

Camillus Youth Softball & Baseball Association



Policies & Procedures Manual

Baseball Overall President.....Doug Nugent

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Mission Statement

- * The *Camillus Youth Softball & Baseball Program* is a *year-round volunteer* organization formed to provide both a recreational and competitive baseball program for the residents of our community.

- * *Our Goals Are:*
 - ✓ PROVIDE BOTH RECREATIONAL AND COMPETITIVE LEVELS OF BASEBALL AND SOFTBALL FOR ALL AGES OF PLAY (AGES 7-18)
 - ✓ TEACHING THE FUNDAMENTALS OF BASEBALL/SOFTBALL
 - ✓ CREATE AN ATMOSPHERE OF ACCOMPLISHMENT
 - ✓ TEACHING TEAMWORK TO ACHIEVE COMMON GOALS
 - ✓ EXPOSE OUR YOUTH TO BOTH SUCCESS AND FAILURE, TEACHING THEM HOW TO EFFECTIVELY HANDLE BOTH OF THESE EXPERIENCES, WHILE BUILDING CHARACTER, DISCIPLINE AND SELF-CONFIDENCE.
 - ✓ DEMONSTRATE A SPIRIT OF FUN AND GOOD SPORTSMANSHIP THROUGHOUT THE EXPERIENCE

Code of Conduct

The purpose of this code of conduct is to provide a uniform set of guidelines for the Camillus Youth Softball & Baseball Association program. In order to accomplish this, the governing committee of the Camillus Youth Softball & Baseball Association volunteers to work for your children and provide them with the opportunity to enjoy youth baseball in our community.

The governing committee needs the support and cooperation of many people, including coaches, umpires, parents and players. We attempt to hold our members to a standard that will yield positive benefits for our youth as they grow to become productive members of our community and society.

We ask that you as a parent review the following guidelines, to give us the support necessary to achieve our goals and provide your child with the maximum benefit from this experience.

Guidelines For Parents of CSBA Players

KEEP IN MIND THAT BASEBALL IS JUST A GAME AND GAMES ARE MEANT TO BE FUN!

Maybe your child will be a great baseball player some day and maybe they won't but they will develop better character as a person if you follow these rules. They will also have a better experience and a lot more fun.

1. Make sure your child knows that win or lose, you love them. Let them know that you appreciate their efforts and that you won't be disappointed in them if they fail. Be the person in their life they can always look to for support.
2. Try to be completely honest with yourself about your child's athletic capability, their competitive attitude, their sportsmanship and their level of skill.
3. Be helpful, but don't coach your child on the way to the game or at the breakfast table. Think how tough it must be on your child to be continually inundated with advice, pep talks and criticism.
4. Teach your child to enjoy the thrill of competition, to be "out there trying," to be constantly working to improve their skills, to take the physical bumps, and come back for more. Don't tell them that winning doesn't count, because it does, and they know it. Instead, help them to develop a healthy, competitive attitude, a "feel" for competing, for trying hard, and for having a good time.
5. Try not to live life through your child. You've lost as well as won; you've been frightened; you've backed off at times; you've been the villain. Don't expect any different of them. Sure, they are an extension of you, but don't assume they feel the same way you do, want the same things or have the same attitudes. Don't push them in the direction that will give you the most satisfaction.
6. Don't compete with your child's coach. A coach may become a hero for awhile; someone who can do no wrong and you may find that hard to take. Your child may become disenchanted with the coach. Don't side with them against the coach. Talk to them about the importance of learning how to handle problems and how to react to criticism. Try and help them understand the necessity for discipline, rules and regulations.
7. Don't compare your child with other players on their team, at least not within their hearing. If they have a tendency to resent the treatment they get from the coach, if they are jealous of the approval other players get, try to be honest

Guidelines For Parents of CSBA Players

with them. Don't lie to them about their capabilities as a player. If you are overly protective, you will perpetuate the problem.

8. Get to know your child's coach. Make sure that you approve of their attitudes and ethics. A coach can be very influential, and you should know what their values are so that you can decide whether or not you want them passed on to your child.
9. Remember that children tend to exaggerate when they are praised and when they are criticized. Temper your reactions to the stories your child brings home from the field. Don't criticize them for exaggerating but don't over react to the stories they tell you

CSBA Baseball Governing Board

Board Position Title	Name
<i>President (Overall Baseball Commissioner)</i>	<i>Doug Nugent</i>
Vice President (Overall Softball Commissioner)	Chip Myers
Treasurer	Gary Petrick
Assistant Treasurer	Dave Petrick
Secretary	Fran Sidnam
Equipment	Dave Kaminski
Membership	Connie Mason
Fund Raising	Brian Courtney
At Large (Historian) [appointed by president]	Bill Holzhauer
At Large	Jay Mason
Rookie Commissioner	Gil Schnorr
Cal Ripken Commissioner	Bill Rushman
Babe Ruth Commissioner	Mike Dugan
Softball 8 & Under Commissioner	Lynn Magoulas
Softball 10 & Under Commissioner	Mark Weeks
Softball 12 & Under Commissioner	Debbie McClimans
Softball 16 & Under Commissioner	Steve Foley

The Governing committee is voted on each October during the general club meeting of the CSBA. Each term is for 12 months (one year). All members of the General CSBA (all "members in good standing") are eligible to vote for the governing committee (except for one at large position as noted above).

CSBA Baseball Governing Board

Responsibilities of the Governing Committee:

- A. Run monthly meetings.
- B. Meet on a monthly basis to discuss issues and to insure that the CSBA is running smoothly.
- C. Recommend Head coaches to the CSBA Executive Board for all teams.
- D. The governing committee will determine the course of action concerning any discipline issue involving a coach. The vote must include a meeting with a minimum of $2/3^s$ of the governing committee members being present.
- E. All baseball board voting will require a minimum $2/3^s$ attendance and will carry or based on total number or favorable votes cast. In the event of a tie, the choice receiving the lowest choice will be dropped and the vote process will continue until a clear winner is picked

Policies & Procedures for Team Selection

SECTION 1: ROOKIE, CAL RIPKEN & BABE RUTH TEAMS

1. Placement evaluations conducted by team coaches.
2. Players evaluated by team coaches.
3. Teams must be referred to as team #1, team #2 etc. until sponsors have been assigned.
4. Drafting a team with no evaluations shall not be allowed. Once team rosters have been established following the draft, no trades will be permitted.
5. The governing committee must approve each divisions draft process prior to the draft being held.

