

AZALEA LITTLE LEAGUE  
OPERATING GUIDELINES 2010

**I. REGISTRATION/APPLICATIONS**

It is the obligation of the local league to give each child who indicates a desire to become a candidate for the league, a chance to "tryout" providing the requirements of eligibility are met. Notice of dates for registration will be provided at least one (1) week in advance. The league may schedule additional sign up days if low enrollment warrants such dates. Any registration application received after tryouts will be covered by Little League Regulation IV (f).

**A. ELIGIBILITY**

1. Applicants must reside within the league boundaries as assigned to Azalea Little League by International Little League headquarters.
2. Applicants must be **FOUR (4)** years old before May 1<sup>st</sup> but must not have attained their nineteenth (19) birthday, before May 1<sup>st</sup> of the current year for which the child is registering to play.
3. Parents or guardians must complete the application forms and show acceptable proof of actual birth date and residency. This will be official and final for regular season play.

**B. REGISTRATION, DONATION, AND MEMBERSHIP FEES**

1. The registration, donation, and membership fees payable to the local league will be determined by the Board of Directors and will be published along with the registration dates. No applicant will be refused the right to participate because of an inability to pay the registration or fees. However, applicant is responsible for the cost of the team uniform and other league player expenses prior to the league ordering said item.
2. Former players who were assigned to a major division team who register after tryouts and the draft will be added to their former team and the other team(s) in the division may increase their roster accordingly; per board recommendation and approval.
3. Should a parent remove their child from the application list before the child's uniform is ordered, the registration or fees or part thereof in the case of multiple child families, will be refunded upon request of the parent.
4. Should a parent remove their child from a team after the child's uniform is ordered, the registration and/or fee is not refundable.
5. Coaches and managers will be required to be paid members of the league, unless an individual is unable to pay on economic grounds, as approved by the Board of Directors.

**C. LATE REGISTRATION AND APPLICATIONS**

Applications submitted after the final registration date, will be considered late, and will be accepted only with the approval of the Board. Late applicants will be covered under Little League Regulation IV (I) and will be placed according to the draft order, in a manner that will maintain equally balanced team roster sizes.

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**II. TRYOUTS**

**A. PARTICIPANTS**

1. All players league age **4/5** will play Tee Ball.
2. League age 4-6 year olds (at board discretion):
  - a. With no previous playing experience will play Tee Ball.
  - b. Who played Tee Ball last season may be moved up to Minor B Machine Pitch with concurrence of the parents, player and Player Agent.
3. League age 7-year olds:
  - a. Who played in the Minor B Division last season may be moved to Minor A Division based on skill evaluation (by previous season's coach) and with concurrence of parent, player and Player Agent.
4. League age 8-year olds may be placed in either the Minor B or the Minor A Divisions based on skill level and with concurrence of the parents, player and Player Agent.
5. All players league age 9-15
  - a. Who are not currently assigned to a Major, Junior or Senior Division team, will participate in two of the three scheduled tryouts and will be eligible for selection in the draft. If not selected for a Major Division team, players age 9-11 will be placed in the Minor Division. (see IV Division Structure). Twelve (12) year old players will be drafted to the major division per Little League International Rule Changes 2008, Regulation V1.
  - b. League age 9 players may request to be withdrawn from the Major Division Draft and placed in the Minor Division.

**B. PROCEDURE**

1. The Player Agent will supply each Manager with a complete list of the player applicants showing their league age. The form provided will allow for each participant to be rated on their hitting, fielding ground balls, fielding fly balls, throwing and running abilities.
2. Each manager will rate the applicants using a point system described in the Little League Operating Manual. The managers will then give a copy of their ratings to the Player Agent or President. The Player Agent will then establish a list of candidates available for the draft in that division.

