



# Peninsula Youth Softball Association

## Standing Rules

2016

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## PENINSULA YOUTH SOFTBALL ASSOCIATION STANDING RULES

The Peninsula Youth Softball Association (PYSA) is a non-profit organization, governed by a duly elected, volunteer Board of Directors, and operated according to established Bylaws and Standing Rules that provide for a safe, respectful, and organized softball association.

The Board of Directors shall review the Standing Rules annually and approve changes prior to the first day of the playing season, which shall begin on the day that any division initiates its draw/draft.

### I. LEAGUE ORGANIZATION

The Peninsula Youth Softball Association shall be organized to teach the fundamentals of softball and instill in its members the principles of good sportsmanship, leadership, and teamwork through organized and supervised clinics, practices, and games for the following groups:

#### Section I.I: DIVISION AGE CHART

Division Players Born On or After January 1*	YEAR
6 and Under (may include 4,5, and 6 year olds)	2010
8 and Under (may include 6 year olds with one year PYSA playing experience)	2008
10 and Under	2006
12 and Under	2004
14 and Under	2002

\* Requests to have a player move up/down a division shall be submitted in writing to the Player Agent and approved by a majority vote of the Executive Committee (sec. 10.2).

### II. BOARD OF DIRECTORS, DUTIES, AND COMMITTEES

The government of the Peninsula Youth Softball Association shall be under the direct supervision of the volunteer Board of Directors (also referred to as the Board), which shall consist of the Executive Committee (elected) and Directors (appointed). The duties of the President, Vice President, Secretary, Treasurer and Player Agent, shall be defined in the Peninsula Youth Softball Association Bylaws. The duties of other Board Members shall be defined in the Standing Rules.

#### Section 2.1: BOARD OF DIRECTORS

- A. Executive Committee members shall be required to have a family member registered in the PYSA.
- B. Board Directors shall be required to have a family member registered in the PYSA, except the Umpire-in-Chief and Past President. This rule may be waived for one (1) or more Board Directors.

## Section 2.2: REGISTRAR DIRECTOR, shall

- A. Be appointed by the President
- B. Be a voting member of the Board of Directors.
- C. Supervise online registration and one (1) or more walk-up registration event(s).
- D. Supervise late registrations and assist the Player Agent at player evaluations.
- E. Transfer all registration fees to the President or Treasurer for deposit into a PYSA account.
- F. Compile a database of player information based on the registration forms.
- G. Maintain a hardcopy of player registration and signed medical release forms.
- H. Provide managers with signed medical release forms.
- I. Distribute late registration forms to the Player Agent and assigned managers.
- J. Keep the Board of Directors apprised of registration activities and membership numbers.

## Section 2.3: PAST PRESIDENT DIRECTOR, shall

- A. Serve on the Board of Directors for one (1) year following their term as President.
- B. Be a voting member of the Board of Directors.
- C. Serve as an advisor and parliamentarian to the Board of Directors.
- D. Be eligible to serve in another Board position, with a one (1) vote limit on any item before the Board.

## Section 2.4: FUNDRAISING / SPONSORSHIP DIRECTOR, shall

- A. Be appointed by the President.
- B. Be a voting member of the Board of Directors.
- C. Be responsible for identifying and coordinating fundraising and sponsorship opportunities.
- D. Be responsible for coordinating the annual PYSA Night at the Padres.
- E. Be responsible for coordinating PYSA restaurant fundraisers.
- F. Assist with other fundraising events including player clinics.
- G. Transfer all fundraising revenues to the President or Treasurer for deposit into a PYSA account.
- H. Keep the Board of Directors apprised of fundraising activities and revenues.

## Section 2.5: ALL-STAR COORDINATOR, shall

- A. Be appointed by the President.
- B. Not be a voting member of the Board of Directors.
- C. Manage the PYSA all-star program, including registration, fundraising, uniforms, and scheduling.
- D. Serve as chair of the All-Star Committee.
- E. Coordinate and present an all-star tournament schedule to the Board of Directors.
- F. Post information about the all-star program and team selection guidelines on the website.
- G. Manage the recruitment, interview, and selection process for all-star managers.
- H. Manage the evaluation and selection process for all-star players and teams.
- I. Prepare and distribute all-star information, including player commitment letter and player and parent expectations, to division managers.
- J. Coordinate all-star tournament fees for PYSA all-star teams.
- K. Supervise the registration of all-star players.
- L. Transfer all-star revenues to the President or Treasurer for deposit into a PYSA account.
- M. Maintain an ongoing record of all-star program activities, including problems and conduct violations, and pass it on to the future All-Star Coordinator.

- N. Serve as the liaison between the PYSA and all-star tournaments.
- O. Keep the Board of Directors apprised of all-star activities and tournaments.

Section 2.6: DIVISION REPRESENTATIVES (6U, 8U, 10U, 12U, and 14U), shall

- A. Be appointed by the President.
- B. Not be a voting member of the Board of Directors.
- C. Serve as the liaison between the Board of Directors and division managers and coaches.
- D. Review the player skills and division expectations with division managers and coaches.
- E. Communicate rule or policy changes to division managers and coaches.
- F. Maintain a record of ideas, suggestions, and questions from division managers and coaches.
- G. Hold meetings with division managers and coaches, as necessary.
- H. Assist the All-Star Coordinator with identifying all-star candidates in the division.
- I. Be responsible for tracking and reporting division game scores to the Umpire-in-Chief.
- J. Keep the Board of Directors apprised of any issues, concerns, or suggestions from division managers.
- K. Not have a child on a team in the division they represent.

Section 2.7: EQUIPMENT COORDINATOR, shall

- A. Be appointed by the President.
- B. Not be a voting member of the Board of Directors.
- C. Maintain an inventory of all PYSA softball equipment.
- D. Ensure that PYSA softball equipment is in good condition.
- E. Work with managers to determine shortages and replace worn, broken, or lost equipment.
- F. Make recommendations to the Board of Directors for new equipment.
- G. Purchase new equipment, as budgeted, or with the approval of the Board of Directors.
- H. Monitor and keep equipment sheds organized.
- I. Pack team equipment bags prior to each season.
- J. Collect equipment from managers at the end of each season and secure it in the sheds.
- K. Assist the Tournament Director with equipment for the annual PYSA all-star tournament.
- L. Keep the Board of Directors apprised of the existing inventory and condition of equipment.

Section 2.8: INTERNET COORDINATOR, shall

- A. Be appointed by the President
- B. Not be a voting member of the Board of Directors.
- C. Supervise and manage the PYSA website.
- D. Assess the PYSA website prior to the season and make recommendations to the Board of Directors.
- E. Publicize PYSA registration and other activities, and provide links to other sites, as necessary.
- F. Update the PYSA website, including the calendar, standings, field status, and other important PYSA information, as needed.
- G. Keep the Board of Directors apprised of website activities.

Section 2.9: FIELD COORDINATOR, shall

- A. Be appointed by the President.
- B. Not be a voting member of the Board of Directors.
- C. Assess and monitor field conditions prior to and during the softball season.
- D. Make recommendations to the Board of Directors for field maintenance and improvements.
- E. Perform minor field maintenance and improvements.
- F. Supervise field maintenance personnel in the preparation and maintenance of all softball fields.
- G. Maintain field equipment and ensure PYSA has adequate chalk and other supplies.
- H. Review proper field maintenance and game set up, including field markings, with division representatives and/or team managers and coaches.
- I. Determine, along with the Umpire-in-Chief, if field conditions are suitable for practices and games.
- J. Alert the Board of Directors and managers of field hazards and closures.
- K. Assist the Tournament Director with field preparations for the annual PYSA all-star tournament.
- L. Keep the Board of Directors apprised of the status of existing field conditions.

Section 2.10: SNACK SHACK COORDINATOR, shall

- A. Be appointed by the President
- B. Not be a voting member of the Board of Directors.
- C. Manage and supervise snack shack operations and volunteers.
- D. Be responsible for purchasing and stocking snack shack supplies.
- E. Be responsible for coordinating equipment repairs.
- F. Be responsible for preparing a master snack shack schedule.
- G. Transfer snack shack revenues to the President or Treasurer for deposit into a PYSA account.
- H. Remit receipts to the Treasurer in a timely manner.
- I. Assist the Tournament Director with snack shack operations for the annual PYSA tournaments.
- J. Keep the Board of Directors apprised of snack shack operations and revenues.

Section 2.11: TOURNAMENT COORDINATOR, shall

- A. Be appointed by the President
- B. Not be a voting member of the Board of Directors.
- C. Coordinate the annual PYSA tournaments, in conjunction with the President, Board Members and other league members.
- D. Secure and coordinate adequate playing fields.
- E. Coordinate and supervise field preparation and other tournament volunteers.
- F. Coordinate and supervise onsite vendors, promotional materials, and awards.
- G. Publicize the tournament in the ASA Blue Book and on the PYSA website.
- H. Transfer all registration fees to the President or Treasurer for deposit into a PYSA account.
- I. Prepare tournament brackets and update standings.
- J. Present awards to winning and runner-up teams.
- K. Keep the Board of Directors apprised of all tournament activities.



