re-enter the game again in the second half. The total number of substitutions in the first half shall not exceed seven, which shall not be altered for injury. **\*\* This rule will only be enforced at the SYL Finals for the U16/17 – U18/19 age groups for both Boys and Girls.**
- No SYL Player/Coach Passes:
  - **For the regular season, there will NOT be any more SYL Player or Coaches Passes.** All player/coach headshots will appear on the Official Game Day Roster when created on Team Connect via Stack Sports. The Official Game Day Rosters will be used to check in the HOME and VISITING clubs & keep track of statistics at the game.





## 2019 Stack Connect Club & League Guide

### [Quick Start Registration Guide](#)

Quick Start Guide covers the following topics:

- **Accessing Stack Connect Club & League Software**
- **Updating Organizational Contact Info**
- **Add Additional Administrative Users**
- **Administratively Add Players**
- **How Coaches Register**
- **Manager Player/Coach Documentation**
- **Pay Super Y League Fees**
- **Assign Players & Coaches To Teams**
- **Collaborative Scheduling**
- **Game Day Rosters**





## **Roster Regulations:**

The CLUB may have unlimited players on its master roster (26 for U11 and U12) and shall have a minimum of 11 (minimum of 9 for U11 and U12 respectively) and a maximum of 18 players dressed in uniforms, present, and eligible to participate in each game (maximum of 16 players for U11 & U12). CLUB must comply with all LEAGUE and USSF/CSA rules regarding use of foreign players. CLUB must register all players prior to participation in the LEAGUE. The only official roster of eligible players will be located on the LEAGUE website and is the responsibility of the CLUB to manage. LEAGUE may require proof of citizenship or legal residency of each player.

### **Eligible Players:**

A player who is properly registered with the LEAGUE, is of the proper age for that team, and who is not subject to any kind of suspension by the LEAGUE, USSF or CSA, is considered an eligible player. The LEAGUE office will produce updated discipline reports weekly that specify the eligibility of suspended players.

### **Ineligible Player:**

Players listed on the Master Roster, but not eligible to play due to reasons such as not appearing on the Official Game Day Roster, registration forms, proof of citizenship, awaiting international clearance, illegal substitutions or serving a LEAGUE suspension shall be considered an ineligible player. Teams using players before they have been properly cleared to compete by the LEAGUE office will be subject to a loss of THREE (3) points in the LEAGUE standings, forfeiture of the game in which the ineligible player was used, and a **fine of \$50 for a violation of this rule.**



### **Illegal Player:**

Any player who does not appear on the Master Roster, has not registered and does not appear on the Official Game Day Roster, is not age eligible (regardless of them appearing on the Master Roster) and competes in a game shall be considered an illegal player. Any team using an illegal player shall be subject to a loss of THREE (3) points in the LEAGUE standings, forfeiture of the game in which the illegal player was used, and a **fine of \$150 for violation of this rule**. For clubs with multiple teams under one age group, players may only be on one master roster. Players competing on a team for which they are not on the master roster are considered illegal. Players are NOT allowed to cross over to other teams after playing in ONE match during the SYL season.

### **LEAGUE Registration:**

All players, coaches, and staff members must present their official SYL Game Day Roster to the referee prior to the game. If the individual's picture is not on the SYL Game Day Roster, the individual will not be eligible for the game. Teams will be notified by LEAGUE of any missing requirements for obtaining approval for players. Teams can also view any missing documents for players through U.S. Soccer Connect. Players will not be made available to add to a roster until they have been approved by the league. Until these requirements are met, the individual cannot participate. Additionally, an individual is not considered registered until the team can roster the player onto the team and the players photo appears on the Game Day Roster. **Other organization passes may not be used as a form of identification.**

### **Roster Freeze:**

The regular season roster freeze will be **July 12<sup>th</sup>**. Once the season concludes, teams who qualify for the North American Finals will be given until **November 8<sup>th</sup>** to add additional players. These dates are firm. No CLUB will be permitted to add players to the Official CLUB Roster after the roster freeze dates without LEAGUE approval. All teams are limited to the 26 players on the Official Team Roster for LEAGUE championship events.



## **Player Registration**

U11 Player → Players born in 2009

U12 Player → Players born in 2008

U13 Player → Players born in 2007

U14 Player → Players born in 2006

U15 Player → Players born in 2005

U16/17 Player → Players born in 2004/2003

U18/19 Player → Players born in 2002/2001

\*6 Roster spots available for players born in 2000 for U18/19 age group.

The regulations governing all players competing in the Super Y League along with the status, rights, and privileges of these players are set by U.S. Soccer and the Canadian Soccer Association, the national governing bodies for the sport in the United States and Canada. Both are affiliated with FIFA, soccer's international governing body.

Please note that player registration cost will be \$25 per player. Registration cost will be \$16 per coach/manager. The costs include all federation fees along with Insurance coverage.

The following contains registration information for the LEAGUE. CLUBS in both the U.S. and Canada are required to register their players and staff through SYL's online system each playing season. SYL has an agreement with Bollinger Sports & Leisure for the LEAGUE to administer the registration of players through SYL's system. Bollinger Sports & Leisure will be the insurance provider to all SYL LEAGUE players/staff.



