

CGAA BASKETBALL TRAVELING GUIDELINES



2019-20 SEASON

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I. COACH SELECTIONS

CGAA places the highest premium on selecting quality coaches. A good coach can be all the difference in a youth player having a positive experience, learning the game and wanting to continue playing in the program. Coaching basketball in our program is a privilege so to facilitate that, CGAA has adopted a thorough process to ensure the correct candidates at each grade level are selected.

1. Coaches will be selected from the pool of those who express interest during the designated open interview period. Notification of this period will be sent 30 calendar days prior to interview dates.
 - Applications after the deadline will be evaluated on a case-by-case basis with no guarantee of approval. The CGAA Basketball Board (CGBB) will decide on these.
 - CGBB may opt not to interview returning coaches that have a proven track record of success and positive results mentoring young athletes.
2. Preferential treatment will be given to individuals who have coached CGAA traveling teams in prior years and had positive results.
3. New coach candidates may be asked to interview in-person before a CGBB interview committee that can include:
 - Traveling Director (TD) of the gender that is being hired for
 - CGBB President and/or Vice-President
 - Opposite gender TD
 - Park High School varsity coaching staff members from either gender
4. Coaching candidates must pass a CGBB-paid background check prior to coaching any player in practice or games. CGBB uses an independent, third-party company for background checks.
5. Criteria for selection of new coaches includes an applicant's experience, game knowledge, community involvement and ability to foster development of young athletes
 - Candidates may be asked to bring a sample practice plan and/or overarching team goals for the season.
6. Children of hired coaches do not automatically make a specific team. Coaches children will be placed on the team that best matches their skill and ability in the tryout process and their parent will coach that team.
 - If a child is on the fringe of two teams, they may be moved up if that team needs a coach.
7. Situations outside these guidelines will be decided on by the CGBB who has discretion to do what's best for the overall program. The CGBB President will have final say on these issues.

II. TRYOUTS

CGBB uses a standardized system of tryouts and player rankings to choose traveling basketball squads. Players will be evaluated on a series of skill-related drills and scrimmages to determine what level of competition they will be most successful at. The tryout evaluation process will be a mixture of opinions from paid, independent evaluators who are outside the CGAA program, past coaches of the children trying out and other miscellaneous individuals such as Park High School varsity coaching staff.

1. Day 1 (60-75 minute session)
 - a. Athletes will be scored by paid, independent evaluators on a variety of skill areas
 - b. Evaluators will not make recommendations on team placement – they will just give raw scores
2. Day 2 (60-75 minute session – if necessary)
 - a. Athletes will be evaluated by CGBB Board members, hired coaches of that grade and available Park High School varsity staff members by playing scrimmage games
 - b. All who participated in the evaluation process will be asked to submit their opinions on team formation to the TD of the gender trying out and CGBB President
 - c. Teams will not be decided after the second day of tryouts. Meetings will be held the following week to officially form teams.
3. Attendees at the team formation meetings will be:

- a. Three CGBB Board members
 - i. President, Vice-President and TD of gender trying out
- b. Two coach representatives
 - i. A and B team coaches from the grade being formed
- c. Formation meetings will be no more than 45 minutes in length as a hard stop
 - i. If there is not a consensus on team formation by the end of each meeting, the CGBB President will make a final decision.
 - ii. The team formation decision is considered final and no protests or objections are allowed.
- d. Tryouts are closed to the public except for CGBB Board members and above individuals
- e. Final team placement will be posted on the CGBB website at 10 PM on the Friday following completion of tryouts.
- f. Athletes can choose to reject their placement on a team however the tryout fee is non-refundable. This is highly discouraged, and families are asked to consider this before registering
- g. Families may request an open discussion of why their child was placed on a specific team with that gender's TD and CGBB President.
 - i. The purpose of this discussion is to provide feedback on the placement itself, not to modify the team the athlete is on. Team placement is considered final.
- h. Specific rating and numerical scoring of any athlete will not be shared outside of those selecting teams. This includes parents requesting that information.

III. PLAYING 'UP'

CGAA Basketball desires that every athlete plays at the grade level in which they are enrolled in school. A parent or athlete may not request to play at a grade level above this within the program. There are no exceptions to this.

