

# ANDERSON TOWNSHIP LITTLE LEAGUE, INC. LOCAL RULES & BYLAWS



**APPROVED FOR USE BY THE ATLL BOARD OF DIRECTORS**

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## PREFACE

Anderson Township Little League, Inc. (ATLL) is governed by regulations listed by priority as follows:

Official Little League Baseball, Inc.  
Little League Operational Handbook  
District 135-9 Administrator's Interpretations & Rules  
ATLL's Constitution and Local Rules & Bylaws

This document addresses the Local Rules and policies of ATLL. No rule or policy may be passed by ATLL, which is in direct conflict with rules, and regulations contained in publications of a higher priority as listed above.

NOTE: If a rule or policy is not specifically covered as a Local Rule interpretation in this document; board members, managers, coaches and umpires should assume that the Official Little League Rules apply in all cases.

## ATLL BASEBALL

### A. OBJECTIVE:

To firmly implant in the children of Anderson Township, Newtown, Mt. Washington, and surrounding communities the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens. *Behind every game and practice is the driving spirit of adult volunteers working toward a common goal of training for life through the sport of baseball. Little League is not a program that emphasizes win-at-all cost or individual achievements, it emphasizes teamwork and every player plays in every game. Little League is a symbol of youthful enthusiasm and spirit. Little League is not intended to build stars—but as a vehicle to help shape tomorrow's leaders.*

### B. PURPOSE:

To assist youth in developing qualities of citizenship, discipline, teamwork and physical well being with proper guidance and exemplary leadership through sports.

### C. PHILOSOPHY:

The core of ATLL's philosophy is to **teach** the game of baseball to the youth of Anderson Township. It is not our intent for these participants to just **play** the game of baseball and certainly **not** to win at all costs!

### D. PROCEDURE:

Any and all inquiries, questions or complaints by parents, managers, coaches or any interested party shall be directed in writing, to the League President who will in turn direct the inquiry to the Player Agent and/or League Officer who, after having been properly informed of the facts, are given an opportunity to resolve the inquiry to the satisfaction of all parties involved. To accomplish the goal of dedication to the total effort of the program, the necessity of establishing levels and channels of administrative procedure are paramount.

## PERSONNEL

Approved for use by the ATLL Board of Directors

## **A. BOARD OF DIRECTORS**

### **1. Board Members**

The board members required to be elected from the membership. The board members are as follows:

<b>Position</b>
President
Vice President
Secretary
Treasurer
Player Agent
Safety Officer
Rules, Competition, and Bylaws
Manager Coordinator
Umpire Coordinator
Equipment Coordinators
Information Officer
Volunteer Coordinator
Special Events Coordinator
Field Coordinator
PR Coordinator

Each of the board members shall have one vote.

### **2. Meetings**

Board Meetings are held on Mondays, or as called by the President or a majority of the Board, at a time and location to be determined. All Board members should attend. A quorum of the majority of the Board is necessary to conduct business. (Special Officers Only meeting may be held if necessary.)

General Membership Meetings (League Meetings) will be held at the Board's request (min. one per year/annual meeting). All Board members and league interested persons are encouraged to attend.

### **3. Election**

Shall be held during the Annual League meeting every October to elect the Board for the following season.

### **4. Leadership Qualities of Officers**

- Thoroughly acquainted with the objectives and the philosophy of Little League Baseball and are able to guide the efforts of League personnel towards these goals.
- Knowledgeable of both the Little League Rules & Regulations and **ATLL** Local Rules. As well as be able to interpret them correctly to parents, the public, and to other League personnel.
- See that League personnel are kept up-to-date with all current Little League information, such as rule changes, tournament plans, training clinics, etc.
- Program the work load and delegate responsibility so that the burden does not fall on a few individuals.
- Provide an apprenticeship and training program for all managers, coaches and umpires whenever possible.
- Make provisions for new personnel to be exposed to training or preparation before they assume an active role in **ATLL**.
- Work together in a manner that gains favorable support for the Little League program.

## **B. VOLUNTEER ELIGIBILITY**

- BACKGROUND CHECKS ARE REQUIRED.
- VOLUNTEERS NEED NOT HAVE A CHILD IN THE PROGRAM.

## **C. MANAGERS / COACHES**

All managers are held in high regard for their willingness to volunteer their time and demonstrate their appreciation of the philosophy of Little League Baseball. The manager of each team has total responsibility for their team and the overall welfare of all players as well as participating in all activities in **ATLL** whenever possible. The managers will place their emphasis on teaching the skills of

baseball and sportsmanship to all their players, regardless of talent. The managers are required to always display good sportsmanship in their dealings with parents, other managers and coaches, umpires and members of the Board, as well as selecting at least one (no more than two) coaches and one umpire to assist them with their team. The managers are also required to assist the League with the player evaluation sessions in support of the Player Agent, conduct at least one parents' meeting, be prepared for practice and games and insure the adherence to all applicable Little League Rules & Regulations as well as all of applicable **ATLL** Local Rules. \*Coaches may also need to be approved by a Board member or the entire Board, and their primary responsibilities are assisting the manager with player instruction, safety, sportsmanship and development of team play.

### **1. Applications**

All prospective adults who would like to manage or coach a team must fill out an "Application to Manage/Coach" (*attached*) form and Background Check form during the registration process and sign the "Manager/Coaches Pledge". Potential managers may be subject to an interview by the Manager Coordinator or Managers Committee. Managers are appointed and re-appointed annually. The Board makes all manager appointments and is not subject to intervention from the District, Region or Little League Headquarters.

### **2. Commitment**

- Must be willing to attend League meetings when requested.
- Must be willing to attend mandatory training, coaching and umpiring clinics/classes.
- Must be certified annually by a method approved by the ATLL Board of Directors
- Participate in League functions. (i.e., Opening day ceremonies, fundraising, field work days, picture day and various training, coaching, safety and umpiring clinics).
- Spend the time necessary with the team at practices and games.
- Be willing to make-up rained out games or continue a game as required on the day and at the time assigned by the appropriate League official.
- Handle the administrative requirements of their team.
- Be willing to learn more about baseball and how to teach young people the proper way to play the game. Be responsible for proper safeguarding and use of all League equipment, facilities and uniforms. Be responsible to turn in all League equipment and uniforms at the end of the season.
- Teach players and parents fair play, sportsmanship, team play and respect for the opponent and umpires.
- Work with all League personnel and assist in providing an umpiring core for the League.
- Umpire home plate for at least one (1) game during season.
- Learn and abide by the Rules & Regulations of Little League, Inc. and by the **ATLL** Local Rules.
- Accept the decisions of the **ATLL** Board of Directors as final. Understand that if found in violation of any of these rules, policies, improper conduct, or behavior deemed to be detrimental to the best interest of **ATLL** is subject to immediate suspension and or dismissal from **ATLL**.