SECTION 2: TRAVEL TEAMS

1. Any player who is registered with CSBA is eligible to try out for a travel team in his / her division.
2. Travel team fees must be submitted to the league commissioner before the player is allowed to try out. Fees will only be returned to those who are not selected for a travel team.
3. Three travel team try-outs will be scheduled
4. Players who try-out must attend at least two of the three try-out sessions. It is strongly recommended that they attend all three.
5. The team will be selected by a panel of at least 3 people as designated by the governing committee, who are deemed to be impartial, having no obvious ties to the team. They will take input from the coaching staff but ultimately the decision of who makes the team rests with the panel.

A selection panel made-up of three coaches/governing committee representatives will rank the players and select the team. The Travel team head coach will chair this process and be responsible for forming the selection panel.

POLICIES AND PROCEDURES FOR COACHES

SECTION 1: Coaching Eligibility

1. All coaches and assistant coaches are volunteers and must abide by the rules of the CSBA.
2. All coaches and assistant coaches must be members of the CSBA whether or not he/she is a parent or guardian of a registered player.
3. Any person who has been legally convicted in a court of law of sexual or physical abuse will not be allowed to coach for CSBA. The governing committee will not knowingly appoint such a person to a coaching position or any other position within the organization where said person may come into contact with any children.
4. Eligibility can be revoked at anytime by the governing committee of the CSBA.

SECTION 2. Annual Coaches Selection Guideline

The following is the process to be utilized by the governing committee in selecting coaches:

1. The Coaches Selection Committee will consist of all governing committee members. The Baseball Over-all Commissioner will act as Chairman of the Coaches Selection Committee.
2. Coaches Selection Committee meetings will be held to review all coaches' applications. Copies of all applications will be provided to each member of the Coaches Selection Committee. Also, a list of what coaches have applied for what coaching positions will be provided to all Committee members.
3. No coach will be considered for a coaching position unless he/she has submitted a completed coaching application.
4. The Committee will review all applicants and discuss their respective coaching attributes. Applicants will be reviewed based on various criteria including but not limited to:
 - a. Baseball knowledge
 - b. Ability to interact with children
 - c. Ability to interact with parents
 - d. How the applicant has represented the organization in the past.

POLICIES AND PROCEDURES FOR COACHES

5. For those positions where several coaches have applied for the same position, the Committee may interview the candidates before casting a vote for that position. When a member of the Board is running against another applicant(s) for a Head Coach position, during the interview of the non-Board applicant, the Board applicant will not be present. The Board member will also be excluded from the voting process for that position.
6. All coaches and assistant coaches selections are subject to a background check by the Camillus Police Department.
7. All applicants will be notified in advance concerning the date when the vote will occur and be offered a chance to address the board if they so choose. Failure to appear at the designated date and time will be viewed as not being interested in activating this option. The board also has the right to demand an interview process for all candidates of a given position if they so choose in advance of the vote date. They can also postpone the vote until such an arrangement can be made.
8. The initial coaches selection process will be for head coaches only. The head coach may designate only one assistant coach for team draft purposes.
9. The Coaches Selection Committee will review all applicants per the above and then vote for a head coach at each level. All members of the committee are eligible to vote unless running for a head coach position within that division.
10. The secretary will keep a written record of the coaches selection process
11. The matters discussed by the Coaches Selection Committee will be deemed confidential and will not be disclosed to third parties.
12. All votes cast during the coaches selection process will be by secret ballot, unless otherwise agreed to by the committee.

POLICIES AND PROCEDURES FOR COACHES

SECTION 3: Conduct

1. The position of coach is an important one and carries with it the responsibility to portray a proper role model for all players within CSBA. Coaches should refrain from drinking prior to the game. No drinking is allowed at the park.
2. Use of tobacco products is prohibited within sight of playing fields.
3. Coaches must conduct themselves in a sportsmanlike manner at all times.
4. Coaches must not use abusive, threatening, or demeaning language or actions during games, practices or CSBA events.
5. Coaches must refrain from name calling, profanity and/or humiliating players.
6. Corporal punishment of a player or inappropriate physical contact with a player by a coach or any other member of CSBA is prohibited by CSBA.
7. Physical or verbal abuse of a player by a coach will not be tolerated and may be grounds for dismissal following an investigation and hearing.
8. All coaches must comply with the Code of Conduct (included as Appendix A).
9. Any coach removed from a game should verbally notify the League Commissioner within 24 hours and is suspended until a review of the incident by the Governing Committee can be voted on and a final determination of the course of action against the coach is submitted to the Executive Board.

POLICIES AND PROCEDURES FOR COACHES

SECTION 4: Head Coach and Assistant Coach Responsibilities

1. Coaches and assistant coaches are responsible for the equal development of all players on their teams to the best of the coaches and players ability.
2. Coaches and assistant coaches are responsible for the behavior of their players and fans during games and practices.
3. Coaches must have a parents meetings shortly after the team is formed to convey there coaching philosophy and expectations for the upcoming season. They should clearly state when/how notification should be handled if a player is going to miss a game or practice and other general communication issues as part of this meeting.
4. A coach has complete authority to remove any player from the field during a game or practice who is acting in a manner that jeopardizes the safety of any other player, who is acting in an unsportsmanlike manner, or who refuses to follow the directions of the coaching staff.
5. Though a playing time penalty can be imposed on a player by a coach, such a penalty can't be applied without discussing it in advance with the league commissioner and parents. (e.g player sits 2 innings and does not bat for poor attendance at practice)
6. If a player misses two consecutive team events, the coach must promptly contact the player's parent or guardian for an explanation. If a coach determines that a player has chosen to no longer participate in CSBA, the coach must promptly contact the player and the player's parents or guardian to determine the reason for that decision. The coach must then notify the league commissioner immediately when it is confirmed that a player has opted to no longer participate, the league commissioner must confirm the circumstances with the parent or guardian and notify the Governing Committee as needed. Under no circumstance does a coach have the authority to permanently remove a player from the team without board approval.
7. All coaches must attend CSBA coaching clinics and incorporate what they learn into their coaching style.
8. If a coach has to cancel a game for any reason, the coach must immediately notify the league commissioner.
9. Head coaches are responsible for ensuring their teams full participation in all fund raising events.

