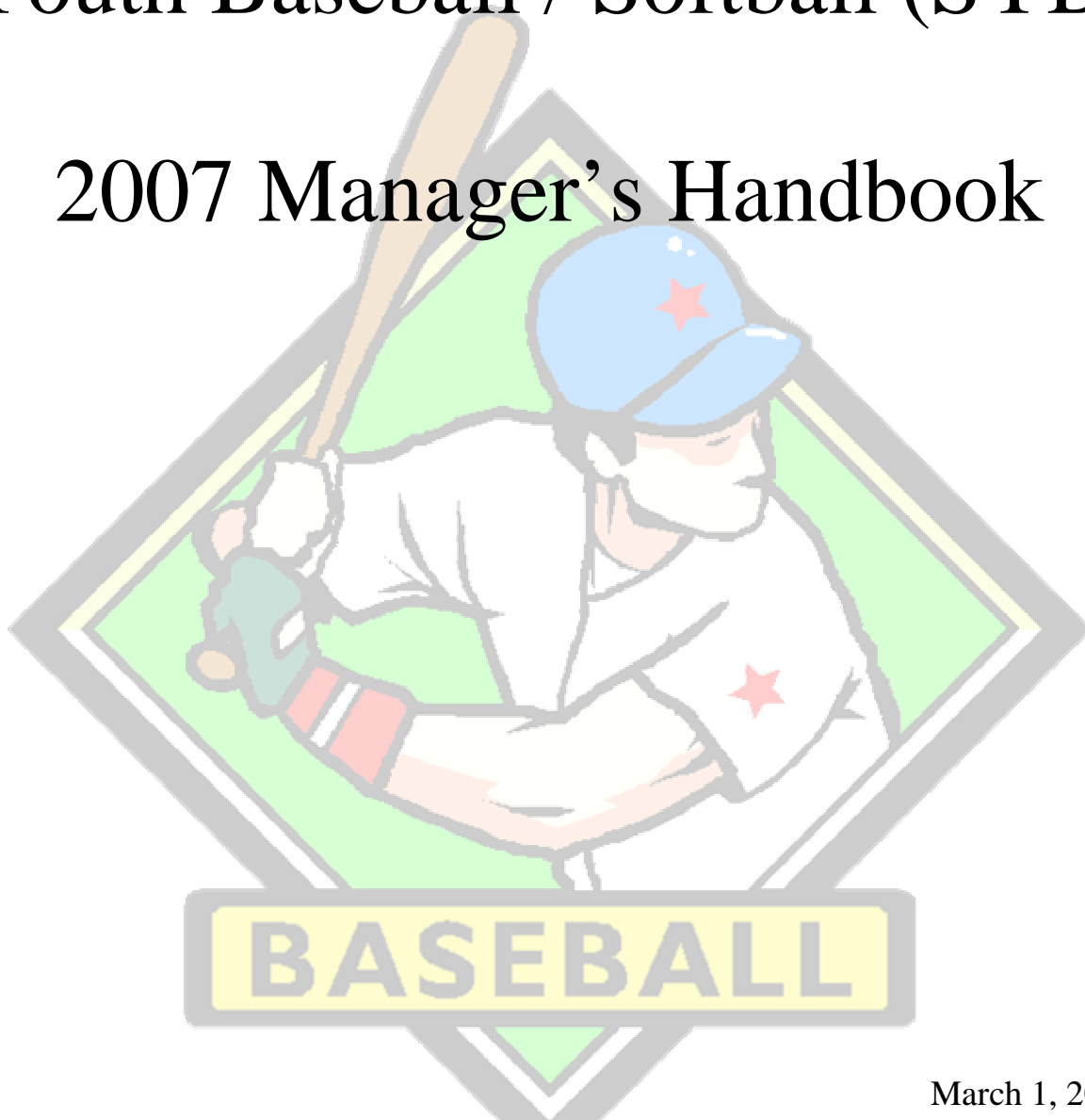


# Southborough Youth Baseball / Softball (SYB)

## 2007 Manager's Handbook



March 1, 2007

Published Annually by Southborough Youth Baseball for  
use by its Administrators, Coaches, and Parents.

[www.southboroughbaseball.net](http://www.southboroughbaseball.net)

questions and comments to: sobo\_syba@yahoo.com

# 2007 SYB Manager's Handbook

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# **Southborough Youth Baseball / Softball –** **Sponsors and Patrons**

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# **1. Introduction and General Information**

## **1.1 Introduction**

Southborough Youth Baseball / Softball (SYB) strives to run its program in an open manner which maximizes transparency and awareness of how the league is run, responsibilities are delegated, and decisions are made. This Manager's Handbook supports that objective by providing Parents, Managers, and Coaches with information about the SYB organization, its programs, and its policies. While it does not answer all questions, the handbook provides information such as: who to contact about a concern or problem, local ground rules, and guidelines for how coaches are selected, teams are structured, and players are selected for regular and summer teams.

The handbook supports, but does not supersede other rules and guidelines detailed either in national Little League rules or the local SYB League Constitution. It can be considered to be "Local By Laws" which are identified in the Constitution and updated each year by the SYB Board

- **For this handbook to be most beneficial, the Board needs feedback about what is not stated clearly, what is unnecessarily included in the handbook, and what should be included in future editions.**
- Please submit your opinions about corrections and additions in writing so that the Board can consider your suggestions. Please forward your ideas to your league coordinator or directly to the League Secretary via email at sobo\_syba@yahoo.com

The Board gratefully acknowledges the important contributions that Managers and Coaches make toward the success of Youth Baseball and Softball in Southborough. We hope that this handbook makes your job a little bit easier by providing you with information about aspects of the programs that have sometimes been misunderstood by some Parents, League Officials, and Coaches.

## **1.2 League Structure**

Southborough Town Baseball is structured into three distinct seasons – Spring, Summer, and Fall. The three seasons have distinctions in the balance between development and competition:

- **Spring Baseball** is a broad-based, open enrollment program of "Recreational / Competitive" baseball. The program is open to all players registering within the deadlines. We strive for balanced teams playing an in-town season of 10 - 14 games. The spring season generally runs from mid-April through mid-June.
- **Summer Baseball** is a limited enrollment, competitive program. Teams are generally comprised by the top half of players within an age group and are constructed through a combination of tryouts and Spring-coach feedback. For each age bracket, there are generally one to three "select" teams competing against other towns through a series of tournaments. The summer season generally runs from late June through late July.
- **Fall Baseball** is open enrollment, but with a limited number of spots. The fall program typically be 50 – 70% the size of the spring program. It is considered "Developmental / Competitive", allowing developmental opportunities, but also encouraging the more skilled players to advance their skills through game play. The fall program will typically run from mid-September through late October.

**1.2.A – Spring Program**

For spring play, all baseball programs are open to both boys and girls. Age cutoffs follow the national Little League date of April 30. The Spring SYB Program is structured into the following play levels:

**Spring Developmental Leagues**

League Name	Typical Age	Basepath Length	Pitching / Hitting Style
Co-Ed Tee Ball	5 and 6 year olds	45 feet	Stationary Ball
Single A Baseball "A"	7 and 8 year olds	60 feet	Coach pitch
Double A Baseball "AA"	8 and 9 year olds	60 feet	Machine / Kid pitch
Girls Farm League Softball	7 - 9 year old	45 feet	Coach Pitch
Girls Minor League Softball	10 and 11 year olds	45 feet	Kid Pitch, "Fastpitch"

**Spring Competitive Leagues**

League Name	Typical Age	Basepath Length	Pitching / Hitting Style
Triple A Baseball "AAA"	9 and 10 year olds	60 feet	Kid pitch
Major League Baseball	11 and 12 year olds	60 feet	Kid pitch
Girls Senior League Softball	12 and 14 year olds	45 feet	Kid Pitch, "Fastpitch"
Junior League Baseball	13 and 14 year olds	90 feet	Kid pitch
Senior League Baseball	15 and 16 year olds	90 feet	Kid Pitch

All baseball programs are open to both boys and girls. Age cutoffs follow the national Little League date of April 30.

### 1.2.B – Summer Program

For spring play, all baseball programs are open to both boys and girls. Age cutoffs follow the national Little League date of April 30. The Spring SYB Program is structured into the following play levels: Southborough's Summer teams are selected based upon ability (as demonstrated through in-season performance and player tryouts). For summer play, Southborough Youth Baseball / Softball (SYB) is structured into the following play levels:

**Summer District Teams** – These teams are the most competitive within an age group. These teams are comprised of the most skilled players within an age group, and are entered in “District” or “A” tourneys.

Team Name	Ages	Comments
14 Americans	14	Southborough's entry in the District Five inter-town tournament. Also competes in other invitational tourneys (usually in Mansfield and Northborough).
13 American	13	Plays in one or more invitational tourneys (usually in Mansfield and Northborough)
12 Americans	12	Southborough's entry in the national Little League tournament. Also Competes in one or more invitational tourneys (usually in Milford and Northborough).
11 Americans	11	Competes in the District 5 round robin tournament
10 Americans	10	Competes in one or more invitational tourneys (usually the Oxford / Auburn tourney)
9 Americans	9	Competes in one or more invitational tourneys (usually the Shrewsbury tourney)
8 Americans	8 and 7	Typically competes in the Ashland Invitational tournament.

**Summer Competitive Teams** – These teams represent Southborough in “B” tournaments (specifically designated tournaments in which players selected for “District” teams are ineligible). These games and tourneys are competitive, but at a slightly lower level than the District tourneys.

