



Penns Valley Little League

Bylaws

2021

Board of Directors

President: Brandon Musser

Secretary: Shannon Gordon

Information Officer: Karla Groy

Safety Officer: Ciara Nixon

Vice-President: Ben Battaglia

Treasurer: Nicole Newman

Player Agent: Chris Evans

Coaching Coordinator: John Keith

The Board of Directors should adopt its own Bylaws, local rules or ground rules (the terms are interchangeable). This document expires annually at the end of the fiscal year, September 30 and must be renewed annually. Bylaws normally include the Board's procedures for selection of coaches, teams, specific ground rules for the divisions of play, etc. The Board of Directors should have authority to change these types of procedures and only require the Board consent, without the general membership's approval. No part of the bylaws, local rules or ground rules can conflict with or supersede any Little League rules, regulations or policies.

The Bylaws, local rules or ground rules are to be distinguished from the local Little League's Constitution. The Constitution states the duties and responsibilities of the officers of the Board, definition of membership, election procedures, meeting requirements, etc. The Board of Directors must make a copy of the Bylaws, local rules or ground rules available to any member of the local Little League for review and inspection if requested.

Name of Organization

The name of the organization is "Penns Valley Little League" (referred to as PVLL).

Mission Statement

Penns Valley Little League (PVLL) provides a supervised program under the Rules and Regulations of Little League Baseball International. We offer recreational and competitive teams to local youth players. The mission of the Penns Valley Little League is to create opportunities to

promote youth development and help each participant reach his/her maximum potential as a baseball player.

Vision, Values, and Codes of Conduct

PVLL believes firmly in a system that helps its participants build both baseball skills and a strong character. Social competencies such as sportsmanship, teamwork, honesty, loyalty, courage, and respect will be emphasized and embedded into the player development program. The expectation is that these traits are modeled and reinforced at all times by coaches, parents, fans, and other adults associated with the league.

PVLL is committed to offering recreational and competitive teams to local youth players. An instructional program and team selection process will be implemented to help players learn and acquire skills at their developmental levels. The extent to which the baseball skills develop will vary among individual players and depend upon several factors including raw talent, athleticism, work ethic, attitude, and commitment to learning the game. Not every participant will develop advanced skills or play at highly competitive levels. The goal is for all players to reach their individual potential, show growth throughout their years, and leave little league with positive memories, self-confidence, and a sense of accomplishment. Please refer to **Appendix I** for Parent/Guardian Code of Conduct, **Appendix 2** for Player Code of Conduct and **Appendix 3** for Coach Code of Conduct.

Finances

1. Income shall be derived from registration fees, fundraising activities, donations, and sponsors.
2. All expenditures shall be paid by check from the PVLL checking account or by using the PVLL debit card. Expenditures paid by check shall require two signatures. Expenditures will be paid by the PVLL Treasurer.
3. All expenditures must be approved by a Board member. The approving Board member must notify the other board members of the expenditure within 3 days.
4. The PVLL Treasurer shall pay bills as they are due.
5. Receipts for all expenditures shall be promptly provided to the PVLL Treasurer. All receipts shall be kept in the records for three (3) years with either paper or electronic copies.

Registration

1. The Board shall set the dates for registration each season. These dates are held in January and conclude in February. Registration will be offered online. All players must register each year.
2. Registration fees can vary year to year based on the operating costs of the league. Fees will be published by registration opening each year.
3. The registration fees are used to cover the following annual costs:
 - a. Official charter with the Little League International.
 - b. Purchase of insurance for players and coaches.
 - c. Other costs associated with operating the PVLL (field maintenance, umpires, uniforms, equipment, etc.).
4. No player shall be turned away due to the inability to pay for the registration fee. If a family member of a player wishes to request the registration fee to be waived due to financial hardship, the request must be made to the Board in writing.
5. Players applying for late registration will be accepted based on the discretion of the Board. There is a \$20 late fee for late registration.
 - a. No refund of registration fees will be granted after uniforms are ordered for the season.

