US YOUTH SOCCER NATIONAL LEAGUE MIDWEST 2024 SPRING SEASON MANDATORY ONLINE SCHEDULING MEETING INFORMATION

Subject to change as of October 20, 2023

This document outlines the online scheduling meeting information needed for the upcoming **mandatory** USYS National League Midwest Conference Spring season meetings. Please read this **entire** document to familiarize yourself with all aspects of the scheduling meeting process. These meetings will be held online, at the set times found below. ALL teams agreed to engage in this process when completing the league application in GotSport.

Scheduling for **ALL MWC Divisions**, will be done by the respective teams within your assigned division **during the weeks of November 6th and 13th for 15-19U and December 11th for 13/14U.** If a team does not provide availability information to the group before the meetings, then the team will be presumed to be available for all weekends. **If a team fails to attend the mandatory scheduling meeting a schedule WILL be created for them**. Any team failing to send a representative to the scheduling meeting may be subject to a $300 league fine. **We expect that COACHES or club DOCs attend these scheduling meetings. Team administrators may attend, but it is NOT recommended.**

Spring Season play may begin on November 18, 2023. All games must be scheduled to be played on or before June 2, 2024. Spring Season Midwest Conference teams **must be available to play** on the following weekends **(April 20-21, April 27-28, May 4-5, May 10-12).** Teams are excused from Midwest Conference play during these weekends **only** for State Cup play/Conference Playoffs/E64 Playoffs.

MANDATORY ONLINE SCHEDULING MEETINGS

LOCATION
Microsoft Teams Calls will be set up for each division and sent out by the NL Staff or DSC for your division.

Monday November 6	
Boys 19U Premier I Black	8:30am – 10:30 am (CST)
Boys 19U Premier I Red	10:30am – 12:30pm (CST)
Boys 17U Premier I	1:30pm – 3:30pm (CST)
Tuesday November 7	
Boys 16U Premier I	8:30am – 10:30 am (CST)
Boys 15U Premier I	10:30am – 12:30pm (CST)
Boys 19U Premier II Yellow	1:30pm – 3:30pm (CST)
Wednesday November 8	
BOYS 19U Premier II Blue	8:30am – 10:30 am (CST)

BOYS 19U Premier II White	11:30am – 1:30pm (CST)
BOYS 19U Premier I Black	1:30pm – 3:30pm (CST)
Thursday November 9	
BOYS 17U Premier II White	8:30am – 10:30 am (CST)
BOYS 17U Premier II BLUE	10:30am – 12:30pm (CST)
BOYS 17U Premier II YELLOW	1:30pm – 3:30pm (CST)
Tuesday November 14	
BOYS 15U Premier II BLUE	8:30am – 10:30 am (CST)
BOYS 15U Premier II WHITE	10:30am – 12:30pm (CST)
BOYS 15U Premier II YELLOW	1:30pm – 3:30pm (CST)
Wednesday November 15	
BOYS 16U Premier II YELLOW	8:30am – 10:30 am (CST)
BOYS 16U Premier II Blue	10:30am – 12:30pm (CST)
BOYS 16U Premier II White	1:30pm – 3:30pm (CST)

*Any changes to times or divisions will be emailed out specifically to that group.

MEETING SCHEDULE & INTRODUCTION

Each division will be assigned to a time slot, as seen above. Please login into the meeting five minutes before the start of your assigned time to check in with the DSC and to receive any updated information on the scheduling process. You **MAY NOT** start scheduling until your **actual start time**. At the start of the meeting, the DSC will show a brief video explaining the scheduling ground rules. If a team representative is not in place by the official start time, other representatives in attendance may schedule without that team. If you do not have a representative at this meeting, then it will be considered that your team is available to play on all weekends throughout the Spring Season (excluding state cup weekends). Teams not in attendance **MUST** accept the schedule and teams in attendance are under no requirement to reschedule any of these matches. Any team failing to send a representative to the scheduling meeting may be subject to a $300 league fine. There will be no consideration for unavailability if a representative is not present at the meeting. We expect to come out of this meeting with game schedules completed. **We expect that COACHES or club DOCs attend these scheduling meetings. Team administrators may attend, but it is NOT recommended.**

GENERAL SCHEDULING INFORMATION

Conference schedules will be overseen by the League Manager, who will have sole discretion in how game schedules are developed. Teams participating in the Midwest Conference must be available to play on the published conference dates. By submitting your team application, your team is committing to attend this meeting and play on the published dates for the conference. Spring Season play may begin on November 18, 2023. All games must be scheduled to be played on or before June 2, 2024.

OVERVIEW

The Midwest Conference provides the opportunity for teams to schedule all games in a division by Midwest Conference Operating Procedures (COPs). All teams in a division must agree to the entire schedule. Availability of fields at Midwest Conference-hosted sites is limited and will be provided to teams on a first completely approved scheduled, first-served basis at the mandatory scheduling meeting. Before the start of the mandatory scheduling meeting, a Division Scheduling Coordinator (DSC) will be assigned to each division. The DSC will be responsible for completing the master sheet, having all teams sign off, and sending it to Conference staff.

Time conflicts will occur for those coaches who coach multiple teams on Midwest Conference-hosted weekends. The league is under no obligation to assist these coaches with their conflicts.

Once schedules are developed at the meeting, schedule changes are permitted only by Midwest Conference Scheduling Procedures. Please ensure that you understand these rescheduling procedures to reduce conflicts and issues.