Section 2.12: UNIFORM / SPIRIT WEAR COORDINATOR, shall

- A. Be appointed by the President
- B. Not be a voting member of the Board of Directors.
- C. Select, purchase, and distribute spirit wear.
- D. Select, purchase, and distribute team uniforms.
- E. Select, purchase, and distribute all-star team uniforms.

Section 2.13: RECRUITMENT COORDINATOR

- A. Be appointed by the President
- B. Not be a voting member of the Board of Directors.
- C. Distribute registration information to schools and potential players.
- D. Publicize PYSA registration through banners, newspaper announcements, and other communication.

Section 2.14: BOARD COMMITTEES

- A. The Board of Directors shall have the authority to authorize a committee on any item by a majority vote of Board Members.
- B. The President shall have the authority to appoint committee chairs.
- C. The President shall be an ex-officio member of every PYSA committee.
- D. Committees shall establish the parliamentary rules to govern the proceedings of committee meetings, except when specified by the Board of Directors or in conflict with the PYSA Bylaws.
- E. The committee chair shall present any final committee proposals to the Board of Directors.

### III. FIELD PERSONNEL

The Peninsula Youth Softball Association shall strive to recruit field personnel who are dedicated to helping players develop their softball skills and learn the principles of teamwork and good sportsmanship, and to maintaining all facilities to assure player safety.

#### Section 3.1: TEAM MANAGER

- A. Each team shall have one (1) responsible adult serve as manager.
- B. Managers shall be nominated by the Player Agent and approved by the Board of Directors by a majority vote.
  - 1. Managers shall manage only one (1) team per season. Any individual who has been suspended from the Peninsula Youth Softball Association for detrimental conduct, or who has had any disciplinary action taken against them by the Executive Committee or Board of Directors, shall not be considered for the position of team manager for at least one (1) year following the Executive Committee or Board action. This rule may be overturned by a vote of Board Members.
- C. Managers shall submit to and pass a background check prior to accepting a position as manager.
- D. Managers shall be in charge of and responsible for team members at all team activities.
- E. Managers shall accompany the team to all league activities, or designate a responsible adult to serve as manager in their absence.
- F. Managers shall notify the Player Agent of issues or changes in the playing status of any player(s) as soon as possible. This includes, but is not limited to, injury, poor attendance, poor behavior, benching, dropping, or quitting.
- G. Managers shall be responsible for providing a scorekeeper for the team at each scheduled game.
- H. Managers failing to fulfill their responsibilities and/or follow PYSA rules may face immediate dismissal and/or other disciplinary action, including future eligibility to manager/coach, and suspension or expulsion from the league by a majority vote.

#### Section 3.2: TEAM COACH(ES):

- A. Each team shall have one (1) responsible adult serve as the official coach.
- B. Additional coaches may be appointed by the team manager.
- C. Coaches shall be nominated by the Player Agent and approved by the Board of Directors by a majority vote.
- D. Any individual who has been suspended from the Peninsula Youth Softball Association for detrimental conduct, or who has had any disciplinary action taken against them by the Board of Directors, shall not be considered for the position of team coach for at least one (1) year following the Board action. This rule may only be overturned by a majority vote of Board Members.
- E. Coaches shall submit to and pass a background check prior to accepting a position as coach.
- F. Coaches failing to fulfill their responsibilities and/or follow PYSA rules may face immediate dismissal and/or other disciplinary action, including future eligibility to manager/coach, and suspension or expulsion from the league, by a majority vote of the Board.

#### Section 3.3: TEAM PARENT

- A. Each team manager may select one (1) or more responsible adults to serve as team parent(s).

- B. Team parents shall be responsible for helping the team manager with administrative activities including, but not limited to, team rosters, uniforms, socks, pictures, banners, team snacks, and team communications.
- C. Team parents shall be responsible for assigning team families to fulfill the team's snack shack duty and any additional volunteer hours required for tournaments and other league activities.
- D. Team parents may be replaced at the discretion of the team manager.

#### Section 3.4: SCOREKEEPER

- A. One (1) scorekeeper shall be appointed by each manager for each game.
- B. The scorekeeper for the home team shall be the official scorekeeper for the game.
- C. Scorekeeper will keep track of the number of innings pitched by each pitcher each game.

### IV. UMPIRES

The Peninsula Youth Softball Association shall contract with an umpire association to provide professional umpires who have knowledge of ASA Playing Rules and PYSA Standing Rules to work league games.

#### Section 4.1: UMPIRE ASSIGNMENTS

- A. All games shall have at least one (1) assigned umpire from the umpire association, except in the 6U division where coaches or parents may umpire the game.
- B. The Umpire-in-Chief, in conjunction with the umpire association, shall be responsible for scheduling and assigning umpires to work league games.
- C. If no umpire arrives by game time, the Umpire-in-Chief may designate an umpire for the game or reschedule the game.

#### Section 4.2: EJECTIONS

- A. Umpires shall have complete authority of the game, including the power to eject any manager, coach, member, player, or spectator from the game and/or field, as necessary.
- B. Any manager, coach, member, player, or spectator ejected from a game may be suspended by a majority vote of the Board from attending the next game their team plays, including post-season games. The presence of a suspended person within 300 feet of their team's game may constitute a forfeit of the game by their team. Any aggrieved party shall have the right to be heard by the Board of Directors, provided they petition the Board in writing within ten (10) days of the disciplinary action.

#### Section 4.3: UMPIRE FEES

- A. The Umpire-in-Chief shall negotiate fees for games and administration with the umpire association
- B. The umpire association shall be responsible for paying its umpires.

## V. MEMBER EXPECTATIONS AND RULES OF CONDUCT

All members shall be held, at all times, to a high standard of conduct that is in the best interest of the Peninsula Youth Softball Association. This shall include, but is not limited to, following the SoCal ASA Code of Conduct (Appendix A) and PYSA Bylaws and Standing Rules; treating others with respect; refraining from the use of verbal or written abuse, profanity, derogative behavior, and discrimination; and not publicly displaying undue anger or animosity toward each other.

The Board, with a majority vote, shall have the authority to suspend, discharge, or otherwise discipline any manager, coach, general member, player or other person who violates the ASA Code of Conduct or PYSA Bylaws or Standing Rules, or whose conduct is considered detrimental to the best interest of the Peninsula Youth Softball Association. Any action by the Executive Committee shall be ratified at the next regularly scheduled meeting of the Board of Directors by a majority vote of Board Members. Any aggrieved party shall have the right to be heard by the Board of Directors, provided they petition the Board in writing within ten (10) days of the suspension, discharge, or discipline.

Any alleged violations of the SoCal ASA Rules and Regulations may be filed in writing to the SoCal ASA using the approved complaint procedure (Appendix B).

### Section 5.1: PLAYER EXPECTATIONS

- A. Players shall respect the manager and coach(es) at all times.
- B. Players shall respect the umpire(s) at all times.
- C. Players shall respect other players, regardless of ability, at all times.
- D. Players shall exhibit positive behavior and good sportsmanship at all times.
- E. Players shall cheer in a positive manner and never to distract the batter.
- F. Players shall focus and be aware of what is going on during practices and games.
- G. Players shall not throw and/or damage any equipment deliberately.
- H. Players shall not take food, including seeds and gum, onto the field.
- I. Players shall not leave the field during practices or the dugout during games without the permission of the manager or a coach.
- J. Players shall not practice with a team unless they have been officially assigned to that team.

### Section 5.2: MANAGER AND COACH EXPECTATIONS

- A. Managers/Coaches shall serve as a responsible and positive role model.
- B. Managers/Coaches shall be responsible for the safety of all players during team-sponsored events.
- C. Managers/Coaches shall respect the players, regardless of ability, at all times.
- D. Managers/Coaches shall respect the umpire(s) at all times.
- E. Managers/Coaches shall not address an opposing manager, coach, or player directly. All complaints, protests, and objections shall be made through the umpire.
- F. Managers/Coaches shall not shout in anger, physically discipline, or embarrass any player at any time.
- G. Managers/Coaches shall emphasize good sportsmanship and maintain discipline at practices and games.
- H. Managers/Coaches shall address player problems quietly and in private.
- I. Managers/Coaches shall be tolerant and fair if/when player discipline is required.
- J. Managers/Coaches shall give at least one (1) warning before removing a player from a game.
- K. Managers/Coaches shall inform the Player Agent of persistent problems with any player.
- L. Managers/Coaches shall stop negative remarks from their players and team families.

