2016

WASHINGTON TOWNSHIP

PARKS AND RECREATION

BASEBALL PROGRAM

BYLAWS

1/14 /15

2016 WTPR BASEBALL BYLAWS
Effective September 1, 2015 through August 31, 2016

I. Baseball Advisory Board Organization

A. The Baseball Advisory Board (herein known as the BAB) shall be made up of a minimum of 11 voting members. BAB members are approved by the Sports Advisory Board (herein known as SAB).

B. In September there will be a vote by the BAB to approve new members or re-elect those members with expiring terms. The BAB term year shall commence on September 1st until August 31st and shall run thereafter from September 1st to August 31st.

C. In September, after SAB approval of members to the BAB, an election will be held to determine President, Vice President, Treasurer and Secretary. The term of President shall be three years. The term for Secretary shall be one year. The term for Treasurer shall be two years. The remaining six BAB positions (non-officer) shall be staggered as follows: three BAB positions shall be two year terms and three positions shall be one year terms. Once the initial term set up by these Bylaws expire, all BAB positions shall be two year terms with the exception to the position of President which shall be a three year term.

D. When an officer resigns during his term, the BAB will vote on a replacement for that officer.

E. The BAB President shall be a voting member.

F. A quorum shall be seven members of the BAB.

G. A vote by email shall be permitted if so determined by the BAB President to be in the best interests of the organization.

H. Voting will be by secret ballot unless deemed otherwise by the BAB.

I. All BAB members must attend 80% of the regularly scheduled meetings, issue voting meetings and their respective committee meetings. Once a member has missed 20% of the meetings in any category, or in combination thereof, that member will be asked by the BAB to state their intentions and the BAB will vote as to the member's continuance on the BAB. If the BAB elects to retain the member and further absences occur, that member will be asked to tender their resignation.

J. Once the BAB is below 11 members, it must seek new member(s) to fill the vacancy(s) within two months of the vacancy. The BAB will advertise for candidates. The other candidates will remain on file.

K. BAB members will be eligible to be League Commissioners, League Directors, and/or district/tournament team managers. In the event that BAB member applies for any of the above positions, he or she shall not vote on such appointment nor shall he or she participate in any BAB caucus discussing such appointment. Instead, during such caucus the applicant/BAB member must remove him or herself from the boardroom so that full and frank discussion on the individuals' appointment may be had by the BAB.

L. BAB members can not be associated with an alternative program.

M. The appointment of any Board member shall be terminated when the Board by a 67% affirmative vote determines that a Board member acted in a matter that is:

1. Clearly not in the best interest of the program.
2. Contrary to the spirit or letter of the Bylaws
3. Contrary to the expressed wishes of the Board.

II. Baseball Booster Club (SAB Policy)

A. A youth sport may establish a Booster Club in accordance with the following:

1. The Booster Club must be registered as a non-profit organization in accordance with applicable state and federal laws.
2. All funds shall be deposited in a single checking account in an established banking institution.
3. A detailed accounting of all deposits and withdrawals shall be maintained by the youth sports programs. The WTPR SAB will conduct yearly audits of the Booster Clubs.
4. Fund expenditures shall be approved by the SAB.
5. Funds expended by the Booster Club shall be by check and require the signature of two (2) designated SAB members (preferably the Commissioner and Treasurer).
6. Fund raisers benefiting the Booster Club must be authorized and approved by the WTPR SAB.
7. Individuals associated with a youth sports program are not authorized to run fund raisers for individual teams unless approved by the SAB.
8. Funds expended from the Booster Club should benefit the league and its participants. Funds expended or equipment/uniforms donated to other individuals or organizations shall be approved by the WTPR SAB.
9. A portion of funds expended from the Booster Club could be allocated to benefit a family or person in need pending BAB approval.

III. Commissioners

A. The BAB will appoint Commissioners.

B. Seniority rules do not apply to Commissioners.

C. Commissioners can not be associated with an alternative program.

D. Must be certified in a volunteer training program such as the Rutgers Clinic.

E. Responsibilities:

1. See that all league rules, special rules and bylaws are adhered to during the season.
2. Distribute all practice, game and umpire schedules.
3. Oversee the issuance and collection of equipment with managers and the Equipment Committee.
4. Oversee a League Director who will direct a league with no less than ten teams.
5. Coordinate the replacement of players from the waiting list in conjunction with the BAB and bylaws.
6. Coordinate all schedule changes with League Directors and managers.
7. Collect rating sheets and required information from managers and turn into BAB no later than June 15th.
8. All scheduled regular season games must be played, no exceptions. Make-up games are to be played on the next available date or no later than the Sunday following the cancelled game. Field availability to be coordinated with the League Commissioner. The umpire is to be secured by the League Commissioner.
9. Submit to the Board an assessment of each manager in the league for which the commissioner is responsible.
10. It is the commissioner's responsibility to coordinate efforts with the umpire association relevant to instances when umpires do not show up for games or when umpires need to be contacted to cancel or reschedule games.
11. Attend BAB meetings as deemed appropriate by the BAB.
12. Active in field maintenance and volunteer work for all special events and fundraisers.