Field Maintenance

We have multiple fields identified as: Centre Hall, Spring Mills, Millheim and Rebersburg with some locations having multiple fields that are available to the PVLL throughout the season. It takes everyone working together to keep the fields in good playing conditions. Please refer to **Appendix 4** for the Penns Valley Little League Baseball Field Maintenance Check List.

PVLL Divisions of Play

1. The number of teams in each division varies year to year based on registration numbers. PVLL organizes teams into these divisions based on the following general age guidelines:
 - a. Tee Ball (5-6 years of age)
 - b. Coach Pitch (7-8 years of age)
 - c. Minors (8-10 years of age)
 - d. Majors (11-12 years of age)
2. Here is the **2021 Little League Age Chart**.

2021 Little League® Age Chart

FOR BASEBALL DIVISION ONLY

Match month (top line) and box with year of birth. League age indicated at right.

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AGE
2017	2017	2017	2017	2017	2017	2017	2017	2016	2016	2016	2016	4
2016	2016	2016	2016	2016	2016	2016	2016	2015	2015	2015	2015	5
2015	2015	2015	2015	2015	2015	2015	2015	2014	2014	2014	2014	6
2014	2014	2014	2014	2014	2014	2014	2014	2013	2013	2013	2013	7
2013	2013	2013	2013	2013	2013	2013	2013	2012	2012	2012	2012	8
2012	2012	2012	2012	2012	2012	2012	2012	2011	2011	2011	2011	9
2011	2011	2011	2011	2011	2011	2011	2011	2010	2010	2010	2010	10
2010	2010	2010	2010	2010	2010	2010	2010	2009	2009	2009	2009	11
2009	2009	2009	2009	2009	2009	2009	2009	2008	2008	2008	2008	12
2008	2008	2008	2008	2008	2008	2008	2008	2007	2007	2007	2007	13
2007	2007	2007	2007	2007	2007	2007	2007	2006	2006	2006	2006	14
2006	2006	2006	2006	2006	2006	2006	2006	2005	2005	2005	2005	15
2005	2005	2005	2005	2005	2005	2005	2005	2004	2004	2004	2004	16

NOTE: This age chart is for BASEBALL DIVISIONS ONLY, and only for 2021.

Rules of Play

Major Division Regular Season Rules

PVLL's Major Division will adhere to the Little League Baseball Official Regulations, Playing Rules and Policies.

Minor Division Regular Season Rules

PVLL's Minor Division will adhere to the Little League Baseball Official Regulations, Playing Rules and Policies.

Coach Pitch Division Regular Season Rules

PVLL's Minor Division will adhere to the Little League Baseball Official Regulations, Playing Rules and Policies.

- Ten players should be placed on the field defensively. Four outfielders and six infielders.
- A team can play with as few as 8 players in the lineup without being assessed an automatic out.
- An inning ends once 3 outs are recorded or 5 runs have scored.
- Players should be in defensively as the Manager sees fit while trying to keep equitable defensive playing time for each player.
- All players on the team shall be put into a continuous batting order.
- A batter is out after 8 pitches or 3 swinging strikes. **Note:** If a batter fouls off the 8th pitch or the 3rd swinging strike, the batter should get one more pitch.
- If a situation arises where one or more batters may not be able to bat twice before the last out of the game, the Manager of that team may decide at the beginning of the 4th inning to continue to bat players after the last out of the inning has been recorded in the order to assure that all batter(s) get their 2nd at bat. The Manager shall inform the Manager of the opposing team of this decision prior to the start of the inning.
- If a batted ball reaches the outfield, all runners may advance until the ball has returned to the infield and infielder has control of it. Keep in mind that if a runner is advancing to the next base when the ball reaches the infield, a play may be made on that runner.

