

2023-24

# Youth Sports Opportunities

*For School-Based Teams*

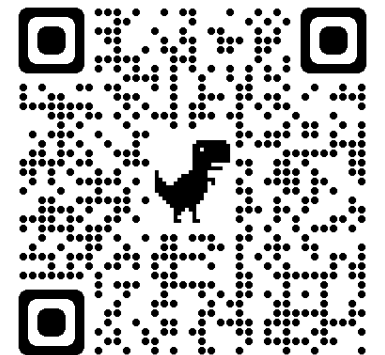


**Thomas Scholle-Malone**  
Youth Sports Manager

**Sports Coordinator  
Fall Meeting**  
September 6, 2023



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# MPS RBTS (*Mini-Grant Recipients*)



## 2023 Mini-Grant Recipients:

- **Fernwood Montessori – 103**
- Bay View Montessori
- MacDowell Montessori
- Milwaukee German Immersion
- Golda Meir
- GreenTree Prep
- Highland Community School
- Milwaukee Academy of Science
- Pulaski HS
- Rufus King HS



# TURN AND TALK BREAK #1



**What school are you representing?**

**New SC:** *What are you looking forward to as a new SC?*

**Veteran SC:** *How many years have you been a SC? What advise would you give to the NEW SC's?*

**2 People Share**



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# QUESTIONS



Please hold your questions until the end of the meeting!



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# MEETING AGENDA – PART 1



- **MKE REC Contacts**
- **House Keeping**
- **Youth Sports Website**
- **Coaches Meeting Info**
- **League Administration & Team Confirmations (So Far...)**
- **Special Events**
- **Questions??? (Veteran Sports Coordinators Dismissed)**
- **New Sports Coordinators Remain**



# YOUTH SPORTS STAFF



- **Thomas Scholle Malone - Youth Sport Manager**
  - [thomas@mkerec.net](mailto:thomas@mkerec.net)
- **Ashley McGee –Youth Sports Supervisor** (*Soccer & Girls/Boys/Coed Basketball* )
  - [ashley@mkerec.net](mailto:ashley@mkerec.net)
- **Avyanna Young –Youth Sports Supervisor** (*Cross Country, Girls/Boys/Coed Basketball, Tennis, Track & Field*)
  - [avyanna@mkerec.net](mailto:avyanna@mkerec.net)
- **Randy Hall –Youth Sports Supervisor** (*Flag Football, Volleyball, Indoor Soccer, T-Ball, and Softball*)
  - [randy@mkerec.net](mailto:randy@mkerec.net)
- **Vacant – Extracurricular Engagement Supervisor** (*Coed Cheerleading*)



# YOUTH SPORTS STAFF



- **Michelle Speck – Administrative Assistant**
  - [michelle2@mkerec.net](mailto:michelle2@mkerec.net)
- **Rick Knack – Youth Sports Resource**
  - [knackra@milwaukee.k12.wi.us](mailto:knackra@milwaukee.k12.wi.us)



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**SPORTS COORDINATOR MEETINGS** – There will be three (3) Sports Coordinator Meetings during the academic year. The meeting dates are listed below. The Youth Sports Office will send reminders of meeting dates and times once a Sports Coordinator registration is received. Subjects covered will be important dates, program changes/updates, league rule reminders, facility changes, and special event announcements.

SEASON: SPORTS COORDINATOR			
Date:	Time:	Location:	Meeting Dates:
9/6/2023	5:00pm - 6:30pm	MPS Central Office (Auditorium)	Fall Sports Coordinator Meeting
10/11/2023	5:00pm - 6:30pm	MPS Central Office (Cafeteria)	Winter Sports Coordinator Meeting
2/21/2024	5:00pm - 6:30pm	MPS Central Office (Cafeteria)	Spring Sports Coordinator Meeting





# HOUSE KEEPING (Cont.)



Complete the ***Sports Coordinator Designation & Acknowledgement forms***, and submit signed copies to the email address listed below –

[Youthsports@mkerec.net](mailto:Youthsports@mkerec.net)  
(Michelle Speck's Alias Email)

## SPORTS COORDINATOR DESIGNATION



Principals are paramount to the academic achievement and success of extracurricular activities within their school. The Youth Sports Office would like to continue to build a strong relationship with you to build on last year's successes. This can be accomplished through clear communication with Principals and Sports Coordinators.

As Principal of \_\_\_\_\_, I am designating \_\_\_\_\_ to serve as our Sports Coordinator for the 2023-24 Academic Year. I have shared with the Sports Coordinator the job description and the current Youth Sports Opportunities Handbook. In addition, I have instructed them to reach out to the Youth Sports Office at [youthsports@mkerec.net](mailto:youthsports@mkerec.net) to complete the proper New Hire application, Volunteer Application, or Rehire paperwork as soon as possible.

I understand that:

- A copy of the Youth Sports Opportunities Handbook is available online at [www.mkerec.net](http://www.mkerec.net) for review.
- Milwaukee Recreation does provide funding for one sports league coach per team (Elementary and Middle School) and one Sports Coordinator per school.
- Team entry fee payments must be submitted prior to the start of the season. Failure to pay team entry fees by the deadline will result in my team(s) being dropped from the league(s). Deadlines are listed online and in the Youth Sports Opportunities Handbook.
- A forfeit fee of \$25.00 for each occurrence will be charged to the school each time our team(s) forfeit a game.
- Coaches are not permitted to handle sports team money. This includes player participation fees, fundraiser monies, and/or uniform monies.

I will work with our Sports Coordinator to ensure that:

- We recruit coaches that are positive role models and teach positive behaviors such as teamwork, sportsmanship and self-respect to our student athletes.
- Coaches have successfully completed a criminal background check and all required paperwork prior to the first practice/team activity.
- We register our teams for league play and special events online at [www.mkerec.net](http://www.mkerec.net) by using our school account that was created by Milwaukee Recreation. *Personal account registrations are not accepted.*
- All Youth Sports invoices are paid in full by the deadlines listed online and in the Youth Sports Handbook.
- Athlete Participation Forms are collected from parents prior to the start of team activities.
- All participants are academically eligible to participate in extracurricular sports.
- Coaches complete all required online and/or in-person trainings prior to the start of the season.
- Sports Coordinators attend all Sports Coordinator Meetings.
- School sports team uniforms are inventoried and cleaned prior to each game.
- School sports team uniforms are only used for Milwaukee Recreation sponsored youth sports leagues and special event tournaments.

To be signed and returned to the Youth Sports Office at, MPS Central Services, Room 163 or [youthsports@mkerec.net](mailto:youthsports@mkerec.net) by September 6, 2023.

School Name	Grade Level (i.e. KS, KS, MS, HS)	Today's Date
_____	_____	_____

Principal Signature and Email Address



## SPORTS COORDINATOR ACKNOWLEDGMENT



I acknowledge that I have reviewed all Youth Sports policies and procedures listed in the Youth Sports Opportunities Handbook (hereinafter referred to as "handbook"), which can also be found on the Milwaukee Recreation Youth Sports website, and I am responsible for the provisions contained herein.

I understand that the Milwaukee Public Schools Department of Recreation and Community Services may modify or eliminate the terms described in the handbook and on the website, at any time, with or without prior notice.

The handbook and website, their appendices, and any subsequent updates are available online at [www.mkerec.net](http://www.mkerec.net). I understand that it is my responsibility to stay informed of Youth Sports Office policy and procedure updates by visiting the Youth Sports Additional Resources tab at [www.mkerec.net](http://www.mkerec.net) as needed.

Furthermore, I acknowledge that it is my responsibility to ensure that:

- ☐ I attend all scheduled Sports Coordinator Meetings.
- ☐ I promote and develop school teams each season.
- ☐ Coaches attend all coaches meetings listed on the website and in the handbook.
- ☐ All coaches have successfully completed a criminal background and all required paperwork at least three (3) weeks prior to the first team activity/practice.
- ☐ Pay sheets are submitted to the Youth Sports Office in accordance with the Youth Sports Pay Sheet Schedule listed on the website and in the handbook.
- ☐ I review the **Youth Sports: District Fundraising Policy and Information Guide**, and ensure all money collected from students is deposited with the schools secretary/bookkeeper each day. Sports coaches are strictly prohibited from handling student money.
- ☐ Each participant completes all Athlete Participation forms prior to the first team activity/practice. Students that fail to complete and submit all Athlete Participation forms are not allowed to participate in the Youth Sports Program.
- ☐ School sports teams are registered online at [www.mkerec.net](http://www.mkerec.net) by the deadlines listed on the website and in the handbook. I understand that leagues will fill up very quickly and are first come, first serve.
- ☐ Team entry fee payments are submitted to the Youth Sports Office by deadlines posted on the website and in the handbook.
- ☐ Notify the Youth Sports Office at least thirty-six (36) hours in advance of all forfeited contests. Teams that forfeit will be charged a \$25.00 forfeit fee for each occurrence.

To be signed and returned to the Youth Sports Office at, MPS Central Services, Room 163 or [youthsports@mkerec.net](mailto:youthsports@mkerec.net) by September 6, 2023.

Sports Coordinator Name (Printed)	School Name	Today's Date
_____	_____	_____
Sports Coordinator Signature	Email Address	Cell Number
_____	_____	_____



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# HOUSE KEEPING (Cont.)



- Youth Sports team is located at Central Services Room 163.
- Please email ***ALL REQUESTED*** paperwork to: [Youthsports@mkerec.net](mailto:Youthsports@mkerec.net)
- Please upload ***ALL*** Youth Sports forms to the designated submission link found on the [Youth Sports Website](#).