Team Name	Ages	Comments
12/11 Nationals	12 and 11	Depending upon the interest level for summer baseball, Southborough will enter one or two teams in the 11/12 bracket of the Hopkinton Sizzler, a “B-Team” invitational tourney consisting of 10- 12 games plus playoffs. The National and Federal teams are built with a combination of 12 and 11 year olds (following ratios prescribed by the tourney) and are drafted as <u>equally strong</u> teams.
12/11 Federals	12 and 11	
10 /9Americans	10 and 9	Depending upon the interest level for summer baseball, Southborough will enter one or two teams in the 9/10 bracket of the Hopkinton Sizzler, a “B-Team” invitational tourney consisting of 10- 12 games plus playoffs. The National and Federal teams are built with a combination of 10 and 9 year olds (following ratios prescribed by the tourney) and are drafted as <u>equally strong</u> teams.
10 /9 Federals	10 and 9	
8 Nationals	8 and 7	Depending upon the interest level (and availability of pitching candidates) for summer baseball, Southborough will enter one or two teams in the 8-year old bracket of the Lunenberg Tournament, an invitational tourney consisting of 10- 12 games plus playoffs. The National and Federal teams are built with a combination of 8 and 7 year olds and are drafted as <u>equally strong</u> teams.
8 Federals	8 and 7	

**Summer Development Program**– Based upon interest levels, Southborough will establish a “Sandlot” program for 6 – 8 year old players.

<b>Program</b>	<b>Ages</b>	<b>Comments</b>
Sandlot	6 to 8	A recreational / developmental program for players in Tee Ball and Single A baseball. Coach pitch and limited kid pitch allows players to continue their development and transition into the Minor League program.

**1.2.C– Fall Program**

For spring play, all baseball programs are open to both boys and girls. Age cutoffs follow the national Little League date of April 30. The Spring SYB Program is structured into the following play levels:

For fall play, Southborough Youth Baseball / Softball (SYB) is structured into the following play levels:

**Fall Leagues**

<b>League Name</b>			
Xxx			

### 1.3 League Placement and "Play-Up" / "Play Down" Criteria

For its regular season spring programs, Southborough Youth Baseball / Softball (SYB) primarily determines league placement based on a player's age, not his/her playing ability. All chartered Little League programs in the United States are required to use upon the age cutoff dates established by Little League in Williamsport.

- For 2007, the cutoff date is April 30 -- therefore, players are typically placed in a league based upon their age as of April 30, 2007.
- Certain exceptions are allowed to this policy for reasons including: school grade, player ability, and safety concerns. These exceptions are described below.

There are circumstances in which a player is allowed to "play up" a league and be placed with a group of older children (or "Play Down" with a group of younger children). Exceptions to the April 30 cutoff (described below) are allowed for reasons including: school grade, player ability, and safety concerns. The SYB "Play Up" / "Play Down" criteria for 2007 are summarized below:

A child can **"Play Up"** by one year if one of the following six conditions are met:

1. The player is requesting to play with his school grade peer group, **OR**
2. The player has successfully completed two seasons at the lower league level; **OR**
3. The 7, 8, 9, or 10 year old player was selected for a Southborough summer "District Team" during the previous year's summer season; **OR**
4. A six-year old player is requesting to "Play Up" from Tee-Ball to Single A and the impacted league coordinators agree the child can succeed at the Farm level; **OR**
5. The nine-year old player is requesting to "Play Up" from Single A to Double A after participating in last year's Southborough Summer team competing in a "kid pitch" tournament; **OR**
6. With the approval of the SYB Executive Committee, the league's Player Agent and Safety Officer recommend the player be moved up a league. This option is only granted at parent's request following the spring evaluation procedures established by the Player Agent.

A child may **"Play Down"** by one year if one of the following conditions are met:

1. Based upon the child's limited level of baseball / softball experience the child's parent makes the "play down" request to the league or coordinator, and the coordinator agrees; **OR**
2. The player's Coach, League Coordinator, Safety Officer and Player Agent have a consensus opinion that the child cannot safely participate in the age-appropriate level. In this circumstance, the League Coordinator will discuss this recommendation with the parent before the player is moved.

Note: a player may NOT "play down" merely to be with players of the same school grade.

### 1.4 League Boundaries

Persons living outside SYB Boundaries are unable to register their children for SYB. To play youth baseball / softball in Southborough you must live within the SYB boundaries. In general, this boundary is the town limits. Proof of residency may be required to participate in the SYB Program.

Any players moving into town in mid season are eligible to play. All questions about this policy should be directed to the Player Agent.

## 1.5 2007 SYB League Officials

### SYB League Contacts

- Website: [www.southboroughbaseball.net](http://www.southboroughbaseball.net)
- email: [sobo\\_syba@yahoo.com](mailto:sobo_syba@yahoo.com)
- Mailing Address: Southborough Youth Baseball; PO Box 147; Southborough, MA 01772

<b>2007 SYB Board of Directors</b> (Twenty-Four Members, elected an Annual Public Meeting)			
• Tom Barnes	• Matt Heisler	• Howard Rosenstein	• Jim Waddell
• Larry Branson	• 8	• 14	• 20
• Paul Cimino	• Erin Henderson	• Mike Shea	• 21
• Deb Demuria	• 10	• Ken Trehub	• 22
• Bruce Diaz	• Mary Lyons	• 17	• 23
• 6	• Jerry Richer	• 18	• 24

<b>2007 SYB Executive Committee</b> (Seven Members, Elected by Board of Directors)			
• Bruce Diaz, Chair	• Paul Cimino	• Mike Shea	• Jim Waddell
• Tom Barnes	• Howard Rosenstein	• Ken Trehub	

<b>League Officials:</b>			
President	Bruce Diaz	Opening Day Coordinator	Denise Ritchie
Vice President	Mike Shea	Pitch Hit and Run	Bob Polutchko
Secretary	Paul Cimino	Safety Officer	Dave Officer
Treasurer	Howard Rosenstein	Snack Shack Coordinator	Mary Lyons
Player Agent	Alan Osetek	Summer Team Coordinator	Marji Warfield
		Volunteer Coordinator	Jim McCarthy
Chief Umpire	Joe Doherty	Web Site Administrator	Deb Demuria
Coaching Coordinator:	Jim McCarthy Jim Waddell		
Equipment Manager	Larry Branson		
Field Manager	Tom Barnes		
Fund Raising Chair	Jim Waddell		
League Scheduler	Matt Heisler		

<b>2007 League Coordinators:</b>			
• Co-Ed Tee Ball		• Junior / Senior Baseball	Jerry Richer
• Minor League Baseball	Ken Trehub	• Girls Softball	Stu Needles
○ Triple A Baseball		○ Senior Softball	Mike Baldelli
○ Double A Baseball		○ Minor League Softball	Chris Molinaro
○ Single A Baseball	Erin Henderson	○ Farm League Softball	Tom Halloran
• Major League Baseball	Tom Barnes		

## 1.6 SYB Booster Club

The Booster Club is an informal set of officers and roles relating to sponsorship, league events, parent volunteers, and fundraising. The Booster Club is intended to serve two primary goals

- Provide a structured means to better organize, coordinate, and deepen the level of parent involvement and volunteer work
- Provide a structured avenue to solicit and obtain additional parent feedback

The Booster Club is expected to be an organization with open membership -- any interested parent can join.

Position	Person	email
• Chair	<i>Open position</i>	
• Opening Day	Denise Ritchie	
• Snack Shack	Mary Lyons	
• Sponsorship	Jim Waddell	
• Picture Day Coordinator	Denise Howard	
• Yearbook Coordinator	<i>Open position</i>	
• Volunteer Coordinator	Jim McCarthy	
• Pitch Hit and Run Coordinator	Bob Polutchko	

## 1.7 Player Safety

It is the intention of Southborough Youth Baseball / Softball League to promote a safe environment for children to play. To achieve this goal:

- All safety related rules found in the Official Regulations and Playing Rules of Little League shall be adhered to.
- It is important to stress safe play. Umpires have been instructed to eject players, who in the umpire's opinion, display reckless unsafe play.
- **No on deck batter's box is allowed on any field. Players are NOT allowed to swing a bat unless they are at the plate. There are no "practice swings" allowed on the sidelines, the on-deck circle, or near the bench.**
- **Pitchers are not allowed to warm up on the sidelines if there are any other players, fans or persons within a fifty foot radius of the pitcher and catcher. Warm-ups are only allowed if a fence separates the pitcher / catcher from other observers on the field.**
- Batting weight donuts and the like are not allowed.
- Players should remain in the dugout unless they are participating in a valid role on the field.
- Report any unsafe field conditions to the safety officer.
- Managers must be in possession of all players' medical release forms whenever they practice or play games. Umpires should not let a team play if the Manager does not have all the proper forms.
- All Managers and Coaches are required to attend the Coaches clinic prior to each season of Youth Sports training sponsored by Southborough Youth Baseball

### 1.8 Team Manager Responsibilities

Managers are responsible for the equipment provided to him/her, the behavior of his/her team's players, assistant coaches, player parents, and fans at all team events, including practices and games. It is the manager's responsibility to assist the umpire in crowd behavior control, should it become necessary. The ultimate authority to eject a disruptive player, parent, fan, coach, or manager from a game rests with the umpire, pursuant to Little League rules.

- League Coordinators are elected by the Board.
- League Coordinators, subject to the approval of the Board, nominate team coaches (Managers).
- Team Managers, subject to the approval of their League Coordinator, nominate Assistant Coaches.

