



BYLAWS

MISSION STATEMENT

Our mission is to provide a safe, supportive, and enriching environment where young athletes can learn, grow, and thrive both on and off the field.

Amended November 2025

WEST COVINA PACIFIC COAST LITTLE LEAGUE

League ID # 4051915

Location:

Palmview "Airplane" Park
1340 E. Puente St,
West Covina, CA 91791

Website: wcpacificcoastll.com

Scope

These bylaws apply to all players, coaches, volunteers, board members, and participants within the West Covina Pacific Coast Little League. They govern league structure, team formation, game conduct, disciplinary procedures, elections, and operational policies, and are designed to complement and uphold the principles and rules set forth by Little League International.

Statement of Purpose

The purpose of the West Covina Pacific Coast Little League governing bylaws is to establish a clear framework for the administration, operation, and conduct of league activities in accordance with the official rules and regulations of Little League International, ensuring a safe, inclusive, and enriching environment for youth development through baseball.

BOARD OF DIRECTORS

The Executive Board of Directors (EBD) membership shall include the following Officers:

- A. President
- B. Vice President
- C. Secretary
- D. Treasurer
- E. Player Agent
- F. Coaching Coordinator
- G. Safety Officer

The remaining positions in the Board of Directors (BOD) shall include:

- A. Fundraiser & Sponsorship Coordinator
- B. Team Parent Coordinator
- C. Event Planning Coordinator
- D. Purchasing Agent
- E. Field Maintenance Manager
- F. Field Maintenance Assistants(s)
- G. Division Player Agent(s)
- H. Score Booth Coordinator
- I. Community Volunteer Coordinator(s)

ADMINISTRATIVE DECISIONS

1. The EBD reserves the right to make business-oriented decisions for the League in the event of urgent matters. Matters that cannot be delayed until the next scheduled BOD Meeting.
2. In the event of any meeting scheduled for the EBD/BOD, notice of the meeting shall include the purpose of the meeting as stated in the written agenda and no matters not so stated in the written agenda may be acted upon at the meeting **UNLESS** a board member makes a motion, it is seconded, and voted on.
 - a) Said meetings are to be requested through the **Secretary** to the **President**, and the President will call the meeting. Meetings must have 5 board members present for quorum.
3. Per the Little League Constitution, **proxy voting is not allowed**. Any member who is not physically at a meeting cannot vote.
4. EBD/BOD meeting attendance is critical. Excessive absences from monthly EBD/BOD meetings will reserve the right of the Executive Board to remove the board member, unless previously discussed and an agreement has been made.

5. To facilitate progress, board meeting topics will be limited to a 30-minute discussion. If the topic has not been resolved within said time frame, the topic will be placed back on the agenda and revisited during the next meeting or sooner depending on the urgency.
6. Virtual meetings may be held on an as needed basis.

Executive Board Position Responsibilities

The President SHALL:

- Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- Present a report of the condition of the Local League at the Annual Meeting (the annual meeting will be the final meeting prior to hosting elections for the next season)
- Communicate to the Board of Directors such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the Local League.
- Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated as agreed under to under the conditions of charter issued to the Local League by that organization.
- Investigate complaints, irregularities, and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and (h) certify to residence or school enrollment, and age eligibility before the player may be accepted for tryouts and selection.
- Complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9; or delegate this responsibility to the league Safety Officer, or other designated Board member.
- Ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training as outlined in the Little League Child Protection Program or delegate this responsibility to the league Safety Officer, or other designated Board member.
- Ensure the Local League compliance with the requirements of the Little League Child Protection Program or delegate this responsibility to the league Safety Officer, or other designated Board Member.

The Vice President SHALL:

- Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board to so act. When so acting, the Vice President shall have all the powers of that office.
- Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

- Oversee official scorekeeping and monitor score sheets for each division.