# HOUSE KEEPING (Cont.)



As of November 1, 2021, all **MPS employees** and **volunteers** (*including **COACHES & ASSISTANT COACHES***) are required to be **fully vaccinated**.

The health and safety of our staff and students is our number one priority. That's why all offers of employment and volunteer position assignments are contingent on the candidate showing proof of being fully vaccinated against COVID-19 (currently one dose of the Johnson & Johnson vaccine or two doses of the Pfizer or Moderna vaccine) to pass the pre-employment requirements. Individuals with medical issues or sincerely held religious beliefs that prevent them from getting the vaccine may apply for a vaccination requirement exemption, and if approved, test for COVID twice a week.

*If you do not have access to your MPS email, we ask that you contact **MPS Technology** at **414-438-3400** to get one set-up. This access will also allow you to log into MPS's Employee Self-Service.*



# HOUSE KEEPING (Cont.)



## *Fall Coaches Meetings*

- *ALL Sports - Whole Group & Breakout*
- *2 Hour Meetings*
- *September 9, 2023 (10:00am – 12:00pm / Andrew Douglas MS)*
- *September 13, 2023 (5:30pm – 7:30pm/ South Division HS)*
- *Schools that do not have a coach attend one of the two scheduled meetings, will have their team dropped from the league that they are registered for.*
- *FREE childcare will be provided at each meeting.*



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# HOUSE KEEPING (Cont.)



## ***Youth Sports Updates***

- Cooperative (Co-op) Team Form
- Youth Sports: District Fundraising Policy and Information Guide
- Permission to Sell Concessions Application
- Outdoor Field Permit Application
- Compensation Updates – MS Cross Country and Track & Field:
  - 3 hours per week per team. (2 Hours for Practice + 1 Hour for Games/Meets) (***\*Cross Country ONLY – 2 Paid coaches***)
  - 5 hours per week per team. (2 Hours for Practice + 3 Hour for Meets) (***\*Track & Field ONLY – 2 Paid coaches***)
  - ***\*All sports that are eligible for two (2) paid coaches (MS Cross Country and Track & Field) must have a team size of twenty-five (25) or more participating athletes (boys and girls runners combined). Teams must also have 25 participants registered on Athletic.net, and 25 participants actively participate in each meet, to receive compensation for 2 coaches.***





## [www.mkerec.net](http://www.mkerec.net)

***YS Website: Hover over Sports – Select Youth Sports (School-Based)***

- ***League Information*** – Schedules, Results, Rules & Location Addresses.
- ***League Online Registration*** – Instructions, Reminders, Links, Dates/Times, and League Fee Prices.
- ***Sports Coordinator Resources*** – Meeting Dates/Agendas, Roster Forms & Submission, Links, Handbook, YS Activity Permits, etc.
- ***Coaches Corner*** – Hiring Resources, Meeting Dates/Agendas, Roster Forms.
- ***Pay Sheets*** – Paysheet Forms & Submission, and Pay Schedule & Dates.
- ***Additional Resources*** – Co-op Form, YS District Fundraising Policy and Information, Permission to Sell Concessions Application, Sportsmanship Policy & Rating System, Participant Certificates, Jersey Washing Info, and much more!
- ***Youth Sports Special Events*** – Special Event dates, times, and information.
- ***Summer Opportunities*** – Summer sports camps and clinics for all interested families.
- ***Part-Time Staff*** – Youth Sports employment opportunities (Ages 15+).



# ATHLETE PARTICIPATION FORMS



- Available in English, Spanish, Hmong, Karen, Arabic, Burmese, Rohingya, Somali, and Swahili.
- All forms must be retained by the school for at least 3 years
- Forms must be collected from all participating students before the start of practices.
- All forms have been converted into one single fillable PDF form.
- Forms can be found on the Sports Coordinator Resources and Additional Resources page on the YS Website.

## Athlete Participation Forms



All students participating in MPS Youth Sports Leagues must have the following forms completed and on file with the school's Sports Coordinator prior to the start of team activities (practices, tryouts, fundraisers, and/or games).

Students that fail to submit completed Athlete Participation Forms are **NOT** allowed to participate in MPS Youth Sports activities. All forms must be verified (player's birthdate and grade) by the sports coordinator. All forms must be retained for at least 3 years.

### Participation Forms include:

- ☐ Physical Activity Clearance
- ☐ Activity Permit Card
- ☐ Athlete Acknowledgement Form
- ☐ Player & Parent/Guardian Code of Conduct
- ☐ Parent & Athlete Concussion & Sudden Cardiac Arrest Information & Agreement
- ☐ Middle School Sports Academic Eligibility Worksheet Form (Middle School only)





# LEAGUE REGISTRATION



***Tuesday August 29<sup>th</sup> at 7:00am – Monday September 8<sup>th</sup> at 11:45pm.***

***MS Cross Country registration ends Wednesday September 6<sup>th</sup> at 11:45pm.***

- Online Registrations **ONLY!**
- Schedule request will only be accepted during the team online registration process. Schedule Request are **not guaranteed.**
- **LEAGUE LIMITS**  
REGISTER EARLY! Leagues will fill-up prior to the deadline. When a league/site is full, it is **full.**
- **WAITLIST**  
If a league is **FULL...**
  1. Register for the waitlist. If a spot becomes available, we will look to the waitlist to fill that spot.
  2. In addition, register for your second choice.
  3. Being on the waitlist does not guarantee a spot in a league.





# LEAGUE START DATES



## September 14

- Coed Cross Country (Grades 5-8)(WEEKDAYS)

## September 23

- Coed Flag Football (Grades 1-3, 4-5, 6-8)
- Coed Outdoor Soccer (Grades 1-3 & 4-5)
- Coed Volleyball (Grades 4-5)
- Girls Basketball (Grades 1-3, 4-5, 6-8)



# FALL YOUTH SPORTS SITES



***Registration Closes 9/8/23 at 11:45PM***

## **Elementary Coed Flag Football**

- Grades 1-3 @ Brinton (AM)
- Grades 1-3 @ Washington HS (AM)
- Grades 4-5 @ Brinton (PM)
- Grades 4-5 @ Washington HS (PM)

## **Elementary Coed Soccer**

- Grades 1-3 @ Sijan Playfield (AM)
- Grades 1-3 @ Sijan Playfield (PM)
- Grades 1-3 @ South Stadium (AM)
- Grades 1-3 @ South Stadium (PM)
- Grades 1-3 @ Vincent Stadium (AM)
- Grades 4-5 @ Sijan Playfield (AM)
- Grades 4-5 @ Sijan Playfield (PM)

- Grades 4-5 @ South Stadium (AM)
- Grades 4-5 @ South Stadium (PM)
- Grades 4-5 @ Vincent Stadium (AM)

## **Elementary Girls Basketball**

- Grades 1-3 @ Andrew Douglas (AM)
- Grades 1-3 @ Fernwood (AM)
- Grades 4-5 @ Bradley Tech (AM)
- Grades 4-5 @ Obama SCTE (AM)

## **Elementary Coed Volleyball**

- Grades 4-5 @ Audubon (AM)
- Grades 4-5 @ Audubon (PM)



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# FALL YOUTH SPORTS SITES (Cont.)



***Registration Closes 9/08/23 at 11:45PM***

## Middle School Coed Cross Country

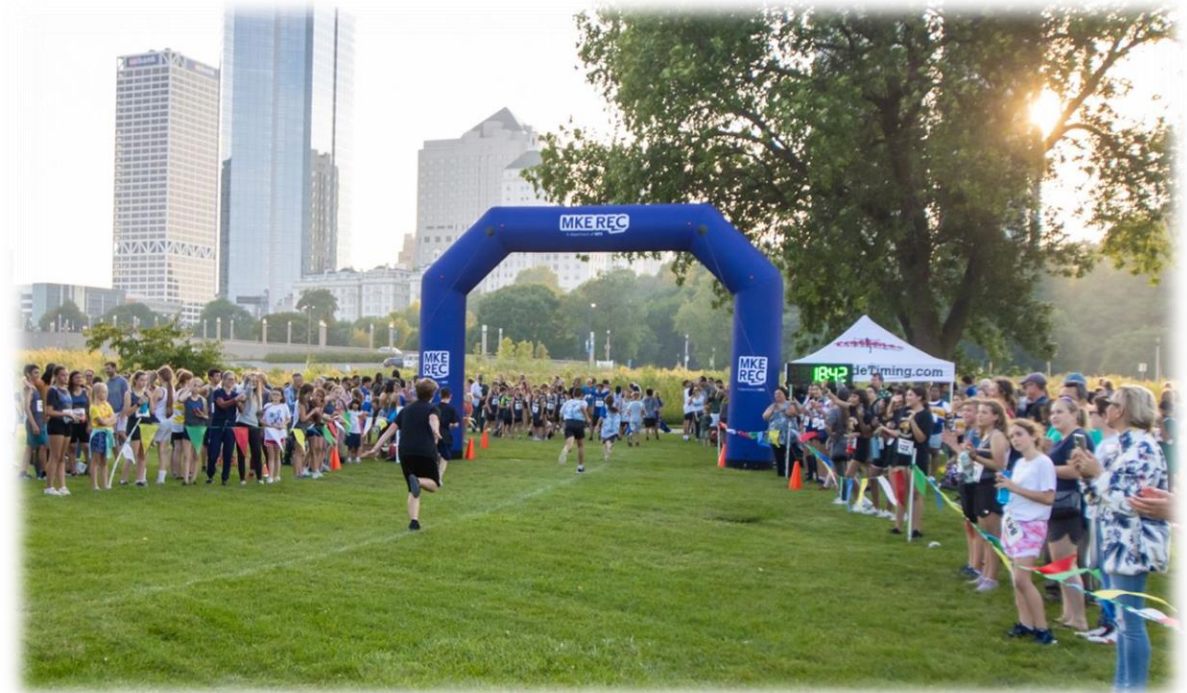
- Grades 5-8 @ City-Wide (Weekdays)
- **Registration Ends 09/06/23 at 11:45PM**