### **3. Leadership Qualities of Managers and Coaches**

- Reflect an understanding of the age group they supervise.
- Are aware that they are an example to those with whom they work.
- Demonstrate that they have an appreciation of the philosophy of Little League Baseball and cooperate with others in making the program of mutual benefit to all youngsters.
- Show by example that they respect the judgment and the position of authority of the umpires.
- Exercise their leadership role adequately, but leave the ball game in the hands of the players.
- Instill in their players a respect for the authority and decisions of the adult leaders in the League.
- Encourage their players at every opportunity.
- Instill a desire to win and to improve, striving to impart as much knowledge of the game as possible to each player.
- Encourage good health habits, good grooming and care of the uniform.
- Are instrumental in shaping acceptable behavior patterns whether the team wins or loses.
- Know the playing Rules & Regulations of Little League, Inc. and **ATLL**, and are able to interpret them correctly. Play by the rules and adhere to their intent, instilling in the players a respect for the rules of the game.
- Are well acquainted with player selection system used in the League and evaluate, rate and select players for the team according to their abilities.
- Are cautious and use sound, reasonable judgment in a protest situation.
- Have had an opportunity to participate in a preparatory training program or clinic.
- Have knowledge of first aid and safety.

### **4. Parent Meeting**

Each manager is required to hold at least one parents' meeting before the first game. Schedules, practices, attendance and parental responsibilities should be discussed at said meeting. Experience indicates that informed parents are more inclined to help out with the

many tasks associated with a Little League team and program. A familiarization of Little League, Inc. rules should be conducted in order to help prevent any abuses of such rules. Additionally, a review of the League structure should be done in order to identify such individuals as the members of the Board and the Umpires Coordinator, who may assist in answering questions during the season. The parents' meeting(s) should be held separately, away from the practice field, where a manager has the individual attention of all his/her parents. Each player should have a parent present at the parents' meeting(s). A designated parent/volunteer home plate umpire and team parent should be introduced and/or chosen during the first parents' meeting.

#### **5. One-Team Rule**

A person may be the manager of record for only one (1) team during the regular season within ATLL. Those individuals willing to manage a second team can act as a coach to help out if selected by that team's manager.

#### **6. Additional Volunteers**

A manager may only designate two coaches among the three volunteers specified prior to the draft. The third volunteer must fulfill umpire responsibilities. If a manager, assistant coach, or umpire for the prior year does not volunteer for any role the current year, these players may be returned to the draft pool. All selections are subject to the approval of the ATLL Board. Changes to these selections may be mandated by the ATLL Board, in its sole discretion, in order to maintain an overall ATLL competitive balance.

#### **7. Practice Fields**

The manager and coaches have the full responsibility of a practice area and may not conduct a practice on any field not registered with the League for insurance coverage purposes. Each team may not practice more than twice (2) a week (batting cage practice not included) during the REGULAR SEASON and no more than four (4) times (batting cage practice not included) during the PRE-SEASON once they have been issued their equipment. Safety standards are to be strictly observed (i.e., catcher's gear and protective helmets to be used, care in swinging the bats, supervising the players at all times, etc.). If there is a requirement for materials or an additional practice area, the manager must contact the Field Coordinator. Remember, the success of the team at game time is directly the product of their reaction and conduct at practice. Use of school, church, city/village and township facilities is a privilege not a right. Adhere to their facility rules, park in authorized areas, adhere to speed limits and coordinate field use with the Field Coordinator.

NOTE: Managers and Coaches are reminded that NO practice can be conducted until after equipment is picked from the League. Prior practice is a violation of ATLL policy and players are NOT covered by insurance. Only ATLL league sponsored events such as training clinics, player evaluation day and other ATLL clinics are covered to some extent by Little League insurance.

#### **8. Statistics**

The coaching staff should maintain team scorebooks and individual statistics. It is always a good idea to check the team scorebook with the official scorebook, especially concerning innings played or pitched. Make sure scorekeepers note clearly how many innings have been played or pitched.

#### **9. Standings**

Each winning manager or designated coach/parent is responsible for reporting scores to the appropriate league contact within 24 hours after the end of the game.

#### **10. Pictures**

The use of photo equipment is allowed with the only restriction being that the user may not be inside the actual playing field or dugouts. Team pictures are generally arranged for ATLL by a professional photographer, coordinated through the League with time and place scheduled by the Team Photo Coordinator, photos are not mandatory. It is recommended a parent be appointed with each team to handle picture arrangements and collect the money.

### **D. UMPIRES**

Umpires are an integral part of completing a successful learning experience throughout ATLL. They have the thankless task of insuring that all playing and safety rules are enforced, while tactfully coping with difficult situations. ATLL hopes to encourage more parents into becoming umpires by providing instructional booklets and clinics to gain confidence and knowledge of the game. ATLL will provide each team with a set of umpire's (home plate) equipment, including a shirt. Umpires will provide the Board with their observations of each manager when requested. Umpires in ATLL are not paid for their services and are strictly volunteers.

NOTE: The designated home plate umpire may umpire in a game in which their team's son/daughter is competing.

## **CONDUCT**

ATLL prides itself on providing the players with a clean wholesome environment in which to play baseball games and practice. This Approved for use by the ATLL Board of Directors

is a reminder to all League personnel, managers, coaches, and parents to report any suspicious behavior or report any unidentifiable strangers hanging around the ball parks or practice fields to the Hamilton County/Anderson Township/Village of Newtown Police Departments and/or the Anderson Park District Rangers and any ATLL Board member.