The Secretary SHALL:

- Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists, email lists and necessary records.
- Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- Maintain a list of all Regular, Sustaining and Honorary Members, Directors and Committee Members and give notice of all meetings of the Local League, the Board of Directors, and Committees.
- Maintain a current list of all Regular Members in good standing and determine the number of Regular Little League® Constitution | Page 5 Members needed to constitute a quorum.
- Issue membership cards to Regular Members, if approved by the Board of Directors.
- Keep the minutes of the meetings of the Members, the Board of Directors, and the Executive Committee, and cause them to be recorded in a book kept for that purpose.
- Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- Notify Members, Directors, Officers and Committee Members of their election or appointment. Provide each of these individuals with a copy of the Local League Constitution.
- Update the league's social media accounts with important league information.

The Treasurer SHALL:

- Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- Receive all moneys and securities, and deposit same in a depository approved by the Board of Directors.
- Keep records for the receipt and disbursement of all moneys and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.

- Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual Meeting.
- Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League International.

The Player Agent SHALL:

- Record all player transactions and maintain an accurate and up-to-date record thereof.
- Receive and review applications for player candidates and assist the President in verifying residence or school enrollment and age eligibility.
- Conduct tryouts, player draft, and all other player transactions or selection meetings.
- Prepare the Player Agent's list.
- Prepare and update the Team Rosters.
- Prepare for the President's signature and submission to Little League Baseball, Incorporated team rosters, including players claimed, and the tournament team eligibility affidavit.
- Be responsible for the All-Star voting by managers (keeping results confidential and only sharing with the League President and VP).
- Notify Little League Baseball, Incorporated of any subsequent player replacements or trades.
- Responsible for game schedules and game reschedules, i.e., rained out games (can work concurrently with vice president to complete this task).
 - No game can be scheduled without the Player Agent's knowledge and must be communicated to the Executive Board.

The Coaching Coordinator SHALL:

- Schedule and coordinate the use of practice fields and League batting cages with managers/coaches.
- Coordinate and facilitate the Managers/Coaches group chat.
- Assist the Player Agent with all division player promotions.
- Serve as the contact person for all manager-coach education programs for all Divisions (will work closely with safety officer to collect certificates).
- Report complaints and incidents of ban conduct to League President, Safety Officer and/or Player Agent.
- Will work closely with Player Agent to conduct tryouts, player draft, all-star voting and all other player transaction or selection meetings.
- Organize and conduct at least two manager's meetings per season.

- Update Tournament brackets (during all-star season).
- Collaborate with Player Agent and Vice President for all field use discussions.

The Safety Officer SHALL:

- Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for Players and all participants of Little League.
- Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting which may include:
 1. Education – Facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers.
 2. Compliance – Promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
 3. Reporting – Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.
 4. Background Checks - If the League President so designates, the Safety Officer will complete the required background checks per Little League Regulation I(b) and I(c)(8) & (9).
 5. Training – If the League President so designates, the Safety Officer shall ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training per Little League Regulation I(c)10 and as outlined in the Little League Child Protection Program.
 6. Child Protection Program – If the League President so designates, the Safety Officer will ensure the league is compliant with all aspects of the Little League Child Protection Program.

Board of Directors Position Responsibilities

The Fundraising & Sponsorship Coordinator SHALL:

- Keep annual list of sponsors and be responsible for ordering sponsor gifts, in coordination with the Purchasing Agent, and issue official tax receipts.
- Solicit sponsors and local sponsorship to support League operations.
- Keep accurate records of sponsor and fundraising income and communicate it to the Treasurer.
- Responsible for conducting, facilitating and communicating the league fundraising, sponsorship, and raffle ticket activities.
- Coordinate and organize the Opening Day League Raffle.
- Be responsible for distribution of fundraising items and keep records of sales.
- Assist the Event Planning Coordinator with fundraising events.
- Advertise and market the fundraising events, in partnership with the Secretary.
- Research additional sources of potential income.

