

# Sherwood Junior Baseball Operating Manual

*Last updated: March 7<sup>th</sup>, 2013*

## Introduction

This Operating Manual is to be used in conjunction with the JBO Official Rules and Regulations and with the Sherwood Junior Baseball Organization (SJBO) bylaws document. The purpose of this manual is to provide a reference for coaches, parents, players and the Board of Directors of SJBO. It is also designed to help protect the integrity of baseball in Sherwood, ensure equal treatment for all players and to help enhance the quality of each player's baseball experience.

## Logistics

The baseball program for the community of Sherwood, Oregon, will be divided into two divisions. Most boys (and girls if they wish to play) ages 9 and older will play in the JBO league. Most players under 9 will play in the Sherwood Recreational League. The SJBO Board of Directors will run both leagues. SJBO will run Fall Ball.

## Board of Directors

The operations and activities of Sherwood Junior Baseball is overseen and directed by a Board of Directors. The Board shall consist of the following positions:

- *President*
- *Senior Coordinator*
- *Junior Coordinator*
- *Midget Coordinator*
- *T Ball Coordinator*
- *Rookie-Midget International Coordinator*
- *Treasurer*
- *Secretary*
- *Registrar*
- *Fund Raising/Concessions Co-Coordinators (2)*
- *Sponsorship Coordinator*
- *Safety/Equipment Officer*
- *Apparel/Uniform Co-Coordinators (2)*
- *Field Co-Coordinators (2)*
- The terms of each office shall be for one or two years. At the annual meeting in September, all positions that are vacant shall be elected.
- Nominations shall be solicited for board member positions a minimum of one meeting ahead of elections. Nominations may be made at the annual meeting.
- Each position is a voting position.
- The President shall not vote except in the case of a tie.
- Board members should attend regularly scheduled meetings throughout the year.
- Board meetings shall be held monthly throughout the year. If a Board member is absent for two consecutive meetings without excuse, the remaining Board members may declare the position vacant and appoint a new person to serve the remainder of the term.

- The Secretary will inform all Board members regarding any changes to meeting times, dates and places prior to the next meeting
- All communication (email, phone calls, live conversations, etc) between Board members shall remain confidential within the Board until the subject of communication has been discussed at a Board meeting. They shall not be shared with people outside of the Board until the Board has agreed upon a plan of action.

## ***Job Descriptions***

### **President**

- Schedule and preside over all Board meetings
- Establish and manage agenda at each regular, special and annual SJBO board meeting
- Shall be a signer on the organization's deposit account(s)
- Establish process to account, inventory and maintain all equipment.
- Provide SJBO Board resources needed to resolve disputes and preside over dispute settlement meetings
- Resolve problems and questions from players, parents and coaches
  - Kids placed in wrong level
  - Attend practice to evaluate player
  - Coach/parent conflicts

### **Senior Coordinator/Junior Coordinator/Midget Coordinator/Rookie-Midget International Coordinator and T-Ball Coordinator**

- Organize and run tryouts for all levels to the expectation and direction of the Board
- Meet with coaches to discuss rules and conduct
- Supervise coaches in completing draft process
  - Create practice and game schedule
  - Rookie Coordinator will review playing rules prior to each playing season and will discuss pending modifications with Board.
  - Collect the Score Sheets after the try-outs.
  - Decide the date of the tournaments
  - Gather names of interested teams for Sherwood tournaments
  - Take any phone calls related to Sherwood tournaments
  - Decide how many teams for the tournaments and what kind of format that will be best
  - Make up rules for the tournament
  - Schedule the times of the games for the tournament
  - Contact all of the coaches
  - Give schedule to field coordinator to coordinate the umpires
  - Decide how many trophies to award
  - Have a person there to award the trophies
  - Fall Ball Coordination

### **Field Coordinator**

- Coordinate with West Hills Scheduler
- Field Maintenance
- Maintain supplies of chalk and Diamond dry

- Coordinate with City of Sherwood to manage reservation and assignment of playing fields for regular and tournament play.
- Ensure lock boxes at all fields have adequate supplies at all times.
  