POLICIES AND PROCEDURES FOR COACHES

10. Coaches are responsible for the conduct of their spectators and must adhere to and support the decision of the umpire(s) concerning spectator behavior.
11. Head coach or assistant must be present and actively involved with their players for the equipment and uniform hand out and return process.
12. Equipment must be properly maintained. Advise equipment manager of missing equipment and equipment that does not meet safety standards. Return all equipment and uniforms on the scheduled return dates.
13. Head coach or assistant must be at the field a minimum of fifteen minutes prior to the scheduled start of the game or practice.
14. Head coach or assistant is responsible for a quick smooth transition between innings.
15. All coaches should wear CSBA coach's shirts during games.
16. Head coach must be an active member on one or more of the following committees (committees subject to change on an annual basis). See Committee List that follows.
17. Head coach must coordinate teams fund raising activity.
18. Head coach or assistant is responsible for supervision of bench area clean-up after each game or practice.
19. Head coach should direct all concerns to the specific League Commissioner.

SECTION 5: Filing a Protest

PROTESTS – Must be made in the following ways:

- ✓ The manager must notify the Umpire-in-chief (plate umpire) at the point of the violation of their protest before the next play begins.
- ✓ You must submit in writing a complete description of the violation, specifically outlining the rule(s), which the manager claims were violated.
- ✓ Submit the written protest to the Governing Committee within 48 hours of the game's conclusion.
- ✓ Include a check for \$10.00 made payable to CSBA, which will be returned if the protest is allowed.

POLICIES AND PROCEDURES FOR COACHES

- ✓ The Governing Committee along with the managers of the teams involved, shall meet within five days of receipt of the protest to review the situation. If the protest is allowed, the game will be restarted from the point of the protest at the time, date, and place determined by the League Commissioner.

Policies & Procedures

For Players and Parents

SECTION 1. Player Eligibility

1. Any youth who resides in the town of Camillus or the West Genesee School District is eligible to play for CSBA. Youths who reside outside the district will be accepted on a space available basis at the discretion of the Baseball Governing Committee .
2. Players must have written consent of their parents or guardians.
3. Players must meet the age requirements for each age division. Birth certificates are required.

SECTION 2. Annual Player Fees

1. All travel team players are required to pay all the declared fees for their classification.
2. Registration fees are required at the time a player is registered with the CSBA.
3. Players who reside outside of the town of Camillus or the West Genesee School district are required to pay an additional out of district fee at the time of registration.
4. Registration fees are due before a player tries out for a travel team. No player will be allowed to try out for a travel team until the fee is paid in full.
5. Refunds will not be given after the second practice is held with the exception of injury or illness at the discretion of the Baseball Governing Committee.
6. No player can start a new season without paying any uniform fines incurred from the previous season.

SECTION 3. Safety Equipment

1. All players are required to wear any and all safety equipment.
2. It is strongly recommended that all players wear a cup. Catchers must wear a cup to play this position.
3. Players must wear helmets when batting or in the on deck circle during games or practice.

SECTION 4. Player Movement Between Age Divisions

1. Parents must submit to the board of directors in writing stating who, what, where, when and why they would like to play in a division that they are not eligible for. The Baseball Governing Committee will make a decision by majority vote and notify the player prior to the draft.
2. No team trades are possible after the draft is held unless they are first approved by the BOC.

Policies & Procedures

For Players and Parents

SECTION 5. Siblings

1. Siblings (age appropriate), shall always play together in the Rookie, Cal Ripken and Babe Ruth leagues with the following exceptions.
 - A. A parent or guardian request otherwise.
 - B. The league commissioner contacts the parent prior to the draft date for their input.
 - C. All-star and Travel teams where cuts are made and players are picked on there ability where we attempt to field the most competitive team possible.

Policies & Procedures

For Players and Parents

SECTION 6. Player Conduct

1. While representing the CSBA during all CSBA functions including home and away games, practices, fundraising activities, etc., all players will refrain from violence, profanity and illegal activities.
2. Good sportsmanship is required by all players who represent the CSBA. Players are expected to abide by the rules of the CSBA.
3. Any player who is found with alcohol, tobacco or any controlled substance that is not prescribed by their physician while involved in a CSBA activity will automatically be suspended until a hearing can be held by the Baseball Governing Committee .
4. All players must respect the property and facilities of the Town of Camillus and the facilities of other baseball associations and refrain from willful or intentional destruction of property and, or facilities.
5. All players must wear complete uniforms, including sponsors hats, given out by the CSBA while on playing field. No player out of uniform will be permitted to play in an official game. Players should wear their complete uniform for all league events (parades, etc.) when requested by their coach.
6. All players must participate in divisional fund raising activities.
7. Each player must abide by the CSBA code of conduct (included as Appendix (A).
8. Failure to abide by these rules may result in suspension or dismissal.

SECTION 7. Parent (Fan) Conduct

1. At all CSBA home and away games, practices and events, parents of players registered with the CSBA shall act in a manner that is conducive to the goals and objectives of the CSBA.
2. During both home and away games parents shall show courteous respect to the game officials and their decisions. Parents should be ever mindful that their actions, and those of their children, are a reflection of our entire association and Camillus, New York.
3. Parents are expected to volunteer their efforts and resources for the benefit of all CSBA players and the CSBA. This includes participation in CSBA events, tournaments, fundraising activities, umpires as needed, and concession stand.
4. Parents are expected to provide encouragement and support for their team coaches. Any issues of disagreement should be brought forth in a spirit of cooperation. Parents should respect the coaches as volunteers who give their time and skills for the benefit of all players.

Policies & Procedures

For Players and Parents

5. Inappropriate language or actions may result in expulsion from the facility or, in the extreme, from all activities of the CSBA. When a parent (fan) is requested to leave the facility, the game will not continue until the person has left the park. Failure to do so will result in suspension or forfeit of the game by the team representing the fan in question.
6. All parents must abide by the CSBA Sportsmanship Code as well.