Tee Ball Division Regular Season Rules

- Distance between the bases can be anywhere between 45 and 50 feet.
- The length of the game should be 3 innings or 2 hours, whichever comes first.
- Ten fielders should be placed in the field on defense. **Note:** Managers can put more than ten players, within reason, on the field at one time as long as the safety of these players is not in jeopardy.
- It is recommended that coaches pitch to the batters using an overhand pitching technique.
- If the batter does not hit the ball after 5 pitches, the tee should be used.
- All players bat in every inning.
- All runners forced or put out shall return to the bench.

Coach Selection

1. Candidates may be male or female, at least 18 years of age, and have basic knowledge of baseball. They should state their interest in coaching by selecting this on the player registration form, or contacting the Board.

2. All Coaches will be approved yearly by the Board after the January registration of each league year. The names of the approved coaches will be listed on a team roster on the PVLL website and will be notified of their position.
3. Each team will have one Manager (head coach) and a maximum of two Assistant coaches.
4. PVLL will provide uniforms for the Manager and two Assistant coaches, to include shirt and hat, and hats only for approved practice helpers.
5. The Manager and the two Assistant coaches are the only adults permitted in and around the dugout and on the field prior to and during games.
6. PVLL permits additional volunteers at practice only if they have up to date clearances, the manager of the team requests and are board approved.

Coach Responsibilities

1. All interested coaches must obtain the following clearances:
 - a. Report of criminal history from the Pennsylvania State Police.
 - b. Child Abuse History Clearance from the Department of Human Services.
 - c. Fingerprint FBI criminal history through the Pennsylvania State Police: Only for volunteers who have **NOT** lived in Pennsylvania for 10 years.
2. Coaches will follow and adhere to the PVLL Coach Code of Conduct **Appendix 3**.
3. Coaches will attend the coach meeting prior to the start of the season and yearly clinics as they are offered by the PVLL.
4. The Board has the authority to terminate, replace, or suspend coaches who do not follow the Coach Code of Conduct **Appendix 3** and exhibit inappropriate behavior.
5. Coaches are required to find a Team Parent Coordinator for their team to ensure their focus is more on coaching.
6. The Team Parent Coordinator will work directly with the Manager to assist with communication and events that may occur during the season. These responsibilities of the Team Parent Coordinator will include assisting the Manager with the following: uniform distribution, picture day information, fundraising information, concession stand schedule, etc.
7. Managers are responsible for maintaining the provided equipment and notifying the Equipment manager when gear needs to be replaced.
8. Managers shall check the playing facilities for safety prior to starting practices or games. All problems must be reported to the Safety Officer, and an injury report completed.

9. Each incident or accident must be documented and reported to the Safety Officer within 24 hours of its occurrence.
10. Managers and coaches must adhere and encourage all safety guidelines listed below.
11. Notify Umpire Coordinator in the event a game is canceled.

Safety

1. The Penns Valley Little League will provide the safest playing environment possible.
2. A player MUST wear a catcher's helmet during games and practice if they are catching balls for a coach/manager during infield practice.
3. Managers shall check the playing facilities for safety prior to starting practices. Umpires and managers shall check the playing facilities for safety prior to starting games. All problems must be reported to the Field Manager, Board Member on Duty or Safety Officer.
4. Each incident or accident must be documented and reported to the Safety Officer within 24 hours of its occurrence.
5. Each manager MUST have a supplied first aid kit at all practices and games. Managers MUST check supply levels prior to practices and games and request replenishments as required.
6. When there is lightning and/or thunder, all practices and games must stop immediately, and everyone must go to a safe location. Teams may not continue play until at least 30 minutes after the last visible lightning streak.
7. Equipment shall be stored in an orderly manner in the dugouts to prevent accidents.
8. Guests are NOT allowed in the dugout area or on the field during games for any reason. Volunteers may assist at practice as long as their clearances are up to date, the manager requests their involvement and they have Board approval.
9. On-deck batters are strictly prohibited.
10. One of the coaches must always be present in/or around the dugout.
11. If your son or daughter is a catcher, it is mandatory that a pelvic protector is worn while playing that position.
12. It is required that anytime a player enters a batting cage or batters' box during a practice or game the player must be wearing an approved batting helmet.