The Team Parent Coordinator SHALL:

- Act as a liaison between the PCLL BOD and each Team Parent of the League.
- Represent the interests of the individual Team Parents for each team in all divisions in the League.
- Establish a connection with each participating Team Parent.
- Ensure that each Team Parent performs in the best interest of their respective team.
- Coordinate and disseminate key information necessary to maintain an open line of communication between the PCLL BOD and all teams within the League.
- Assist with League events.
- Assist each Team Parent in coordinating a Scorebook/Pitch count parent schedule for their respective team.
- Maintain team parent directory, which includes each team parents' names, telephone numbers and email addresses.

The Event Planning Coordinator SHALL:

- Plan and execute major seasonal events, including:
 - Spring Season Opening Day
 - Spring Picnic
 - Closing Ceremonies
 - Fall Trunk or Treat
- Coordinate with the Sponsorship/Fundraising Coordinator to:
 - Organize and manage booth sales on Opening Day
 - Ensure sponsor visibility and engagement during events

- Book and manage vendors for all league events, including food trucks, entertainment, and merchandise (as needed).
- Develop and manage event budgets, ensuring cost-effective planning and alignment with league finances.
- Create event timelines and task lists, and delegate responsibilities to volunteers or board members.
- Recruit and organize volunteers to assist with setup, operations, and cleanup for each event
- Coordinate with the Communications Coordinator to promote events via email, social media, and flyers.
- Arrange logistics for event venues, including reservations, layout planning, and equipment rentals.
- Ensure accessibility and safety at all events, including first aid availability and crowd management.
- Maintain records of past events, including vendor contacts, budgets, and feedback for future reference.
- Serve as point of contact for vendors, sponsors, and volunteers during events.
- Provide post-event reports to the board summarizing attendance, budget adherence, and suggestions for improvement.

The Purchasing Agent SHALL:

- Secure (2) bids on needed supplies and make recommendations for their purchase and procurement.
- Be responsible for the proper issuance and reclaiming of all such supplies and equipment.
- Be required to keep a log of all supplies and equipment given out to managers/coaches as a loan.
- Be responsible for the repair, cleaning and storage of all supplies and equipment at the close of the season.
- Will work closely with the Field Maintenance Manager to ensure that the equipment room is fully stocked and organized.
- Secure (2) bids for the purchase of uniforms and present them to the BOD.
- Secure (2) bids for the purchase of the trophies, medals, and plaques and present them to the BOD.
- Be responsible to place the orders for the uniforms, trophies, medals, plaques and any other purchases approved by the BOD.
- Be responsible for ordering and displaying sponsorship banners.

The Field Maintenance Manager SHALL:

- Manage all field prep.
- Perform routine maintenance on power equipment.
- Performs other related duties as assigned by BOD.
- Collaborate with Coaching Coordinator, Player Agent, Vice President/President, and Safety Officer to determine the playability of fields during severe weather conditions.
- Collaborate with Player Agent & Coaching Coordinator to facilitate a Manager/Coach pre- and post-game field prep training during playing seasons (including Tournament & post season).
- Communicate any field repairs to be done to the Vice President in which the city needs to be contacted.

The Field Maintenance Assistant(s) SHALL:

- Support the Field Maintenance Manager in all aspects of field preparation and upkeep.
- Assist with pre-game and post-game field setup and breakdown, including dragging infields, chalking baselines, and setting up bases.
- Help maintain field equipment, such as rakes, drags, liners, and hoses, ensuring they are clean and stored properly.
- Perform basic maintenance tasks, such as filling holes, watering infields, and minor repairs to fences or dugouts, etc.
- Monitor field conditions and report any safety hazards or maintenance needs to the Field Maintenance Manager promptly.
- Aid in the setup and breakdown of field-related equipment for special events (e.g., Opening Day, tournaments, ceremonies).
- Assist with routine inspections of fields and facilities to ensure safe and playable conditions.
- Participate in field prep training sessions and help demonstrate proper techniques to managers and coaches.
- Be available for weather-related field assessments, as needed, to help determine field playability.
- Support field improvement projects, such as reseeding, edging, or installing new equipment, as directed.
- Maintain cleanliness of dugouts, bleachers, and surrounding areas before and after games or events.
- Follow all safety protocols and guidelines established by the Safety Officer and Field Maintenance Manager.
- Perform additional duties as assigned by the Field Maintenance Manager or Board of Directors (BOD).