IV. League Directors – Board Members

A. League Directors will be solicited by the League Commissioner. Final approval of the League Directors will be subject to approval by the BAB.
B. Seniority Rules do not apply to League Directors.
C. League Directors can not be associated with an alternative program.
D. Must be certified in a volunteer training program such as the Rutgers Clinic.
E. Responsibilities:

1. See that all league rules, special rules, and bylaws are adhered to during the season. Review bylaws and league rules with all managers within their league prior to the draft.

2. Hand in to the BAB all comments or proposed changes to the bylaws, league rules, and special rules for consideration shortly after the season ends.
3. Report all problems to the appropriate Commissioner within 24 hours.
4. Coordinate issuance and collection of equipment. Ensure all equipment is cleaned and properly stored in the Used Equipment Room.
5. Active in field maintenance and volunteer work for all special events and fund raisers

V. Managers

A. Manager selection is based on performance evaluation by the commissioners and the BAB and seniority.
B. Managers can not be associated with an alternative program.
C. Must be certified in a volunteer training program such as the Rutgers Clinic.
D. Coordinate efforts with the commissioner relevant to the use of umpires for games.
E. Responsibilities:
   1. Display good sportsmanship at all times.
   2. Teach the fundamentals and rules of the game.
   3. Enforce all rules as set forth by league rules and bylaws.
   4. Oversee the care of the facility being used. Each manager is responsible for field maintenance after their respective game and if necessary, prior to their game.
   5. Complete and return rating sheets to League Directors by June 15th or prior to playoffs. Ages 8 and up.
   6. Report directly to the League Director and follow the chain-of-command thereafter.
   7. A manager is permitted to manage in one league only, except when a league has a shortage of managers, and the BAB approves the request to be a manager in more than one league. This applies to all WTPR teams.
   8. All managers and coaches must adhere to all WTPR rules as approved by the BAB. All problems, concerns, disputes, rules interpretations, and grievances are to be pursued in the following order. Failure to follow the chain-of-command as follows will result in immediate disciplinary action. Chain-of-command for all leagues: managers/coaches report to the League Director; League Directors report to the League Commissioner; Commissioners report to the BAB; BAB reports to the SAB. Any violations of the above will result in disciplinary action by the BAB.
   9. All scheduled regular season games must be played, no exceptions. Make-up games are to be played on the next available date or no later than the Sunday following the cancelled game. Field availability to be coordinated

with the League Director. The umpire is to be secured by the home team manager.

10. Managers may lose seniority for failure to meet any of the above criteria as determined by the BAB, or if they did not meet or perform responsibilities from the prior year.

VI. Registration

A. Registration will occur annually in January or at such other times as determined by the BAB.

B. Late signups will only be accepted at the Parks and Recreation office after the last scheduled signup date. Late signups will be subject to a ten dollar late fee.

C. Registrants shall certify their age by presenting an original birth certificate at the time of initial registration. If the registrant was in the program in the immediate preceding year, proof of age will not be required. Certification of age may be required at the request of the BAB.

D. Only Washington Township residents are eligible to participate in intramural and district/tournament/travel baseball programs.

E. League age shall be established based on an April 30th cutoff date, except for league age 5 year olds whose cut off date shall be July 31st. Any player born between May 1st and July 31st may, at the players option, play in either that players age group or in the next age group up. For example, if a player turns 12 on May 1st, that player may, at the player's option, play with either the U11 age group or the U12 age group. This is a one time option.

F. Any child who registers after the draft of their league will be placed on a waiting list and is not guaranteed participation. Registrants from the waiting list will be assigned as needed to fill vacancies to balance teams on a first come basis. Balance shall be determined based on numbers only, not the quality of players.

G. Registration fees will be determined by the BAB, subject to approval by the SAB.

H. Publicity for sign ups shall be submitted to local newspapers, e-mail and web site prior to signups.

I. Parental requests for all leagues shall be the responsibility of League Directors. If a parental request is noted on the registration form, the parent will be instructed to write a letter to the League Director explaining the reasons for the request. The League Director will direct copies of all letters to the BAB. The League Director shall note on the registration form that the parent has been notified of the policy. All special requests must be approved by the BAB.

J. A player may be eligible to play up an age group providing it coincides with the school grade the player is in. In addition, players may play down based upon the Age Determination date established by the Babe Ruth League

VII. Refund Policy (Sports Advisory Policy)

A. Cancellations should be reported immediately to WTPR. **NO REFUNDS** will be honored after a sports program has completed its second week of practice. This means that if you have not notified Parks and Recreation prior to the beginning of said sports activity's third week, no refund will be rendered. There is a $10.00 per participant cancellation fee.