- Ensure that liners are present and in good working order at each applicable field
- Ensure there is a template at all applicable fields
- Maintain liners, backstops, benches, bases, pitching rubbers, etc at each field
- Schedule mowing with City of Sherwood
- Garbage Removal
  - Coordinate garbage collection schedule with contracted company
  - Arrange for dumpster at each field location
  - Work with school district
  - Ensure that each field has garbage can with adequate supply of garbage bags
  - Inform coaches that it is their responsibility to empty garbage cans after each game, deposit bag in dumpster and put clean bag in can.
  
- Porta-Potties-Schedule Porta Potty maintenance with contracted company
- Provide other reports: practice schedules, etc.

## **Treasurer**

- Account for all Sherwood Junior Baseball money
- Develop budget projections for current season
- Coordinate and reconcile accounting process for any financial accounts held by SJBO
- Sign all checks
- Provide a financial report at all regularly scheduled meetings
- File taxes and necessary papers
- All purchases over \$500 must be reviewed and voted on by the board

## **Secretary**

- Collect and count all ballots for Board elections
- Publishing and distribution of newsletter
- Drafting, publishing and distributing all correspondence from SJBO, with approval from the board.
- Record minutes from Board meetings.

## **Registrar**

- Retain current player registration forms
- Maintain player information
- Maintain on-line registration information
- Provide tryout sheets for the draft
- Provide team roster to each coach
  
- Coordinate all publicity efforts
- Coordinate Coach Evaluations
- Complete state rosters for JBO of Oregon
- Collect Coaching Applications and complete criminal background checks
- Collect and compute tryout score from evaluators

- Publicize tryout dates throughout the community.

### **Fund Raising/Concessions Co-Coordinator (2)**

- Research new fund raising activities
- Provide Board with goal, information and recommendation for fund raising activities.
- Solicit volunteers as needed to conduct fund raising events
- Supervise the distribution of any products or prizes associated with fund raising activities
- Work with Treasurer in collection and deposit of money raised by fund raising events
- Collect any outstanding product and/or money from coaches and players
- Provide a full report to the board upon completion of fund raising activity
- Purchase and distribute any prizes or awards to coaches to be issued to players for participation in fund raising activities
- Organize team/individual pictures with team moms and photographer
- Organize tournament pictures with tournament director and photographer
- Ensure money gets to Treasurer after each day concessions are open
- Post all instructions needed to advise volunteer helpers how to run concessions
- Price list, cooking instructions, safety measures, etc.
- Ensure all safety standards are met (food handler's licenses, fire extinguishers, etc)
- Coordinate rental agreement for physical structure
- Maintain and inventory supplies of all products
- Coordinate scheduling with team moms

### **Sponsorship Coordinator**

- Develop a Capital Improvement Planning Program
- Develop fundraising opportunities with funds raised dedicated to capital improvements
- Develop and maintain contacts with local businesses and donors
- Solicit monetary and in-kind contributions and support
- Develop a Sponsorship Recognition Program
- Responsible for sponsorship advertisement.

### **Equipment Safety Officer**

- Establish SJBO safety policies and practices consistent with Junior Baseball Oregon and West Hills Recreation.
- Confirm and as needed provide safety/emergency treatment information to coaches of all teams.
  - For discount on insurance policy
- Arrange for insurance coverage as directed by the Board
- Coordinate safety education class for coaches
- Supply each team with safety kit
  - Maintain supply of safety materials, including ice packs
  - Check field for unusual hazards
- Collect equipment from coaches
- Inventory equipment
- Organize shed

- Itemize equipment needs
- Obtain Board Approval for purchases
- Purchase equipment
  - Organize bags of equipment for each team
- Distribute equipment at designated time and place before practices start
- Purchase and repair equipment as needs arise
- Establish and recommend yearly equipment needs and budget

## **Apparel Uniform Coordinator**

- Inventory uniforms
- Order uniforms
  - Pants
  - Tops
  - Socks
  - Hats
- Organize distribution of uniforms
- Organize pick up of uniforms
- Order uniforms throughout season as needed
- Order and distribute other apparel
- Establish and recommend yearly uniform needs and budget
- Obtain logos needed for apparel (digitizing)
- Create initial inventory list and order apparel
- Verify with Treasurer
- Create price list
- Sell apparel at each special event and all games
- Turn in all receipts to Treasurer
- Store all unsold apparel in clearly labeled bins at end of season