The Division-Level Player Agent(s) SHALL:

- Assist the main Player Agent in managing player records and transactions within their assigned division.
- Support the verification process for player eligibility, including age, residence, and school enrollment documentation.
- Help coordinate and supervise tryouts and drafts for their division, ensuring fairness and compliance with league procedures.
- Maintain accurate team rosters for their division and report updates to the main Player Agent.
- Monitor player movement, including trades, replacements, and call-ups, and communicate changes to the main Player Agent.
- Facilitate communication between managers and the main Player Agent, especially regarding roster changes and game schedules.
- Assist in organizing and collecting All-Star voting from managers in their division, maintaining confidentiality.
- Help manage game scheduling and rescheduling for their division, especially in cases of weather-related cancellations.
 - Ensure all schedule changes are communicated to the main Player Agent and Executive Board.
- Support manager/coach training sessions on field prep and league procedures during the season and postseason.
- Serve as a liaison between division managers and the Board of Directors, helping resolve player-related concerns or disputes.
- Attend board meetings and division-level events as needed to represent their division and provide updates.
- Ensure compliance with league rules and Little League regulations within their division.
- Perform additional duties as assigned by the main Player Agent or Board of Directors.

The Score Booth Coordinator SHALL:

- Assist team managers in scheduling scorekeepers and pitch counters for all games.
- Track and enforce the 20-game scorekeeping/pitch counting requirement for each team, ensuring compliance.
- Maintain up-to-date binders in the scorebooth with current rosters, schedules, pitch count logs, and other relevant documents.
- Ensure scorebooks are properly organized and stored in their designated locations for each division.

- Stock and replenish lineup cards, making them readily available for teams before each game.
- Monitor and supply essential materials, including pens, pencils, erasers, and pitch counters.
- Keep the scorebooth clean and orderly, including regular trash removal and tidying of workspaces.
- Report any missing supplies or equipment issues to the Board of Directors for restocking or repair.
- Support scorekeepers with questions or troubleshooting during games, especially regarding procedures or equipment.
- Coordinate with Division Player Agents and the Coaching Coordinator to ensure scorekeeping expectations are communicated to all teams.
- Perform additional duties as assigned by the Board of Directors or League President.

The Community Volunteer Coordinator(s) SHALL:

- Recruit volunteers from the community, including parents, guardians, local organizations, and schools, to support league activities and events.
- Maintain a volunteer database, tracking contact information, availability, and areas of interest or expertise.
- Coordinate volunteer assignments for league events such as Opening Day, Spring Picnic, Closing Ceremonies, Trunk or Treat, and tournaments.
- Work with Division Coordinators and Team Managers to ensure each team fulfills its volunteer obligations (e.g., field prep, scorekeeping).
- Create and manage volunteer sign-up schedules, using tools such as online sign-up platforms or printed rosters.
- Communicate regularly with volunteers, providing reminders, instructions, and updates about their roles and responsibilities.
- Ensure all volunteers have completed required background checks and are cleared to participate in league activities.
- Support the Snack Shack Coordinator, Field Maintenance Manager, and Event Planning Coordinator by filling volunteer needs for their respective areas.
- Recognize and appreciate volunteers, helping to plan end-of-season thank-you events or distributing tokens of appreciation.
- Serve as a point of contact for volunteer-related questions or concerns, helping resolve scheduling conflicts or clarifying duties.
- Promote a positive and inclusive volunteer culture, encouraging teamwork, respect, and community spirit.

- Report volunteer participation and fulfillment of commitments to the Board of Directors.
- Serve as the league Culture Keeper in the stands.
- Perform additional duties as assigned by the Board of Directors or League President.