## Middle School Coed Flag Football

- Grades 6-8 @ Bradley Tech (AM)
- Grades 6-8 @ Bradley Tech (PM)
- Grades 6-8 @ Jimmy Banks Stadium (AM)
- Grades 6-8 @ Jimmy Banks Stadium (PM)

## Middle School Girls Basketball

- Grades 6-8 @ Bradley Tech (PM)
- Grades 6-8 @ Obama SCTE (PM)
- Grades 6-8 @ Rufus King HS (AM)
- Grades 6-8 @ Rufus King HS (PM)





# TEAM CONFIRMATIONS (*Elem. Soccer*)



## Sijan Playfield AM (Grades 1-3):

- Kagel
- Downtown Montessori
- MacDowell
- Bay View Montessori
- Fairview
- Morgandale
- German Immersion A
- German Immersion B

***Waitlist*** – *Woodlands Blmd. A, Woodlands Blmd. B, Woodlands St., and Humboldt Park*

## Sijan Playfield PM (Grades 1-3):

- Downtown Montessori 2
- Bay View Montessori
- Woodlands Bluemound B
- Woodlands State
- Woodlands Bluemound A
- Woodlands Bluemound C
- Fernwood (White)
- Fernwood (Grey)

***Waitlist*** – *Golda Meir, Woodlands St. 2, Fernwood (Black), and Fernwood (Red).*



# TEAM CONFIRMATIONS (*Elem. Soccer*)



## Sijan Playfield AM (Grades 4-5):

- Indian Community School
- Downtown Montessori
- Bay View Montessori
- Fairview
- MacDowell
- Woodlands Bluemound 1
- Woodlands Bluemound 2
- German Immersion A

**Waitlist** – *Woodlands St., Parkside, and Curtin.*

## Sijan Playfield PM (Grades 4-5):

- Bay View Montessori
- Morgandale
- Golda Meir
- Fernwood (White)
- Fernwood (Red)
- Woodlands St.
- Whittier
- Humboldt Park

**Waitlist** – *Parkside, Honey Creek, and Honey Creek (Red).*



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# TEAM CONFIRMATIONS (*Elem. Soccer*)



## South Stadium AM (Grades 1-3):

- Kagel
- La Causa 1
- La Causa 2
- Fratney
- Bay View Montessori
- Golda Meir
- Fernwood (Black)
- Fernwood (Red)

**Waitlist** – *Allen Field, Garland, Honey Creek, and Notre Dame.*

## South Stadium PM (Grades 1-3):

- Fernwood Red
- Whittier 1
- Whittier 2
- Cooper 1
- Cooper 2
- IDEAL
- Whitman
- Rogers Street

**Waitlist** – *Parkside (White), Parkside (Green), Notre Dame, and Browning.*



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# TEAM CONFIRMATIONS (*Elem. Soccer*)



## **South Stadium AM (Grades 4-5):**

- La Causa 1
- La Causa 2
- Fratney
- Vieau
- Cooper 1
- Cooper 2
- IDEAL
- Cooper 3

## **South Stadium PM (Grades 4-5):**

- Fernwood Red
- Vieau
- Rogers Street
- Bethune
- Notre Dame
- 95<sup>th</sup> Street
- Browning
- Allen-Field



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# TEAM CONFIRMATIONS (*Elem. Soccer*)



## Vincent HS Stadium AM (Grades 1-3):

- Woodlands Bluemound D
- German Immersion C
- German Immersion D
- 95<sup>th</sup> Street
- Gaenslen
- 81<sup>st</sup> Street
- Riverwest

## Vincent HS Stadium AM (Grades 4-5):

- German Immersion B
- Gaenslen



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# TEAM CONFIRMATIONS (*Elem. Flag Football*)



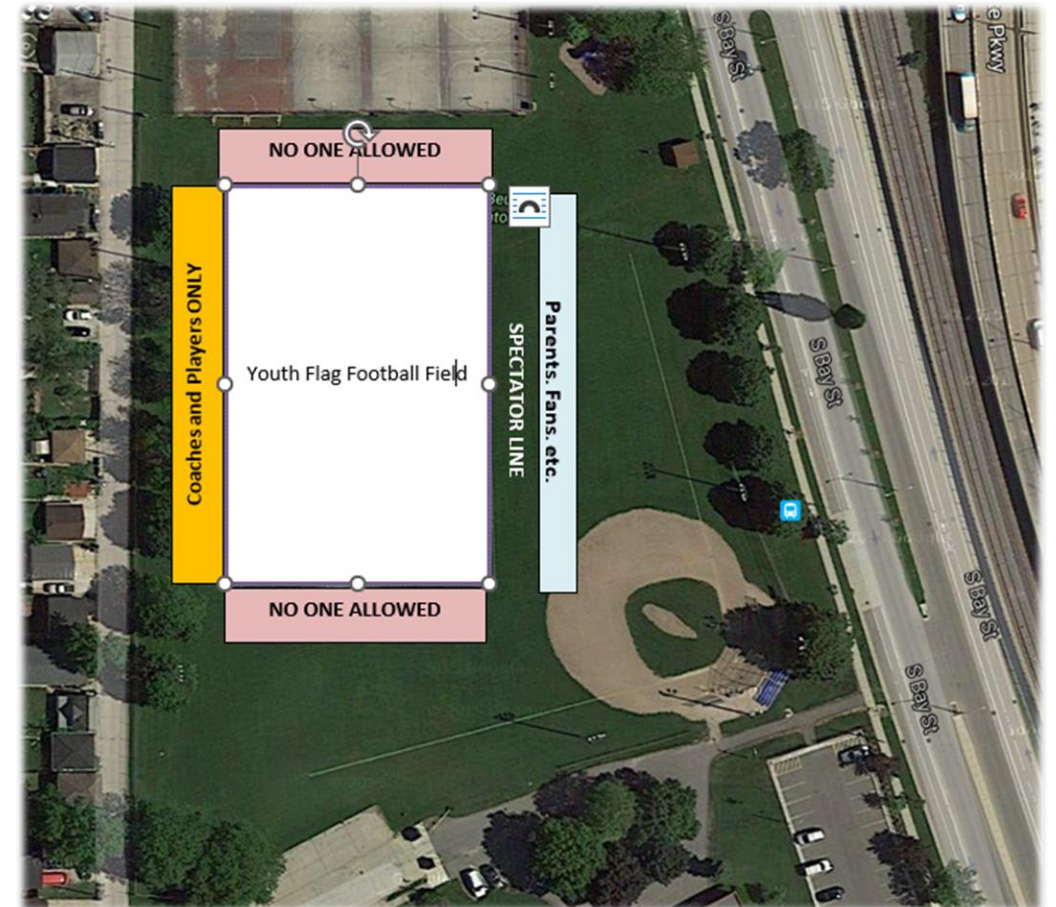
## Beulah Brinton AM (Grades 1-3):

- Beulah Brinton (Community Team)
- Downtown Montessori
- Humboldt Park
- Hope Caritas
- Fratney
- MSIS

## Beulah Brinton PM (Grades 4-5):

- Beulah Brinton (Community Team)
- Whittier
- IDEAL
- Browning
- Hope Caritas
- MAS

**Waitlist** – Allen Field, Burdick, Fratney, MSIS, and Dr. MLK.



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# TEAM CONFIRMATIONS (*Elem. Flag Football*)



## Washington HS PM (Grades 1-3):

- Gaenslen

## Washington HS AM (Grades 4-5):

- Milwaukee Scholars
- Hope Prima
- Golda Meir
- Barack Obama SCTE
- Hawthorne
- Lloyd Barbee

***Waitlist – 95<sup>th</sup> Street, Sherman, Gaenslen, Shining Star, and Burdick.***



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# TEAM CONFIRMATIONS (*Elem. Volleyball*)



## Audubon AM (Grades 4-5):

- Kagel
- MacDowell
- Lowell (Blue)
- Fairview
- Morgandale
- Bay View Montessori
- La Causa
- Fratney

**Waitlist** – *Parkside, Garland, Vieau, and Golda Meir.*

## Audubon PM (Grades 4-5):

- Lowell (Gold)
- Bay View Montessori
- Golda Meir
- Whittier
- Vieau
- 95<sup>th</sup> Street
- Cooper
- Honey Creek

**Waitlist** – *Parkside, Browning, Gaenslen, and Burdick.*



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# TEAM CONFIRMATIONS *(MS Flag Football)*



## Bradley Tech AM (Grades 6-8):

- Notre Dame
- Bruce G. / Acosta MS
- Fairview
- Wedgewood Park
- La Causa
- Woodlands Bluemound
- Bay View Montessori
- Hope Prima