1. There may be extremely rare situations where an athlete is significantly better than all others in their grade.
 - a. If this is noticed during the tryout process, CGBB members may ask the parent of the athlete if they'd like to tryout at the next grade level.
 - b. The athlete will be given an opportunity to try out with the older grade – however this does not guarantee placement there. CGBB will make the final team placement decision.
2. Playing more than one grade level up is forbidden in all circumstances – there are no exceptions to this.

IV. TEAM SELECTIONS

The primary goal of team selection is to place athletes with others of similar skill and ability to ensure the athlete has an enjoyable year and is in a competitive environment. CGBB only classifies its teams as 'A', 'B' and 'C' because the MYAS requires it for nomenclature however believes youth athletes care more about enjoying their basketball experience than wins/losses or the 'prestige' of being on a specific team.

1. As many teams as sufficient players exist will be formed in each grade. CGBB prohibits athletes playing on multiple teams within the program during a season.
2. Traveling teams will have a minimum of eight and a maximum of 10 players. Final team numbers at any level will be determined by tryout results.
3. A non-refundable tryout fee will be assessed to all those desiring to play traveling basketball. This fee will be paid up front before tryouts begin.
4. Team selection will be done based on the criteria noted above in Section II – Subsection 3.
5. Any player may qualify for any team and no 'automatic' qualification will exist however the following criteria exists for final team selection:
 - a. An athlete who finishes 1-5 in rankings must have a significantly strong case made to be placed on any team other than 'A'. This requires either consensus agreement from those selecting or CGBB President approval.

- b. An athlete who finishes outside the top 13 requires the same agreement to be considered for an 'A' team.
- c. After 'A' and 'B' teams are formed, remaining athletes will be considered for 'C' teams.
 - i. CGBB will form as many 'C' teams as minimum number of players and coaches exist.
6. The final number of players on each team depends on grade and level:

Grade	Level	Players on Team
3rd – 4th	All	- 8 minimum to have a team - 10 maximum on a team
5th – 8th	A	- Between 8-10; Selection Committee will determine final number
	B & C	- 8 minimum to have a team - 10 maximum on a team

7. All athletes who are not placed on a traveling team following tryouts will be afforded a chance to play basketball in a different environment:
 - a. 3rd through 6th grade: Athlete offered chance to play recreational basketball. Tournament portion of traveling fees will be refunded if athlete accepts. If athlete declines, all fees paid to that point will be refunded except for tryout fee.
 - b. 7th through 8th grade: All traveling fees will be refunded except tryout fee. Athlete will be directed to play basketball for their middle school team.

V. PLAYING TIME

CGBB's goal is to place athletes at a level that matches their skill and ability level. If all players on a team are competing at a level equivalent to that, relatively equal playing time will come naturally. Situations may arise when an athlete has earned the right to play more via hard work, dedication, being a good teammate, etc.

1. The following traveling playing time guidelines will exist:

Grade	Level	Playing Time
3rd	All	- Equal across season
4th – 6th	A	"75/25" rule
	B	- 75% equal across season - 25% coach discretion
	C	- Equal across season
7th – 8th	All	"75/25" rule - 75% equal across season - 25% coach discretion

2. The "75/25" rule is over the course of an entire season; playing time for a game or tournament may not be equal.
3. Coaches are given discretion to deviate from these guidelines for approved reasons such as excessive absenteeism or conduct detrimental to an athlete's team.
4. The 25% coach discretion playing time is not a debatable topic – coaches will have final say on this.
 - a. Coaches must make themselves available upon request from an athlete or their parent/guardian only to discuss what the athlete can do to earn more playing time.

- b. CGBB will typically refer playing time objections back to the coach. If the issue has already been discussed with the coach, CGBB may help facilitate additional conversations.
5. Coaches are not required to keep track of playing time by the minute and families of athletes are discouraged from doing this as well.

VI. TEAMS PRACTICING TOGETHER

CGBB operates under a 'One Team' philosophy meaning all levels and both genders play for one team – the Wolfpack. Players of similar grade and/or skill level greatly benefit each other by competing against one another in practice each week.