Local League Accounting Procedure

1. The EBD/BOD shall receive at its monthly meeting a current and updated Profit and Loss Statement for the most recent completed month.
 - a) These reports will be verified by the Executive Board and posted to the Little League website following approval.
2. No member of the EBD/BOD is to receive special compensation for participating in the WCPCLL Board.
3. WCPCLL will operate under the laws and regulations of a nonprofit entity.

Fundraisers

PCLL shall conduct one fundraiser each season in which all teams and participants are expected to participate. The purpose of this fundraiser is to support league operations, equipment, field maintenance, and player development initiatives. Fundraising efforts will be tracked, and the top team and (3) individuals who raise the most funds will be recognized and awarded during the league's Opening Day ceremonies. Participation in the fundraiser is a required component of league membership.

Sponsorships

Each team in PCLL is required to secure a minimum sponsorship of \$100 per season to support league operations. Of the total sponsorship funds collected, the first \$500 will be allocated directly to the league to assist with expenses such as field maintenance, equipment, and administrative costs. Any sponsorship funds raised beyond the initial \$500 threshold will be designated for the team's use, allowing for special purchases such as training aids, team apparel, or end-of-season activities, subject to league approval. Teams are encouraged to exceed the minimum to enhance their players' experience while contributing to the overall success of the league.

APPROVAL OF BACKGROUND CHECKS

1. Pursuant to the Little League Baseball Association, **ONLY AFTER A BACKGROUND CHECK IS APPROVED**, will a Manager, Coach, Team Parent or Board Member application be accepted for a position in the League.
2. The League President, with the approval of the EBD, shall appoint and approve of Team Manager's annually. Only Managers, Coaches and Team Parents who have submitted a background check and have been approved by the League President are allowed on the fields and in the dugout.
3. Manager applications and Background check forms are to be submitted through the SportsConnect background check provided link, and reviewed by the Secretary, Safety Officer, and approved by the Vice President or President. Umpires shall be appointed annually by the President with the approval of the BOD.
4. The Umpire-In-Chief shall work in collaboration with the League President to ensure proper conduct and official League play in all divisions and enforce and maintain fairness and compliance with the Little League Rules and Regulations and the PCLL Bylaws.

VOLUNTEER EXPECTATIONS

ALL VOLUNTEERS must complete:

1. A JDP Background check processed through SportsConnect.
2. LiveScan
3. Diamond Leader Training
4. Concussion Training (Annual)
5. Abuse Awareness Training (Bi-annual)
6. Sudden Cardiac Arrest Training (Bi-annual)

Please note volunteers includes the Board of Directors, Managers, Coaches, and Team Parents.

PLAYER EVALUATIONS & DRAFT SELECTIONS

- 1. ALL PLAYERS MUST PARTICIPATE IN PLAYER EVALUATIONS TO BE ENTERED INTO DRAFT SELECTIONS.**
2. PCLL Draft selections will adhere to “Plan A” – as outlined in the Little League Rulebook.
3. Managers will get (1) Manager option and (1) coach option.
4. Sibling options remain the same as outlined in the Little League Rulebook.
5. Player options will be honored as outlined in the Little League Rulebook.
6. Any options discussions for exemptions shall be had amongst the manager, player agent, president or vice president.
7. PCLL will use a serpentine style draft.
8. Please note: all players who did not participate in the player evaluation will be placed into a blind draft.
9. Please note: all late registrations will be placed into a blind draft.

PCLL inspires to create an even distribution of talent. Therefore, if the EBD determines that teams are not equal, the EBD reserves the right to rearrange players to balance teams within 24 hours of completing the draft selections.

GAME DAY GUIDELINES

PRE-GAME WARM UP

PCLL does not allow pre-game infield warmup during regular season or post season games.