B. Exceptions to this rule:

1. If a person makes a high school team and dual participation is not permitted, then a full refund will be given.
2. If a child is injured and unable to continue the season, a partial refund will be given. The cost of the uniform will be deducted from the registration fee along with the $10.00 cancellation fee.

VIII. Sports Policy (Sports Advisory Policy)

A. Any youth who has registered for a WTPR sports program will not be eligible for that program if he/she is enrolled or participating in an alternative program offered by another organization.

B. Any volunteer who is registered for the WTPR baseball program will not be eligible to be a manager, assistant coach or practice coach if they are enrolled or participating in an alternative or other baseball program offered by another organization.

1. Any player or volunteer who is violation of the Sports Policy, in addition to the addendum, will be immediately suspended from that team in addition to being suspended for the succeeding season.

IX. Intramural Leagues

A.

5 year old instructional T Ball
6 year old instructional T Ball/coach pitch
7 year old instructional coach pitch
8 year old instructional coach/kid pitch
9-10 year old league

11-12 year old Intramurals: At the 11 and 12 Year Old levels, there shall be a combined intramural program. 13-14 year old league 15-18 year old league

B. Playoffs to determine league champions will be determined by the BAB. The format must be determined prior to the beginning of the regular season. All leagues having playoffs must include all teams from that league in the playoffs.
C. Intramural post season all star games will be permitted (and are encouraged) after the league playoffs are complete. The League Commissioner will determine the game format, player selection method and managers with approval from the BAB. District/Tournament players are not eligible for these games.
D. The Intramural Season shall consist of a twelve (12) game season plus playoffs from the 9 year old league and older in a format as determined by the League Commissioner subject to the approval of the BAB.
E. Each intramural team shall hold no less than three (3) preseason practices and four (4) in-season practices.
F. Position Limitations (Recommendations)
    1. Pitch Counts:
        a. 8 years old league: 45 pitches.
        b. 9 years old league: 55 pitches.
        c. 10 years old league: 65 pitches.
        d. 11 years old league: 75 pitches.
        e. 12 years old league: 85 pitches.
    2. Pitchers and catchers from 12 year old league and younger may play no more than two innings per game at those positions.

X. League Structure and Rules

A. When necessary, leagues will be divided into American and National based on the number established at the draft. Odd team numbers will be National and even team numbers will be American.
B. Leagues are subject to change based on BAB approval.
C. Special Rules:
    1. All intramural leagues may have a set of special rules approved by the BAB.

2. All managers and coaches must adhere to league rules, including the special rules for their league, as approved by the BAB. In the event special rules have not been established, league rules will be as stated in the Babe Ruth rulebook or in the bylaws.

D. Player Responsibilities:

1. If a player becomes a disciplinary problem, the manager may take appropriate action at that time to be followed up after the game or practice with a phone call to the parents and League Director. Any additional action must have the approval of the Commissioner. Commissioners will inform BAB in writing of any disciplinary action letter taken.
2. A player effected by disciplinary action may appeal such action to the BAB, and then to the SAB.

XI. Intramural Ratings, Draft and Tryouts

A. Rating sheets for all players shall be submitted to League Directors before league playoffs begin. If a coach fails to comply, his team will not participate in the playoffs. In leagues which have no playoffs, rating sheets must be submitted before June 15th. Ratings must be on forms provided and approved by the BAB.

B. BAB in conjunction with Commissioners and League Directors of each league will review and adjust ratings where applicable.

C. All players will be rated from 8 years old and up

D. Leagues without ratings for players shall present their team selection process to the BAB prior to team selection.

E. The following procedure will be used unless an alternative procedure has been approved by the BAB:

1. Ages 6-12
   a. Leagues will be split according to team numbers.
   b. If a manger does not have a child in the program, he will manage in the division where he is needed. According to the volunteer policy, if there are more managers in one league than the other: (1) first, volunteers will be solicited to change leagues; and (2) if not enough manager(s) volunteer, the manager(s) with the lowest seniority must switch leagues. The following year, the manager may be required to change leagues again.
2. Ages 9-15
   a. Players will be rated by their manager. A unified rating sheet provided by the BAB must be used. Players who participate in the same group and players on the travel teams will be placed first on this list in order of availability. In the event a player was asked to play on district/tournament team and refused to play on that team for any reason, they will be considered part of the district/tournament team. If a player is moving up from a lower age group and was on the younger district/tournament team, he will be

placed on top of players similar age moving up in appropriate order with the younger district/tournament unless his parents specifically request that his name be removed from the draft.

b. A unified draft sheet will be presented to all managers 72 hours prior to each draft.

c. Only a manager's child will be frozen in the round in which they fall in the draft. All other players may be selected by a manager in whatever order that the manager deems appropriate regardless of the players coaches' ranking. For example, a manager may select a player rated as a 5th round player in the 2nd round if the manager wants to make that selection.

d. League Directors will notify their Commissioners at least one week prior to the draft so it can be arranged for a BAB member to attend the draft. No draft is valid without a BAB member at the draft.

e. The League Director and/or League Commissioner will oversee the draft.

f. Drafting will be by lot. The first and all odd rounds will be selected in the order of team – 1,2, 3……last. The second and all even rounds in the order – last……3, 2, 1.

g. League Commissioners will place late signups on teams from the waiting list in accordance with bylaws.