## **Players**

### ***Player Eligibility:***

#### **Residency Requirements:**

All Sherwood Junior Baseball players should reside in the Sherwood school district boundaries. There are three exceptions to this rule:

1. If a Federal team at any level feels they need to fill spots at Pitcher or Catcher and they deem that no American or National level players are qualified then that team may fill their roster with no more than 2 players from out of town.
2. Each team needs to field at least 12 players. If a National team needs players and cannot find anyone from Sherwood to fill the roster, then they may fill their roster with players from outside of Sherwood.

3. Upon granting of a waiver by the Board in the Board's sole discretion.

At no time will a player be drafted from outside of Sherwood if it overloads the team (14 players or more).

#### **Disciplinary Action:**

Any player who is facing disciplinary action from either a school or the police shall not participate in any practices or games until the matter has been settled and the Board feels that the player faces no threat to any other player. The player in question may attend tryouts if accompanied by a parent or legal guardian.

#### **Age Levels**

15-17 year olds (Cubs)

13-14 year olds (Senior)

11-12 year olds (Junior)

8-10 year olds (Midget)

8-9 year olds (Midget International)

7-8 year olds (Rookie)

5-6-year olds (TBall)

*\* See JBO Official Rules and Regulations manual for description of date of birth requirements for each level.*

#### **Exceptions to age levels**

All players will play in their own age level bracket except for the following condition:

1. If the coaches and President agree that a player may play up a level then that player may move up if it does not negatively impact the receiving or transferring team. The Board must approve this move.

#### **Evaluations:**

This documented scoring system affects all players trying out for the JBO portion of SJBO. Our main goal in creating this document is to insure that players will be drafted into a level of play where they belong. It is also the goal of SJBO to insure that all players have been evaluated as fairly as possible. To accomplish this goal the following tryout/scoring system will be used.

#### **Logistics:**

The Board of Directors will determine the date and location for each tryout. Every effort will be made to hold tryouts either outdoors or in a facility that will allow scorers to evaluate each player fairly. All players shall tryout with his/her own age/grade level.

SJBO would like to make the tryout atmosphere more like a clinic environment. This will accomplish two things. First it will help the kids play in a more relaxed environment and secondly it will give the scorers more of an opportunity to help teach the kids while they are being scored. This will allow the kids to improve and also allow the scorers the opportunity to see how well players follow instructions.

### **Scorers and confidentiality:**

Each tryout will have a minimum of 2 independent scorers. There will be a minimum of 6 scorers. The criteria of a scorer are as follows:

1. A non-parent with prior coaching experience
2. A high school baseball coach or someone with equivalent experience
3. Not a parent of any child at that age level
4. Not a coach or parent from another community which competes with Sherwood at that level
5. Not a Sherwood JBO coach at that age level \*
6. After due diligence, any person who meets the general parameters of knowledge and objectivity

The number of other evaluators shall be determined at the discretion on the board of directors. Other scorers may include coaches approved by the board, with preference given to returning coaches.

\*All coaches at that level may keep their own scores on players. If a coach's score sheet is used as part of the evaluation process, it shall be returned to him/her ASAP. Coaches should also be strongly encouraged not to share their scores with parents in order to avoid false expectations by everyone involved.

No parents are allowed interaction with scorers during the tryout process. No scorers will share their scores with anyone. All scores will be documented on the score sheets which will be collected by the coordinator immediately after the tryout ends. ***Again, these scores are not to be shared with anyone!*** If any parents, coaches, etc insist on seeing scores then they are to be directed to the President. The President will then explain our process to them.

All score sheets will be collected by the coordinator and the scores will be tallied by the Registrar only. No scores will be shared with other board members or the public at any time.