**Waitlist** – Audubon, Vieau, MSL 2, and Milw. Sign Language

## Bradley Tech PM (Grades 6-8):

- Vieau
- MAS
- Humboldt Park
- Hi-Mount
- MSL 1
- MSL 2
- IDEAL
- Bethune

**Waitlist** – Humboldt Park (?), Whitman, Sherman, and Gaenslen.



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# TEAM CONFIRMATIONS *(MS Flag Football)*



## Jimmy Banks Stadium AM (Grades 6-8):

- Carmen NW
- Golda Meir
- Milwaukee Scholars
- Andrew Douglas
- Maryland Ave.
- Audubon
- Cass Street
- Burdick

**Waitlist – Congress**

## Jimmy Banks Stadium PM (Grades 6-8):

- Barack Obama SCTE
- Hope Caritas
- Shining Star
- Congress
- Mitchell
- Dr. MLK
- Greater Holy Temple
- Roosevelt



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# TEAM CONFIRMATIONS *(Pee Wee Girls Basketball)*



## Andrew Douglas MS (Grades 1-3):

- Lloyd Barbee
- Gaenslen
- Cass Street



## Fernwood Montessori (Grades 1-3):

- Fairview
- Bay View Montessori
- Golda Meir
- Fratney
- Pratt
- Highland Community School
- Gaenslen (?)
- Parkside



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# TEAM CONFIRMATIONS (*Elem. Girls Basketball*)



## Bradley Tech (Grades 4-5):

- La Causa 1
- La Causa 2
- Golda Meir
- Bay View Montessori
- MAS
- Pratt
- Highland Community School
- IDEAL

***Waitlist – Maryland Ave. and Notre Dame***

## Obama SCTE (Grades 4-5):

- Golda Meir
- Fratney
- Gaenslen
- Maryland Ave.
- Shining Star
- Cass Street
- Garland
- Greater Holy Temple



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# TEAM CONFIRMATIONS *(MS Girls Basketball)*



## Bradley Tech (Grades 6-8):

- Wedgewood Park
- Golda Meir
- MacDowell
- La Causa
- Bay View Montessori
- MAS
- Milwaukee School of Languages (MSL)
- Rogers Street
- Sherman
- IDEAL

***Waitlist – AOE South, Audubon, and Mitchell.***



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# TEAM CONFIRMATIONS *(MS Girls Basketball)*



## **Obama SCTE (Grades 6-8):**

- Carmen NW
- Barack Obama SCTE
- Gaenslen
- AOE North
- Shining Star
- Congress 1
- Congress 2
- Audubon
- Roosevelt
- Greater Holy Temple



# TEAM CONFIRMATIONS (*MS Girls Basketball*)



## Rufus King HS AM (Grades 6-8):

- Fairview
- Hope Prima
- Fernwood
- Andrew Douglas
- Cass Street
- Burdick
- Parkside
- Dr. MLK

***Waitlist – Hope Fortis***

## Rufus King HS PM (Grades 6-8):

- Andrew Douglas
- Hope Fortis



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# TEAM CONFIRMATIONS *(MS Cross Country)*



## City-Wide (Grades 5-8):

- Fairview
- Downtown Montessori
- Bay View Montessori
- Woodlands Bluemound
- Salam School
- Golda Meir
- Wedgewood Park
- MacDowell
- Burdick
- Bruce Guadalupe / Acosta MS
- Maryland Ave.
- Notre Dame School
- Milwaukee School of Languages (MSL)
- Fernwood
- Parkside
- Townsend



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# SPORTS SPECIFIC EQUIPMENT LIST



## Girls Basketball

- 1-3 Girls Basketball – Junior Size Ball (Size 5)
- 4-5 Girls Basketball – 28.5 Size Ball
- 6-8 Girls Basketball – 28.5 Size Ball

## Elementary Soccer

- 1-3 Soccer Ball – Size 4
- 4-5 Soccer Ball – Size 5
- Shin guards are required.

## Flag Football

- 1-3 Flag Football Ball – Pee Wee
- 4-5 Flag Football Ball – Junior Size
- 6-8 Flag Football Ball – Youth Size
- Mouthguards are required. Available on-site FREE!!!!



# ROSTERS



- The ***Team Roster and Submission*** form can be found on the Youth Sports website under Sports Coordinator Resources and the Coaches Corner.
- Rosters are due by **Thursday, September 7<sup>th</sup> at 6:00 PM (MS XC)**, and **Friday, September 15 at 11:45 PM (All Other Sports)**.
- Updated rosters can be submitted until **Monday, September 11<sup>th</sup> at 6:00 PM**, and **Wednesday September 27 at 5:00 PM (All Other Sports)**.
- Any changes to a roster requires an **updated roster** being submitted **ONLINE**.
- ***Teams may only submit ONE (1) updated roster form prior to the deadlines mentioned above. Any additional updated rosters will not be accepted.***
- To run in a meet, child must be listed on **team roster**.
- **Coaches** and **Assistant Coaches** must be listed on the official team roster to receive email updates. **Three** is maximum number of coaches allowed on the team roster.
- **Do not alter form** (or use an old roster form).
- Rosters must be **typed** and **cannot be faxed**.

**MILWAUKEE RECREATION YOUTH SPORTS TEAM ROSTER**

Team Name\* \_\_\_\_\_ League Game Site\* \_\_\_\_\_ Today's Date\* \_\_\_\_\_  
Season/Year\* \_\_\_\_\_ Sport\* \_\_\_\_\_ Grade Level\* \_\_\_\_\_  
Head Coach Name\* \_\_\_\_\_ Head Coach Email Address\* \_\_\_\_\_ Head Coach Phone Number\* \_\_\_\_\_  
Assistant Coach #1 \_\_\_\_\_ Assistant Coach #1 Email Address \_\_\_\_\_ Assistant Coach #1 Phone Number \_\_\_\_\_  
Assistant Coach #2 \_\_\_\_\_ Assistant Coach #2 Email Address \_\_\_\_\_ Assistant Coach #2 Phone Number \_\_\_\_\_

\*\*\*Only coaches listed on this form with contact information can sit on the team bench during games\*\*\*  
Team rosters are due one (1) week prior to the start of each season. Completed roster must be uploaded to [tinyurl.com/mpsteamroster](http://tinyurl.com/mpsteamroster).

	School	Student ID #	Full Name (No Nickname)	Grade	Date of Birth	Age	Phone	Shirt Size (For youth A for adult)
SAMPLE	Marybell Academy	159357	Ja'ne Smith-Williams	3	5/5/2011	9	(414) 333 - 2222	Y: SMALL
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

For Youth Sports Office Use Only    Verified by: \_\_\_\_\_  
REMOVED 8-18-12    Today's Date: \_\_\_\_\_

**MKE REC**  
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## Team Roster Forms

Team Roster Forms must be submitted **ONLINE** at least one week prior to the start of season play:

- [Team Formation Recommendations](#)
- [Team Roster Form Reminders](#)
- [Roster Form](#)
- [Student Transfer Form](#)
- [Non-Attending Student Form](#)

**Upload Roster Forms HERE**



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# LEAGUE SCHEDULES



- All ***Schedule Requests*** must be submitted during team registration.
- The schedule will be released and posted online by **Monday, September 18 at 5:00 PM.**
- Click here for online **[Fall Schedules](#)**
- ***League Schedule link*** will be emailed to coaches so they can share with parents & players. Any changes will be reflected on the online schedule. (*Which a printed copy does not do*)

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HOME   SEARCH   CONTACT US   EVENT CALENDAR									
CHECKOUT   MY ACCOUNT									
CART (0 ITEMS)   SIGN IN / REGISTER									
Schedule									
Team Number	Team Name	Team Colors	Wins	Losses	Ties	Win Percent	Standing	Sportsmanship Score	
2	Rufus King MS		6	1	0	0.857	1	0.00	
1	MSL	White and blue	6	1	0	0.857	2	0.00	
4	Carmen NW	Burgundy & White	5	2	0	0.714	3	0.00	
3	Milwaukee Scholars	Blue/Green/Orange	3	4	0	0.429	4	0.00	
9	Keefe Ave		2	4	0	0.333	5	0.00	
7	Sign Language GBB	Blue/Yellow	1	5	0	0.167	6	0.00	
6	Lancaster Dropped	black, blue and gold	0	0	0	0.000	7	0.00	
8	River Trail (Dropped)		0	0	0	0.000	8	0.00	
5	River Trail (Dropped)		0	6	0	0.000	9	0.00	

Date	Time	Location	Away Team	Away Score	Home Team	Home Score
09/22/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Sign Language GBB	9	Rufus King MS	57
09/22/2018	12:00 pm	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	F	Rufus King MS	-
09/29/2018	11:00 am	MSL - Gymnasium@Milw School of Language	MSL	38	Sign Language GBB	10
09/29/2018	12:00 pm	MSL - Gymnasium@Milw School of Language	MSL	-	River Trail (Dropped)	F
10/06/2018	9:00 am	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	8	Milwaukee Scholars	32
10/06/2018	10:00 am	MSL - Gymnasium@Milw School of Language	Sign Language GBB	F	Carmen NW	-
10/06/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Keefe Ave	4	Rufus King MS	61
10/13/2018	9:00 am	MSL - Gymnasium@Milw School of Language	Milwaukee Scholars	9	Carmen NW	18
10/13/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Rufus King MS	F	MSL	-
10/20/2018	10:00 am	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	F	Sign Language GBB	-
10/20/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Carmen NW	24	Keefe Ave	3
10/20/2018	12:00 pm	MSL - Gymnasium@Milw School of Language	MSL	-	Milwaukee Scholars	F
10/27/2018	9:00 am	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	F	Carmen NW	-
10/27/2018	10:00 am	MSL - Gymnasium@Milw School of Language	Sign Language GBB	F	Keefe Ave	-