**III. PLAYER SELECTION, TRADE & REPLACEMENT**

**A. PLAYER SELECTION**

The Draft will be held as soon as possible following try-outs. The order of the draft will follow the Little League Operating Manual: the team that finished last will draft first and in descending order and alternate each round. The Draft is a closed session to be attended only by the League President, Player Agent and Managers of the teams. In the event there are less than 30% (of a twelve (12) player roster) returning to a major division team, the president and player agent may call a board vote to approve a redraft to even the division. In addition, if any competitive team would have less than 3 returning players at the end of tryouts, then the division should be redrafted for even distribution. Due to the mandatory rule change V1 of Little League International 2008, all 12 year old players will be drafted first onto major teams.

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**B. PLAYER TRADE**

As per Little League Operating Manual, approval by the Player Agent and then approved by the Board of Directors.

**C. PLAYER REPLACEMENT**

As per Little League Operating Manual.

**IV. DIVISION STRUCTURE**

**A. BASEBALL**

1. T-Ball ages **4, 5, AND 6**
2. Minor B-ages 6, 7, 8, and 9
3. Minor A- ages 7, 8, 9, 10, 11
4. Major-ages 9, 10, 11, & 12\*
5. Junior-ages 13, 14
6. Senior-ages 14, 15, & 16

**B. SOFTBALL**

1. Minor-ages 7, 8, 9, 10\*
2. Major-ages 9, 10, 11, & 12
3. Junior/Senior-ages 13, 14, 15, & 16
  - Note: Minor players ages 11 and 12 will be assigned to that division by the discretion and amendment thereof by the Board of Directors and will rely on registrations.

**V. PRACTICE**

**A. PRE-SEASON TEAM PRACTICES**

1. Each manager will hold not less than two (2), but not more than five (5) practices per week. Games may only be held with teams in their respective divisions. The aggregate total of practice games and practice sessions will not exceed the five (5) per week limit set forth here. Little League rules pertaining to pitching record limits will apply to preseason use of pitchers in game situations.
2. Managers will keep attendance records and report any player who does not attend at least 50% of all team practices. The Manager will immediately report absences above 50% to the Board of Directors, which will decide if the absence is excusable. If the absence is ruled unexcused the Manager may request the Player Agent replace the player.

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**B. SEASON TEAM PRACTICES**

1. During regular season play, each manager will hold at least one (1), but not more than three (3) practices per week, only one (1) of which can be mandatory, each not exceeding two (2) hours in length. **T-BALL AND MINOR B PRACTICES WILL BE ONE (1) HOUR 45 MINUTES, MINOR A PRACTICES 1 HOUR 45 MINUTES AND MAJORS AND ABOVE TWO (2) HOURS AND NOT BE EXCEEDED.**
2. At the conclusion of each team practice, on the regular season playing field, equipment must be put away, and the field secured. All gates will be closed and dugouts must be cleaned.

**VI. PRE-GAME AND POST-GAME PROCEDURES**

**A. FIELD PREPARATION**

1. The manager and coach of the home team will be responsible for the preparation of the playing field before the scheduled starting time. Visiting teams are encouraged to assist in this to hasten field preparation.
2. The field should be re-chalked before each day's games and if necessary, should be watered down.
3. Each team will be responsible for assembling playing equipment. and
4. Each home team (except T-Ball & Minor B) will be responsible for providing; a scorekeeper, and two game balls for the Umpire
5. After the final game of the day, both team managers and coaches will see that the dugouts are clean, and storage areas & concessions are cleaned & secured.
6. All games will be played on the fields that they are scheduled to be played.

**B. PRE-GAME DRILLS**

1. Twenty-five (25) minutes before game time, the visiting team will take the field for a maximum ten (10) minute drill.\*\*
2. Fifteen (15) minutes before game time, the home team will take the field for a maximum ten- (10) minute drill. The home team will remain on the field in anticipation of starting the game.\*\*  
\*\* These suggested rules can be changed with a board member approval as needed depending on teams playing.
3. **ONCE THE UMPIRE IN CHARGE TAKES THE FIELD, HE IS CHARGE OF THE GAME.**
4. No hitting balls into the fence at any time.
5. All participating players must say the Little League Pledge before all games.

