

Keystone Little League 2020 Local Ground Rules

All local rules of Keystone Little League (KLL) are sanctioned under the KLL Constitution and By-Laws, and by Little League Regulations 3.12. These rules have been developed to further the objectives of Little League Baseball® Incorporated and Keystone Little League. The adherence to these rules is the responsibility of all Board Members, Managers, Coaches, Umpires, Players, and Spectators. All parents will have access to a copy of these rules online, and it is their responsibility to read them. Non-compliance of these rules by anyone involved in the activities of KLL may result in disciplinary actions as outlined in these guidelines, and if necessary, be brought before the Board of Directors for consideration of the appropriate consequences.

1.0 GENERAL

- 1.1 The KLL issue uniform is not to be deviated from. Any Manager who allows his players to play out of proper uniform will be subject to disciplinary action by the Board.
- 1.2 Children are not allowed in the boardroom unless a Board Member is present, or accompanied by their parent(s).
- 1.3 Teams that win District 6 Tournament of Champions or All Star Tournaments may have a sign made and placed on their field in recognition of their accomplishment. The Board of Directors must approve and handle the purchase of these signs to be compliant with the Hillsborough County lease agreement.
- 1.4 All banners, plaques, and trophies that are awarded to Keystone Little League teams as a Champion/Runner-up in the District 6 Tournament of Champions or any level of All Star tournament, must return them to Keystone Little League. These items are the property of the league and should be displayed in the board room. Any Manager who does not turn in these awards will not be allowed to Manager/Coach at KLL until the awards are returned.

2.0 Park Rules

- 2.1 The following actions are cause for ejection from the park:
 - Use of alcoholic beverages, tobacco products, or illegal non-prescribed drugs
 - Fighting or harassment of others
- 2.2 The following actions may be the cause for ejection or suspension, pending review by the Board of Directors:
 - Defacing or destroying property or equipment. The individual must pay or repair the damage; if done by a player, then they will be suspended from their next game and the parent will be responsible for the damages.
 - Any action jeopardizing the safety and well-being of KLL or any member.
 - Use of profanity or abusive language.
- 2.3 The following actions are prohibited:
 - Climbing fences
 - Hitting balls into fences on any field
 - Climbing of trees
 - No parking in front of emergency gate (your vehicle will be towed)
 - No glass containers
 - Appropriate dress including shirts and shoes must be worn
 - No tackle football on premises
 - No skateboarding, rollerblading, scooters, waveboards, bicycling, etc. around the concession stand
- 2.4 Dogs are *not* allowed at the park per Hillsborough County Parks, Recreation & Conservation Department.
- 2.5 Vehicles must park in designated areas and not driven in the complex area, except for delivery/maintenance vehicles or dropping off of large items to the concession, boardroom, or sheds.
- 2.6 Any player deliberately digging in the fields by kicking out the grass with their feet will receive a warning by the Manager. If the action persists, the player may be removed from the game.

3.0 Board of Directors

- 3.1 Individuals who wish to speak at or attend a Board Meeting must contact the President at least 48 hours in advance of the meeting to be placed on the agenda. Attendees will be asked to leave at the discretion of the President if discussion concerns league members or disciplinary actions.
- 3.2 Any member of the Board who misses three (3) regular Board of Director meetings during the year, without just or sufficient reason may be resigned as determined by the President and a vote by the Board.
- 3.3 The on-duty Board of Director is the only board member to handle issues that cannot be resolved between Managers during games.
- 3.4 All Board positions will serve as a one year term from August 1 to July 31.

4.0 Procedure of Complaints

- 4.1 All complaints or charges of misconduct against coaches, managers, players, umpires, or any other person, group or team received in writing shall be presented to both the President *and* the Secretary. ***All such complaints must be signed and dated to be considered an official complaint.*** The name of the complainant may be withheld from the charged parties at the discretion of the Board of Directors, if the possibility exists of retribution towards the complainant's child. The complaint must state the date and time of the occurrence(s), list all parties involved, and a brief description of what occurred.
- 4.2 The President, or Executive Vice President (in the absence of the President), shall call a meeting of the Disciplinary Committee, to be held no later than 5 days from the receipt of the complaint. The Disciplinary Committee may be comprised of the President, all Vice Presidents, the Secretary, and the Division Player Agent.
- 4.3 For Member disciplinary procedures:
 - All parties named in the complaint must be notified within 48 hours of receipt of the complaint, and 24 hours prior to the Disciplinary Committee's meeting on the matter.
 - At the disciplinary meeting, the charges are re-stated for the record.
 - The accused has the opportunity to respond.
 - The Committee may decide to take no further action, to draft a warning or letter of reprimand, or revoke all or part of a person's Membership privileges for a specific period of time.
 - For any disciplinary action beyond 5 games, the Committee's decision is forwarded to the Board of Directors and must be approved by a 2/3 vote of the Board.
- 4.4 For Player disciplinary procedures:
 - The Manager of the team of which the Player is a member, must be notified within 48 hours of the act.
 - Said Manager along with the division Player Agent, shall appear in the capacity of advisors with the Player and one guardian, before the Committee.
 - At the disciplinary meeting, the charges are re-stated for the record.
 - The accused has the opportunity to respond.
 - The Committee may decide to take no further action, to draft a warning or letter of reprimand, or can suspend or revoke such player's right to participate in the rest of the season or participate in any post-season tournaments.
 - For any disciplinary action beyond 5 games, the Committee's decision is forwarded to the Board of Directors and must be approved by a 2/3 vote of the Board.

