

Keystone Little League

By Laws and Local Ground Rules

Effective 10/01/2023

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 (Little League) 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 for a reasonable period of time (as determined by the Board).

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 harassing 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 volunteer at the park.
 - Use of profanity or abusive language.
- 2.3 The following actions are prohibited at the park:
 - Climbing fences
 - Hitting balls into fences on any field
 - Climbing trees
 - Parking in front of emergency gate (your vehicle may be towed)
 - Inappropriate dress (shirts and shoes must be worn)
 - Tackle football
 - Skateboarding, rollerblading, scooters, waveboards, bicycling, etc.
- 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 out the fields or clay 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 Board Members or disciplinary actions.
- 3.2 Any Board Member who misses three (3) regular Board meetings during the year or fails to satisfy their Board responsibilities, without just or sufficient reason may be resigned by the President or a vote by the Board.
- 3.3 A Board vote is recommended, but not required, for all financial outlays of \$5,000 or more. It is the President's sole discretion to bring such financial outlays to the Board for a vote. Financial purchases over \$20,000 require Board approval.
- 3.4 All Board positions will serve as a one-year term from September 1st to August 30th.

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 shall be presented in writing 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. 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 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 Manager, Coach, Board Member, or Parent 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 suspend such individual from the park and/or KLL activities for a 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
Minor C	4, 5, 6
Minor B	6, 7, 8
Minor A	8, 9, 10
Majors	10, 11, 12
Juniors	14, 15
Seniors	15, 16

BASEBALL	AGES
T-Ball	4, 5, 6
Rookie	5, 6, 7, 8
Single A	7, 8, 9
Double AA	8, 9, 10
Triple AAA	9, 10, 11
Majors	10, 11, 12
Intermediate	12, 13
Juniors	14, 15
Seniors	15, 16

Baseball normally offers two Minors divisions in the Fall Season - Minor A and Minor B. Minor A follows the same rules as Triple AAA and Minor B follows Single A rules. Exceptions to the above age ranges are at the discretion of the VPs of Baseball and Softball. The league may also offer Advanced Programs that may not conform to the Ages listed above.

“Age” refers to a player’s league age as defined by Little League.

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 background check
- Satisfying all Hillsborough County, Little League, and KLL volunteer requirements
- Ratings on previous KLL coaching surveys and/or feedback from parents
- Availability of coaching positions
- Volunteering at the park
- Written feedback received by the Board

Regular season Manager positions are subject to the approval of the Vice President of Baseball or Softball.

- 6.2 Managers and Coaches or a team representative are required to attend Board-designated league workdays, unless excused by their program Vice President, Head Player Agent, or division Player Agent.
- 6.3 Managers are expected to engage team parents and request help with the team and/or maintaining the park and facilities that the team uses.
- 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.
- 6.7 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 any local rules for each division.
- 6.8 Managers are responsible for the conduct of their team, coaches and players.
- 6.9 Official Little League Baseball/Softball Rules are available via a free app. Managers and Coaches are expected to have a working knowledge of the rules of Little League baseball/softball, Division-specific rules, and any park-specific rules.
- 6.10 Managers will have their team ready to enter the dugout and warm-up on the field 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, dated and received within 48 hours of the Manager knowing of the player’s intentions.
- 6.12 Managers must notify their division Player Agent of any player absence for three (3) practices and/or games for any reason other than injury or illness.

- 6.13 Managers must notify the division Player Agent prior to any game whereby a player is not scheduled to meet the mandatory play rule(s) as defined by Little League Rule Book or KLLs.
- 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 or raking the field before each game/practice to ensure safe playing conditions, and in all high-traffic areas after each game/practice. Only licensed drivers that are approved users may operate the equipment vehicles (sand pro, tractor, etc.)
- 6.16 All volunteers must wear their lanyards at all times during practices and games.
- Managers may face suspension for violating any of the above requirements. Repeat violations will result longer suspensions.

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. Excessive absences may result in suspension.
- 7.3 If a player is ejected from a game, he or she 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 Intermediate, 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.

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 credentialed volunteers and Managers and Coaches are allowed in the dugouts for all divisions.
- 8.4 Parents and spectators are required to clean-up the spectator area around the bleachers after each game.
- 8.5 Parents are encouraged to get involved with the team and/or with KLL. Teams may need a "Dugout Parent," a scorekeeper, a photographer/videographer, music coordinator, and/or someone to coordinate snacks and team parties. KLL always needs help with events, fundraising/sponsorships, and/or special projects at the park.