### **Tryouts:**

- Each tryout will have three stations (outfield, infield, hitting).
- Players will be divided into three groups where they will drill in each station for approximately 30 - 60 minutes.
- Each station will have evaluators that will evaluate the players and they will remain at those stations for all tryout days.
- Each player shall be allowed to tryout only once.
- In the event of a player being injured or incapacitated at the time of tryouts, that player shall be placed at the discretion of the board no later than the latest date for adding players to rosters per JBO rules, which is typically June 1.
- If a player can't be at the scheduled tryout, then the player will have the opportunity to be privately evaluated by the coordinator at their respective level **prior** to the general evaluation and draft for that level. The coordinators will use the same scoring metrics the evaluators will use at

the general evaluation session. No coaches will be allowed at this evaluation, only the coordinator and one of the other level's coordinators (should a coaching conflict not exist) will be present. If the player can't be at this evaluation, or doesn't want to participate in this evaluation alternative, the player will automatically be slotted at the National level or the level in which he played at the prior season (assuming he is at the same age group). Coordinators will do everything possible to accommodate scheduling so that the player is evaluated prior to the draft, so as the coordinator can accurately represent the players scores to the respective coaches, based on talent and proficiency of skill relative to the tryouts and evaluations.

### ***Federal Tryouts and Draft:***

All of the scores will be compiled from all of the judges and the approximately top 20 players as well as any other players who wish to will return on a different day to tryout for the federal team. Excused absences include illness, religious activities, and school.

Federal coaches and two scorers will evaluate the players in a 2 to 2 ½ hour workout and 12 players will be picked from those evaluations.

The remaining players will be put back in the player pool to be drafted by the American coaches.

### ***Protected players:***

All players are protected at least to play at the same level (within the same age group) as the previous year. All players shall attend tryouts. Protected players may be selected at anytime during the draft just as long as they are selected.

### ***Drafts:***

#### **General**

The draft will be coordinated and managed by the President and Coordinator with approval of the Board. Resources needed to complete the draft will be provided at the direction of the Board. It will occur within one week of tryouts.

All prospective player information must be provided to the coaches at the time of the draft. This list shall include the player's name, previous playing level, tryout number, ranking order and availability.

#### **At the Senior, Junior and Midget Levels**

All players must physically try out to be eligible to be drafted above the National level or level played the prior season.

All players will be ranked by the evaluation scores in order from highest to lowest after the general evaluation sessions are complete.

All players will be eligible to try out for the Federal teams after the general evaluation sessions are complete.

Players who make the Federal team(s) will be removed from the list of ranked players.



### **At the Midget Level**

Once the Federal team(s) is selected, and those players removed from the master ranking, all second grade players will be moved into the Midget National player pool automatically.

The remaining players, those who were not selected for Midget Federal and those who aren't second graders, will be eligible to be drafted by the Midget American coaches, thus comprising the Midget American draft pool.

### **At the Junior Level**

Once the Federal team(s) is selected, and those players removed from the master ranking, the lowest 15% of the players based on evaluation score, will be moved into the Junior National player pool automatically.

The remaining players, those who were not selected for Junior Federal, and those that are not included in the bottom 15% of the player ranking, will be eligible to be drafted by the Junior American coaches, thus comprising the Junior American draft pool.

### **At the Senior Level**

Once the Federal team is selected, and those players removed from the master ranking, the lowest 15% of the players based on evaluation score, will be moved into the Senior National player pool automatically.

The remaining players, those who were not selected for Senior Federal, and those that are not included in the bottom 15% of the player ranking, will be eligible to be drafted by the Senior American coaches, thus comprising the Senior American draft pool.

## **Participants**

All coaches from that league and level must participate in the draft. In the event that the head coach cannot be present, the Board must be notified prior to the draft. The head coach shall arrange for an assistant coach or other appropriate representative to be present and act in behalf of the head coach.

## **Sequence**

The draft will be conducted in the following order: Federal, American, and National. Each level will finish the draft process prior to the beginning of the next draft. Coaches may only be present at, and participate in, the draft at the level they will be coaching.

## **Team Distribution**

The number of players for each level will regulate the number of teams at each level. There will be a minimum of 12 players (except for TBall) and a maximum of 13 players per team. SJBO will follow the JBO matrix to determine how many teams to field at each level. Based on the number of teams, the board may choose to go above the matrix. TBall shall preferably field between 7-10 players per team. This keeps the players more active and enhances the quality of their playing experience.

