



# Gitche Gummi Soccer Club Handbook

## Mission and GGSC Board/Staff

Gitche Gummi Soccer Club (GGSC) "is a youth soccer program, organized to educate players and coaches about the game of soccer. The Club aims to provide fun, educational and developmental programs suitable for youth" (defined as under age 18) "and in the process develop the understanding, sportsmanship and skills of soccer." (GGSC Bylaws, 5/11 update)

The GGSC Board (generally) meets the second Monday of the month. Any GGSC member is welcome to attend.

### Club officers:

Len Albrecht, President, [albrecht3@msn.com](mailto:albrecht3@msn.com), 393-0799 (C)  
*Open Position*, Vice-president  
Linda Gall, Treasurer, [lbufton@aol.com](mailto:lbufton@aol.com), 724-6614 (H)  
Jean Larson, Secretary

### Other board members:

Barry Chastey, Coaching Advisor, [chastey@msn.com](mailto:chastey@msn.com), 310-6018 (C)  
Development Coach, team coach [bchastey@css.edu](mailto:bchastey@css.edu), 723-6635 (W)  
Scott Anderson, Head Coach  
Mike Sengbush, Head Coach and Youth Dev. Coach  
Kelly Coughlan, Girl's team rep (and manager and mgr advisor)  
Nic Bacigalupo, Girl's team rep (and head coach)  
Penny Hagley, Boy's team rep (and manager)  
Cindy Hedstrom, Boy's team rep  
Jeff Kittelson, "at large" rep (and asst coach)  
Scot Zentz, "at large" rep

### Ex-officio board members:

Greg Cane, founder and Head Coach  
Dave Robinson, past President and Head Coach

### Other staff:

Morgan MacLean, Girls Development Coach

### Useful Soccer Links:

Minnesota Youth Soccer Assoc.:  
[www.mnyouthsoccer.org](http://www.mnyouthsoccer.org)  
Arrowhead Youth Soccer Assoc.:  
[www.arrowheadsoccer.com](http://www.arrowheadsoccer.com)  
Gitche Gummi Soccer Club:  
[www.gitchsoccer.com](http://www.gitchsoccer.com)

**To contact the club**, go to the website, click on Contact and use the email template.

### Mailing address:

GGSC  
1346 W. Arrowhead Road, PM Box  
#301 Duluth, MN 55811  
(UPS Store in Kenwood Mall)

## Structure

GGSC teams play under the jurisdiction of the Minnesota Youth Soccer Association (MYSA). For further information, visit [www.mnyouthsoccer.org](http://www.mnyouthsoccer.org). All boys and girls soccer teams in Minnesota have a classification, and they play other teams with the same classification to ensure that games are competitive.

Team classifications from least to most competitive are:

Recreational (Rec) soccer (AYSA) (least competitive)  
Rec Plus (tournament teams, GGSC)  
Classic 3 (C3)  
Classic 2 (C2)  
Classic 1 (C1)  
Premier (most competitive)

Each team has a parent manager (or co-managers) who assist(s) the coach with team logistics, but not the coaching, and they can enlist that assistance from other team parents. **See the attached page detailing the duties and expectations of coaches and managers.**

### **Volunteers and Fundraisers**

The GGSC is a volunteer-run, cooperative, non-profit organization that depends on the support of parents to operate many of the events and activities. Approximately 10% of the Club's total revenue sources are from three key fundraising efforts. The GGSC Head of the Lakes Invitational Tournament in June and the ongoing sales of GGSC branded soccer apparel/merchandise help keep the club player fees reasonable. The Silent Auction proceeds from our annual May "kick-off" Jamboree provides small grants to club members in need of financial assistance.

### **Code of Conduct and Commitment**

The GGSC expects coaches, players and spectators to represent the GGSC with honor and dignity on both the playing and practice fields. There are many expectations of families involved in competitive sports, which also apply to soccer. These include treating all involved with respect and arriving on time, prepared to play. GGSC competitive soccer is for the more committed soccer players. If your child will miss more than 10% of the practices and games, then competitive soccer is probably not for them.

### **Safety Concerns**

Players that are licensed drivers may not transport themselves (or other players) to away games or tournaments. They must be transported by an adult.

Head Injury Policy:

1. Every coach and Gitch officer should receive training on head injury prevention and treatment.
2. If signs of concussion are present, (as outlined in the training presentation), the player should be removed from play.
3. Player should not return to play until given the ok by their doctor.

### **Estimated Time Commitment**

- Practices: **League** teams are expected to begin weekly practices no later than March 1 and increase to twice weekly at some point in April. In May, they move to the three times a week phase (two games/one practice or one game/two practices).

**Tournament** teams begin weekly practices no later than April 1.

League teams that begin practices earlier than March 1 and tournament teams that start earlier than April 1 (or practice more often than weekly) **may** need to collect additional monies from players to fund the cost of additional field rentals.

- Games (if League Player): season begins 1st wk of May with 10 – 14 games, half of which are away games (generally a two hour drive). Season ends with the State Tournament, in the last few weeks of July.
- Tournaments: 2 – 4, weekends between April-July, (team by team decision)
- GGSC Tournament: each family is expected to offer at least 2 hours staffing in June

## Estimated Financial Commitment

**Player Fees:** Annual fee changes are not approved until after tryouts and team placement because the final decision is dependent upon the number of teams/players. The detailed breakdown of the composition of the player fee is provided with the team acceptance letter in December.