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# PAYSHEET



- Fall sports season has one coaches payroll cycle.
- Fall Pay Sheets are due **October 25<sup>th</sup>**.
- Fall wages are paid on **November 10<sup>th</sup>**.
- Paysheets must be submitted **online** in the ***Pay Sheets*** section of the Youth Sports webpage: [Submit Paysheet Here!](#)

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Elementary Coaches Pay Sheet Reset

Name of Employee						Employee ID#				Phone Number			
Email Address						School				Grade Level			

Team #1	Select Current Season Here													
SUN 10/16	MON 10/17	TUE 10/18	WED 10/19	THU 10/20	FRI 10/21	SAT 10/22	SUN 10/23	MON 10/24	TUE 10/25	WED 10/26	THU 10/27	FRI 10/28	SAT 10/29	TOTAL
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Team #2	Select Current Season Here													
SUN 10/16	MON 10/17	TUE 10/18	WED 10/19	THU 10/20	FRI 10/21	SAT 10/22	SUN 10/23	MON 10/24	TUE 10/25	WED 10/26	THU 10/27	FRI 10/28	SAT 10/29	TOTAL
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

EMPLOYEE SIGNATURE						DATE		SPORTS COORDINATOR OR PRINCIPAL SIGNATURE						DATE	
--------------------	--	--	--	--	--	------	--	---	--	--	--	--	--	------	--

**IMPORTANT, Must have** Sports Coordinator and/or Principal signature, before sending to the Youth Sports Office for approval. Missing information will delay payment, such as, but not limited to, missing parts to the application and background check. Rejection of applicant voids this pay sheet.

FOR OFFICE USE ONLY		FOR OFFICE USE ONLY		FOR OFFICE USE ONLY		FOR OFFICE USE ONLY	
RL:		Date Range:		Circle Season			
RYS-0-0-PRC-	-EWCH5401	Fall	Winter #1	Winter #2	Spring		
YOUTH SPORTS SUPERVISOR SIGNATURE				DATE			



# FALL SPORTS LEAGUE FEES



**Team Entry Fees are due prior to the start of the season!**

**League Fees are due by  
Monday September 18, 2023  
(September 13 for XC)**



***Dropping Team*** - Schools have until the dates listed below to drop their team(s) from a league for a full refund and without penalty.

***(Thursday September 7, 2023 by 5:00pm - XC / Wednesday  
September 13, 2023 by 5:00pm - All Other Sports)***



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# TROPHY SPORTS & MEDALS (*Fall Season*)



- **Participation Medals** will be distributed to ***Elementary Sports Teams*** the last week of games.
  - Each team will be given **15 medals**.
  - **Additional medals** can be purchased by contacting the Youth Sports Office at 414-475-8410.
- **Participation Medals** for ***Middle School*** athletes must be purchased (15 medals for \$25) during the registration process or by contacting Michelle Speck at [youthsports@mkerec.net](mailto:youthsports@mkerec.net).
- **Trophy Sports –**
  - ***Elementary*** – Volleyball, Flag Football (4-5 only), and Girls Basketball (4-5 only).
  - ***Middle School*** – All sports



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# WEATHER HOTLINE



## Weather Hotline

- For inclement weather updates, call the **Weather Hotline** at:  
**414-475-8068**
- The weather hotline is **updated** throughout the day as weather changes.
- Hotline is updated by **8:00 AM** on **Saturdays** and **1:00 PM** on **weekdays** **ONLY** when inclement weather is expected
- The hotline is available in **English** and **Spanish**.
- Weather Hotline Phone Number should be provided to **Sports Coordinators, Coaches, Parents and Players.**  
*(do not call the youth sports office)*

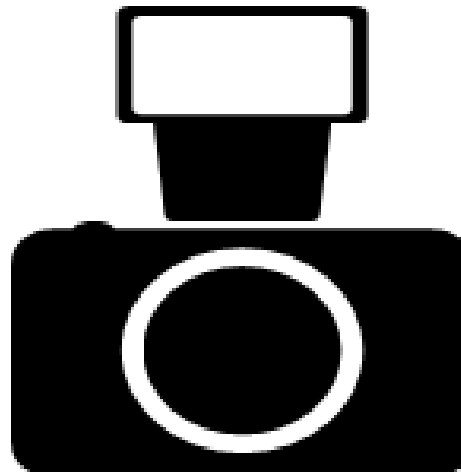


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# PICTURE DAYS



- PICTURE DAYS ***will not*** take place during the Fall 2023 season.
- Teams may take their own individual and team pictures on-site by working directly with the League Director or Youth Sports Supervisor.

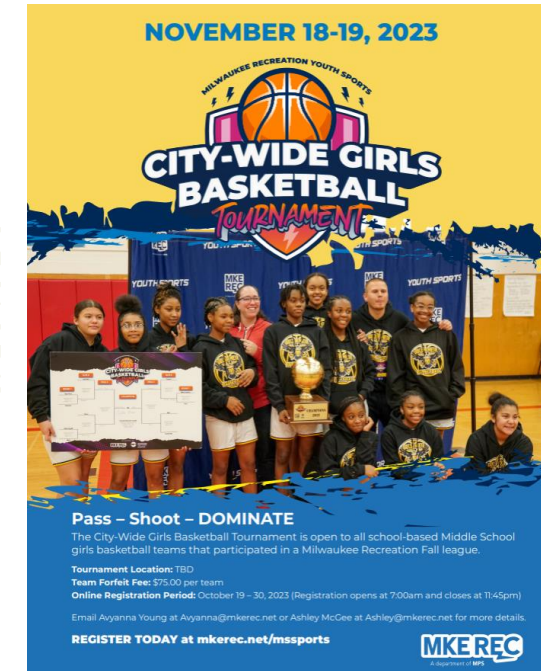


# SPECIAL EVENTS *(Fall Season)*



Registration is required and fees may apply:

- Middle School Fun Run – Oct. 4
- MPS Day with Marquette Women's Volleyball – Oct. 4
- Youth Sports Team Cheer Camp – Nov. 11
- City-Wide Girls Basketball Tournament – Nov. 17-18



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## *Questions*





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**THANK YOU**  
**for attending this**  
**meeting!**

**REMINDER:**  
*Winter Sports Coordinator Meeting*  
*Thursday October 11, 2023*  
*MPS Central Office (Cafeteria)*  
*5:00 PM – 6:30 PM*

# MEETING AGENDA – PART 2



- **Sports Coordinator and Coach Requirements/Responsibilities**
- **Hiring Procedures**
- **League Registration**
- **League Administration**
- **Questions???**



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# SC DUTIES & RESPONSIBILITIES



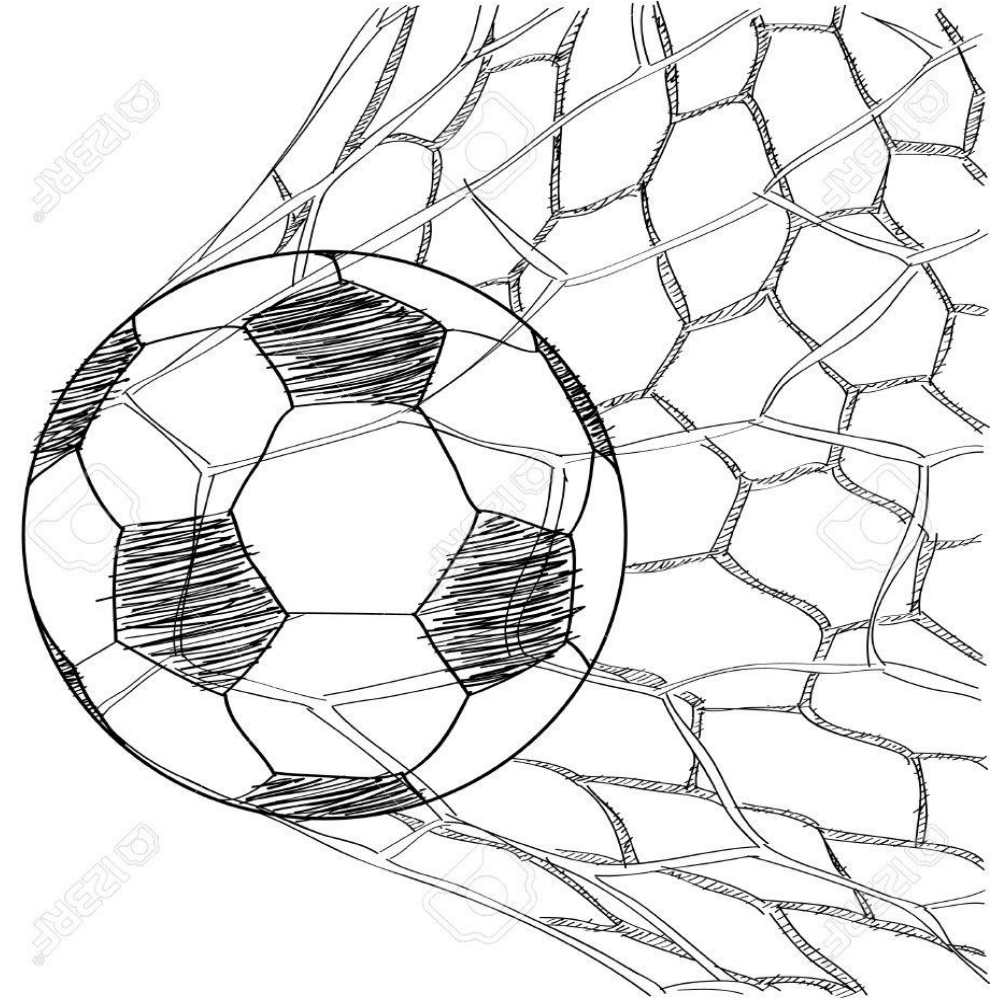
- **Attend all scheduled Sports Coordinator Meetings.**
- **Promote and develop school teams each season.**
- **Ensure coaches attend all coaches' meetings listed in the handbook.**
- **Ensure coaches have successfully completed a criminal background and all required paperwork at least three (3) weeks prior to the first team activity/practice.**
- **Ensure pay sheets are submitted to the Youth Sports Office in accordance with the Youth Sports Pay Sheet Schedule listed in the handbook.**
- **Ensure money collected from students is deposited with the school's secretary/bookkeeper each day. Sports coaches are strictly prohibited from handling student money.**
- **Ensure each participant completes the Athlete Participation forms prior to the first team activity/practice. Students that fail to complete and submit all Athlete Participation forms are not allowed to participate in the Youth Sports Program.**
- **Ensure school sports teams are registered online at [www.mkerec.net](http://www.mkerec.net) by the deadlines listed in the handbook. I understand that leagues will fill up very quickly and are first come, first serve.**
- **Ensure team entry fee payments are submitted to the Youth Sports Office by deadlines posted in the handbook.**
- **Notify the Youth Sports Office at least thirty-six (36) hours in advance of all forfeited contests. Teams that forfeit will be charged a \$25.00 forfeit fee for each occurrence.**
- **Other duties assigned by either school Principal or Youth Sports Manager.**