## **A. CODE OF CONDUCT**

### **1. Manager/Coaches Code of Conduct (*Manager/Coaches Sign*)**

### **2. Parent's Code of Conduct (*Parents sign*)**

### **3. Player's Code of Conduct (*Player signs*)**

## **B. CONDUCT & DISCIPLINARY ACTIONS**

### **1. Purpose**

The purpose of this document is to establish a uniform set of guidelines for initiating and assessing any applicable disciplinary action by the Board. The ATLL Charter sets forth the authority for the Board to establish rules of conduct for all persons associated with the League.

### **2. Factors to be Considered in Determining an Appropriate Course of Action**

- a. Reasonableness of Action. No disciplinary action shall be taken against a person associated with the League unless the allegations against that person are supported in writing by the preponderance of the evidence.
- b. Factors to be considered in Selecting Penalties. In selecting a proposed penalty or deciding what penalty to impose for an offense, the Board considers the following factors:
  - i. the nature and seriousness of the offense, including whether the offense was intentional, technical or inadvertent, was committed maliciously for gain, or was frequently repeated;
  - ii. the individual's past disciplinary record;
  - iii. the individual's past work for the League;
  - iv. consistency of the penalty with those imposed upon other people for the same or similar offenses;
  - v. impact upon the reputation of the League; and
  - vi. mitigating circumstances surrounding the offense such as personality problems, provocation on the part of others involved in the matter, or malice.
- c. Nondiscrimination. Under no circumstances shall ATLL discriminate against any person by taking disciplinary action on the basis of any of the following:
  - i. race, color, religion, sex, age, national origin, disability or sexual orientation;
  - ii. partisan political beliefs, affiliations or activities; or
  - iii. marital status.

### **3. Record Keeping**

The League President or designee shall maintain a record of the allegations, deliberations, and decisions of the Board for all issues raised concerning any disciplinary action(s).

## **C. GUIDELINES FOR DISCIPLINARY OFFENSES & PENALTIES**

The guidelines of disciplinary offenses and penalties are established to provide uniformity in determining actions taken against individuals who have violated League rules. The offenses listed are not exhaustive and do not address game rules that are covered by Little League, Inc. Rules and Regulations. For the purpose of the table, the following terms are defined:

- |                                   |   |
|-----------------------------------|---|
| <b>a. Assault</b>                 | includes, but is not limited to the following acts committed on or threats against an individual: hitting, kicking, punching, choking, spitting at or on, grabbing or bodily running into; the act of kicking or throwing any object that could inflict injury; damaging property.                                      |
| <b>b. Unsportsmanlike Conduct</b> | includes, but is not limited to: any actions taken that disrupts or makes a mockery of the game; use of obscene or vulgar language or gestures; baiting or inciting opposing players or manager/coaches; ejection from the game; throwing or kicking equipment; inappropriate behavior associated with ATLL activities. |
| <b>c. Safety Violation</b>        | includes, but is not limited to: any conditions during a game or practice that poses a threat to the safety or endangerment of players, coaches or spectators.  |

**d. Drug and Alcohol Use**

includes the use of any legally controlled substance; use of any alcoholic beverage or prescription drug(s) that impairs the judgment of the manager/coach, especially as it pertains to the safety of the players. Players are prohibited from the use of such substances. League officials are prohibited from using alcoholic beverages during all League sanctioned games and practices, including post-season and tournament play.

**e. Tobacco Use**

includes the use of any tobacco or tobacco products during all League or district sanctioned games per Little League Rules.

**f. Harassment**

Includes unsolicited remarks, gestures or physical contact; display or circulation of written material or pictures derogatory to either gender or to racial, ethnic or religious groups; or basing personnel decisions on a volunteer's, member's or official's response to sexually oriented request. Sexual harassment is a type of harassment and occurs when this type of verbal or physical conduct is sexual in nature or is gender based; that is, directed at a person because of their gender.

Type of Delinquency or Misconduct	Penalty For First Offense	Penalty For Second Offense	Penalty For Subsequent Offenses
Assault or Harassment	Expulsion from the game and premises; removal from any official duties and responsibilities pending hearing.  Suspension to permanent banishment from the League.	1 year suspension to banishment from the League.	Banishment from the League.
Safety Violation	Warning.	1 game suspension for repeated violation.	3 game suspension for each repeated violation including post-season play.
Unsportsmanlike Conduct	Expulsion from the game and premises; minimum 1 game suspension.	2 to 4 game suspension, including post-season play.	1 year suspension to banishment from the League.
Drug and Alcohol Use	Expulsion from the game and premises; minimum 1 game suspension.	2 game suspension to banishment from the League.	1 year suspension to banishment from the League.
Tobacco Use	Warning.	1 game suspension for repeated violation.	1 year suspension to banishment from the League.

**D. DISCIPLINARY ACTION PROCEDURES**

**1. Disciplinary Action**

Disciplinary action may be commenced against any person involved in the ATLL program, including, but not limited to ATLL officers, umpires, managers, coaches, parents, players and those desiring to be allowed to view or attend Little League Baseball games and or functions. Activities that may be subject to disciplinary action shall include any violation of any Little League, Inc. Rule & Regulation, any ATLL Local Rules or policy, any individual League program rules or policy, Board of Director rules or policy, the Little League Operating Manual, or official Little League Baseball Rules & Regulations. Any activity or conduct, which is unbecoming of an individual who is in any way involved in ATLL, may also be subject to disciplinary action.

**2. Filing of Charges**

To initiate consideration by the Board of Directors of disciplinary action, a written complaint shall be filed with the ATLL Board setting forth grounds upon which the complaint for disciplinary action is based. The complaint shall contain a brief statement of the violation or violations, the alleged violator's name, and the date, time and location of the alleged violation. An electronic form prescribed by the ATLL Board may be utilized. The complaint shall set forth the complainant's name, address, telephone number, team and shall be signed or adopted by the complainant. The complaint shall either be mailed or electronically mailed to the ATLL Board, or hand delivered to an ATLL officer or Board member within a reasonable time following occurrence of the alleged violation; provided, however, that it shall be presumed that a reasonable time should not extend beyond 14 calendar days of the alleged violation. However, if during the course of its investigation, or the Board later learns of, or the Board determines that other reportable incidents have occurred and were not reported, for whatever reasons, then those incidents can be used, when appropriate by the Board,

for determining behavioral patterns or in adding additional charges to the original complaint.