## **Selection Process**

Players will be ranked from their tryout total scores from highest to lowest. The number of teams at each level will be determined at this time. The coaches picking order will also be determined at this time by drawing lots. The draft will proceed in a serpentine manner (with the coach and asst coach's child selected as the #3 and #4 picks) until all coaches have selected their teams.

Every effort will be made to keep siblings on the same team unless otherwise specified or if there is a talent difference that would result in one child playing at a different level than the sibling.

## **Player Notification**

Coaches shall notify their players within 24 hours of when the draft is completed. Once teams are selected, there will be no refunds.

## **Player Changes**

### **Draft Night Trading**

The trading of players may occur after the draft with the following restrictions:

- The President or Coordinator is present
- The coaches from all affected teams agree to the trade
- It is determined that this will not adversely affect any team
- Trading may only occur the night of the draft
- Team rosters are locked the night of the draft unless there are extenuating circumstances

### **Movement of Players**

- If a Coach believes it is necessary to obtain a player from another team, he shall notify the President, Coordinator, and Registrar (the Player Change Committee). The Player Change Committee shall meet with the Coach seeking the player and the Coach of the team from which the player is sought. The Coach shall designate the player sought and such decision must be affirmed by a majority of the Player Change Committee. Thereafter Roster changes shall be effected. If the request is made within 30 days from the official start of play at that level (the first Monday following the conclusion of spring vacation for the Sherwood School District), the player proposed for movement must have qualified at the most recent tryout for that level to which he is sought. If the request is made after 30 days from the official start of play at that level, then any player is eligible for movement. For example, if a Federal team seeks an American player and it is within the 30-day period, the American player must have qualified as a Federal player at the most recent tryout. If beyond the 30-day period, any player would be eligible.

## **Coaches**

### **Qualifications**

All people interested in coaching will be required to complete a coaching application and criminal background check that will be reviewed by the Board of Directors. Part of this application will be a criminal background check that will be reviewed by the Sherwood Police Department. The board will try to approximate the number of coaches required at each age level and make selections based on experience, past performance, and community input. Each coach will be required to attend at least one coaching clinic and a safety course that will be sponsored by the league.

Non coaches may also attend the coaching clinics as long as it does not negatively impact the training sessions due to size.

### **Coach Selection**

Each team will have a head coach and one assistant coach. All persons wishing to coach within Sherwood Junior Baseball (SJBO) must notify the Board of Directors prior to the scheduled day(s) for try-outs. All

prospective coaches at Midget level and above will be interviewed. Applications to coach must be approved by a 2/3 vote of the Board before they can coach a team.

Candidates for coaching positions will be evaluated based on the following criteria:

- Meeting the coaching qualifications as outlined within this Operating Manual
- Past coaching experience in baseball and other sports
- Personal experience gained by playing, attending clinics or other specific training
- Personal reference

In the event that the number of coaches requesting to coach at a particular level exceeds the number of teams available at that level, the Board will make the final selection of coaches. This selection will be made after the Board conducts interviews with each prospective coach. The Board shall complete this process prior to the player tryouts and draft process.

## ***Coaching Responsibilities***

Specific responsibilities of coaches shall include as a minimum the following tasks:

- Attend regularly scheduled coaching meetings. Encourage assistant coaches to attend if applicable
- Attend coaching clinics and encourage assistant coaches to attend also
- Attend tryouts and evaluate players
- Notify all players, within 24 hours of the completion of the draft , of the fact that they have been selected to the coach's team
- Schedule, organize and conduct a minimum of two practices per week during pre-season and one per week during the season
- Publish and distribute a team roster at the beginning of the season
- Select a team parent
- Attend all games and practices or appoint an assistant coach to function as acting coach for any game or practice that the coach is not able to attend
- Promote and oversee team participation in Sherwood Junior Baseball fundraising events. Encourage player participation in the events.
- Ensure a score book is kept at every game
- Responsible for the safety and well being of all players, ensuring that they wear appropriate clothing at all times
- Do not leave practices or games until all players are picked up by a parent or guardian
- Coordinate with opposing team coach in case of rain outs
- Reschedule all rainout games
  
- Responsible for the actions and behavior of players, parents and coaches at all times, including collecting signatures on required Player and Parent contracts of behavior for each player.
- Responsible for demonstrating good sportsmanship while winning and losing
- Responsible for maintaining medical release, player and parent contracts
- Cooperate with Concession Coordinator
- Assist with Tournament at the Coach's level
- Responsible for all team equipment. Report any lost, stolen or broken equipment to the safety/equipment officer immediately.

