

# 2011 SAUGUS NATIONAL LITTLE LEAGUE BYLAWS

## **I Conduct & Discipline**

A) Any action by a Player, Manager or Coach, that is reported in writing to a League Official before, during, or after a game, but did not result in an ejection such as, but not limited to: physical contact, foul language, or any actions deemed unacceptable conduct unbecoming of a league member, will be presented to the Board of Directors. This could result in a hearing before a disciplinary committee formed by the board. The accused Member will be allowed to defend himself/herself to the committee as he/she so chooses.

1) Any disciplinary committee established shall consist of the President, Player Agent, Umpire-in-Chief and 2 members. Particular consideration should be made in eliminating any of those members who may have a conflict of interest in the matter. A hearing shall be set up as soon as possible with a maximum of one week in which to meet and to decide action to be taken. Any and all disciplinary actions are handled by this committee are final and binding.

2) Saugus National Little League's procedure is for the discipline committee to gather complaints, in writing if possible. At this point, the committee could dismiss the case, or could give notice to the accused, stating the charges in general. At the disciplinary meeting for the member or player:

- Re-state charges for the record.
- Give the accused ample opportunity to respond.
- The committee could decide to take no further action.
- The committee could decide to draft a warning or letter of reprimand.
- The committee could decide to revoke all or part of the person's privileges for a specific period, but not longer than the remainder of the fiscal year.
- Any punishment must be approved by two-thirds vote of the board.

B) In the event of suspension of both Manager and one Coach, the appropriate League Director will appoint replacements for the term of suspension.

C) All discussions with an umpire must be made through the team's Manager. All managers are responsible for the actions of their Coaches and Parents and Players. Actions of managers and coaches will have a bearing on re-appointments for the following season.

## **II Manager Requirements and Responsibilities**

A) All Major League managers are required to submit, in writing, their intent to manage in the upcoming season. All managers must complete a Volunteer application and CORI form. CORI forms are due back for Major League managers by date set forth by the board and before the start of the season for all minor leagues.

B) Voting will take place during a closed Board meeting, for the Major and Minor Leagues. Returning managers will be approved or disapproved by the board first before consideration of new managers. All ties will be decided by the President.

C) A Manager Selection committee will be formed each season to evaluate all Managerial candidates. The committee will be comprised of the Coaching director, 3 SNLL board members, and a parent with volunteer status who is not currently an assistant coach of a team.

D) An individual may not be a manager of more than one team within the same level.

**E)** All managers and coaches are EXPECTED TO ATTEND and/or complete the following:

- 1) All monthly meetings
- 2) Tryouts
- 3) SNLL winter clinics
- 4) SNLL coaches clinics
- 5) Any other SNLL activities scheduled by the Board of Directors.
- 6) Hold a pre-season parents meeting.

Attendance at the above noted items will be used as one of the criteria for approving managers and coaches.

**F)** The following is mandatory for all Managers, Coaches, and Board Members of SNLL:

- 1) Sign and submit to the President, Coaches affidavit and CORI forms.

**NOTE:** All Managers and Coaches will not be able to run, or participate, in a practice or game until all Affidavits and CORI forms are signed and returned to the league President. Only CORI approved individuals will be allowed to be on the field and be allowed to interact with the children. Noncompliance will result in immediate removal from the field until approval is secured. Managers are responsible to police this policy and will be subject to reprimands and/or suspensions as appropriately deemed by the Board of Directors.

**G)** All manager will recall and inventory their teams' uniforms, equipment, and medical kits, at the end of the playing season. The manager is required to complete an inventory form for the Equipment Manager by end of year. The Equipment Manager & Safety Officer will review the inventory report and approve or disapprove as deemed necessary. All teams will turn in their equipment, uniforms, and medical kits to Equipment Manager

**H)** All AAA and AA Managers will complete an evaluation form for all players on their team. All forms must be completed and submitted to the respective league director no later than end of June following the playing season.

**I)** All accidents will be reported to the Safety Officer immediately after the game, in which the accident occurred. When required, as determined by the Safety Officer, the proper accident forms will be prepared, and forwarded to Little League Headquarters, (Williamsport, PA). When applicable, Doctors/Hospital billing should be attached.

### **III** **Rosters**

**A)** All teams must maintain a full roster for the entire season, including playoffs.

- 1) A full roster is 12 players.

**B)** In the event that a player is injured and will be out for the remainder of season their roster spot must be filled. The Manager, along with the Player Agent, shall review the list of available players and replace the player. If both the injured player and replacement player return to play the following year the team shall lose their first round draft pick.

