

INTRODUCTION

The EVAC coaching packet provides EVAC volunteer coaches with a clear understanding of their responsibilities to EVAC as a whole, to individual players, to parents and to the EVAC Board. Questions that arise during the course of a season that are not covered in this packet will be referred to the EVAC Athletic Director for resolution.

East Valley Athletes for Christ is a non-profit organization that exists to provide home school youth an opportunity to compete in athletics in a Christ-like fashion. EVAC coaches must apply for this volunteer position and be approved by the EVAC Board. EVAC coaches serve at the pleasure of the EVAC Board and may be dismissed by the EVAC Board if the coach does not adhere to all areas of this coaching packet.

EVAC encourages high level athletic competition by all coaches and players in practice and games. This competition is not a “win at all costs” philosophy rather an attitude of sportsmanship, intensity, spiritual humility and a Christ-like attitude. Coaches are expected to do their best to prepare teams to give 100% effort, use strategy, play by the rules and present themselves in a manner that honors Jesus Christ on and off the court or field.

The EVAC Board realizes the tremendous sacrifice our volunteer coaches make for our athletes. One of the goals of the Board is to provide guidance and oversight but not to interfere with the coach’s freedom to coach during practices and games. Coaches are expected to be an example for players in character and spiritual growth. Coaches are encouraged to engage in Christian devotions when time permits and prayer before and after practices and games.

EVAC competes in the Canyon Athletic Association and will adhere to their constitution and rules at all times during the season. ALL EVAC FORMS REFERENCED IN THIS PACKET WILL BE AVAILABLE UNDER DOWNLOADABLE FILES ON WWW.EVACSPORTS.ORG

EVAC MISSION STATEMENT

East Valley Athletes for Christ (EVAC) is an association of homeschool families dedicated to exemplifying Christ while participating in athletic competition. It is the goal of EVAC to encourage the hearts and minds of the participating homeschool youth in the love and likeness of Christ.

ATHLETIC DIRECTOR Jason Fender, 480-433-4383, jedifenderj@gmail.com,
evacathleticdirector1@gmail.com

EVAC CODE OF CONDUCT

We believe that athletic competition should demonstrate high ethics and sportsmanship and promote the development of practical biblical character and life skills. We believe that the highest potential of sports is achieved when each player is committed to pursuing victory with honor through biblical character. This code applies to all student athletes, coaches, and parents. These qualities include but are not limited to: integrity, honesty, reliability, loyalty, respect for others, self-control and encouragement toward all team mates, coaches, parents, officials, opposing teams and any others. These qualities are expected to be exhibited in all situations where EVAC is represented, including in our communications, whether that is in-person, or via phone, or online/social media. Students, coaches, or parents that continuously conduct themselves in a way that reflects negatively on the team or organization could be dismissed from participating.

Violations of the EVAC Code of Conduct are to be brought to the person most directly in the line of authority to the violator. Coaches and parents are the authority in situations that involve players. Where necessary, a situation that cannot be handled by a coach or parents is to be brought to the AD and then to the board of directors.

**Game ejections result in the player or coach not being permitted at the following game.

**I would like this year to focus on our language. Poor language should be addressed by the coaches. You have AD and Board support for this.

WEBSITES

EVAC Website - major updates on-going, soon to be primary source of information

<https://www.evacsports.org/>

CAA site where I get administrative info: <https://azcaa.com>

- Constitution is on that page: <https://azcaa.com/about/members/constitution/>
- Also Coaching resources, certifications, sport rules, etc. on that main page.

CAA preps: <https://azcaapreps.com>

DKC Rankings: <https://www.dkcomm.net/dkcrate/hs/>

CAA Cross Country: <https://www.athletic.net/team/73878/cross-country/2023>

CAA RULES HIGHLIGHTS

- JH students (7-8th graders) CANNOT compete in 2 seasons of the same sport in the same school year. I.e. JH students cannot play the JH season and then the HS season.
- JH students cannot compete on HS Varsity teams without CAA approval for roster numbers hardship.
- JH students (7-8th graders) can compete on HS JV teams but an appeal process must be followed with the CAA. EVAC prefers JH students compete on JH teams unless there is a roster number hardship. JH teams are the building blocks for our future.
- Requested approval for 8th graders to compete on Varsity Team 2's. Submitted.
- Site Supervisors will be assigned for home games - look for them to assist with "issues" whether it be roster, behavior, etc. They will be like the stand-in AD's.