5.0 LEAGUE STRUCTURE

- 5.1 The following are the divisions and age ranges:

SOFTBALL	AGES
Pee Wee	4, 5, 6

Minor B	6, 7, 8
Minor A	8, 9, 10, 11
Majors	9, 10, 11, 12
Juniors	12, 13, 14
Seniors	13, 14, 15, 16

BASEBALL	AGES
Pee Wee	4, 5
Super Pee Wee	5, 6
Rookie	6, 7, 8
Single A	7, 8, 9
Double AA	7, 8, 9, 10
Triple AAA	8, 9, 10, 11
Majors	9, 10, 11, 12
Intermediates	11, 12, 13
Juniors	12, 13, 14
Seniors	13, 14, 15, 16
Big League	16, 17, 18

6.0 Managers and Coaches

- 6.1 Eligibility as a Manager and/or coach will be determined by:
- Coaching and managerial experience with Keystone Little League
 - Passing the mandated Little League Background check
 - Completing and passing a KLL recognized coaching class
 - Ratings on previous KLL coaching surveys (does not apply to new coaches)
 - Availability of coaching positions
 - Nomination by the President to the Board
 - Volunteering at the park
 - Written feedback received by the board
 - The President will take recommendations from the Vice President of Baseball and Softball for Managers and Coaches and present that to the Board of Directors for approval.
- 6.2 Managers and Coaches or their representative are required to attend Board-designated league work days, unless excused by their Program Vice President.
- 6.3 Managers are required to notify and request that parents be available for team parent, cleaning of bleachers and dugouts after games/practices, field maintenance and other needed auxiliary personnel.
- 6.4 Managers and Coaches are responsible for attending an umpire clinic, if one is offered at KLL.
- 6.5 KLL Managers and coaches are required to maintain a level of conduct that is above reproach, whether on or off the field.
- 6.6 If required by the Hillsborough County Department of Parks, Recreation & Conservation (HCDPR&C), one Manager or Coach for each team must be CPR certified and must have all other HCDPR&C requirements. The Safety Director will provide information on times and places of CPR courses. Managers and coaches must pay for the CPR course themselves.
- 6.7 Each Manager is responsible for their entire ball team while on the playing field. Each team will comply with all rules and conduct as set forth in the Little League Baseball/Softball Official Rule book and by the Local Board for each division.
- 6.8 Managers are responsible for the conduct of their team, coaches and players.

- 6.9 Official Little League Baseball/Softball Rule books will be supplied to each Manager and up to two Coaches upon request. Managers and Coaches are expected to read these rule books and have a working knowledge of the rules of baseball/softball, the Ground Rules, and Division Ground Rules.
- 6.10 Managers will have their team ready to take pre-game infield warm-up as soon as the preceding game is completed. General warm-up exercises should be done before the preceding game is over and outside the field playing area, but not in the area of spectators.
- 6.11 Managers must notify their division Player Agent if any player quits, or is in any way removed from the team. Notification must be in writing or via email, dated and received within 48 hours of the Manager knowing of the player's intentions. **PENALTY: Up to Suspension for two (2) games.**
- 6.12 Managers must notify their division Player Agent of any player absence for three (3) practices and/or games. **PENALTY: Up to a one (1) game suspension.**
- 6.13 Managers must notify the division Player Agent prior to the enforcement of any player discipline that includes not playing the mandatory play rule as outlined in the Little League Rule Book. **PENALTY:**
First Offense = One (1) game suspension
Second and more Offenses = Two (2) games or removal
- 6.14 Managers are responsible for the equipment that is issued to them and must return them promptly at the end of the season.
- 6.15 Managers are responsible for dragging the field before each game/practice and after the last game/practice of the day. Only licensed drivers over the age of 18 may operate the equipment and only one person per vehicle on such vehicles as the sand pro tractor, etc.
- 6.16 All volunteers must wear their lanyards at all times during practices and games.