Equipment

1. Penns Valley Little League issued equipment (catchers gear, batting helmets, bats, balls, hitting tees, first aid kits, etc.) are the property of the Penns Valley Little League and must be returned at the end of the season.

2. Each Manager will be assigned an equipment gear bag for his/her team. Managers are responsible for maintaining the provided equipment and notifying the Equipment manager when gear needs to be replaced.

Drafting Procedures

Tee Ball:

We utilize the keeper system from year to year. The actual draft is held with only the managers of each team along with the Player Agent and a Board representative. If the Player Agent is a manager, then another representative from the board will assist on their behalf.

The draft is started by creating a excel spread sheet identifying all existing players already assigned to a team and verifying their Little League age for that year. Then the remaining players that have selected to play that division is also added to the spread sheet again verifying their Little League age.

The sheet is then distributed to all in attendance for evaluation. The draft is started by drafting/assigning all the oldest players in that division. The goal is to not only balance in playing ability but also to create balance for the following year, so each team is losing a similar number of players by moving up to the older division. This approach will assist in competitive teams during interleague play.

Once that is completed then we move to drafting/assigning of the next oldest players using the same technique. Then we continue down through the different ages until all players are drafted & assigned to a team.

The success will come from the group of managers working together to build teams that are competitive and structured similarly.

Coach Pitch:

We utilize the keeper system from year to year. The actual draft is held with only the managers of each team along with the Player Agent and a Board representative. If the Player Agent is a manager, then another representative from the board will assist on their behalf.

The draft is started by creating a excel spread sheet identifying all existing players already assigned to a team and verifying their Little League age for that year. Then the remaining players that have selected to play that division is also added to the spread sheet again verifying their Little League age.

The sheet is then distributed to all in attendance for evaluation. The draft is started by drafting/assigning all the oldest players in that division. The goal is to not only balance in playing ability but also to create balance for the following year, so each team is losing a similar number of

players by moving up to the older division. This approach will assist in competitive teams during interleague play.

Once that is completed then we move to drafting/assigning of the next oldest players using the same technique. Then we continue down through the different ages until all players are drafted & assigned to a team.

The success will come from the group of managers working together to build teams that are competitive and structured similarly.

Minors:

PVLL will follow an A/B team assignment format for the creation of an 'A' Team, and 'B' Team(s) at the Minors level based on a structured player selection process. The 'A' Team will consist of 10-12 players based on a number of factors including the PVLL Player Rubric (**See Appendix 5**); input from coaches; performance during games, workouts, and practices; and in some cases, age. The team creation process will begin with a meeting between coaches, the Player Agent, and at least one other representative from the board. Players registered and eligible for the Majors division will be listed along with their Little League ages. The coaches and board members will use the PVLL Player Rubric along with other factors to determine which players will make up the 'A' Team, and select coaches. The remaining players will be distributed to one or more 'B' Teams with their corresponding coach(es). The objective is to offer players the opportunity to learn and acquire skills at a pace and level of rigor that is appropriate for their developmental levels. This format will allow the players on the 'A' team to receive coaching and instruction comparable to their abilities. Likewise, this system will provide the players on the 'B' team(s) with increased playing time and more opportunities to hit, pitch, and play the most critical positions on the field.