COACH REQUIREMENTS

- Email from Tracy with the list of required classes, CAA requirements
 - Please contact her if you have not received this.
 - Please complete your Gamesource/Coach registration prior to first practice if possible, mandatory by first game.
- Head coaches get fingerprint card, Asst coaches get background check
- Asst coaches selections - still have EVAC application and requirements, check with AD/Coordinator before final selections are completed
- Team parent selection
- Communication with your team families, over communication is ENCOURAGED
- Coach meeting with parents at season start
- Coordinate Senior Night with Dan and Sharon Burke as applicable for your team

UNIFORMS

- Board committee led by Jim and Yvette Marker / ymarker@cox.net
- Practice shirts - working on a process

FACILITIES

- Board committee led by Brent & Allison Frazey / abfrazey@gmail.com
- Field scheduler Lisa Keller / kellerslife@gmail.com
- Court scheduler Kristin Law (Games only) / krislaw@gmail.com
- Legacy Bell Bank Park is EVAC's new HOME location for all sports (baseball partially)
- Practice gyms to be scheduled at Legacy - Work with McAvoy to schedule. Start with a meeting with all coaches for a season together to set up a plan with Nate. This plan then gets communicated to Legacy, tweaked as necessary, and documented in google sheet. For any practice CHANGES that need to be made, contact Nate and we will put in the request. If they ever need to cancel due to illness, etc - contact him as well. Even though Legacy SAYS there is a 45 day cancellation and there is a chance that we will be charged for a cancellation, usually we can just swap it with another time or give a different team another practice and it works out.
- Please keep in mind that since EVAC is now so big and we need to coordinate a lot of teams, it's important for everyone to be a team player and 'buy into' the EVAC system. Kind of the "it takes teamwork to make the dream work" philosophy. IF coaches are needing to do something outside of Legacy (or the fields that Lisa finds), please run that by Sports Coordinators and/or Nate with facilities. Being aware of the big picture is important for Facilities and Sports Coordinators in regards to budget, how it affects other teams, etc.

BUDGET

- Board committee led by Barry Kutz
- Need to determine the roster size - this is key determinant for budget
- Practice gym times to be agreed upon with Barry, McAvoy, Coordinator
- Equipment needs to be communicated with Dan and Sharon Burke, Board Committee

OTHER INFO

- Western District Regionals Basketball Tournament, Jan 19-20, Bell Bank Park
- Homeschool Nationals, earlier March 2024
- March Gladness, later March 2024

“Two Deep” policy
EVAC Child protection policy

All head or assistant coaches:

Purpose: Guideline to help protect ourselves and athletes from potential exposure to harm.

Primary goal: Remind coaches that we do not want EVAC coaches to be alone one-on-one with an EVAC athlete at any time while on location of an EVAC practice or game.

In order to avoid this situation, we ask that as athletes are arriving or leaving you ask parents to please help you. We want them to stop and check before they drop off a child that there are others present, and likewise when picking up to make sure they are not leaving you with just one athlete.

For example: If I arrive to pick up my child from basketball practice, and I notice there is one other athlete waiting for a parent, I offer to wait with the coach until that parent arrives. Please ask a parent to help you in this way.

Next, we realize that in EVAC many of us are “family friends” and often coaches will transport athletes to and from events. We are looking at developing a release for a parent who might ask you to transport their child stating that you are a “family friend” and have permission to do so. Until then it would be wise to be sure that we think of it this way:

- 1) Before, during, and after practice while onsite of a practice or game you are a coach and should use the “two deep policy”.
- 2) While traveling to and from practice or games you are a “family friend” if you are transporting an athlete.

Dual Roster Guidelines

The purpose of this document is to guide the A.D., Sports Coordinators, coaches, and ultimately EVAC board in managing the team roster in the occasion of a player number shortage on any given EVAC team where dual rostering is allowed by the CAA. Guidelines can be followed for Junior High or High School teams.

REGULAR SEASON

Dual rostering should not be “best practice” during regular season but could be considered and executed under the following circumstances:

1) Either one or both of the (JV and Varsity) teams have such a low number of players, that extended injuries could affect their ability to continue to compete mid season.

- At the time of tryouts these potential players names would be named to both official CAA rosters (per parental approval).

- These players would at no time leave their designated team except for the following:

2) A team is short players due to the extended illness, injury, or absence of original players.

- e.g. season ending or long term injury/illness

If the head coach of a team believes a player is needed for one of the above circumstances, the coach will immediately contact the Sport Coordinator/ AD to discuss the circumstance.

If the situation appears to meet the above criteria, the AD and coach will approach the second (sending) coach about the potential dual rostered player.

If agreement is found, the A.D, and both coaches will agree on and document the period of time the player would be used as well as which team would take priority for the dual rostered athlete.

- At this time the player and parent or guardian would be approached about the opportunity.

3) At time of rostering, if JV/Varsity are low in numbers (as stated in #1) it could be decided an athlete will dual roster for the entire season following these guidelines:

- a primary team will be named at rostering and athlete will not miss any practices/games for this primary team.

- if the athlete’s schedule allows, she/he will attend practices and dress out for the “other team.

- Sports Coordinator/AD will work with coaches to assure that both teams have the

personnel necessary to benefit the team as a whole and have the freedom to make special considerations for tournaments, specific games or post season.

POST SEASON

At the coaches discretion per notification of the AD, dual rostering may take place during post season for the purpose of strengthening a Varsity team using the same guidelines as above.

GAMESOURCE Instructions for EVAC Coaches

ALL games, practices and events (team parties/dinners, photos, etc) should be entered into GameSource.