### Section 5.3: PARENT/GUARDIAN EXPECTATIONS

- A. Parents/Guardians shall respect other players, regardless of ability, at all times.
- B. Parents/Guardians shall respect the managers and coaches at all times.
- C. Parents/Guardians shall respect the umpire(s) at all times.
- D. Parents/Guardians shall cheer in a positive manner and never berate officials or opponents.
- E. Parents/Guardians shall not coach their daughter from the stands or behind the back stop.
- F. Parents/Guardians shall be responsible for their child's transportation to and from practices and games.
- G. Parents/Guardians shall be responsible for having their child prepared for practices and games. Players should have a glove, socks, and shoes with rubber cleats at all practices and games. Sliding gear and water or a sports drink is also recommended.
- H. Parents/Guardians shall have their child in the complete team uniform at game time.
- I. Parents/Guardians shall notify the manager or team parent if their child will be late to and/or miss a practice or game. A player missing three (3) called practices and/or games, without the manager's approval, may, with the approval of the Player Agent, be dropped from the team roster.
- J. Parents/Guardians shall work their assigned snack shack duty or purchase the buy-out option.

## Section 5.4: VIOLATION OF RULES

- A. Players failing to follow the ASA Code of Conduct and/or PYSA Expectations and Rules of Conduct may face disciplinary action, including benching for up to one (1) full game, by the manager, and/or suspension or expulsion from the league by a majority vote of the Board. Any aggrieved party and/or their parent or legal guardian shall have the right to be heard by the Board of Directors, provided they petition the Board in writing within ten (10) days of the disciplinary action.
- B. Managers/Coaches failing to follow the ASA Code of Conduct and/or PYSA Expectations and Rules of Conduct or the Playing Rules may face disciplinary action, including future eligibility to manage/coach, and suspension or expulsion from the league, by a majority vote of the Board. Any aggrieved party shall have the right to be heard by the Board of Directors, provided they petition the Board in writing within ten (10) days of the disciplinary action.
- C. Managers/Coaches failing to follow the Playing Rules will be subject to the following.
- a. No managers / coaches shall be allowed to make any agreements to suspend or ignore any playing rule. Any such agreements will be considered a violation and the managers / coaches will be suspended for 1 game and the game will be a forfeit for both teams. If during the play-offs both teams will be disqualified.
- Penalties for playing rules violations will be as follows:
- b. 1<sup>st</sup> violation; Warning (unless deemed to be blatant or purposeful).
  - c. 2<sup>nd</sup> Violation (or 1<sup>st</sup> if deemed blatant or purposeful); Game forfeiture and Suspension of manager / coach for 1 game.
- If violation occurs during playoffs:
- a. 1<sup>st</sup> violation; Game forfeiture and manager / coach suspension for next game.
  - b. 2<sup>nd</sup> Violation: Disqualification from playoffs
- Manager / coach expulsion from game by the umpire will be considered a playing rules violation and the manager / coach will be suspended from the next game. Any manager / coach suspended from a game must leave the premises immediately and not be within 100 yards of the field. The presence of a suspended person within 300 feet of their team's game will constitute a forfeit of the game by their team. Any rules violations will be taken under consideration and may jeopardize any future manager / coach consideration for said individual. Any aggrieved party shall have the right to be heard by the Player Agent within 48 hours of violation, whose decision will be final and not appealable.
- D. Members when a quorum is present, and voting by written proxy. Any aggrieved party shall have the right to be heard by the Board of Directors, provided they petition the Board in writing within ten (10) days of the disciplinary action.
- E. Members failing to follow the ASA Code of Conduct and/or PYSA Expectations and Rules of Conduct may face disciplinary action, including suspension or expulsion from the league, by a majority vote of the Executive Committee. Any aggrieved party shall have the right to be heard by the Board of Directors, provided they petition the Board in writing within ten (10) days of the disciplinary action.
- F. Members failing to follow the ASA Code of Conduct and/or PYSA Expectations and Rules of Conduct during a game may be ejected from the game and/or playing field by the umpire. Violations, which in the umpire's opinion are serious and continuing, may, at the umpire's discretion, result in forfeiture of the game.
- G. Any violation of PYSA rules shall be brought to the attention of the Board through the President or Player Agent. If a violation occurs during a game, the umpire and the team managers shall report it to the President or Player Agent. Violations that occur at other times shall be reported to the President or Player Agent by any person observing the violation. Any allegations submitted in writing shall be signed.

- H. Charges of misconduct against the President shall be presented in writing, signed, and brought to the attention of the board through the Vice President.
- I. The Board shall review alleged violations and may take action by a majority vote. Any aggrieved party shall have the right to be heard by the Board of Directors, provided they petition the Board in writing within ten (10) days of the disciplinary action.
- J. No charges of misconduct shall be brought more than thirty (30) days after the alleged event.
- K. Any member who knowingly accuses another falsely may be suspended from the PYSA.
- L. PYSA shall notify the ASA of any member violations that could impact other softball leagues.

## VI. FACILITIES

### Section 6.1: SNACK SHACK

- A. Managers, and Board Members shall be exempt from working a snack shack shift.
- B. A master snack shack schedule with team shifts shall be prepared by the Snack Shack Coordinator and distributed to team parents at least one (1) week prior to opening day.
- C. Team parents shall be responsible for assigning team families to fulfill their snack shack duty.
- D. Team parents shall provide the Snack Shack Coordinator with a list of names and phone numbers of the team families scheduled to work each team shift.
- E. The Snack Shack Coordinator shall provide a list of approved snack shack workers that members may hire to work their snack shack shift. The members shall be responsible for hiring and paying the snack shack workers.
- F. Team families unable to work their assigned snack shack shift shall coordinate a replacement and notify their Team parents and/or the Snack Shack Coordinator at least forty-eight (48) hours prior to their shift.
- G. The minimum age to work in the snack shack shall be determined by the Snack Shack Coordinator.
- H. The minimum age to work the snack shack grill shall be eighteen (18).

### Section 6.2: EQUIPMENT

- A. PYSA pitching machines and other non-player equipment shall not leave Robb Field.
- B. PYSA equipment shall be returned after use to its proper place and in good condition.
- C. Softballs for game use shall have an ASA stamp.
- D. Managers shall report defective equipment to the PYSA Equipment Manager.
- E. Managers shall return all team equipment to the PYSA Equipment Manager by closing ceremonies.

### Section 6.3: BATTING CAGES

- A. A batting cage schedule shall be prepared by the Umpire-in-Chief for teams prior to the season.
- B. Managers wanting additional batting cage time shall schedule it with the Umpire-in-Chief.
- C. Teams preparing for a game shall have priority use of the batting cages until the game begins.
- D. Only the rubber pitching machine balls shall be used with the pitching machines.
- E. No more than one (1) player shall be in the batting cage at any time.
- F. Players shall wear their batting helmet in the batting cage at all times.
- G. No player shall climb on top of the batting cages.
- H. The gates on the batting cages shall be kept closed while the cage is in use.
- I. Batting cages shall be left in good condition and all equipment shall be returned to its proper place.
- J. Batting cages may be used following rain if the inside area is dry.
- K. Pitching machines and other power equipment shall only be used by an adult.

#### Section 6.4: FIELD CONDITIONS

- A. Teams shall not practice or play on any field following rain if the dirt is soft or if deemed unplayable by the Field Coordinator.
- B. Teams shall not practice or play on any field if the City of San Diego has posted a "Field Closed" sign or if deemed unplayable by the Field Coordinator.
- C. The Umpire-in-Chief shall be responsible for deciding, prior to a game, if field conditions are safe for play. At game time and thereafter, the decision shall rest with the assigned umpire.

#### Section 6.5: FIELD MAINTENANCE

- A. Managers shall water the fields to a damp point after practice Monday through Friday.
- B. The home team shall be assigned to set up the field for games.
- C. Teams playing weeknight games or the last game on Saturday shall put the equipment, bases, and fences away, lock the equipment shed, and water down and rake drag the field as needed.
- D. Both teams shall be responsible for cleaning up all trash in the dugouts.

### VII. SPONSORSHIP AND FUNDRAISING

The Peninsula Youth Softball Association shall solicit sponsors and coordinate fundraising activities to improve league facilities and equipment, provide player clinics, and keep registration fees reasonable. PYSA appreciates the generosity and support of its league and team sponsors and shall recognize and promote sponsors throughout the year.

#### Section 7.1: SPONSORS

- A. The Board of Directors shall direct and oversee sponsorship activities.
- B. The Sponsorship Coordinator shall identify and solicit potential sponsors.
- C. Sponsors shall agree that PYSA has the sole authority to dictate team policies and conduct.

#### Section 7.2: SPONSOR FEES

- A. The Board of Directors shall establish sponsorship fees prior to each season.

#### Section 7.3: SPONSOR RECOGNITION

- A. PYSA shall encourage members to support the businesses and services of team and league sponsors.
- B. Sponsors shall be recognized during opening and closing ceremonies.
- C. Sponsors shall be recognized on field banners.
- D. Team sponsors shall be recognized on the back of team uniforms.
- E. The Board of Directors shall accommodate sponsor player/team requests based on relationships, whenever possible.



## VIII. SAFETY AND MEDICAL

Safety shall be a priority of the Peninsula Youth Softball Association and every effort shall be made to provide a safe playing environment that strives to avoid injuries.

### Section 8.1: BACKGROUND CHECKS

- A. All members of the Board of Directors, managers, coaches, and anyone else deemed necessary by the Board shall be required to undergo a background check in order to hold an office, volunteer, and/or be employed by the Peninsula Youth Softball Association.
- B. The President shall be responsible for initiating background checks through the ASA.