F. Fall intramural baseball will follow the same rules as Babe Ruth/Cal Ripken with this exception: A 16 year old who is BAB approved to play in the 13-15 fall intramural league will not be allowed to pitch.

XII. Intramural Awards

A. Awards are available for leagues starting from nine years old and up. Awards will be given only if money is available. The following criteria shall be followed when determining awards:

1. Only one award per league or division. No team shall receive more than one trophy.
2. Sponsors will not be solicited for donation of jackets, awards, etc.
3. Awards must be decided before the start of the season and submitted to the appropriate Commissioner.
4. Manager and one coach will receive award when given.

XIII. Uniforms

A. Shirts, socks and hats will be provided. Shirts, socks and hats may be kept by the participants after the season concludes. The BAB must approve all regular season

hats and shirts. Post season intramural All-Star teams will be provided a shirt unless otherwise specified by BAB.

B. Regular season managers will be provided a shirt and a hat.

XIV. Fields and Scheduling

A. Scheduling of fields shall be the responsibility of League Commissioners. The scheduling of fields must be coordinated with the Board of Education, Athletic Directors and Parks and Recreation and league scheduler.

B. League commissioners will prepare practice and game schedules which will be distributed to each manager after they have been reviewed by the League Director. Copies must also be submitted to the BAB prior to the first practice.

C. A master schedule prepared by the league directors and commissioner will be submitted to the BAB league scheduler prior to the first practice.

D. A master schedule of all games will be prepared. League commissioners will schedule their games in accordance with the master schedule.

XV. Equipment

A. Ordering: all equipment will be approved by the BAB and subsequently ordered by the Equipment Manager.

B. Issuing: League Commissioners will contact their respective League Directors at the beginning of each session to pick up their equipment for the season.

C. Collecting equipment: specific dates will be coordinated by the Equipment Manager.

XVI. Parks and Recreation

A. **Sports Advisory Board Responsibilities:**

1. In an effort to keep the lines of communication open and for consistency between boards, the SAB baseball liaison should attend meetings of the BAB.
2. Make final decisions on the bylaws and rule changes affecting the league.
3. Make sure Parks and Recreation is fulfilling their responsibilities to league operation.
4. Meet with the Board of Education and School Superintendent when needed to continue the Community Education System established by the Board of Education.
5. Continue to support the goals of establishing active recreation for the youth of Washington Township.
6. Present to the Township positive publicity released prior to, during and at the conclusion of the season, expounding positive accomplishments.

B. **Parks and Recreation Department Responsibilities:**

1. Coordinate the use of school facilities through the Board of Education and Athletic Directors.
2. Order all equipment as requested by the Equipment Manager.
3. Coordinate changes in game or practice times with the League Directors.
4. Make the department generally available for assistance that might be needed from League Commissioners, League Directors and Managers.

XVII. Disciplinary Action

A. The Code of Conduct Policy will be strictly enforced. The policy is included in the Parent Handbook. Also, a copy is distributed to each manager who in turn will distribute a copy to his parents/players.

B. **Disciplinary Action Notification:** Any manager, coach, player or spectator who is ejected by an umpire from a game shall receive an automatic, minimum one (1) game suspension. The suspension will take effect immediately. A second ejection will result in a three (3) game suspension. Upon a third ejection, the person will be suspended the remainder of the season. All disciplinary action shall be determined by the BAB, and shall be subject to appeal to the SAB.

C. **Suspension:**

1. League directors, managers, coaches, spectators, and/or players will be suspended for the following actions.
   a. Unsportsmanlike conduct.
   b. Vulgar, profane or abusive language. Including emails, text and or tweeting between coaches, parents or players
   c. Damaging property/improper use of facilities.
   d. Violation of the bylaws.
   e. Use of tobacco.
   f. Failure to stay within the chain-of-command.
   g. Insubordination to the baseball program.
   h. Use of alcohol
2. Length of suspension will commensurate with the severity of the infraction, as determined by the BAB.
3. All grievances will be discussed first with the league director, said grievance shall be brought to the appropriate commissioner. If the grievance still cannot be resolved, it shall be submitted in writing to the BAB within 48 hours of the alleged incident. No verbal grievances or hearsay will be entertained. League directors and managers cannot be suspended without said individual being offered the opportunity of a hearing by the BAB unless deemed appropriate by BAB.
4. The BAB will report to the SAB any and all disciplinary problems or suspensions brought before the BAB in writing for record keeping.