### **3. Determination to Institute Disciplinary Action**

The Rules, Competition and By-Laws Board Member shall conduct an investigation normally within 7 calendar days of receipt of a complaint alleging the need for disciplinary action. Such investigation may include interviewing witnesses and receiving written statements, documents and other evidence. The alleged violator shall be given the opportunity to respond to the allegations. An initial determination shall be made whether there is probable cause to believe a violation has occurred. If so, a hearing committee consisting of the Rules, Competition and By-Law Board Member (or his/her designee), the President (or his/her designee), and other Board Members appointed by the President shall review the complaint, discuss the same, and make a determination by majority vote on whether the conduct has in fact been engaged in and is a rule or policy violation that merits disciplinary action,. If so, the committee shall follow the Guidelines For Disciplinary Offenses & Penalties. The President shall advise the complainant and the alleged violator with a brief statement of the Board's decision and reasons therefore.

### **4. Request for Reinstatement**

The disciplinary decision of the Board hearing committee shall be final, and shall not be subject to appeal. A disciplined individual may, however, submit in writing a request for early termination of disciplinary sanction, including a request for reinstatement in ATLL related activities. Any such request shall be made in writing, directed to the ATLL Board, and shall set forth the reasons why the requested relief should be granted. Following the written request for relief for reinstatement, the Board may consider the request at its next regularly scheduled meeting. If the majority of the Board votes to terminate or modify the sanctions, the same shall be terminated or modified as set forth by the Board in a written decision to the violator. Such written decision may contain conditions to the violator for further involvement in ATLL activities.

### **5. Presidential Disciplinary Action**

In the best interests of ATLL, when immediate action must be taken to protect the welfare of any individual involved in any way in ATLL programs, including spectators and those affected by the ATLL program, the ATLL President, or any person specifically designated by him/her, may summarily suspend an individual from further participation in ATLL activities or take other appropriate action. The President shall have broad discretion in such circumstances and any such action may be made orally or in writing at the President's or his/her designee's discretion.

## **E. EJECTION FROM A GAME**

Managers, coaches, parents and fans are reminded that a person ejected from a game will leave the ball park, to include the parking lot and surrounding park area, within five (5) minutes. Failure to do so could result in a possible forfeiture to one of the teams playing. ATLL will absolutely not tolerate uncontrolled or unsportsmanlike conduct. If a parent or fan is ejected from a game, for whatever reason, twice in one season, they will be persona non grata for the remainder of the season; they will not be allowed to come to any ATLL games.

## **ATLL SAFETY CODE**

Safety--this is the first consideration at all times in all aspects of games and practices. It is everyone's responsibility to insure that safety is followed and to make on-the-spot corrections when necessary.

### **A. ACTION PLAN ELEMENTS**

- Managers, coaches, umpires and ATLL officials should have some training in first-aid. ATLL will hold mandatory pre-season manager/coaches training on first-aid, proper mechanics & Little League philosophy.
- Managers should conduct on-going safety instruction on the mechanics of baseball for their players.
- First-aid kits will be made available to each team and will be brought to each game and practice.
- No games or practices should be held when weather or field conditions are unsafe, particularly when lighting is inadequate or when lightening storms are nearby. Play must be halted in these situations! NOTE: Home Plate Umpire may suspend or terminate play at anytime if they feel the field is not playable or weather conditions are unacceptable.
- Before each game or practice the manager(s) and home plate umpire will inspect the field for holes, field damage, stones, trash, glass and other foreign objects.
- Before each game or practice, arrangements will be made for the availability of a cell phone that can be used in the case of an emergency.
- Only players, managers, coaches, umpires and designated volunteer parents are permitted on the playing field during games and practice sessions.
- During warm-up drills players should be spaced so that no one is endangered by wild throws/missed catches.

- Equipment will be inspected before each use, especially for cracked or damaged batting & catcher helmets.
- Bases should not be strapped down (base runners should stay at the “spot” of the “permanent base”).
- At no time should "horse play" be permitted on the playing field or in the dug out.
- Parents of players who wear glasses should be encouraged to have their child wear "safety glasses."
- No manager, coach or parent is allowed to “coach” a player from the backstop area.
- No one is ever allowed to stand directly behind the backstop.
- Common sense in regards to safety would prevail in any situation not covered above.
- Please drive carefully around the ball fields. Please park in designated parking areas and be courteous to the private residents. Vehicles parked illegally are subject to being ticketed by local law enforcement.

## **B. PLAYER SAFETY RULES**

- Batters must wear approved protective helmets during batting practice, as well as during game. Helmets must meet NOCSAE specifications and standards and bear the NOCSAE stamp and warning label.
- Catcher's must wear catcher's helmet, throat guard, chest protector and shin-guards at all times while acting as catcher in the crouched position for games, warm-ups or at practice. Catchers must wear a protective supporter and cup! (All male players should strongly consider wearing a “cup”, at least a protective supporter.)
- Catcher's must wear the facemask and helmet when warming-up pitchers at any time, even when standing and between innings.
- No metal cheats.
- No on-deck batters are allowed. (Little League Rule-1.08)
- Only the batter may have a bat in his/her hand (warm-up in the on-deck circle once it is their turn to bat).
- No head first sliding is allowed, except when returning to a base. (Little League Rule-7.08)
- During practice and games, all players/base coaches should be alert and watching the batter on each pitch.
- Runners must slide or attempt to get around a fielder who has the ball and is waiting to make a tag at any base. A catcher cannot “block the plate” without the ball. A runner who deliberately collides with a fielder is called out and will be removed from the game for poor sportsmanship. (Little League Rule-9.01-d)
- No player shall throw his/her bat. (1st offense-player given a warning, 2nd offense-player is removed from the game---in either case the batter completes his/her turn as the batter-runner until he/she is put out or scores.
- No player may excessively waive his/her bat over home plate in an effort to distract the pitcher and catcher. The umpire shall call “no pitch” and a warning shall be given to the batter—second offense, the batter is out.
- Pitchers (*while pitching*) are strongly encouraged to wear a jacket while running the bases as well as between innings.

## **C. JEWELRY RULE**

- Pursuant to Little League, Inc. Rules, all players at all levels, may not wear watches, rings, pins, jewelry, earrings or other metallic items, except eyeglasses, during a game or practice. (Medical alert bracelets can be worn if taped down.).
- Umpires will not wear pins or jewelry while working a game.
- Umpires are advised to reiterate to the managers, coaches and players, prior to the start of each game, the need to remove such items and that if a player fails to do so that he/she could be subject to ejection.