### Section 8.2: SAFETY GUIDELINES:

- A. Managers shall be responsible for educating players about the proper techniques for fielding and base running to avoid contact.
- B. Managers shall be responsible for educating players about the proper technique for sliding.
- C. Players shall wear a batting helmet equipped with an ASA-approved face mask when swinging bats or running the bases. The only exception shall be if the player is simply running - no sliding or balls being thrown. The face mask shall be optional in the 6U division.
- D. Players on offense shall wear a batting helmet upon leaving the dugout and shall continue wearing the helmet until back in the dugout.
- E. Pitchers shall wear a pitcher/defensive face mask during games, scrimmages, and practices when players are swinging bats at live pitches, except in the 6U division.
- F. Catchers shall wear full catcher gear (face mask, throat guard, helmet, chest protector, and shin guards) during games, scrimmages, and practices when players are swinging bats, and when warming up a pitcher.

### Section 8.3: MEDICAL

- A. Managers shall be responsible for having, a copy of the signed medical authorizations for all players onsite at all practices, games, and other league or team activities, in case a player is injured.

### Section 8.4: PLAYER INJURIES

- A. Managers shall notify the Player Agent of player injuries within twenty-four (24) hours, and submit a written injury report to the Player Agent within forty-eight (48) hours.
- B. Players unable to play in a game because of an injury requiring medical attention shall submit a medical release to the Player Agent for approval to practice and/or play in the next scheduled game.

### Section 8.5: FIRST-AID KITS

- A. Managers shall be responsible for having a first-aid kit at all practices and games, and for overseeing its use for injuries.
- B. First-Aid kits shall be clearly labeled as such and be re-stocked, as necessary.
- C. First-Aid kits shall be kept in each shed and readily available at all times.

## IX. INSURANCE

### Section 9.1: LEAGUE INSURANCE

- A. The PYSA shall be required to carry adequate liability and accident insurance to protect its members. This shall be a secondary insurance policy only, and carries a \$250 deductible, which is the claimant's obligation.

## X. TEAM FORMATION

The Peninsula Youth Softball Association shall strive to divide players evenly and form teams that are as fair and balanced as possible. The formation process shall occur through a series of events, scheduled and published by the Board of Directors, that include registration, evaluation, draw/draft, and player notification.

### Section 10.1: PLAYER REGISTRATION

- A. Registration fees shall be established each season by the Board of Directors by a majority vote of Board Members.
- B. Registration discounts may be given for siblings.
- C. Registration information shall be publicized and distributed to potential players.
- D. Registration information shall be available on-line and at one (1) or more walk-up registration events.
- E. Players shall provide proof of age and be registered by a parent or legal guardian.
- F. Players shall provide an original medical release signed by a parent or legal guardian.
- G. Siblings wishing to play on the same team shall indicate their intention at the time of registration.
- H. Parents and legal guardians shall be notified at registration that player evaluations are mandatory, except in the 6U division.
- I. Registration fees shall be paid in full at the time of registration.
- J. Requests for financial assistance shall be submitted to the Player Agent at the time of registration and reviewed by the President.
- K. No registration refund shall be given after the draw/draft for the player's division is complete.

### Section 10.2: REQUEST TO MOVE UP/MOVE DOWN A DIVISION

- A. A request to have a player move up/move down from their ASA age division shall be made in writing to the Player Agent at least one (1) week prior to the player's assigned player evaluation.
- B. Any player, for which a request is being made, shall participate in the evaluations for her ASA age division and the ASA age division to which she is requesting to move up/move down.
- C. Managers of both age divisions shall observe each player and submit their evaluation to the Player Agent.
- D. The Player Agent shall submit final recommendations for player moves to the Board for approval by majority vote.
- E. Once a player has moved up/moved down from a division, she shall not be allowed to change divisions during the recreation season, except when selected to play on an all-star team in her appropriate age division.
- F. The Player shall demonstrate that she would be an impact player (1<sup>st</sup> or 2<sup>nd</sup> round draft pick) in the older age division or other factors which would justify moving up.
- G. To move down a division, a player shall demonstrate to the division managers that she would be

better served playing in the lower age division. This may be due to her age, size, or ability, and/or for safety or other concerns.

### Section 10.3: MANAGER AND COACH PAIRINGS

- A. A manager and coach shall be allowed to pair prior to team formation under the following conditions:
  - 1. Managers shall submit their request to pair with a specific coach to the Player Agent by the last walk-up registration event. All requests shall be approved by the Board of Directors by a majority vote of Board Members.
- B. Managers who do not pair with a coach prior to team formation shall recruit a coach during or after the draw/draft.

### Section 10.4: PLAYER EVALUATIONS

- A. Player evaluations shall be held after the deadline and prior to the draw/draft.
- B. Player evaluations shall be mandatory and scheduled for the 8U, 10U, 12U, and 14U divisions.
- C. Player evaluations shall be scheduled, directed, and supervised by the Player Agent.
- D. Player evaluations shall be designed for managers to evaluate each player's softball abilities.
- E. Player evaluations shall include, but not be limited to, fielding, catching, throwing for accuracy, batting, bunting, and base running.
- F. Player evaluations shall include pitching and catching evaluations in the 10U, 12U, and 14U divisions.
- G. Players shall be assigned a number, based on their age in the division, to wear during evaluations.
- H. Players shall line up and be evaluated in the order of their assigned number.

### Section 10.5: PLAYER RANKINGS

- A. Teams shall be formed based on player ability, except in the 6U division, where teams shall be divided based on desire to play with friends. In the 8U division, some consideration may be given to friendships and school ties.
- B. The Player Agent shall provide managers with a blank Consolidated Rank List and a form for ranking pitchers and catchers, prior to the start of player evaluations for their division.
- C. Managers shall evaluate and rank all players registered in their age division and submit their rank list to the Player Agent at least two days prior to the draw/draft.
- D. Managers in the 8U, 10U, 12U, and 14U divisions shall separately rank all of the identified pitchers in order of their ability at that position. The rankings shall be used to determine the pitcher round(s).
- E. Returning players, who miss evaluations, shall be ranked by consensus of the managers in that age division.
- F. The Player Agent shall tabulate the manager rankings and prepare a Consolidated Rank List based on the average ranking of each player.
- G. The average ranking of each player shall be determined by discarding the high and low ranks and then averaging the remaining manager ranks for each player. This shall only occur in divisions with five (5) or more evaluations.
- H. The Consolidated Rank List shall include practice day conflicts, parents interested in coaching, sponsor relationships, carpools, and other requests and shall be subject to review and approval by the Player Agent.
- I. The Player Agent shall divide the Consolidated Rank List into rounds based on the number of teams in the age division.

## Section 10.6: DRAW/DRAFT RULES

- A. The Player Agent shall schedule, direct, and supervise the draw/draft for each division.
- B. The Player Agent shall not supervise a draw/draft in any division that involves their daughter or a team they coach.
- C. If the Player Agent has a conflict of interest in a division, the President shall appoint a Draft Coordinator, who does not have a daughter, or manage or coach in that division, to supervise the draw/draft for that division.
- D. Division managers and one (1) coach shall be the only team representative(s) at the draw/draft and shall be responsible for selecting players.
- E. Players who register after the draw/draft shall be assigned to the team that would have drafted next.
- F. Team practice days shall be assigned in opposite order of the draft order.
- G. Team uniform colors shall be selected by managers in reverse order of the blind draw for team practice days.
- H. The manager's and pre-selected coach's daughters shall be the only "protected players." There shall be no protection for any other player.
- I. The manager's daughter(s) shall be the first player(s) slotted on the team rosters. The slot position(s) shall be based on the Consolidated Rank List.
- J. The pre-selected coach's daughter(s) shall be the second player(s) slotted on the team rosters. The slot position(s) shall be based on the Consolidated Rank List.
- K. The pitcher draft rounds shall take place after the manager's and pre-selected coach's daughters are slotted, and before other players are selected.
- L. There shall be one (1) pitcher draft round and no catcher draft round in the 8U division.
- M. There shall be two (2) pitcher draft rounds and no catcher draft round in the 10U, 12U, and 14U divisions. Each team shall select a number one (1) and a number two (2) pitcher.
- N. Player selections shall be final and cannot be rescinded once the next player in the draw/draft is selected.

## Section 10.7: TEAM SELECTION PROCESS

- A. The manager's and one (1) coach's daughter(s) shall be slotted on each team roster based on the Consolidated Rank List.
- B. The managers shall then each draw a number with the lowest number to make the first selection.
- C. The draft for number one (1) pitchers shall take place. The manager, who draws the lowest number, shall select first. A pitcher (final number shall be based on the number of teams in the division) shall be selected first and slotted on each team roster based on the Consolidated Rank List.
- D. The draft for number two (2) pitchers shall take place, except in the 8U division. The draft selection order shall reverse from the previous round. The next round of pitchers shall be selected and slotted on each team roster based on the Consolidated Rank List.
- E. The general draft shall take place. The draft selection order in all divisions shall be in the reverse order of the previous number.
- F. The draft selection order shall continue to reverse for each round.
- G. Players attached to a confirmed coach shall be selected among interested managers, as necessary, and players shall be slotted based on the Consolidated Rank List. Managers shall not be required to select a player/coach combination and may instead wait to recruit a coach once the team roster is complete.

