



# Recreational League Coaches Manual

*Updated: Wednesday, April 15, 2009*

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## 2009 Coaches Manual Contents

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## INFORMATION

Tonka United Soccer Association is an organization for the promotion of youth soccer. It consists of 2,000 plus members in the Minnetonka School District area.

This year more than 1,100 children will participate in our recreational program. On behalf of those children, their parents, and the Tonka United Board of Directors, thank you for caring enough to coach! Without the coaches, assistant coaches, team parents and the other numerous volunteers who dedicate their time, Tonka United would not be the program it is today!

## THANK YOU!

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**Main Email:** [rec@tonkaunited.org](mailto:rec@tonkaunited.org)

**Website:** [www.tonkaunited.org](http://www.tonkaunited.org)

**Main Office:** 952-475-9178

**Weather Hotline:** 612-970-1015  
Updated daily at 4pm

**Fax:** 952-475-8262

**Address:** 18326 Minnetonka Boulevard  
Deephaven MN 55391

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President  
**Jerry Rausch**

Recreation Director  
**Denny Woollan**

Project Manager/Administrator  
**Bobbi Hoelbelheinrich**

Director of Coaching & Player Development  
**David Law**

Director of Fields  
**Dave Bohac**

Referee Assignor  
**Jerry Rausch**

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# GENERAL LEAGUE INFORMATION

## GAME START TIMES

- K and 1<sup>st</sup> grade games will start at 5:30 pm and 7:00pm
- 2<sup>nd</sup> through 9<sup>th</sup> grade games will start at 5:45pm and 7:15pm

## FIELDS AND EQUIPMENT

- Field space is again limited this year. Teams must clean up after themselves following games and practices. Make sure to have a trash bag for those orange peels!
- For the safety of all, NO PETS are allowed at TUSA fields. Alcohol and tobacco products are also prohibited.
- Do not hang on the goals or play with the nets.
- Please park in designated parking spots only. Cars parked in prohibited areas will be ticketed and/or towed. Make sure your parents are aware of this!

## REFEREE'S ARE ASSIGNED THE TASK OF STARTING GAMES ON TIME

Games need to start within 10 minutes of their scheduled game time. If the referee is not present at game time, start the game with coaches on the field at separate ends and play-on!

## GAME RESCHEDULING GUIDELINE

Games canceled due to weather or field conditions will be made up using the following tentative schedule:

- Monday, Tuesday and Wednesday games will be rescheduled for the following Saturday.
- Thursday games will be rescheduled a week from the following Saturday.
- Rescheduled games will be held at the same venue as the original game.
- 5:45 pm games will take place at 9:00 am and 7:00 / 7:15 pm games at 10:30 am.

For example, a cancelled game 2<sup>nd</sup> – 9<sup>th</sup> grade that was originally scheduled for 5:45 pm on a Tuesday, at Freeman Park will be rescheduled for 9:00 am Saturday, at Freeman Park.  
K-1<sup>st</sup> grade games will be at St Therese.

We will not be able to follow the tentative schedule when there is more than one day of cancellations in a week. All game reschedules will be posted on the Tonka United web site and will be e-mailed to the head coaches. Coaches should rely on the posted information.

## HOW WE ORGANIZE TEAMS

Tonka United is one of the few remaining leagues who attempt to organize teams based upon schools and a listed friend. We do this in addition to meeting league guidelines for the size and number of teams. While the actual numbers may vary depending on the age group, we strive to keep teams smaller in order to increase each player's overall playing time.

While no process is perfect and sometimes mistakes do happen, overall this is the best process we have been able to develop. You can assume that a couple of hours or more was voluntarily spent on the assembly of each recreational age group! Your input on how to improve the process is always appreciated.

# WEATHER CANCELLATIONS

Every effort should be made to play games as scheduled. In case of inclement weather, the referee and coaches will make the call within 10 minutes after the scheduled start time. Unless the games are called by TUSA, all weather related cancellation decisions must be made on the field! (The referee has the final say.) If TUSA finds it necessary to cancel or postpone games, a notice will be placed on the TUSA website. Website and email notification will be made by 4 pm game day. The only special provision to this rule is when both coaches have conferred and called the referee scheduler, at least **four (4) hours prior to game time.**

## **THUNDER & LIGHTNING GUIDELINES** **Revised from MYSA)**

Lightning is the second leading cause of storm related deaths (flooding is first). Lightning can strike up to 10 miles outside of a thunderstorm, literally a bolt from the blue. The danger from lightning can persist for 20-30 minutes or more after a thunderstorm has passed. The National Weather Service does not issue watches or warnings for lightning by itself. A clear, sunny sky overhead with storm clouds nearby can still be dangerous.