FIELD MAINTENANCE

1. It is the responsibility of BOTH team managers to prepare the field prior to game start. Field preparation includes watering the dirt areas, raking/dragging the field, chalking the lines, putting down bases, and preparing the mound.
 - a) **Home Team:** Bases and chalking
 - b) **Visiting Team:** Raking/dragging, watering and preparing mound
2. Furthermore, both teams are responsible for post-game clean up in the dugouts, on the field, and in their respective stands.

SCOREKEEPING

1. Both teams are responsible to appoint a Score Keeper and Pitch Counter
2. Game will not begin until this requirement is met.
3. If team cannot appoint a Score Keeper or Pitch Counter on their own, they should promptly notify the Community Volunteer Coordinator or Board Member on Duty to assist.
 - a) **Home Team:** Score Keep
 - b) **Visiting Team:** Pitch Count
4. After the game, score keeper is to obtain signature from both managers to confirm pitch counts and official scorebook.
5. Official scorekeeper must take a photo of official game scorebook and forward to the Score Booth Coordinator to keep league standings.

GAME RULES

Please refer to the Little League Rulebook for all official rules.

POST-SEASON

TOURNAMENT OF CHAMPIONS (TOC)

The first-place team in the Minor, Major, Intermediate (if applicable), and Junior (if applicable) divisions will represent PCLL in the District 19 Tournament of Champions. (Please note: first place team is defined as PCLL vs. PCLL games, head-to-head record).

POST-SEASON TOURNAMENT TEAM SELECTION

Managers of each division eligible for post-season tournament play will select and rank players from their regular season roster. Each division will have a post-season meeting to organize the All-Star teams and 6-7-8 Select team.

1. The League President, Vice President, Player Agent and Division Player Agents shall be present and facilitate these meetings.
2. The Managers of each team of each division shall attend the selection meeting for their respective division.
 - a) Minor Division Player Agent will be responsible for 6-7-8 Select & Minor team.
 - b) One automatic roster selection will be allowed. (Please note: The awarded All-Star manager's child or children will count towards the automatic roster selection).
 - c) Awarded All-Star Manager must be in good standing with the League.
3. The remaining roster shall be voted on by the managers in the respective division.
 - a) Player Agent will have the deciding vote in the event of a tie.

IMPORTANT: For a player to be eligible to represent PCLL and participate in All-Star and/or Select competition, the parent(s)/guardian(s) must have satisfied all financial obligations to PCLL.

Tournament Teams

1. 10-11-12 All Star Team: Managers from the Major Division, Major Division Player Agent, EBD Player Agent, and the President and/or Vice-President will select the team from a list of eligible players.

2. 9-10-11 All Star Team: Managers from the Minor and Major Divisions, Minor and Major Division Player Agents, EBD Player Agent, and the President and/or Vice-President will select the team from a list of eligible players.
3. 8-9-10 All Star Team: Managers from the Minor and Major Divisions, Minor and Major Division Player Agents, EBD Player Agent, and the President and/or Vice-President will select the team from a list of eligible players.
4. 6-7-8 Select Team: Managers from the Farm and Major Divisions, Minor Division Player Agent, EBD Player Agent, and the President and/or Vice-President will select the team from a list of eligible players.

TOURNAMENT MANAGER/COACH SELECTION

For all age level All-Star teams and Select team, the coaching staff shall consist of one (1) manager and a maximum of (2) coaches. To be eligible to be a manager or a coach of an All-Star team, the following requirements must be met:

1. Managers must be:
 - a) In good standing with PCLL (financial responsibilities and score booth game requirement met)
 - b) Must have been ethical during the current season
 - c) Must be the winning manager of the end of season playoff games and wins the Championship.
2. Coaches must be:
 - a) In good standing with PCLL (financial responsibilities and score booth game requirement met).
 - b) Must have been ethical during the current season.
 - c) The second coach will be the Manager of the 2nd place team in the end of season playoff games

The third coach will be selected by the EBD/BOD and will be selected.