## **Disciplinary Action**

### ***Players***

All players are responsible for conducting themselves in an appropriate manner on and off the field and around the playing area. Unacceptable behavior shall include, but not be limited to, the use of tobacco, alcohol, drugs, poor sportsmanship, inappropriate language, or any other actions or behavior determined to be injurious or hostile to the interests of Sherwood Junior Baseball (SJBO). Coaches shall have the authority to suspend any player who willfully violates the rules and guidelines of Sherwood Junior Baseball.

In the event of a violation of player conduct guidelines by any player, the following steps shall be taken as needed to resolve the problem:

- The coach will try to resolve the problem by speaking with the player
- If the problem is still unresolved then the coach shall speak to the parents to see if they can help resolve the issue
- If the problem still exists then the coach shall notify the Board
- At this time the coach may suspend the player or recommend dismissal of the player to the Board
- The Board shall perform formal dismissal of any player. Before dismissal occurs, a hearing shall be conducted with the coach and board. The player's parent(s) and the player may attend this meeting and have the opportunity to present their case. Each side may call witnesses to support their case
- Dismissal of a player shall require a 2/3 vote of the Board

### ***Coaches***

Coaches are responsible for conducting themselves in an appropriate manner on and off the playing field. Inappropriate actions shall include but not be limited to the use of tobacco, alcohol, drugs, poor sportsmanship, inappropriate language or inappropriate physical contact. It also includes verbal and physical abuse of players, umpires, parents, other coaches or behavior determined by the Board to be injurious or hostile to the interests of Sherwood Junior Baseball.

In the event of a violation of coach's conduct, the following steps will be taken as needed to resolve the issue:

- The President shall speak to the coach to see if the problem can be resolved
- The President shall document the discussion held with the coach regarding the matter by notifying and informing the Board
- If the problem is not resolved at this time then the Board shall have the authority to dismiss the coach
- The Board shall perform formal dismissal of any coach. Before dismissal, a hearing shall be conducted with the coach and Board. At this hearing the coach shall have the opportunity to present his/her case, calling any witnesses to speak in support of the coach's case.
- Dismissal of a coach shall require a 2/3 Board vote

## **Board Members**

Board members are responsible for conducting themselves in an appropriate manner on and off the playing field. Inappropriate actions shall include but not be limited to the use of tobacco, alcohol, drugs, poor sportsmanship, inappropriate language or inappropriate physical contact. It also includes verbal and physical abuse of players, umpires, parents, coaches or behavior determined to be injurious or hostile to the interests of Sherwood Junior Baseball.

The Board has the authority to suspend any Board member who violates the rules and guidelines of Sherwood Junior Baseball. In the event of a violation of conduct by a Board member:

- The President shall speak to the Board member to see if the problem can be resolved
- The President shall document the discussion held with the Board member regarding the matter by notifying and informing the Board
- If the problem is not resolved at this time then the Board shall have the authority to dismiss the Board member
- The Board shall perform formal dismissal of any Board Member. Before dismissal, a hearing shall be conducted with the Board member and Board. At this hearing the Board member shall have the opportunity to present his/her case, calling any witnesses to speak in support of the Board member's case.
- Dismissal of a Board member shall require a 2/3 Board vote. The Board member under consideration for dismissal shall not have a vote in the dismissal decision.

## **Parents**

All parents are responsible for conducting themselves in an appropriate manner on and around the playing field. Inappropriate actions shall include, but not limited to, the use of tobacco, alcohol, drugs, poor sportsmanship, inappropriate language or inappropriate physical conduct. It also includes verbal or physical abuse of players, umpires, other parents, coaches or behavior determined to be injurious or hostile to the interests of Sherwood Junior Baseball.