**Manager's have perhaps the most important responsibility in Southborough Little League. Each manager is expected to make every effort to:**

- Create a safe and caring environment for players to learn, practice and play
- Become familiar with current coaching and teaching techniques
- Be courteous, respectful, kind, and approachable to all children
- Teach the fundamentals of the game
- Provide all players the opportunity to learn and play
- Make every player feel an important part of the team
- Understand that progress and growth often comes one small step at a time
- Be knowledgeable of the rules of the game
- Set clear and reasonable expectations and goals
- Use good judgment as to when and how to discipline
- Be positive in situations where there seems to be failure
- Be fair to all players
- Share ideas and expertise with other managers in the league
- Demonstrate poise, self control and self confidence
- Ensure that all of the players are instructed on safety
- Warm up the players before every practice and game
- Support the work of the league organizers and volunteers
- Be honest to your players and don't be afraid to admit your mistakes
- Maintain the dignity of the person you may be in conflict with
- Model good sportsmanship
- Understand that players improve at different rates
- Communicate appropriately with players and parents
- Be a good role model
- Model a high level of respect for volunteers and umpires
- **And above all -- Remember and demonstrate that the game is for the players**

## 1.9 Umpiring

For the games to be enjoyable for all participants there should be at least two umpires at every Major and Triple A Minor League game. Double A, Single A, and Tee-Ball games may use the Coaches as Umpires.

- The League's primary source of umpires is through volunteers who have attended the annual umpiring clinic. Youth umpires should have played organized baseball for at least four years and who have attended a class on how to officiate Little League games.

Please realize that the umpires are giving up their time to officiate these games so treat them accordingly. Youth umpires should be treated in the same manner that an adult would treat another Little League player.

- There will be no tolerance for the mistreatment of any youth umpire – any person who harasses or mistreats a youth umpire will be immediately ejected from the game and serve a minimum of a one game suspension. **It is imperative that a good example is set for the players.**
- Managers should refrain from requesting that certain umpires be assigned or excluded from their games. Any concerns should be raised with the Chief Umpire.
- The Chief Umpire prepares a schedule for umpires before the season begins. Every year there are numerous instances when umpires do not show for a game. Assigned Umpires are responsible for finding a replacement or informing the Chief Umpire as far in advance as possible if you are unable to fulfill your umpiring responsibilities.

**IMPORTANT:** Home team Managers should also notify the Chief Umpire AND umpires of any game cancellation, site change, etc.

## 1.10 Medical Insurance

The League carries insurance on every player, Manager, Coach, and League official. The policy is designed to pick up the cost of the medical expenses that are not covered by the parent's medical policy. **It is required that the Manager must have a copy of the medical release form at all times when a team is participating in an organized/official activity.**

No player may participate without having first completed the medical release form. We encourage the Manager and a Coach be listed as the first and second people to have authority to make decisions about the medical treatment to be administered. Then, if there is an emergency, the Manager or Coach has the authority to act immediately.

Should a player require medical attention, contact the parent or guardian and request instructions on how they would like the situation handled.

- If a parent/guardian cannot be contacted and the child needs to be taken to a doctor, leave the team under the supervision of your Coach and take the injured player and his medical release form to the doctor listed on the medical release form.
- A PARENT SHOULD BE NOTIFIED AS SOON AS POSSIBLE AND REQUEST THEIR ASSISTANCE IN DECIDING ON TREATMENT.
- Stay with the child until a parent arrives.
- PLEASE BE CERTAIN A MEDICAL ID # IS ON ALL MEDICAL FORMS.

Whenever a player requires medical treatment (even if a visit to a doctor is not required), **the Manager is required to submit to the Safety Officer a brief written statement about the incident.** This statement should clarify how the injury occurred, how the child was treated, who witnessed the accident, and when and what the parents were told about the incident. This is for your protection and so that the League is aware of any safety problems and potential questions from the parents.

### 1.11 Snack Shack

Each year, the Snack Shack is a major source of income for Southborough Little League. The Snack Shack is located at the Mooney Field Complex, situated between the Major and Minor League fields.

The Snack Bar will be operational Monday through Saturday on days games are scheduled. The Snack Shack will open one half hour before the weeknight games and will close shortly after the completion of the last game at the Mooney Field complex which is usually close to 8:00 pm. It will also be open during weekend games opening one ½ hour before first scheduled game and closing shortly after the completion of the last game on Finn 1, Minor or Little League field.

The Snack Shack is successful because of the volunteers who make it happen. Without the parent volunteers the Snack Shack could not operate. Working with the Volunteer Coordinator, the Snack Shack Coordinate will build and publish a schedule of assignments. Coaches should remind all parents of players that Snack Shack duty is expected of them for a minimum of a three hour Shift during the course of the season. The schedule for Snack Shack duty will be posted on the Web site.

### 1.12 Required Forms

This Section to be completed at a later date

- Medical Form
- CORI Form
- Coaching Agreement

## 2. Fields, Equipment and Scoreboard Usage

### 2.1 SYB Fields

SYB Baseball and Softball teams use several fields throughout the town of Southborough. SYB works with the Recreation Department to determine the hours of available for SYB programs. Within this set of hours, SYB, the League Scheduler, and the League Coordinators determine how the times are allocated for games and practices.

The following fields are typically used by SYB teams:

Field	Location	Primary Purpose
<b>Major League</b>	<b>Within the Mooney field complex, sixty foot diamond, fully fenced with the Lycos Scoreboard in Left field. Home plate faces in a south-east direction.</b>	<b>This is the primary field for Major League Baseball games. The field is also used for Minor and Farm games.</b>
<b>Minor League</b>	<b>Sixty foot diamond in south-west corner of Mooney Field Complex. The right-field fence of the Major League Field provides a partial fence in left for the Minor League field.</b> <b>The field is situated beyond Right Field of the Major League diamond. It is just north of Mooney Lane.</b>	<b>This is the primary field for Minor League Baseball games. The field is also used for occasional Major and Farm games.</b>
<b>Finn One Field</b>	<b>Sixty foot, fully fenced diamond in North-west corner of Mooney field complex. Home plate faces south-east.</b> This field is directly behind the west end of the Finn School, at the intersection of Wildwood Drive and Parkerville.	<b>This is the primary field for Farm League Baseball and a significant field for Girls Softball games. The field is also used for occasional Minor games.</b>
<b>Finn Two Field</b>	<b>Sixty foot diamond in North-east corner of the Mooney complex. Home plate faces the south-west direction. This field is not fenced in.</b> The field is located behind the Mary Finn school, next to the tennis courts -- several hundred feet from Parkerville.	<b>This is a primary field for Farm League Baseball. The field can also be used for occasional Softball games.</b> <b>The short outfield distances make this unsuitable for Major or Minor Leagues.</b>
<b>Fayville Field</b>	This 60-Foot Diamond field is located off Central street in Southborough, just north of Winter Street.	<b>The field is primarily used for Tee Ball, Farm League, and occasional Minor League teams.</b> Due to the playground in left, this field is not suitable for Major League games.
<b>Choate Field</b>	This 60-Foot Diamond field is located at the Woodward School off Route 85 in Southborough, just south of Route 30. This "skinned" infield (no infield grass) has its homeplate facing in a southwest direction.	<b>The field is primarily used for Tee Ball, Farm League, and girls Softball.</b> The field has limited availability for the SYB program.

## 2.1 SYB Fields (continued)

Field	Location	Primary Purpose
Mooney 90-Foot Diamond	Ninety foot diamond in south-east corner of Mooney field complex. Home plate faces north -west. This field is not fenced in.  The field is located several hundred feet from Parkerville road. It is situated in beyond the Minor League right field.	This is the primary field for Junior and Senior League Baseball
Neary One Field	Sixty foot diamond in north-east corner of Neary playground. Home plate faces the south -west direction. This field is not fenced in, but does have fenced benches and a full backstop. It is situated to the north of the Neary playscape.	The field is primarily used for Girls Softball. It is also used by Tee-Ball and Farm League.  The field has limited availability for SYB.
Neary Two Field	Sixty foot diamond in south-west corner of Neary playground. Home plate faces the north -east direction. This field is not fenced in. It is situated to the west of the Neary playscape	The field is primarily used for Girls Softball. It is also used by Tee-Ball and Farm League.  The field has limited availability for SYB.
Neary 90-Foot Diamond	Ninety foot diamond in north-west corner of Neary playground. Home plate faces the south-east direction. This field is not fenced in.	This is occasionally used by Junior and Senior League Baseball
Fay School		This is occasionally used by Minor League Baseball and the Minor and Senior Softball leagues.
Algonquin 90-Foot Diamonds		This is occasionally used by Junior and Senior League Baseball
Algonquin Softball Diamonds		This is occasionally used by the Minor and Senior Softball leagues.
Trottier 90-Foot Diamond	Ninety foot diamond in the far northern end of the Trottier field. The field is situated beyond the outdoor track. Home plate faces the south-east direction.	This is occasionally used by Pony and Babe Ruth Baseball

## 2.2 Field Maintenance

By maintaining the fields before and after each game -- the condition of the infield, Mound and batters area will avoid becoming trenches after a rain storm. The fields have been graded so heavy rains will sheet off into the outfield grass. If there is a low spot left after a game, this sheeting will not happen and there will most likely be a puddle there for the next team to use the fields.

### General Responsibilities

- The **HOME** team has primary responsibility for readying the field for play. Pre-game preparation should include dragging / raking the infield and repairing any significant holes. Field preparation should begin approximately 30 minutes before game time.
- The **VISITING** team has primary responsibility for re-dragging the field after the game. The goal of the post game fieldwork is to leave the field in game condition. This is the only way we

will be able to prevent the dishing out of the soil in the high use areas such as the right handed batter's box, pitcher's mound, and the areas around the bases. Should the ground be dry, it would be a good idea to wet it down after dragging. Make sure that at least the heavily trafficked areas are raked and dragged. Contact Field Coordinators for any concerns or problems.

