

HUTCHINSON JUNIOR LEAGUE BASEBALL ASSOCIATION

TRAVEL TEAM POLICIES AND PROCEDURES

Any issues or concerns that should arise and are not covered by these policies and procedures shall be addressed by the HJLBA Board of Directors.

1. General Coaching Guidelines

- a) All travel team coaches will sign the HJLBA Code of Ethics form prior to tryouts.
- b) All travel team coaches may only be a “named coach” on a travel team.
- c) All travel coaches will attend any coaches training as required by the HJLBA Board of Directors.
- d) All travel team coaches will instruct the players within the guidelines set forth by the HJLBA Board of Directors.
- e) All head coaches will have on hand at all times Consent to Treat form signed by every player.
- f) All players will submit to the head coach an approved birth certificate prior to the first game.
- g) All coaches will maintain an accurate scorebook for the season. Separate scorebooks will be used for league and tournament play.
- h) All players must submit the Players Code of Conduct form prior to first practice.

2. Head Coach Selection

- a) All applicants will be interviewed.
- b) All applicants will be asked to answer the same questions to insure fairness.
- c) Coaches will also be evaluated on qualifications, experience, and references.
- d) The head coach will be selected by a majority vote of the HJLBA Board of Directors.
- e) All head coaches are selected for a 1 year term.
- f) Prior selection as head coach does not insure subsequent selection the following year.
- g) Assistant Coach selection: Assistant coaches will be selected by the head coach and subject to HJLBA Board of Directors approval.
- h) Boards members who are applying for a head coach position or who are “named” assistant coaches are excluded from Head Coach voting process for teams they are applying for.
- i) All coaches are required to complete a confidential screening and consent form.

3. Team Name/Colors

- a) All travel teams will be named the Hutchinson Tigers.
- b) All teams will wear the HHS school colors (yellow, black, white and grey are acceptable).

4. Coaches Expenses

- a) All Travel Team Coaches will be reimbursed \$300 for “AAA”
- b) All “AA” coaches will be reimbursed \$300
- c) Travel Teams that advance to regionals will be given \$1000. The funds are to be divided across roster family players in equal amounts.
- d) Coaches will not receive their reimbursement until **ALL** equipment is turned in.

5. Tryouts

- a) The head coach must select a minimum of 13 players.
- b) Only players attending a Hutchinson school or residing in the Hutchinson School District (public or parochial) may tryout for the “AAA” travel teams.
- c) The HJLBA Board of Directors may approve a roster of fewer than 13 players.
- d) The Head Coach will determine player selection. Attitude will be included in these criteria for all teams.
- e) There will be 2 specified dates for tryouts with the length of time determined by the head coach. All players need to try out on these dates. Any player not attending one of these specified dates will not be considered unless the player is physically unable or the player is on the High School Baseball Team Varsity Roster. A player who is on the High School Varsity Roster is not guaranteed a position on the VFW Roster.
- f) The Head Coach and staff will have final roster approval. The HJLBA Board of Directors requires each travel team to use one HJLBA Board Member and one nonparent/coach to assist with evaluation and roster input.
- g) The Head Coach’s child and 1 named assistant coach’s child will have their child automatically placed on the roster and numbered among the final roster limit.
- h) If registration does not require a tryout, all players will be placed on the roster and tryouts will not be necessary.
- i) In the event that enough players tryout to create two teams, the HJLBA Board will determine if a second team will be made. If two teams are created for a specific age, the teams will be separated by ability (A & B) beginning at age 13.

6. Player Fees

- a) All players fees will be collected at registration; if fees are not paid at registration that player is ineligible to tryout and/or practice for a travel team.
- b) Payment options including scholarships are available with HJLBA Board of Directors approval.

7. League

- a) All travel teams will play in the league designated by the HJLBA Board of Directors.
- b) Minimum playing time for ages 11-14 is 6 defensive outs with continuous batting.