Policies & Procedures For League Commissioners

SECTION 1. Responsibilities

1. Report on the status of the division at board meetings
2. Act as a liaison between board and division coaches
3. Coordinate with coaches at beginning of season. Meet with coaches and plan team selections, etc.
4. Communicate draft selection process to the baseball board prior to the draft for approval.
5. Coordinate and conduct the drafting of teams for the upcoming season.
6. Distribute tournament or other information to coaches.
7. Pursuant to policies and procedures, try to resolve any complaints or grievances brought by parents or coaches.
8. Assist in running any tournaments for his/her division
9. Meet at least monthly with coaches to review status of season, etc.
10. Follow-up with parents of any child who leaves the program
11. Coordinate with other organizations regarding the particular division
12. Must be present at equipment hand-outs and equipment returns for their division
13. Schedule field use with town and school district
14. Collect rosters for all teams in division
15. Help with awards function and picnic in their division
16. Schedule and administer umpires payments, keeping adequate records regarding who worked what games and the payments they received.
17. Provide coaches with practice and game schedules
18. Define All-star coach and player selection process and present it to the baseball governing committee for approval prior to the actual selection process-taking place. The recommendation to the governing committee is due by the May club meeting at the latest.
19. Help organize all-star team(s) in their division
20. Oversee fund raising programs to insure each coach is participating as defined earlier
21. Verify field safety with Camillus Parks and Recreation and West Genesee School District

Appendix (A)

AREAS OF CONCERN	SPORTSMANLIKE BEHAVIOR	UNSPORTSMANLIKE BEHAVIOR
BEHAVIOR TOWARD OFFICIALS	When questioning umpires, do so in the appropriate manner (e.g., lodge a formal protest, have only one designated person such as the head coach address the umpires concerning a rule interpretation or the status of a call)	Arguing with umpires from a distance, swearing at umpires, having several people shout-out their opinions when questioning a call.
Behavior Toward Opponents	Treat all opponents with respect and dignity at all times. When disagreements occur, try to resolve them one-on-one in a calm tone away from other coaches, fans, and players.	Arguing with opponents. Making sarcastic remarks about them. Making aggressive gestures toward them or using inappropriate language.
Behavior Toward Teammates	Give only constructive criticism and positive encouragement.	Making negative comments or sarcastic remarks. Using inappropriate language.
Behavior with regard to Spectators	Make only positive comments. Don't be loud, standout. Don't embarrass your child, your team, or yourself through your behavior.	Arguing with spectators. Making negative remarks toward coaches/umpires/players or using inappropriate language.
Rule and Infractions	Obey all league rules	Intentionally violating league rules. Take advantage of loopholes in rules (e.g. every child must play so coach tells unskilled players to be ill on important game days)

General Rules

These rules are the highlights for CSBA Baseball. We follow the Official Baseball Rules Book. Our house rules come first and the Official Baseball Rules Book second.

LINEUP

Submitted to the umpire and opposing team prior to the start of each game. It will contain players present for the game and the order they will be batting in. Your list of players given will be your batting order. **ALL PLAYERS WILL BAT!** The order will be followed regardless of whether the player played the field in that inning. A lineup may not change once the game has started except:

- ✓ Players arriving late will be added to the bottom of the order. If a player arrives in the second inning, that player will be put at the bottom. (Last batter on the roster)
- ✓ If a player is injured and unable to bat, the manager has two choices: Treat that player as an automatic out in hopes that he will return later in the game or remove him from lineup altogether. This player may not return if removed. Both coaches must agree upon any other arrangements for injured players or this rule stands.
- ✓ If a player needs to leave for any reason, the opposing team **MUST** be notified prior to the start of the game. If the opposing coach is notified prior to game time of this situation, once the player leaves, the batting position will **NOT** be considered an out. If the situation is not made available before the start of the game, the opposing coach can declare the player **OUT** upon that player's position in the order **ONCE**.

PLAYING TIME

A player must play in the field for at least two consecutive innings after sitting one inning before the player can be removed to sit again. Each player must play at least four innings in the field unless the total number of players on the team does not allow for this. In this case, you should rotate the player who only plays three amongst all the players from game to game. Coaches should track playing time to keep it as equal as possible for all players. No team should have only one available player for a position!! For example, you better have more than one catcher, shortstop, etc. A player must be subbed out for in each game (if you have substitute players). No excuse for a player playing all six innings when the team had three subs!!!! Failure to comply with this ruling may result in forfeit of that game. Coaches should complete the per inning lineup and submit to the opposing coach upon the completion of each game. Should any situations arise, the league commissioner will ask for this document?

EXCEPTION – A player may pitch a complete six-inning game. In the event of extra innings the pitcher whom pitched six innings must sit out the seventh inning.

General Rules

OFFICIALS

Only officials assigned to the game by the umpire-in-chief shall officiate in this program. In the event that no officials are present for a league game, alternate officials may be used if both managers agree. Once a game starts with alternative officials, it can not be protested on this issue alone.

BASEBALLS

Baseballs furnished by the league shall be the official game balls. Each team will supply one new and one baseball in fairly new condition. The umpires shall be the sole judges as to the condition of the baseballs for game play. They may reject a baseball that they may feel is unsuitable for game use. If additional baseballs are needed, the home team shall furnish them. Travel teams shall conform to their own leagues rules.

HOME TEAM RESPONSIBILITIES

The home team, whom shall be designated on the schedule, shall have the following duties and responsibilities.

- A. Take whatever steps are necessary and within reason to make the field in playable condition.
- B. Furnish the bases, as well as other equipment necessary for the playing field.
- C. For Games being played on Shove fields #1 & #3 – Retrieve scoreboard equipment from main park building and set it up.
- D. Reserve for the visiting team the last fifteen minutes for pre-game practice, even if it is necessary for the home team to limit its practice time.

FIELDS

If a field is unlined or lines are not complete, the umpires shall rule on each play as they judge where the lines would be placed.

POSTPONED GAMES

The league commissioner shall reschedule postponed games.

SCHEDULED GAMES

All games scheduled must be played regardless of their importance to the standings.

DARKNESS

All games that are not finished due to darkness will be called a complete game.

General Rules

DIVISION CHAMPIONS AND PLAYOFFS

- A. Division champions shall be determined by a percentage system of games won and lost.
- B. In the event of a tie for first place, one game will be played to determine the division champion.
- C. No team shall be allowed to withdraw from a playoff game.
- D. Games to break ties are under the jurisdiction of the league commissioner.
- E. Playoff games in Cal Ripken and Babe Ruth are mandatory.
- F. Playoff games come under the jurisdiction of the league commissioner, times, places and dates of these games will be designated by the league commissioner and must be played as specified.