**C)** If a player elects not to return to their Major League Team:

- 1) Player must submit a letter to the Major League Director stating their reasons for leaving their current team.
- 2) The Player Agent will rule on all such requests in conjunction with Little League rules.

### **IV** **Playing Rules**

**A)** Not more than three (3) adults (Manager & two Coaches) will be allowed in the playing area, during a Major, Minors game. The Manager or Coaches are

allowed to coach both bases, if there are (3) adults present.

**B)** No player is allowed to swing a bat in the dugout or on the field with the exception of the live batter

**C)** Diligence in field maintenance by all those involved with Little League is critical to the safety of the players. The home team is responsible for pre-game field preparation. This consists of raking the dirt portions of the infield, filling in any holes (especially the pitcher's rubber, mound, and batters box areas), and lining the batters box and foul lines. Following the game, the visiting team is responsible for filling in any holes and raking the dirt off the grass lip of the infield back onto the infield.

**D)** Each Manager is required to record the pitch count for their pitcher(s), into the appropriate logbook after each game. The League Director is responsible to monitor their log book. After each half inning, the managers must meet and agree on the current pitch count.

**E)** Tobacco products will not be permitted at the playing field. Smoking will only be permitted in designated areas

1) For the Elks field, this area is the opposite side of the roadway.

**F)** Sunday is to be considered the first day of the week.

**G)** The offensive team shall station two base coaches on the field during its time at bat, one occupying the first base coach's box and one occupying the third base coach's box. One or both coaches may be roster team members, or they may be the manager and/or roster coaches – as long as one roster adult manager or coach is in the dugout at all times. On-field coaches will not leave the dugout and occupy their positions until all warm-ups are fully completed. The defensive team's manager and coaches must remain in the dugout at all times unless time is out and they are invited to leave the dugout by an umpire.

**H)** A base coach (adult or player) making a "safe" call in an attempt to influence the outcome of a play is considered by Little League Rules to be in violation of the Unsportsmanlike Conduct rule and therefore is subject to ejection. An Umpire witnessing this act will provide one warning to that Base Coach. On the second offense during that game, the Umpire will require that Coach be replaced. The offending Coach must perform their coaching responsibilities from the bench for the remainder of that game. All 2nd offenses will be reported to Board for review.

**I)** Prior to the start of the game, Managers will exchange pitcher information, detailing who has used eligible innings in that pitching week and who has eligible innings remaining.

**J)** When a Pitcher is warming up during a game, only another roster player wearing proper protection may catch.

## **V** Major Division Playing Rules

**A)** All scheduled games must be played if they affect in any way the overall League standings. The standings will be determined by the team with the best winning percentage. In the case of teams with equal winning percentage records against each other, a coin flip will govern.

**B)** If a team is unable to field 9 players within 15 minutes of the scheduled start time of the game, they will forfeit the game. All efforts should be made to avoid forfeits.

**C)** No Games at the Elks on Flag Day, June 14

## **VI** Minor AAA Division Playing Rules

1) No slap bunts

- 2) No new inning will start after 2 hours from a 5:30 start; no new inning will start after 9 from a 7:30 start.
- 3) EVERY player is on a 6 and 3 rotation
- 4) Stealing is permitted, (stealing home will begin as the season progress and will be discussed between coaches).
- 5) Pitcher must be removed from the mound if he/she hits 3 batters in the same inning, or hits 4 batters in a game on the fly; balls bouncing in the dirt do not constitute a hit batsman for purposes of this rule. The pitch bouncing the dirt and hitting the batsman is also called a ball and is ruled a dead ball. An inning ends: one time through batting order, 5 runs, or 3 outs; whichever comes first. On continuation of last out, a team may score a maximum of 7 runs.
- 6) Overthrow rule: If a fielder overthrows a base, the runner may advance at his or her own risk, but only ONE base. Other runners on base may also advance ONE base. If a second overthrow occurs then the play is over.
- 7) Incoming throw rule: This occurs when an outfielder throws a ball into the infield. Once the ball breaks the infield plane, the play is over; all runners must be held at each base they are on or attempting to reach at their own risk.

## **VII Minor A and AA Division Playing Rules**

- 1) Continuous batting order is in effect.
- 2) Three outs does not end an inning (A only)
- 3) No leading, stealing or bunting (subject to change AA only)
- 4) Coach pitch only in minor A, coach pitches to his/her own team.
- 5) No innings start after 7:00PM
- 6) Batter who makes an out is out.
- 7) On a ball hit to the outfield; hold the runners once the ball is fielded by the outfielder (subject to change AA only)
- 8) One base at a time on infield hits. No advancement on overthrow (subject to change AA only)

## **VIII Draft**

- 1) Only managers shall be allowed at draft.
- 2) It is inappropriate for Managers to discuss the position of a player with anyone outside the draft room. Any such behavior shall be considered misconduct and will likely jeopardize that individual's future affiliation with Saugus National Little League.
- 3) In order for a player to be eligible for the "Major League" draft they must have participated in the League's regular season tryouts.
- 4) Major league draft order is determined by the previous year's regular season (pre-playoff) standings.