## **REGISTRATION**

Every player must be duly registered. Player registration is normally completed by a walk-in or on-line registration, which is conducted during the month of January. Registration forms will be mailed out to returning players of the previous year in January. An announcement of **ATLL** registration will be posted on our *web site* and distributed to the Forest Hills Journal, and to each child attending a school within the **ATLL** boundaries in early January. Every player (new or returning) must register each season during the registration period or risk being put on a waiting list. A valid birth certificate is needed for each player new to the program (first year only).

A player who is eligible by age and boundary rules will have an opportunity to register to play in **ATLL**. **NOTE:** A physically or mentally incapable player will have the opportunity to participate on an **ATLL** Challenger team if one has been developed. There are certain constraints on the number of teams and number of players **ATLL** can field per division, and once these are filled, certain programs may close during registration.

Late Registration: The Board will take into consideration that for some reason or another, parents may not hear about the registration dates. The Player Agent is responsible for handling all late registrations. Late registrations may be accepted up until the draft, or if there is a roster spot open on at least one team.

Approved for use by the ATLL Board of Directors

## **ATLL SCHOLARSHIPS**

The ATLL President has the authority to offer a full or partial scholarship to qualified players. He/she shall use whatever financial criteria he/she deems appropriate in determining if a player and his/her family qualifies for an ATLL Scholarship. The scholarship is good for one year, and may be renewed.

## **PLAYER EVALUATIONS**

At the time of registration, players will be notified of the Player Evaluation dates, times and the location. The evaluations will be conducted by age groups and used to assess and evaluate each player as to their ability and skill in order to place them at the proper level of play. Any player failing to attend a scheduled session shall lose their registration status unless they contact the Player Agent or President and present an excuse. A make-up date and time will be coordinated through the Player Agent.

Managers will evaluate each player at the end of the regular season based on criteria established by the league. **NOTE:** Managers' and coaches' children, as well as brother/sister option players, are required to go through player evaluations just like any other player.

## **ATLL DRAFT**

It is the intention of the Board to follow the Little League Operating Manual and keep Major League teams together from year-to-year. However, the Player Agent will review the returning player counts and team compositions on an annual basis after registration and determine if a total redraft or repositioning may be required to maintain an equitable distribution of player talent and ages. This decision is made separately for each league, in other words it is possible for a redraft to be conducted in one league but not in other leagues.

Unless otherwise agreed by the board, ATLL will use an automated draft process. The automated draft process will utilize player evaluation ratings to distribute players in a way that seeks to balance the competitive strength of each team. Unless otherwise agreed by the board, this process will also allow managers to select a limited number of volunteers (two coaches and one umpire) whose children will be placed on the manager's team in advance of the automated draft. The objective in allowing managers to select volunteers is to ensure a good operating environment for each team. The Player Agent has the right to reject volunteer requests for cause.

The AA League and A League will conduct a "modified" draft. Teams will generally be constructed based on the school each player attends. The AAA League may be divided into divisions based upon the number of teams to ensure competitive parity, age alignment and/or improved scheduling. The teams will remain part of the league and any sub-division will not represent a new league or structure. Post season local tournaments may be modified to accommodate the number of teams and league divisions.

### **A. DRAFT SYSTEMS - ORDER OF DRAFTS:**

- 1<sup>st</sup> - Major League
- 2<sup>nd</sup> - AAAA League
- 3<sup>rd</sup> - AAA National League
- 4<sup>th</sup> - AAA American League
- 5<sup>th</sup> - AA League
- 6<sup>th</sup> - A League

Senior League, Junior League and Challenger League drafts are conducted separate from these drafts and may occur anywhere in the sequence, depending on player registration and other factors.

Players are not allowed to be drafted more than one level above that which they played the prior season, such that a AA player may be drafted to the AAA League but not to the Major League. The only exceptions to this rule are (1) a AAA player may move to Majors without playing AAAA and (2) if a player is identified prior to skill evaluation and is approved by a Board member to move more than one level. Brother/Sister options take priority over age level rules if the players involved are capable of playing at the given level, as stated above, and an option is exercised. This exception must be reviewed and approved by the Player Agent and the President.

**1. Junior League**

Once drafted, a player at the Junior League level is the property of that team until the player is assigned to a new league or is subsequently properly released.

**2. Major League**

Once drafted, a player at the Major League level is the property of that team until the player graduates to the next level (Junior League) or is subsequently properly released

The Player Agent shall announce prior to the start of the draft any changes in player eligibility, and the number of players each team will select.

**3. AAAA League**

Once drafted, a player at the AAAA League level is the property of that team until the player is assigned to a new league or is subsequently properly released.

The AAAA League will have its own separate draft.

The Player Agent shall announce prior to the start of the draft any changes in player eligibility, and the number of players each team will select.

**4. AAA National League**

Once drafted, a player at the AAA National League level is the property of that team until the player is assigned to a new league or is subsequently properly released.

The AAA National League will have its own separate draft.

The Player Agent shall announce prior to the start of the draft any changes in player eligibility, and the number of players each team will select.

**5. AAA American League**

Once drafted, a player at the AAA American League level is the property of that team until the player is assigned to a new league or is subsequently properly released.

The AAA American League will have its own separate draft.

The Player Agent shall announce prior to the start of the draft any changes in player eligibility, and the number of players each team will select.

**6. AA League**

The AA League will conduct a “modified” draft procedure with emphasis being placed on which school each player attends.

**7. A League**

The A League will conduct a “modified” draft procedure with emphasis being placed on which school each player attends.

**8. Challenger League**

The Challenger League will conduct a “modified” draft procedure with emphasis being placed on which school each player attends.

**B. BONUS PICKS**

Does not apply.

**C. OPTIONS (ALL LEAGUES)**

An option is an agreement between a manager (or parents) and the Player Agent covering a special condition. All options must be in writing and be submitted to the Player Agent prior to the draft. Player options will be approved and monitored closely by the Player Agent.

**1. Brothers / Sisters – Current Year Draftees**

A manager or parent may submit an option in writing to the Player Agent on two or more brother and/or sister candidates who are subject to the draft. The player agent will make every effort to assign siblings to the same team.