In the event of a violation of a parent's conduct, the following steps will be taken as needed to resolve the issue:

- The coach will try to resolve the problem by speaking with the parent.
- If the problem is still unresolved, the coach shall notify the SJBO President.
- The President shall speak to the parent to see if the problem can be resolved.
- If the problem is not resolved at this time, the President shall document the discussion held with the parent regarding the matter by notifying and informing the board.
- If the problem is not resolved at this time, then the Board shall have the authority to restrict the parent from attending any SJBO games. Before the restriction is enforced, a hearing shall be conducted with the parent and Board. During this hearing, the parent will have the opportunity to present their case. Each side may call witnesses to support their case.
- Restriction of a parent shall require a 2/3 vote of the Board.

## Sherwood Recreation League

The following is a proposed structure for the Sherwood Recreational league.

### **Goal**

The general goal of the Sherwood Recreational League is to provide a safe, fun and instructional environment for all players under the age of 9. This will be accomplished by placing children on teams of players with similar abilities. If each child is placed correctly then it should prove to a very enjoyable year for the player, parents and coaches. It is the responsibility of the Sherwood Junior Baseball Board to ensure that this goal is met.

### **TBall**

- Ages:
  - 5-6 year olds
- TBall will consist of players starting the season hitting off of a T. If the coach feels a player is ready for live pitching then the coach can try pitching to the batter using the underhand delivery. When the player gets three strikes they must then hit off of the T. This will keep the game from slowing down too much.
- The TBall teams will consist of 7-9 players
- All players will play in the field at all times (unless they request to sit out for any given reason)
- All teams will bat the entire roster
- Each team will remain at bat until each player has batted once.
- Coaches will umpire the games

### **TBall Rules**

- Games will consist of 4 innings or 1 ½ hours, whichever comes first. No new inning will start unless the game can be completed in the allotted time.
- Each team will bat the entire roster
- The batter will go directly back to the bench after each offensive out
- ***No statistics will be kept for any player!!!***
- Outs will not be counted or recorded
- Runs will not be counted or recorded
- A parent or coach will play the catcher position to place the ball on the tee
- Throwing a bat will result in the batter being called out (remind them each time up to bat if they have a problem with this)
- Once the batter makes contact with the ball, the ball must travel at least 6 feet beyond the tee in order to be considered a live ball. It is recommended that the coaches chalk a six foot arc, from baseline to baseline, to remove any doubt about a live baseball.
- Batters have three chances to put a ball in play. If the batter is unable to put the ball in play after three attempts the batter will be out.
- Coach pitching will start on the sixth game of the season. Coaches are encouraged to pitch from their knees and toss the ball either underhand or softly overhand. A batter will have three swings at a coach pitched ball. If the batter is unable to put the ball in play the tee will be brought back in

and the batter will have one attempt to put the ball in play. If the player is unable to put the ball in play the batter is out.

## **Rookies**

- Ages: 7 – 8 Year olds
- The Rookie league is a developmental league designed to allow all players to maximize their exposure to all the variables of baseball and to further enhance the fundamental skills learned in TBall.
- Defensively all coaches are expected to rotate players, safety for the player and their ability being a priority, through-out all the positions available on the baseball field. Players are encouraged to try a variety of positions allowing everybody the chance to develop and gain awareness of the baseball field from all the different positions.
- Offensively all players start the season off by hitting off of a pitching machine set at a speed comfortable for all players to develop confidence in the batters box. A coach or designated parent will be responsible for feeding the machine and will adjust to ensure a consistent delivery of pitches. As a developmental league, coaches will rotate their batting line-ups to ensure all players get the opportunity to hit from different spots in the line-up.
- During the second half of the season player pitching is introduced to give both the hitters and the pitchers to further develop their skills. If a player pitcher is unable to pitch consistently the coach from the team at bat will replace the player pitcher to help keep the game moving along.
- As a developmental league no scores are kept, although coaches may choose to keep statistics on their individual players.
- The goal of Rookie league is for the players to get exposure to all of the positions and most importantly have fun.