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 and around their respective dugouts and on the field.
- 9.3 It is the goal of KLL to have all teams play at least 12-15 games in the Spring season and at least 10-12 games in the Fall season. If there are rainouts, games will be made up on the first available day as assigned by the program 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.
- 9.5 All managers and coaches are to remain in the dugout as specified by Little League Rules.
- 9.6 If lightning is observed and/or thunder is heard, Managers should closely monitor weather conditions. Using weather apps and/or a lightning detection system, Managers should identify how far lightning strikes have been observed from the park. If strikes have occurred within 7 miles, Managers should notify the umpire(s), clear the field and dugouts, lay the tarps out for that respective field, and move players to a protected structure. Once 15 minutes has passed without strikes within 7 miles, games may resume. If lightning is still present after 30 minutes or the field is unplayable, the Managers may suspend the game and notify their Player Agent. ***Players are not permitted to roam the park during a lightning delay.***
- 9.7 Only the President, Vice President, or Vice Presidents of Baseball and Softball may cancel games.

10.0 DIVISION GROUND RULES

- 10.1 Individual divisions within Keystone Little League may establish local division rules. These division rules will not change or conflict with Little League Rules and will be maintained by the VP of each program. These division rules will be published and reviewed before each season starts.
- 10.2 In the Minor A Softball, AAA Baseball, Major, Intermediate, Junior, Senior, and the division winner will be the representative for the league in the Florida-District 6 Tournament of Champions following the spring season.

11.0 EJECTIONS

- 11.1 Any Manager, Coach, player, Board Member, Parent, or spectator who attempts to intimidate or threaten any individual may be suspended from KLL for the remainder of the 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 after Board of Directors review.

12.0 ALL STAR SELECTION

- 12.1 Selection to All Stars is based on **eligibility, availability, and playing ability.**
- 12.2 Prior to the end of the spring season, the division Player Agents will solicit nominations from Managers for each All Star age group. Player Agents will then reach out to the players nominated to determine availability and interest. The list(s) will then be presented to the nominating Managers to vote on their top nine players. The nine players with the highest number of votes are on the team. The remaining three spots will be determined by the All Star Team Manager. The All Star Team Manager and Vice President of Baseball or Softball may select an additional player as a Team Alternate, who shall be available in the case of injury or availability conflicts.
- 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.
- 12.4 All Star players should be available to play and practice through all levels of tournament play (Districts, Sectionals, State, Regionals, etc.)
- 12.5 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 outline by Little League. The announcement of the All Stars selections will be made no earlier than the morning of the day mandated by Little League and will be posted on the KLL website.
- 12.6 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 pay for the whole cost of the uniform if the uniform has been ordered and cannot be cancelled.

- 12.7 All Star Managers will be selected by the President upon being nominated by the VP of Baseball or VP of Softball. Criteria for being an All Star Manager includes (in relative order of importance):
- Being a good representative of Keystone Little League;
 - Leadership, fair play, and sportsmanship displayed on and off the field during the season;
 - Reputation and relationship with Managers, Coaches, Parents, and Board Members;
 - Team performance in the end-of-season Tournament;
 - Past All Star Manager or Coaching experience and outcome; and
 - Any additional criteria as outlined by Little League.
- 12.8 The selected All Star Manager will nominate coaches (must be a regular season Manager or Coach) to the Vice President of Baseball or Softball and then the President for approval.
- 12.9 All regular season KLL fees must be paid before a player can participate in All Stars.
- 12.10 All or a portion of the All Star uniform fee may be paid by Keystone Little League.
- 12.11 Travel Stipends for All Star Tournaments are cumulative and as follows:
- Up to \$1000 per team for State Tournaments
 - Up to \$2000 per team for Regional Tournaments
 - Up to \$3000 per team for World Series Tournaments
 - The above amounts only apply if such tournament is hosted more than 50 miles from KLL
 - All Star Managers will disburse funds proportionately to all team members (based on travel and tournament participation). Parents may elect to forgo the stipend and (1) direct their funds back to KLL; (2) direct their funds back to the team for the All Star Manager to allocate proportionately; or (3) direct their funds back to the team for the All Star Manager to allocate to specific individuals.
 - Final stipend amounts may be reduced based on the league's fiscal financial health and are subject to final approval by the Executive Board prior to disbursement. If reductions are necessary, they will be made proportionately.
 - Any funds provided by Little League and/or any other Tournament organization or Tournament sponsor to supplement Tournament costs goes to the KLL general fund.
 - Teams may fundraise to offset Tournament and travel costs pursuant to Little League fundraising guidelines.

13.0 FINANCIALS

- 13.1 KLL will provide financial updates at each Board meeting and as required by Little League and Hillsborough County.
- 13.2 KLL will have a returned check fee of the greater of \$25 or bank fee, for any check returned for insufficient funds.
- 13.3 Registration fees may be refunded up until uniforms are ordered. Uniform fees will be deducted from any refund after that time. All refunds are at the sole discretion of the President.
- 13.4 All requests for reimbursement must be submitted with all proper supporting documentation as soon as possible. Any request for reimbursement that is unnecessarily delayed or outside of the fiscal year when the expense was incurred, may not be reimbursed by the league and will become the full responsibility of the requestor.