



ONSLOW COUNTY BABE RUTH LEAGUE

Policies and Procedures

Swansboro Baseball & Softball Association

November 12, 2014

Section 0.01 Jurisdiction [No SBSA exceptions]

Section 0.02 Registration, Rosters, Schedules and Scorebooks

Subsection (a) Registration – will be completed on a date to be determined each seasonal year. In addition to regular registration fee, a late fee of \$20.00 will be charged for any player registered after the published completion date for registration. **NO CHILD WILL BE ALLOWED TO REGISTER 14 DAYS AFTER THE DRAFT WITHOUT BOARD APPROVAL.** This does not apply to the Babe Ruth Baseball Divisions, as their season does not begin until the school season is over. A copy of the current By-Laws, Policies and Procedures and Local League Options will be posted on the League website and a hard copy will be made available upon request.

Subsection (b) Schedules – The spring playing season shall run from March through June. The fall season shall run from early September through end of October. There will be no minimum number of games for T-ball. When schedules are being prepared, allowances are to be considered for graduation, proms, and other year-end school activities in addition to any holidays that may affect player participation.

Subsection (c) Practice Schedules

- (1) Teams may practice no more than three times per week before the playing season begins.
- (2) Teams may practice no more than two times per week during the regular playing season.
- (3) No practices will be scheduled on Sundays.
- (4) No practice shall last longer than 1 hour and 30 minutes.
- (5) A certified Manager or Coach must be present at every practice and game.
- (6) There will be sufficient warm up before every practice and game.
- (7) The appropriate Commissioner is to be notified of rainout games, makeup games, and changing game dates, and will set a date for the game(s) to be rescheduled.

Subsection (d) Scorebooks

- (1) Will be maintained for each Division
- (2) The Umpire will sign the official scorebook, which the scorekeeper for the home team is required to maintain.
- (3) For travel or away games, the scorekeeper will have the umpire sign the team scorebook as to have an official record of the game for tournament eligibility purposes.

Section 0.05 Team Composition, Conduct and Uniforms

Subsection (a) Team Composition – there will be no more than 15 players per team roster or less than 12, unless a waiver has been obtained from the District Commissioner.

Subsection (b) Players responsibility and conduct

- (1) Players must keep up with schoolwork, giving it priority over baseball or softball.
- (2) Players must be present and on time to all practices and games. Notify the Manager, in advance, if illness or conflicts prevent compliance. The Manager has the option of not playing a player in the next scheduled game if the player does not comply. If a continuing problem occurs, the Manager shall notify the Board in writing.
- (3) All players must possess a positive attitude and exhibit good sportsmanship before, during, and after every game and practice.
- (4) No player will use tobacco products, profanity, profane gestures or other un-sportsmanlike conduct while on the playing field or at the park. Harassment or calling opposing player(s) or teammates names is prohibited. The umpire may eject a player from the game for violations.
- (5) Respect the equipment, the fields and dugouts.
- (6) Throwing bats or helmets is prohibited. This can result in ejection from game.
- (7) All dugouts and fields must be litter free before the players leave the ballpark.

(8) Players shall follow the Manager and Assistant Coach's instructions. Any complaint about a Manager or Assistant Coach must be submitted directly to the appropriate **Commissioner in writing**.

(9) Players must remain in the dugout during the game unless they are "on deck" when their team is at bat. No pushing or running is allowed in the dugout area.

(10) Players shall wear caps and proper shoes to practices and games.

(11) Players shall not wear any jewelry, including watches.

(12) Players should wear a clean uniform to the game. All shirts will be tucked into pants/shorts.

Subsection (c) Manager's Duties and Responsibilities (minimum age 18)

(1) Shall have the primary responsibility for his/her team. All Managers and Assistant Coaches will be required to have a background check on file. Players are strongly influenced by their Managers; therefore, they must be well-respected community members who display leadership qualities. Failure to hold scheduled practices is grounds for dismissal.

(2) Will be appointed and approved by the SBSA Board Members, subject to his/her knowledge of the sport and suitability to influence children.