- **BOTH** teams have the responsibility to clean their dugout areas after each game. All trash should be discarded appropriately, and hats, coats, water bottles, etc., should be removed.

Should you arrive at the field to find a puddle or Puddles:

- **DO NOT RAKE STANDING WATER (PUDDLES) INTO THE OUTFIELD OR INFIELD GRASS AREAS. THIS WILL ONLY MAKE IT WORSE!**
  - You will continue to lower the grade of the infield while also harming the outfield Grass.
- Move the water to other areas of the infield and then rake the top surface evenly so standing water doesn't return to the low spot.

Please make every effort to rake free the edges of the grass where there tends to be a buildup of loose soil.

- This is the main cause of lips forming on the field and causing bad hop hazards.
- Be sure all deep holes (batters box, pitchers mound) are filled to where they are level with the ground around them.
- This will also help to prevent large puddles if it were to rain overnight, thus helping avoid puddle originated "rainouts" on the following day.

Everyone's cooperation is appreciated. This is hard work, but the benefit is better and longer lasting fields for our kids to play on. The league and town staff put in a lot of time and hard work to get the fields ready. We need to do our part too!

### 2.3 Practice Fields

SYB attempts to assign practice fields in such a way as to maximize field utilization and provide continuity for teams so they can establish practice schedules.

- The League Scheduler, subject to the approval of the SYB President, is responsible for determining the process and mechanism for requesting and scheduling practice fields. The League Scheduler (with input from the League Coordinators) assigns fields and times to each League Coordinator. This assignment should be based upon a fair allocation across the leagues (based upon number and skill-level of the of league participants) and must be reviewed and approved by the board.
- The League Coordinators assigns fields and times to each team/coach within their league. This assignment should be based upon a fair allocation across the teams and is subject to the review and approval of the board. Coordinators should work with their managers to determine the best mechanism for sharing field times – including combined practices – to maximize the opportunity for all players to practice and play at convenient times.
- Each Manager will be informed of this process by the respective league coordinator. **Managers attempting extra practice days beyond the schedule shall yield a field to any “officially” scheduled team.**

### 2.4 Field Availability

During the preseason and regular season, do not use any field that has “**Field Closed**” signs placed by either the Southborough Recreation Department or the adjacent school. The grass in these fields must have time between seasons to regain its strength and time must be allowed for newly planted areas to become firmly established. The town of Southborough has established a phone number that can be checked any time of day to determine the playability of fields:

**Southborough Field Use hotline: 508-485-0710 extension 7**

The Town has the final decision on when fields are available in rainy or wet conditions. They post their decision on the field use hotline.

- Coaches are expected to abide by the field status decisions of the Recreation Department. Appeals can be routed through the League Coordinators to the Field Maintenance Officer, and then to the Town.
- Coaches who willfully are repeatedly ignore the town's field status decisions will be stripped of their coaching role by the SYB Board.

### 2.5 Batting Cage Rules

SYB has two batting cage “chutes” at the Mooney field complex. The batting cages have the following rules for use:

- The batting cage is to be used only with adult supervision. No ADULT batting in the cage when children are also in the cage.
- All batters must wear helmets. There will never be more than one youth player batting in the cage at a time.
- All Managers and Coaches of the SYB are responsible for the protection and care of the batting cages. Any damage or abuse should be reported to the League President and/or Field Coordinators.
- The L Frame will always be used during the batting practice regardless of adult or youth throwing pitches.
- There will be no food or drinks in the batting cage.
- All Managers and Coaches are accountable for the storing of batting cage equipment after practice or after game. This includes the pitching machine – generator, balls, bats and helmets.

The pitching machine legs and L-Frame may be left in the chute. The batting cage is to remain locked when not in use.

- Without adult supervision by a coach or assistant coach, batting practice is not allowed during games by either of the participating teams.

## **2.6 Care of SYB Equipment / Uniforms**

The League Equipment Manager sets policies and procedures (including penalties for lost equipment). These policies are reviewed and approved by the Board. The Board has the authority and may impose sanctions against any Manager, League Coordinator, or Parent who fails to return all of the equipment assigned to his/her team.

- Each team is supplied with equipment and an equipment bag. This equipment includes items such as balls, catcher's gear, bats, helmets, uniforms, etc.
- It is the Manager's responsibility to make sure the equipment is not abused or lost. If equipment needs to be repaired or replaced, please call the Equipment Manager. **ALL EQUIPMENT MUST BE RETURNED AFTER THE LAST GAME OF THE SEASON.**
- The team Manager may assign equipment tracking responsibility to the Team Parent

For Managers who intend to continue with a team during the Summer/Fall, the Equipment Manager will provide additional equipment for these leagues. A Manager shall not keep the equipment because of an intention to continue playing baseball beyond the end of the season.

- With the exception of T-Ball and Major League, the shirts are the property of SYB and must be returned.
- The Manager's must account for all of the equipment at the end of a season and coordinate with the League Coordinators for return of the same.

## **2.7 Scoreboard Usage**

This section to be completed at a later date.

## 3. Game Rules - All Leagues

### 3.1 Rules of the Game

SYB Baseball and Softball use a combination of National and Local Rules. In most cases, the National Rules (published by Little League Baseball in Williamsport) take precedence.

Unless noted below, all games will be played by the **OFFICIAL REGULATIONS AND PLAYING RULES – DIVISIONS OF LITTLE LEAGUE BASEBALL**.

- If these rules are not being adhered to, please discuss the matter with the Chief Umpire or the Board so that discrepancies can be clarified. All local rules will remain in effect throughout the season unless changed by the Board.
- Managers and Parents can petition the Board for changes in the "local rules". Managers will typically forward requests through the League Coordinators. Parents may forward requests through the league coordinators, Booster Club, or directly to the board.
- Except in rare circumstances, changes will not be put into effect until the following season so that all Managers, Coaches, and players can be informed of and plan for changes, and to minimize unequal application of rules or policies. SYB provides Official rulebooks to all Managers.

### 3.2 Local Game and Player Usage Rules

The following "Local Rules" will take precedence over those stated in the OFFICIAL REGULATIONS AND PLAYING RULES. These rules are primarily directed at the following Leagues: T-Ball, Baseball (Single A through Major) and Softball.

#### 3.2.A - General Game Rules

1. Batting weight donuts and the like are not allowed.
2. No on deck batter's box is allowed on any field. Players are NOT ALLOWED to take practice swings prior to coming to the plate.
3. It is the responsibility of both the offensive player (runner) and defensive player to **avoid collisions**. If the defensive player has possession of the ball or is playing the ball, the runner must slide or avoid contact. The decision of running out of the baseline to avoid a collision with a fielder without the ball but playing the ball will be up to discretion of the umpire. Any player, deemed by the umpire to be excessively rough, will be called out and ejected. (See Rule 7.08 for out of the baseline interpretation)
  - a. At any base, if the runner does not slide and there is a collision, then the offensive player is out.
  - b. On the bases, if the runner does not slide and there is no collision, he receives a warning.
  - c. If there is an attempted play at home plate, a runner should be called OUT if he does not slide, regardless of whether there is a collision. At the umpire's discretion, he may choose to issue a warning (to both teams) for the game's first infraction. After that, runners for either team must be called out if they don't slide during the play.
4. If a player arrives late for a game, he is to be placed last in the batting order.
5. A team must have 8 players to play a game. At the manager's discretion, the opposing team may provide an extra defensive player.
6. Managers and Coaches shall remain within ten feet of the dugout and are not allowed on the field except:
  - a. As Base Coach when their team is batting

- b. Between innings
  - c. To give instructions to a pitcher (must be done at the foul line)
  - d. To console an injured or distraught player
7. Chatter may only be in a form that encourages your team. No chatter may be directed at the opposing team. There will be no chatter or chanting that is meant to disrupt the opposing team, its pitcher, or its players.

### 3.2.B - Batting / Offensive Rules

1. Roster batting of all players present will be used in all games. Once the batting order has been established, the order cannot be altered except as required when a player is injured and cannot continue playing or when leaving the ballpark prior to the games completion. Such players cannot be reinserted into the game.
2. The only exception for rule 1 is when disciplining a player (e.g., for missing practices, misbehaving, especially poor sportsmanship, etc). Players may not be disciplined by; being allowed to play defensively, but not being allowed to bat. A player removed from a game for disciplinary reasons may not be reinserted into the game.
  - o If a player is kept out of a game for disciplinary reasons, the umpire and opposing Manager must be notified immediately. If a player is kept out of a game for disciplinary reasons, the League Coordinator and child's parents must be notified after the game.
3. If an offensive player (batter or runner) is injured and must leave the game, the player who made the last batted out will replace the injured player. If the injured player was batting, the player substituted will inherit the injured player's count.
4. There shall be no forced/intentional walks.
5. **MAJOR** - Only two steals per inning. Players may not steal home. Advancement on a wild pitch / passed ball is allowed.
6. **MINOR** - No stealing allowed. Scoring from third base on a pass ball, wild pitch or a returning throw from catcher to pitcher is not allowed. Advancement at the other bases is allowed.
7. **FARM and T-Ball**- No stealing. No base runner will advance an extra base on an overthrown ball.