Majors:

PVLL will follow an A/B team assignment format for the creation of an 'A' Team, and 'B' Team(s) at the Majors level based on a structured player selection process. The 'A' Team will consist of 10-12 players based on a number of factors including the PVLL Player Rubric(**See Appendix 5**); input from coaches; performance during games, workouts, and practices; and in some cases, age. The team creation process will begin with a meeting between coaches, the Player Agent, and at least one other representative from the board. Players registered and eligible for the Majors division will be listed along with their Little League ages. The coaches and board members will use the evaluation rubric and other factors to determine which players will make up the 'A' Team, and select coaches. The remaining players will be distributed to one or more 'B'

Teams with their corresponding coach(es). The objective is to offer players the opportunity to learn and acquire skills at a pace and level of rigor that is appropriate for their developmental levels. This format will allow the players on the 'A' team to receive coaching and instruction comparable to their abilities. Likewise, this system will provide the players on the 'B' team(s) with increased playing time and more opportunities to hit, pitch, and play the most critical positions on the field.

Regular and Post Season Games & Practices

During the regular season games managers are responsible for the following:

- Home team is responsible for having the field completed and ready for play 1 hour prior to the start of the game.
- Making sure a field review is completed for safety issues that may need to be addressed prior to the start of any game or practice.
- Visitor dugouts are clean of debris, reviewed for safety issues and are in good condition for the visiting team.
- After a game or practice, The Manger makes sure that the base lines, around home plate, the pitcher's mound area and around the bases are raked. Refer to **Appendix 4** Penns Valley Little League Baseball Field Maintenance Check List.
- The manager makes sure all doors for sheds, concession stand, and storage units are locked up and all equipment is returned.
- Encourage final review of field, dugouts and surrounding areas for any trash that can be collected to keep the area cleaned up.
- In the event of the rainout, they are required to communicate to the following people involved:
 - Call the visiting team manager
 - Notify the umpire coordinator
 - Contact the person in charge of the concession stand for that location (this is different from the parents who are running the concessions stand for that game).

Post Season Play Overview

1. Post season play is a completely separate season from the regular season. It is an opportunity for a significantly higher level of play. Players will have a significantly higher level of commitment and will receive a higher-level instruction and to compete against other All-Star teams.
2. It is the intent of the Penns Valley Little League to develop teams that will best represent our league in competition, character and sportsmanship.

3. Post season teams can be formed at the Coach Pitch, Minor, and Major divisions in accordance with Little League International Rules and Regulations.
4. There are two distinct categories of post season teams. There are both District and Tournament teams based on the age of the players. The Board will decide how many post season teams there will be each year depending on player interest.
5. Any player who commits to and participates in post season play will be required to submit a fee to PVLL to help cover some of the costs associated with uniforms, tournament entry fees, and insurance fees.
6. No refund of postseason fees will be granted after uniforms are ordered for the post season play.
7. District teams are unable to enter tournaments until the team is eliminated in districts. (Except a sponsored pre-district tournament.)

Tournament Team and District Team Coach Selection

1. The Player Agent will collect submissions by candidates that want to manage a Tournament or District team prior to the conclusion of the regular season.
2. The Player Agent will provide documentation to the League President. The President will present the candidates to the Board for a majority vote.
3. Any Tournament team or District manager candidate, who is a member of the Board, will excuse themselves from the vote for the position in which they are requesting. The Board will vote for one manager for each team. The applicant with the most votes will be appointed for the position. Not regular coaches - board approval of candidate.
4. In the case of a tie, another vote between the tied applicants will be conducted by the board.
5. The successful candidates selected as Managers will be notified by the Penns Valley Little League President. The Assistant coaches for each team will be selected by the Manager. Only coaches who served as regular season coaches may be selected. All Assistant coaches must be approved by a majority vote of the Board.
6. The managers will be selected based on the following traits: attitude, fairness, teamwork, sportsmanship, coaching and organizational ability.

Tournament Team and District Team Player Selection

1. All eligible players will be invited to try out for either a tournament team or a district team based on their age and division.
2. Tryouts will occur towards the end of the regular season.

3. The manager has the ability to request data from the regular season for additional review of players to assist in the evaluation.
4. There may be a need for multiple tryouts to accommodate schedules and so everyone has an opportunity to tryout.
5. Regular season coaches may be requested to assist in tryouts to allow the manager along with the assistants of each team the ability to be mobile and seeing players while involved in different stations.

