

GENERAL PROVISIONS

Programs: These policies and procedures apply to the ARMSTRONG-COOPER YOUTH BASKETBALL ASSOCIATION (“Association”), which includes the ARMSTRONG BOYS TRAVELING, ARMSTRONG-COOPER GIRLS TRAVELING, ARMSTRONG-COOPER BOYS AND GIRLS HOUSE, and ARMSTRONG-COOPER INSTRUCTIONAL basketball programs.

Basketball Expectations: These policies and procedures are based on the Association’s commitment that each child will grow as a basketball player while having FUN! Volunteer Parent Coaches are key to the program. Traveling teams provide players, who are prepared for that level, additional practices, additional games, and more intensity. We work as closely as possible with our high school programs because that is where most of our players hope to eventually play. At all levels our emphasis and requirements are parent/player sportsmanship, fundamentals, playing time and having fun.

Emergency Consent & Parents Code of Ethics: A player will not play until the form is signed by a parent or guardian. A coach will not be allowed to coach until they have signed the form. The form has two primary functions. One is to have an emergency consent form in the hands of all the coaches at all times to accommodate the emergency treatment of a player. The second is to secure the agreement of both coaches and parents to basic policies and requirements of the association, and especially to release the association and its volunteers from liability.

Playing time: We guarantee each **traveling player 1/3 playing time measured over the entire season** and each **house player ½ of each game**. Guaranteed playing time is subject to reductions for absences or behavior problems. Playing time is the number one issue for most parents and children. We are committed to providing a playing environment where everyone can have lots of playing time. We have reduced the size of teams to keep the spread of ability as small as possible, to have fewer individuals competing for the playing minutes, and to provide the easiest strategic environment for a coach to slot in who they consider overmatched players. Playing time reductions for absences or behavior problems will be communicated to the player before each game.

Inappropriate, abusive or disruptive behavior: Inappropriate, abusive or disruptive behavior by players, coaches or parents will not be tolerated. Playing for the Association is a privilege and not a right. Because of the tremendous investment of time and money all players and parents have in the program, other players and parents will not be allowed to disrupt or demean the activity. The Executive Committee is responsible for dealing with coaches on a case by case basis. Players will be dealt with by either their coach or the Executive Committee. We will operate under a policy of “**3 Strikes – You’re Out**” (throughout your time in the program) that all players and parents are subject to. The policy is that inappropriate, abusive, vulgar, profane, disruptive or disrespectful behavior by a player or parent towards teammates, coaches, opponents, parents, fans, officials, etc. will not be tolerated. Upon the 1st and 2nd occurrence, the

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violator will be suspended from games and practices for 2 weeks. Upon the 3rd occurrence, the violator will be permanently suspended from the team and the program for the remainder of the season and future years. At any time a parent feels their child is being dealt with too harshly, they may appeal to the Executive Committee for resolution. Parents that want to discuss issues about a specific game must wait **24 hours**, after the last tournament game, to email or call the coach. If a player voluntarily quits a Travel or House team mid-season, the player is not allowed to play on a Travel team in subsequent seasons, regardless of the player's individual skill level, but would be allowed to play in the House Program. However, the player and player's family may petition the Executive Committee, who has discretion to deviate from this rule on a case-by-case basis.

Calendar items:

Travel: Tryouts for traveling teams normally begin in early September. Traveling teams will typically have two practices a week in the middle and high school gyms. Traveling teams will also have 2-3 additional practices per month dedicated exclusively to individual skill development with paid instructors that may be located in non-school district facilities. Traveling teams will be entered up to 11 tournaments between November and March. Travel season concludes at the MYAS Grade State tournament in March.

House: House players are typically evaluated in October. Teams are typically announced the first week of November with practices starting the following week with one or two practice per week at elementary gyms throughout the school district. House teams will have one game per week and have playoffs or tournaments. House games start the first week of December and end late February or early March. House teams may choose to play in the MYAS REC League State Tournament in March.

Instructional: The K-2 co-ed skills program typically meets one to two times per week between October and March, depending on the selected session in school district elementary schools.

Coaches: We need coaching volunteers at all levels in all programs. All coaches are required yearly to fill out an application prior to the travel or house season starts. In addition, coaches must clear a background check and pass concussion and first aid tests. The Association currently works with Trusted Coaches for these checks and testing.