8. Tournaments

- a) All travel teams will participate in tournaments.
- b) All HJLBA Travel Teams will play in all scheduled tournament games they are entered in.
- c) Ages 11-12 "AAA" will be allowed to attend up to 3 tournaments.
- d) Ages 13-14 "AAA" will be allowed to attend up to 4 tournaments.
- e) Ages 13-14 "AA" will be allowed to attend 1 tournament.
- f) Ages 15-16 VFW will be allowed to attend up to 4 tournaments.
- g) Ages 15-16 Mickey Mantle will be allowed to attend 1 tournament.
- h) All travel team head coaches will be allowed to select their own tournaments and have responsibility to set up payment with the HJLBA Treasurer who will mail the entry fee.
- i) State, Regional or National tournaments do not count in the number of tournaments attended.
- j) Each travel team is limited to 2 league post season tournaments(i.e. AABC,MSF,AAU,MBT,etc.). The AABC State/League tournament has priority in a scheduling conflict.
- k) All travel team parents will be expected to provide equal payment in regards to covering "gate fees" incurred at tournaments.
- l) The HJLBA will pay for 1 post season entry fee.
- m) Minimum playing time for ages 11-14 is 9 defensive outs and 1 at bat per tournament, when 2 or more games are played.
- n) In the event the first game is lost in a double elimination tournament, the player will play a minimum of 6 defensive outs with a minimum of 1 at bat.
- o) If a tournament allows for consecutive batting for ages 11-14, Hutchinson teams will use the consecutive batting rule.
- p) HJLB will cover lodging and fuel expenses for 1 head coach and 1 named assistant coach for the extent that a Hutchinson team is playing in the regional tournament.
- q) Coaches are required to have a parent meeting at the beginning of the season to determine if Team will participate in AABC regional tournament prior to the Team first game played.

9. Scheduling

- a) Practices and tryouts are not to start prior to April 1 unless approved by the HJLBA Board of Directors.
- b) Practices and tryouts are not to conflict with Hutchinson school sports.
- c) Travel teams will play a maximum schedule of 45 games (league and all tournament games combined). Teams approaching this number will notify the HJLBA Board of Directors regarding their situation and seek approval to complete their schedule (ie.Regional and National tournaments).

- d) All scheduling of fields for games or practices will be done through a cooperative effort with PRCE (587-2975). Head coaches will submit their league schedule as soon as possible to the HJLBA scheduler (PRCE).
- e) All practices and “home” games will be scheduled on Hutchinson fields only.
- f) Any indoor practice or scheduled tryout needed will be covered on a one time basis at \$40 per team.

10. Equipment and uniform

- a) All travel team players will wear the uniform (pants, black socks, jersey/undershirts and hat with the option of the uniform number in yellow on the back) approved by the HJLBA Board of Directors.
- b) Equipment will be provided by the HJLBA. The head coach will insure the equipment remains safe and usable. Any damaged equipment will be repaired or replaced by the HJLBA Equipment Director.
- c) The purchase of HJLBA approved pants, black socks, and belts are the player’s responsibility.

11. Practice Program

Coaches must teach the program that is set up by the HJLBA.

12. Newspaper Coverage

- a) It is recommended that updates (i.e. Game results, highlights, scores, etc.) be given to the Hutch Leader Sports Director on a regular basis to insure proper community coverage of all teams.

13. Player/Parent Meetings

- a) All head coaches will hold a meeting with all parents/guardians and players prior to the start of the season and anytime thereafter as necessary.
- b) Topics to be covered but not limited to are:
 - 1. Coaching philosophy
 - 2. Playing time
 - 3. Attendance
 - 4. Attitude
 - 5. Discipline
 - 6. Sportsmanship
 - 7. Respect for teammates, opponents, official, coaches and parents.
 - 8. Honoring the flag (national Anthem)
 - 9. Parents requirements (assisting with home tournaments)
 - 10. Travel arrangements and distribution of tournament information
 - 11. Complaint procedures
 - 12. Board members list

14. Fundraising

- a) No fundraising will be allowed by individual teams without approval of the HJLBA Board of Directors.
- b) Any money or donations of any kind (such as gifts) received by travel teams must be brought to the attention of the HJLBA Board of Directors.

15. Post-Season Drafting of Players

- a) Teams qualifying for post season play beyond the State Tournament level may, at the coaches' discretion, draft players up to the roster limit allowed by the league (i.e. AABC, MSF, AAU, etc.) rules.

16. End of the Season

- a) All head coaches will return all birth certificates to each player and destroy the Consent to Treat forms.
- b) All HJLBA equipment is to be returned in good/usable condition to the HJLBA Equipment Director.
- c) All head coaches are responsible to collect HJLBA jerseys and return them with their equipment. Players not returning a jersey will be billed \$40.

17. Non-Compliance

Failure to comply with these policies and procedures or any decision rendered by the HJLBA Board of Directors regarding issues or concerns not covered within this document may result in temporary or permanent suspension from the HJLBA.