### 3.2.C - Defensive and Player Substitution Rules

1. Defensive players may be substituted freely throughout the game (between half-innings). **Mid-inning defensive replacements are strongly discouraged!** Unless it is part of a pitching change (where one or more players may rotate positions), a child should NEVER be subject to the embarrassment of being taken off the field in the middle of an inning – particularly if this is because of a recent or potential fielding error. However, coaches are requested to use their judgment – if a player is injured or will otherwise benefit from being replaced, a mid-inning change may be appropriate.
2. All players must play 9 defensive outs (3 innings) when the game lasts 6 or more innings. Players that do not get their minimum number of innings in a game must start the next game.
3. The only exception for rule 2 is when disciplining a player (e.g., for missing practices or misbehaving). Players may not be disciplined by; being allowed to play defensively, but not being allowed to bat. A player removed from a game for disciplinary reasons may not be reinserted into the game.
  - o If a player is kept out of a game for disciplinary reasons, the umpire and opposing Manager must be notified immediately. If a player is kept out of a game for disciplinary reasons, the parent and League Coordinator must be notified after the game.

4. At the Major, Minor, Farm, and T-Ball levels, unless the game goes into extra innings, no player should play more than four innings in the same position in the same game.
5. Every player must play the infield a minimum of one inning per game.

### 3.2.D - Pitching Rules

1. Any pitcher who hits two batters within the same inning will be removed from his pitching position. A pitcher who hits three batters in a game is removed from the pitching position.
2. There shall be no forced/intentional walks.
3. Once a pitcher has been removed from that position **he may not pitch again in that game**. He may not pitch in another game until he has the period of rest as required by league rules.
4. Pitchers are not allowed to throw curveballs or any kind. Any pitch that "breaks" is considered an illegal pitch.
  - o **MAJORS**, umpires warn the pitcher after the first instance of committing an illegal pitch. The first illegal pitch is considered a "dead ball" / no pitch. After subsequent infractions, the illegal pitch is called a ball.
  - o **In MINORS and younger**, illegal pitches are not called, and the umpire only instructs the pitcher to correct his technique.

### 3.2.E - Pitch Count and Pitcher Rest

Note: Beginning in 2007, Little League Baseball changed the pitcher rest requirements – effective for all age levels. In the past, required rest was determined based upon the number of innings pitched. Beginning in 2007, required rest is determined by the number of pitches thrown.

1. :xxx
2. xxx
3. xxx

### 3.2.F - "Slaughter Rules"

4. **MAJORS**: If after four (4) at-bats by the losing team, one team has a lead of 15 or more, the Manager of the team with the least runs shall concede the victory to the opponent.
5. **MINORS** : If after four (4) at-bats by the losing team, one team has a lead of 10 or more, the Manager of the team with the least runs may concede the victory to the opponent. The game may be played out if the losing Manager wishes.
6. When a team batting is ahead by 10 or more runs, all runners for the team that is ahead are "frozen" and may only advance on a batted ball or when forced by a walk. Additionally, in this situation runners are only permitted to advance to the base they were going to when an overthrow occurs.

### 3.3 Local Game Administrative Policies

1. The schedule of games will be prepared by the League Scheduler and approved by the Board.
2. Field dimensions (other than infield dimensions and layout), heights of the pitcher's plate, and locations of structures such as fences and dugouts will not be specified.
3. For Single A and younger, both base coaches on offense may be adult coaches.
4. If children are serving as offensive base coaches, they must wear helmets at all times.
5. The League does not designate an official scorer.

6. All league teams are dissolved at the end of a season and are rebuilt the following year in a balanced manner based upon player evaluations pursuant to league procedures.
7. No inning shall start more than 1 hour and 50 minutes from the time the game begins. **A new inning starts the moment the third out is made in the preceding inning.** In case of ties after six innings, extra innings may be started if within the 1 hour and 50 minute limit. League pitching rules (maximum of 3 innings per game) still apply (i.e. no pitcher can go to a fourth inning).
8. Managers, Coaches, and Players are responsible for cleaning up the dug outs after each game.

### 3.4 General Ground Rules

1. On fields that are not fully enclosed, fencing along the base lines are assumed to extend indefinitely as an "imaginary fence line" parallel to the foul line. Any ball that does not pass beyond the "imaginary fence line" remains in play.
  - a. Any ball that lands beyond the "imaginary fence line" is out of play and no player may cross the "imaginary fence line" to make a play on a ball.
  - b. If a ball is thrown over the "imaginary fence line", the ball is dead and the runner is awarded the base he was headed towards plus one extra base.
  - c. If a player's foot touches the "imaginary fence line" or his foot lands beyond the line, he may not make a play on the ball.
  - d. If a player has control of the ball and then steps beyond the "imaginary fence," the ball is dead and the runners can advance one base without jeopardy of being put out (Catch and Carry Rule).
2. A ball that lodges in, passes through, or rolls under the backstop or fence is a dead ball and the runners cannot advance beyond the base they were going to when this occurred.
3. A ball that bounds over an outfield fence is a ground rule double.
4. **The following Ground Rules will be enforced for specific ballparks:**
  - Mooney Minor League:
    - a. A batted ball that goes over the (partial) fence in left field is a home run.
    - b. A batted ball that bounces over the (partial) fence is ruled a ground rule double.
  - Finn 1:
    - a. No field specific rules
  - Finn 2:
    - a. A batted ball that goes through the (temporary) outfield fence is a ground rule double.

## **4. Major League Baseball -- Administrative Guidelines**

Although the Major League baseball program is set up as a “competitive” league, the intent of the Southborough Little League is to ensure that participants play the game in an atmosphere that enhances their self-esteem and confidence. To that end, the teams should be composed of players of similar age and skills. **At all times, please remember that the term “competitive” is intended to imply fair competition *for the kids* – not competition between the coaches and/or parents. Parents or coaches who observe behavior contrary to this guideline are encouraged to report the incident to league management.**

### **4.1 Major League Player Selection**

In order to increase the likelihood that all children have a positive experience at the Major league level of play, the following rules will be followed for creating teams:

- A “blind draft” will be held to select players to fill the rosters for all Major League teams.
  - A. Teams are selected and balanced by the League Coordinator, with assistance from the League Managers. It is a requirement that players from the previous year’s summer teams are equally and evenly dispersed amongst all the league’s teams.
  - B. Parent and/or Coach requests that their child be paired with another player are not to be allowed prior to the draft. However, with approval of the Player Agent, League Coordinator, and impacted coaches – one such “trade” per team will be allowed.
  - C. The League Coordinator shall not assign or allow “pairing” of coaches in advance of the draft. Assistant coaches are determined once the blind draft has been completed.
  - D. Once all players are allocated to the teams, Coaches are randomly assigned (along with their sons) to one of the balanced rosters.
  - E. If the Player Agent has received a parent request that a player avoid a certain teammate or coach, the Player Agent will work with the League Coordinator to ensure this is implemented as part of the roster finalization.
- The Player Agent is responsible for ensuring that the individual leagues follow the player placement processes as described in this document. A waiver of these rules for unusual circumstances can be approved by a majority vote of the Executive Committee of the Board.

### **4.2 Major League Playoff Schedules**

The regular season will consist of approximately 12-14 games with each team playing a balanced schedule.

- Following the completion of the regular season, all teams will participate in a single-elimination playoff to determine the Town Champion. The seeding for the tournament will be based on overall regular season record. The teams are seeded in order of finish. The final round is a best two-of-three.
- For each game throughout the playoff tournament, the team with the highest seeding (regular season record) will be designated as the “Home” team.
- If there is a tie between teams with the same regular season record, the first tiebreaker is the won-loss record of the tied teams in their games against each other. The second tiebreaker is each team’s record against teams in their own leagues. The final tiebreaker is the least amount of runs scored against the tied teams in their head-to-head games.
- The pitching rest requirements for the playoffs will generally be consistent with the regular season. Exceptions are to be approved and documented by the League Coordinator.

Specific details for the post-season tournament are to be determined by the Major League coordinator in consultation with the managers and League Board. The procedures and schedule should be established and documented at least one week prior to the end of the regular season.

### 4.3 Selection of Major League Summer Teams

**District 5 “All-Stars”** - The Southborough Major League will typically field two District All-Star Teams – one for 12-year olds, and one for 11-year olds.

Summer Team Managers are nominated by the League Coordinator and SYB President, subject to the approval of the Board. The number of players on the District 5 team will be determined by the Board, which will carefully take into consideration any District 5 guidelines and rules governing the number of players. Players selected for the team should have no expectation of playing time, other than the minimums established by the Tournament Rules appendix of the "Official Regulations and Playing Rules of Little League - Divisions of Little League Baseball".

Players will be chosen for District teams in a manner determined by the League President and approved by the Board.

- The selection process must be published and made available to all managers and interested parents. The League President and Managers should strive to maximize the opportunity for players to demonstrate their ability to participate in one of the Summer teams.
- If possible, the Major Leagues are encouraged to use the “Unanimous Selection” process described in Section 4.4.
- It is expected that any tryouts use evaluators who do not have children in this age group.

In general, the precedent is that players are not allowed to “play up” for one of the older Summer teams. With approval from the SYB Board, an exception may be made in certain circumstances – particularly if there is no team available for the younger kids. The intent is to maximize opportunities for all players, and not have an older player lose a summer team opportunity because a younger player is filling a roster spot.

#### **Additional Summer Teams**

Based upon decisions by the SYB Board, Southborough may choose to field additional summer teams for Major League players. These decisions are made based upon the number of available Tournaments, Manager candidates, and player depth.

- The SYB Summer Team Coordinator is responsible for scheduling teams into Summer Tournaments.
- The League Scheduler is responsible for determining an equitable means for sharing practice field time. While slight preference may be given to “District Teams”, all sanctioned summer teams should be given equivalent opportunities to use the facilities.

#### **4.4 - “Unanimous Selection” Summer Team Selection Process**

For several years, the 12-year old District team has been selected through a “Unanimous Selection” process. This process usually works very well with the 12s, as there are typically well known (with significant in-game observation) by all coaches within the Major League program. When appropriate, this method is recommended for consideration by Coordinators of other leagues / age groups.