7.0 PLAYERS

- 7.1 Any player under doctor's care for an injury or illness that has prevented that player from participating in practices or games must have a doctor's release before they will be allowed to participate.
- 7.2 Every player is expected to attend every scheduled practice and game. Any player missing three (3) practices and/or games, will be considered ineligible for game play until the Player Agent makes a determination on the reason for the missed practices or games.
- 7.3 If a player is ejected from a game, he must leave that game and is suspended for his/her next game. The player may sit in the bleachers for the suspended game, but not in the dugout and not in uniform.
- The Disciplinary Committee may decide to take no further action, to draft a warning or letter of reprimand, or can suspend or revoke such player's right to participate in the rest of the season or participate in any post-season tournaments.
 - The Committee's decision is forwarded to the Board of Directors and must be approved by a 2/3 vote of the Board.
- 7.4 The Little League patch must be worn by players in the Major, Junior, and Senior divisions of baseball and softball. And in the Minor division if they play Interleague games. Players not wearing patches are not eligible to play. For set-in sleeves, the patch is sewn (not ironed) centered on the left sleeve 1" below the shoulder seam. For sleeveless softball shirts, the patch is sewn over the left breast area.
- 7.5 The Hillsborough County Parks and Recreation logo must be visible on all uniforms.

8.0 PARENT ROLES

- 8.1 All parents and spectators are expected to support the mission and goals of Little League Baseball/Softball as applied by the Board of Directors of KLL. Any person who consistently displays behavior contrary to the mission and goals of KLL may be removed and restrained from attending any KLL functions or activities. This behavior includes foul language, berating any player, coach, or umpire, or baiting any opposing player or umpire. Proper example of good sportsmanship is expected of all parents at all times.
- 8.2 Parents and guardians are responsible for the behavior of their children at all times while attending functions at KLL.
- 8.3 Parents and children (other than players) are not allowed on the fields during games. Only certified and approved managers and coaches are allowed in the dugouts for all divisions. Team Moms are allowed in the dugouts for Tee Ball and non-competitive Minor divisions, as long as a background check is performed.

- 8.4 Parents and spectators are required to clean-up the spectator area around the bleachers after each game.
- 8.5 **Team Parent(s)** - Are responsible for assigning parents to act as a liaison between the parents and Managers, oversee team's fundraising for the league, plan team's party, and any other functions to better facilitate relationships between the Manager, players, and parents.
- 8.6 **Team Scorekeeper(s):**
- Are to attend scorekeeping classes (if held) at the beginning of the season.
 - **MINOR A/AAA, MAJORS, Intermediates, JUNIORS, SENIORS, & Big League:** Must keep accurate scorebooks, including pitching records, pitch count, substitutions, RBIs, stolen bases, runs, outs, and players that are absent from the game.
 - Home team keeps the official division scorebook. This official scorebook is to be retrieved before the game and when the game ends from the Electrical Room; along with the scorebox.*
 - Games cannot start until the scorekeeper is in place at the official scorebox.
- 8.7 **Auxiliary Committees** - Parents may be asked by the Board of Directors to help with the planning of Opening Ceremonies, team pictures, fundraising, and uniform distribution. Please volunteer any amount of time you have.
- 8.8 Trophies will be provided by the league for the Spring season. For the Fall season, parents can collectively buy their children's awards.

9.0 FIELD AND GAME RULES

- 9.1 The Home team is responsible for preparing the field before the game.
- 9.2 Both teams are responsible for trash cleanup in their respective dugouts and on the field.
- 9.3 It is the goal of KLL to insure all teams play approximately 18 games in the Spring season and 10 games in the Fall season. If there are rainouts, games will be made up on the first available day as assigned by the division Vice President or Player Agent or cancelled outright.
- 9.4 There will be no use of tobacco products by any team participant, including Managers and Coaches, while on the playing fields or dugouts during games, practices, or warm-ups, or anywhere in the park.
PENALTY:
First Offense = Ejection from game
Second Offense = Suspension for the remainder of the season
- 9.5 Sport drinks and/or water in dugouts only. **NO FOOD IS ALLOWED to include sunflower seeds and gum.**
PENALTY: Managers and/or players can receive a one (1) game suspension.
- 9.6 All managers and coaches are to remain in the dugout as specified by Little League International.
- 9.7 If lightning appears in the distance, the Board Member on Duty must be advised, and they will immediately bring out the league lightning detector. If that detector shows a strike in the 0-8 mile zone, the Board Member on Duty will advise all umpires that activities must stop and the players sent to a protected structure. When a 15-minute span of time has elapsed with no more lightning strikes in that 0-8 mile zone, games may resume again. If there is lightning still present after 30 minutes, the game can be cancelled. ***Under no condition are players allowed to roam the park during lightning storms!***
- 9.8 Only President, Executive Vice President, Vice Presidents of Baseball and Softball or Board Member on Duty may cancel games.