Commissioner authority: The Traveling and House Commissioners are responsible for administering their programs consistent with these policies and guidelines. When issues arise that cannot be resolved, the Executive Committee will help facilitate a resolution.

Grades we sponsor: We sponsor a K-2 co-ed introductory skills program. We also sponsor boys' and girls' house programs for grades 3-8 depending on the number of players available and willing to play. We sponsor traveling teams in 4th through 8th grades for all girls in the district and for all boys in the Armstrong High School boundaries.

Authority: The Association Board has the authority to deviate from these standard these policies and procedures where appropriate and necessary.

TRAVELING PROGRAMS

Traveling Players

Waivers: We do not give waivers or accept waivers.

Eligibility - Boys: Armstrong and Cooper boys maintain two separate and distinct traveling programs. Membership in the Armstrong boys traveling program is open to all youth residing in or attending school in the Armstrong High School boundaries as established from time to time by School District #281. Notwithstanding being otherwise eligible, a boy attending school or residing in the Armstrong High School boundaries cannot ever be cut from the Armstrong Traveling Program in favor of a student residing outside the Armstrong High School boundaries and not attending a school within the Armstrong High School boundaries, regardless of where students are ranked by virtue of evaluations.

Eligibility-Girls: Armstrong and Cooper girls maintain one traveling program. Membership in the Armstrong Cooper Traveling Program is open to all girls residing in or attending school in School District #281. Notwithstanding being otherwise eligible, a girl attending school or residing in the School District #281 boundaries cannot ever be cut from the Traveling Program in favor of a student residing outside the School District #281 boundaries and not attending a school within the School District #281 boundaries, regardless of where students are ranked by virtue of evaluations.

Number on a team: There will be 8 to 10 players on each team.

“A”, “B” and “C” teams: We put our top players on our “A” team. The remaining players will form B and C squads where the numbers allow.

Player Evaluations: Evaluations are closed to parents, unless a parent is a potential coach (see coach selection process below). The Traveling Commissioner(s) are responsible for facilitating the evaluations. Commissioners are not allowed to facilitate their own child’s tryout; a replacement Board member will facilitate the tryout in those situations. Evaluations are generally a minimum two-day process with drills and opportunities to measure each player’s basketball abilities so they can be placed on a team that best matches their skill level. The Association has the authority to conduct extended tryouts before teams are formed, if necessary. Independent evaluators will observe sessions and rank players according to their performance. Past season coach evaluations of players will be available for the independent evaluators to consider, whenever possible.

Injured players: Injured players who are not expected to return to full playing ability by December will not be placed on traveling teams. An injured player who is expected to be able to play by December may be considered to be placed on a traveling team based on previous years play and other observations and knowledge of the commissioner, evaluators and/or coach.

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Playing up: If a player would like to play up a level, he/she must get Board approval prior to tryouts. If approved the player must rank in the top 3 pursuant to the independent evaluators. The player must attend both tryouts to be evaluated at both levels. Playing up one year does not guarantee the right to play up the following year.

Team Selection: After Player Evaluations, each player will receive a numerical ranking by the independent evaluators. Each team will have at 8-10 players, as directed by the Executive Committee, on a season-by-season basis. Typically, teams will be formed as follows:

- **A:** Players ranked in the top 6 are automatically placed on the A team (“Red”). The Red coach will then select the remaining players for the Red team, provided the selected players scored in the top 12 players overall.
- **B:** The remaining players ranked in the top 15 will be placed on the B team (“Blue”). The Blue coach will select remaining player(s) for the Blue team, provided the selected players scored in the top 20 players overall.
- **C:** If overall grade level numbers allow for a third team, the remaining players in the top 22 will automatically be placed on the C team (“White”). The White coach will then select the rest of player(s) for the White team from the remaining players.

Once teams are selected, players will not be allowed to change teams. Teams will be posted within a week after evaluations. Any player not selected to be on the A, B or C team is encouraged to play in the Association’s House Program, and the difference between registration fees will be refunded.

Refunds: 0% refund will be given after the teams are formed. The Executive Committee has discretion for other issues as they may arise.

Tournaments: The Association will pay for registration in 8-11 tournaments per season. Most tournaments will be in the Minneapolis-St. Paul Metro Area. One tournament per season will be at an out-of-town location within the state, like Rochester. Players and families often stay overnight at the out-of-town tournaments, however it is not required. The Association will attempt to locate and hold a block of rooms at one hotel, but the expense to travel and stay lies with each family. If any team wants to play in additional tournaments, it will be at the expense of the families on the individual teams.