# SC REQUIREMENTS



- **Able** to meet the scheduling needs required for this position.
- **Behave** and appear in a fair, consistent and professional manner.
- **Knowledge** of sports rules and regulations.
- Ability to **communicate** instruction and commands to children using clear, simple language.
- Ability to **participate** interactively with a diverse group of youth.
- Must have a clear understanding of good **sportsmanship**.
- Ability to attend all **Mandatory Meetings** and applicable in-service trainings.



# COACHING DUTIES & RESPONSIBILITIES



- **Attend all scheduled practices and games.**
- Be responsible for school uniforms and equipment.
- Provide a safe and fun environment for all student-athletes.
- Supervise players during practice and competition.
- **Serve as a positive role model and mentor for youth by teaching positive behavior such as teamwork, sportsmanship, and self-respect.**
- Make sure that first aid supplies are available to all teams during practices and games.
- **Notify the Youth Sports Office in-advance of any forfeited contest.**
- Assist the school's Sports Coordinator with distributing game schedules, league rules, participation paperwork, and practice schedule to players and their families.
- **Ensure the team roster form was submitted online at least one week in advance of first scheduled game.**
- Evaluates player performance and provide suitable feedback, balancing criticism with positive and motivating comments.
- **Ensure that all students-athletes meet the minimum playing time rules stated in the league rules.**



# COACHING REQUIREMENTS



- **Behave** and appear in a fair, consistent and professional manner.
- **Knowledge** of sports rules and regulations.
- Ability to **communicate** instruction and commands to children using clear, simple language.
- Ability to **participate** interactively with a diverse group of youth.
- Must have a clear understanding of good **sportsmanship**.
- Must be **available** for practices on weekdays.
- Must be available on **Saturdays** for Middle School sports league games.





# MONEY HANDLING



- Under no circumstances should a coach be handling sports team money which includes player participation fees, fundraiser monies, and/or uniform money.
- All sports team money should be turned in to the school bookkeeper or secretary by the Sports Coordinator.
- All fundraiser's **MUST** be approved by the School Principal.
- Coaches are not allowed to order uniforms or equipment for school sports teams. This must be handled by the Sports Coordinator or Principal.



# NON-MPS SPORTING EVENTS



- Schools are not allowed to participate in Non-MPS sporting events without the permission of the MPS High School Athletics and Youth Sports Office.
- Coaches or Sports Coordinators will be held liable in the event an accident occurs at a Non-MPS event, and permission is not granted.
- Schools may not wear any garments with the school's name or likeness (Uniforms or T-shirts) in Non-MPS sporting events.
- The school Principal does not have the authority to authorize a team's participation in Non-MPS sporting events.



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# HIRING PROCESS



- **New Sports Coordinators and Coaches** must apply **ONLINE** and pass a background check prior to starting their work assignment.
- **Returning** Sports Coordinators and Coaches must complete an “**Availability Form**” and email it to [Youthsports@mkerec.net](mailto:Youthsports@mkerec.net).
- Sports Coordinators and Coaches who do not wish to receive compensation must complete a “**Volunteer Application**” and pass the background check prior to starting their work assignment.
- Head Coaches & Assistant Coaches **CANNOT** begin coaching until they have been hired. (*Applied and passed the background check.*)
- Once a Sports Coordinator or Coach has passed their background check, **Michelle Speck** (414-475-8749 or [michelle2@mkerec.net](mailto:michelle2@mkerec.net)) from the Youth Sport Office will reach out for secondary hiring paperwork.
- Milwaukee Recreation **pays one coach** per registered team. (Exception: Middle School Cross Country and Track & Field)



# HIRING PROCESS (Cont.)



## Required Hiring Paperwork – Sports Coordinator & Coaches

	New	New To Rec but Current MPS Employee	Rehire/Returning	Volunteers
ONLINE Part-Time Seasonal Application Form	<input type="checkbox"/> YES	<input type="checkbox"/> YES	---	---
ONLINE MPS Volunteer Application (Youth Sports Coach)	---	---	---	<input type="checkbox"/> YES
ONLINE Availability Application Form	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES	---
Secondary Application Paperwork (The employee will be contacted directly by the MPS Youth Sports Office to set up a time to complete secondary paperwork)	<input type="checkbox"/> YES	<input type="checkbox"/> YES	---	---
Mandatory Reporting of Child Abuse and Neglect Training (valid for 5 years)	<input type="checkbox"/> YES	---	---	<input type="checkbox"/> YES
Youth Sports Coach's Agreement (Coaches Only)	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES
Coach Concussion Agreement (Coaches Only)	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES
Sports Coordinator Acknowledgment Form (Sports Coordinator Only)	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES





# HIRING PROCESS (Cont.)

## How to apply:



[Calendar](#) [Contacts](#) [Lunch Menu](#) [Parent Portal](#) [Staff](#) [Languages](#)



District

Schools

Programs

Students

Families

Community

Careers

### Current Staff

[Office 365](#)  
[mConnect](#)  
[Employee Self Service](#)  
[Infinite Campus](#)  
[Teacher Toolbox](#)

### Resources & Quick Links

[Smartsheet](#)  
[Branding Guidelines](#)  
[Marketing Toolkit](#)  
[School-Based Onboarding Dashboard](#)

### Resources

[Retirement & Pensions](#)  
[Employee Benefits Summary](#)  
[Employment Relations](#)  
[Employee Rights Administration](#)

### Employment Opportunities

[Join Our Team](#)  
[Inspiring Educators](#)  
[Hiring Process](#)  
[Recruitment Events](#)  
[Alternative Certification](#)  
[Licensing](#)  
[Substitute Teaching](#)

Visit these links to view all available job openings and start the application process:

- [Apply Online for Classified / Other Positions](#)
- [Apply Online for Teacher / Certified Positions](#)
- [Apply Online for Admin / Supervisor Positions](#)
- [Apply Online for Recreation Positions](#)

If you have questions regarding our online application or the [hiring process](#), please contact Talent Management at 414-475-8224.



Recreation Positions

**Search Jobs**

Search by job title, location, or keyword

Welcome [Sign In](#) | [New User](#)

- [View Recreation Positions](#)
- [My Job Notifications](#)
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- [My Favorite Jobs](#)
- [My Saved Searches](#)
- [My Account Information](#)

**Elementary Sports Coach (Youth Sports)**

**Job ID**  
1021363

**Elementary Sports Coordinator (Youth Sports)**

**Job ID**  
1021365

**Middle School Sports Coach (Youth Sports)**

**Job ID**  
1021364

**Traditional Middle School/K8 Sports Coordinator (Youth Sports)**

**Job ID**  
1021366



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# STARTING PAY RATES



## Elementary Coaches

- \$12 per hour.
- 3 hours per week per team. (2 Hours for Practice + 1 Hour for Game)

## Middle School Coaches

- \$15 per hour.
- 3 hours per week per team. (2 Hours for Practice + 1 Hour for Games/Meets) (**\*Cross Country ONLY – 2 Paid coaches**)
- 5 hours per week per team. (2 Hours for Practice + 3 Hour for Meets) (**\*Track & Field ONLY – 2 Paid coaches**)
- **\*All sports that are eligible for two (2) paid coaches (MS Cross Country and Track & Field) must have a team size of twenty-five (25) or more participating athletes (boys and girls runners combined). Teams must also have 25 participants registered on Athletic.net, and 25 participants actively participate in each meet, to receive compensation for 2 coaches.**

## Elementary/K8/Traditional Middle School Sports Coordinators

- \$17 per hour.
- Pay is based on the number of teams schools offer per season. (Teams **MUST** finish season)

## Schedule E

- Milwaukee Recreation no longer assists with Schedule E. School Principals must work with the MPS Compensation Department to hire and pay Sports Coordinators and/or Coaches through the Schedule E budget.



