



**BASEBALL COMMITTEE**

**PHILOSOPHY AND GUIDELINES**

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## **SECTION 1:**

### **PROGRAM PHILOSOPHY, OBJECTIVES, POLICIES, AND GUIDELINES**

The Hudson Booster Philosophy and Guidelines is a Hudson Booster Club document that contains policies and procedures that dictate how the Baseball Committee conducts their programs.

- Is reviewed annually by the Baseball committees
- Amendments or changes to this document requires a majority of voting members of the Committee members present after a quorum has been reached. The Commissioner votes.
- Changes to this document must be approved by the Hudson Booster Club Board of Directors.

### **1. PROGRAM PHILOSOPHY AND OBJECTIVES**

The Philosophy and Objectives listed below are for the Hudson Booster Baseball program, both In House and Traveling.

#### **PHILOSOPHY**

- Emphasis should be placed on learning how to play the game rather than the final score of the game. Winning is found in the progress made toward individual and team goals, not in the won/loss record of the team. Emphasize teamwork, hard work, and good sportsmanship as qualities of successful teams and individuals.
- Coaches, managers, and parents involved with the Hudson Booster programs are to set good role models and high standards of conduct for the players. Players will be expected to follow this example by exhibiting good sportsmanship, conduct, and citizenship. The attributes of self-confidence, self-control, self-discipline, and self-motivation learned through a quality baseball program will influence the individual for the rest of their lives.
- The Hudson Booster programs will provide the same commitment to our less developed or less skilled players so they too can achieve personal satisfaction and growth through the game of baseball.
- The Hudson Booster programs are designed to develop the total individual (not just the athlete) with emphasis placed on skill development, teamwork, self-confidence, self-esteem, and personal growth, not necessarily in that order.

#### **OBJECTIVES**

- Give a chance for all players to participate in a program at a level commensurate with their ability.
- Promote baseball excellence while emphasizing good sportsmanship.
- Provide the best coaching and training facilities attainable

### **2. PROGRAM GRADE AND RESIDENCY REQUIREMENTS**

#### **A. RESIDENCY REQUIREMENTS**

- Children who go to school within the Hudson School District.
- Children who live in the Hudson School District
- Children who have a parent or guardian residing in the Hudson School District

#### **B. RESIDENCY EXCEPTIONS**

- Outside communities who do not have a comparable baseball program may petition the Baseball Committee for approval to include players from their organization to participate in our Booster program.
  - This agreement must be made prior to close of registration.
  - The Baseball committee will only consider this request if there are openings in the affected Leagues.
  - Players who fall under the Section 1.2 Program age and residency requirements will be placed on teams before any players from the outside organization.
- For the Traveling program, if it is necessary to fill-out a roster for a team without enough Hudson participants, players from other communities may participate in one of our programs as long as it does not force a Hudson player off of a team.

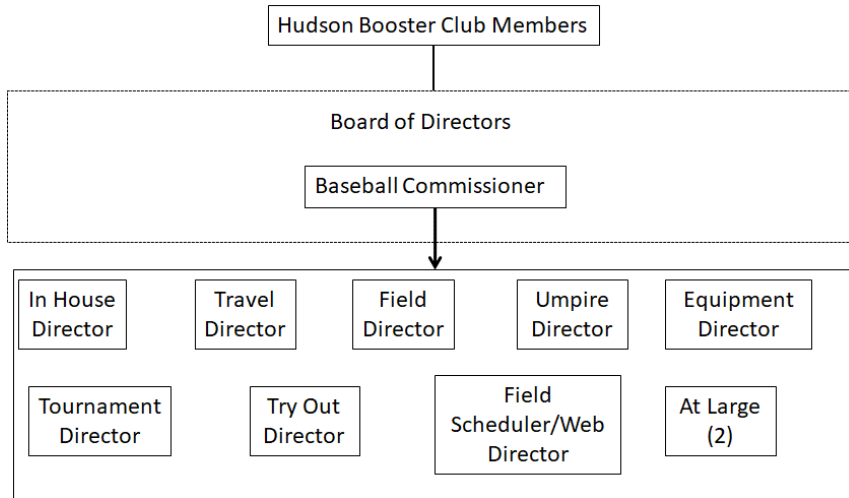
#### **C. AGE/GRADE REQUIREMENTS**

- IN HOUSE PROGRAM - determined by the player's current grade.
- TRAVELING PROGRAM- determined by the rules and regulations of the association administrating the Traveling league in conjunction with the Baseball Committee.
- Unless under special circumstances, players will not be allowed to "Play up" in our programs

**D. CONFLICTING PROGRAMS OR WAIVER**

- Players on a Hudson Booster team must not be a member of another baseball program whose participation would conflict with the Hudson Booster program.
  - Does not include a school baseball program (School district, St. Pat’s, Trinity, etc.)
- Request for playing for a non-Booster association (Waiver) must be sent to the Hudson Booster e-mail address and are handled on a case by case basis.

**3. PROGRAM POSITIONS AND DUTIES**



**A. BASEBALL COMMITTEE**

- Committee Directors **must be members** of the Hudson Booster Club Inc.
- Establishes policy for the specific program, pending approval of the Club.
- Approves League rules and policies submitted by the Directors.
- Voting members of Baseball Committees are comprised of:
  - Commissioner of each Committee
  - 8 Sub Committee Directors
- 2 Members-at-Large
- Only 1 vote per individual.
- A Quorum consists of 5 voting members of the Committee.
- Non-participation by a member may result in that member being replaced after a vote of the committee.
- Any policy or rule change in a program must be brought to the Club Board of Directors for final approval.
- The following list includes (but is not limited to) changes in the program that must be brought to the Hudson Booster Club Board of Directors:
  - Fee Structure
  - Program additions
  - Program structural changes
  - Guidelines changes
  - Anything deemed by the Commissioner to be brought to the Club.