(3) Are, **AT ALL TIMES**, subject to dismissal by SBSA Board Members for displaying inappropriate behavior at practice sessions or games, or not complying with the By-Laws. If a Manager is ejected during any game, he/she shall sit out the next consecutive game. If a Manager is ejected from two games during the season, he/she shall be dismissed by the League for the remainder of that season and must be voted in as a Manager thereafter. Managers are also responsible for the conduct of his/her players at all times when gathered together as a team.

(4) Managers shall follow all rules. Rule interpretations may be questioned, however judgment calls by the umpires **MAY NOT** be questioned.

(5) Must be Babe Ruth Coach Certified. Any Manager or Assistant Coach that is not certified by the first game of the season will not be allowed to participate with the team as a Manager or Assistant Coach during that season. Only certified Managers and Assistant Coaches are allowed in the dugout or on the field during the game.

(6) Must ensure every player present for a game plays at least two full innings, provided the player has attended at least 50 percent of the scheduled practices prior to that game. A forfeit will be issued to any team failing to meet this requirement in an individual game. A strike will also be issued to the Manager in any game where this requirement has not been met.

a. If a player becomes ill or injured and cannot complete two innings, the Manager will notify the official scorekeeper (who will note the change in the official scorebook) and the opposing Manager.

(7) If a player is not going to play in any game for disciplinary reasons, then the Manager, prior to the start of the game, must notify the player, parent of the player, and the appropriate Commissioner.

(8) Present lineups for each game to the official scorekeeper, umpire and opposing Manager at least five minutes prior to game time.

(9) Ceremoniously shake hands with opposing Managers at home plate before and after every game.

(10) Maintain all equipment and return it promptly at the end of the season. Managers are responsible for ensuring all equipment issued is returned.

(11) May not cut players from his/her team. If a child's action or attitude becomes detrimental to the morale of the team, or SBSA, the situation is to be taken to the SBSA Board of Directors for appropriate action.

(12) Managers of both teams must mutually agree that the field is in playable condition prior to the start of the game. If there is a disagreement, the Home Plate Umpire will make the determination.

(13) No Manager may serve as a Manager for more than one team in each division. Managers wanting to manage more than one team may do so only by approval of the Board.

(14) Recruit parent volunteers to the following positions and ensure their duties are accomplished:

a. ASSISTANT COACHES: Will assist the Manager as needed. No one will be an Assistant Coach and a Manager of teams in the same league or division. All Assistant Coaches will be required to attend and complete the Babe Ruth Coaches Certification to be eligible to participate.

b. SCOREKEEPERS: They must attend scorekeeping clinic to learn how to keep score and must maintain the Official Scorebook for their home games. If the home team cannot provide an official scorekeeper, they become the visiting team and the visiting team becomes the home team responsible for providing the official scorekeeper.

(15) Responsible for getting the players and parents to clean up the dugout and stands on their side of the field after games and practices; must encourage team participation in fundraising events.

Subsection (d) Parents and Spectators

(1) Parents have the ultimate responsibility to ensure their children comply with their duties and responsibilities previously outlined.

(2) The use of profanity, name-calling, gestures or other un-sportsmanlike conduct will not be tolerated.

(3) The possession or consumption of alcohol or illegal drugs at the ballpark is prohibited. Violators will be asked to leave the ballpark by the Umpire or a SBSA Official.

(4) Parents, siblings, other relatives, or friends of the players will not enter the dugout unless an injury to a player so warrants. Only players, Managers, Assistant Coaches, team mom, and scorekeepers shall be allowed in the dugout during the game.

Subsection (e) Uniforms

(1) Cap/Visor is required for all games and practices.

(2) Shirts will display the team name, player's number (up to two digits) and the sponsor's name where applicable.

(3) Pants will be:

a. Uniformly colored baseball pants and are required to be worn by all Baseball players. Softball teams are required to wear either uniformly colored baseball pants or uniformly colored softball shorts. When wearing shorts, it is recommended sliding shorts be worn to reduce the risk of injury.

b. All players must have pants/shorts in their possession by the first game of the season.

Section 0.08 Protests and Rule Interpretations

Subsection (a) Protest Procedure

(1) Notice that the game is being played under protest must be filed with the umpire by the Manager immediately at the time of the disputed decision and before the next pitched to the batter or the next play. The official scorekeeper shall note that the game is being played under protest.