### Section 10.8: REGISTRATIONS AFTER THE DRAW/DRAFT

- A. The Player Agent shall have the authority to assign any player who registers late to any team that loses a player (Sec. 10.6) prior to opening day.

### Section 10.9: PLAYER NOTIFICATION

- A. Players shall be notified of their team assignment at a scheduled PYSA Team Night.
- B. Managers unable to contact a team player shall advise the Player Agent as soon as possible.

### Section 10.10: TEAM NIGHT

- A. A Team Night shall be held by PYSA to welcome families, conduct league business, and announce teams and player assignments.
- B. Team Night shall be held after all divisions have completed their draw/draft.
- C. Team Night shall include a General Membership meeting and any pending official business.
- D. At Team Night, managers shall hold an informal meeting with players and parents to introduce themselves, distribute team information, and answer questions.

## XI. TEAM UNIFORMS AND PLAYER EQUIPMENT

The Peninsula Youth Softball Association shall select and order team uniforms for all divisions prior to the playing season. Standard equipment, including bats, batting helmets, pitcher/defensive face masks, and catcher gear, shall be available for players to use during practices and games.

### Section 11.1: UNIFORMS

- A. The Peninsula Youth Softball Association shall provide players with a uniform jersey.
- B. A player's last name may be added to the uniform jersey back per team choice and expense, if it does not interfere with the sponsor name.
- C. Players shall wear socks and shoes with rubber cleats. Sliding gear is also recommended.
- D. Players shall be in their complete team uniform at game time.
- E. Players shall not wear any jewelry (including string and rubber bracelets) or metal adornments, except medical identification bracelets, which shall be taped during practices and games.
- F. Close-toed shoes shall be worn by managers, coaches, field personnel, and umpires.
- G. No sandals shall be worn at any time on the playing field or in the dugout.

### Section 11.2: PLAYER EQUIPMENT

- A. Players shall provide their own glove, cleats, sliding gear, and softball (baseball) shorts or pants.
- B. Players may provide their own bats, batting helmets, pitcher/defensive face masks, and/or catcher gear.
- C. PYSA shall have approved bats available for players at practices and games.
- D. Bats shall be official softball bats (not baseball bats) with rubber grips or taped handles.
- E. Bats shall not be altered.
- F. All bats must be ASA approved.
- G. PYSA shall have approved batting helmets available for players at practices, scrimmages, and games.
- H. All batting helmets shall be equipped with an ASA approved face mask. The face mask shall be

optional in the 6U division.

- I. PYSA shall have at least one (1) pitcher/defensive face mask available at practices, scrimmages, and games.
- J. PYSA shall have approved catcher gear available at practices, scrimmages, and games.
- K. The PYSA Equipment Coordinator shall inspect the league's player equipment prior to each season and repair or replace items, as necessary.

## XII. GENERAL PLAYING RULES FOR ALL DIVISIONS

Official rules of play for the Peninsula Youth Softball Association shall follow the Amateur Softball Association (ASA) Playing Rules with the following modifications for all divisions.

### Section 12.1: SCOREBOOK

- A. PYSA shall provide teams in the 8U, 10U, 12U, and 14U division with a scorebook prior to the season.
- B. All teams shall keep and use a scorebook for all games, except in the 6U division.
- C. Scorebook records shall be current and show proof of every player's participation, which is a requirement for all-star play.
- D. All teams in the 12U and 14U divisions shall use the scorebook to track innings pitched by each pitcher.
- E. Both teams shall provide the official scorekeeper with a line-up sheet with player names and uniform numbers at least fifteen (15) minutes prior to game time.
- F. If a discrepancy occurs on the line-up sheet or in the official scorebook between a player's name and uniform number, the player's name shall be used to determine their place in the line-up.
- G. If a player has been benched for disciplinary reasons, it shall be noted next to their name.
- H. Managers shall not have to inform the official scorekeeper of defensive changes, except for pitchers.

### Section 12.2: POSTPONING OR CANCELING A GAME

- A. The Umpire-in-Chief shall be responsible for deciding, prior to a game, if field conditions are safe for play. If the Umpire-in-Chief is not available, the President, Player Agent, and Field Coordinator, in that order, shall be responsible for determining if field conditions are safe.
- B. The umpire assigned to the game shall be responsible for deciding if field conditions are safe for play once the game begins.
- C. Any incomplete, postponed, or protested game that is honored shall be played on the next available day, as determined by the Umpire-in-Chief.
- D. Incomplete games shall be resumed at the point of stoppage.
- E. Managers shall not be authorized to cancel or reschedule games by themselves.  
A manager with a game conflict shall notify the Umpire-in-Chief. If the Umpire-in-Chief determines that the game must be cancelled, all attempts shall be made to negotiate a new date and time with both managers involved and the umpire association. Additional umpire fees shall be paid by the manager with the conflict. If no new date can be negotiated, the canceling team shall forfeit the game and it shall be scored seven (7) to zero (0).

### Section 12.3: DUGOUTS

The home team shall be assigned the third base dugout.

- A. Only team members shall be in the dugout during games, except when approved by the manager.
- B. All team members are responsible for cleaning out the dugout after each game.
- C. No mobile phones or other electronics shall be allowed in the dugout.
- D. No tobacco shall be allowed in the dugout.

### Section 12.4: TEAM REQUIREMENTS

- A. An official team shall consist of nine (9) players.
- B. A team with seven (7) or more players at game time shall be allowed to play the game with players borrowed from the other (opposing) team. Borrowed players shall not bat and shall play only in the outfield.
- C. A team with less than seven (7) players at game time shall be required to forfeit the game and it shall be scored seven (7) to zero (0).

### Section 12.5: BATTING

- A. Both teams shall provide the official scorekeeper with a line-up sheet with player names and uniform numbers.
- B. The batting line-up shall include all players present and remain in effect for the entire game.
- C. Any batter leaving a game in progress for any reason shall not be recorded as an out.
- D. In case of an injury, the umpire may stop play and award bases at their discretion.

### Section 12.6: PITCHING

- A. Pitching rules and requirements for each division shall be defined in the division rules.
- B. Managers shall report all pitching changes to the official score keeper at the time of the pitching change.
- C. All teams in the 12U and 14U divisions shall use the scorebook to track innings pitched by each pitcher.

### Section 12.7: SCORING

- A. Run limits and mercy rules shall be defined in the division rules.
- B. Games may end in a tie, except during division playoffs.
- C. Forfeited games shall be scored seven (7) to zero (0).
- D. Games called for darkness shall return to the score of the last complete inning.

### Section 12.8: PROTESTED GAMES

- A. Managers shall immediately notify the home plate umpire if a game is being played under protest. Once notified, the home plate umpire shall immediately notify the opposing team manager and the official scorekeeper.
- B. Once the protest is announced, the game shall resume with no further delay.
- C. The rule and section under which the protest is being made, and any other pertinent information, shall be submitted to the Umpire-in-Chief after a twenty-four (24) hour cooling-off period.
- D. The Umpire-in-Chief shall rule on any protest within forty-eight (48) hours.
- E. Protested games that have been honored shall be resumed at the point of protest on the next available day, as determined by the Umpire-in-Chief.

## Section 12.9: POST-SEASON PLAYER EVALUATIONS

- A. The Player Agent shall provide managers with player evaluation forms.
- B. Managers shall complete an evaluation of each team player at the end of the season.
- C. Managers shall submit completed player evaluation forms to the Player Agent prior to closing ceremonies.

## XIII. DIVISIONAL PLAYING RULES

### Section 13.1: 6 AND UNDER PLAYING RULES

League Standings Kept:	No
Game Length:	3 Innings
Base Paths:	60 feet
Double Bag Bases:	Yes
Eight Foot Circle:	Yes
Ball Size:	10 inch RIF Level 1
Pitching Distance:	Coach's Discretion
Pitching:	Coach pitch
Batting Tee:	Coach pitches 3 balls to the batter After 3 pitches, move to the batting tee - no walks or strike outs
Batting Helmets/Defensive Masks:	Shall be equipped with a face mask (optional). Shall be worn when batting, on deck, or base running Defensive masks for infield is not required, but is strongly recommended
Batting Order:	All players present Last batter runs all the way around the bases unless put out at any base
Batting Order Opening (Injury/Departure):	Empty slot in the batting order is skipped; it is not an out
Walks:	No
Base Running:	Players leave the base when called out Last batter runs all the way around the bases unless put out at any base
Base Stealing:	No
Infield Fly Rule:	No
Defensive Players on Field:	All players present No more than 6 players in the infield, including the catcher Outfielders shall remain on the outfield grass until the ball is hit
Defensive Player Rotation:	All players play all of the time Rotate players in the infield with outfield players every inning
Offensive Timeouts Per Inning:	No limit
Defensive Timeouts Per Inning:	No limit
Run Limit Per Inning:	No - score not kept
Coach Participation:	Manager and Coach allowed on field, during the first half of the season. For the second half of the season, defensive coaches shall stay behind the chalk line/grass at the start of play.
Protested Games:	Not permitted
Scorekeeper:	None
Umpire(s):	Coaches or parents, if any
Field Maintenance:	Home team is responsible to set up the field (chalk, bases, fences ect.) Both teams put the bases away and water field after the last game.