THE FOLLOWING IS A SUGGESTED PLAYOFF ALIGNMENT

1st round – teams 1 vs 6, team 2 vs 5, team 3 vs 4

2nd round – The 1st round winner with the best regular season record gets a bye. The other two 1st round winners play.

3rd round – 2nd round bye vs 2nd round winner.

If a division has more or less than six teams the division commissioner will decide playoff set-up. However, All teams must play in the playoffs.

ALL-STARS

The CSBA will attempt to help all-star coaches with their expenses. All-star coaches must use common sense; coaches should try to find reasonably priced accommodations when possible. Room and travel expenses will require receipts for reimbursement. Please remember all-star coaches and players are representing the CSBA and the Camillus area on and off the field.

EQUIPMENT

All equipment must be properly maintained. This is both a financial and safety concern. Any abuse of equipment will not be tolerated. All coaches are responsible to return equipment issued to them at specified return dates.

General Rules

FUND RAISING

A fundraiser will be held at sometime during the season. Fund raising is very important to the CSBA, equipment upgrades, field upgrades etc. would not be achieved if our fundraisers were not effective. All coaches and players must do their part so that we can continue to run a first class organization.

All players are required to participate in fund raising activities as agreed upon by the Baseball Governing Committee. All money earned from such activities will be put into the general baseball fund for the overall benefit of the baseball program.

Parents are responsible for returning all money and unsold product to the coach by the period designated when it was first handed out. Parents are responsible for making-up the financial difference for any product not returned.

Rookie League Rules

GENERAL RULES

1. Roster to consist of a minimum of twelve players. All players will bat even if they are not playing on the field.
2. The philosophy of the rookie league shall be one in which we combine a teaching of the fundamentals of baseball with competitive play. The coaches will stress the fundamentals such as bunting, pitching, base running, etc. Emphasis shall be placed on player development not on winning the game.
3. All players will play both infield and outfield positions through out the season.
4. No player will be permitted to play the position of catcher with out a cup.
5. The bases shall be sixty feet apart. The distance from home plate to the pitchers mound shall be forty-five feet. (or as close as possible while allowing the kids to be effective at throwing over the plate – both coaches must agree before 45 ft. distance can be altered and it must occur at the start of an inning)
6. Coaches shall insure that all players on the bench are seated with their team during the game.
7. Helmets must be worn by players when they are at bat, on base or in the on deck circle. For minor league division (7-8) the pitcher must also wear a helmet.
8. No abuse of umpires shall be permitted. (Refer to Appendix A page 18)
9. On an overthrow in which the ball goes out of play, any player on base shall be permitted to advance two bases, the base they were advancing to at the time of the release of the throw plus one base.
10. During each at bat, each team shall have a coach at first and third base.
11. There will be no stealing allowed at any time, players are not allowed to leave the base until the ball is hit. If the player does leave the base, it is not an out, however the base runner can only advance one base.
12. No player shall sit out for two consecutive innings.
13. Games shall last for six innings. If a game cannot be completed due to darkness or inclement weather, it will be deemed an official game if the losing team has batted four times. If the losing team has not batted four times a rain out date shall be scheduled. No inning in a game shall be started after 7:45 pm. There are no extra innings in the even of a tie game.

Rookie League Rules

14. To determine if a game will be cancelled based on inclement weather, call the one of the rookie league commissioner or club hot line for specific rookie information before the scheduled start of a game.
15. Home team coach is responsible for providing bases and umpire's equipment. Umpire equipment must be returned to Shove Park after the game so it is available for next day use by other teams.
16. All games must end at 8:15 pm.
17. Wood bats and metal spikes are not allowed.
18. Participation trophies will be awarded to all players.

MAJOR LEAGUE RULES

1. There shall be no more than ten players on the field at one time. At a Minimum, there shall be nine players on the field. If one team only has nine players, both teams place nine players on the field.
2. Umpires shall be provided for each game. In the event that an umpire does not show up, there shall be two umpires provided by parents -- one from each team. One will be the home plate umpire and the other will be the base umpire.
3. Coaches will be allowed on the field for the first two practice games.
4. Participation in regular season games, qualifies a team to participate in the end of season tournament.
5. If a batter bunts with two strikes and fouls the pitch off, he is called out.
6. Even if the catcher drops the third strike, the batter is called out.
7. No players will be allowed to pitch more than four innings per week (this included end of season tourney). One pitch in an inning equals pitching an inning for purposes of this rule. Once a pitcher is removed as a pitcher in a game, they cannot return as a pitcher in said game.
8. There shall be a maximum of five runs per inning by a team through the first five innings. The sixth inning shall be all the runs you can score for both the visitor and home teams. You must start the sixth inning by 7:45 pm. Therefore all urgency should be used to start the game at 6:00 pm sharp. Have your players in place so that you are ready to play each inning on time.

Rookie League Rules

9. Team standings will be kept for end of season tournament pairings only. No league champion will be recognized through trophies or other formal notice. Trophies will be awarded to the end of season tournament winners. All league participants will receive a participation trophy.

MINOR LEAGUE RULES

1. Once the team at bat has three outs or they have batted around once, the team in the field shall come to bat. For purposes of determining when a team has batted around once, the team with the larger number of players in the lineup shall determine the number of players who will bat around. For example, if team A has nine players and team B has twelve players, each team will be able to send twelve batters to bat before an inning has ended. Team A would send their nine players plus an additional three players. However, if a team gets three outs prior to batting around the order, that half of the inning is over.
2. Four strikes will constitute an out, after the third strike the batter has the option of hitting or off the tee. There are no walks.
3. There shall be a home plate umpire and a base umpire. Umpires shall be parent volunteers.
4. The coaches shall pitch; all pitches will be overhand forty-five feet from home plate.
5. There shall be a minimum of seven players on the field (pitchers and catchers are not needed).
6. A complete game equals five innings.
7. Refer to CSBA general rules and official baseball rules for rules not listed.
8. There will be no league standings kept, though there will be an end of season tournament where pairings will be determined through a blind draw process. No trophies or other significant notice will be awarded to tournament winners. All trophies given to be for participation only.