- The games automatically feed from the CAA once they are scheduled. Any change to a game location, time, etc will automatically feed right in (with a text alert to everyone)

Login to Gamesource: <https://app.gamesource.io/dashboard.php>

If you are a parent AND a coach, you will have a Parent Dashboard and a Coach Dashboard. To toggle between the two (your access for various elements is different):

- Go to the top right where your name is. In the dropdown menu click on “Security Roll” and you can choose Coach or Parent.

Coach Tasks: Always check your tasks to see if there are any scores to enter, or anything else that is there. You can also assign tasks here (players/parents to turn something in, team mom to send out something, etc)

Calendar: Scroll down and you will see the calendar. Games will be automatically loaded into your team calendar as they are scheduled through the CAA.

- It is preferred that you subscribe to your team calendar(s). Scroll down to see a calendar. If you subscribe, this will feed all your games/events to your personal calendar.
- The subscribe button is to the left of the Month/Year, to the right of where it says Today.
- There are Android and MANUALINSTRUCTIONS as well. Please click on whatever calendar source you use (i.e. Google, Apple, Samsung, etc).
- There is away for you to manually import into whatever online calendar source you have. This will then automatically update your personal calendar with all games, practice, events as well!
- If you are also a parent, on your main Parent Dashboard this will have ALL of your family athlete’s games/events when logged into that calendar).

Add Team Mom: Scroll past team info/tasks section. Above the calendar there are tabs, and the Team Mom tab is above the Month.

- Click on that tab, and then to the right you can click “Add Team Mom.”
- A drop down menu will pop up and you can choose the team mom from the list. She will then have many, but not all, the capabilities you have.

Send an email to the team: (Team moms have this capability as well)

- Scroll down and you will see the Calendar. Above the Month/Year, a little to the right, you will see an “Add Event” and “Message” button.
- The Message will bring you to a screen to send out an email to everyone on the team (coaches, parents, athletes). You can choose to send to all those groupings, or uncheck (on the right) any group, or even x out individual email addresses if you would like.

Add a practice or event: (Team moms have this capability as well)

- Scroll down and you will see the Calendar. Above the Month/Year, a little to the right, you will see an “AddEvent” and “Message” button.
- To add an event (practice, party, photos, etc) you can either click on the date on the calendar, or click “Add Event.” This will bring up a new window where you will put all the event information.
 - a. Name of Event
 - b. Date, Start and End Time (must have all 3 of these filled in)
 - c. Repeats – if this is a practice, this is where you will click yes. Then put in frequency (probably weekly) and until when (end of season).
 - d. Site Type – **FOR PRACTICES** (at locations other than Legacy Sports Complex), choose **CUSTOM** (not Game/Practice – Game/Practice only has locations where games are held).
 - E. The first time – Click “create new” (Once you put in your new custom location, it will be on your custom dropdown menu in subsequent event additions). Put in all info and click save.
 - f. An email will go out when you put in a new event OR make changes to any event.

Edited 9/12/2020

Add position/jersey numbers: (Team Moms have this capability as as well)

- Click on the Roster tab.
- Under the Action column on the far right, click on the 3 vertical dots, and click Edit.
- It will bring up a window with a position field and uniform field. You only need to put the uniform number in, unless you want to list the positions.

Submitting a Score (Required – home games only)

On your dashboard, the scores that need to be added will be there on the right side. Just click into that game.

- Please enter the score within 24 hours of your home game.
- There is a section where the score is entered to rate referees. If you have positive feedback please feel free to list it or rate the referee. Any time we can do this is helpful to the CAA
- **Negative feedback:** If you have negative feedback for a referee please contact the AD before entering the score - or send your referee rating/comments to the AD to enter on your behalf.

For Best View on Your Phone: While there isn't an "app" per se, it functions VERY well on phones, with easy access and snapshots of all of your athlete's events in one place. To do so, go to the website and login on whatever browser you use ON YOUR PHONE.

- **Android/Chrome:** Once on the site, click on the upper right of your browser for a dropdown menu and click "Add to Home Screen."
- **iPhone/Safari** – Once on the website on safari, click on the share button on the bottom and then click "Add to Home Screen."

You can then click on the icon on your phone and it will bring you right to your Parent Dashboard, scroll down and your events will be right there.

Note: Also under Roster, you can easily go to this tab to get contact or medical information about any athlete by clicking on their name. You will then be able to view their profile, which includes medical info, emergency contacts, etc.