- \$100 required with the registration form. Form and \$100 required before participate in tryouts/kickarounds. This payment is **non-refundable** once after the applicable age tryout/kickaround date for that player, unless the Club is unable to place the player on a team.
- \$150 due in late January
- final payment due in late February. Full payment is required for a player pass to be issued (passes are required for game/tournament participation).
- Balances (of any size) that remain at April 30 will incur a late fee of \$20 added to the 4/30 balance and each month thereafter.
- See also the refund policy below. Direct any questions to GGSC Treasurer.

**Financial Aid:** Multiplayer discounts of \$50 for each additional player in family (beyond one) with a maximum discount of \$100 per family. There is also a limited amount of financial aid (maximum \$100 per player/family) available. Download the form at [www.gitcsoccer.com](http://www.gitcsoccer.com) and send to the Treasurer as directed on the form.

**Uniform:** \$85 to \$100 (new players)

**Personal Equipment:** Soccer shoes with cleats, shin guards, water bottle and GGSC uniform ordered through team manager. Soccer ball:U8-U12: size 4; U13 and up: size 5.

**Additional expenses** (based on individual team decisions):

- Tournament fees: free GGSC tournament, \$275-\$475 is a typical team fee for one tournament, the team tournament fee is split evenly among the number of players on League teams, while tournament-only teams have an allotted budget (from their player fee) that covers at least two tournaments before additional tournament fee expense
- Hotel and travel costs for out-of-town tournaments
- Rental costs for field time in excess of team allotment (0-\$150/family - depends on team)
- Game forfeiture penalties assessed by MYSA (\$100-\$400 team fine depending on the detail circumstances) and split evenly among members of the team
- Buses to away games: team by team decision, (teams can opt to carpool),\$40 to \$60/game, up to 7 times
- Team warm-ups (optional) - \$60 - \$100

**District/Regional/State Tournament Withdrawal Penalties:**

After League team registration for this sequence, inability to participate for any reason incurs team specific penalties. **Team families share in paying this penalty.**

**Refunds:**

- \$100 registration fee and player fee deposit is refundable up until player's age applicable tryout/kickaround date, after which it is non-refundable, unless club is ultimately unable to place player on a team
- Later installment payments for the balance of the Player Fee made during January and February are refundable up **until** 3/1
- No refunds after 3/1, except for partial refunds (not to exceed \$150) in cases of injury or family relocation. These exception refunds are computed on a case by case basis per the timing of the event and the expenses incurred on behalf of the player.
- Players that drop after 3/1 that have not yet paid the full player fee balance are **still obligated to pay that balance.** The balance will continue to be billed and settlement of that balance must be discussed with the Treasurer prior to a later season registration and team placement.

## **Team Manager duties and expectations include:**

Team manager is a parent that assists the coach with the logistics of the team but *not* the coaching. Receives a \$100 reduction in player fees (or \$50 per co-manager).

### **Team Support Duties**

- Meet with team coach in February to determine **who will do** which team tasks
- Plan a team meeting by the end of February to discuss tournament plans and to distribute an initial practice schedule
- Primary communications liaison between coach/club and families and distribute practice schedules, tournament schedules, and later changes
- Distribute maps and/or directions to fields and hotels
- Help coach with tournament selections and registration, including GGSC tournament and for League teams:the District/Regional/State tournament
- Secure hotel room blocks for tournaments
- Ensure practice field reservations are booked at least a month out, starting no later than March 1 for a League team, no later than April 1for a Tournament team
- Coordinate uniform order and assist completion by families
- Receive MYSA player passes, add picture, gain player signature, and laminate
- Maintain team handbook with medical release forms, passes, and team rosters that go to every practice/match, along with medical kit
- Report game scores to MYSA, if coach does not
- Collect for extra team expenses (i.e. buses, tournaments, practice field rental fees)
- Work with coach to organize year-end party

### **Club Support Duties**

- Manage team allocated budget for practice field rental and equipment (and tournaments if a tournament-only team)
- Attend managers meetings hosted by GGSC and assist recruiting parent volunteers for GGSC Jamboree and GGSC Tournament
- Assist Treasurer with the collection of player fees

## **Coach duties and expectations include:**

- Assist with team tryouts
- Meet with team manager in February to determine **who will do** which team tasks
- Schedule team meeting by the end of February if there is no known team manager
- Have open communication with managers and parents
- Select 2–4 tournament(s) for team (where one is GGSC's) and plan to coach those dates
- Set expectations for and monitor the Assistant Coach duties
- Attend GGSC hosted coaches meetings and Mandatory State MYSA Coaches meeting (or arrange substitute representative for the latter)
- Practices: League team completes **at least** 30 hours of practice (or 20-25 1.5 hr sessions) between March and July. Tournament team completes at least 22 hours of practice (or 15-18 1.5 hr sessions). Ensure reserved at least one month out at a time.
- Planning: 1) practices for team emphasizing individual development in both the tactical and technical areas of the game, 2)formations and game plans for each league match. Rotate players within games and make adjustments as needed
- If League team, coach team at District/Regional/State competitions in mid July
- Acquire updates to team equipment with allocated equipment budget
- Evaluate players, give constant feedback throughout the season and set goals for the following year in end-of-year individual evaluations
- Attend as many clinics as possible to continue own development