**B. BASEBALL COMMISSIONER**

- Appoints the Directors of the Baseball Committee
  - If there is a conflict with an appointment, the Commissioner or member may go to the Board of Directors.
- Commissioner is a voting member of the Board of Directors
- The Baseball Commissioner is chosen by an election of voting members of the Hudson Booster Club for a 2-year term. Vote to be held on or before the October Hudson Booster Club meeting in even -numbered years.
- If the Commissioner resigns, the Board of Directors of the Club will appoint an interim Commissioner to fulfill the current term.
- Enforces Baseball Committee guidelines.
- Submits an annual program budget to the Board of Directors by December 1<sup>st</sup>.
- Booster Baseball program representative to vendors, city, and school district, including the H.S. baseball programs.
- Responsible for the administrative tasks of the program.
- Approves annual traveling team uniforms
- Reviews and approves all expenditures on behalf of the baseball program

- Reviews and approves all fundraising opportunities presented to the club that impacts the baseball program
- Creates Traveling Coaches Selection process and committee
- Sits on Player Selection Committee
- Reviews and approves Traveling tryout procedures
- Reviews and approves Traveling team rosters
- Reviews and approves all programs, training, tournaments, activities, etc. prior to implementation by Directors.
- Yearly registration creation oversight
- DIBS oversight
- Reviews all applications for Baseball registration refunds.

### **C. BASEBALL COMMITTEE DIRECTORS**

#### **Travel Director**

- Coordinates Traveling Program
- Submits annual budget to the Baseball Commissioner
- Liaison to the Traveling Associations and attends Travel Director mandatory association functions
  - May delegate this task.
- Sits on the Traveling Player Selection and Coach Selection Committees
- Works with Web Director to ensure that all mandatory training is completed by the Traveling Coaches and Team Managers.
- Coordinates Winter work outs in conjunction with the Field Scheduler
- Enforces the guidelines by the Baseball and Committee
- Works with Baseball Commissioner to procure travel team uniforms.
  - Final design of travel uniforms must be approved by Baseball Commissioner.

#### **In-House Director**

- Coordinates the In-House program
- Submits annual budget to the Baseball Commissioner
  - Informs League Heads that 12 or 13 players per team are needed to stay within the budget.
- Recommends for approval the League Chairs to the Committee
  - T-ball, Coach Pitch 1, Coach Pitch 2, Junior Lg, Senior Lg, and Major Lg
- Enforces the guidelines and policies of the program
- Calls at least one meeting with the In-House program Chairs to discuss expectations and duties.
- Oversees coach selection and coordinates pre-season coach's meetings.
- Oversees team formation by league chairs
- Works with Equipment Director on issues of uniforms and equipment
- Ensures teams wear the uniforms provided by the Hudson Boosters, no other types allowed.
- Coordinates with Equipment Director distribution and return of team equipment
- Oversees tournament teams for applicable leagues
- Oversees scheduling of fields for practices and games in conjunction with the Field Scheduler.
- Works with Player Evaluation Coordinator to ensure all evaluations are completed.
- Informs all In-House coaches of their mandatory training requirements.
- Works with Web Director to ensure that all mandatory training is completed by the In-House Coaches and Team Managers.

#### **Equipment Director**

- Responsible for purchasing equipment recommended by the Committee Directors and approved by the Commissioner following the league standards.
- Inventories and stores equipment at season's end
- Hands out equipment to traveling and In-house programs

#### **Field Director**

- Coordinates with field owners (School District, City and Town of Hudson, Troy, etc.) on improvements to shared fields
- Supervises and coordinates field preparation for the baseball and programs. Strives to have fields maintained in excellent condition.
- Point of contact to outside field maintenance companies
- Manages/oversees field maintenance projects.

- Suggests/prioritizes improvements that need to be done and recommends timetable for their completion
- Provides quotes for field projects to the Baseball Committee, which send recommendations to Hudson Booster Board
- Submits 4-yr. plans/requirements/forecast so projects can be completed to meet the needs of the program (new sheds, fences, etc. that are needed they can be synchronized with grant money).

#### **Tournament Director**

- Establishes and leads Tournament Committees as necessary
- Point person for anything involving home tournaments for In-House
- Schedules tournaments for In-House, and Select Teams
  - Cannot exceed the tournament allocation per team (See Tournament Entry Motion 5/4/17 p. 14)
  - Tournaments to be local
  - Traveling Tournaments should be MYAS & MBL qualifying tournaments
- Coordinates home tournaments

#### **Umpire Director**

- Supervises and coordinates umpires for the Baseball program
- Assigns umpires to the league schedules and Hudson tournaments
- Ensures that the umpires are conforming to Booster standards. This includes training the umpires and insuring they are using the proper protective equipment.
- Works with Equipment Director to procure umpire equipment and arrange for that equipment to be stored at fields for umpire use.

#### **Field Scheduler and Web Director**

- Appointed by the Commissioner
- Keeps a calendar of all fields used by the Hudson Booster In-House and Traveling programs
- Contact person to reserve, reschedule, or give up previously reserved fields
- Keep Hudson Booster web site up to date
- Help Travel and In-House Directors monitor Coaches and Team Managers mandatory training.
- Other tasks as needed

#### **Tryout Director**

- Appointed by Baseball Commissioner
- Establishes dates and locations for annual travel team tryouts and presents to Baseball Committee for approval prior to advertising to the club.
- Establishes communication plan for the club regarding tryouts, tryout process for athletes and timeline for posting results
- Establishes a Player Selection Committee
  - Develops process for player selection try-outs and submits to Baseball Commissioner.
  - Limited to 5 members
  - Establishes tryout procedures
  - Arrange for evaluators
  - Establish dates and fields for tryouts in coordination with the Field Scheduler
- Player Selection Committee will consist of Tryout Director, Baseball Commissioner, Travel Director, and 2 At-Large members approved by the Baseball Commissioner.
  - Members of the Player Selection committee cannot participate in any aspect of the tryout or team selection when their child's age group is being evaluated.
- Tryout Data
  - Committee collects data, evaluates results, and select teams.
  - Data access limited to the 5 Committee members

#### **At Large Directors**

- Baseball committee will have 2 At-Large members
- At Large members are chosen by an election of voting members of the Hudson Boosters for a 2-year term. The vote will be held in conjunctions with the election of the Commissioner for each program.
- Can be appointed by the Baseball Commissioner and approved by the Board of Directors to fill a vacancy.
- Works on projects as directed by the Baseball Commissioner.