## Pre/During/Post Game Procedure

### Pre-Game Responsibilities of **Home CLUB / Hosting CLUB at Neutral Site**

- Home CLUB coach/team administrator must print and bring the Home side's Official Game Day Roster to the game. The Home CLUB will not be able to print the Game Day Roster until 3 days prior to the game. CLUB should verify rosters/score sheet 30 minutes prior to each game with the VISITING team.
- Home CLUB should collect the Game Day Roster from the visiting CLUB's head coach 15 minutes prior to kick off and give to their designated statistician. The Home CLUB is responsible for making sure the Home and Visiting portion of the Game Day Roster is completely filled out and signed.
- Ice and water must be provided for both benches and should be replenished on request or at halftime.
- Home CLUB must report to the stadium at least 60 minutes before the start of the game.

### Pre-Game Responsibilities of the **Visiting CLUB**

- Visiting CLUB must report to the stadium at least 60 minutes before kick-off.
- Visiting CLUB coach/team administrator must print and bring the Visiting Side's Game Day Roster to the game. The Visiting CLUB will not be able to print the Game Day Roster until 3 days prior to the game. CLUB should verify Game Day Roster 30 minutes prior to each game with the Home team.
- Visiting CLUB must bring all of their own necessary medical supplies (pre-wrap, tape, cold packs, etc.)
- Must notify home team of any possible game day transportation problems that may delay arrival and start time.

### League Regulations and Standards

- Midwest Neutral Site Policies
  - Referee fees are to be split prior to the match by both clubs involved.
  - Field rental fees (if applicable) are to be paid prior to the match to the correct personnel.
  - Games cancelled at a neutral site within 7 days are subject to potential field rental costs, hotel costs, etc. The LEAGUE office will review these scenarios.



## **Home CLUB Requirements for Referees**

All CLUBs are required to provide a comfortable, safe, and welcoming environment for referees with the basic necessities of an athletic event. At no time should the home or visiting CLUB imply criticism of the game officials or refereeing in general or make comments that criticize the opposing CLUB. CLUB who fail to heed the above guideline will be subject to disciplinary action by the LEAGUE office including fines and suspensions.

## **Pre-Game Procedures**

Prior to kick-off, LEAGUE pre-game procedures, as described below, shall be implemented. While these procedures shall not vary, additional activities may be included based on the home CLUB's game day entertainment, presentations, and dignitary or VIP recognitions.

## **Exchange of Game Day Rosters**

Visiting CLUB must provide their official Game Day Roster to the Home CLUB 30 minutes prior to the game. Once visiting CLUB has verified the line up on the Game Day Roster, they should return it to the home CLUB no later than 15 minutes prior to the start of the game.

## **CLUB Warm-up Period**

Each CLUB shall be entitled to a concurrent warm-up period of no less than TWENTY (20) minutes.

## **Officials and Team Entry (Encouraged but optional)**

The officials and starting players shall enter the field prior to the start of the game "International walk-out" style. Coaches and reserve players will remain in their bench areas.

## **Game Procedures**

The game shall commence on the referee's signal. During the game, the referee is in control and in charge of the game. In conjunction with the Field Manager, the referee shall ensure the game begins on time and that the second half starts at the designated time.

## **Halftime**

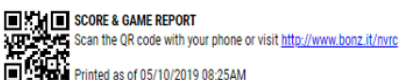
Halftime shall officially begin as soon as the referee blows his/her whistle signifying the end of the first half. The duration of halftime for all games shall be twelve (12) minutes unless otherwise authorized by the LEAGUE. The home CLUB shall provide and replenish the water, ice, and cups for the visiting CLUB as needed.



## Postgame Procedures

### Official Game Day Rosters

The official Game Day Rosters shall be submitted to the LEAGUE office through U.S. Soccer Connect no later than 24 hours after the completion of the game via the QR Code or website link found at the bottom of the Game Day Roster. The game scores, statistics, and cards must be entered digitally through U.S. Soccer Connect along with photos of the game reports for the Visiting and Home Team. **A violation of this rule will result in a fine of \$10.00 USD for score sheets with inadequate information.**



### Minimum Standards Form

The home CLUB and visiting CLUB must complete their respective portions of the Minimum Standards Form located on the SYL website within 24 hours of the game.

[Minimum Standards Form Link](#)

### Game Day Presentation

Each CLUB's game day presentation objective shall be to ensure a professional and consistent atmosphere for all LEAGUE games. This goal shall be accomplished by adhering to uniform standards developed by the LEAGUE. While variations resulting from local traditions are expected, the CLUB shall ensure the game day presentation is highly professional. Each CLUB shall develop its own signature presentation, which shall remain consistent throughout the season

### Payment of Game Officials

The **HOME TEAM** must pay the game officials prior to the start of the game. **At Designated Neutral Site Weekends, the fees will be split.** The referee fees are as follows:

#### All States & Provinces

AGE	U11 (2009)	U12 (2008)	U13 (2007)	U14 (2006)	U15 (2005)	U16/U17 (04/03)	U18/U19 (02/01)
Referee	40	40	60	60	60	70	70
AR1	20	20	40	40	40	45	45
AR2	20	20	40	40	40	45	45