(2) A written report setting forth all the facts of the protest must be filed with the appropriate Commissioner along with a \$25.00 protest fee (refundable if protest stands; if overruled then it will be placed in the SBSA general fund) within 48 hours of the date of the protest.

(3) The SBSA President will appoint five members of SBSA, who are not connected in any way with any of the teams involved in the protest, to serve on the Protest Committee.

(4) The SBSA President, based on the recommendation of the Protest Committee, will decide the final decision on the protest.

(5) A protest on a play that involves the Umpire's judgment is not permitted. The Umpire's word is **FINAL**. The only legal protest involves interpretation of the playing rules.

Paragraph D. Disciplinary policies

(a) Managers, Assistant Coaches, players, and spectators who are ejected from a game for unsportsmanlike conduct will automatically be suspended from the team's next game and all practices leading up to the next game.

(b) A second ejection for an unsportsmanlike conduct will result in the individual Manager(s), Assistant Coach (es), player(s), or spectator(s) being automatically suspended from participating for the remainder of the season, including All-Stars.

(c) There is a "**NO TOLERANCE**" rule for fighting. Managers, Assistant Coaches, players, or spectators who are involved in fighting or inciting a fight before, during, or after a game will be suspended from participating for the remainder of the season, including All-Stars.

(d) Any participant or spectator (including parents) may be removed from the property during a game or practice for actions that are in violation of accepted standards of conduct in a youth sports environment.

(e) Onslow County Law Enforcement reserves the right to enforce stronger penalties if the situation so merits.

(f) All members are required to sign, and adhere to, the Strike Three Disciplinary Policy.

(g) All Managers and Assistant Coaches are required to sign, and adhere to, the Manager's Code of Ethics form.

(g) All parents/guardians are required to sign, and adhere to, the Parents Code of Ethics form.

(h) All complaints regarding a Manager, Assistant Coach, player, parent, or Board Member must be made **IN WRITING** and to the appropriate Commissioner, the President, or other Board Member.

(1) The complaint should state specific details to include:

a. date, time, and location the offense or misconduct occurred

b. the nature of the complaint

c. witnesses

d. contact information for the complainant

(2) Any officer receiving such a complaint will forward a copy of the complaint to the SBSA Secretary/Treasurer.

(3) Any complaints that are not filed in writing will not be addressed.

(4) A written copy of the disposition of all complaints, to include any findings, written statements, minutes of hearings, letters of reprimand, or other punitive actions taken, will be attached to the complaint and a copy sent to the SBSA Secretary/Treasurer for records.

Paragraph F. Awards

(a) Awards - Awards shall be given to all players at closing ceremonies. All-Stars shall receive special recognition. There will be no All-Stars selected in T-ball.

II. PLAYER DRAFT AND ALL-STAR SELECTION SYSTEM

Paragraph A. All players shall be required to register and attend the spring draft, including all returning players.

Paragraph B. A player may request to dual roster with approval of the Board and with special consideration tendered as follows:

(a) Players that are approved to dual roster are entered in the draft for that older group and are required to score at or above 50% of the other players in that age group. If they fail to do this, the player will not be allowed to dual roster.

(b) A player may dispute his placement, with regard to dual roster, by petitioning the Board for review at which time Commissioners and President will review the petition and make final determination. A player's prior Managers maybe contacted to provide additional insight to the player's abilities and talents to ensure player is placed so not to endanger himself or other players in the SBSA.

(c) T-Ball only: Players of this age group may request to be assessed to move up to the Rookie age group. Once the player has been assessed by the Board and has graded high enough the Board may vote to allow he/she to move up.

Paragraph C. Following registration and prior to the draft, the Commissioner shall prepare a list of eligible candidates to be known as the "Commissioner List". This list will include the candidate's name, age, and years of experience. The list, when prepared, shall constitute the pool of available players for the current year. The Commissioner will note on his list any optioned players and announce such options at the appropriate time in the draft. Any players selected by the Managers will be taken from the List in so far as possible, and consistent with Babe Ruth Baseball Rules.

Paragraph D. Optioned Players - There will be four (4) types of Optioned Players and are defined as following:

(a) Type 1- Players returning to the same division as the prior year will automatically return to their team from the prior year. Unless Parents choose to have the child entered into the open draft.