5. Expulsion from the league: Any fighting occurring between players, managers, coaches or spectators will result in a minimum five game suspension from the league. The BAB will determine longer suspensions or expulsion from the league based on the severity of the incident.
6. Players selected to participate in the Travel Program will be suspended from the district/tournament team if participating in an alternative program.
7. All penalties and suspensions will be carried over into the following season if necessary.
8. Multiple suspensions will eliminate eligibility of that player/coach from all post season tournament play or eligibility for the district/travel team.

XVIII. Conflict Resolution

A. Conflicts will be resolved according to the chain-of-command.
B. League Directors will resolve matters in their own league.
C. If the League Commissioner's decision is felt to be unjust, it must be appealed to the League Director within 48 hours from the time the decision is rendered.
D. The Director will discuss the situation with all parties involved and render a decision accordingly.
E. The Director's decision, if disagreed with, must be appealed to the BAB.
F. All decisions of the BAB, within the bounds of these bylaws, are final. If you do not agree to abide by any decision rendered by the BAB, you may appeal to the SAB as per the chain-of-command.

XIX. Grievance Procedure (Sports Advisory Policy)

The following procedures are established to insure all participants, parents and volunteers are aware of the steps necessary to resolve or appeal any dispute:

A. The team coach (or coaches) will be given the first opportunity to resolve any team problems.
B. If the coach or coaches can not resolve the problem, the problem will be forwarded to the League *Commissioner*.
C. Then to the League Director
D. Any problems not resolved by the League Director or which require interpretation of bylaws or league rules will be submitted to the youth Sports Advisory Board in writing by the person with a grievance for the following procedure:
    1. The League Director will contact the Commissioner and request that the matter be brought before the youth Sports Advisory Board.
    2. The Commissioner will determine if a special meeting should be convened or if the matter can be brought up at the next scheduled meeting.
    3. All parties involved will be notified of the meeting date and location and their right to be present and to prepare a written statement.

E. At the youth Sports Advisory Board meeting, the following procedures will be observed:

1. The League director will make a statement of the circumstances.
2. Each party involved will have the opportunity to state pertinent facts in person and/or by written statement.
3. Additional comments will be accepted if presented.
4. The youth Sports Advisory Board will deliberate and reach an expeditious solution and will vote on a recommended resolution. Youth Sports Advisory Board members involved in the dispute must abstain from voting. A simple majority of the members present will be necessary to approve the resolution.
5. The decision of the youth Sports Advisory Board must be conveyed in writing to the person(s) involved within 72 hours.
6. The Director of Parks and Recreation and the president of the SAB will be advised of the decision.

F. If the youth Sports Advisory Board can not reach a decision and the issue is unresolved, the matter will be forwarded to the WTPR SAB for action.

G. All rulings of the youth Sports Advisory Board may be appealed to the WTPR SAB except for Code of Conduct violations, which can be appealed to the Code of Conduct Committee.

H. Unresolved issued and appeals forwarded to WTPR SAB will be subject to the following procedures:

1. All persons involved will be notified of the date and time that the issue will be addressed by the WTPR SAB and of their right to submit a written statement.
2. If the matter is an unresolved issue from the youth Sports Advisory Board, the following steps will apply:
   a. The sport Commissioner and Director will make a statement of the circumstances.
   b. Each party involved will have the opportunity to state pertinent facts in person and/or by written statement.
   c. Additional comments may be accepted if presented. A time limit may be imposed on additional comments if numerous statements are anticipated.
3. If the matter is an appeal of a youth Sports Advisory Board decision, the following steps will apply:
   a. The Sports Commissioner and Director will present the findings of the youth Sports Advisory Board.

b. The aggrieved party will have the opportunity to state pertinent facts in person and/or by written statement.

c. Additional comments may be accepted if presented. A time limit may be imposed on additional comments if numerous statements are anticipated.

4. The WTPR SAB will deliberate and reach an expeditious solution and will vote on a recommended resolution. Any WTPR SAB members directly involved in the dispute must abstain from voting. A simple majority of members present will be necessary to approve resolution.

5. The decision of the WTPR SAB must be conveyed in writing to persons involved within 72 hours.

I. If any individual is suspended by an independent sports league in which WTPR youth sports teams participate, that suspension is not grievable under this policy.

J. The preceding Grievance Procedure is to be strictly followed by a volunteer, parent or participant of any sports program or recreational activity. If the chain of command found within the Grievance Procedure is not followed, the person who is in non-compliance will be suspended from the appropriate program for one (1) year, this includes participation in <u>any</u> volunteer capacity and/or registration as a paying registrant.