**2. Brothers / Sisters – Sibling**

A Manager or Parent may submit an option in writing to the Player Agent on a draftee if the draftee's brother or sister is already a member of that manager's team. This typically may occur when a draftee moves to a new league where his/her sibling already plays, e.g. the sibling is already on a Majors team.

Brother and sister options are not automatic, especially if the younger brother/sister's evaluation scores suggest that it may be best for that player to play in a different League. The Player Agent will make his/her recommendation after speaking with the parents and the older sibling's Manager. The ATLL Board President will discuss and settle all disputes regarding this matter prior to the draft if necessary.

### **3. Sons / Daughters Options--All Leagues**

The Player Agent will assume that managers/volunteers assigned to a team in advance of the draft would like their son(s)/daughter(s) assigned to that team. A manager/volunteer who would like their player to play on a team other than the one to which they are assigned may submit an option in writing to the Player Agent to that effect. The manager/volunteer's player(s) will be assigned to a team via the automated draft process.

### **4. Manager Election**

At the beginning of the season, a AAAA or AAA League Manager whose player has been assigned to that league may elect to not have his son(s)/daughter(s) move up to the Major League. If the manager declares this at the beginning of the season, the child cannot be moved up to the Major League at any point during the season.

### **5. Coaches Options (max. of two coaches)**

A manager may only designate two coaches among the three volunteers specified prior to the draft. The third volunteer must fulfill umpire responsibilities.

## **D. PRIVACY**

For the protection of the players, the players shall never be told the position in which they were drafted or the number of votes they received in the All-Star Tournament Team voting/selection process. Violation of this rule be considered a serious infraction and not considered in the best interest of the program. The Board also feels that statistics may be kept by a team's coaching staff, but are not to be released to any player or parent in ATLL.

## **E. POST DRAFT ROSTER MOVES**

Post-draft roster changes will be allowed for special circumstances such as practice time conflicts, keeping siblings together, medical reasons, hardship issues, manager-parent conflicts that cannot be resolved, or other reasons the Player Agent deems appropriate. Note that it is expected of parents to make an effort to stay on the roster to which the player is first assigned, and to resolve conflicts whenever possible. Car pool issues will not be considered a legitimate reason for roster change unless the player agent is convinced the parents have made a good faith effort to establish car pool opportunities within the existing roster. The team's manager is expected to facilitate this process.

Roster changes can only be made by the Player Agent, and must be performed such that team parity is not compromised.

## **F. LEAGUE EXPANSION**

ATLL will use one of five alternatives to accommodate League expansion. The board will announce in advance which of these draft systems will be used.

- Option 1: Expansion teams will get the 1st, 3rd, 5th and 7th picks and the 1st pick of each round thereafter with options, in accordance with Little League, Inc. Rules & Regulations.
- Option 2: Conduct a total redraft following the proper release of players. The proper release of players is accomplished by a vote of the Board prior to registration of players for the upcoming season, provided there is a valid reason to redraft teams and adequate supporting rationale (i.e., if the Board felt there was a potential for inequities between teams as a result of League expansion).
- Option 3: The expansion team(s) will be given the first six (6) draft selections (including the mgr./coach options) OR the equivalent of the same number of selections as the least number of players returning to an existing team. Each existing team shall draft based on how many returning players they have.
- Option 4. Utilize an automated draft process designed to evaluate the roster of current teams, determine the returning

pitching strength, overall team strength, and then assign talent to each team based upon the ATLL end of season (EOS) and Player Evaluation Draft (PED) scoring system. Pitching talent is assigned first then the player overall strength is assigned. The computerized system determines the next selection based upon the lowest team composite average after each round. The team averages are re-computed to determine the next pick selection until the maximum team size is satisfied.

- Option 5. Conduct an automated expansion draft by allowing each returning team to “protect” 3 players, and then allowing expansion teams to draft 4 players from the pool of remaining returning players. A returning team could ‘lose’ no more than 2 unprotected players, after which any players from that team would be returned to their original roster. Expansion teams would make their remaining expansion selections from the remaining pool of players. After the expansion draft is complete, all players not selected would return to their original team and an automated draft would proceed for all teams as described in option 4 above.

NOTE: All draft options will ensure that team make-up is in compliance with Little League age requirements (i.e. maximum number of 12 year olds on a major league team.)

## **G. LEAGUE CONTRACTION**

ATLL will use **one or a combination** of four alternatives to accommodate League contraction. The goal as always is to seek parity between rosters for the upcoming season, while maintaining returning rosters as much as possible. Primary criteria for selecting teams to disband are (1) few returning players and/or (2) no returning manager, but other criteria may also be factored into the decision. The board will announce in advance which teams are to be contracted and which of these draft systems will be used.

- Option 1: Combine rosters of returning teams. When two teams both have a small returning roster, it may be desirable to combine the players for one team (a team being disbanded) with another team (a returning team). This should only be done when (1) the returning rosters are small enough that the combined teams does not have more than 7 returning players and (2) the combined team does not, in the opinion of the Player Agent, have a competitive advantage over other returning teams.
- Option 2: Seeks to balance the number of returning players on each returning roster, without high tech methods. Returning players on teams that are disbanded will be placed in a special draft pool to be allocated to new teams prior to the automated draft. The contraction draft will work as follows:
1. Write each pool players name on a slip of paper and place in a hat or container.
  2. Player Agent will draw names from the hat to allocate pool players.
  3. Only team(s) with the fewest number of returning players draw in the first round. The team with the fewest number of returning players draws first. If two or more teams have the same number of returning players, a coin toss or other fair method is used to determine who draws first.
  4. When the round is complete, a new round begins and includes only teams with the fewest number of returning players. Players are selected as outlined in steps 2 and 3. Only team(s) with the fewest number of returning players select in this and all subsequent rounds.
  5. When all pool players have been allocated, the contraction draft is complete. New players are then drafted onto each team using ATLL’s automated draft system.
- Option 3: Similar to option 2, but instead of using a random draft from a hat, teams in each round select using the same allocation criteria as would be used in an automated draft. In other words, the team with lowest pitcher/player scores would be assured of getting the highest rated players from the pool. Once all pool players are allocated, new players to the league are drafted using the automated draft.
- Option 4: Return players on disbanded teams into the overall draft pool and select them via the same automated draft process as for all other players. All returning players are placed back into the league’s draft pool and the draft is implemented via the automated draft system or other system upon board approval. Returning rosters are maintained.