HIGH SCHOOL CAA SCHEDULE

A	B	C	D	E	F	G	H	I	J	K
SPORT/SEASON	REGISTRATION OPENS	REGISTRATION ENDS	Schedule Release date	as can be viewed in Edmentum up	PRACTICE START DATE	SCRAMMAGE WEEK	JLAH SEASON COMPETITION START	1st REGULAR SEASON GAME	REGULAR SEASON COMPETITION END	STATE TOURNAMENT DATES
FALL										
1	Cross Country (B & G)				Week 5 - Aug 1	Week 8 - Aug 21	Week 8 - Aug 21	September 15th	Oct. 28	Nov. 4th
2	Football - Div. 1 (German)				Week 8 - Aug 21	Week 8 - Aug 21	Week 9 - Aug 28	September 15th	Oct. 28	11/2 - 11/18
3	Football - Div. 2 (8-man)				Week 9 - Aug 28	Week 7 - Aug 14	Week 9 - Aug 28	September 15th	Oct. 25	11/2 - 11/18
4	Flag Football	Monday, March 27	April 7, 2023	24-Apr-23	Week 5 - Aug 1	Week 7 - Aug 14	Week 8 - Aug 21	September 15th	Oct. 19	10/31 - 11/11
5	Soccer - Boys - Div. 1				Week 5 - Aug 1	Week 7 - Aug 14	Week 8 - Aug 21	September 15th	Oct. 19	10/31 - 11/11
6	Soccer - Boys - Div. 2				Week 5 - Aug 1	Week 7 - Aug 14	Week 8 - Aug 21	September 15th	Oct. 19	10/31 - 11/11
7	Swimming (B & G)	Monday, March 27	April 7, 2023	24-Apr-23	Week 5 - Aug 1	Week 7 - Aug 14	Week 8 - Aug 21	September 15th	Oct. 19	10/31 - 11/11
8	Swimming (B & G)				Week 5 - Aug 1	Week 7 - Aug 14	Week 8 - Aug 21	September 15th	Oct. 19	10/31 - 11/11
9	Volleyball - Girls Div. 1	Monday, March 27	April 7, 2023	24-Apr-23	Week 5 - Aug 1	Week 7 - Aug 14	Week 8 - Aug 21	September 15th	Oct. 19	10/31 - 11/11
10	Volleyball - Girls Div. 2				Week 5 - Aug 1	Week 7 - Aug 14	Week 8 - Aug 21	September 15th	Oct. 19	10/31 - 11/11
WINTER										
11	Basketball (BOYS) - Div. 1				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
12	Basketball (BOYS) - Div. 2				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
13	Basketball (BOYS) - Div. 3				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
14	Basketball (BOYS) - OPEN				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
15	Basketball (Girls) - OPEN				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
16	Basketball (Girls) - Div. 1				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
17	Basketball (Girls) - Div. 2				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
18	Wrestling				Week 17 - Oct 23	Week 18 - Oct 30	Week 18 - Oct 30	January 11, 2024	February 8, 2024	February 10 - 22, 2024
19	Wrestling				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
20	Wrestling				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
21	Wrestling				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
22	Cheer and Dance				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
23	Cheer and Dance				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
24	Chess				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
25	Chess				Week 18 - Oct 30	Week 21 - Nov 20	Week 21 - Nov 20	January 11, 2024	February 8, 2024	February 10 - 22, 2024
SPRING										
26	Tennis - (Co-Ed)				Week 28 (Jan 8)	Week 28 (Jan 8)	Week 28 (Jan 8)	January 27, 2024	February 24, 2024	April 27 - May 11, 2024
27	Golf (Co-Ed)				Week 34 (Feb. 21)	Week 34 (Feb. 21)	Week 34 (Feb. 21)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
28	Soccer - GIRLS				Week 34 (Feb. 21)	Week 34 (Feb. 21)	Week 34 (Feb. 21)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
29	Soccer - GIRLS				Week 34 (Feb. 21)	Week 34 (Feb. 21)	Week 34 (Feb. 21)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
30	Soccer - CO-ED - Div. 1				Week 34 (Feb. 21)	Week 34 (Feb. 21)	Week 34 (Feb. 21)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
31	Soccer - CO-ED - Div. 1				Week 34 (Feb. 21)	Week 34 (Feb. 21)	Week 34 (Feb. 21)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
32	Baseball - Div. 1				Week 32 (Feb. 5)	Week 32 (Feb. 5)	Week 32 (Feb. 5)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
33	Baseball - Div. 2				Week 32 (Feb. 5)	Week 32 (Feb. 5)	Week 32 (Feb. 5)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
34	Volleyball - BOYS - Div. 1				Week 32 (Feb. 5)	Week 32 (Feb. 5)	Week 32 (Feb. 5)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
35	Volleyball - BOYS - Div. 2				Week 32 (Feb. 5)	Week 32 (Feb. 5)	Week 32 (Feb. 5)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
36	Volleyball - GIRLS - SAND				Week 32 (Feb. 5)	Week 32 (Feb. 5)	Week 32 (Feb. 5)	March 29, 2024	Thursday, Week 43 (April 25)	April 27 - May 11, 2024
37	Track & Field				Week 32 (Feb. 5)	Week 32 (Feb. 5)	Week 32 (Feb. 5)	March 29, 2024	Thursday, Week 43 (April 25)	May 3rd and 4th, 2024

CAA JUNIOR HIGH SCHOOL TIMELINE - 2023-2024 SCHOOL YEAR (Tentative)