Ripken League Rules

GENERAL –

All players in the Ripken Division should be a maximum 12 years old or a minimum of 10 years old before August 1st. Any players playing in the Ripken Division that fall outside these guidelines must have permission of the Baseball Governing Committee prior to the draft. Generally this rule shall not be ignored unless the parent is needed by the league for coaching purposes where no eligible player's parent is interested in such a position or the appropriate League Commission based on player age, recognizes the skill level of the player and feels it would be unsafe for the player to participate at that age group – either for the players well-being or that of the league participants. Players are required to show proof of age at the beginning of the season. Players that make their school modified team as a 12-year-old, shall play in whatever league their parents feel would be most appropriate. Generally this is considered to be the Babe Ruth level, because once the player has made the transition to the regulation diamond and pitching distance there is no benefit in holding him at the youth field dimensions.

UMPIRES

Umpire fees are to be paid by the home team. The league commissioner will be responsible for getting the money to you in advance and assigning the umpires for each game. If a game is rained out after the umpire is present at the field, the umpire shall be paid one-half the total fee by the home team. The league commissioner or CSBA league umpire coordinator must be notified of this situation. If no umpire shows for the game, one parent representative from each team must be supplied before the game can begin. No fees are paid to these parents for volunteering their time.

GROUND RULES

The umpire before each game will lie out each fields ground rules. Any ball leaving the playing field is considered out of play. The umpire will award the next base, as this should happen.

PITCHING

1. A player can pitch a maximum of six innings per week (Monday through Sunday). Players must have two full calendar days of rest if they pitch four or more innings in a game. If a player pitches three or less innings, they must have one full calendar day of rest. A player is considered to have thrown an inning if they have thrown one pitch in that inning. Pitching must be recorded in your scorebook. Remember that this rule is for the safety of the kids!

- 1.1. Games, in which an ineligible pitcher has been used, shall result in a forfeit.

Ripken League Rules

- 1.2. No pitcher shall be allowed to re-enter a game as a pitcher once they have been removed from the mound and placed in another position or on the bench.

INFIELD FLY

This rule will be played in both the American and National Leagues. The infield fly is a fair fly ball, which can be caught by an infielder with ordinary effort, when first and second, or first, second, and third bases are occupied, before two are out. The pitcher, catcher, and any outfielder that stations himself in the infield on the play shall be considered infielders for the purpose of this rule. To be in effect, only the umpire can declare an infield fly situation and must clearly call-out the notification during the play. Failure to do so by the umpire will result in a "play it as is" situation where the play continues as if the rules is not possible.

BUNTING

Allowed in both the American and National League.

GAMES

- 1) A regulation game is six innings.
- 2) Games ending in a tie - If the score is tied at the end of a six-inning game, the game shall continue to extra inning play. Should the game be declared unable to be continued at any time following the end of an inning beyond regulation (example, DARKNESS), both teams should then agree that the game is a TIE. A full inning must be able to be completed for game to be won.
- 3) If a game fails to reach the regulation minimum limit of 3 ½ innings, it is not a regulation game and must be replayed as a new game. All records will be swept clean with the exception of pitching. The pitching statistics will be left intact to protect the player. Pitching rules must be followed as described in pitching section.

Ripken League Rules

SAFETY BASE

1. A safety base must be used.
2. The **runner** must use the orange part of the base if a play at first base is involved. Once the runner has reached first base safely, he / she must then use the white portion of the base.
 - 2.1. EXCEPTION – If the base runner is rounding the base or attempting to take second base the white portion of the bag may be used.
3. The **fielder** must only use the white portion of the base. (touch the orange portion to make a play is not recognized).
 - 3.1. EXCEPTION – In the event of an overthrow that goes into foul territory, the fielder should then use the orange part of the bag. This will eliminate the fielder crossing into the path of the runner.
4. PENALTY – In the event a player does not use the correct part of the safety base, it is the umpires decision to decide if the runner is out or safe.

TRIPS TO MOUND

Any manager or coach who makes a second trip to the mound in one inning must remove that pitcher on the second trip. The only exception to this is an injury to the player.

STEALING

A runner cannot lead or steal until the ball passes the batter. First time caught, a team is warned and the player returned. A second time caught and thereafter, the player is ruled out.

Ripken League Rules

SLIDING RULE

A player must slide to avoid a collision. Any player that does not attempt to slide to avoid a collision will be called out. The umpire has the final determination as to the collision rule. Each coach should teach their players on sliding so that we may continue to keep all our players safe. If a player intentionally tries to knock over an opposing player, he will be **OUT OF THE GAME** as the umpire sees fit.

TAKING HOME ON PASS BALLS

- ◆ NATIONAL LEAGUE - A player **MAY** take home on a passed ball.
- ◆ AMERICAN LEAGUE - A player **MAY NOT** take home on a passed ball.

10 RUN RULE

After four complete innings both coaches may agree to end a game should one team be down by 10 runs or more. The team that is down by the 10 or more runs should approach the opposing coach should they elect to choose to end the game.

DROPPED THIRD STRIKE

Batter is out. Runners advance at their own risk.

DARKNESS

A Ripken game is six innings in length. An inning cannot start after 8:15 p.m. Coaches are encouraged to use good judgement on the side of safety (not win/loss records) when making this decision. The umpire has the final ruling should a discrepancy arise as to the correct time. If prior to the 8:15 deadline and a lack of lighting makes conditions unplayable, **STOP GAME**.

MISCELLANEOUS

- 1) Catchers must wear a cup.
- 2) Metal spikes will not be allowed.
- 3) The winning team is responsible for submitting a final score, highlights, and pitching totals for the league commissioner and/or public relations chairman. The Ripken League commissioner will need to know results to keep the standings updated.

Ripken League Rules

- 4) In case of ejection or injury, both managers will insert a suitable substitute after discussion. The opposing manager will have the final decision on this substitute.
- 5) Ties for playoffs are decided as follows:
 - 6) Best head to head record
 - 7) Coin toss
- 8) No Smoking or Drinking is allowed around the playing field. If a coach or parent must smoke, it should be a distance away from the field. No alcohol is allowed at of the playing facilities at any time.

BALK

We do not play the balk rule. However, in teaching the game of baseball, we should instruct our pitchers as to a possible violation if the rule had been in effect.