Parent Evaluations: At the conclusion of the season, the traveler commissioners will distribute evaluations to all families. The Association appreciates the honest and constructive input from all families. The Association will take all responses under advisement.

Renegade Teams: The Traveling Program will not support renegade teams with equipment or gym space, nor approve or support renegade teams in any tournaments, including the State Tournament. A renegade team is defined as a team made up of players who did not try out for travel and/or are not playing on a house team. With respect to boys’ teams, a team is also

considered renegade if it is composed of players from various Armstrong teams that have formed an additional squad during the regular Armstrong season. With respect to girls' teams, a team is also considered renegade if it is composed of players from various School District 281 teams that have formed an additional squad during the regular School District 281 season.

Traveling Coaches

Selection & Timetable: All persons wanting to be a travel head coach must complete an application one week before player evaluations. Head coaches are selected and approved by the Executive Committee. Head coaches, or a pool of potential head coaches, will be identified prior to player evaluations and invited to attend the evaluations. It is a potential coaches' responsibility to notify the Association of their coaching interest, not the responsibility of the Association to notify the community it is selecting coaches. If there are multiple candidates for a head coaching position for one particular team, then the Commissioner and at least one other member of the Executive Committee will conduct interviews with all candidates. If one of the candidates is a member of the Executive Committee, then that candidate will recuse himself or herself from the decision making process. If for some reason the Executive Committee is unable to make the decision, the President will present the potential candidates to the full Board of Directors will vote to appoint the head coach.

No-Volunteer Coach: In a typical year, we will have at least one team where no one is willing to volunteer to coach. In those situations, we tell parents that unless one of them steps forward, or one of them finds a non- parent volunteer, the team may be disbanded (with full refunds). This is the parents' responsibility, not the Association's responsibility.

Head Coaches: There will be only one head coach selected for each team.

Assistant coaches: The head coach will select their own assistants. No one else has the authority to appoint or promise assistant positions.

Paid coaches: Non-parent or non-relatives who are selected by the Executive Committee to function as paid coaches may be offered a stipend depending on their background and experience in the discretion of the Executive Committee.

Coach's commitment: Coaches must commit to attend all games except for work- related excuses (no family/church waivers).

Previous year's team coaches: Coaches play an important role in evaluating the previous season, planning the next season, and determining the tournament schedule for the next year. However, they will not be guaranteed spots as coaches or assigned to teams without going through the application process every season.

Traveling Tournaments

Hosted Tournaments: The Traveling Tournaments are traditionally the only fundraiser the Association undertakes. The Association hosts, at the direction of the Tournament Director(s), a Girls Traveling Tournament and Boys traveling tournament each season. It is expected that volunteer time is needed on behalf of every player in the program, including house players.

Working at the tournament: It is not optional. Volunteer hours are calculated per player in the program, not per family. Required volunteer time may change from season to season, depending on how many total players are in the program and size of the tournaments. The 7th grade volunteers are responsible to coordinate the concessions at the direction of the tournament director. Volunteering is mandatory. Being busy or disinterested does not get a family off the hook. If they won't/can't volunteer, they will need to get friends, relatives or neighbors to do their share of volunteering. Failing that, their child may not be allowed to participate in the program in the future. The Executive Committee requires parents to provide reasonable monetary compensation, if parents fail to carry out their volunteer obligations. Prior to the start of the season, a deposit of \$200 must be provided for each player in the program. The player will not be allowed to play in any games until the deposit is received. If the required volunteer time is not fulfilled at the respective tournament, the deposit will be cashed. If the required volunteer time is fulfilled, the deposit will be returned or shredded.

HOUSE PROGRAMS

Length of season: Seasons will generally go from November to March.

Eligible players: All students in grades 3-8 that live or attend school within the School District #281 boundaries are eligible to play in the House Program. Boys and girls living outside the school boundaries are allowed to register and play in the House Program if there is sufficient roster space. Late registrations will not be allowed for players residing and attending school outside School District #281. Students in grade 2 may be allowed to participate, provided they have had some experience playing basketball. The Executive Committee reserves the right to move a 2nd grade player to the K-2 co-ed Instructional Program if that level is more appropriate for the player.