SPORT/SEASON	Registration Opens	Registration Closes	Schedule Release date	Games Need to be scheduled in Gamesource	PRACTICE START DATE	REGULAR SEASON COMPETITION START DATE	REGULAR SEASON COMPETITION END DATE	TOURNAMENT DATES
Season 1: August 1 - October 7th								
Boys Baseball	May 9th	May 26th	Week of July 10th	Aug. 1	Aug. 1	Aug. 15	Sept. 28 Thursday	Oct. 2 - Oct. 7
Girls - Volleyball	May 9th	May 26th	Week of July 10th	Aug. 1	Aug. 1	Aug. 15	Sept. 28 Thursday	Oct. 2 - Oct. 7
Coed Soccer- Fall Season	May 9th	May 26th	Week of July 10th	Aug. 1	Aug. 1	Aug. 15	Sept. 28 Thursday	Oct. 2 - Oct. 7
Cross Country (B&G)	May 9th	May 26th	Week of July 10th	Aug. 1	Aug. 1	TBA	TBA	TBA
Swimming (B&G)	May 9th	May 26th	Week of July 10th	Aug. 1	Aug. 1	TBA	TBA	TBA
Season 2: October 2 - December 16th								
7v7 Passing League				Sept. 26	Sept. 26	Oct. 10	Dec. 7 Thursday	Dec. 14 - 16
Boys Volleyball	Sept. 1	Sept. 13	Sept. 19	Sept. 26	Sept. 26	Oct. 10	Dec. 7 Thursday	Dec. 14 - 16
Girls Softball	Sept. 1	Sept. 13	Sept. 19	Sept. 26	Sept. 26	Oct. 10	Dec. 7 Thursday	Dec. 14 - 16
Wrestling (B&G)	Sept. 1	Sept. 13	Sept. 19	Sept. 26	Sept. 26	Oct. 10	Dec. 7 Thursday	Dec. 14 - 16
Season 3: December 12 - March 4th								
Tackle Football				Dec. 11	Dec. 1	Jan. 9	Feb. 18 Saturday	Feb. 25 - March 2
Girls - Basketball				Dec. 11	Dec. 1	Jan. 9	Feb. 23 Thursday	Feb. 28 - March 2
Flag Football - Boys and Girls				Dec. 11	Dec. 1	Jan. 9	Feb. 23 Thursday	March 1 and 2nd
Tennis (B&G)	Nov. 1	Nov. 11	Nov. 18	Dec. 11	Dec. 1	Jan. 14	March 4 Saturday	March 23-24
Season 4: March 6 - May 14th								
Boys Soccer					Feb. 28	Mar. 13	May 4 Thursday	May 4 - 11
Girls Soccer					Feb. 28	Mar. 13	May 4 Thursday	May 4 - 11
Coed Soccer- Spring Season					Feb. 28	Mar. 13	May 4 Thursday	May 4 - 11
Boys Basketball	Feb. 1	Feb. 10	Feb. 17	Feb. 28	Feb. 28	Mar. 13	May 4 Thursday	May 4 - 11
Golf (B&G)	Feb. 1	Feb. 10	Feb. 22	Feb. 28	Feb. 28	Mar. 13	May 6 Saturday	May 4
Track and Field	Feb. 1	Feb. 10	Feb. 22	Feb. 28	Feb. 28	Mar. 13	May 6 Saturday	May 10 - 11

EVAC UNIFORM PROCESS - for Sports Coordinators/Coaches
School year 2023-2024

EVAC Uniform Contact: Jim/Yvette Marker

Jim - (602) 803-0087

Yvette - (480) 215-7388

The goal of this process is to have all uniforms ready for the first game of each season, and to know who is distributing and returning for each season. With many of the EVAC High school teams ordering sublimated, custom jerseys, there is a processing time of at least 3 weeks from ordering them to receipt. To make the order, we need the final roster and confirmation of sizes by a certain date - this is a NO LATER THAN date. If you can get it earlier, all the better!. If your sport is one that has the custom uniforms, please schedule tryouts accordingly, and work with the Uniform committee to help meet this goal.

A google sheet will be provided to be used beginning at tryouts to confirm or modify the uniform sizes that are given in the Gamesource registration. We will also provide order dates each season for each specific sport.

In most cases Sports Coordinators will be the point person between the Uniform's committee (Markers) and the teams. Sports Coordinators will then work with Team Admin's for most team specific uniform matters.

Please be sure to let your teams know that the CUSTOM uniforms are to be paid by the Player's family, separate from team fees. This will range from \$30-35/piece (some sports it is jersey only, sometimes it is jersey and shorts)

FALL SPORTS

High School Flag Football (Blue/Silver) - Sublimated, custom jerseys - only new players need to order, or returning players who need a replacement or different size. Names/sizes/requested number to be provided by **Aug 5th/6th** (\$35/jersey, players supply their own navy, pocketless, shorts). The Sport Coordinator will distribute new jerseys to the teams.

High School Boys Soccer - New jerseys being ordered this year. These will NOT have names on them (same as Girls Varsity soccer) and will be owned by EVAC. Players supply their own navy shorts. Jerseys handed out before the first game, and returned at the end of season (Sports Coordinator to work with Team Admin for returns at end of season).

Cross Country - EVAC buys stock jerseys, players provide their own navy shorts. Will work with the coach for design/distribution - Jerseys handed out before the first meet, and returned at the end of season (Team Admin for returns at end of season).