XX. Bylaw Revision

A. In the event the need arises to amend a bylaw during the year, the proposed change must be submitted to the BAB for review and discussion. The change will then be voted upon at the next scheduled meeting.

B. All bylaw changes must be submitted in writing to the BAB by September 15th. An interested party may also request to attend a BAB to discuss a bylaw(s) change. This also must be completed by September 15th.

C. The BAB must approve the bylaws prior to the October SAB meeting so that they can be presented at that meeting for review and subsequent approval by the SAB.

D. Bylaws can only be amended by a vote of the members of the BAB. If a member is not present when the bylaw change is submitted, the BAB secretary will provide that member a copy of that change at least 48 hours prior to the meeting at which the change will be voted upon.

E. Assuming the existence of a quorum, any proposal to amend these ByLaws shall pass upon the affirmative rate of no less than 51% of the members of the BAB voting on the matter.

XXI. Volunteer Policy (Sports Advisory Policy)

A. The WTPR Sports Program depends on volunteers to serve as BAB members, commissioners, league directors, managers, coaches, umpires, fund raisers, sponsors and other program personnel. The SAB is charged with the responsibility of administering the WTPR Sports Program. It is therefore the policy of the SAB to obtain the best qualified and most dedicated volunteer assistance available. As such, it is the policy of the BAB as follows:

B. Volunteers for youth sports program positions as commissioners, coaches, directors, advisory board members, etc. will be selected by the following process:

1. All volunteers will be recommended to the WTPR SAB for approval by the appropriate sports advisory board and subject to seniority within the following criteria in descending order:
   a. Volunteers who satisfactorily served as an advisory board member, commissioner, league director, coach/manager, in the program in the previous year. However, past participation in such activities may be factored into the deliberations as to whether the applicant will be approved, and if such applicant's past performance was poor, this may be considered as grounds for disqualification.
   b. Volunteers who satisfactorily served as assistants or alternates and umpires in the program in the previous year.
   c. Volunteers who satisfactorily served in any of the positions but did not participate in the previous year.
   d. New volunteers as recommended by the various youth sports advisory boards.
   e. Volunteers who have satisfactorily participated in a duplicative sports program within the boundaries of Washington Township other than school related.
   f. Volunteers who have been suspended for a period of time, subject to completion of their suspension at the WTPR SAB's discretion.

C. Each advisory board within the WTPR sports program must submit its list of recommended volunteers to the WTPR SAB for duties mentioned prior to the beginning of the sports program.

D. The appointment of all volunteers will occur by final resolution of the WTPR SAB. No official functions will be initiated by any individual until appointments are approved by the WTPR SAB.

E. It is further the policy that:

1. The WTPR SAB reserves the prerogative to deny any volunteer who has been subject to two (2) or more suspensions regardless of duration.

2. The WTPR SAB reserves the right to deny any volunteer who is not of good moral character or whose criminal history could adversely affect the youth participants.

XXII. Tobacco, Alcohol, Drug Policy

The Washington Township Parks and Recreation Sports Advisory Board has recognized the need for all volunteers to promote a positive image and role model for the youth of our community. The goal of the organization is to provide a safe environment for the youth in our care. Managers, coaches, assistant coaches, directors, commissioners and all other positions dealing with our youth wish should provide and promote good values for our youth to carry on into their lives. Accordingly, any volunteer participating in our youth programs is asked to refrain from using tobacco, alcohol or drugs on or near the playing fields during practice or games, and also no use of tobacco, alcohol or drugs at meetings in all public places to include the WTPR Sports Complex and other public buildings and to refrain from using tobacco at any and all meetings where youth are in attendance.

XXIII. District/Tournament (Travel) Baseball Program Guidelines

A. **Mission Statement**

1. The Washington Township Baseball program sponsors travel teams for ages 8 through 15. The travel baseball program seeks to offer a higher level of competition and development than the recreational (in-house) league allows. The purpose of the travel baseball program is to enhance the development of those players who have demonstrated a higher level of playing ability than others of a comparable age. The travel program is a competitive program that places emphasis on competition at the highest level of baseball, with the selection based on athletic ability, skill and commitment.

2. A serious time commitment is necessary to participate on a travel team. The team is generally selected by the end of October, and practices and tournaments begin shortly thereafter and run through the end of July and occasionally through the first week of August. Intramural games take a priority over any travel practices unless authorized by the Baseball Advisory Board (BAB). A Travel player must attend at least 50% of their Intramural games or meet Babe Ruth minimum requirements of such, which ever is higher, however players are strongly encourage to attend all Intramural games when possible. Players are also strongly encouraged to provide as much notice as possible to their Intramural coaches when attending travel games.