## **4. REGISTRATION PROCESS**

### **A. REGISTRATION FORMS**

- Registration information is to be approved by the Baseball Committee.
- Any modifications to the registration information must be approved by the Baseball Committee (New Traveling teams, In House leagues, changes in league grades, prices, etc.) and submitted to the Booster Club Board of Directors.
- Request for use of Booster registration data by a non-Booster program must be approved by the Board of Directors.

### **B. RECEIPT OF REGISTRATIONS**

- Electronic registrations are to be monitored weekly
- There is no guarantee of being able to participate in the program if registrations are not received by April 15<sup>th</sup> for the In-House programs and prior to the tryout for the Traveling programs.

### **C. PARTICIPATION IN BOYS VS GIRLS PROGRAMS (As adopted on 5/19/97 Booster Club Meeting)**

- Girls will play in the girl's softball program; boys will play in the boy's baseball program when there are comparable programs being offered.

### **D. WITHDRAWAL FROM PROGRAM (As adopted on 12/11/96 Booster Club Meeting)**

#### **In House Program:**

- Before April 15 - Full Refund
- Between April 15 and May 1 - 50% Refund
- After May 1 - No Refund.
- Requests for refunds after May 1<sup>st</sup> will be handled on a case-by-case basis

#### **Traveling Program:**

- If a player withdraws from the Traveling Program prior to March 1<sup>st</sup>, the refund is 100%. Any refund requests made after March 1<sup>st</sup> will be on a case-by-case basis.

### **E. REGISTRATION LATE FEE**

- The late fee cutoff date and cost will be determined by the program committees, voted on by the Club, and will be publicized on the Hudson Booster web site.
  - Current
    - \$15.00 late fee
    - Does not include T-ball and Machine Pitch leagues

### **F. FINANCIAL ASSISTANCE**

- The Hudson Boosters Club offers confidential financial aid to our programs upon request. Information on the financial aid program can be obtained by contacting the Booster Club President.

### **G. BOOSTER MEMBER FEE WAIVER POLICY (As Adopted at the 10/17/2016 Booster Meeting)**

- **Requirements**
  - Attend 4 Club meetings in a calendar year
  - Perform 20 hours of Club service between Jan & Dec of previous year (see automatic qualifiers below)
- **Automatic Qualification (Do not need to track hours)**
  - Board of Directors
  - Program Director, League Heads, DIBS, Easter Egg Hunt, etc.
- **Earned Qualification**
  - Up to 8 hours of DIBS tasks, rest of hours outside of DIBS
    - Coaching does NOT count towards the 20 hours
  - Booster member should keep track of hours and have them verified by the Committee head for which work was done.
  - Hours worked by grandparents can be used for up to 3 participants

## H. DIBS REQUIREMENTS

All traveling programs and In-House programs 3rd grade and above will have a yearly DIBS requirement.

- The Booster club Board of Directors will set the DIBS rules for each year.
- Coaches, assistant coaches, and team managers will have their Dibs/volunteer hours waived for their entire family up to the maximum requirement after meeting the Booster Coaches requirements.

## 5. EQUIPMENT AND UNIFORMS

- Coaches are responsible to return the equipment on the specified return date in a clean and usable condition
- Teams may only wear the uniforms supplied by the Hudson Boosters in order to present a unified look that represents the Hudson Booster program
  - Applies to regular season, post season, and tournaments
  - Hats and jerseys may be modified by adding names and/or number
  - The use of unauthorized uniforms may result in a coach being penalized for non-compliance. Penalties can range from game suspension up to removal as coach.

## 6. HUDSON BOOSTER COACH AND TEAM MANAGER TRAINING REQUIREMENTS

- Hudson Booster coaches and team managers must complete Background Checks prior to contact with their players.
- Coaches must complete the rest of the Mandatory training as quickly as possible.
  - Traveling and In-House Directors will monitor their coaches training.

**M** = Mandatory training – Dictated by Federal, State, Association, and/or Booster Policy

**R** = Recommended training – Beneficial to Hudson Booster Coaches

Training	Travel Teams	I-H Tourny & Select Teams	I-H Only	Team Managers	Policy
Concussion Certificate (Every 3 Yrs.)	<b>M</b>	<b>M</b>	<b>M</b>	<b>M</b>	Booster Policy
Concussion Information Sheets (Annually)	<b>M</b>	<b>M</b>	<b>M</b>	<b>M</b>	Wis. State Statute
Background Check (Annually)	<b>M</b>	<b>M</b>	<b>M</b>	<b>M</b>	Booster Policy
Safe Sport Act Training (Annually)	<b>M</b>	<b>M</b>	<b>M</b>	<b>M</b>	Federal Law
Positive Coaching Training (Annually)	<b>M</b>	R	R	R	Booster Policy
First Aid Training	R	R	R	R	Booster Policy
Coaches Agreement Form (Annually)	<b>M</b>	<b>M</b>	<b>M</b>	<b>M</b>	Booster Policy

## 7. COACH, PLAYER, AND PARENT DISQUALIFICATION PROCESS

- A coach, player, or parent who fails to meet behavioral standards outlined in either the In House or Traveling Coaches Agreement form may be disqualified from participation in the program. Punishment can be from game suspension(s) up to a 1-year disqualification.
  - Committee can recommend more than one-year disqualification if it feels warranted.
- Complaints about an offender must be in writing and sent to the attention of the Commissioner.
  - Letters sent to the offender if Committee votes on disqualification
  - Letters will be rewritten to eliminate identification of complainant
- If warranted, the Committee votes on disqualification for 1 year, and forwards motion to Board of Directors.
- Board of Directors discusses and forwards motion to Club.
  - Board of Directors may invite the offender to their meeting if the offender refutes the allegations
- Club votes on disqualification.
- The Club president, or designate, sends a letter to the offender, and copies the Baseball Commissioner, informing the offender of action taken by the Club.
- Offender can apply for re-admission after disqualification period is over.



## **SECTION 2: IN HOUSE PROGRAM POLICIES AND GUIDELINES**

### **1. TEAM SELECTION**

There are two methods of creating teams in the Booster In-House program: team assignment, and based on both evaluation and grade. Requests for carpooling will be taken into consideration, but there is no guarantee of that request being granted.