Appendix 1



Parent/Guardian Code of Conduct – Penns Valley Little League

Penns Valley Little League teaches youth the merits and benefits of good sportsmanship, teamwork, respect for others, responsibility, and safety. In addition to the positive conduct that Little League expects of all its participants, the Penns Valley Little League asks that parents and guests attending events help us by demonstrating these same guidelines at games and practices. When attending a Penns Valley Little League event, I agree to the following set of rules and guidelines:

1. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and by demonstrating support for all players, coaches, umpires, and spectators at every game or practice regardless of race, creed, gender, religion, age, or ability.
2. I (and my guests) will not engage in any unsportsmanlike conduct with any umpire, coach, player, or spectator. This includes but is not limited to physically and/or verbally harassing, taunting, insulting, refusing to shake hands, and using inappropriate language or gestures.
3. I (and my guests) will not encourage or support any behaviors that would endanger the health or safety of the players.
4. I shall do my best to have my player to practice and games on time in support of the coaches. When situations arise that make this impossible, I will notify the coach immediately.
5. I (and my guests) will accept and respect all decisions of umpires, regardless of whether I agree.
6. I (and my guests) will take the time to speak in a civil manner with coaches or the league organization members at an agreed upon time and place to discuss concerns of a game or practice.
7. I (and my guests) will refrain from coaching players during games and practices, unless I'm an official coach of the team.
8. I (and my guests) will not use social media to degrade any member of the Penns Valley Little League (coaches, players, Board members, umpires) or members of opposing teams.
9. I (and my guests) will not engage in the use of any tobacco products or alcohol at any Little League field or event.
10. I (and my guests) will accept that players and coaches are the only individuals allowed in the dugout during a game.
11. I (and my guests) will accept and respect that players are expected to remain in the dugout for the entirety of the game.
12. I (and my guests) will report any concerns or issues directly to the coaching staff or a Board member within 24 hours, so the issue can be documented and resolved.

I agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to action in accordance with the Penns Valley Little League By-laws, that could include, but is not limited to the following:

- ❖ Verbal warning by umpires, coaching staff and/or member of league organization
- ❖ Written warning issued by league organization board
- ❖ Parental game suspension with written documentation of incident, issued by the Board
- ❖ Parental season suspension with written documentation of incident, issued by the Board

Player's Name: _____ **Date:** _____

Parent/Guardian #1: _____ **Date:** _____

Parent/Guardian #2: _____ **Date:** _____

Appendix 2



Player Code of Conduct – Penns Valley Little League

Penns Valley Little League teaches youth the merits and benefits of good sportsmanship, teamwork, respect for others, responsibility, and safety. We ask that all players at Penns Valley Little League events help us by demonstrating these same guidelines at games and practices. When playing for the Penns Valley Little League, I agree to the following set of rules and guidelines:

1. I will be a positive role model for my team and demonstrate sportsmanship by showing respect for all players, coaches, umpires, and spectators at every game or practice regardless of race, creed, gender, religion, age, or ability.
2. I will not engage in any unsportsmanlike conduct with any umpire, coach, player, or spectator. This includes but is not limited to: physically and/or verbally harassing, taunting, insulting, refusing to shake hands, and using inappropriate language or gestures.
3. I will learn to play by the rules and to resolve conflicts without resorting to hostility.
4. I will accept and respect all decisions of umpires, regardless of whether I agree.
5. I understand the health of both me and my team is important. I agree to not attend practice or games if I am ill or may have a condition which could be contagious.
6. I understand that if I'm injured, my parent/guardian and I will work with the coaching staff to understand my expectations to be approved eligible for the next scheduled game or practice to protect myself from further injury. If your unable to participate due to an injury, we still expect if your able to attend and show support for your teammates.
7. I will be on time and attend all practice and games. My coach will be notified if I cannot attend.
8. I will not use social media to degrade any member of the Penns Valley Little League (coaches, players, Board members, umpires) or members of opposing teams.
9. I understand if I'm uncomfortable or a situation while under the supervision of the Penns Valley Little League program scheduled game or practice, I need to report the concern to the coaching staff along with the attendance of a parent/guardian. If it is pertaining to a member of the coaching staff, then please report the concern to the Penns Valley Little League program board members along with your parent/guardian.
10. I will do my best in school and understand that school comes before sports.

I agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to action in accordance with the Penns Valley Little League By-laws, that could include, but is not limited to the following:

- ❖ Verbal warning by umpires, coaching staff and/or member of league organization
- ❖ Written warning issued by league organization board
- ❖ Player game suspension with written documentation of incident, issued by the Board
- ❖ Player season suspension with written documentation of incident, issued by the Board

Player's Name: _____

Date: _____

Parent/Guardian #1: _____

Date: _____

Parent/Guardian #2: _____

Date: _____

Appendix 3



Coach Code of Conduct – Penns Valley Little League

Penns Valley Little League teaches youth the merits and benefits of good sportsmanship, teamwork, respect for others, responsibility and safety. We ask that coaches at Penns Valley Little League events help us by demonstrating these same guidelines at games and practices. When coaching for the Penns Valley Little League, I agree to the following set of rules and guidelines:

1. I will be a positive role model for my team and demonstrate sportsmanship by showing respect for all players, coaches, umpires, and spectators at every game or practice regardless of race, creed, gender, religion, age, or ability.
2. I will not engage in any unsportsmanlike conduct with any umpire, coach, player, or spectator. This includes but is not limited to: physically and/or verbally harassing, taunting, insulting, refusing to shake hands and using inappropriate language or gestures.
3. I will not encourage or support any behaviors that would endanger the health or safety of the players or coaches.
4. I will teach my team to play by the rules and to resolve conflicts without resorting to hostility.
5. I will take the time to speak in a civil manner with coaches, umpires or the league organization members at an agreed upon time and place to discuss concerns of a game or practice.
6. I will accept and respect all decisions of umpires, regardless of whether I agree.
7. I will not use social media to degrade any member of the Penns Valley Little League (coaches, players, Board members, umpires) or members of opposing teams.
8. I will inform the Board of any issues with players, parents, coaches, umpires, or spectators within 24hours of the issue reported or concern conveyed. The Board will document all reports to assist with trending of issues in the league.
9. I understand that one of the 3 coaches on staff are responsible to maintaining an accurate game book. It is encouraged to check with the opposing team at the bottom of every inning regarding score, pitch count and substitutions.
10. I accept that I am responsible for taking care of the playing field after a game or practice by raking the around the bases/home plate and the mound, storing the bases in the shed, locking the shed, concession stand is locked and ensuring the dugout is left in an orderly manner with no trash.
11. In the event of a rainout, it is my responsibility as the HOME team Manager to notify the visiting team Manager, the umpire coordinator and notify the person leading the concession stand for that location.
12. I understand that on a day of a game the playing field must be dragged, baselines lined, bases installed and completed an hour prior to start of the game. Example: 6PM start time, the field must be ready by 5PM. So, for a 6PM game the home team has the batting cage from 5PM to 5:30PM while the visiting team has the field. From 5:30PM to 6PM home team has field and visitor team has batting cage.

I agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to action in accordance with the Penns Valley Little League By-laws, that could include, but is not limited to the following:

- ❖ Verbal warning by umpires, coaching staff and/or member of league organization
- ❖ Written warning issued by league organization board
- ❖ Coach game suspension with written documentation of incident, issued by the Board
- ❖ Coach season suspension with written documentation of incident, issued by the Board

Name: _____

Date: _____

Coaching Position: Manager / Assistant Coach / Practice Assistant Coach **(Please circle one)**

Appendix 4



Penns Valley Little League Baseball Field Maintenance Check List

Before Game or Practice (If NOT completed from the previous field user)

- If *After Game or Practice* is not completed, then please follow those steps
- When spike dragging, place the spike drag on in-field to start dragging in a circle motion. When completed take the drag to the edge of the in-field and turn over while cleaning off the spikes. Then set the drag into the grass.
 - This means not to pull the drag from the in-field to the outfield grass. This pulled the in-field mix into the outfield over time will create lips at the dirt, grass transition. This also applies to the fine drag as well.

After Game or Practice

- Fill in the holes at the pitcher mound, batters' boxes and catcher's area
 - Add some water to these areas and use the tamp to compact the dirt back into the holes
- Remove bases and place them into the storage area at each field
- Rake around all bases
- Drag the field with the fine drag
 - Make sure that the drag is right side up
 - The metal L part in the front of the drag is down. By this I mean that the horizontal part of the "L" is down.
 - Drag around each base
 - Drag 1 full lap around the outside edge of the infield
 - When dragging by the chain-link fence stay at least 12-inches away from the fence. This will protect the fine drag from getting damaged.
 - Move towards the pitching mound and start circling around the pitching mound
 - In a circle motion work away from the pitcher mound to the outside edge of the in-field
 - When dragging and you have dirt on top of the drag find a low point in the field to deposit the extra dirt.
 - When exiting the field, drive to the edge of the in-field. Keep the drag on the dirt. Turn over while cleaning off the fine drag. Then set the drag into the grass.
 - This means not to pull the drag from the in-field to the outfield grass. This pulled in-field mix into the outfield over time will create lips at the dirt, grass transition. This also applies to the spike drag as well.

Water on The Field

- Brush the water to the middle of the field for draining. Don't push water off of the in-field and into the outfield where this will promote a lip at the dirt, grass transition.

****If all coaches can assist in the help with this field maintenance after use of the field each time, this will allow the fields to stay in a better condition throughout the year!!**

Appendix 5



PVLL Player Rubric

PLAYER NAME _____ RATER NAME: _____

Objectively rate player in each category (1 = minimal skill - 5 = exceptional skill).

DEFENSE / FIELDING: Player can consistently field ground balls, catch fly balls, make accurate throws to the proper location, and shows good range by taking proper angles to get to balls not hit directly to him/her. Good utility player with infield and outfield capabilities (not limited to one or two positions). Shows good situational awareness and leadership by communicating to teammates on the field. (** NOTE: Catchers may be exempted or receive bonus here as it is a very skill-specific position)

1	2	3	4	5
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HITTING: Player consistently demonstrates proper stance, footwork, weight transfer, bat grip, and swing technique conducive to hitting a pitched ball. Shows good discipline at the plate by swinging at hittable pitches and making consistent contact, with few strikeouts.

1	2	3	4	5
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THROWING / PITCHING: Player shows arm strength to throw at a speed appropriate for the level of play and consistent accuracy (80%+ strikes for top score at majors level). Ability to mix pitches and speeds, and knows when to use different pitches effectively. Covers home on steal attempts, and backs up throws from the outfield.

1	2	3	4	5
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OVERALL ATHLETICISM: Speed, coordination, strength, balance, reaction time, and other physical traits beneficial to being a good baseball player.

1	2	3	4	5
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CONCEPTUAL KNOWLEDGE: Player understands terms and vocabulary specific to baseball, has a high "baseball IQ," and understands strategy to be successful at the game.

1	2	3	4	5
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ATTITUDE & COACHABILITY: Player demonstrates a positive attitude, accepts feedback and criticism from coaches, owns mistakes and attempts to learn from them, encourages teammates who struggle or have a bad game, and contributes to a positive team morale.

1	2	3	4	5
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OTHER NOTABLE STRENGTHS OR COMMENTS: _____