- 1) League coordinator distributes and collects (from coaches) a player feedback form for all players in the Major League program. This is an optional step.
- 2) League Coordinator facilitates an all-Coaches meeting (head coaches only).
- 3) Each coach briefly “presents” his candidates for the Southborough District-12 team. This consists of a 30-60 minute summary of the player’s skills, coachability, sportsmanship, and contribution to the team during the regular season. The overall presentation will typically take about 5 – 10 minutes per team
- 4) Each coach receives a secret ballot. Based upon his observations (from the season) and commentary (during the coach’s meeting), the coach votes for five (5) players to be added to the District roster.

- 5) The League coordinator collects the ballots and announces which (if any) players received vote on all the ballots.
- 6) Any players receiving votes from all teams are added to the district roster and removed from consideration
- 7) Steps four through six are repeated until the entire roster is filled.
- 8) As the numbers get closer, the Coordinator may adjust the process to allow for additional conversation or a smaller ballot

This process has a few key advantages

- It is logistically easier to conduct than a full tryout
- All players are considered based upon the combination of in season performance and recommendations by their coach
- The ballot remains secret
- All selections are unanimous, allowing for clarity of process and an improved feeling of fairness for all impacted players /. parents

## **6. Major League - Summary of Game Rules**

### Replacement Player Policy (draft)

The league coordinator or LL President will make the decision whether a replacement player is needed.

- You may request a replacement player if you can not field a team of 9 players
- The replacement player will play rightfield and bat last
- If you start the game with a replacement player and one of your roster players comes late, your replacement player must sit for the rest of the game
- You can not request a particular replacement player, he will be assigned by league coordinator

### In-Game Injury Policy

## **7. Minor League - Administrative Guidelines**

Although the MINOR League baseball program is set up as a “developmental” league, we recognize that most kids at this age will enjoy competition. However, the Minor League Coordinator and Managers must ensure that participants play the game in an atmosphere that enhances their self-esteem and confidence.

### **REWRITE INTRODUCTION TO INCLUDE AAA, AA, AND A DISTINCTION**

The MINOR League is a transitional division for 9 and 10 year old players with emphasis on the continued development of hitting and fielding skills. Competitiveness will be minimized and the primary focus will be on instruction and skill improvement.

- No player may spend more than one inning on the bench per game (unless due to injury) until all other players have spent at least one inning on the bench during the same game.
- Similarly, no player may spend more than 2 innings on the bench per game until all other players have spent at least two innings on the bench in the same game.

#### **7.1 Minor League Player Selection – Triple-A and Double-A**

The intent of the Southborough Little League is to ensure that the participants play the game in an atmosphere that enhances their self-esteem and confidence. To that end, the teams should be composed of players of similar age and skills. Rosters are not carried over from year to year. The Minor League will use a “blind draft” similar to that used in the Major League.

- A “blind draft” will be held to select players to fill the rosters for all “Triple A” and “Double A” Minor League teams.
  - A. Teams are selected and balanced by the League Coordinator, with assistance from the League Managers. It is a requirement that players from the previous year’s summer teams are equally and evenly dispersed amongst all the league’s teams.
  - B. Parent and/or Coach requests that their child be paired with another player are not to be allowed prior to the draft. However, with approval of the Player Agent, League Coordinator, and impacted coaches – one such “trade” per team will be allowed.
  - C. Once all players are allocated to the teams, Coaches are randomly assigned (along with their sons) to one of the balanced rosters.
  - D. The League Coordinator shall not assign or allow “pairing” of coaches in advance of the draft. Assistant coaches are determined once the blind draft has been completed.
  - E. If the Player Agent has received a parent request that a player avoid a certain teammate or coach, the Player Agent will work with the League Coordinator to ensure this is implemented as part of the roster finalization.
- The Player Agent is responsible for ensuring that the individual leagues follow the player placement processes as described in this document. A waiver of these rules for unusual circumstances can be approved by a majority vote of the Executive Committee of the Board.

#### **7.2 Minor League Player Selection – Single A**

The intent of the Southborough Little League is to ensure that the participants play the game in an atmosphere that enhances their self-esteem and confidence. To that end, the teams should be composed of players of similar age and skills. Rosters are not carried over from year to year.

- The Single A League will have their players placed on teams by the League Coordinator.

- Single A will use a modified “blind draft” (as used at the Major, Triple A, and Double A levels) to fill the Single A rosters.
  - A. Teams are selected and balanced by the League Coordinator, with assistance from the League Managers. It is a requirement that players from the previous year’s summer teams are equally and evenly dispersed amongst all the league’s teams.
  - B. Parent and/or Coach requests that their child be paired with one particular friend will be considered. Such placements are NOT guaranteed. Any requests that result in an obvious imbalance between teams will not be honored.
  - C. Parents / Coaches may not attempt to build a “neighborhood team”. Parents may not request more than one friend for their child.
  - D. Once all players are allocated to the teams, Coaches are randomly assigned (along with their children) to one of the balanced rosters.
  - E. The League Coordinator shall not assign or allow “pairing” of coaches in advance of the draft. Assistant coaches are determined once the blind draft has been completed.
  - F. If the Player Agent has received a parent request that a player avoid a certain teammate or coach, the Player Agent will work with the League Coordinator to ensure this is implemented as part of the roster finalization.
- The Player Agent is responsible for ensuring that the individual leagues follow the player placement processes as described in this document. A waiver of these rules for unusual circumstances can be approved by a majority vote of the Executive Committee of the Board.

It is absolutely critical that the League Coordinator look to balance the coaching -- as well as the players—across all Single A League teams.

- If in the Coordinator’s judgment, two adults are good coaches, they should be split up – thereby improving the instruction level for all kids.

**The League and Coordinator reserves the right to redistribute Minor League players and or coaches in order to maintain competitive balance and overall player interest / enthusiasm. Such decisions will be joint recommendations made by the League Coordinator and Player Agent.**

### 7.3 Minor League Postseason Schedule

The regular season will consist of approximately 12-16 games. Subject to the approval of the Board, the Minor League Coordinators and Managers may choose to have a post-season playoff tournament (at the Triple A level, only) or team skills competition / jamboree (any Minor League level).

- If Triple A playoffs are established, the format and policies will be similar to the MAJOR league. Double A and Single A levels will not have playoffs.
- Minor League Management (the Coordinator and Managers) may choose to have a single-elimination, double-elimination, or round-robin style tournament.
- Please note that there are typically more teams at the MINOR level than at the MAJOR level. This may make post-season scheduling difficult. The Coordinator and Managers should consult with the League Scheduler with an overall goal should be to maximize the total number of games played by the kids (regular and post season)
- The pitching rest requirements for the playoffs will generally be consistent with the regular season. Exceptions are to be approved and documented by the League Coordinator.

Specific details for the post-season tournament are to be determined by the Minor League coordinator in consultation with the managers and League Board. The procedures and schedule should be established and documented at least one week prior to the end of the regular season.

## 7.4 Selection of Minor League Summer Teams

**District 5 All-Stars** - The Southborough Minor League will typically field three District All-Star Teams – one for 10-year olds, one for 9-year olds, and one for 8-year olds.

Summer Team Managers are nominated by the League Coordinator and SYB President, subject to the approval of the Board. The number of players on the District 5 team will be determined by the Board, which will carefully take into consideration any District 5 guidelines and rules governing the number of players. Players selected for the team should have no expectation of playing time, other than the minimums established by the Tournament Rules appendix of the "Official Regulations and Playing Rules of Little League - Divisions of Little League Baseball".

Players will be chosen for District teams in a manner determined by the League President and approved by the Board.

- The selection process must be published and made available to all managers and interested parents. The League President and Managers should strive to maximize the opportunity for players to demonstrate their ability to participate in one of the Summer teams.
- If possible, the Minor Leagues are encouraged to consider the applicability of the Major League's "Unanimous Selection" process as described in Section 4.4.
- It is expected that any tryouts use evaluators who do not have children in the impacted age group.

In general, the precedent is that players are not allowed to "play up" for one of the older All-Star teams. With approval from the SYB Board, an exception may be made in certain circumstances – particularly if there is no team available for the younger kids. The intent is to maximize opportunities for all players, and not have an older player lose a summer team opportunity because a younger player is filling a roster spot.

### **Additional Summer Teams**

Based upon decisions by the SYB Board, Southborough may choose to field additional summer teams for Minor League players. These decisions are made based upon the number of available Tournaments, Manager candidates, and player depth.

- The SYB Summer Team Coordinator is responsible for scheduling teams into Summer Tournaments.
- The League Scheduler is responsible for determining an equitable means for sharing practice field time. While slight preference may be given to "District Teams", all sanctioned summer teams should be given equivalent opportunities to use the facilities.

## **8. Minor League - Summary of Game Rules**

### **8.1 Triple A Game Rules**

xxx

### **8.2 Double A Game Rules**

xxx

### **8.3 Single A Game Rules**

The Single A League baseball is primarily instructional, the competitive aspects of the game are minimized, winning and losing should not be emphasized, and each child should have a positive experience during his first years in baseball. Therefore, scores will not be kept, winners and losers of

games not recorded, and we encourage random positioning of players in the batting order, and within the limits of safety, liberal movement of players to different field positions. Remember, you are coaching very young players who are just beginning to learn a very complicated game.