**C. LINE- UP CARDS**

1. Absent players must be reported on the line up card (including excused or unexcused absences) for recording on the official scorekeeper's record. After two (2) consecutive unexcused game absences; the player may be replaced within three (3) calendar days, and within 10 days on board approval a new player may be selected from the player agent's list.
2. The managers and umpires will verify that the scorekeeper is in attendance and possesses the official line-ups, before the start of any game.

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3. Substitutions will be made in accordance with Little League regulations with the following exceptions: everyone on the roster bats in the Minors and T-ball, and, innings will be divided by Regulation VIII section 4.04 of the Little League Minor Rule Book.

**D. GAME LIMITING RESTRICTIONS**

1. All play ceases for the half inning when three outs are made, 5 runs have been scored in Minors, or the entire 'T'-Ball roster has batted..
2. All games will start as per the time on the printed schedule. The Minor Division will not commence an inning after 8:30 p.m. in any games played Monday through Thursday, regardless of inning or score. The 'T'-Ball Division will end play after one and one-half hours. Minor B games will have a 1 hour and 45 minute time limit.
3. When either or both team managers cannot field a team for a scheduled game, both teams will notify the coaching coordinator who will reschedule the game.
4. Ten Run Rule:
  - a. In all Divisions, Major and above, the game will end with the ten (10) run rule, as per section 4.10 (e) of the Little League's Official Playing Rules.
  - b. In the Minor Division, the ten (10) **run** rule will only be in effect after the completion of the fourth inning.

**E. SCHEDULES AND SCHEDULE CHANGES**

1. The schedule of games for the regular season will be prepared by the **BOARD OF DIRECTORS** for approval.
2. Any changes, rainouts or postponed games will be rescheduled by the Board of Director's.
3. Games will not be moved or rescheduled by team managers. **THE PRESIDENT AND OR VICE PRESIDENT** will reschedule all games.
4. Games will start on time. Games that do not start on time will not run late or interfere with any games of any league division that are scheduled to follow.
5. All games will be played by the little League Rules and Regulations adopted by little League Baseball, Inc, and these Standing Rules. Rules will not be changed, even with the agreement or concurrence of both managers.
6. Field usage will be prioritized and need determined by registrations and needs; all subject to board approval.

**F. THE GAMES**

In the event of a tie game in the Major or above Divisions, the game will be continued, if time permits. The game may be resumed at a later date, in accordance with Little League Rules and Regulations, including Rule 4.12. If the game is resumed at a later date the game will be resumed as if the game was never halted (i.e., utilizing pitching records, original line-ups, and batting; records)

**VII. GROUND RULES**

- A. Refer to division guidelines
- B. Screens and Wires
  - a. If a batted ball hits the screen or wire or supporting members, over the catcher, the ball will be ruled as a "dead ball" and not subject to play.

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- b. If a batted ball hits a wire, screen, fence or support in the outfield while otherwise in fair territory it remains a "live ball" subject to plays.