JH Co-Ed Soccer - Jerseys owned by EVAC, will be handed out prior to the first game and returned at the end of season. Players supply their own navy shorts. Sports Coordinator will hand out and collect (from team admin)

High School Girls Volleyball (Varsity/JV) - Sublimated, custom jerseys -only new players need to order, or returning players who need a replacement or different size by **July 26/27th**. (\$35/jersey, players supply their own navy, pocketless, shorts). The Sport Coordinator will distribute new ones to teams.

JH Girls Volleyball - Jerseys owned by EVAC (new ones ordered this year), will be handed out prior to the first game and returned at the end of season. Players supply their own navy shorts. Sports Coordinator will hand out and collect (from team admin).

JH Boys Baseball - Jerseys owned by EVAC, will be handed out prior to the first game and returned at the end of season. HAT SIZES needed **August 3rd**, will be supplied by EVAC and players keep. Players supply their own pants. Will work with Coach to hand out and collect (from team admin)

WINTER SPORTS

High School Girls Basketball (Varsity/JV) - Sublimated, custom uniforms - only new players need to order, or returning players who need a replacement or different size. Names/sizes to be provided by Oct. 20th. (\$35/piece). The Sport Coordinator will distribute new ones to teams.

High School Boys Basketball (Varsity/JV1/JV2)- Sublimated, custom uniforms - only new players need to order, or returning players who need a replacement or different size. Names/sizes to be provided by Oct. 20th. (\$35/piece). The Sport Coordinator will distribute new ones to teams.

Elem/Jr High Girls Basketball - Uniforms owned by EVAC (JH - new ones ordered this year), will be handed out prior to the first game and returned at the end of season. Sports Coordinator will hand out and collect (from team admin).

JH Flag Football (Blue/Silver) - Uniforms owned by EVAC, will be handed out prior to the first game and returned at the end of season. Sports Coordinator will hand out and collect (from team admin)

SPRING SPORTS:

High School Girls Soccer - Jerseys owned by EVAC and will be handed out prior to the first game and returned at the end of season. Players supply their own navy shorts. Sports Coordinator will hand out and collect (from team admin).

High School Boys Volleyball - Sublimated, custom jerseys - only new players need to order. Names/sizes to be provided by Jan. 24th. (\$35/jersey, players supply their own navy, pocketless, shorts). The Sport Coordinator will distribute new ones to the teams. Note: These are the same jerseys as football.

High School Baseball - Sublimated, custom jerseys (no names) players keep AND hats - only new players need to order, or returning players who need a replacement or different size. All players get new hats.. Jersey and hat sizes to be provided by Jan. 24th. (\$35/jersey, players supply their own pants, EVAC pays for hats) Sport Coordinator will distribute new ones to the teams.

JH (Blue/Silver)/Elementary Boys Basketball - Uniforms owned by EVAC ordering new ones for Silver this year) and will be handed out prior to the first game/tournament and returned at the end of season. Sports Coordinator will hand out and collect (from team admin).

PRE-SEASON CLINICS, TRYOUTS, ROSTERING

Pre-season Clinics

Many coaches find it valuable/necessary to hold pre-season clinics leading up to tryouts. Holding clinics prior to tryouts allows the athletes to “tryout” EVAC prior to committing. Parents have the opportunity to meet coaches, other parents as well as test out the distance to venues, etc. This time period also allows the coaches/AD to have an understanding of general interest in the sport and prior exposure to who might try out giving them an opportunity to troubleshoot potential areas of concern prior to the tryout period. In the more popular sports with high numbers, pre-season clinics are almost necessary to evaluate all athletes and calculate team sizes.

Please work with your sport coordinator/AD to schedule these clinics in the weeks leading up to your tryouts.

During the period leading up to your clinics/tryouts, EVAC Administration will provide you with updated lists of registrations. Please let the Administrative Assistant know if athletes are showing up and are not on your lists.

Checklist for clinics:

- Plan/Schedule clinics in coordination with sport coordinator/AD
- Submit all details for tryouts to Administrative Assistant for advertisement on website, blasts, and social media. This needs to be well in advance.
- Secure needed equipment for clinics. Refer [here](#) for current equipment admin.
- Have an organized plan for this event: drills, scrimmaging, communication
- Remind athletes/parents to complete registration.

Tryouts

All EVAC teams must have some sort of clinic/tryout period in order to solidify a potential team. Some EVAC sports have low enough numbers that no athletes will be cut. In other cases, if numbers are high, coaches should schedule a minimum of two tryouts within a week’s period of one another and at least one week PRIOR to the “CAA practice start date.”

- For example, if practices can start on August 1, tryouts should be held and completed the week before -such as by July 27th, leaving enough time for coaches to make decisions, notify team members, cut athletes, etc.

During the period leading up to your clinics/tryouts, EVAC Administration will provide you with updated lists of registrations. Please let the Administrative Assistant know if athletes are showing up and are not on your lists. During this period, spreadsheets for each team/age category will be set up and shared with you so EVAC Admin can have accurate data.