3. Each team manager coordinates playing time. Due to the competitive nature of this program, equal playing time for all participants is not guaranteed as skill levels vary within each age group. Travel baseball is competitive baseball played against other communities and regions. As an organization, we do strive to provide as much playing time as possible for each participant, but the objective of each such team is to put the best team on the field when the competition warrants it, and to be successful.

4. The District/Tournament managers will be determined by the BAB. The manager and coaches must be approved by the BAB (and SAB if not on the Approved Manager Intramural Listing).

B. **Sanctioned District/Tournament Teams**

1.	8 year old	Up to two teams of no more than 12 players each, with one team being an "A" team selected in accordance with these Bylaws, and the second being a "B" team selected in accordance with these Bylaws.
2.	9U	Up to two teams of no more than 12 players each, with one team being an "A" team selected in accordance with these Bylaws, and the second being a "B" team selected in accordance with these Bylaws.
3.	10U	Up to two teams of no more than 12 players each, with one team being an "A" team selected in accordance with these Bylaws, and the second being a "B" team selected in accordance with these Bylaws.
4.	11U	Up to two teams of no more than 12 players each, with one team being an "A" team selected in accordance with these Bylaws, and the second being a "B" team selected in accordance with these Bylaws.
5.	12U	Up to two teams of no more than 12 players each, with one team being an "A" team selected in accordance with these Bylaws, and the second being a "B" team selected in accordance with these Bylaws.
6.	13U	Up to two teams of no more than 12 players each, with one team being an "A" team selected in accordance with these Bylaws, and the second being a "B" team selected in accordance with these Bylaws.
7.	14U	Up to two teams of no more than 12 players each, with one team being an "A" team selected in accordance with these Bylaws, and the second being a "B" team selected in accordance with these Bylaws.
8.	15U-18U	Up to two team consisting of no more than 12-15 players, at the BAB discretion.

In addition, the BAB may sanction additional teams. The number of teams will ultimately be determined by the number of participants, qualified managers and support and interest within each age group. Each team will be deemed a travel team for a period of one season or until which time any subsequent tryouts are held. All travel teams will be under the direct jurisdiction and supervision of the BAB. The number of players on each travel team is based on the number of participants at each age group, the travel quality of players (using the BAB rating system) and BAB approval.

C. NAVY TEAMS

1. Washington Twp Baseball will have Navy teams at selected age groups. These teams will be selected by tryouts held by either of the following: BAB Navy Coordinator, BAB Members or selected Travel Coaches.
2. Tryouts: Tryouts will consist of 1 or 2 dates which will be held in the Spring. Dates TBD each year.
3. Games: Selected Navy teams will be able to participate in the TSE league or equivalent league with up to 8 games played on Sundays.
4. Tournaments: Navy teams will be able to participate in Navy type tournaments after the intramural season has ended.
5. Fees: Fees for the Navy team will be determined yearly based on number of games, tournaments, uniforms, etc. Fees may be collected directly by BAB and/or selected coaches.
6. Coaches: Navy coaches will be determined by previous year team or selection by the BAB Navy Coordinator.

D. **Travel Director(s)** Approved individuals by the BAB will serve as the Travel Directors to the travel program. Responsibilities of the Travel Director include, but are not limited to:

1. Pre-Season Workouts – Assist in the administration and organization.
2. Tryouts - Coordinate, and participate and develop criteria.
3. Recommend manager selection to the BAB.
4. Oversee player selection process, and present player selection to the BAB for approval.
5. Maintain repository of tournaments and program contacts.
6. Supply each team with equipment and uniforms.
7. Coordinate field use at the Complex (scheduling).
8. Source of information and communicator at registration and draft meetings.
9. Facilitator of player and manager evaluations.

10. Program representative to leagues (e.g., Del Val, Babe Ruth and American Legion) and tournaments.
11. Assist with collection of necessary credentials.