#### **A. ASSIGNED TO TEAMS**

- Leagues that use this method are: T-Ball, Boys Coach Pitch 1 & 2
- Team assignment is done by the League Director.
- Each team is to be comprised of an equal number of players from each grade if possible.
- Parent's car pool and "play with" requests may be considered when assigning members to a team, but is not guaranteed.
- These programs will not have an end of year tournament.

#### **B. ASSIGNMENT BASED ON EVALUATION AND GRADE.**

- Leagues that use this method are: Junior League, Senior League and Major League
- For budget reasons, it is best to have 12 or 13 players per team.
- Talent balancing is achieved by use of evaluations from previous year, age (grade) and knowledge that the League Director and coaches have about players.
  - Player evaluations to In-House coaches sent by designated Player Evaluation Coordinator
  - Car pool and "Play with" requests will be noted, but they are not guaranteed.
  - Requests for playing with a coach or another player will not be honored if it results in a skill imbalance during team creation.
- For team creation, each team may only have one head coach and one assistant coach based on request.
  - Additional coaches may be added if it does not create a talent imbalance
- If a player wishes to leave a Traveling Team for the In-House program, they must petition the program Committee.

#### **C. PRE-SEASON COACHES MEETING**

- Coaches meeting must be conducted prior to first scheduled practice date
- All coaches must complete a Background Check before being allowed to coach in our program
  - Coaches must complete Mandatory courses as soon as possible.
- Signed Coaches forms are to be handed back to the League Director.
- League rules are explained to coaches.
- League schedules are handed out.
  - Tournament dates should be included on the league schedule.
- Uniforms and equipment will be handed out to the coaches

### **2. LEAGUE RULES**

- League rules are the responsibility of the League Head of each league.
- League rules must reflect the philosophy of the Hudson Booster Club along with the grade/skill level of the players.
- League rules for the upcoming year are to be submitted to and approved by the Baseball committee
- A copy of the final league rules must be given to the Baseball Commissioner and Umpire Director before the season begins.
- The Program Director, with the approval of the Baseball Commissioner, can make ad hoc rules changes, once the season begins. All league coaches, the Baseball Committee, and the Umpire Director must be informed of the changes by the Subcommittee Director.
- A final copy of the rules will be given to the coaches and posted on the Hudson Booster web site.

### **3. LEAGUE SCHEDULE**

An assigned scheduler will create league schedules.

- Fields for each league will be determined by the Baseball Committee.
- Start and End dates for league play is determined by the Baseball Committee.
- Each team will be scheduled to play 12 games per season.
  - Boys Major League will have an independent schedule based on Western Wisconsin Baseball Association rules.
- League schedule based on a Round-robin format.
- There will be no games or practices scheduled during the 4th of July Booster Days setup and breakdown period.
- Scheduling information (Number of teams) is due to the program scheduler by April 15.

## **4. END-OF-YEAR IN HOUSE PROGRAM TOURNAMENT**

### **A. PHILOSOPHY OF IN-HOUSE PROGRAM END-OF-YEAR TOURNAMENTS**

End of year tournaments are meant to be the culmination of play for the In House. program. It is designed to be a time to exhibit the skills that were learned during the regular season. There is a greater emphasis on winning during the tournament, and special rules can be used to reflect the change of philosophy from the regular schedule.

Even though the play becomes more intense during tournament time, it is expected that all coaches, players and spectators behave in an appropriate manner. What was unacceptable behavior during the regular season remains unacceptable during the tournament.

### **B. DATES FOR THE TOURNAMENT WEEK**

- Tournaments will be scheduled to be completed no later than the LAST full week and weekend of July.
- Tournament fields will be reserved by the Field Director or Baseball Commissioner.

### **C. FORMAT OF END-OF-YEAR TOURNAMENTS**

- Each League will award trophies four places: 1st, 2nd, 3rd, and 4th for pool play tournaments, and 1st, 2nd, 3rd, and Consolation for bracket tournaments.
  - Leagues with low number of teams may elect to have only 3 places.
- Tournament can be either a Round-robin or Bracket format.
  - Tournament pairing will be determined by a random draw during the tournament meeting.
- Tournament format is to be determined by the League Director, and approved by the Subcommittee Director, and the Baseball Commissioner.

### **D. PRE-TOURNAMENT MEETING**

- Leagues that hold End-of-Year tournaments must inform coaches about the tournament format and schedule.

## **5. IN HOUSE PROGRAM TOURNAMENT TEAMS**

- In House League Head must compile a list of players within the In-House program who are interested in playing in tournaments (Tournament player pool).
- League Head to ensure that teams are equally balanced in skill level.
- Late additions will be assigned to teams by the League Head.
- Head Coach should be Booster Club members and are assigned by the League Director.
- Tournament team will not interfere or conflict with the In House. program.
- Tournament teams cannot play before May 1<sup>st</sup>.
- Pitchers on the tournament team must abide by the rules established by either the Official Little League rule book.
- All tournament teams will adhere to a budget set by the Baseball Commissioner.
- Cost of participating will be proposed by the Baseball committee and presented to the Booster Club for approval
- Players and Coaches are not allowed to participate in non-Hudson Booster sanctioned tournament teams without approval of the Booster Baseball Commissioner’.
- Failure to comply with these guidelines may result in the coach being disqualified from participating in the Hudson Booster program.

## **6. IN HOUSE PROGRAM SPONSORED TOURNAMENTS**

- In House program sponsored tournaments will follow the same guidelines as the Traveling program.

## **7. IN HOUSE SELECT TEAMS**

Select teams are formed for 9 yr. olds in the Junior League and 13 & 14 yr. olds in the Major leagues. Because 10 – 12 yr. olds have both Traveling and In-House Tournament teams, there are no select teams formed for those aged players within the In-House players. All Select teams have a budget of \$1,140 for tournament entry fees.