1. A Manager or Coach of the team at bat will pitch the ball to the batters.
2. Each player will receive at least **six (6)** pitches per at bat (until the batter puts the ball in play).
  - a. If decided before the game, the Managers can be flexible about the number of pitches; this number may be raised as appropriate for specific batters.
  - b. The intent should be to enable each batter to hit the ball each time they come to bat. Avoid strike-outs if possible.
3. Players will be instructed to play "normal" baseball positions.
  - a. A pitcher's helper must be within 6 feet of the adult pitcher when the pitch is made.
  - b. There will be no more than ten (10) defensive players on the field at one time.
  - c. Players must be rotated evenly between the infield and outfield. Players should not be relegated to either all outfield or all infield play. The only exception to this rule is if a player is not capable of defending himself at a particular infield position.
  - d. Infielders must not be positioned more than 6 feet inside of a baseline. Moving a player closer to the plate, even against weak hitters, increases the chance that the player will be hit by a batted ball and reduces the chance that the weak hitter will experience the joy of getting a hit.
  - e. Although it is not mandatory, the Board encourages 4 players in the outfield. These outfielders will be at a normal outfield distance.
4. A base runner may only advance as many bases as the batter earns from his hit. Following are examples of this rule:
  - a. Runner on 2<sup>nd</sup> base may only advance to 3<sup>rd</sup> (one base) on a single by the batter
  - b. Runner on 1<sup>st</sup> base may only advance to 3<sup>rd</sup> (2 bases) on a double by the batter
  - c. Runner on 1<sup>st</sup> base may only advance to 2<sup>nd</sup> (one base) on a single by the batter
5. There will be no advancing of the base runner on an over throw.
  - a. Whenever a play is made on a runner at any base, the runner may not advance beyond the base he is going to. He cannot advance on an overthrow.
  - b. Runners cannot advance whenever the adult pitcher or pitcher's helper has the ball within 6 feet of the pitching plate.
6. Base lengths are 60 feet.
7. Games are played for 1 hour and 30 minutes, not by number of innings.
8. Managers, Coaches, and parents act as umpires for the games.
9. If a batted ball hits the Coach/pitcher, the ball is considered a "single". The ball is dead the batter awarded first base, and all runners advance one base.
10. There are NO Farm League Playoffs.
11. Each half inning is either 3 outs, or one time through the roster – whichever comes first.
12. Chatter may only be in a form that encourages your team. No chatter may be directed at the opposing team. There will be no chatter that is meant to disrupt the opposing team.

Acceptable

"Come on Johnny, you know you can hit it."

Unacceptable

"Hey, batter what's wrong, can't you even swing?"

## **9. Co-Ed Tee Ball Administrative Guidelines**

The intent of the Tee ball League is to have the experience be exclusively instructional and that each child have a positive experience during their first years in baseball. All competitive aspects of the game should be eliminated and winning and losing will not be recognized. Scores will not be kept and standings will not be recorded. We encourage random positioning of players to different field positions. Remember, you are coaching and playing **very** young children who are just beginning to learn a complicated game. Tee ball League will have their players placed on teams by the League Coordinator.

### **9.1 Summary of Tee-Ball Game Rules**

1. The Tee ball League will be using "Soft Tee Ball" during practice and games. The use of hard balls is prohibited while working with this age group.
2. Play will begin when coaches in the field tell the batting team's coach that they are "ready". The batter then will address the ball and attempt to put it into play by striking the ball and sending it into the playing area. Once this has been done successfully, play will continue as normal. Players may only advance one base at a time (singles only). The last batter of the inning will run all the bases (home run), clearing the base paths for the next team to bat.
3. To ensure an equal playing/learning experience, each team will bat completely through their rosters before switching to the next half inning. The batting order will snake through so each child will hopefully be on base. (i.e. bat player #'s 1 - 10 1st inning and #'s 10 - 1 2nd inning)
4. Players will be instructed to play "normal" baseball positions.
  - a. There will be only six infield players (counting catcher and pitcher allowed). The rest of the roster may be positioned in the outfield. No players are to be left sitting on the bench.
  - b. Infielders must not be positioned more than six feet inside of the baseline. Moving a player closer to the plate, even against weak hitters, increases the chance that the player will be hit by a batted ball and reduces the chance that the weak hitter will experience the joy of getting a hit.
5. Managers, Coaches and parents act as umpires for the games.
6. Games are 45 minutes in length and follow a 45 minute team practice
7. Base lengths are 45 feet.

### **9.2 Selection of Tee Ball Teams**

The intent of the Southborough Little League is to ensure that participants in the program play the game in an atmosphere that enhances their self-esteem, confidence, and knowledge of the game. To that end the teams should be composed of players of similar age and skills.

T-Ball League will have their players placed on teams by the League Coordinator.

- The League Coordinator should work with the Managers to determine the most equitable distribution of players, Managers, and Assistant Coaches

- Requests from parents that their child plays on a particular team or with one or two particular friends will be considered. Such placements are NOT guaranteed.
- Parents / Coaches may not attempt to build a “neighborhood team”. Parents may not request more than one friend for their child
- Any requests that result in an obvious imbalance between teams will not be honored.

It is absolutely critical that the T-Ball League Coordinator look to balance the coaching -- as well as the players—across all teams.

The League and Coordinator reserves the right to redistribute players and or coaches at the one-third mark of the season in order to maintain competitive balance and overall player interest / enthusiasm.

## **10. Junior / Senior League Baseball -- Administrative Guidelines**

This Section to be completed at a later date.

## **11. Coach Selection and Development Processes**

This Section to be completed at a later date.

## **12. League Website and On-Line Tools**

This Section to be completed at a later date.

## **13. Volunteer Opportunities and Expectations**

This Section to be completed at a later date.

## **14. Girls Softball -- Administrative Guidelines**

This Section to be completed at a later date.

## 15. League Governance

### 15.1 -- League Constitution

SYB has a League Constitution, which outlines the roles, policies, and governance structure for the league. Copies can be obtained at the league website or through the League Secretary.

### 15.2 -- Board of Directors

In accordance with the Constitution, SYB is managed by a Board of Directors (BOD). THE BOD meets as required throughout the year to elect officers, approve rule changes, and monitor league operations. The BOD is elected annually (by secret ballot) at the Annual SYB Public Meeting. All town parents or interested parties are eligible for election. As appropriate, the BOD empowers league officers and committees to provide regular oversight for operational issues and recommendations. The outgoing BOD determines the number of BOD positions for the next year.

### 15.3 -- Executive Committee

In accordance with the Constitution, SYB has a 5-7 person Executive Committee (ExecComm) that provides operational oversight and approval for issues and topics that require guidance and decisions in between regularly scheduled board meetings. The League President is automatically included on the ExecComm. Through a secret ballot, the full BOD determines the remaining members of the Executive Committee. The authority of the ExecComm does not supersede that of the full BOD.

### 15.4 -- Other League Committees

As appropriate, the BOD will empower additional Committees to provide idea generation, working personnel, recommendations, and management support for a set of defined activities and/or functions. They provide advice, guidance, and in some cases, oversight for Offices or league activities.

- Committee recommendations are presented to the BOD or ExecComm for approval or adjustment.
- Committee positions are filled by candidates from the BOD and/or General Membership, but elected / approved by the full BOD.

### 15.5 -- League Officers

SYB has a series of League Officers that execute duties as outlined in the Constitution and by the BOD. These positions have defined Roles and Responsibilities, which form the baseline expectations for that function. Positions are typically elected by the Board through secret ballot. In some cases, they are Assigned by a League Officer and then Approved by the Board.

Key responsibilities are outlined below:

**President.** The President shall:

- Conduct the affairs of the Local League and execute the policies established by the Board.
- Communicate to the Board such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the Local League.
- Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to the Local League by that organization.
- Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.

**Vice President.** The Vice President shall:

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

**Secretary.** The Secretary shall:

- Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists and necessary records.
- Maintain a list of all members and give notice of all meetings of the Local League, the Board and Committees.
- Keep the minutes of the meetings of the Members, the Board and the Executive Committee, and cause them to be recorded in a book kept for that purpose..

**Treasurer.** The Treasurer shall:

- Perform such duties as are customarily incident to the Office of Treasurer or may be assigned by the Board.
- Receive and keep records of all monies, and deposit same in a bank approved by the Board.
- Prepare an annual financial report and budget, under the direction of the President, for submission to the Board at the Annual Meeting.

**Safety Officer.** The Safety Officer shall:

- Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.
- Submit an annual Safety plan to Little League and monitor SYBs safety educations programs.

**Player Agent. The Player Agent shall:**

- Record all player transactions and maintain an accurate and up-to-date record thereof.
- Oversee all tryouts, player drafts and all other player transaction or selection meetings to ensure they are conducted in accordance with league policies and guidelines.

**Equipment Officer**

- Maintain inventory of league's equipment (baseball gear, uniforms)
- Propose equipment budget, contract with vendors for purchase / delivery
- Implement and manage processes to distribute and control league equipment
- Manage overall equipment program within approved budget

**Coaching Coordinator.** The coaching coordinator(s) shall:

- Establish guidelines and programs for coach selection and development
- Order and distribute training materials to players, coaches and managers;
- Serve as the contact person for Little League and its manager-coach education program for the league.

**Sponsor Coordinator –**

- Define and Coordinate sponsorship program
- Manage sponsors including definition of levels and receipt of funds

**Spring League Coordinators –**

- Manage league operations, recommend coaches, facilitate summer team selection
- Manage and coordinate the activities of league coaches in accordance with SYB rules, policies, and expectations

**Summer Coordinator–**

- Recommend slate of summer tourneys
- Schedule Southborough within approved tourneys, coordinate with host leagues
- Obtain and organize distribution of uniforms to coaches.