(b) Type 2 – Child of Designated/Approved Manager

(c) Type 3 – Child of Designated/Approved First Assistant Coach

(d) Type 4 – Siblings within same Division of Players already drafted

Paragraph E. The first step in the player draft will be the spring draft. The division Managers and the Commissioner will evaluate the players. Each player will receive a score of 1-5 in each of the following categories:

(a) Fielding – the player should be evaluated on their ability to field ground and fly balls as well as catching balls thrown by another player or Coach.

(b) Throwing – the player should be evaluated on their ability to throw the ball. Accuracy, distance, velocity and control should be taken into consideration when assigning a score.

(c) Batting – the player should be evaluated on their ability to hit the ball. Players will receive a predetermined amount of pitches, to be determined by the Commissioner, and should be evaluated on their hitting ability.

(d) Running – the players should be evaluated on their ability to run the bases. Players should be made to run the bases as they would in a game situation so they can be evaluated on their agility, form, and speed.

(e) Pitching (optional) – those players that want to be evaluated as pitchers should be given an opportunity to throw a predetermined amount of pitches for the Managers and Coaches to evaluate at the conclusion of the draft process. Since pitchers are a very important part of the team building process, the players that are evaluated as pitchers should naturally have a higher total score level. As most Managers should be concerned with having a competitive pitching staff, this will place special attention on the first rounds of the draft, which is where the pitchers will most likely be drafted.

NOTE: All Optioned Players of Type 1 and Type 2 above are **REQUIRED** to be evaluated as Pitchers, **NO** exceptions.

(f) Catchers (optional) – those players that want to be evaluated as catchers will be given the opportunity to catch the players who are pitching as part of the draft process. They will be evaluated on their ability to setup correctly, catch and block pitched balls, and throwing the ball from home to second base.

Paragraph F. At the conclusion of the evaluation session, each Manager and Assistant Coach shall turn in his/her evaluation form to the Commissioner so that a skill level score for each player can be determined. The Commissioner shall determine the skill level score for each player by dropping the highest and lowest scores for each player and adding the all evaluation scores for a player together and assigning that total as a skill level score. The scores shall be sorted from highest to lowest and divided into groups of players equal to the number of teams. The first round of picking shall emphasize the distribution of pitchers.

Paragraph G. The Commissioner shall then assign each player according to score, to a draft round. The number of teams in that division shall determine the number of players in a draft round.

Example: Division has four teams total:

First round (players with top fourth scores)

Second round (players with next fourth top scores)

Third round (players with next fourth top scores)

And so on...

Note: there may be more than four players with the same score in any given round.

The Managers for the teams shall then draw numbers to assign a draft order and the draft picks shall commence in the following order:

Round 1: Manager 1, Manager 2, Manager 3, and Manager 4

Round 2: Manager 2, Manager 3, Manager 4, and Manager 1

Round 3: Manager 3, Manager 4, Manager 1, and Manager 2

Round 4: Manager 4, Manager 1, Manager 2, and Manager 3

Round 5: Manager 1, Manager 2, Manager 3, and Manager 4

And so on...

Paragraph H. Prior to the pick in each round, the Commissioner shall announce any options held by Managers on players placed for draft in that round. Optioned players for a Manager constitute that Manager's pick for the round. If a Manager elects to exercise two Options in any one round, that Manager will not have a pick in the subsequent round **AND** will have the last pick in the round following.

Paragraph I. At the conclusion of the draft, after all players have been chosen, the Commissioner shall review the team rosters for parity. The Commissioner shall ensure that every team is as equal in talent and overall score as possible. The Commissioner has the authority to reassign players to ensure parity.

Paragraph J. Any player not attending the draft and receiving a skill level score will not be drafted. They shall be placed in an Auxiliary draft pool for draft at a later date. The Commissioner shall make every effort to wait until there are enough players in the Auxiliary pool so that each team in the division receives a pick, however no player shall remain in the pool longer than 14 days before being drafted. Each team Manager shall draw a number and shall pick in order of the number drawn (just as in the draft). The Managers will then pick in the same staggered method as in the draft until all the players in the Auxiliary pool are drafted.

