

## Southern MN Spring Volleyball League – Coach & Hosting Checklist

### 1. Before the Season / ASAP

- Send Spring League Schedule PDF to all coaches and families
  - Make sure families know facility addresses and playdate schedules – especially start times
  - Review league rules and make sure all coaches understand the rules and format clearly
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### 2. Documents to Print

- Schedule/rule page for your playdate location (one per court and one for hallway)
  - Pool schedule for your location (one per court)
  - One schedule copy and one pool schedule posted in hallway or parent viewing area
  - Multiple score sheets for each court
  - Master score sheet for each court
  - Optional: Post extended rules near master schedule in the hallway
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### 3. Score Table Setup (Each Court)

Prepare a folder labeled with the court # containing:

- Score sheets
- Master score sheet

At the table also include:

- Pencils
- Pool Schedule taped to table
- Flip chart or scoreboard

Important reminders:

- Athletes must keep score on paper AND scoreboard
  - For 4-team pools, cross off the third set on score sheets with bold marker
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### 4. Day of Hosting Setup

- Nets set to approximate heights:      10s – 6’6”      12s – 7’      14s – 7’4”
  - Chairs / bleachers out for spectators
  - Score tables ready at each court
  - Schedules visible for teams and parents
  - Outside doors unlocked at 7:30 AM
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### 5. During the Playdate

- Teams officiating complete score sheets
  - Coaches double check final scores after officiating
  - Record final scores on master score sheet
  - Return completed sheets to the court folder
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### 6. After the Playdate

- Ensure master score sheet is fully completed – including pool #
  - Take photo of final scores
  - Text or email scores to league coordinator (507-380-5712 or mnattack@gmail.com)
  - Send by Monday morning at the latest
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### 7. Important Notes

- Report unsportsmanlike conduct immediately
- Remember: This is a developmental league. The goal is to help develop athletes AND coaches