### **A. Junior League 9-Select team**

- Players must be a member of an In-House Junior League team **and in the 3<sup>rd</sup> grade.**
- Players must turn 9 yrs. old by August 31<sup>st</sup> of the year of participation
  - **Proof of grade must be submitted before the try-outs**
- Players are placed on the team via the Hudson Booster evaluation process.
- Team will be allocated funds for tournament fees.
- There is an increased fee for this team because of uniform style and tournament fees.

## **B. Major League Select teams (13 and/or 14 yr. old teams)**

If requested, the Hudson Booster Major League program can create a 13 and/or 14 yr. old tournament team.

- Players must be a member of the In-House Major League team
- All players in the league at the Select Team age must be notified that a team is being created
  - Time, Place, and Player financial responsibilities must be explained in try out message
- Players are placed on the team via the Hudson Booster Evaluation process.
- Team will be allocated funds for tournament fees.

## **8. CHALLENGER LEAGUE**

- The Hudson Boosters will provide on-going support of a Hudson Booster Challenger League
- This league will be supported but not administrated by the Hudson Boosters.
- Support will include, but is not limited to:
  - Use of Hudson Booster equipment (bats, tees, batting helmets, bases, etc.)
  - Challenger program will be listed on our registration forms, with a contact name for further information

## **SECTION 3:**

### **TRAVELING PROGRAM OBJECTIVES, PLAYER SELECTION, AND COACH SELECTION**

#### **1. TRAVELING PROGRAM OBJECTIVES**

- Hudson Booster Traveling program include Boys Travel teams 10 – 15+
- Provide an opportunity for players to continue to develop their skills and to play with and against players of similar ability.

#### **2. TRAVELING PROGRAM TEAM FORMATION AND PLAYER REQUIREMENTS**

##### **A. PLAYER REQUIREMENTS**

- All players meeting age and residency requirements wishing to participate in the Traveling program will be given the opportunity to do so (See Player Selection Guidelines) unless the number of teams is restricted due to league rules or space availability
- As a member of the Hudson Booster Traveling program, players are not allowed to play on any team other than the team assigned.
  - Exceptions can be made with permission of the league in which they participate.
  - On a temporary basis, exceptions can be made with permission of the Baseball Commissioner, Traveling Director, and is allowed by the league in which they participate.

##### **B. COACH REQUIREMENTS**

- Anyone wishing to become a coach in the Traveling program will be given the opportunity to do so (See Coach Selection Guidelines)
  - Traveling team coach should be a member of the Hudson Booster Club.
- Coaches must comply with the rules of the association to which their team belongs.
  - If a rule is unclear, contact the Commissioner for clarification
- Coaches and team managers must complete a background check before being allowed to interact with players.
- Coaches and team managers must complete all Mandatory training as soon as possible
  - Traveling and In-House Directors will monitor their coaches training completion.

##### **C. COACH, PLAYER AND PARENT EXPECTATIONS**

- It is expected that the coaches, players, and parents will adhere to the expectations that are outlined in the Coach Agreement and Player/Parent Agreement forms.
- Failure to do so could result in disqualification from a Hudson Booster program.

##### **D. TEAM PLACEMENT**

- The Traveling program Director, with the approval of the Baseball Committee, will make the determination as to:
  - The appropriate level of play for each team (AAA, AA)
  - Into which association each team will be registered.

### **3. PLAYER SELECTION GUIDELINES**

#### **A. NOTIFICATION AND ELIGIBILITY**

- Players will be notified that a Traveling team is being selected. Notification to include:
  - How and when to apply for the team
  - When and where the tryouts will be conducted
- Players in the Boys Traveling program may sign up for one team only – cannot try out for 2 ages
- Players must sign the Player Agreement before they are allowed to try out for a team.
- Age requirements are determined by the Hudson Boosters in agreement with the associations to which our teams participate.

#### **B. PRE-TRY-OUT PARENTS MEETING**

- Try Out information created by the Try out committee will be communicated to the parents before the try-out date by the Try Out Director

#### **C. PLAYER SELECTION COMMITTEE**

- Established by the Try Out Director and approved by Baseball Commissioner.
- Committee will include the Baseball Commissioner, Try Out Director, Traveling Program Director, and 2 At-Large appointees chosen by the Travel Director and approved by the Commissioner.
  - Members of the Player Selection committee cannot participate in any aspect of the tryout or team selection when their child's age group is being evaluated.
- Committee will consist of knowledgeable baseball-people, none of whom shall have a child that is trying out for the team being selected.
- The Baseball Commissioner will ensure that the selection process follows these guidelines.
- All player evaluations will be confidentially compiled by the selection committee.

#### **D. PLAYER SELECTION PROCESS (See process in Appendix)**

- Players in tryouts will be evaluated by the Selection Committee according to an approved Evaluation Form
- Players unable to attend the tryout (i.e. because of injury, illness, school activity, etc.) will be judged by the Selection Committee on a case-by-case basis.
  - A player that moves into the community after the teams have been selected can be added to a team if the Player Selection Committee and coach of that team agree that the player is qualified.
- Selection Committee reviews all data and selects up to 10 players to the team. The coach can then choose from 2 to 5 additional players from those remaining. Final selection must be approved by the Selection Committee.
  - The tryout is but one of the guides to the Selection Committee, and does not bind their decision.
- Generally, 12 players are picked for the team. The final number is up to the coach and selection committee.
- The Baseball Commissioner will review and approve final Traveling team rosters.
- Once the Selection Committee has made their final decisions, everyone (players, parents, coaches, etc.) has the duty to support those decisions.
- No parent may participate in any aspect of the tryout when their child's age group is being evaluated.
- No parent, coaches, or committee members will handle the forms for their Children's age group until they are compiled.
- Teams will roster only those players that have been assigned to their team by the Player Selection Committee, no player may be added to a team without the consent of the Player Selection Committee.
- No Player is allowed to participate in either practices or games prior to being assigned to a team.
- For the betterment of the program, the Player Selection Committee, with the approval of the player and parent/guardian, can move players up to an older team to fill out the older team's roster.
  - No older players can lose their position on the team
  - Younger team must have enough qualified players before a player can move to an older team
- Changes to tryout policy and procedure will require approval by the Baseball Committee.