## Section 13.2: 8 AND UNDER PLAYING RULES

League Standings Kept:	Yes - within division
Playoff Bracket Position:	Determined by League Record
Number of Innings:	6
Game Length:	No new inning after 1 hour 30 minutes/No drop dead time limit. Score returns to last complete inning, if game called for darkness.
Base Paths:	60 feet
Double Bag Bases:	Enforced
Eight Foot Circle:	Yes - pitcher must control the ball for play to stop
Ball Size:	10 inch RIF Level 1
Pitching Distance:	30 feet
Pitching:	Player
Pitching Limit:	3 innings per game, including playoffs and extra innings
Warm-up Pitches:	5 pitches per inning
Defensive Masks:	Required for pitchers/Recommended for infielders
Batting Helmets:	Shall be equipped with facemask. Shall be worn when batting, on deck, or base running
Batting Order:	All players present Late arrivals inserted at the end of the batting order
Batting Order Opening (Injury/Departure):	Empty slot in the batting order is skipped; it is not an out
Batting Out of Order:	No out recorded - correct batter assumes the strike count If incorrect batter reaches the base, missed batter must bat next
Walks:	No - coach will pitch to the batter within the pitchers circle. When the count reaches 4 balls, Coach assumes strike count. Batter hits or strikes out and can be called out on strikes.
Dropped Third Strike:	No
Base Stealing:	Yes - one base per batter
Stealing Home:	No
Infield Fly Rule:	No
Defensive Players on Field:	All players present Normal infield positions, remaining players in outfield Outfielders shall be on grass or behind chalk line at start of play When coaches pitch, pitcher starts play with one foot in circle
Defensive Player Rotation:	All players play all of the time Each player shall play at least 1 inning in the infield and the outfield <b><u>This rule IS NOT in effect during playoffs.</u></b> No player shall play the same position for more than 2 innings, except pitcher. Players arriving after the second inning are not subject to rule. <b><u>This rule IS in effect during playoffs.</u></b>
Free Substitutions:	Yes
Offensive Timeouts:	ASA Rule - 1 per inning
Defensive Timeouts:	1 per inning
Run Limit Per Inning:	4 (Four) - last inning is an open inning called by trailing manager after 1 hour 10 minutes <b>Even if time remains after completion of open inning, the game is over.</b>
Mercy Rule:	10 runs after 4 innings
International Tie Breaker:	No, except in the playoffs
Coach Participation:	Offense - shall stay in coach box Defense - shall stay behind the chalk line/grass at start of play (for first half of season) For second half of season, no defensive on field coaching Defense - not in effect for playoffs
Coach Interference:	Coach hit by a ball in the pitcher circle - the ball is dead Coach hit by a ball in the outfield - the ball is live
Protested Games:	Permitted

Scorekeeper:	Yes
Umpire(s):	Yes
Field Maintenance:	Home team is responsible to set up the field (chalk, bases, fences ect.) Both teams put bases away and water field after the last game.

### Section 13.3: 10 AND UNDER PLAYING RULES

League Standings Kept:	Yes - within division
Playoff Bracket Position:	Determined by League Record
Number of Innings:	6
Game Length:	No new inning after 1 hour 30 minutes/No drop dead time limit. Score returns to last complete inning, if game called for darkness.
Base Paths:	60 feet
Double Bag Bases:	Enforced
Eight Foot Circle:	Yes - pitcher must control the ball for play to stop
Ball Size:	11 inch RIF Level 1
Pitching Distance:	35 feet
Pitching:	Player
Pitching Limit:	3 innings per game, including playoffs, extra innings, tie breakers
Pitching/Defensive Masks:	Required for pitchers/Recommended for infielders
Batting Helmets:	Shall be equipped with facemask. Shall be worn when batting, on deck, or base running.
Batting Order:	All players present - even if not playing defense Late arrivals inserted at the end of the batting order
Batting Order Opening (Injury/Departure):	Empty slot in the batting order is skipped; it is not an out
Batting Out of Order:	ASA Rule
Walks:	Yes
Dropped Third Strike:	Yes
Base Stealing:	Yes
Stealing Home:	Yes
Infield Fly Rule:	No
Defensive Players on Field:	9 Outfielders shall be on grass or behind chalk line at start of play
Defensive Player Rotation:	Each player shall play at least 1 inning in the infield and the outfield. Pitchers and Catchers exception. <b>This rule IS NOT in effect during playoffs</b> Each player shall play a minimum of 3 innings per game unless the game is 4 innings or less in duration
Free Substitutions:	Yes
Offensive Timeouts:	ASA Rule
Defensive Timeouts:	ASA Rule
Run Limit Per Inning:	4 – (Four) last inning is an open inning called by trailing manager after 1 hour 10 minutes <b>Even if time remains after completion of open inning, the game is over</b>
Mercy Rule:	10 runs after 4 innings
International Tie Breaker:	Yes, if within regulation game time during regular season Play until a winner is decided during playoffs
Coach Participation:	Shall stay in coach box
Protested Games:	Permitted
Scorekeeper:	Yes
Umpire(s):	Yes
Field Maintenance:	Home team is responsible to set up the field (chalk, bases, fences ect.) Both teams put bases away and water field after the last game.

## Section 13.4: 12 AND UNDER PLAYING RULES

League Standings Kept:	Yes - within division
Playoff Bracket Position:	Determined by League Record
Number of Innings:	7
Game Length:	No new inning after 1 hour 30 minutes/No drop dead time limit. Score returns to last complete inning, if game called for darkness
Base Paths:	60 feet
Double Bag Bases:	Enforced
Eight Foot Circle:	Yes - pitcher must control the ball for play to stop
Ball Size:	12 inch Worth Dream Seam
Pitching Distance:	40 feet
Pitching:	Player
Pitching Limit:	4 innings per game 1 pitch = 1 inning/multiple appearances in 1 inning = 1 inning If rule is violated, the game is forfeited
Warm-up Pitches:	5 pitches per inning
Pitching/Defensive Masks:	Required for pitchers/Recommended for infielders
Batting Helmets:	Shall be equipped with facemask. Shall be worn when batting, on deck, or base running
Batting Order:	All players present - even if not playing defense Late arrivals inserted at the end of the batting order
Batting Order Opening (Injury/Departure):	Empty slot in the batting order is skipped; it is not an out
Batting Out of Order:	ASA Rule
Walks:	Yes
Dropped Third Strike:	Yes
Base Stealing:	Yes
Stealing Home:	Yes
Infield Fly Rule:	Yes
Defensive Players on Field:	9 players
Defensive Player Rotation:	Each player shall play at least 1 inning in the infield and the outfield This rule <i>IS NOT</i> in effect for pitchers and catchers. <b><u>This rule IS NOT in effect during playoffs</u></b> Each player shall play a minimum of 3 innings per game unless the game is 4 innings or less in duration
Free Substitutions:	Yes
Offensive Timeouts:	ASA Rule
Defensive Timeouts:	ASA Rule
Run Limit Per Inning:	4 – (Four) last inning is an open inning called by trailing manager after 1 hour 10 minutes <b>Even if time remains after completion of open inning, the game is over</b>
Mercy Rule:	10 runs after 4 innings
International Tie Breaker:	Yes, if within regulation game time during regular season Play until a winner is decided during playoffs
Coach Participation:	Shall stay in coach box
Protested Games:	Permitted
Scorekeeper:	Yes
Umpire(s):	Yes
Field Maintenance:	Home team is responsible to set up the field (chalk, bases, fences ect.) Both teams put bases away and water field after the last game.

