



June 2019

MEMORANDUM

TO: 2019 Youth Fall Soccer Coaches

FROM: Jordan Perry, Sports Recreation Coordinator II, 240-314-8638, [jperry@rockvillemd.gov](mailto:jperry@rockvillemd.gov)  
Joy Parisi, Sports Secretary, 240-314-8651, [jparisi@rockvillemd.gov](mailto:jparisi@rockvillemd.gov)

SUBJECT: Fall Youth Soccer Coaches Organizational Meeting

We are now in the process of planning for the new 2019 fall soccer season. A coaches' organizational meeting has been scheduled for Wednesday, September 4<sup>th</sup> at 6:00 p.m.; at Rockville City Hall, 111 Maryland Ave, Rockville, MD. The meeting will be in the Mayor and Council Chambers on the 3<sup>rd</sup> floor at City Hall.

The following items will be discussed at the meeting:

- Playing Rules
- Equipment
- League Structure - age/level division
- Team Practice Information
- Coaches Certification: National Youth Sports Coaches Association (NYSCA)
- Fingerprints/Background Check for Coaches

**Registration:** All coaches need to be aware of City Policy regarding sports participant registrations. The policy states that all registrants are required to register and submit payment prior to or on the publicized August 30<sup>th</sup> deadline. Early Bird Registration – Register by 8/22 and save \$10.

Coaches should not be in a position of having to collect individual player registrations and fees at team meeting/practice sessions. Participants must register either through the 2019 Summer Recreation and Parks Guide, which is available at City Hall, via youth soccer program notices distributed throughout Rockville Recreation Centers, Rockville City Hall and Elementary Schools that fall within the city limits of Rockville, or via our online registration system at [www.rockvillemd.gov/registration](http://www.rockvillemd.gov/registration)

It is strongly recommended that coaches try to contact last year's team players and inform them of the City's Policy regarding player registration.

Assignments for team practice times will be handled in the same manner as last year. A list of available practice times is listed at the end of this memo; you are asked to indicate your first, second, and third choices for practice times. We will attempt to accommodate everyone. Teams may officially begin practicing starting Monday, September 9<sup>th</sup>.

Training for Coaches:

In accordance with City policy, the National Youth Sports Coaches Association (NYSCA) is a required training program for all coaches involved with Rockville youth leagues.

**NEW COACHES** need to register online at [www.nays.org](http://www.nays.org). Please follow the instructions for basic coaches training and complete the clinic. We will need a copy of your temporary membership as proof you completed the course. **There is a \$20.00 fee for completing the course and the membership is good for one (1) year.**

**ALL RETURNING COACHES** need to renew their membership for another year online is [www.nays.org](http://www.nays.org) . We will need a copy of your renewal as proof you renewed for another year. **The fee is \$20.00 for renewal.** Coaches who participate in the NYSCA Coaches' Certification Program are certified by, and become members of, the NYSCA. They receive a membership card and are also eligible for \$1,000,000 liability coverage for each year they are certified. **National Alliance for Youth Sports (NYSCA): 1-800-729-2057/ [www.nays.org](http://www.nays.org)**

**Fingerprinting:** Maryland state law requires all staff of recreation agencies have their fingerprints taken. It is the policy of the City of Rockville to mandate that all volunteers have their fingerprints completed at Rockville City Hall. This process will require coaches to complete an online background screening/discloser form and set up your fingerprint appointment at the link provided here:

<http://www.rockvillemd.gov/FormCenter/Human-Resources-13/Application-for-Fingerprinting-Backgroun-169>

If a coach has been fingerprinted by another organization within the last 6 months, a separate form (CJIS form) will need to be completed and once cleared; the City will accept those fingerprint records. If applicable, please ask the Sports Division for this form. All coaches, whether you are the head coach or assistant coach, must be fingerprinted **prior** to coaching for the City of Rockville. We appreciate your understanding and your fullest cooperation with the procedure.

**Coaches Intentions:** To help us plan for the 2019 Youth Soccer Program, we need to know the intentions of last fall and spring coaches. If you plan to coach (and we hope you do!), please complete the form on the following page and email it to [jperry@rockvillemd.gov](mailto:jperry@rockvillemd.gov), or mail it to: Youth Soccer, 111 Maryland Avenue, Rockville Maryland 20850. If your form is not received by **July 26<sup>th</sup>** we will assume that you do not plan to coach in the program this year. We know it may seem early to begin planning for the soccer season, but it is necessary; please act now! Thank you for your help!

### **Soccer Practice Locations for Fall 2019:**

#### **Fields:**

#### **Days Times Available:**

Calvin Park, 1248 Gladstone Dr.	M-F, 5PM-Dark
David Scull Park, 1133 first St.	M-Th, 5PM-Dark
Elwood Smith Park, 601 Harrington Rd.	M-Th, 5PM-Dark
Glenora Park, Dundee Rd. and Wootton Pkwy.	M, W, Th, 5PM-Dark
Hillcrest Park, 1150 Crawford Dr.	Tu and Th, 5PM-Dark
Isreal Park, 357 Frederick Ave.	M and Tu, 5PM-Dark
King Farm Park, 401 Watkins Pond Blvd.	Th and F, 5PM-Dark
Lone Oak Park, Grandin Ave. and Woodburn Rd.	Tu and Th, 5PM-Dark
Maryvale Park, 812 Fist St.	W and Th, 5PM-Dark
North Farm Park, 600 Farm Pond La.	W-F, 5PM-Dark
Potomac Woods Park, 2276 Dunster Ln.	W, 5PM-Dark
Rockville Senior Center Field, 1150 Carnation Dr.	Tu-Th, 6PM-Dark
Welsh Park, Martins La. and Mannakee St.	Tu-F, 5PM-Dark

**PLEASE BE SURE TO COMPLETE THE ATTACHED FORM!**



City of  
**Rockville**  
Get Into It

*Department of Recreation and Parks*

## 2019 SOCCER COACHES' SIGN UP FORM

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Best Contact Phone Number: \_\_\_\_\_ Second Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Division Coaching (Circle which age groups you are planning on coaching this fall):

Ankle Biters (Pre-K)

Tiny Kicks (Kindergarten)

Strikers (1st Grade)

Pee Wee (2nd and 3rd Grade)

Bantam (4th and 5th Grade)

Midgets (6<sup>th</sup> – 8<sup>th</sup> Grade)

School or Neighborhood: \_\_\_\_\_

Team Name (if already known): \_\_\_\_\_

Shirt Color Preference (list as many as you want): \_\_\_\_\_

I will attend the Coaches' Organization Meeting on Wednesday, September 4<sup>th</sup> at 6:00pm Yes\_\_\_\_ No\_\_\_\_

Any notes for us? (Can include game time preferences, players you want on your roster or anything else):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Choose a city park or area in your team's neighborhood and request a weeknight practice session or a weekend practice. We'll do our best to accommodate your choices.

**Please indicate your top three practice preferences:**

	Location	Day	Time
1 <sup>st</sup>			
2 <sup>nd</sup>			
3 <sup>rd</sup>			

*\*Please note: teams get a one-hour practice only.*

**THANKS SO MUCH FOR YOUR CONTINUED INTEREST AND BECOMING A VOLUNTEER COACH!**