Note that, upon board approval, the league may choose a total redraft in order to create the appropriate parity among teams. The option to redraft is always available as part of ATLL’s draft process, whether the league is contracting or not.

## **ATLL BASEBALL**

## **A. AGES & LEAGUES**

One of the Board's main goals is to provide an environment conducive for the development of each player in the program at the rate that is in the best interest of the player. With safety, well being and the development of each player in mind, there is flexibility within the Little League, Inc. policy to place players in different Leagues based on their age and ability. The Board may create and utilize Special Rules for each League to supplement those of Little League Baseball.

The following is a breakdown of the ages and Leagues for **ATLL**:

<u>Age:</u> (By May 1st. ---midnight )	<u>League</u>
5	A or Challenger
<u>Age:</u> (By May 1st---midnight 5/1)	
6	A, AA or Challenger
7	A, AA or Challenger
8	AA, AAA or Challenger
9	AA, AAA, Major or Challenger
10	AAA, Major or Challenger
11	AAAA, Major or Challenger
12	AAAA, Major or Challenger
13	Junior or Challenger
14	Junior or Challenger
15	Senior or Challenger
16	Senior or Challenger

**NOTE: ATLL WILL ONLY BE ACCEPTING PLAYERS 5-18 YEARS OF AGE, UNLESS OTHERWISE ELIGIBLE AT AN OLDER AGE FOR THE CHALLENGER DIVISION.**

## **B. UNIFORMS & EQUIPMENT**

### **Purchasing Authority**

- No one may charge items of clothing, equipment or other materials to **ATLL** unless duly authorized by the **ATLL** Board
- All equipment and Little League supplies and uniforms will be purchased by **ATLL** (no upgrading to the uniform shall be allowed—i.e. adding a player's name to their shirt or cap) and issued to the managers, normally after team drafts have occurred. Equipment Coordinator will arrange the time.
- Treat the uniforms & equipment with care, and they must be returned to the manager at the end of the season (players keep their cap at the end of the season)
- All players (except Tee-Ball) are required to be in full-issued uniform: cap, pants, shirt (with LL patch on the left sleeve), socks, and belt for all games. Shirts must be tucked in the pants at all times.

All **ATLL** uniforms and equipment are to be used only for use in **ATLL** and Little League, Inc. approved games, practices, etc. Unauthorized use of such equipment or uniforms is strictly prohibited.

## **C. PARENT MEETINGS**

### **Guidelines**

Parents' role in Little League is to become involved. We need your help! Don't always say "they" will take care of it, because "they" are "YOU!"

Parents should accept the fact that they must demonstrate responsibility and take the initiative to make the **ATLL** program successful. Parents are responsible to assure their children are picked up after games and practices on time or have made other arrangements.

Practically speaking, Little League, Inc. is an adult, all volunteer work project constructed, supervised and assisted by parents who desire to make its benefits extend to their children. Each parent should join in the total effort. There is a place and a job to do for all!

### **Parents' duties on game day:**

- Help coaches prepare the field for play, i.e., raking the infield, putting down chalk lines and putting out the bases.

Approved for use by the **ATLL** Board of Directors

Managers and coaches have plenty to do prior to game time and should not have to get the field ready for play.

- At least one parent should be assigned to be the team's official scorekeeper. This person should be available for every Home game.
- During the season, team pictures will be taken by a professional photographer. Have a team parent in charge of taking orders when pictures are taken, for collecting money from the players at the time of the picture taking, and to help speed the process along.
- Explain Little League, Inc. Rules and ATLL Local Rules to the new parents and players. Have an open discussion on rules and regulations.
- ATLL does not allow "booing" or verbal abuse of umpires, managers, coaches or players from anyone in or near the stands. The home plate umpire will warn spectators, in most instances, and if the abuse continues, the person or persons will be ejected from the ball park. League Officials also have the authority to remove anyone from the stands for inappropriate behavior. Managers and coaches can also be removed from a game by the home plate umpire or League Official for inappropriate behavior. (It is the responsibility of each team's manager to keep his/her spectators under control.) Managers, coaches, parents and fans are advised that "a person ejected from the ball park will leave the ball park, to include the parking lot and surrounding area, within five (5) minutes." Failure to do so could result in a possible forfeiture to one of the teams playing. If a manager or coach is ejected twice in one season, he/she will be suspended the following game after the second ejection with the possibility of further suspension or dismissal, if warranted. A serious misconduct could result in possible suspension, dismissal or persona non grata for anyone, immediately, even if it is the first offense. Fans ejected from the ball park, for whatever reason, twice in one season will be persona non grata for the remainder of the season at all ATLL games; they will not be allowed to come to any ATLL games.

## **E. PLAYERS**

### **Required Forms**

A completed ATLL registration form (required each season), a birth certificate (first year only) and the ATLL *Code of Conduct* must be signed by a parent and/or guardian and the player and in the manager's possession before the player is allowed to practice or play.

## **ATLL SPECIAL RULES**

### **A. PRE-SEASON GAMES (SPRING TRAINING)**

Each year the Board or a Schedule Committee shall determine how many pre-season games each league shall play.

### **B. FILLING A VACANCY ON A TEAM**

If a team loses a player, the following procedure will be followed:

1. The manager shall notify the Player Agent that a replacement is needed and the information regarding the vacancy.  
NOTE: an extended vacation is not a vacancy.
2. Date and time of notification to the Player Agent that a replacement is needed shall establish the order in which replacements shall be selected when more than one vacancy occurs at the same time.
3. A Major League replacement shall come from the AAAA or AAA National League.
4. The AAAA League replacement shall come from the AAA National League.
5. The AAA National League replacement shall come from the AAA American League. The AAA American League replacement shall come from the AA League.
6. Players MUST BE REPLACED. It is not up to the manager to make a decision to play with fewer players. This would provide an unfair advantage and the goal is to get other players a chance to play at the next level.
7. If a team has an injured player that will miss a significant number of games, that player will be replaced as described above, and will still be an active member of that particular team for the remainder on his/her Major League career.