## Section 13.5: 14 AND UNDER PLAYING RULES

League Standings Kept:	Yes - within division
Playoff Bracket Position:	Determined by blind draw
Number of Innings:	7
Game Length:	No new inning after 1 hour 30 minutes/No drop dead time limit. Score returns to last complete inning, if game called for darkness
Base Paths:	60 feet
Double Bag Bases:	Enforced
Eight Foot Circle:	Yes - pitcher must control the ball for play to stop
Ball Size:	12 inch Worth Dream Seam
Pitching Distance:	43 feet
Pitching:	Player
Pitching Limit:	9 innings per 2 consecutive games 1 pitch = 1 inning/multiple appearances in 1 inning = 1 inning If rule is violated, the game is forfeited <b>Any 2 consecutive games cannot exceed 9 innings</b>
Warm-up Pitches:	5 pitches per inning
Pitching/Defensive Masks:	Required for pitchers/Recommended for infielders
Batting Helmets:	Shall be equipped with facemask. Shall be worn when batting, on deck, or base running
Batting Order:	All players present – even if not playing defense Late arrivals inserted at the end of the batting order
Batting Order Opening (Injury/Departure):	Empty slot in the batting order is skipped; it is not an out
Batting Out of Order:	ASA Rule
Walks:	Yes
Dropped Third Strike:	Yes
Base Stealing:	Yes
Stealing Home:	Yes
Infield Fly Rule:	Yes
Defensive Players on Field:	9 players
Defensive Player Rotation:	Each player shall play at least 1 inning in the infield and the outfield This rule <i>IS NOT</i> in effect for pitchers and catchers or during playoffs Each player shall play a minimum of 3 innings per game unless the game is 4 innings or less in duration Players arriving after the second inning are not subject to rules <b><u>This rule IS in effect during playoffs</u></b>
Free Substitutions:	Yes
Offensive Timeouts:	ASA Rule
Defensive Timeouts:	ASA Rule
Run Limit Per Inning:	None
Mercy Rule:	ASA-15 after 3 innings or 8 after 5 innings
International Tie Breaker:	Yes, if within regulation game time during regular season Play until a winner is decided during playoffs
Coach Participation:	Shall stay in coach box
Protested Games:	Permitted
Scorekeeper:	Yes
Umpire(s):	Yes
Field Maintenance:	Home team is responsible to set up the field (chalk, bases, etc.) Both teams put the bases away after the last game Both teams sweep and clean out the dugouts after the last game

## XIV. STANDINGS AND DIVISION PLAYOFFS

At the end of the spring softball season, the Peninsula Youth Softball Association shall organize a tournament and championship game for the 8U, 10U, and 12U divisions.

### Section 14.1: STANDINGS

- A. Standings shall be kept in the 8U, 10U, 12U, and 14U divisions.
- B. The home team manager shall be responsible for reporting the game score to the division representative.
- C. The Umpire-in-Chief shall be responsible for verifying, compiling, and updating all game scores and posting current division standings.
- D. Games won shall be awarded two (2) points.
- E. Games tied shall be awarded one (1) point.
- F. Games lost shall be awarded zero (0) points.
- G. Standings shall include runs for and runs against for each team.
- H. All teams in the 8U, 10U, and 12U divisions shall qualify for the division playoffs.

### Section 14.2: DIVISION PLAYOFFS

- A. Playoffs shall consist of a single or double elimination format.
- B. Division playing rules shall apply to playoff games, except when noted in the division playing rules.
- C. There shall be no time limit in the division championship game.
- D. The 8U and 10U divisions shall play six (6) innings in the division championship game.
- E. The 12U division shall play seven (7) innings in the division championship game.
- F. If a tie-breaker is needed during a playoff or championship game, International Tie-Breaker rules shall apply.

### Section 14.3: AWARDS

- A. Every player on the team that finishes first in the division championship game shall receive a trophy.
- B. Every player on the team that finishes second in the division championship game shall receive a trophy.
- C. Players who are injured and unable to return to active play during the regular season shall continue to be a member of the team roster and be eligible for all team awards and activities.

## XV. ALL-STAR PROGRAM AND TOURNAMENTS

The Peninsula Youth Softball Association shall strive to assemble all-star teams that are competitive and will best represent the league in end-of-the-season tournaments and championship play. The emphasis in all-star play is on winning and teams are comprised of top-ranked players who are selected based on their ability and the specific needs of each team.

### Section 15.1: ALL-STAR PROGRAM AND TEAMS

- A. The All-Star Coordinator shall manage and supervise the All-Star Program.
- B. The All-Star Coordinator shall maintain a record of all-star activities, including problems and conduct violations. All records shall be passed on to future All-Star Coordinators.
- C. All-star teams may be formed in the 8U, 10U, 12U, and 14U divisions.
- D. All-star teams shall be formed based on the availability of qualified players and Managers/Coaches in each age division.
- E. The Board of Directors shall approve the final number of all-star teams formed per age division by a majority vote of Board Members.
- F. The first all-star team formed in any division shall be known as the Gold Team.
- G. The second all-star team formed in any division shall be known as the Silver Team.
- H. All-star teams shall not be formed or practice prior to May 1, per ASA guidelines.
- I. If the league (PYSA) elects to have a Select Team, at least seven (7) players must be chosen for all-stars by March 31<sup>st</sup>.

### Section 15.2: ALL-STAR COMMITTEE

- A. An All-Star Committee shall be appointed by the President and approved by a majority vote of the Board, and shall include the All-Star Coordinator, Player Agent, and three other league members.
- B. If the Player Agent has a conflict of interest in a division or is an all-star manager candidate, the President shall appoint an interim Player Agent to serve on the All-Star Committee.
- C. The All-Star Committee shall assist the All-Star Coordinator with coordinating the all-star program.
- D. The All-Star Committee shall review all-star procedures and make recommendations to the Board of Directors.
- E. The All-Star Committee shall recommend the number of all-star teams to be formed in each division to the Board of Directors.
- F. The All-Star Committee shall recommend all-star manager candidates to the Board of Directors.

### Section 15.3: ALL-STAR TOURNAMENT SELECTION

- A. The All-Star Coordinator shall attend the District Draw.
- B. The All-Star Coordinator shall present a tournament schedule to the Board of Directors for approval by a majority vote of Board Members.
- C. The All-Star Coordinator shall be responsible for coordinating tournament fees and registration.
- D. All-star teams may participate in additional tournaments at their own expense.
- E. PYSA shall pay for all qualified teams to represent the league in a District Qualifier Tournament.
- F. PYSA, by a majority vote of the Board, shall reserve the right to withdraw any all-star team from any tournament if it determines the manager, coaches, parents, or players fail to represent PYSA in an appropriate manner.

#### Section 15.4: ALL-STAR MANAGER SELECTION

- A. The All-Star Coordinator shall solicit candidates for all-star managers in each division by April 1.
- B. The All-Star Coordinator shall distribute an application and tournament scheduled to interested all-star manager candidates by April 1.
- C. All-star manager applications shall be due by April 10<sup>th</sup>. The only exception shall be when there are not enough candidates to manager each all-star team.
- D. Every candidate shall be required to submit an application to the All-Star Coordinator to be considered for all-star manager.
- E. ACE Certification shall be required for all Gold Team candidates and strongly recommended for all Silver Team candidates. PYSA will pay for ACE certification fees.
- F. All-star manager candidates shall commit to be available for every all-star tournament.
- G. All-star manager candidates may request to manage a specific team (i.e., 8U Silver Team).
- H. Any all-star manager candidate may remove their name from consideration at any time.
- I. All-star manager candidates shall be evaluated on their experience and ability as a manager/coach; their interaction with players, parents, umpires, and other manager/coaches; any conflicts with umpires or other managers/coaches during the recreation season; and if the manager will represent the league positively in tournament play. Any member who has been suspended from the Peninsula Youth Softball Association for detrimental conduct, or who has had any disciplinary action taken against them by the Board of Directors, shall not be considered for all-star manager or coach for one (1) year following the action. This rule may only be overturned by a majority vote of Board Members
- J. The Board of Directors shall interview each all-star manager candidate and will choose the manager by a majority vote of Board Members. Voting by proxy will not be allowed when selecting the All-Star Managers.
- K. All-star managers shall select their coaches after all team players have been selected. All coach selections shall be ratified by the Board of Directors by a majority vote of Board Members.
- L. All-star managers/coaches shall adhere to all applicable ASA guidelines and PYSA Bylaws and Standing Rules.
- M. The Board of Directors shall have the authority to revise the all-star manager selection process at any time for any reason by a majority vote of Board Members

#### Section 15.5: ALL-STAR PLAYER EVALUATION

- A. Players shall only be considered for an all-star team in their appropriate age division, even if they played up a division during the recreation season.
- B. The All-Star Coordinator shall prepare a list of players for each division who are interested in being considered for all-star play by April 5<sup>th</sup> and distribute a list of interested players for each division to team managers.
- C. Any player who has been suspended from the Peninsula Youth Softball Association for detrimental conduct, or who has had any disciplinary action taken against them by the Board of Directors, shall not be considered for all-star play for one (1) year following the action. This rule may only be overturned by a majority vote of Board Members.
- D. Team managers shall review the list of interested players in their division and attend games during April to evaluate all interested players.