PLEASE ALERT YOUR SPORT COORDINATOR/AD TO YOUR POTENTIAL TEAM SIZE ASAP IN THE PROCESS. This is necessary for EVAC Admin to set appropriate team fees.

Checklist for tryouts:

- Plan/Schedule tryouts in coordination with sport coordinator/AD
- Submit all details for tryouts to Administrative Assistant for advertisement on website, blasts, and social media. This needs to be well in advance.
- Secure needed equipment for tryouts.
- Have an organized plan for this event: drills, scrimmaging, communication
- Begin to plan your optimal roster size.
- If you anticipate cutting players, consider holding a brief introductory parent meeting to set expectations that some players may not make a roster.
- Make sure all those attending tryouts are on your list provided by EVAC Admin.
- Communicate to Admin athletes who are not noted.
- Communicate to your sport coordinator/AD any concerns you have.
- During the tryouts, make sure players have nametags and you can identify them.
- Communicate to families/players that they will be notified by email after several days with rostering and first practice information.
- During the tryout process coaches should be meeting with other coaches/sport coordinator/AD to discuss potential placements.
- Remind athletes/parents to complete registration.

Rostering Teams

The process of rostering teams is sensitive and proper time should be taken for this step. Coaches should understand that parents cannot see information inside of Gamesource prior to their athlete being rostered and so initial emails must be generated from either the Admin spreadsheet of athlete PDF's given to coaches. Rostering is a multiple step process and is best handled in a certain order.

1 - At the conclusion of tryouts, make sure your list of potential athletes matches that of what was provided to you from Admin and/or the spreadsheet online.

2 - Meet and talk with other coaches, sport coordinator, or AD to talk through potential placements of athletes.

3 - Once team rosters are set and players to be cut are identified - **clear these lists with the sport coordinator/AD before further notifications are made.**

4 - Once cleared, call the parents of the cut/practice players **FIRST**. If there are a large number of athletes (more than 3 or 4) the sport coordinator or AD can assist you.

5 - Send a copy of the list to your sport coordinator, the AD, and Admin. Assistant.

6 - Once all cut/practice players have been notified you may send an email to your rostered team. You will have to use your personal email vs. Gamesource to do this. The following should be included in this email:

- Introduce yourself
- List of rostered players
- Welcome to the team and request the athlete please respond within 24 hours to accept/deny roster position.
- List the first several practice times/locations since teams may not be rostered in Gamesource right away.
- Include links to [EVAC equipment list](#)
- Remind parents that once EVAC Admin enters their athlete into Gamesource, they will be invoiced and then they will have access to the game/practice schedule.
- Aside from Practice Player specific communication, you should minimize specific playing time or positional statements to all of the normal rostered athletes.
- There may be a need to personally communicate with a phone call to athletes that are not practice players, but would be expected to receive minimal playing time on a team.

7 - Enter future practices into Gamesource

8 - Once the treasurer has finalized the team fees, EVAC Admin will roster your team in Gamesource. At this time parents will be invoiced and they will have access to their team schedule and you can use the messaging feature within Gamesource. **PLEASE NOTE** that any athletes who don't have approved registrations cannot be rostered and will not receive communications.

9 - If for any reason you have an athlete decide not to play - please send a notification to your sport coordinator, AD, and Admin. Asst.

10 - Coach registration in Gamesource should be approved prior to the first game (completion of all certifications, background checks, fingerprints).

11 - Player jersey numbers should be entered into Gamesource by the coach or team administrator 24 hours prior to the first competition.

SEASON STARTUP

Once tryouts are complete you may begin official practices on the date CAA specifies. Please coordinate with your sport coordinator/AD/facilities Admin regarding your needs. Understand that sometimes EVAC is limited in what facilities offer and you may need to be flexible.

Checklist for Season Start Up

- Make sure you have all the equipment you need for practices and GAMES. Equipment Admin contact can be found [here](#).
- Check the current [equipment list](#) provided by EVAC. Contact Admin. Asst. with any additions.
- Make sure all information has been submitted to those ordering/securing uniforms.
- Secure a Team Administrator for your team. This person will help with team get togethers, can enter items into Gamesource for you, help with uniforms, and basic communication.
- Enter jersey numbers into Gamesource when uniforms are issued. This should be completed no later than 24 hours prior to the first game.
- Schedule a team get together or parent meeting prior to first game to set expectations/connect with your team.
- All practices should be entered into Gamesource.
- Gamesource should be used for most team communication.
- Assure that Teamsnap is set up (Team Administrator). This allows messaging within the team however should NOT replace primary communication from the coach or Team Admin via Gamesource.

GAME REMINDERS

Pre/Post-Game Checklist:

- Jersey numbers entered into Gamesource 24 hrs. prior to first game.
- EVAC Site supervisors will be assigned for your team for home games. Check to see who yours is.
- Shade covers are available for outdoor sports from the equipment administration.
- Check in with Team Admin to assure you have volunteers for game book, scorekeeping, lines, etc.
- Remind parents that Gamesource is the most up to date option for game info.
- After your HOME games please enter your score into Gamesource. CAA gives us 24 hours to complete this task.
- When entering the score you have the opportunity to rate the referee. Please enter positive feedback as well. If entering negative feedback be brief and respectful. Notify the AD if there are major officiating issues that need to be addressed.