## **F. ADDING PLAYERS TO TRAVELING TEAM ROSTERS IF THERE'S AN OPENING**

(By Club motion) If an opening exists on a traveling team after the initial team selection, the following procedure for adding a player to a roster will apply:

- Roster sizes:
  - AAA teams must have at least 11 rostered players
  - AA teams must have at least 12 rostered players
- Adding players to roster prior to April 1<sup>st</sup>
  - The Player Selection committee in conjunction with the Head Coach will determine which player will be asked to join the team.
- Adding a player after April 1<sup>st</sup>
  - Decision on adding a player to a roster will be done on a case by case basis.

## **G. PLAYER CONTACT AFTER THE TRYOUTS**

- All players who participated in the tryout will be contacted once the final decisions have been made.
  - Contact can be by phone, mail, e-mail, or posted on the Hudson Booster website.
- All players are to be contacted within a determined time period established by the Traveling Program Director.
- The Baseball Commissioner or designate will follow up with players or parents wanting more information.
  - Only information on that player will be provided to the parent.

## **H. PARENTAL REQUEST TO CHANGE TEAMS**

- Written requests, including e-mail, must be sent to the Baseball Commissioner detailing the reason for the change request.
- Requests are presented to the Player Selection Committee for a vote of approval or denial.
- Baseball Commissioner relays the result of the vote to the requester and the coach affected.
- If necessary, the coach of the "leaving" team may need to be notified to select a replacement player. The player chosen as a replacement must be approved by the Player Selection Committee.

## **4. COACH SELECTION GUIDELINES**

### **A. COACH SELECTION COMMITTEE** (See process in Appendix)

- The Baseball Commissioner will create a Traveling Coach Selection Committee
  - Travel Director will sit on the Committee
  - Identify potential candidates for Head coaching positions for all Traveling teams.
  - Establish dates, times, and place of interviews and informs coach candidates.
  - Reviews and approves coach selections and inform coaches of their status.
- Coach Selection Committee will:
  - Establish a panel of interviewers. Interviews will be held in conjunction with baseball tryouts.
    - ◆ No person shall serve on the Selection Committee if that person (or spouse) is a Traveling team applicant for that age group.
  - Interviews coaches to create a "pool" of potential coaches
  - Assigns coaches to teams after tryouts
- Travel Director will monitor Traveling Coaches mandatory training.

### **B. APPLICANTS**

- All Traveling team coaches should be members of the Hudson Booster Club.
- All coaches must submit to a background check before being allowed to coach in our program
- Applicants will agree in advance of the selection to accept the decision of the Selection Committee.
- All applicants will provide whatever reasonable information the Selection Committee requests.
- Grievances against an applicant must:
  - Be in writing and signed (Only written grievances will be considered).
  - Be given to the applicant so they can respond (In writing)
  - Be re-written so the person writing the original grievance will be anonymous to the applicant.

### **C. COACH SELECTION PROCESS**

- Baseball Commissioner will notify potential candidates for interest in coaching a team.
- All applicants for a Head Coach position must be interviewed for the position, including when there is only one applicant by the published date.
  - Interview process to be established by the Baseball Commissioner

- Selection criteria for Head Coaches and Assistant Coaches will be (in no particular order):
  - Ability to work with youth.
  - An understanding of the game of baseball.
  - Prior Coaching Experience will be evaluated.
- Coach Selection Committee may decide not to appoint any of the applicants, and recruit an applicant that meets the selection criteria.
- Coach Selection Committee will vote to determine a pool of coaching candidates for each age level.
- In case of a tie vote, the Baseball Commissioner will cast the deciding vote.
- The selected applicant will accept and agree to follow the Traveling Program guidelines by signing the Traveling Coaches Agreement Form
- The Head Coach will select Assistant Coach(es) after the entire team has been selected.
- Prior Hudson Booster Baseball coaches' evaluations will be utilized in the coach selection process.
- Assistant coach's names must be submitted to the Coaches Selection Committee by the Head coach for approval.
- The Baseball Commissioner will review and approve final Traveling team coaches.

## **5. TOURNAMENT ENTRIES (Motion 5/4/17)**

- No restrictions on number of tournaments that can be entered
- Boosters will fund the following amounts for tournaments:
  - Traveling – Up to \$1,400
  - Select Teams – Up to \$1,140
  - In House Rec – No allocation
- Additional funds collected by a team to pay for tournaments above the allotted amount
  - Check sent to Booster Treasurer to cover the cost of tournament
  - Booster Treasurer will write check to tournament
    - If a tournament is paid by other method, the team is not considered a Booster team and cannot use Booster
    - Insurance, Booster equipment, Booster uniforms, or practice/play on any field used by the Boosters at any point

## **6. TOURNAMENT ENTRY PROCESS FOR TRAVELING AND SELECT TEAMS**

- The Coach registers for a tournament.
- The Coach fills out the Payment/Reimbursement request form and sends it to the Baseball Commissioner
  - a. Matt Parent-matthew.parent@co.dakota.mn.us
- The Baseball Commissioner submits request for payment to the Club Secretary
  - a. John Herink - john.herink@dishup.us
- Club Treasurer writes check for Tournament
- Coach arranges to pick up the check from the Treasurer
- Coach sends check and any other information requested to the Tournament contact.