## **IX Major League All Star Selection**

- 1) At a Major League Managers meeting in early June, each manager will nominate any players from his team that he feels is of all star caliber.
- 2) The Player Agent will prepare a ballot.
- 3) A meeting will be held within a week of nominations to vote on the all star team.
- 4) Each manager will receive their ballot, vote on the entire roster, giving the best player the highest number and return it immediately to the Player Agent. The Player Agent will tally all ballots. A Manager can not vote for his own players.
- 5) The top nine vote getters are automatically placed on the team. The All-Star manager can fill out the rest of the roster by taking the next three players voted, or

choosing three (3) players from the rest of the nominees.

6) If manager chooses the players, he can only take one player from his own team. Manager's selection will require approval from the President and PlayerAgent.

7) ALL BALLOTS AND NOMINEES ARE TO REMAIN CONFIDENTIAL

## **X Major League All Star Manager Selection**

The All Star Managers shall be voted on by the E-Board and the managers from all the Major League teams, with no one person having more than one vote. If a tie occurs, the President can call for a second vote and if a tie remains, the President will cast the deciding vote. Only Major League managers and coaches are eligible to manage or coach the all star teams.

## **XI Contracts for Goods and Services**

Saugus National Little League will not sign any contacts for goods or services for longer than a period of one year.

## **XII CORI Policy**

Where Criminal Offender Record Information (CORI) checks are part of a general background check for employment, volunteer work or licensing purposes, the following practices and procedures will generally be followed.

I. CORI checks will only be conducted as authorized by CHSB. All applicants will be notified that a CORI check will be conducted. If requested, the applicant will be provided with a copy of the CORI policy.

II. An informed review of a criminal record requires adequate training. Accordingly, all personnel authorized to review CORI in the decision-making process will be thoroughly familiar with the educational materials made available by CHSB.

III. Unless otherwise provided by law, a criminal record will not automatically disqualify an applicant. Rather, determinations of suitability based on CORI checks will be made consistent with this policy and any applicable law or regulations.

IV. If a criminal record is received from CHSB, the authorized individual will closely compare the record provided by CHSB with the information on the CORI request form and any other identifying information provided by the applicant, to ensure the record relates to the applicant.

V. If the SNLL is inclined to make an adverse decision based on the results of the CORI check, the applicant will be notified immediately. The applicant shall be provided with a copy of the criminal record and the organization's CORI policy, advised of the part(s) of the record that make the individual unsuitable for the position or license, and given an opportunity to dispute the accuracy and relevance of the CORI record.

VI. Applicants challenging the accuracy of the policy shall be provided a copy of CHSB's *Information Concerning the Process in Correcting a Criminal Record*. If the CORI record provided does not exactly match the identification information provided by the applicant, SNLL will make a determination based on a comparison of the CORI record and documents provided by the applicant. The SNLL may contact CHSB and request a detailed search consistent with CHSB policy.

VII. If the SNLL reasonably believes the record belongs to the applicant and is accurate, based on the information as provided in section IV on this policy, then

the determination of suitability for the position or license will be made. Unless otherwise provided by law, factors considered in determining suitability may include, but not be limited to the following:

- (a) Relevance of the crime to the position sought;
- (b) The nature of the work to be performed;
- (c) Time since the conviction;
- (d) Age of the candidate at the time of the offense;
- (e) Seriousness and specific circumstances of the offense;
- (f) The number of offenses;
- (g) Whether the applicant has pending charges;
- (h) Any relevant evidence of rehabilitation or lack thereof;
- (i) Any other relevant information, including information submitted by the candidate or requested by the hiring authority.

VIII. SNLL will notify the applicant of the decision and the basis of the decision in a timely manner.

## **XII Summer Ball**

1) Any Manager, coach or parent wishing to enter a team in a Little League tournament must make their intention known to the SNLL President or Vice President and discuss the intention of the team and type of tournament.

These Bylaws were approved by the Saugus National LittleLeague Membership on \_\_\_\_\_ (date).

\_\_\_\_\_  
President's Name (Print) President's Signature Date

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Little League ID No. Federal ID No. (if available) State ID No. (if available)