(a) The following are the only exceptions to this rule:

(1) If a team has lost a player due to injury, relocation of a player or other issue that was beyond the control of the team.

(2) If a team failed to receive a pick in the previous Auxiliary draft **and** the team's roster contains fewer players than other teams in the division. In this instance, that team shall have the first pick in the supplementary draft and the other Managers shall draw to see the remainder of the pick order. If there is more than one team with this type of situation, then those teams shall draw for first pick, second pick, etc. and then a second drawing will be held for the remaining teams to finish the order.

Paragraph K. Any player, at the end of the draft and on a team's roster, will remain with that team for the entire season. **NO TRADES ARE ALLOWED AFTER THE DRAFT WITHOUT APPROVAL OF THE SBSA BOARD OF DIRECTORS, COMMISSIONERS, AND THE EXECUTIVE BOARD.**

Paragraph L. Final Rosters submitted to Babe Ruth will be at the discretion of Board.

Paragraph M. If for some reason a drafted team is unable to field a complete team, and it becomes necessary to disband the team, that team's players will re-enter the supplementary draft pool. The players will then be selected as in the normal draft by normal draft guidelines.

Paragraph N. All-Star Selection

(a) A calendar shall publish the date(s) for the All-Star Drafts.

(1) **TEAM SELECTION PROCESS** – Each Manager will select his best five players for each age group in order to be eligible for All-Star tryouts. Managers will use statistics on each player and overall knowledge of his player's talent in this decision process. Parents of selected players will declare whether or not their child will attend practices and the All-Star tournaments, if the player will not be available for the tournament then he/she will not be allowed to try out for the All-Star team.

(2) COMMISSIONER AND BOARD REVIEW – The Board will determine the number of teams, number of players, Managers available, talent etc... If it is determined to have two All-Star teams in a division, players must go out for and play on their age's team (i.e. a 9 yr. old can not play on the 10 yr old team in the minor division, or an 11 yr old on the 12 yr old team in the major division. If a child plays up (i.e. a 10 yr old plays up in to the major division) for the regular season, that child will not be permitted to play down on the minor division All-Star team and will have to try out for his appropriate All-Star team in the division he played regular season.

(b) The Manager of the All-Star team shall be nominated by the other Managers and Assistant Coaches within the same division. Nominations will be turned in to the appropriate Commissioner and approved by the Board. Only regular season Managers, in their division, are eligible to be nominated. In the event no Manager accepts the nomination, an Assistant Coach may be nominated for the position. The vote will be by secret ballot for the All-Star Managers. In the event of a tie, the Board will make the final decision. The elected Manager, approved by the Board, will select his two Assistant Coaches from other Managers/Coaches in the same division.

(c) Each All-Star team will have a separate Coaching staff. A Manager of one division cannot be an Assistant Coach to another team; an Assistant Coach cannot be an Assistant Coach to another All-Star team in a different division; this way Managers and Assistant Coaches are not missed in out of town play.

(d) ALL-STAR DRAFT DAY - All players selected to participate in the All-Star draft will be evaluated by the Managers from that division and two selected Board members. The players will be scored 1-5 on throwing, running, pitching, hitting, fielding, and catching similar to the regular season draft. The high and low score will be thrown out. The top nine scores will automatically be placed on the All-Star team. The All-Star Manager will choose the additional three players from the remaining players present at the tryout. The team roster will be submitted to and approved by the Board.

(e) The approved roster will be posted as the All-Star team for that division. Once the roster is approved, there shall be no changes to the roster for any reason.

Paragraph M. Field and Light Usage Agreement will be completed by all non-SBSA teams utilizing Sanders Park for practices. Said teams will also provide a copy of their insurance prior to using the fields.

EXECUTIVE BOARD SIGNATURES

PRESIDENT David Washington

SECRETARY Janita Vega

VICE-PRESIDENT [Signature]

TREASURER _____

BOARD OF DIRECTORS SIGNATURES

CHAIRMAN OF THE BOARD [Signature]

BASEBALL COMMISSIONER [Signature]

BOARD MEMBER [Signature]

BOARD MEMBER [Signature]

SOFTBALL COMMISSIONER [Signature]

BOARD MEMBER [Signature]

BOARD MEMBER [Signature]