



# MIDWEST CONFERENCE

## Midwest Conference Team Update (9-3-20)

This email is for all team contacts that are listed on current Midwest Conference (MWC) teams registering for the 2020/21 season. The Midwest Conference is one of 13 conferences across the country that make up the USYS National League Conferences. See below for important upcoming dates and information.

## CONFERENCE UPDATES



*This email is being distributed to the team contacts from the 11 State Associations that are within the footprint of the USYS Leagues Program Midwest Conference (Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, South Dakota and Wisconsin).*

Team Contacts,

### **Roster Submission Deadlines & Getting State Approval**

Please note our Conference Operating Procedures (COPs) for a reminder that All teams must submit an initial official Conference Team Roster of players **no later than seven (7) days prior to the team's scheduled first game**, see below from page 16 of the COP's that covers all of the submission timelines for roster and player additions:

#### ***4.07 Submission of Team Roster***

*Teams must file with the Conference its state association approved Team Roster and State Association approved Club Pass Player Roster. All teams must submit an initial official Conference Team Roster of players no later than seven (7) days prior to the team's scheduled first game. A state association approved Club Pass Player Roster must be filed with the Conference no later than 3pm EST on the Friday prior to that weekends games in order for all players to be listed on the roster(s) to be eligible to play. If your game takes place during the week (Monday through Friday), Club Pass Players must be filed with the conference no later than 48 hours prior to your game. No additions permitted after the Roster Freeze Date. Deadline can be seen on the Conference Calendar.*

#### ***4.08 Additions to Team Roster and/or Club Pass Player Roster***

*Additions to the Team Roster or the Club Pass Player Roster may be made throughout the season and must be filed with the Conference no later than 3pm EST on the Friday prior to that weekends games in order for players listed on the roster(s) to be eligible to play. If your game takes place during the week (Monday through Friday), Club Pass Players must be filed with the conference no later than 48 hours prior to your game. No additions to either roster permitted after the Roster Freeze Date. Deadline can be seen on the conference calendar.*

There have been recent updates to the team and club roster building walkthrough that was referenced in previous emails. The steps added involve contacting your state association to make them aware of your roster in GotSport so they can go into GotSport and approve it. For the walkthrough containing steps at the team/club level, please locate the walkthrough titled "Walkthrough - Roster Building for Clubs and Teams," which is on the Conference website under the Team Information drop-down. Failure to follow the steps in the walkthrough will result in your roster not appearing on the GotSport Game Card, which is required for on-field check in prior to a game. If any modifications need to be made to a roster following the initial approval process, the same steps are followed and are listed in the walkthrough.

Rosters need to be completed and approved as soon as possible and as far out ahead of the game as possible so time is allowed for the state association and Conference to do what is required of them for approving rosters. For any questions on GotSport please contact Jimmy Sparkman directly at [jsparkman@usyouthsoccer.org](mailto:jsparkman@usyouthsoccer.org)

### **Referee Assigning**

Please remember, for ALL one-off and club hosted games, it is the HOST clubs (as listed on the schedule) responsibility to contact the local referee assignor. The Referee Assignors Contact List is located in the Referee Information drop down on the homepage. **Please do not wait on this, as soon as your matches are confirmed you should be contacting an assignor to confirm referees.** The only matches the conference are responsible for assigning are the Conference Hosted weekends listed online.

Also, you must notify your assignor immediately of any changes in schedules once referees have been assigned, at least 14 days prior to the game (unless there are extremely extenuating circumstances), or face fines and potentially paying the referee fee's. See page 9 of the COP's for details on Postponed Games (Procedures and Payment of Referee Fee's).

### **Building Fields in GotSport**

In order to schedule games in GotSport so the public schedule and game cards are accurate, the venues and fields that are being used for Conference games must be built in GotSport by the club. Please work with your club to have the venues built and shared properly in GotSport. On the Conference website under the Team Information drop-down, clubs can use the walkthrough titled "Walkthrough - Clubs Building and Sharing Fields in GotSport" to get this completed. For any questions on GotSport please contact Jimmy Sparkman directly at [jsparkman@usyouthsoccer.org](mailto:jsparkman@usyouthsoccer.org)

### **Printing GotSport Game Cards and Reporting Scores**

There is a detailed walkthrough in the In-Season Information (Fall 2020) section of the Team Information dropdown. Here you will find a step by step guide to help you print off your game cards required for each match and how to submit scores and games cards after each match.

### **Schedule Update Link**

Now schedules have been posted. Schedules have been received from the Designated Scheduling Coordinators for all divisions (with the exception of IL only divisions) and have been reflected in GotSport. Please view the public schedule in the Scores, Standings, & Schedules drop down list on the Conference website. If your game is not assigned to a field or time, it is because the field provided wasn't built in GotSport or there was no time given. A form must be submitted through the schedule update link that can be found in the Scores, Standings & Schedules drop down to get these games scheduled accurately in GotSport. Both teams must have agreed to any changes/updates, before they are submitted.

### **Hotel Links For Conference Hosted Event Weekends**

Please remember if you have games scheduled at the conference hosted weekends at Grand Park (September 26-27) or Creve Couer (November 6-8) you are required to use the booking service to book your hotel rooms, this is mandated in order for us to be able to use these facilities. You can see the booking links in the Conference Hosted Weekends drop down on the conference homepage. Team contacts will be sent to the booking service this week.

### **Conference Game Day Covid-19 Procedures**

You recently received an email specifically addressing the game day procedures for Covid-19. If you did not receive this email, please click this [link](#). Throughout the season, we will evaluate processes and make adjustments where necessary. It's important that all players, coaches, spectators, and referees DO THEIR PART to maintain a safe play environment. Please make sure your team is informed with applicable procedures listed on the document. These procedures listed below apply to all club hosted or one off team hosted matches. **Please note that local and/or state restrictions supersede ANY of the procedures you see listed** on the document. Procedures for conference hosted events will be clearly explained at a later date to all teams attending those specific conference hosted events.

### **Conference Rules & Conference Operating Procedures**

All of the rules and COP's have been updated for the Fall 2020/Spring 2021 seasonal year. Please take the time to read through these documents as they do contain the answers to almost any question you can throw at us. We understand that are long documents, but they need to be that way to cover as many eventualities as possible. Both documents can be found in the Rules & Policies drop down.

## **FAQ's**

Please remember to always check the FAQ's section on the conference homepage. We try to update this regularly and many times your answers can be found by checking the FAQ's if you cannot find the information in the rules or COP's.

Yours in Soccer,  
Marc Frankland  
League Manager

## **IMPORTANT DATES**

- September 18** - Team Registration Closes for 2021 Spring Season (15U through 19U)
- September 26-27** - Conference Hosted Event Weekend, Grand Park, IN
- October 12** - Team Registration Begins for 2021 Spring Season (13U & 14U)
- October 12** - Selection Committee Complete Assignments for 2021 Spring Season (15U through 19U)
- October 24** - Roster Freeze Deadline for the 2020 Fall Season
- November 6-8** - Conference Hosted Showcase (15U through 19U girls), Creve Coeur, MO
- November 8** - 2020 Fall Season - Last day of scheduled games for ALL 14U teams
- November 9** - Team Registration Closes for 2021 Spring Season (13U & 14U)
- November 22** - 2020 Fall Season - Last day of scheduled games for ALL 15U-19U teams
- December 15** - Premier I and Premier II Scheduling Meetings (13U through 19U)\*
- December 16** - All First Divisions and Conference Qualifier Scheduling Meetings (13U through 19U)\*

*\*Final details on scheduling meetings to be determined  
(All dates are subject to change)*