10.0 DIVISION GROUND RULES

- 10.1 Individual divisions within Keystone Little League will be allowed to establish division Ground Rules. These division rules will not change or conflict with Little League Rules and Regulations and will be approved by the Board of Directors. These division rules will be made available online before the season starts.
- 10.2 In the Minor A Softball, AAA Baseball, Major, Intermediate, Junior, Senior, and Big League Baseball and Softball divisions, the division winner will be the representative for the league in the Florida-District 6 Tournament of Champions.

11.0 EJECTIONS

- 11.1 Any Manager, Coach, Player, Member or Spectator who attempts to intimidate or threaten any individual will be suspended from participation in KLL games for the remainder of this season following a review by the Board of Directors.
- 11.2 Any individual ejected from a game must leave the KLL sports complex immediately and will be suspended for their next game.
- 11.3 Any individual ejected for a second time may result in suspension for the remainder of the season from the KLL sports complex after Board of Director review.

12.0 ALL STAR SELECTION

- 12.1 Selection to All Stars is based on **eligibility, availability, and playing ability**.
- 12.2 The division Player Agent will determine through a memo sent to all parents, which players will not be available for All Star selection.
- 12.3 All players must attend a pre-season try-out for their respective division to be considered eligible for All Stars. If a player joins the league after the try-outs have been completed the player agent will conduct a try-out for the player ranking the player using the player evaluation system.

All eligible players must participate in the appropriate number of games as outlined by Little League International.
- 12.4 All Star players will be selected from a field of *all* eligible players in their respective tournament age group.
- 12.5 All Star players should be available to play and practice through all levels of tournament play (Districts, Sectionals, State, Regionals, etc.)
- 12.6 The Player Agent, Vice President, Vice President of Baseball and Softball, and President should be the only League representatives to know the results until the official announcement of All Stars as outlined by Little League International.
- 12.7 All players selected to All Stars must confirm with the Player Agent **within 24 hours** of the official announcement whether they intend to participate or not. Failure to notify the player Agent within 24 hours could result in a forfeit of that player's place on the All Star team to the next player on the list.

Any player that drops out of All Stars after confirming they will play with the Player Agent, must still pay for the whole cost uniform if the uniform has already been ordered and cannot be cancelled, unless that uniform can be worn by the alternate player on the All Star list.
- 12.8 All Star Managers will be selected by the Board of Directors based on the following criteria:
 - Leadership, fair play, and sportsmanship displayed on and off the field and instilled in his/her players during the season.
 - As outlined by Little League International.
- 12.9 The selected All Star Manager can offer associated coaching slots to any regular season Manager or Coach with Board approval. Only Managers and Coaches of record during the Spring season may coach in All Stars unless approved by the District.
- 12.10 The Player Agent announcement of the All Stars selections will be made the morning of the day mandated by Little League International.
- 12.11 All regular season KLL fees must be paid before a player can participate in All Stars.
- 12.12 All or a portion of the All Star uniform fee may be paid by Keystone Little League, as voted on by the Board of Directors.

13.0 Financials

- 13.1 KLL will have a returned check fee of the greater of \$25 or bank fee, for any check returned for insufficient funds.
- 13.2 Registration fees will be refunded up until uniforms are ordered less a \$25 processing fee. After that time, no refunds will be issued. All refund requests must be made in writing or via e-mail to the Treasurer. Refunds will be paid within 30 days after the start of the season.

- 13.3 All request for reimbursement must be submitted with all proper supporting documentation no later than 30 days after the date of the receipt or the date of the event (i.e. travel for tournaments), whichever is later. Requests for reimbursement received after the deadline may not be reimbursed by the league and will become the full responsibility of the requestor.
- 13.4 Reimbursement for All Star play will be for each coach and player:
- Up to \$25 per diem for food
 - Up to \$25 per night for hotel (receipt required)
 - Tournament Travel more than 300 miles outside of Little League reimbursement policies, Keystone Little League may reimburse up to \$100