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**VIII. FIELD DECORUM**

- A. Accurate and current pitching; records will be kept by the manager (or coach in charge of a game if the manager is absent) for each team in all Divisions except T-ball & Minor B. These records will be available at all games and may be reviewed by the opposing team manager or the umpire. Failure to comply with this rule will result in a written warning for the first offense in a season. A second offense will result in a suspension from the next scheduled game actually played. After each game, these records will be signed by the manager, or in the absence by the coach, of the opposing team except T-ball and Minor B.
- B. The throwing of equipment in an unsportsmanlike manner will not be tolerated. Any manager, coach, or player committing such an act may be ejected from the game by the umpire, in the sole discretion of said umpire.
- C. The manager and coach or two coaches needs to be at all practices and games. At no time will a team or any player be left unsupervised during or after a practice session.
- D. The Chief Umpire will notify the League President or Vice President, within twenty-four (24) hours of the names of all players, managers, and coaches ejected from any game. An ejected person will not re-enter a game or participate in the game in any manner.
- E. The manager and coach of the team will be responsible for the actions of their spectators and will be asked to control the games, so that the game on the field and in the stands will be conducted in the manner exemplified by Little League, emphasizing fair play, good behavior, and good sportsmanship. The Umpire in charge of the game and any Officers of the League will assist the managers, if necessary, by halting the game until good order is restored, or individuals causing problems have been removed from the premises.
- F. Following each game, members of both teams and spectators will pick up paper and food containers around the fields, playing areas, dugouts, bleachers, and snack bar. Azalea is a privately owned league and all participants need to help keep the areas clean.
- G. Each team will appoint a "Team Parent" to assist the league in coordinating parent participation in meeting league volunteer needs, including: concession stand responsibilities, special events for the players, fund raisers, work parties, picture day sessions, and dugout monitors. Remind all parents and guardians that there is no paid staff for the league-everything relies on volunteer participation.
- H. Managers may request to suspend players for disciplinary reasons, when necessary. The Board of Directors will decide any punishment.

**IX. LEAGUE CHAMPIONSHIP**

The last week of the season will be kept open and available for the playing of games to determine league championships for the Tournament of Champions.

- 1. Major division and higher – with 2 or more teams: Tournament play will be the best 2 out of 3 game win; the winner representing Azalea in TOC.
- 2. Minor A – If less than 3 teams they will play the best 2 out of 3. 4 or more teams: the tournament will be run using pool play rules and ties determined by the run differential.

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**X. ALL-STAR TOURNAMENT**

**A. ALL-STAR SELECTION**

For all divisions the following format will be used to select All-Stars.

1. All players, eligible to play on the All-Star team for that division, will vote for 14 players. The Player agent, or designated Board Member will collect ballots from each team. After the Players vote, the President, Divisional Vice President, and Player Agent will count ballots. After counting the ballots, the 14 players with the most will receive one-vote nomination.
2. All managers from that division will vote for 14 players, with ballots collected by the President, Divisional Vice-President and Player Agent; their ballots counting as 3 votes.
3. Two coaches from each team in that division will vote for 14 players, with ballots collected By the President, Vice-President and Player Agent; their ballots counting as 2 votes.
4. The President, Vice-President, and Player Agent will count the above three lists to establish the All-Star Team, consisting of 13 players with one alternate.
5. In the event that players are needed from Minor A Division to round out a roster, the all star coaching staff will select the players subject to Board approval.
6. Minor All-Star (Minor TOC) selection of players: See item #1 – except only 13 players will be selected. If the league has a large number of players in the Minor A division, there is the possibility a 2<sup>nd</sup> teams for Minor TOC would be selected. The players selected would be the next 13 with the highest votes after the first team is selected.
7. In order to be eligible for post season play, all players must have all financial obligations paid in full (i.e. registrations, fundraisers, etc.)

**B. JUNIOR/SENIOR BASEBALL SELECTION**

For the Junior and Senior Baseball levels, the following format will be used to select All-Stars.

1. Should there be only one team at the Junior or Senior level, that team will be designated as The ALL Junior or Senior All-Star team. The team will be accorded by all the rights and privileges (uniforms, awards, recognition, etc.) as the All-Star teams from all other divisions.
2. Should there be two or more teams at these levels, the All-Star teams will consist of not less than 12 players, nor more than 15 players.
3. Since the majority of games at these levels are played through a league interlock system, very few games are played head to head within our league. The Managers and Coaches are not therefore in a position to accurately define which players on the opposing Azalea team are deserving of selection to the All-Star Team.
4. The managers, coaches, and players of each respective team will determine All-Star representation from each team. The Divisional Vice President, Player Agent or designated Board Member will collect ballots from each team. Each Manager, designated Coach, and player will vote for a total of seven (7) All-Star representatives from their team. The Manager selections will have a value of three (3), the coaches, a value of two (2), and the players, a value of one (1). The total points scored by each player will determine the All-Star representatives from their team. These selections are independent team selections, the point scores on one team having no bearing on the selections from the other team(s).
5. Each team will place the same number of players on the All-Star team. That total number will be determined by the total size of the team (12-15), as decided by the Player Agent and All-Star Manager. It should be remembered that the goal is to give as many players as reasonably feasible the opportunity to play in the All-Star competition. The mandatory play rule, and the quality of players will influence the size of the team.