## **Rookie Rules**

- Pitching distance is 40 feet
- Games are 5 innings
- No walks
- No stealing bases
- Pitching machine will be used for the entire game for the first six games of the season. Players will pitch during the last two innings of each game starting with the seventh game of the season.
- Batter is awarded first base when hit by pitch and the offensive team's coach will pitch the rest of that inning
- After ball four, the offensive coach will pitch to the batter with the same count
- If a pitcher walks two batters in a row or three during an inning the offensive coach will pitch the rest of that inning
- A pitcher may only pitch one inning per game
- The entire lineup will bat, even if a player is not scheduled to play on defense that inning
- The lineup will rotate each game, allowing every player to bat in each position of the lineup throughout the season.
- Five runs maximum per inning per team
- There is no mercy rule in Rookie League
- The home team is responsible for setting up field. The visiting team is responsible for tearing down the field. ***Both teams are responsible for clean-up and debris removal.***

- Coaches will make arrangements for rain-out makeup games. This includes finding a field and an umpire.

### ***Midget International***

- Ages: 8-9 Year olds
- The Midget International League is a developmental league designed to allow all players to maximize their exposure to all the variables of baseball and to further enhance the fundamental skills learned in Rookies.
- Defensively all coaches are expected to rotate players, safety for the player and their ability being a priority, through-out all the positions available on the baseball field. Players are encouraged to try a variety of positions allowing everybody the chance to develop and gain awareness of the baseball field from all the different positions.
- The goal of the Midget International League is for the players to get exposure to all of the positions and most importantly have fun.

### ***Midget International Rules***

- An umpire will be provided
- Pitching distance is 40 to 45 feet
- Games are 5 innings
- Walks allowed-take over the count
- No leading off
- No stealing until after June 1<sup>st</sup>.
- Five runs maximum per inning per team. Last inning unlimited.
- 10-run rule after four innings
- The home team is responsible for setting up field. The visiting team is responsible for tearing down the field. ***Both teams are responsible for clean-up and debris removal.***
- Coaches will make arrangements for rain-out makeup games. This includes finding a field and an umpire.
- Coach pitching. After 4<sup>th</sup> ball, it moves to coach pitching.
- No new inning after 6:30

## **Registration**

### ***General***

No player will be allowed to participate in practice or games until the Registrar has received a completed registration form and the registration fee is paid to the Treasurer.

- Registration shall be held at the beginning of each calendar year and conclude in February.
- Registration sessions shall be scheduled by the Registrar
- Notification of registration times, places and processes shall be mailed to all previous players who are eligible to play during the upcoming season, as well as publicized throughout the community.
- Mail in registration forms are allowed
- A final deadline must be posted and adhered to
  - All late entries will be put on a waiting list
- Special consideration may be granted by the Board for all new residents



## **Registration Fee**

- The registration fee amount shall be set by the board
- The registration fee shall cover all fees for each player to participate in the regular season of SJBO plus two league sponsored tournaments for all players at the Midget National level and above.
- The registration fees must be paid by the try out date or the player cannot try out. After tryouts, a player, if they choose not to play, will be reimbursed up to 75% of the registration costs.
  - Fall season play will require an additional fee
- Additional fees will be needed if a team plays in more than the allotted tournaments
  - Each team is responsible for raising the money to play in additional tournaments
- No refund will be given to a player who chooses not to participate in the two league sponsored tournaments
- Payment of the fee shall be made at the time of registration (unless otherwise specified by the Registrar)
  - A late fee of \$25 will be included after first deadline
  - The player will be added to the waiting list after missing the second deadline
- The Board shall determine the registration amount for families with more than one player.
  - In the spirit of community cooperation, SJBO will work with Sherwood ASA to allow for discounts of families with players in both baseball and Softball

## **Scholarship**

Scholarship consideration shall be given for any player whose family is not able to pay the full registration fee at the time of registration. Evidence of need must be presented to the Registrar and President to establish eligibility for scholarship consideration. The Board, in lieu of payment at the time of registration, may consider the following methods:

- Installment payments agreed to by the Board and the parents
- Reduced fee agreed upon by the Board and the parents
- No fee for family if agreed upon by the Board