# LEAGUE REGISTRATION



## ACCOUNT LOGIN

- Principals and Sports Coordinators are responsible for registering their teams online during the registration period.
- **Individuals are unable to register school teams using a personal account.**
- Email [Youthsports@mkerec.net](mailto:Youthsports@mkerec.net) for login information at least 2 business days **BEFORE** registration opens. Youth Sports Office has created accounts for all MPS and Non-MPS schools.

### Login

WebTrac Login

Trouble Logging In? Please call 414-475-8180 before you attempt to create a new account.

**Username \***

**Password \***

Login

[Forgot Username?](#)

[Forgot Password?](#)

Don't have an account? [Sign Up Now](#)



# LEAGUE REGISTRATION REMINDERS



## Reminders

- The Youth Sports Office has full discretion in determining league site placement for all registered teams.
- Teams are not permitted to move leagues after a season has started or schedules have been created, unless the move was initiated by the Youth Sports Office.
- **AM Leagues** = Game times typically between 9am – 1pm.
- **PM Leagues** = Game times typically between 1pm – 5pm.
- **WEEKDAY PM** = Games/Meets/Matches times typically between 5pm – 8pm.

*Registration Issues – Contact the **Youth Sports Office** at [Youthsports@mkerec.net](mailto:Youthsports@mkerec.net) to troubleshoot.*



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# LEAGUE GRADE LEVELS



## Elementary Sports

- 1-3
- 4-5

## Middle School Sports

- 5-8 (Track, Cross Country, and Tennis Only)
- 6-7
- 6-8



# TEAM FORMATIONS METHODS



Below are four possible methods you can use to decide which players are on the team:

- Everyone Plays!!!
- First Come - First Serve
- Lottery System
- Tryouts & Cuts



The Sports Coordinator will determine which of these methods will be used to form teams.

# ROSTERS MINIMUM & MAXIMUMS



- There is **NO** roster MAXIMUM
  - Keep in-mind we only distribute 15 awards/medals and playing time rules.
- There is **NO** roster MINIMUM. However, we suggest having at least the following number of athletes actively participating in practices and games on the roster
  - Flag Football = 12 athletes
  - Basketball = 8 athletes
  - Soccer = 14 athletes
  - Volleyball = 8 athletes
  - Cross Country = 4 athletes



# PLAYER ELIGIBILITY (*Elementary*)



- Must be on team roster form to play in any youth sports league.
- Schools may add up to three athletes from a non-attending school to their roster. Youth Sports office must approve non-attending student and/or student transfer forms request before child can play in any practices or games.
- K4 and K5 kids cannot participate in any sports leagues.
- 1<sup>st</sup> & 2<sup>nd</sup> Graders cannot play in 4-5<sup>th</sup> Grade leagues.
- Coaches must ensure that all student-athletes play the minimum playing time required in each sport.
- **ONE TEAM, PER SPORT, PER SEASON –**  
Athletes are permitted to play multiple sports per season but cannot play on more than one team in the same sport during the same season
  - **EXCEPTION:** Athletes are only permitted to play on one basketball team per academic year.





# PLAYER ELIGIBILITY *(Middle School)*



- Must be on team roster form to participate in any youth sports league.
- Schools may add up to three athletes from a non-attending school to their roster. Youth Sports office must approve non-attending student and/or student transfer forms request before child can play in any practices or games.
- Sports Coordinators are responsible for ensuring students are academically eligible. (See YS *Handbook / 5<sup>th</sup> Graders Excluded*)
- Coaches must ensure that all student-athletes are given the opportunity to participate in all scheduled meets.
- **ONE TEAM, PER SPORT, PER SEASON –**  
Athletes are permitted to play multiple sports per season but cannot play on more than one team in the same sport during the same season
  - **EXCEPTION:** Athletes are only permitted to play on one basketball team per academic year.
- WIAA and Youth Sports Office regulations prohibit Middle School students from participating in high school sporting competitions (Scrimmages, Tournaments, regular season competitions, or postseason competitions). Failing to adhere to this rule will result in forfeited games, and loss of participation eligibility for the student(s).



# NON-ATTENDING STUDENT



A **non-attending student** wanting to join another youth sports team, must submit for approval a completed **“NON-ATTENDING STUDENT”** form to the Youth Sports Office.

- Non-Attending Student Form can be found [www.mkerec.net](http://www.mkerec.net)
- Click [here](#) to submit Non-Attending Student Form.
- Schools may add up to three athletes from a non-attending school to their roster AND team.
- Students can only play for the school that they attend unless their school does not have a team participating in a Milwaukee Recreation Youth Sports league in a specific sport or the player was cut during a tryout process.
- For all policies and procedures please see instructions page on form.

**MKE REC** Non-Attending Student Form  
A department of MPS

**Student Information**

Students Full Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Grade Level: \_\_\_\_\_ Student School ID Number: \_\_\_\_\_  
Parent/Guardian Name: \_\_\_\_\_  
Parent/Guardian Phone: \_\_\_\_\_ Parent/Guardian Email: \_\_\_\_\_

**School Information**

Current Attending School: \_\_\_\_\_  
Desired Participating School: \_\_\_\_\_  
Participating Sport: \_\_\_\_\_  
Does your current school offer this sport at your grade level? ☐ Yes ☐ No

**Eligibility (Middle School Only)**

Grade Point Average: \_\_\_\_\_  
Comment: \_\_\_\_\_

**Principal Signatures**

As the principal for this child, I give said child permission to play youth sports with said school by signing below:  
Principal Name (Print): \_\_\_\_\_  
Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Comments: \_\_\_\_\_

As the principal for this sports team, I give said child permission to play youth sports with Milwaukee Recreation by signing below:  
Team Principal Name (Print): \_\_\_\_\_  
Team Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Comments: \_\_\_\_\_



# STUDENT TRANSFER FORM



A student transferring schools and wanting to join their new school's youth sport team, must submit for approval a completed "**STUDENT TRANSFER FORM**" to the Youth Sports Office.

- Student Transfer Form can be found [www.mkerec.net](http://www.mkerec.net)
- Click [here](#) to submit Student Transfer Form.
- Once a student has played in a Youth Sports game, they are **NOT** allowed to switch teams unless they have transferred schools and received approval from the Youth Sports Office.
- Students can only play for one school team per sport. Student cannot continue to play with their previous school's team and play for their new school's youth sport team.



## Student Transfer Form

### Student Information

Students First & Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Grade Level: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

### Schooling Information

Previous School: \_\_\_\_\_

New School: \_\_\_\_\_

New School Begin Date: \_\_\_\_\_

### Transfer Reason

☐ Housing Change ☐ Disciplinary Dismissal ☐ Parent Decision

☐ Other: \_\_\_\_\_

### Principal Signatures

As the previous principal for this child, I give said child permission to play youth sports with Milwaukee Recreation by signing below:

Previous Principal Name (Print): \_\_\_\_\_

Previous Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

As the new principal for this child, I give said child permission to play youth sports with Milwaukee Recreation by signing below:

New Principal Name (Print): \_\_\_\_\_

New Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_



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# ROSTERS



- The ***Team Roster and Submission*** form can be found on the Youth Sports website under Sports Coordinator Resources and the Coaches Corner.
- Rosters are due by **Monday, September 7<sup>th</sup> at 6:00 PM (MS XC), and Friday, September 15 at 11:45 PM (All Other Sports).**
- Updated rosters can be submitted until **Monday, September 11<sup>th</sup> at 6:00 PM, and Wednesday September 27 at 5:00 PM (All Other Sports).**
- Any changes to a roster requires an **updated roster** being submitted **ONLINE.**
- ***Teams may only submit ONE (1) updated roster form prior to the deadlines mentioned above. Any additional updated rosters will not be accepted.***
- To run in a meet, child must be listed on **team roster.**
- **Coaches** and **Assistant Coaches** must be listed on the official team roster to receive email updates. **Three** is maximum number of coaches allowed on the team roster.
- **Do not alter form** (or use an old roster form).
- Rosters must be **typed** and **cannot be faxed.**

**MILWAUKEE RECREATION YOUTH SPORTS TEAM ROSTER**

Team Name\* \_\_\_\_\_ League Game Site\* \_\_\_\_\_ Today's Date\* \_\_\_\_\_

Season/Year\* \_\_\_\_\_ Sport\* \_\_\_\_\_ Grade Level\* \_\_\_\_\_

Head Coach Name\* \_\_\_\_\_ Head Coach Email Address\* \_\_\_\_\_ Head Coach Phone Number\* \_\_\_\_\_

Assistant Coach #1 \_\_\_\_\_ Assistant Coach #1 Email Address \_\_\_\_\_ Assistant Coach #1 Phone Number \_\_\_\_\_

Assistant Coach #2 \_\_\_\_\_ Assistant Coach #2 Email Address \_\_\_\_\_ Assistant Coach #2 Phone Number \_\_\_\_\_

\*\*\*Only coaches listed on this form with contact information can sit on the team bench during games\*\*\*

Team rosters are due one (1) week prior to the start of each season. Completed roster must be uploaded to [tinyurl.com/mpsteamroster](http://tinyurl.com/mpsteamroster).