The following emergency procedures apply:

- **If a person can hear THUNDER, or see LIGHTENING, the danger already is present. If you hear thunder do not wait for lightening. The game(s) should be suspended and shelter sought.**
- If lightning is within 5 miles, the game(s) should be suspended and shelter sought. A lightning detector can identify the distance accurately but may not be available. A rough guideline is to measure the time between the lightning flash and hearing the corresponding thunder. If it is 30 seconds or less, seek shelter. It may not be possible to determine which lightning strike generated which roll of thunder. A simple rule: if you can hear it, clear it.
- Shelter should be in larger enclosed structures. Smaller open structures, tents, trees, or isolated areas, etc., should be avoided. Cars, with windows rolled up, or buses can provide good shelter. Avoid contact with metal or other conducting materials to the outside surfaces. Do not stay in open unprotected areas.
- Games should not be restarted for at least 20 minutes after the last roll of thunder is heard.

## **BASIC FIRST AID**

Basic steps of first-aid include:

- Assess the situation: Decide whether it is an emergency situation,
- Check ABC's: Airway, Breathing, Circulation (pulse),
- Have a plan of action, and
- Administer first aid in manageable situations: **know your limitations!**

It is suggested that each coach:

- Carry names and phone numbers of all parents/guardians,
- Have a first-aid kit with at all times and ensure it is stocked appropriately,
- Take first-aid training,
- Always have an emergency plan before an emergency, and
- **Err conservatively!**

# COACHES EXPECTATIONS

This is a recreational league. It is our goal to provide a fun, positive and educational soccer experience for all our players. Tonka United relies upon its volunteer coaches to be positive role models taking practice and skill development seriously while having fun playing the game and being a part of a team. Listed below are some of the expectations for all coaches.

- Attend coaches' clinics.
- Communicate league information to the team in a timely manner.
- Practice at least once per week in addition to games.
- Don't leave children unsupervised.
- Read the rules and respect the referees at all times.
- Treat your players and parents with respect.
- Be positive when dealing with players.
- Bring ice and a first aid kit to practice and games.
- Clean up area after games and practices.
- Promote good sportsmanship and fair play.

## TEAM PARENT GUIDELINES

A coach can't expect to do everything and still have time to properly coach the team. That's where the team parent comes into play. It's important that the team parent be involved in administering the team. Below are some suggested general guidelines for team parents.

- Touch base with the coach and see what he/she expects from the team parent.
- Arrange halftime and end-of-the-game treat schedule.
- Arrange to have the players names placed on the back of the jerseys.
- Assemble a parent email list.
- Assist the coach in contacting parents/players.
- Wash the goalie shirts between games.
- Arrange a team outing (possible game or pizza party).
- Organize an end-of-the-season team party.
- Coordinate a coach thank you.

***Having a fun season is a group effort!***

# SIDELINE BEHAVIOR

Each person attending a Tonka United practice, clinic or game needs to be respectful of the coaches, players, referees and their fellow spectators. The success of the players' soccer experience depends on the behavior of everyone involved.

- Don't second guess the coaches decisions. The coaches have volunteered their time.
- Be respectful of the decisions of the referees. The refs are players too. Give them a break!
- Set a good example. You are a role model for the players.
- Treat others as you would have them treat you!

***TRY YOUR BEST, WE ARE A TEAM  
WE ARE ALL WINNERS***

## **Tips on How to Become a Team**

Soccer is a great opportunity to build and nurture relationships with kids outside of a school or family setting. Here are some ideas and suggestions to help make the soccer experience fun and educational for everyone.

- Have a preliminary team meeting where the kids and parents can meet each other and the parents can meet and learn about what will happen over the next few months. Make copies of the important documents in this manual and hand them out to each player.
- Make your job as a coach easier; ask a parent to volunteer as the team parent. Team parents are invaluable when it comes to communicating information to the parents and players.
- Have the kids names put on the back of their jersey. It's inexpensive and helps you and the parents know who is who out on the field. Plus the kids love it!
- Have the kids choose a name for their team.
- Plan your practice in advance. It doesn't take long to put together a game plan.
- At each practice set aside the first few minutes to get together as a team, away from parents, and talk about the last game, the last practice or their week in school.
- Be energetic, your attitude and actions carry over to the kids. If you think it is fun, they will too!
- Make the practice FUN! Be creative! Spend more time doing, rather than talking. Provide a variety of games to teach the aspects of the game.
- Never let a player become disinterested. Include everyone in practice and games.
- Remind the kids every practice and every game that we're all here to have fun!
- Participate in the Tonka Blast!
- Have a team party at the end of the year.

**And most of all:**

***Remember that this is meant to be FUN for the  
kids, parents, coaches and referees!***

# PRACTICE FIELD VENUES

Be aware that we are not permitted to reserve any fields for our exclusive use. Please work with any other teams that are attempting to practice at the same location.

The local cities have park maps available for your use. Look for open space. Eighty percent of your practice can be done in an area 20 yards X 20 yards. Open space becomes a field when you throw kids and a soccer ball onto it!! Please do not practice on the game fields.