**Fall Coordinator–**

- Organize fall program, draft and recommend league philosophy and operating guidelines, recommend coaches
- Manage fall field shutdown

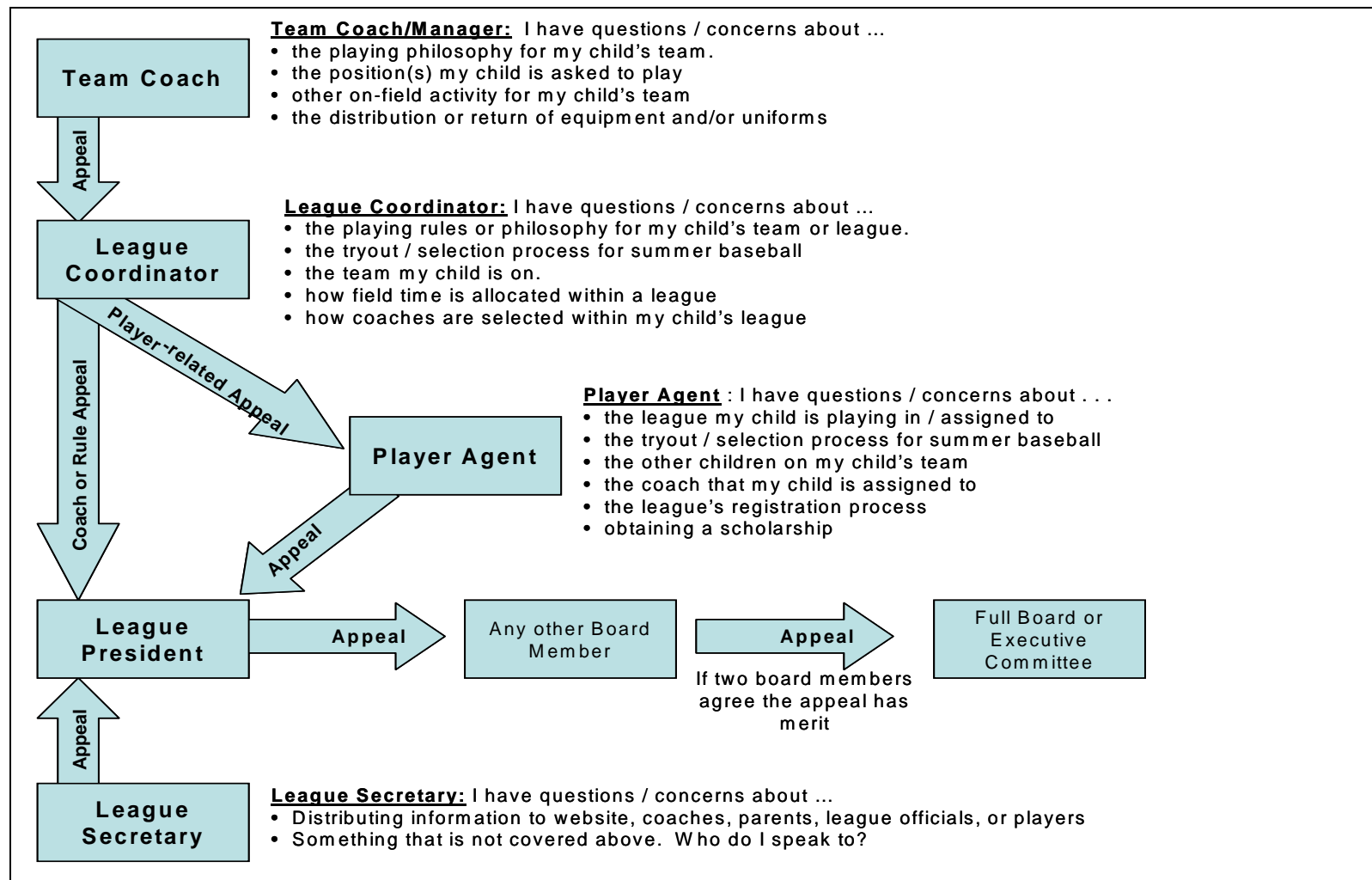
**Umpire Coordinator–**

- Organize / train umpires. Develop program to develop, rotate, and evaluate umpires
- Schedule umpires for league games

### 16. Escalation and Appeals Process

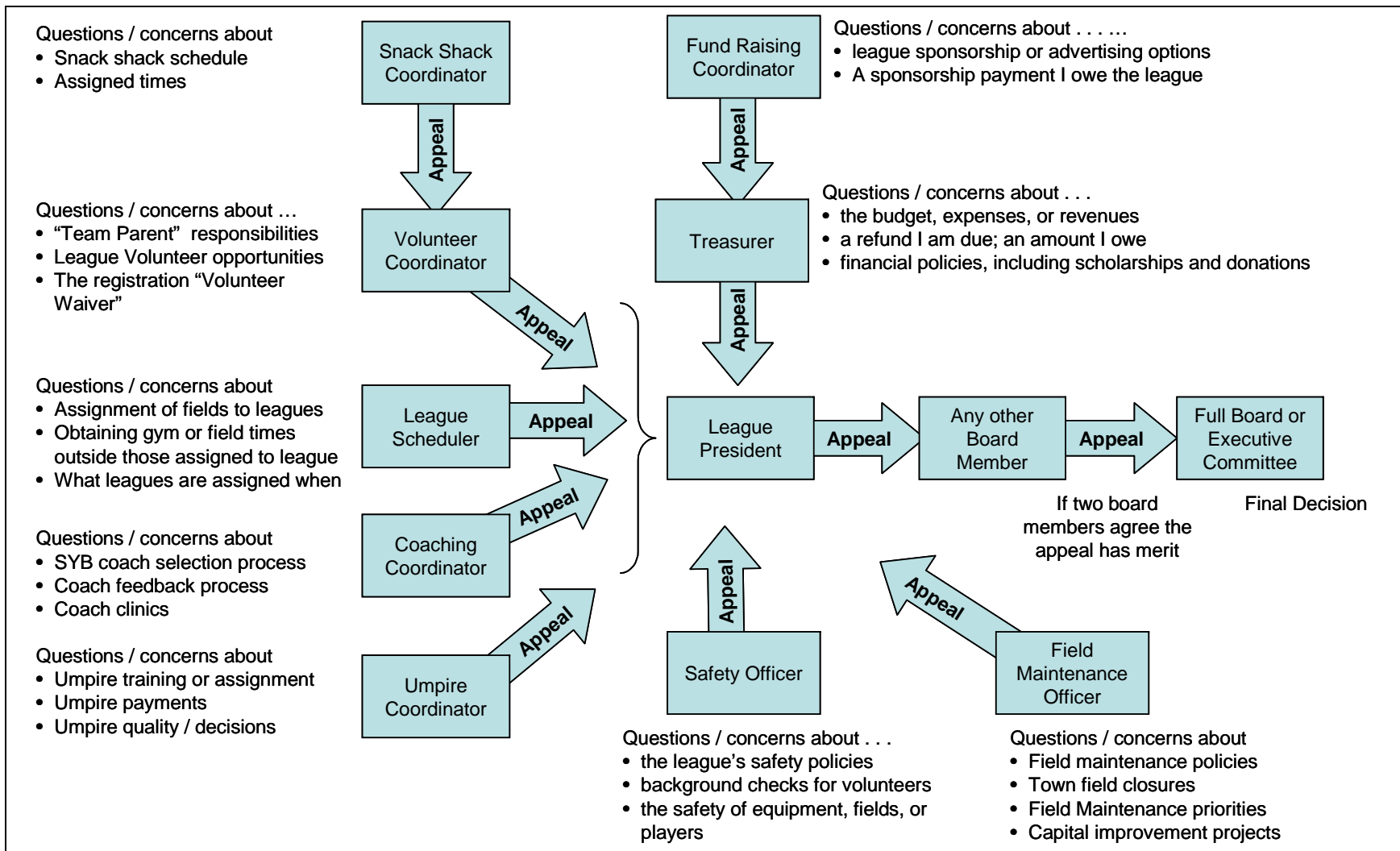
The league assigns decision making to the most appropriate official within the "chain of command". The following diagrams summarize key decision points and escalation processes. If parents or coaches have questions about certain league policies, they should direct them to the person indicated. If they are uncomfortable raising the issue with that individual, they should feel free to escalate to the next person on the chain.

#### Escalation and Appeals -- Player, Team, Coach, and League Philosophy Issues



The league assigns decision making to the most appropriate official within the "chain of command". The following diagrams summarize key decision points and escalation processes. If parents or coaches have questions about certain league policies, they should address them to the person indicated. If they are uncomfortable raising the issue with that individual, they should feel free to escalate to the next person on the chain.

Escalation and Appeals – League Administrative Decisions Issues



## **17. League Expectations**

### **17.1 Little League Expectations of Parents**

Make every effort to . . .

- Attend your child's games
- Be a supportive parent for the manager and team
- Communicate with the manager in appropriate ways
- Cheer for all players on the team
- Be a positive role model
- Be there when you child is successful or when struggling for success
- Respect and support volunteers and umpires
- Understand that the game is very difficult to learn and play
- Look for opportunities to work with your child on the skills of the game
- Be positive and supportive when the team wins or loses
- Model good sportsmanship

## 17.2 Little League Expectations of Players

Make every effort to . . .

- Do your best in practice and games
- Be early for practices
- Develop a sharing attitude
- Listen and learn from your manager and teammates
- Maintain your cool when you make a mistake
- Cheer on and support your teammates
- Hustle on and off the field
- Understand and follow the safety rules of the game
- Lend a helping hand
- Be a good sport at all times
- Show respect for the umpires and volunteers
- Develop self control
- Respect yourself, teammates and opponents
- Wear your uniform with pride
- Understand and follow the rules of the game
- Take responsibility for yourself
- Learn from losing as well as from winning
- Get fit and stay fit
- Be dependable
- Always be positive and have fun
- Be a kind and caring person