

| Season 2018                                | General                                                                                                                                                                                                                                                                                                                                                                                                                | Uniforms                                                                                                                                                                             | Communication                                                                                                                                                                                                                                                                                                                                                                                                    | Equipment Needed                                                                           |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| - April                                    | - Gather the member to be the board member                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                            |
| May                                        | - First Meeting with all Board member<br>- Clean the shed / Check what we have                                                                                                                                                                                                                                                                                                                                         | - Count the left over from last year                                                                                                                                                 | - Contact BSS<br>- Contact sponsor (Suphanburi)                                                                                                                                                                                                                                                                                                                                                                  |                                                                                            |
| End of May                                 | - Decide who will be in charge of which division<br>- Make the schedule for whole season                                                                                                                                                                                                                                                                                                                               | - Make the assumption of the size and order                                                                                                                                          | - Renew BYB Homepage<br>- Ask Khun Fon to contact referee<br>- Ask Khun Venus to make registration                                                                                                                                                                                                                                                                                                               |                                                                                            |
| June                                       |                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                      | - Open Registration                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                            |
| August                                     | - Prepare for CAO fair (Poster etc.)<br>- Join CAO Fair<br>- Promote via posting posters, welcome wai, Enews, email to other schools etc.                                                                                                                                                                                                                                                                              | - should be arrived at CAO                                                                                                                                                           | - Renew CAO booklet info<br>- Email everyone on your division informing first practice day & tryout date<br>- Contact student ref.                                                                                                                                                                                                                                                                               |                                                                                            |
| Week before                                | - Get reg. list from CAO and divide into each division                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                      | - Look/ask to be a coach if needed                                                                                                                                                                                                                                                                                                                                                                               |                                                                                            |
| First Practice Day                         | - Give BSS coaches the updated list for assessment<br>* BSS coaches did assessment before tryout day                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                            |
| After first practice                       | - Decide the size of the team and coach<br>- Divide players into team. Try to be as equal as possible (preliminary team)                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                      | - Email head / assistant coaches to help out with tryout day<br>- Look/ask to be a coach if needed                                                                                                                                                                                                                                                                                                               |                                                                                            |
| Tryout Day                                 | - Give the list of players in each team to coach<br>- Play practice games<br>- Have meeting with coaches to discuss the team<br>- Finalize the roster                                                                                                                                                                                                                                                                  |                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                  | Clip Boards / Coach<br>Team List<br>2 Tables at breeze way<br>Pen                          |
| After Tryout<br>(End of Aug - Beg<br>Sept) | - Make the contact info list of players in each team and hand it to head coaches<br><br>- Ask them to send their players announcing the team<br>- Make the full team list for all the division and post it on BYB site<br>- Make the game schedule for first week asap<br>- Make the game schedule for all season (Championship Tournament schedule can be done later)<br>- Have coaches meeting to share general info | - Make the team bag before Coaches Meeting (Goalie glove, Gloalie bibs, 3 balls, Uniform for every player)<br><br>- Give Team Bag to head coach (Goalie Bibs > Head coach will wash) | - Head coach will announce the team to their players<br>- Ask Khun Venus to put team list and game schedule on BYB site<br>- <i>Every week</i> :<br>Make sure to have enough student ref.<br>Ask Khun Fon to send game schedule to ref.<br>Ask Khun Det to set the field (contact him whenever we have change in the field plan)<br>Ask Khun Jong to wash bibs<br>Inform players/coaches if there is any changes |                                                                                            |
| Beg of Sept                                | - Arrange the team photo taken day<br>- Start thinking about medals/awards<br>- See if the teams are fairly equal                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                      | - Ask Khun Fon to contact Photo shop                                                                                                                                                                                                                                                                                                                                                                             |                                                                                            |
| End of Sept                                | - Order medals/awards                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                      | - Have meeting with Medal Company                                                                                                                                                                                                                                                                                                                                                                                |                                                                                            |
| End of Oct                                 | - Plan Championship Tournament                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                            |
| Before Championship<br>Tournament          | - Check the rule<br>- Get Medals/Awards<br>- Prepare to hand out team pictures<br>- Print out result chart                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                            |
| Championship<br>Tournament                 | - Hand out team photos to players<br>- Hand out medals/awards to players<br>- Return team bag (wash goalie bibs)                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                  | White Board/Field<br>Table at breezeway<br>Medals / Awards<br>Game schedule<br>Team Photos |

Communication Email and Facebook

Payment Issue/ Ref/ Nurse Khun Fon

Registration/ Homepage Khun Venus

Field Setting Khun Det

Washing Bibs/ Thai Team Khun Jong

Practice BSS

**Fees :**

Super Division Thai Team 2,000 BHT/Team/week

For Arranging 1,500 BHT/week to Khun Jong

Referee Students Ref (for Minis) 500bht/session 700bht/Championship

Regular Ref 1,200/ref/week

Each Game requires 1 ref except Super Division

Super Division (if 11 players aside 3 ref (1 ref + 2 side line ref))