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6. At the Junior level (Ages 13 & 14), some players may be asked to "play up" to the Senior (Ages 15 & 16) level. If players are skilled enough to do so, and elect to play at the Sr. level during the regular season, those players must be automatic selections to the Junior level All-Star team, provided they are released from playing on the Senior level All-Star team. The number of these players will, of course, affect the number of slots remaining on the Junior All-Star Team.
7. The results of head to tread competition between the Azalea teams ONLY will determine the Manager of the All-Star Teams. The coaches will be the managers of the; remaining appropriate level Azalea teams, and approved by the President and Board of Directors.

**C. SELECTION OF MANAGER/COACH**

1. In Major Baseball, Senior Baseball, Senior/Minor Baseball, Major Softball, and Senior Softball, the league championship team manager will be considered as the All-Star manager with Board approval. Coaches will be selected by the manager and approved by the Board.
2. In 9-10 Baseball and Softball, the manager and coaches may be the manager from the second place Major division team. Coaches will be selected by the manager and approved by the President.
3. Any changes in All-Star Management must be approved by the President.

**D. AVAILABILITY**

Managers, coaches and players for the Major, Junior, and Senior baseball as well as Major and Junior Softball must be available for play from June 15<sup>th</sup> through July 20<sup>th</sup>. Nine and Ten baseball and softball players, managers and coaches must be available from June 1<sup>st</sup> through June 30<sup>th</sup>.

**XI. GENERAL MATTERS**

- A. All managers and coaches are to appear before the league Board of Directors when requested, for final approval upon selection and for specific instructions.
- B. A required Manager/Coach meeting will be held prior to the commencement of the season, and may be required before the second half of season play begins.
- C. When a work party is scheduled for field maintenance, all managers, coaches, and team representatives are expected to attend. It is the responsibility of all members of the league (parents, as well as managers and coaches or others holding a formal position with a team) to assist with maintaining the fields as a safe and pleasant place for our children to play ball. Parents are to be called and encouraged to assist in this vital function.
- D. No player will be drafted from Minors to Majors, Senior/Minor to Seniors, during the two weeks prior to the last scheduled game of the season, except where a Team seeking a player has lost three or more players during this period, or where a team is seeking to draft players up would have less than nine players on their roster.