LOCATION OF GAMES – HOSTING

There are three (3) categories for hosting Midwest Conference games:

Conference Hosted Weekends: The Midwest Conference hosts games at a multiple-field location. There will be additional costs to the teams for playing matches at Conference hosted weekend sites, to cover the additional fees required for facility costs and safely staffing these events.

One-Off Hosting: A team hosts a one-off game between itself and another team from within its division. Host bears all costs for hosting or if teams agree at the time of scheduling, the teams may share costs (usually for games played at a neutral location). Split costs must be agreed upon at the time of scheduling, otherwise, host bears all costs.

Club Hosting: A team hosts several teams over a weekend amongst teams from within its division. The host team bears all costs for hosting or if the teams agree at the time of scheduling, the teams may share costs (usually for games played at a neutral location). Split costs must be agreed upon at the time of scheduling. **If any games are later moved off a club-hosted weekend, you MUST notify the host club and change the host designation. Referee Assignors must be notified immediately.**

CONFERENCE HOSTED WEEKENDS
Conference hosted weekend will take place on the following weekends:

Spring Season 2024

Date	Location	Fields	Fee
April 27-28	Rockford, IL	Up to 15 fields (turf and grass)	$200 per team (3rd match extra $100)*
April 27-28	Rantoul, IL	Up to 4 fields (turf)	$250 per team (3rd match extra $100)*
May 3-5	St Louis, MO	Up to 13 fields (turf)	$250 per team (3rd match extra $100)*

Spring National League Regional Showcase (optional, by application)

May 10-12	Meet in the Middle Showcase - Westfield, IN	More info TBD

*Denotes a Stay to Play weekend. We are required to use the housing companies in order to use these state of the art facilities on these weekends. Please note that for all conference hosted event weekends (not showcases) the per team fee covers 1 or 2 matches. If teams choose to only play in one match this fee cannot be prorated. For 3rd match fee details please see above. The fees associated with these event weekends are to cover additional facility fees, staff, medical coverage, etc. These fees are in addition to your conference entry fee. The National League Regional College Showcase events are open to any and all and will be heavily promoted to college coaches. All events are optional.

SCHEDULING GROUND RULES, PROCEDURES & POLICIES

The goal of the meeting is to develop the Spring 2024 Midwest Conference schedule. Each game MUST be assigned a site and a host organization designated for such site (even if played on a neutral site). The Midwest Conference is cognizant that teams, primarily opponents from within their own state association, may opt to play One Offs (or Self Schedule Games – ie. teams set their date, time, and location). There is no limit on the listing of One Offs (Self Schedule Games). However, the designation of which games are One-Offs (Self Scheduled Games) must be confirmed.

Make sure that all team coaches and team administrators take the time to read through the COPs regarding all of the Scheduling Rules, Procedures, and Policies. It is your responsibility to be aware of the information in this document. It will help you during this scheduling process and following this meeting.

SCHEDULING MEETING GUIDELINES

- Do not start meeting until your scheduled start time or ALL team representatives are in the meeting.
- Please complete your team's Availability Sheet ahead of time. You must submit this at your allotted meeting time.
- Make sure that all team representatives have read through the Scheduling Meeting Information document and are fully aware of the league scheduling procedures and policies.
- One person has been determined as the Designated Scheduling Coordinator (DSC). This person completes the Master Schedule to submit to the league staff upon completion of the meeting.
- If any team is not in attendance, the group will schedule for them, avoiding only their State Cup weekends.
- Make sure all fields are filled out on the Master Schedule, we must have a date for all club-hosted event weekends.
- ALL host clubs pay the costs associated with hosting. Clubs can ONLY charge a fee if this is agreed upon at the time of scheduling. The only exception would be a last-minute reschedule to a turf venue due to potential weather cancellations.
- Any one-offs should have at least a date and HOST. We must have full game details by August 7 or risk the match being recorded as a No Contest.
- Any matches played between the same club must be played during the first 3rd of the season, or they will be recorded as a No Contest.
- There MUST be a HOST club recorded for ALL matches. If this Host designation ever changes, the initial host teams AND the referee assignor must be notified immediately.
- Upon completion of the meeting the DSC will read off the final master schedule so that each team can check their team schedules against it.
- Do NOT leave the meeting until ALL representatives have signed the master schedule and you have a copy of it. The individual schedules are for your reference only, the official signed master is the binding document we use to create the schedules online.
- As the DSC, make sure you retain a copy of the master schedule. You will need this if there are any discrepancies.

REFEREE ASSIGNING

Once the scheduling process is complete, the next task is contacting a local referee assignor. Due to the current shortage of match officials, any team that is hosting matches needs to make it a priority to work with one of the conference-approved referee assignors to confirm match officials. The conference is ONLY responsible for assigning officials to a conference-hosted event. For any club-hosted or one-off games, it is the host team's responsibility to confirm officials. If the game is played at a neutral site, one of the teams

MUST be designated as the host, and it is their responsibility to confirm match officials. The list of approved assignors can be found on the conference website, in the "Referee Information" dropdown. You may **NOT** use an assignor that is not on the conference-approved list.

If at any time, games are rescheduled from a club-hosted weekend. The host designation MUST be updated on the schedule online, the original host team MUST be notified so that the information can be passed onto the assignor.