E. **Tryouts and Player Selection**:

1. Tryouts:
   a. Tryout dates and times for each age group will be communicated to commissioners and coaches in advance so that all candidates can be timely notified. In addition, the tryout schedule will be posted in the baseball website (wtbaseball.org). Cost for camps, clinic's and special workouts are to be paid by each participant.
   b. The purpose of the tryouts are to aide in the selection process to ensure proper evaluation and review of all candidates. Due to special circumstances or injury, a player may petition to the BAB to have their tryout dates changed. This must be communicated to the Travel Director prior to the tryout.
   c. During the tryout, players will be evaluated on their ability and skill relevant to throwing, fielding, hitting, running and attitude. Further, where applicable, players will be also evaluated on their pitching and catching skills.
   d. The tryouts will be conducted by the travel team managers and a committee appointed by the BAB to evaluate the players of that age group. They will be assisted by approved coaches within that age group. Further, the Travel Coordinators or members from the BAB must be present at each tryout.
   e. For each age group, there shall be three outdoor tryouts as needed. If necessary, there will be an indoor tryout.
2. Player Selection Process: Player selections will be based on the following:
   a. Evaluation for all participants at the completion of the tryouts.
   b. Recommendations from managers from the intramural league.
   c. Travel manager applicant's observation of players during intramural games and playoffs.
   d. Past performance at the district/tournament level and in the intramural leagues.
   e. Travel quality of players based on the BAB rating system
3. Player Selection Philosophy:
   a. The object is to select the best all around player based on what that player brings to the team for each position.
4. Any player who quits a district/tournament team will be suspended for the succeeding season. The player may appeal to the BAB for re-instatement.
5. A tryout fee of $100 is required at the first tryout. The fee is non-refundable once player is notified by website posting. Players who do make the team will have their deposit refunded. Players selected will have their deposits applied

to that current year team costs.

F. **Selection Process of Managers**

1. Any qualified individual interested in managing a travel team must submit their request in writing or e-mail (cmac802@aol.com) to the BAB along with their qualifications by November 1st of each year or such alternative date determined by the BAB. Previous year coaches need not submit a request as they will already be deemed a candidate. All disinterested parties of the BAB (i.e. BAB members who are not seeking candidacy for a travel team manager position) will review such requests and render a decision. If no qualified requests are received, the BAB may search for a qualified coach. Additionally, all named assistant coaches must be approved by the
BAB.
2. BAB members, commissioners and directors are eligible to be travel managers, except that such individuals may not participate in the BAB deliberations or vote relating to the position which the member seeks.
3. Managers and coaches can not be associated with an alternative or any other baseball program.
4. Selection criteria shall include, but shall not be limited to, the following:
   a. The applicants experience and knowledge of the game;
   b. The applicants personal character;
   c. For applicants who have children trying out for the travel program, a child's relative ability against his peers will be a relevant factor in determining whether an applicant should be awarded a travel/district team. For example, if one applicant's child is selected as an "A" level player, and another applicant's child is selected as a "B" level player, the applicant with the "A" level child will have an advantage over the applicant with the "B" level child for being awarded an "A" team.
5. Selection of "A" and "B" team managers:
   a. With respect to age groups that have “A” and “B” teams, travel team managers will be selected by the BAB. Each manager shall select the players on his or her after the players have been fully evaluated.
   b. The players for each team will be posted in the baseball website and/or posted at the Complex within 3 days of the last tryout date. There are a limited number of roster spots on each team, which means not all candidates will be chosen for the travel team. Regardless of the outcome, participation on all travel teams is determined yearly and continued participation in the intramural program will be beneficial to the player’s development.

G. **Practices, Tournaments, Leagues and Districts:** It shall be the responsibility

of each team manager, working with the Travel Director, to schedule practices and games, as well as entering appropriate tournaments. All teams in the travel program are expected to participate in tournaments hosted by Washington Township Baseball. Further, in the event of the absence of the manager, the team should continue to practice and participate in games and tournaments under the guidance of a coach appointed by the manager.

H. **Uniforms and Equipment:** Through the WTPR baseball program, uniforms, baseballs and equipment will be supplied to each team. Each player is permitted to keep their uniform after the season has been completed. Managers will be required to return all equipment to the Travel Coordinators at the completion of the season.

I. **Fees** It is the goal of the BAB to fund all tournaments for all teams, however and an appropriate and minimal fee may be charged. Additionally, it is the goal of the BAB to fund those teams that play in leagues where costs include insurance and umpires. To accomplish this, the program will require the support from each team to volunteer appropriately for those tournaments hosted by Washington Township Baseball.

J. Costs for camps and clinics are to be paid by each participant.

K. **Travel Season**: The travel season begins with the selection of players to the travel teams in ***October/November***. The season ends with the participation in a season ending tournament (late July) or state/regional games, whichever is later.

L. **Awards:**

1. The BAB will award jackets to State, Regional and World Series winners for each team member, manager and coaches based on the allocated amount specified by the BAB. (See Section XVI – Parks and Recreation).
2. The BAB will award State Regional and World Series. Money contributed towards the purchase of jackets for Babe Ruth sanctioned champs can be authorized by the BAB if funds are available. They will be awarded for each player, one manager, two coaches and one bat boy. Purchasing procedures are to be followed for the purchase of jackets. The following maximum amount per jacket can be authorized:
   a. South Jersey Winner - $80.00
   b. Regional Champs - $80.00
   c. World Series - $80.00

M. Recommended Maximum Pitch Counts Per Game:

1. 8 years old league: 45 pitches.
2. 9 years old league: 55 pitches.
3. 10 years old league: 65 pitches.
4. 11 years old league: 75 pitches.
5. 12 years old league: 85 pitches.