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- E. To ensure the safety of players, parents, children, and visitors to ALL Fields, no unsupervised players will warm-up, throw baseballs or softballs outside of the confines of the fenced field area of play, nor will anyone throw other items, including tennis or rubber balls, dirt clumps, paper or rag wads or balls, stones, etc., anywhere on the premises. Nothing will be struck with a bat, except a baseball or softball as part of a league game or practice, and then only within the confines of a playing field. All pre-game warm-ups by teams will take place within the confines of a playing field or designated practice area (such as the batting cages). Board members, managers, coaches, umpires, and parents will enforce these rules. Violators may be asked to leave the Fields. A player who violates these rules will be suspended for at least one scheduled game (including the one scheduled that day). Additional games may be added to the suspension by the Board of Directors depending upon the seriousness of the violation and frequency of them.
- F. No bicycles, motorized vehicles, or skateboards are allowed inside the confines of the fields within the areas fenced.
- G. No players will be dropped off at the field and left unsupervised. Parents/Guardians will be called immediately by the Manager/Coach of the team and asked to pick up unsupervised players. Children or member players if disruptive, etc., shall be reported to the parents/guardians if known or the proper authorities will be notified by the Board Member on duty.
- H. UNACCOMPANIED CHILDREN WITHOUT A PARENT ARE NOT ALLOWED IN THE UPSTAIRS FIELD HOUSE. Children will not be allowed to climb or enter upon any stairs, dugouts, equipment rooms or areas, fences, trees, or roof's on the complex, or enter on the field of play at any time unless they are part of a team currently scheduled to participate in a game or practice on the field.
- I. Managers desiring to protest a game will do so as stated in Rule 4.19 of the Little League Rules and Regulations.
- J. All injuries or accidents will be reported immediately to the Safety Officer, or in his /her absence, to another Officer of the Board of Directors, so that a report may be filed with the city, as required by our Contract, our insurance company and the League Safety Officer.
- K. No pets are allowed on the field, except working dogs assisting their master at the time of their presence on the property.
- L. Managers and Coaches are responsible for the equipment assigned to them for use by their team. At the conclusion of all league scheduled games for the team, each team's manager will be required to return all issued equipment to the league at the League's equipment room. Equipment will be turned in on, or prior to, closing day of the season. The manager or coach receiving the teams' equipment will sign an inventory statement.
- M. If, after a manager and coach are assigned a team, the team must be eliminated or de-activated because of a short fall in eligible or for any reason, the Board of Directors will determine which team(s) is to be dropped. The decision will be based on the following criteria relating to teams to be continued:
  - 1. Team has a Returning Manager
  - 2. Number of players returning to team
  - 3. Effort to maintain balance within that Division
- N. When additional (expansion) teams are to be added to a Division, the draft for creation of the expansion team(s) will be in accordance with one of the alternatives set forth in the Little League Operations Manual and approved by the Board of Directors.
- O. Follow ASAP/Safety Awareness Program
- P. All parents, coaches, volunteers and players will be required to sign a league code of conduct.

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**XII. MANAGER/COACH/VOLUNTEER SELECTION**

**A. APPLICATIONS**

All manager candidates will be required to fill out a league adopted application form. Anyone interested in applying for manager, coach or volunteer can submit their application in person or online for the upcoming season for approval by the board of directors at any time. The league reserves the right to submit all applications to appropriated public law enforcement authorities to screen out applicants with backgrounds that the Board of determines would be detrimental to Little League objectives. The application will require, at a minimum, the following data to be provided by the applicant:

- a. Name
- b. Address
- c. Mailing address, if different
- d. Telephone number
- e. Age ( to verify that applicant is at least 18 years of age)
- f. Experience in Baseball/Softball or youth programs
- g. Desired division/position sought
- h. 'team desired, if applicable
- h. Names of two local references
- i. Date of receipt noted by league official
- j. Signature of applicant, authorizing law enforcement background check
- k. Information shall be confidential and be maintained by the President.

**XIII. WINTER BALL**

**A. GUIDELINES**

The primary goal of winter ball is to develop and enhance the fundamental skills of Little League Baseball among participating players, making this a training season. Never underestimate the importance of consistently repeating the basic fundamentals. Successful mastery of these basic skills is essential in developing good quality players. It is through this mastery that youth gain confidence, excitement for the game and develop a long time commitment to the sport. To help facilitate the development concept, the Board of Directors developed some rules and guidelines that must be followed.

- a. All players are allowed to play the same position for a maximum of three (3) innings per game. (Players are only allowed to pitch for a maximum of two (2) innings per game (Majors or Minors).)
- b. All players will bat in rotation.
- c. All players must play a minimum of four (4) innings per game.
- d. There is a two-hour time limit for all Major level games. One hour and forty-five minute time limit for all Minor level games.
- e. Two (2) adult base coaches will be allowed.
- f. No scoreboards will be used.
- g. Minor teams are a kid/coach pitch level (there are no walks).
- h. One game and one practice a week (Majors and Minors).
- i. Junior teams will follow Little League rules.

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The Azalea Little League Board of Directors approved these standing rules on February 15, 2010.