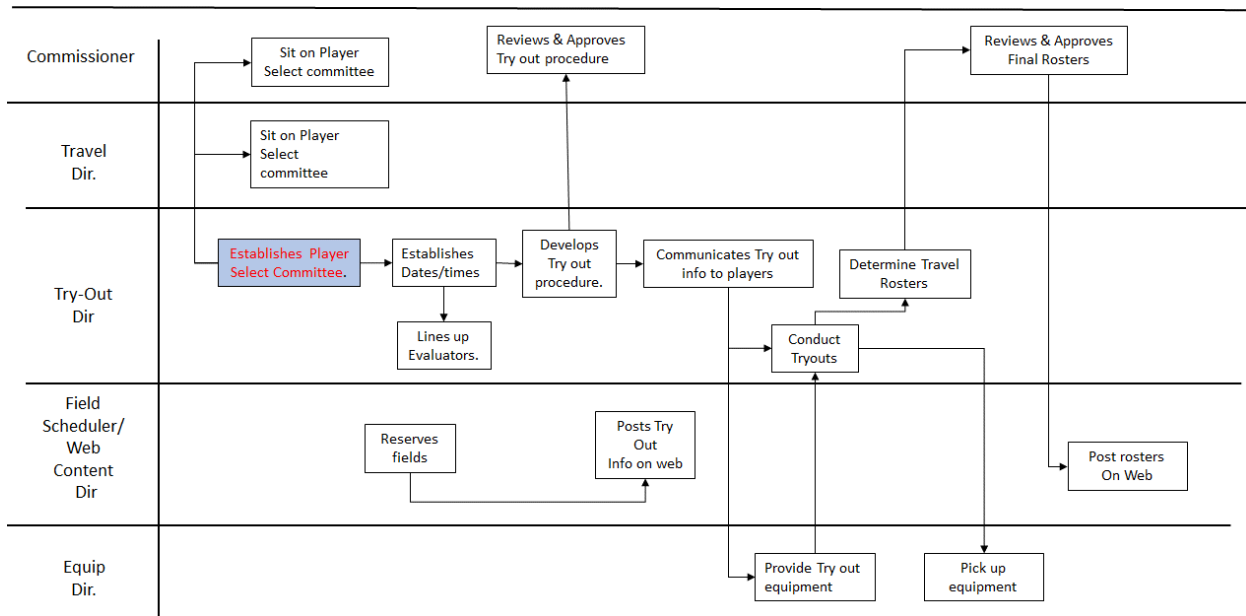
## **7. TRAVELING PROGRAM SPONSORED TOURNAMENTS**

Traveling teams are required to participate in a Hudson Booster sponsored tournament if one is held for their age group. The Hudson Boys Traveling teams will pay the advertised entrance fee for these tournaments.

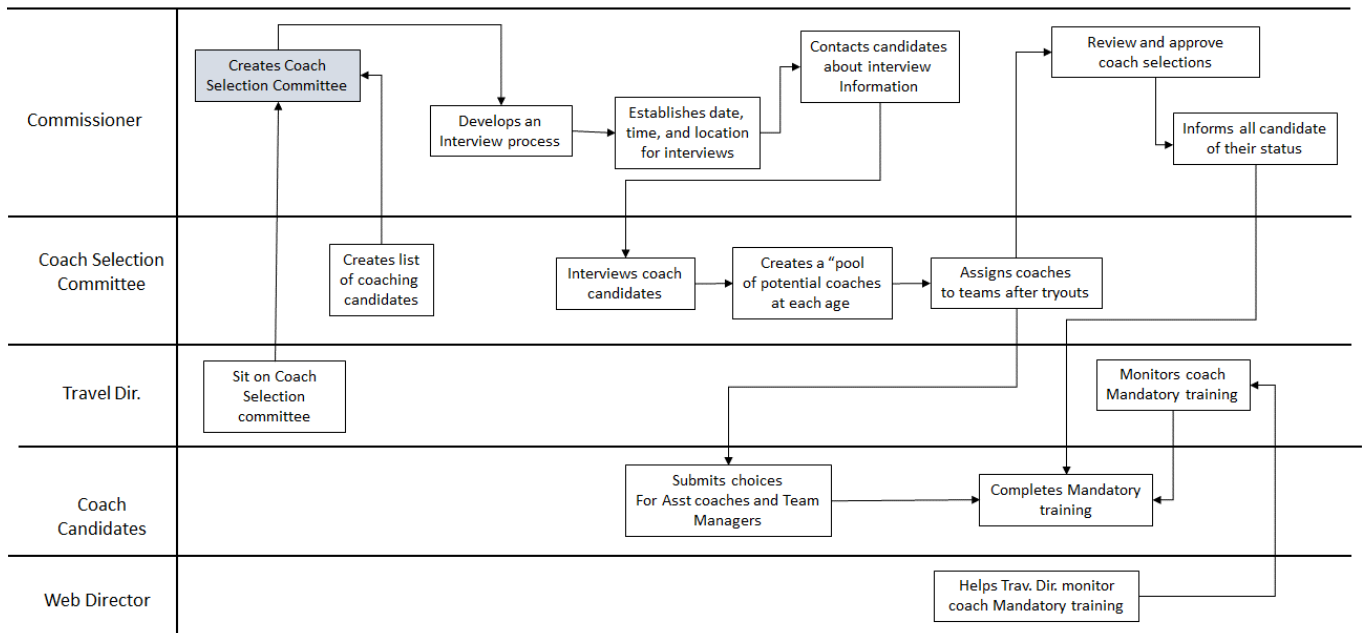
Traveling programs may sponsor tournaments with the following guidelines:

- Program Director or representative is responsible to:
  - Reserve all fields to be used for the tournament.
  - Work with the Umpire Director to enlist all umpires to be used for the tournament
  - Use DIBS to enlist workers
  - Ensure that there is a “Tournament Director” on site for all games.
  - Tournament Director should be a member of the Hudson Booster Club.
- All tournament expenses are to be taken from tournament fees
  - Includes, but not limited to: Trophies, Field grooming, Umpires, etc.
- All money netted from concessions is to be given to the Club Treasurer to be placed into the appropriate fund.

**Player Selection Process (proposed)**



**Proposed Traveling Coach Selection process**



**HUDSON BOOSTERS IN HOUSE PROGRAM  
COACH'S AGREEMENT FORM**

**IN HOUSE PHILOSOPHY**

1. Emphasis should be placed on learning how to play the game rather than the final score of the game. Winning is found in the progress made toward individual and team goals, not in the won/loss record of the team. Emphasize teamwork, hard work, and good sportsmanship as qualities of successful teams and individuals.
2. Coaches, managers, and parents are to set good role models and high standards of conduct for the players. Players will be expected to follow this example by exhibiting good sportsmanship, conduct, and citizenship. The attributes of self-confidence, self-control, self-discipline, and self-motivation learned through a quality baseball program will influence the individual for the rest of their lives.
3. Provide the same commitment to our less developed or less skilled players so they too can achieve personal satisfaction and growth through the game of baseball. Coaches must follow the playing rules established for their league.
4. Develop the total individual (not just the athlete) with emphasis placed on skill development, teamwork, self-confidence, self-esteem, and personal growth, not necessarily in that order.
5. Promote baseball excellence while emphasizing good sportsmanship.
6. Provide an opportunity for Hudson players to continue to develop their skills and to play with and against players of the same age.
7. Coaches are responsible for the maintenance and return of the equipment issued to them.
8. Coaches must abide by the rules established for the league in which they coach.
9. The use of alcohol and tobacco (cigarettes, cigars, smokeless) by coaches and spectator
10. Coaches from the Junior, Senior, and Major levels must fill out a player evaluation form at the end of the year. If they fail to do so, they will not be eligible to coach the following year.
11. Coaches, Managers, and Parents who fail to meet these standards may be disqualified from participation.