APPEALS

- 1) A batter will be called out, on appeal, when they fail to bat in their proper turn, and another batter has completed a time at bat in their place. The proper batter may take their place in the batters box at any time before the improper batter becomes a runner or is put out. All balls and strikes will be counted in the proper batters time at bat. When an improper batter becomes a runner or is put out the defensive team can appeal to the umpire before the next pitch to the batter. The umpire will declare the batter out and nullify any score or advanced bases made due to play by the improper batter.
- 2) The defensive team may make an appeal of a play (such as a missed base). To appeal, the play must be stopped. The pitcher shall (before the next pitch is thrown) step from the rubber, declare the appeal and make a throw to the base that is in question. It is then the umpire's judgment through a safe or an out call as to whether that runner should be safe or out. If out and a score occurred the score is removed for that runner.

ALL-STAR

- A. No Ripken Division player may participate on more than one All-Star team or post season selected team. This includes within our own league and outside of our league until the CSBA All-star season is completed (as defined by the All-Star teams head coach).
- B. All-Star entry fees shall be payed (up to \$150.00) by the CSBA Baseball program for up to two tournaments per team. Additional fees may be considered if filed in writing to the Baseball Governing Committee . For

Ripken League Rules

purposes of these fees the CSBA Baseball program will recognize only one team from each Ripken division (American/National).

- C. Uniforms for All-Star play are supplied by the CSBA. These uniforms are to be turned in upon completion of the All-Star season. This is the responsibility of the team's head coach. The Baseball Governing Committee must approve any special arrangements for uniforms after a request is filed in writing by the team's head coach.
- D. Travel fees (room, board, etc.) greater than the initial expense fee paid by the CSBA are the responsibility of each team. Each team may complete additional fund raising. The fundraiser must be approved by the Baseball Governing Committee. The Babe Ruth district, state regional, or World Series may qualify for special funding or exemptions. The head coach should submit an official travel plan in writing for approval by the Baseball Governing Committee.

DRAFTING A TEAM

- A. Each team shall be composed of not more than eight 12 year olds. The National league teams will have no less than six 12 year olds. Number will be determined by the amount of 12-year-old players have registered.
- B. National league teams will draft their roster first until each team has a minimum of twelve players. American league teams will draft from the remaining pool of players. The American league coaches are required to be present for the National league draft.
- C. Any late registration of a player will be automatically placed in the American league. The player shall be assigned to the team that is scheduled next on the drafting list.
- D. Only siblings in immediate family are required to play on the same team (subject to parental input). All other player package deals must be discussed prior to the individual team draft and the commission will state what consideration should be given to these requests during the draft process. No trades are allowed during or after the draft session is complete.

Babe Ruth League Rules

The CSBA Babe Ruth division is to follow official baseball rules and the rules and regulations of Babe Ruth with the following CSBA exceptions.

LINEUP

Submitted to the umpire and opposing team prior to the start of each game. It will contain players present for the game and the order they will be batting in. Your list of players given will be your batting order. **ALL PLAYERS WILL BAT!** The order will be followed regardless of whether the player played the field in that inning. A lineup may not change once the game has started except:

- ◆ Players arriving late will be added to the bottom of the order. If a player arrives in the second inning, that player will be put at the bottom. (Last batter on the roster)
- ◆ If a player is injured and unable to bat, the manager has two choices: Treat that player as an automatic out in hopes that he will return later in the game or remove him from lineup altogether. This player may not return if removed.

PLAYING TIME

A player must play in the field for at least two consecutive innings after sitting one inning before the player can be removed to sit again. Each player must play at least four innings in the field unless the total number of players on the team does not allow for this. In this case, you should rotate the player who only plays three amongst all the players from game to game. Coaches should track playing time to keep it as equal as possible for all players. No team should have only one available player for a position!! For example, you better have more than one catcher, shortstop, etc. A player must be subbed out for in each game (if you have substitute players). No excuse for a player playing all seven innings when the team had three subs!!!! Failure to comply with this ruling may result in forfeit of that game.

- ◆ **EXCEPTION** – A player may pitch a complete seven-inning game. In the event of extra innings the pitcher whom pitched seven innings must sit out the next inning.

Babe Ruth League Rules

MISCELLANEOUS

- 1) There will be no appeals on base running errors. Umpires will rule on base running errors. i.e. missing a base, leaving early on a tag etc.
- 2) A base runner that makes deliberate contact with a fielder will be called out. Malicious intent may result in ejection from the game and future games.
- 3) A fielder may not block the base paths unless he / she is making a play on the ball. The umpire will award base(s) at their discretion.
- 4) Metal spikes are not allowed.
- 5) Wooden bats are not allowed.
- 6) Metal bat weight/length ratio must meet the current High School rule requirements of (-3). If a player is looking to use a bat with a higher ratio it must be discussed with the Home Plate Umpire during ground rules and agreed to by the opposing coach. This should be an exception basis and only occur so players of small physical stature who generally tend to struggle at the plate.
- 7) Roster to consist of twelve or more players
- 8) A team must have a minimum of 9 players to start a game (Umpires have insurance regulation if not). If another player from our league is present at the field, a team that is short players may have that player added to their roster ONLY if opposing coach agrees. As coaches make every attempt to get 9 players to a game, we will not forfeit games in which there are not enough players. Both coaches will be asked to reschedule the game as soon as possible. **Teams must have 7 players from their own team. Players borrowed from other teams can not pitch in the game.**
- 9) An intentional base on balls will be given by having the coach request the umpire to award the batter first base. This may be done on any strike count. The ball shall be declared dead before making the award.
- 10) Fake tags will not be allowed; the base runner(s) will be awarded base(s) at the discretion of the umpire.
- 11) No inning may start after 8:30 PM for a 6:00 PM start. There is no 10 run rule.
- 12) Double Headers will consist of two 5-inning games
- 13) Lineups - Players arriving later will be added to the bottom of the order. If a player arrives in the second inning, that player will be put at the bottom (last batter on the roster). If a player is injured and unable to bat, the manager has two choices: 1 – Treat that player as an automatic out in hopes the player may return