1. Teams at the same grade level that are close in skill – A&B or B&C – will practice together during the season whenever possible and/or practical.
 - a. It is also beneficial for teams that are one grade apart but similar in skill to practice together. For example, 7A & 8B.
 - b. A & C level teams from the same grade level are discouraged from practicing together because the skill gap is often too large to benefit either team.
2. CGBB has limited gym space so teams practicing together ensures all teams at both Traveling and Recreational levels have space to practice.
3. Coaches whose teams are put in a practice environment together cannot source separate time unless sound reason is provided to CGBB who will make the final decision.

VII. IMPORTANT DATES & REGISTRATION INFO

CGBB collects all registration and tournament fees for an entire season prior to it beginning. Traveling tournament fees can be deducted in three equal installments to be paid in full by January 1st, 2020.

1. **Registration Dates**
 - a. Registration will officially open August 1st, 2019.
 - b. Registration will close on the following dates:
 - i. Traveling: Business day before first scheduled tryout date for grade and gender.
 - ii. Recreation: Wednesday of MEA week for District 833 schools.
2. **Traveling Tryout Dates & Locations**
 - a. All traveling tryouts will be at Oltman Middle School
 - b. Boys tryouts
 - i. Saturday 09/21 – Sunday, 09/22 | 9:00 AM – 6:00 PM
 - ii. Each grade will have two 75-minute sessions – one on each day
 - c. Girls tryouts
 - i. Monday, 09/16 – Wednesday, 09/18 | 6:00 – 9:30 PM
 - ii. Each grade will have two 75-minute sessions – one on each day
 - d. Situations may arise where a second day of tryouts is not necessary such as there are only enough athletes to field one team. Those will be communicated in real-time by CGBB.
3. **Season Start Dates**
 - a. Boys traveling
 - i. First official date of the season will be Monday, 11/04
 - ii. Boys traveling teams can hold practice as early as Tuesday, 10/01 however all practices until the official start date are considered optional
 - b. Girls traveling
 - i. First official date of the season will be Tuesday, 10/01

VIII. PLAYER ATTENDANCE

Traveling basketball is a commitment on multiple fronts including the parent, athlete and coach. This commitment is assumed by participating in the program. Limited reasons exist for why an athlete would be excused from participation.

1. The following are considered 'excused' reasons for absence and cannot be counted against an athlete for the purposes of attendance and apply to practices, games and other team activities:
 - a. Injury or illness
 - b. Religious activity or service
 - c. Medical or serious emergency of a family member
 - d. School activity such as band/choir/orchestra concert
 - e. Performance in school – parent discretion
 - i. For this type of absence to be excused, CGBB requires 24-hour notice
2. If an athlete will miss a team activity, they or their parent are required to notify their head coach. 'No showing' an activity is not tolerated.
3. Coaches will have broad discretion in managing unexcused absences on their team. CGBB requires coaches to be fair and consistent in managing absenteeism and discipline therein. CGBB typically does not enforce absenteeism consequences at a program level because each team's needs are unique.

IX. CONFLICT RESOLUTION

Nearly everyone assisting a CGBB team is a volunteer. CGBB prefers that disputes are handled at the team level and the athlete or parent go directly to the coach first. CGBB will only intervene if all other avenues have been exhausted or in extreme circumstances.

1. Athlete issues should be initially directed to the head coach of the team. Athletes are encouraged to approach the coach directly however CGBB understands that young athletes may not feel comfortable doing this. Therefore, parental contacts may also make this outreach.
2. An athlete or parent who approaches CGBB first will be redirected to the coach unless the alleged activities are illicit, illegal or an egregious violation of CGBB's Code of Conduct.
3. The complete escalation path is noted below. Athletes and parents are expected to follow this path in order:

Head coach → Traveling Director → CGBB President → CGAA Main Board President
4. Any step in this process may be skipped if the head coach is also one of the other parties noted. For example, if the Traveling Director is also the head coach, athletes or parents may skip that step and go directly to the CGBB President.