As a coach representing the Hudson Booster Club, I agree to follow the above guidelines to the best of my ability:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
League



**HUDSON BOOSTERS  
TRAVELING COACHES AGREEMENT**

**Purpose:**

Because of parental-player misunderstandings of the policy of the Hudson Boosters, Inc. Traveling Program philosophy, policy, and guidelines, it is in the best interest of the coaches, parents, and directors that an agreement be signed to which all parties show acknowledgment of these policies, guidelines, and philosophy.

I, as coach, will place emphasis on learning on to play the game rather than the final score of the game. Winning is found in the progress made toward individual and team goals, not in the win/loss record of the team. Emphasize teamwork, hard work, and good sportsmanship as qualities of successful teams and individuals.

I, as coach, will set a good role model and high standards of conduct for the players. I will be expected to exhibit good sportsmanship, conduct, and citizenship. The attributes of self-confidence, self-control, self-discipline, and self-motivation will be taught by a good quality program.

I, as coach, will provide the same commitment to our less developed or less skilled players so they too can achieve personal satisfaction and growth through the game of baseball.

I, as coach, will endeavor to develop the total individual (not just the athlete) with emphasis placed on skill development, teamwork, self-confidence, self-esteem, and personal growth, not necessarily in that order.

I, as coach, will promote playing excellence while emphasizing good sportsmanship.

I, as coach, will support the decisions made by the Player Selection Committee and will roster only those players that have been assigned to my team by the Player Selection Committee.

I, as coach, will strive to prepare players both technically and tactically to participate as members of teams at the local, state, and regional levels.

I, as coach, will endeavor to provide an opportunity for Hudson area players to play a fair and reasonable amount of time. Unless under special circumstances, every player will participate in every game.

I, as coach, will be responsible to report any injuries that occur while players are in my charge to the Hudson Boosters via e-mail to [HUDSONBOOSTERS@YAHOO.COM](mailto:HUDSONBOOSTERS@YAHOO.COM)

Coaches who fail to meet these standards may be disqualified from participation.

As a Coach, representing the Hudson Boosters, Inc. Traveling program, I agree to follow the above Guidelines. Coaches who fail to meet these standards may be disqualified from participation.

\_\_\_\_\_  
Coach's Name (Please Print)

\_\_\_\_\_  
Phone #:

\_\_\_\_\_  
Coach's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Team

**HUDSON BOOSTERS TRAVELING PROGRAM  
PARENT AND PLAYER AGREEMENT**

**Purpose:**

Because of parental-player misunderstandings of the policy of the Hudson Boosters, Inc. Traveling Program philosophy, policy, and guidelines, it is in the best interest of the coaches, parents, and players that an agreement be signed to which all parties show acknowledgment of these policies, guidelines, and philosophy.

1. I, parent, and player, agree that the Hudson Boosters baseball-Traveling team will be the highest non-school activity during the season. Failure to attend practices and games because of other activities can result in reduced playing time, and for repeated absences, may result in removal from the team
2. I, parent and player, agree that the Hudson Booster Traveling team will be the only non-school team I will play for while on the Hudson Booster Traveling team roster.
3. I, parent and player, will not conduct my behavior in such a manner as to be detrimental to the team or individuals on the team. I will be respectful at all times to all team members, coaches, opponents, umpires and anyone else that I come in contact with as a representative of the Hudson Boosters Traveling Program / Team. Non-compliance by players or parents will not be tolerated.
4. As a player, any violation of the Wisconsin State High School Rules (Such as smoking, drinking, fighting, etc.) will present the Hudson Boosters with no option but to enforce the disciplinary actions available to them
5. I, parent and player, acknowledge that the Hudson Boosters, Inc. policy regarding Traveling teams does not require equal playing time. However, unless under special circumstances, every player will participate in every game.
6. I, parent and player, will maintain all uniforms and or equipment issued by the Hudson Booster program. I also agree to return in full and in the same or similar condition as issued. Participants agree that they will be responsible to replace, at their cost, any equipment that is not returned or is returned in an unusable condition.
7. I, parent and player, understand tryouts will be conducted based on the Hudson Booster Traveling Policy and Guidelines established criteria. Participants and parents agree in advance to the results of these tryouts.
8. I, parent and player, agree to try to resolve all disputes by talking directly to the coach at a time that is convenient for all. (Issues should never be brought up during or directly after the end of a game). If the issues were not addressed to my satisfaction, then I will contact the Hudson Booster Baseball Commissioner.
9. I, parent and player, agree that the use of alcohol and tobacco (cigarettes, cigars, smokeless) by coaches and spectators while at a baseball venue or in the presence of youth players, is prohibited.
10. I, parent and player, understand, that if any of the above guidelines cannot be met or are abused, that disciplinary actions will be taken. These disciplinary actions can include benching, player suspensions, banishment of the parents from future practices and games, or removal of the player from the Booster Program. It is agreed that, under the established guidelines, what the coach and Hudson Booster Program feels is appropriate will be accepted by both the player and the parent.

I, as player ACCEPT and UNDERSTAND these conditions and understand and accept the possible disciplinary actions if they are not followed:

\_\_\_\_\_

Player (Please Print and Sign)

\_\_\_\_\_

Date

I, as parent ACCEPT and UNDERSTAND these conditions and understand and accept the possible disciplinary actions if they are not followed:

\_\_\_\_\_

Parent (Please Print and Sign)

\_\_\_\_\_

Date