Babe Ruth League Rules

- o the game later or 2 – remove the player from the lineup (player will not be allowed to return with no out). The league commissioner will review injuries to the same player in repetitive situations. Batting order – Will contain all players present for the game. The batting order will be presented to the opposing manager and umpire prior to the game.
- 14) Ejection – Any player or coach ejected from a game must be reported to the Babe Ruth Commissioner immediately. **Player will be suspended for that game and 1 additional game. If team player is on has only 8 players left the game will end with the other team winning by Forfeit. Umpires will not continue game.**
 - 15) Field Conditions – The Commissioner can cancel a game up to 5:00 PM or the equivalent of one hour before a game. Once the game begins, it is the responsibility of the head coach's and umpires to evaluate playing conditions. Umpires arriving at the game are guaranteed ½ fee. If the game starts, the umpire gets paid the full fee. If only one umpire is present, they get 1 ½ fee.
 - 16) Home Team Responsibilities – Provide two new game balls to the umpire before that scheduled game.
 - 17) Both Teams shall pay the umpires – Each team should pay one of the two umpire fees each game prior to the start of the game. If the umpires show up and the game gets canceled, they receive ½ fee. Once the game starts, they are entitled to full fee. If only one umpire, they get ¾ fee.
 - 18) Winning Team – The Winning team must report the score of that game and any highlights to the Commissioner and/or assignor following the game.
 - 19) All playoff games must go 7 innings. If rain shortens the game the game will be picked up were the teams left off.
 - 20) If a player portrays unsportsmanlike like conduct a coach can bench the player for an inning or more at the coach's discretion. The coach must notify the umpire and other coach.

Travel Teams League Rules

- Reference Greater Syracuse Baseball Association rules, High School rules, CSBA General rules, Babe Ruth rules and Official Baseball rules.
- Ground rules for fields to be decided on at fields.

TRAVEL TEAM SELECTION PROCESS

(Also appears under the Policies and Procedures for Team Selection)

1. Team selection will occur at the discretion of the WGHS Varsity Coach – there will be no try-outs. The program and its administration will be handled by the school baseball coaching staff.
2. Registration fees charged must be sufficient to cover all league expenses.
3. The CSBA will handle the registration and money management portion of this program and will retain exclusive rights to the having these teams in the Greater Syracuse Baseball Association

Athletic Fields

Field locations

ROOKIE –

- ◆ Camillus municipal building located @ 4600 West Genesee Street
- ◆ East Hill Elementary (401 Blackmore Drive)
- ◆ Camillus Field (corner of Newport Road & 1st Street in the Village of Camillus next to tennis courts)
- ◆ Shove Park (Slawson Drive) Field #2 – Behind building on hill
- ◆ Reed-Webster – located on Warners Rd
- ◆ Fairmount – Behind Camillus Town Municipal Bldg (police station)

CAL RIPKEN -

Shove Park (Slawson Drive Camillus)

- ◆ Field #1 - Closest to building
- ◆ Field #2 - Behind building on hill
- ◆ Field #3 - Located at main entrance to park
- ◆ Onondaga Road Elementary school (703 Onondaga Road). Field #1 closest to school

+ Rookie and Cal Ripken – 60 foot base paths, 46 feet from home plate to pitching rubber.

BABE RUTH –

West Genesee High school (5201 West Genesee Street)

- ◆ Behind school Varsity field on hill behind tennis courts

Camillus Middle School (5225 Ike Dixon Road)

- ◆ Behind school, there is also a practice field behind the Main field

TRAVEL TEAMS –

Share fields with Babe Ruth where Babe Ruth gets first choice concerning days and field preferences – to be worked out and set at the start of each season.

Committee List

COMMITTEE LIST

BUDGET / PLANNING

CHAIR -

MEMBERS -

FUND RAISER

CHAIR -

MEMBERS -

MID-SEASON TOURNEY

CHAIR -

MEMBERS -

REGISTRATION

CHAIR -

MEMBERS -

SPONSORS

CHAIR -

MEMBERS

EQUIPMENT

CHAIR -

MEMBERS -

PICTURES

CHAIR -

MEMBERS -

UMPIRES

CHAIR -

MEMBERS -

RULES & REGULATIONS

CHAIR -

MEMBERS -

Committee List

CLINIC
CHAIR –
MEMBERS –

AWARDS
CHAIR
MEMBERS

PARADES
CHAIR
MEMBERS

PICNIC
CHAIR
MEMBERS

FAMILY FUNCTIONS / BONFIRE
CHAIR
MEMBERS

TOURNAMENT'S
CHAIR
MEMBERS

WEB-SITE
CHAIR
MEMBERS

REFRESHMENT STAND
CHAIR
MEMBERS

FRESINA FIELD / BASEBALL PLANNING
CHAIR
MEMBERS

SOFTBALL GAME
CHAIR
MEMBERS

BATTING CAGE
CHAIR;
MEMBERS

Committee List

FALL LEAUGE
CHAIR
MEMBERS

OPENING DAY CAL RIPKEN
DIRECTOR
COOK'S
SET UP;
CLEAN UP

CANDY FUND RAISER
Chair;
Members

CANDY FUND RAISER

CANDY FUND RAISER – Prize Awards

CSBA Annual Awards

Several Annual awards have been established to continue the spirit started by key individuals through their contributions and involvement in the CSBA Baseball Program

Bill Lawson Award

A small 5x7 plaque given to a player in each of the Cal Ripken divisions (1-National/1-American player) to recognize their commitment to displaying good sportsmanship throughout the season as an example to other players in the league.

- ◆ Bill Lawson was a founding member of our baseball organization who past away in 1996? He held various positions over the years from President-to-Treasurer-to-Equipment Manager. Due in large part to Bill's frugal spending, the baseball organization was able to accumulate the necessary funds to put up the fencing and dugouts at both Shove Park fields I and III. Bill's involvement over the years was the cornerstone to the clubs start and success and it is for this reason that we honor him with this award.
- ◆ Each Ripken team will also have a sportsman award recipient who gets a certificate. The wording of which is:

**This award is given in recognition of the attitude and respect shown to fellow players, coaches, and umpires during the 1996 season. It should serve as an example to all others in the league that baseball is not about wins and losses
*...but rather how you play the game!***

- ◆ Each team recipient name will go into a hat to draw the Lawson award winners.
- ◆ Lawson Plaque size and wording....

Ryan Schoonmaker Dedication Award

A small 5x7 plaque given to a player in the Babe Ruth Division to recognize their level of commitment and dedication to the baseball program.

- ◆ Ryan played up through all levels of the organization and also participated as an umpire in our Rookie Division.
- ◆ Ryan's involvement and participation in the program serves as an example for why we have an organization like CSBA Baseball and what our true focus should be about.
- ◆ Unfortunately, Ryan's life was cut tragically short by a car accident at the age of 16. May we always remember his smile and laughter for he truly showed us all that it wasn't whether you won or lost that was important.... But that you truly

CSBA Annual Awards

had fun playing the game.