### **C. BASE COACHES**

Challenger, A, AA, AAA & AAAA League-Adults shall coach 1st and 3rd base.

### **D. MUST PLAY RULE**

All teams in all leagues must play all scheduled games. Exception: rainouts and if a team cannot field at least nine (9) players, that team's manager shall contact the opposing manager and reschedule the game or ask the opposing manager his/her permission to borrow one of his/her players while they are on defense.

Approved for use by the ATLL Board of Directors

# **ALL-STAR TOURNAMENT TEAMS**

## **A. ALL-STAR COORDINATOR**

The ATLL Board will choose the ATLL All-Star Coordinator who is responsible for coordinating the All-Star process for the 9/10, 10/11, 11/12, 13/14, and 15/16 year old teams and recommending improvements each year. The role is also responsible for providing to each team Manager the information on tournament rules, tournament locations, guiding the process, etc. This role is also responsible for recommending to the ATLL Board the composition (by name) of each All-Star team's Selection Committee which then must be approved by the ATLL Board.

## **B. ALL-STAR TEAM SELECTION COMMITTEES**

There will be an All-Star Selection Committee formed for each of the 9/10, 11, 11/12, 13/14 and 15/16 year old teams. Each Committee will consist of 3 to 4 volunteers who will determine the players for that team. Each team's Committee has full discretion regarding how the team will be selected such as via try-out, selection by the Committee, player vote, or other.

## **C. MANAGER SELECTION**

The All-Star Selection Committee for each tournament team will recommend to the ATLL Board their recommendation for the manager position. The ATLL Board will make the decision on the team manager. Managers, coaches, Board Members (President is not eligible) are encouraged, but not required to make a recommendation to the Board in writing as to why they should be considered.

## **D. COACHES SELECTION**

The managers of the All-Star Tournament Teams will be allowed to choose a maximum of two (2) coaches. Typically, a manager will not select his/her coaches until after the rosters have been finalized.

# **INSURANCE**

## **A. COVERAGE**

Little League Insurance is provided by Little League, Inc. and is underwritten by a separate independent insurance company. Insurance claim forms are to be filled out as soon as possible following an injury and forwarded to the team manager, VP of Safety and ultimately to the League President, who will forward them to the District 9 Administrator and Little League, Inc. DO NOT mail the claim form directly to the insurance company or Little League, Inc.

**If your child sustains a covered injury while taking part in Little League Baseball, you should follow the instructions below:**

1. First file a claim under your family or employer-provided insurance.
2. Should your family/employer-provided insurance not fully cover the injury treatment, the Little League Insurance Policy will help pay the difference up to the maximum stated benefits. This includes any deductibles, co-pays or exclusions in your own insurance.
3. If your child is not covered by any family/employer-provided insurance the Little League Insurance Policy becomes the primary insurer and will provide benefits for all covered injury treatments costs up to the maximum stated benefits of the policy.
4. Treatment of dental injuries can extend beyond the normal 52-week period if dental work must be delayed due to physiological changes of a growing child. Benefits will be paid at the time the treatment is given, even though it may be some years later. The maximum dollar benefit is \$500.00 for eligible deferred dental treatment after the normal 52-week period.
5. Handle all insurance claims through to their conclusion to make certain disposition is final.

# **FIELDS**

## **A. PRACTICE FIELDS**

It is important that teams utilize the practice field they are assigned. The League needs to know where teams practice for insurance purposes. Insurance does not cover activities on non-sanctioned fields or facilities.

The Fields Coordinator must be notified in the event that a designated practice field is not used because of poor weather or otherwise.

Our fields may be located on public and private grounds. Players and parents are NOT to enter the buildings before, during or after practice. Parking will be in posted areas and not on the field or in the restricted areas. Be courteous and respect the facilities. If any damage occurs (i.e., broken window), report it to the Fields Coordinator immediately. If another team from ATLL or other organization is on your assigned field, at the same time your team is scheduled, be polite in resolving the conflict. Report it to the Fields Coordinator as soon as possible.

## **B. PRACTICE FIELD SELECTION (REGULAR SEASON)**

The Fields Coordinator will conduct the “drawing” of practice field locations/date/time in the following order:

- 1st Major League
- 2nd AAAA League
- 3rd AAA National League
- 4th AAA American League
- 5th AA League
- \* A & Challenger League (no weekday practices are assigned)

The number of practices per league, per team will be announced prior to the drawing.

The manager will be issued a FIELD USE CARD indicating specific field/dates/times of their practice(s).

# **ADDITIONAL INFORMATION**

## **A. AMENDMENTS**

Amendments to these Local Rules & Bylaws are allowed with an approval of a two-thirds (2/3) vote of the ATLL Board of Directors.

# Addendum

## BOARD OF DIRECTORS

### Officers

The officers required to be elected from the membership. are: President, Vice President, Secretary, Treasurer, Players Agent and Safety Officer.

The Board elected the following positions for the *2011 Season*:

### 2011 ATLL Board

Position	First	Last	Status
President	Joe	Altimari	Board Member
Vice President	Becky	Face	Board Member
Secretary	Jim	Lambert	Board Member
Treasurer	Jay	Rammes	Board Member
Co-Player Agent	Neil	Larrance	Board Member
Co-Player Agent	Brian	Schofield	Board Member
Safety Officer	Dennis	Timberlake	Board Member
Rules, Competition, and Bylaws	Courtney	Laginess	Board Member
Manager Coordinator	Andy	Lewis	Board Member
Umpire Coordinator	David	Barrere	Board Member
Equipment Coordinator	Greg	Sultan	Board Member
Information Officer	Chris	Brueckner	Board Member
Volunteer Coordinator			Board Member
Special Events Coordinator			Board Member
Field Coordinator	Eric	Kleindienst	Board Member
PR Coordinator	Jay	Lewis	Board Member

### 2011 Membership Positions

Position	First	Last	Status
Jr/Sr League Coordinator			Member
Assistant Umpire Coordinator			Member
Assistant Equipment Coordinator			Member
Field Lining/Fence Installation Coordinator			Member
AA/T-Ball Coordinator			Member
AAA American Coordinator			Member
AAAA Coordinator			Member
Majors Coordinator			Member
All-Star Coordinator			Member
AAA National Coordinator			Member
Special Events Coordinator			Member