## DIRECTIONS TO GAME / CLINIC FIELDS

### Freeman Park – 2<sup>nd</sup> through 9<sup>th</sup> grade fields

25800 State Hwy 7, Shorewood

From Hwy 7 and County Road 41, go west on Hwy 7 to Eureka Road (yellow house). Turn north. Go ½ mile. The park is on the left side (west).

OR

From Smithtown Road and County Road 19, go west on Smithtown to Eureka Road (dark maroon house). Turn south. Go approximately 2 miles. The park is on the right side (west).

### St. Therese Play Fields – K and 1<sup>st</sup> grade Fields

18323 Minnetonka Blvd, Deephaven

From Hwy 7 and Vinehill Rd, go north on Vinehill Rd to St. Therese. Fields behind the school/church.

From Hwy 101 and Minnetonka Blvd, go west on Minnetonka Blvd. to side entrance of St. Therese on left.

### Minnetonka Middle School WEST – Player Skills Clinics

From hwy 7 and 101 , go west on hwy 7 past excelsior to hwy 41, Turn left at the traffic light and go south on hwy 41 , approx 300 yards School entrance is on the left , fields are around the back of the school

### **Bring a trash bag to each game and practice!**

Keep the field clean for the next users.



Our end of the season festival, “**The Tonka Blast**” is scheduled for **SATURDAY JULY 11: 2009**. Location Times and schedule will be available in the June time-line . It’s a great time for all, so make sure to have your players and parents mark their calendars! Each team will have at least 2 games. Each team is required to provide three volunteers for two hours at the tournament.

## **Adele’s Free Custard Cone Certificates**

*800 Excelsior Blvd., Excelsior, MN 55331 952-470-0035*

[adeles@adelescustard.com](mailto:adeles@adelescustard.com)

Your team will be receiving Adele’s Recognition Certificates. These certificates are to be used to reward your players.

**Please be sure all the certificates are gone by the end of the season.** Spread them around so that the players receive roughly equivalent numbers. This way they all get positive reinforcement and they all get a few free cones! **Encourage players to redeem them.** These are valuable coupons because the custard cones taste great and they’re absolutely free with the coupons. If at all possible, go into Adele’s and thank Beth and Bob Letto for supporting Tonka United and providing all the free cones for our incentive reward program. **There is only one packet of coupons per team.**

**To validate the certificate, follow these 3 easy steps:**

1. Fill in the name of the player.
2. Fill in their accomplishment. (Outstanding effort, improvement, etc.)
3. Sign your name and include grade and team name under your name.

Sun-Thurs 11am-9pm front, drive-thru until 9:30pm

Fri-Sat 11am-9:30pm

## **Sponsors**

The funds donated from the sponsor are being used to support field improvements for Tonka United.

**Tonka United is trying to attract sponsors** to help fund the growth of the club and allow us to serve our members. We need to continue to attract corporate sponsors. If you have any ideas please contact **Scott Gerlicher at scott2238@comast.net**

# Summer Starz of Tomorrow WORLD CUP CAMP



June 15-19, 2009

**JOIN US FOR SOME FUN IN THE SUN!!!**

## **Our staff are back again for our Summer Starz of Tomorrow Camp!**

The week long adventure will meet at Minnetonka Middle School West (MMW) June 15-19 from 9 am – Noon.

**A World of Fun at Your Feet!** The Starz Soccer Day Camp pushes the fun factor for children aged 5 to 11 while improving skills. Each day, players will learn soccer skills from around the world and put them to the test in fun challenges and games. Countries will face off against each other in daily soccer scrimmages where the emphasis is on FUN and the EXCITEMENT of playing soccer.

This camp is ideal for children that play at the recreational level or travel players that are looking for some soccer fun and instruction at the same time. Our staff will not only coach the fundamentals of soccer but will teach campers the valuable lesson of teamwork and learn about various soccer cultures across the globe.

## **Players will receive:**

- Top quality coaching
- Challenging soccer activities from around the globe
- Cultural experiences from around the globe
- An introduction to some fun travel soccer activities
- An official 2009 Tonka United summer camp t-shirt *(designed by you!!!)*

**The cost is \$110 per player. Registration deadline is June 1. Registrations received after June 1 will be assessed a \$20 late fee and will be placed in the camp only if space is available.**

**Register Today at [www.TonkaUnited.org](http://www.TonkaUnited.org)**

**COMPETITION TIME!!**

**Design our Summer Starz of Tomorrow World Cup Camp T-shirt for 2009**

**Players are invited to send in their ideas and designs for our World Cup Summer Camp T-Shirt.**

***The winning design will be placed on our Summer Starz 2009 World Cup Camp T-Shirt and receive a free scholarship to attend the camp.***

**Competition Deadline: April 30<sup>th</sup> 2009**

## FINAL WORDS

**Thank you** to all of the coaches, assistant coaches, team parents, and the numerous other volunteers for all their time and dedication to youth soccer and Tonka United! This program would not be the success it is today without numerous volunteers.

**Finally, remember to treat everyone; every player, every coach, every referee, and every parent with the respect they deserve. You are a role model. Set a good example.**

**THANK YOU!**

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