CODE OF CONDUCT

All players, coaches, league officials, and parents involved in Pacific Coast Little League are expected to uphold the highest standards of sportsmanship, respect, and integrity. This includes treating all participants—teammates, opponents, officials, and spectators—with courtesy and fairness, promoting a positive and inclusive environment, and refraining from abusive language, harassment, or any form of unsportsmanlike conduct. Coaches and officials are responsible for modeling respectful behavior and enforcing league rules consistently, while parents are encouraged to support their children and the league through positive reinforcement and respectful engagement. Violations of this Code of Conduct may result in disciplinary action, including suspension or removal from league activities, as determined by the Board of Directors. By participating in this league, all individuals agree to abide by this Code and contribute to a safe and enjoyable experience for every child.

UNETHICAL CONDUCT

1. The umpire shall eject any player from the game or field area when any such incident occurs:
 - a) Throwing helmets, hats, or other equipment in a disrespectful or unsportsmanlike manner
 - b) The use of profanity
 - c) Involvement in a verbal or physical altercation
 - d) Knowingly using unauthorized equipment
 - e) Any other incidents of unsportsmanlike conduct as deemed by the umpire
2. A zero-tolerance policy of unsportsmanlike conduct will be enforced by all umpires and the EBD.
3. An emergency EBD meeting will be called immediately after the incident to discuss any serious matters to determine the facts and the appropriate action to be taken.
4. BOD is not to interfere with a game unless called upon by an umpire; any BOD who was informed of an incident by the officials shall immediately inform the rest of the BOD.
5. The involved manager, coaches, and/or player with parent or guardian shall meet with the EBD to discuss the actions that caused concern to determine the need for immediate intervention or disciplinary action.
6. All incidents shall immediately be reported to coaching coordinator, safety officer, player agent (if player is involved), and president in writing within 24 hours of incident taking place.

SUSPENSIONS

1. Any person who is ejected from game will automatically be suspended for a minimum of (1) game.
 - a) If a manager or coach is ejected from a game, they cannot be replaced by another person outside the field boundaries.
 - b) The ejected manager or coach must always remain at least 500 feet away from the playing fields during the suspension.
2. Multiple offenses will result in forfeiting the privilege of managing and/or coaching at PCLL.

FORFEITS

Any team that is unable to field a team for a scheduled game or rescheduled game shall notify the Player Agent or Coaching Coordinator with a 24-hour written notice. Failure to do so will result in forfeiture of that game.

POOL PLAYER POLICY

PER LITTLE LEAGUE RULEBOOK RULE 4.17, A GAME CANNOT BE PLAYED WITH LESS THAN 9 ROSTERED PLAYERS.

WHAT IS THE PLAYER POOL?

A pool of players from existing regular season teams is created with players that are willing to participate in extra games during the regular season when a team faces a shortage of rostered players for a regular season game. The Pool Players will be managed and run by the league's Player Agent, and the division Player Agents.

Steps to obtain a pool player(s):

1. Determine that you are in need of a pool player(s).
2. Contact the League Player Agent and ask for a Pool Player(s) within a minimum of 24-hour notice.
 - a) Only the Player Agent with the assistance of the Division Player Agent can assign a Pool Player to a team.
 - b) **Managers and/or Coaches do not have the right to randomly select players from the player pool.**
3. Player Agent will notify Manager in writing of the name of the pool player.

Rules for Pool Players in the game:

1. There is a limit of 3 pool players.
2. Assigned Pool Player(s) cannot play in the infield and will take a defensive position in the outfield only.
3. Assigned Pool Player(s) will bat in the last positions of the lineup.
 - a) **EXCEPTION:** If a team member arrives late to the game, that player will be placed last in the batting order.
4. The Pool Player(s) will remain in the game until he/she has played the minimum amount of play as outlined in the Little League Rule Book.

Please note: If a manager does not follow the pool player policy as outlined herein, the manager will risk a one game suspension. The pool player will be considered an ineligible player, and the opposing manager reserves the right to play the game under protest.