CAA WEATHER POLICIES

The CAA has issued some guidelines for various weather conditions - specifically heat, cold, and lightning. Please be advised of the following information:

The Athletic Department will track heat index via OSHA-NIOSH Heat Safety Tool App.
Heat Policy

- A heat index (Feels Like) of 100 degrees
 - Players will be required to take a water break every 20 minutes with 5 minutes of rest/water break time.
 - Athletes should be off their feet during the breaks and in shade.
 - Practice will not exceed 120 minutes.

- A heat index (Feels Like) of 105 degrees
 - Players will be required to take a water break every 15 minutes with 5 minutes of rest/water break time.
 - Athletes should be off their feet during the breaks and in shade.
 - Practice will not exceed 90 minutes.
 - Football players will not wear shoulder pads during these conditions.

- A heat index (Feels Like) of 110 degrees
 - Players will be required to take a water break every 10 minutes with 5 minutes of rest/water break time.
 - Athletes should be off their feet during the breaks and in shade.
 - Practice will not exceed 60 minutes.
 - No protective equipment may be worn during practice, and there may be no Conditioning activities.

- A heat index (Feels Like) of 115 degrees
 - Players will be required to take a water break every 15 minutes with 5 minutes of rest/water break time.
 - Athletes should be off their feet during the breaks and in shade.
 - Practice will not exceed 45 minutes.
 - No protective equipment may be worn during practice, and there may be no jogging, running, sprinting, or conditioning activities.
 - Practice can only take place in the form of a walk through.

- A heat index (Feels Like) greater than 115 degrees practice will need to take place indoors.
- If any of the above conditions exist for a home game that takes place outside, the department will seek guidance from the CAA.

Shade, Hydration, & Cooling

- A heat index (Feels Like) of 100 degrees, outside practices will have the following safety measures in place:
 - Water with ice (for drinking)

- Electrolytes
- Shade
- Cooling towels

Pre-exercise hydration

- Athlete should consume approximately 500 to 600 mL (17 to 20 fl oz) of water or a sports drink 2 to 3 hours before exercise and 200 to 300 mL (7 to 10 fl oz) of water or a sports drink 10 to 20 minutes before exercise (McDermott et al. 2017). It is recommended that athletes carry a water bottle or sports drink with them to consume throughout the day.

During Exercise Hydration

- Fluid replacement should approximate sweat and urine losses and at least maintain hydration at less than 2% body weight reduction (McDermott et al. 2017). This generally requires 200 to 300 ml (7 to 10 fl oz) every 10 to 20 minutes (McDermott et al. 2017).

Post-exercise hydration

- Post-exercise hydration should aim to correct any fluid loss accumulated during the practice or event, and should ideally occur within 2 hours of activity completion (McDermott et al. 2017) Rehydration should contain water to restore hydration status, carbohydrates to replenish glycogen stores and electrolytes to speed rehydration (McDermott et al. 2017)

Heat Acclimation

- We recommend that Coaches, Parents, and Athletes understand the Heat Acclimation standards created by the CAA
- <https://azcaa.com/about/members/resources/heat-acclimation>

Cold Weather Policy

- Wind Chill Factor Under 45 degrees with rain
 - 30 minutes of exposure outside
 - Athletes must be dressed in warm clothes with extremities covered
- Wind Chill Factor Under 35 degrees (dry)
 - 30 minutes of exposure outside
 - Athletes must be dressed in warm clothes with extremities covered

- Wind Chill Factor Under 38 degrees with rain
 - Outdoor Practice Must Be Canceled

- Wind Chill Factor Under 32 degrees (dry) ○ Outdoor Practice Must Be Canceled

- If any of the above conditions exist for a home game that takes place outside, the department will seek guidance from the CAA.

Lightning Policy

- When thunder is heard or lightning is seen, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for at least 30 minutes and vacate the outdoor activity to the previously designated safer location immediately. Shelter must be taken place in a grounded building (has running water and electricity).

- 30-minute rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or lightning is witnessed* prior to resuming play.

- Any subsequent thunder or lightning* after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.

MAX PREPS

The CAA asks that its members update the Max Preps pages for **varsity teams only**. The pages are linked to CAA preps so scores and games should be updated. At the minimum, coaches should enter their team roster. If you desire you may enter stats as well.

Administrative Access to Max Preps:

Max Preps website: <https://www.maxpreps.com>

East Valley Athletes for Christ page:

<https://www.maxpreps.com/az/mesa/east-valley-athletes-for-christ-eagles/>

The EVAC Administrative Assistant will give you administrative access to your page once the season has started. You may get an email from Max Preps when this is initiated. Following this, you may need to register on Max Preps and create a login.

If you would like a team administrator or assistant coach to have the ability to enter stats, let the EVAC AA know and this individual can be added.

Let the EVAC Administrative Assistant know if you have difficulty with any of this process.

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