	School	Student ID #	Full Name (No Nickname)	Grade	Date of Birth	Age	Phone	Shirt Size (For youth, 8 for adult)
SAMPLE	Marybell Academy	159357	Ja'ne Smith-Williams	3	5/5/2011	9	(414) 333 - 2222	Y: SMALL
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

For Youth Sports Office Use Only: \_\_\_\_\_ Verified by: \_\_\_\_\_

Today's Date: \_\_\_\_\_

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## Team Roster Forms

Team Roster Forms must be submitted **ONLINE** at least one week prior to the start of season play:

- [Team Formation Recommendations](#)
- [Team Roster Form Reminders](#)
- [Roster Form](#)
- [Student Transfer Form](#)
- [Non-Attending Student Form](#)

**Upload Roster Forms HERE**



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# LEAGUE SCHEDULES



- All ***Schedule Requests*** must be submitted during team registration.
- The schedule will be released and posted online by **Monday, September 18 at 5:00 PM.**
- Click here for online **[Fall Schedules](#)**
- ***League Schedule link*** will be emailed to coaches so they can share with parents & players. Any changes will be reflected on the online schedule. (*Which a printed copy does not do*)

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HOME SEARCH CONTACT US EVENT CALENDAR

CHECKOUT MY ACCOUNT  
CART (0 ITEMS) SIGN IN / REGISTER

### Schedule

Team Number	Team Name	Team Colors	Wins	Losses	Ties	Win Percent	Standing	Sportsmanship Score
2	Rufus King MS		6	1	0	0.857	1	0.00
1	MSL	White and blue	6	1	0	0.857	2	0.00
4	Carmen NW	Burgundy & White	5	2	0	0.714	3	0.00
3	Milwaukee Scholars	Blue/Green/Orange	3	4	0	0.429	4	0.00
9	Keefe Ave		2	4	0	0.333	5	0.00
7	Sign Language GBB	Blue/Yellow	1	5	0	0.167	6	0.00
6	Lancaster Dropped	black, blue and gold	0	0	0	0.000	7	0.00
8	River Trail (Dropped)		0	0	0	0.000	8	0.00
5	River Trail (Dropped)		0	6	0	0.000	9	0.00

Date	Time	Location	Away Team	Away Score	Home Team	Home Score
09/22/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Sign Language GBB	9	Rufus King MS	57
09/22/2018	12:00 pm	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	F	Rufus King MS	-
09/29/2018	11:00 am	MSL - Gymnasium@Milw School of Language	MSL	38	Sign Language GBB	10
09/29/2018	12:00 pm	MSL - Gymnasium@Milw School of Language	MSL	-	River Trail (Dropped)	F
10/06/2018	9:00 am	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	8	Milwaukee Scholars	32
10/06/2018	10:00 am	MSL - Gymnasium@Milw School of Language	Sign Language GBB	F	Carmen NW	-
10/06/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Keefe Ave	4	Rufus King MS	61
10/13/2018	9:00 am	MSL - Gymnasium@Milw School of Language	Milwaukee Scholars	9	Carmen NW	18
10/13/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Rufus King MS	F	MSL	-
10/20/2018	10:00 am	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	F	Sign Language GBB	-
10/20/2018	11:00 am	MSL - Gymnasium@Milw School of Language	Carmen NW	24	Keefe Ave	3
10/20/2018	12:00 pm	MSL - Gymnasium@Milw School of Language	MSL	-	Milwaukee Scholars	F
10/27/2018	9:00 am	MSL - Gymnasium@Milw School of Language	River Trail (Dropped)	F	Carmen NW	-
10/27/2018	10:00 am	MSL - Gymnasium@Milw School of Language	Sign Language GBB	F	Keefe Ave	-



# LEAGUE RULES



Milwaukee Recreation Youth Sports league rules have been developed to enhance playing experience, ensure a safe environment for participants, and fun. Goals of the school-based sports leagues are for participants to develop basic skills and learn the rules of a sport.

**Sport specific league rules are available online under the League Information section of the Youth Sports Website.**

*League rules are subject to change at any time by the Youth Sports Office. Any league rule changes will be emailed to head coaches and school sports coordinators by a Youth Sports Supervisor.*



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# FORFEITS



## ***Forfeits*** will be declared in the following situations:

- TEAMS THAT **FORFEIT** WILL BE CHARGED A **\$25.00 FORFEIT FEE** PER OCCURRENCE.
- **No Call, No Show** during LEAGUE PLAY – Teams are responsible for notifying the Youth Sports Office in advance of all forfeited games. Notification must come **thirty-six (36) hours** in advance of league scheduled games via email to [youthsports@mkerec.net](mailto:youthsports@mkerec.net).
- YOUTH SPORTS TEAM ROSTER FORM is not submitted to the Youth Sports Office.
- Athlete(s) not listed on the YOUTH SPORTS TEAM ROSTER participates in a game. The athlete **MUST** be listed on the team's YOUTH SPORTS TEAM ROSTER that has been reviewed by a Youth Sports Supervisor/Youth Sports Office prior to the start of a game.
- Athlete(s) or Coach falsifies (intentionally or unintentionally) a YOUTH SPORTS TEAM ROSTER or SIGN-IN SHEET.
- A team is not present with the minimum number of players needed to start the game. See league rules for specific game time rules and grace periods.
- An athlete participates on two (2) different teams in the same sport.
- Athlete is a non-attending student that has not been approved by the Youth Sports Office prior to participating in a game/contest.
- Failure to play all players listed on the game sign-in sheet the minimum playing time required by league rules.



# SPORTSMANSHIP



- Good sportsmanship is essential in maintaining a safe, fun, and accepting sporting atmosphere for all participants. Respect for teammates, opponents, officials, and the Milwaukee Recreation staff is imperative for the enjoyment of competition by all participants.
- Milwaukee Recreation Youth Sports is committed to upholding sportsmanship values and expects all teams to maintain accountability for their players, coaches, and fans. Unsportsmanlike conduct will not be tolerated in Milwaukee Recreation Youth Sport programs.





# SPORTSMANSHIP (*Cont.*)



*At no point should a coach, player, or parent yell or say anything negative to our officials or staff. Most officials are high school kids who may or may not play the sport. Any disrespect to officials or staff will not be tolerated.*

**NO REF,  
NO GAME.**



## **REFEREE SHORTAGES**

**80% OF NEW REFS QUIT WITHIN 2 YEARS**

**75% CITE RUDE OR ABUSIVE BEHAVIOR  
BY PARENTS OR COACHES AS REASON  
FOR QUITTING**



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# SPORTSMANSHIP RATING



- **Forfeits** = **2.0 rating**. The opposing team will automatically receive a 4.0 rating.
- Teams that receive a 1.0 Sportsmanship Rating will require a **Sportsmanship Action Meeting**.
- Teams that average below a 2.5 rating may be subject to sanctions.
- Teams that receive below a 2.0 rating during playoffs will not be allowed to advance.



## Sportsmanship Rating Criteria

The Sportsmanship Rating System is based on, but not limited to, the following criteria:

5	<b>EXCELLENT SPORTSMANSHIP</b> Team and spectators demonstrate excellent sportsmanship throughout the game. Players and spectators cooperate fully and are respectful to players, staff, and spectators. Examples of excellent sportsmanship include, but are not limited to: Respect shown to the game and staff by participants, coaches and spectators, appropriate verbiage to others, shaking hands with opponents after game, helping players up from the ground, avoiding excessive celebration, maintaining complete control, managing emotions of team and cheering for their teammates.
4	<b>GOOD SPORTSMANSHIP</b> Teams being at this level, and if no positive or negative actions occur, the team will receive this score. Teams and spectators are respectful of opponents with minor incidents. At no point is control of the game lost. Participants may display small disagreements/frustrations with decisions of staff/officials. Infrequent questioning of judgment/rules interpretation not presented in a respectful manner.
3	<b>AVERAGE SPORTSMANSHIP</b> Some incidents of questioning of judgment/officiating abilities and/or public gestures showing displeasure with staff. Some incidents of unsportsmanlike behavior towards opponent, spectator or staff. Teams who receive one technical conduct foul/unsportsmanlike conduct penalty may not receive higher than a 3.0 rating.
2	<b>BELOW AVERAGE SPORTSMANSHIP</b> Frequent questioning of judgment/officiating abilities and/or public gestures showing displeasure with staff. Frequent incidents of unsportsmanlike behavior towards opponents, spectators, and/or staff. Players and/or coaches are continuously "trash talking" opponents, staff, officials, and/or opponents. Teams who receive multiple technical fouls, warnings, unsportsmanlike conduct penalties, or cautions may not receive higher than a 2.0 rating. Teams that forfeit their game receive an automatic score of 2.0.
1	<b>UNACCEPTABLE SPORTSMANSHIP</b> Multiple unsportsmanlike calls, technical fouls, cautions and/or team warnings (not on the same participant) and/or spectator's harassment of the officials/opposing team. Players and teams are out of control or exhibit disregard for MPS Youth Sports Program policies. Threatening and/or making physical contact in an aggressive manner towards staff, officials, and/or opponents. Multiple players and/or coaches are ejected from the contest. Any team whose member(s) take part in a fight, instigates a fight, or throws a punch (whether connected or not) will receive a 1.0 and those individual players and coaches may be suspended.

# *Questions*





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**THANK YOU**  
**for attending this**  
**meeting!**

**REMINDER:**  
*Winter Sports Coordinator Meeting*  
*Thursday October 11, 2023*  
*MPS Central Office (Cafeteria)*  
*5:00 PM – 6:30 PM*