X. ATHLETE OR COACH REMOVAL

Removal of an athlete or coach is the most extreme step that can be taken and one that is anticipated to never be necessary. CGBB has a strict zero tolerance policy surrounding conduct and representing the organization.

1. The following items can be grounds for immediate removal of an athlete or coach from the program. These are not exhaustive lists:
 - a. Athlete
 - i. Fighting/physical abuse of any other athlete, coach, official or individual
 - ii. Verbal abuse/bullying of any other athlete, coach, official or individual
 1. Both i. and ii. can extend outside CGBB activities
 - iii. Racism, sexism or discrimination of any kind
 - iv. Sexual assault or harassment of any kind
 - v. Use of alcohol or any illicit, non-prescription drug
 - vi. Tobacco use of any kind including e-cigarettes ("vaping")

- vii. Excessive absenteeism as outlined in Section VIII
 - b. Coach
 - i. All items i. through iv. Under 'Athlete'
 - ii. Use of any illicit, non-prescription drug
 - iii. Attending any CGBB activities under the influence of alcohol
 - iv. Felony conviction of any kind or specific gross misdemeanor convictions such as ones that could potentially endanger a child
 2. All the above can extend to social media postings for both athlete and coach. Athletes and coaches are expected to be responsible in using social media and understand anything posted there is considered public.
 3. CGBB will evaluate all items brought to its attention under this code of conduct on a case-by-case basis and will take a Board vote to determine the final resolution. However, for items that fall under 'Athlete' and 'Coach' above, the CGBB President has authority to make a final decision on behalf of the organization.
 4. For items that do not fall under 'Athlete' and 'Coach' above, CGBB will discuss at a Board level and take a vote on the next steps with majority rule.
 5. If an athlete is removed from the program, the removal is immediate, and the athlete is prohibited from participating in any CGBB activities for that season. No refund of fees will be given.
 6. An athlete or their parent or coach may request reinstatement the following year to CGBB. CGBB will vote on this as well with majority rule.

XI. FUNDRAISING & VOLUNTEERING

CGBB holds annual fundraising tournaments in January (girls) and February (boys) to keep fees reasonable each season. Our tournaments have become one of the premier destinations each season and both fill quickly which speaks to the hard work of our team.

1. Participation in fundraising at annual tournaments is a requirement to play traveling basketball.
2. CGBB does not allow an athlete's family to 'buy out' of volunteering. We believe the experience of working together towards a common goal has more long-term value.
3. CGBB's Tournament Director will provide coaches with a list of needed volunteer activities for each tournament at least two weeks prior to each event. Head coaches will then advise families of their obligations.
4. Volunteer shifts are scheduled in blocks of time by team and are organized to not overlap or interfere with a team's own tournament games so parents can watch their children.
 - a. Some unavoidable exceptions may arise. For example, if a family has multiple players in the program on different teams however every possible effort will be made to accommodate.
5. Roles and shifts that need to be filled are at the discretion of the Tournament Director.
6. Any family that cannot have at least one representative participate in a fundraising effort must get written permission from CGBB to be excused one week before the event.
 - a. If this does not occur, the family may be assessed a fee of up to \$300 because CGBB may need to hire labor to replace those hours. This will be evaluated on a case-by-case basis by CGBB.
7. Teams or individuals who wish to hold separate fundraising events require written permission from the CGAA Main Board first. Those seeking this should contact the Main Board via it's [website](#).

XII. BOARD DISCRETION

This document is an overarching set of guidelines for how traveling basketball will be administered throughout the program but cannot capture every scenario that would exist during a season. CGBB is granted broad discretion to do what is best for the program in situations not included herein.

XIII. TRAVELING BASKETBALL CONTACTS

Name	Role	Phone	E-mail
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Brian Czarnota	Boys Traveling Director	(651) 270-6360	brianczarnota@yahoo.com
Chris Henderson	Girls Traveling Director	(651) 249-3338	chrishenderson3510@gmail.com
Chad Theurer	Tournament Director	(651) 338-5435	cgaatourney@gmail.com
Jon Sheplee	Offseason Director	(612) 805-2512	jon.sheplee@yahoo.com
Brad Pederson	Equipment Director	(651) 395-0272	bpederson@inspirebrands.com