Games: We will attempt to schedule 10-13 games, including playoffs, for all 3rd – 6th grade teams, with all teams in the same league having the same number of games. In some seasons, there are insufficient numbers within each league to complete a reasonable in-house schedule, particularly in the older grades. In those situations, the Executive Committee has the discretion to look to outside associations or leagues to locate games for our players. House teams may decide on their own if they would like to play in the MYAS Rec League State Tournament in March.

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Number on teams: 8 per team is our standard and we will try to avoid teams with more than 10 players, so we may effectively accommodate playing time. We will make every effort to have even numbers of teams so there are no byes. All late registrations will be wait-listed until there are enough to add an even number of teams. If any teams are to have more than 8 players, it will be the late forming teams.

Team composition: The Commissioner will form the teams and will attempt to form balanced teams as much as possible. Prior to completion of the rosters, typically in October, a player evaluation for players in grades 3-8 may be conducted to assist in making teams balanced. House basketball is the most fun for kids if all the teams are equal. Requests for co-coaches and friends outside of neighborhoods typically results in very unequal teams, which may be avoided to balance teams.

“Requests”: For a request to be honored, a player can only request one other player and each player must request each other. Requests are not guaranteed.

Coaches: In a typical year, we will have at least one team where no one is willing to volunteer to coach. In those situations, we tell parents that unless one of them steps forward, or one of them finds a non- parent volunteer, the team may be disbanded (with full refunds).

Co-coaches: There will be no “gerrymandering” by making co-coaches, but co-coaches will be allowed in the Commissioner’s discretion.

Parent Volunteer Duties: Parents will be required to monitor schools for behavior and making sure the gyms are returned to the state they were in prior to the games. The Association is not part of the school district and we must rent the gym space. Therefore, they can refuse entry if we do not take care of their property. The district has denied us entry in the past and we need everyone’s help to avoid it in the future. There is often waiting time between evening sessions. Players and families are not allowed to bounce balls, run around or otherwise wander the halls at the schools. Players and families may be asked to leave the program if they cause property damage or otherwise act in a manner that requires the District to refuse the Association’s use of the schools and gyms.

Parents will also be asked to volunteer to help operate the two travel tournaments, which typically serve as the Association’s only fundraisers. Prior to the start of the season, a deposit of \$100 must be provided for each player in the program. The player will not be allowed to play in any games until the deposit is received. If the required volunteer time is not fulfilled at the respective tournament, the deposit will be cashed. If the required volunteer time is fulfilled, the deposit will be returned or shredded.

Girls Program: The girls program is small compared to the boys. We will make every effort to have a program for 3-4 grade girls. It will be up to the House Commissioner and Girls Traveling Commissioner to coordinate a program for grades 5-8. If we have insufficient numbers to form a house league, girls will be encouraged to tryout for traveling.

Refunds: 50% refund will be given after the teams are formed and up to two weeks into practice. No refund will be given after 2 weeks of practice. The Executive Committee has discretion for other issues as they may arise.

INSTRUCTIONAL PROGRAM

Goal of Program: The Instructional Program is generally a non-competitive program, intended to introduce the basic skills and rules of the game of basketball to children in Kindergarten, First and Second Grades. Hopefully, by participating in the Instructional Program, children will be encouraged to continue playing basketball in our House and Traveling Programs.

Eligible players: All students in grades K-2 that reside or attend school within the School District #281 boundaries are eligible to play in the Instructional Program. Boys and girls living outside the school boundaries are allowed to register and play in the Instructional Program if there is sufficient roster space.

Length of season: Sessions will generally be offered between October and March. "Session 1," from October through December, will be more of a basic introduction program for kids that are new to basketball, offered for Co-edK-2; Girls1-2 and Boys1-2. "Session 2," from January through March, will be a more advanced session, with more competitive games and continued skill development, offered for Boys 1-2 at this time, based on past general interest.

Sessions: Typically, the program will meet one to two times per week at a local elementary school. There may be scrimmages during the sessions, particularly in the more advanced sessions, but there are no formal games scheduled. Appropriately sized equipment will be used. The Sessions are led by a paid instructor approved by the Executive Committee. The instructor will be subject to a background check.

Refunds: No refund will be given after the first session. The Executive Committee has discretion for other issues as they may arise.