#### Section 15.6: ALL-STAR TEAM SELECTION PROCESS

- A. The All-Star Coordinator shall review the team selection process with all division managers.
- B. All division managers shall attend the all-star selection meeting for their division.
- C. Any division manager with a player being evaluated for all-star play in a different age division shall attend the all-star selection meeting for that division to provide player evaluation. Only the division managers shall rank players in their division.
- D. Division managers shall rank each girl on the interest list for their division after May 1 and prior to the all-star team selection meeting.
- J. Player rankings shall be based on league play and if the league (PYSA) elects to have a Select Team, at least seven (7) players must be chosen for all-stars by March 31<sup>st</sup>.
- E.
- F. Player rankings shall be based on league play

#### Section 15.7: ALL-STAR TEAM SELECTION MEETING

- A. The All-Star Coordinator, in conjunction with the division representative, shall schedule and coordinate the all-star team selection meeting for each division.
- B. The All-Star Coordinator shall direct and supervise the all-star team selection meeting for each division.
- C. The All-Star Coordinator shall not supervise an all-star team selection meeting for any division that involves their daughter or a team they will/may manage or coach.
- D. Division managers shall be the only team representative at the all-star team selection meeting.
- E. The All-Star Coordinator, Player Agent, division representative, division all-star manager(s), division managers, and managers from other divisions with a player under consideration shall attend and participate in the all-star team selection meeting. Only the division managers shall rank players in their division.
- F. Division managers shall submit their top seven player rankings on May 1.
- G. Rankings shall be assigned a numerical value. The number one (1) ranked player shall receive seven (7) points, the number two (2) ranked player shall receive six (6) points, and so on to the number seven (7) ranked player who shall receive one (1) point.
- H. The six players receiving the most points assigned by the division managers shall be selected for the Gold Team in the division. Should two players tie, the selection shall go to the player listed on the most ballots. Each manager will then nominate two players from the remaining pool of candidates. Those players will then be discussed and voted on. The top two vote getters shall be selected for the Gold Team in the division. The remaining players to fill out the roster are selected by the manager with no further approval required by any PYSA authority.
- I. The process is repeated to select all other teams for the division.

#### Section 15.8: ALL-STAR PLAYER NOTIFICATION

- A. All-star managers shall announce selected all-star players at the Closing Ceremony.
- B. Recreation managers shall notify their team members that are not selected for an all-star team prior to Closing Ceremony.
- C. All-star managers shall announce teams and introduce selected players during closing ceremonies.
- D. Managers shall hold an informal meeting with players and parents to introduce themselves, distribute team information, and answer questions.

Section 15.9: ALL-STAR TEAM PLACEMENT

- A. Players selected for a lower-level team may not appeal to be moved to a higher-level team.
- B. Any player that refuses a spot on an all-star team shall not be eligible to play that all-star season.

Section 15.10: ALL-STAR INJURIES AND ROSTER CHANGES

- A. If the Gold Team in any division must add a player due to injury or other reason, the all-star manager shall select a replacement player from the Silver Team.
- B. If the Silver Team in any division must add a player due to injury or other reason, the all-star manager shall select a replacement player from all-star candidates
- C. All roster change requests shall be submitted to the All-Star Coordinator or Player Agent and approved by a majority vote of the Board

Section 15.11: ALL-STAR PLAYER REGISTRATION AND FEES

- A. The All-Star Coordinator shall establish deadlines for all registration forms and fees.
- B. The All-Star Coordinator will schedule an all-star team registration event to collect registration forms and fees, confirm uniform sizing, and take player photos for ASA player cards.
- C. All-star player registration fees shall be listed on the all-star player information letter.
- D. Players shall pay registration fees in full as directed by the All-Star Coordinator.
- E. Any outstanding fees or monies owed must be paid in full prior to selection for consideration for All-Stars.

## XVI. ALL-STAR TOURNAMENT

The Peninsula Youth Softball Association normally hosts an all-star softball tournament for recreational leagues during the second weekend in June. The tournament raises money to help improve the PYSA all-star program.

### Section 16.1: ALL-STAR TOURNAMENT

- A. The Tournament Director shall manage and supervise the Cool Breeze Tournament.
- B. The Tournament Director shall recruit board members to help with the tournament, as necessary.
- C. The Tournament Director shall recruit an individual to serve as the tournament Umpire-in-Chief.
- D. The Tournament Director shall supervise the distribution of game balls and umpire fees.
- E. The tournament shall be open to all-star teams in the 8U, 10U, 12U, and 14U divisions.
- F. The tournament shall be open to Recreation and “B” teams based on the availability of fields.

## XVIII. APPENDIX

### APPENDIX A: SOCAL ASA CODE OF CONDUCT

## Amateur Softball Association of Southern California Code of Conduct

Standards of Conduct are part of the National ASA Code and the SoCal ASA Regulations and Guidelines. All ASA members shall respect these standards. A manager, coach, player or other individual affiliated with a team shall not violate any of the following:

1. Unsportsmanlike conduct or any derogatory action on or off the field of play.
2. Verbal or physical attack or threat upon an umpire or other ASA official.
3. Destruction of property, abusive behavior or violation of local, state or federal law.
4. Non-payment of team incurred debts.
5. All players shall be individually registered with ASA.
6. All managers/coaches/team parents entering the field of play or dugouts shall have been individually registered with ASA and background checked through the SoCal ASA mandatory registration system. Identification cards must be visible at all times.
7. Playing under an assumed name or falsifying an official ASA document.
8. Writing checks with Not Sufficient Funds or Account Closed to an ASA official, ASA umpire, ASA team, individual or business.
9. Commission of fraud perpetrated against an ASA official, team or individual.
10. Commission of larceny perpetrated against an ASA official, team or individual.
11. Use of any ASA logos or trademarks without express permission.
12. Commission of any act that is contrary to the objectives and purposes of ASA.
13. Forfeit a scheduled game in Championship Play.
14. Competing with or against individuals or teams who are suspended from ASA play.
15. Any other act of suspension as listed in the National ASA Code.
16. Team manager/coach shall not contact a National Championship Tournament Director regarding "fill-in" berths.
17. "A" Travel Teams Only: Failure to provide an itemized and accurate pre-season team budget and an itemized financial statement of team expenses to players/parents/guardians at the end of the ASA Championship season, not to exceed 60 days from the end of Championship Play.
18. No player, coach or manager shall drink alcoholic beverages or smoke on the field of play, or inside/outside the dugout. The use, possession or sale of alcohol is prohibited at all JUNIOR OLYMPIC events.
19. Violation of any of the above may result in a team and/or individual suspension or other disciplinary action.

## APPENDIX B: SOCAL ASA COMPLAINT PROCEDURE AND SUSPENSION HEARING

# Amateur Softball Association of Southern California

## Complaint Procedure

SoCal ASA is not intent on policing teams, coaches and players. However, when allegations of violations of the National ASA Code and I or the SoCal ASA Rules and Regulations are filed in writing, a SoCal ASA official will conduct an examination of the reported violations to determine if basis exist to schedule a suspension hearing.

The procedure for filing a written complaint is as follows:

1. A SoCal ASA Complaint Form shall be filed. The form is available at the SoCal ASA Web site ([www.socal-asa.com](http://www.socal-asa.com)). The form may also be obtained by contacting a District Commissioner, an Age Classification Commissioner or either one of the two State Junior Olympic Commissioners. The complaint must have the following information:
  - a. Name and addresses of all parties.
  - b. The Code article or rule allegedly violated.
  - c. All supporting information, evidence and I or documentation relating to the complaint.
2. A money order or cashier's check in the amount of \$50.00 made payable to SoCal ASA must accompany the complaint form. The \$50.00 fee is non-refundable and may be waived only by the State Commissioner.
3. Evidence substantiating the alleged violation must be listed in the complaint form and included. Examples of such evidence are witness statements, documentation, photos, etc. Witnesses to the alleged violation must be named and their addresses and phone numbers listed in the complaint. Witnesses for or against the accused may testify at a hearing, limited to four per side. Written statements, with appropriate signature, from witnesses who are unable to attend the hearing are acceptable.
4. Receipt of the complaint shall be acknowledged by a SoCal ASA staff member via email or USPS mail within 14 days. If determined that a hearing is necessary, the hearing shall be scheduled within a reasonable time, but not later than 45 days from receipt of the complaint, providing that all required information has been submitted.

## Suspension Hearing

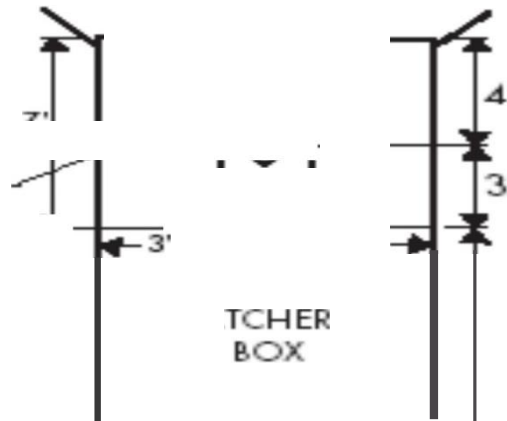
A hearing shall be scheduled when it is determined that reasonable cause exists to believe that the complaint may be valid. Violations of specific articles in the National ASA Code require minimum suspension time periods. The penalty for other violations is at the discretion of the hearing panel or the State Commissioner. All testimony shall be considered to determine the validity of or disprove the complaint, and then, if appropriate, impose a proper penalty.

Testimony at a hearing may indicate that although guilty a person deserves leniency because of mitigating circumstances, while in other cases the testimony may show that a harsher penalty is in order. While conducting a hearing the hearing panel shall consider all information available, including the past record of the accused, previous complaints and the testimony provided by witnesses at the hearing.

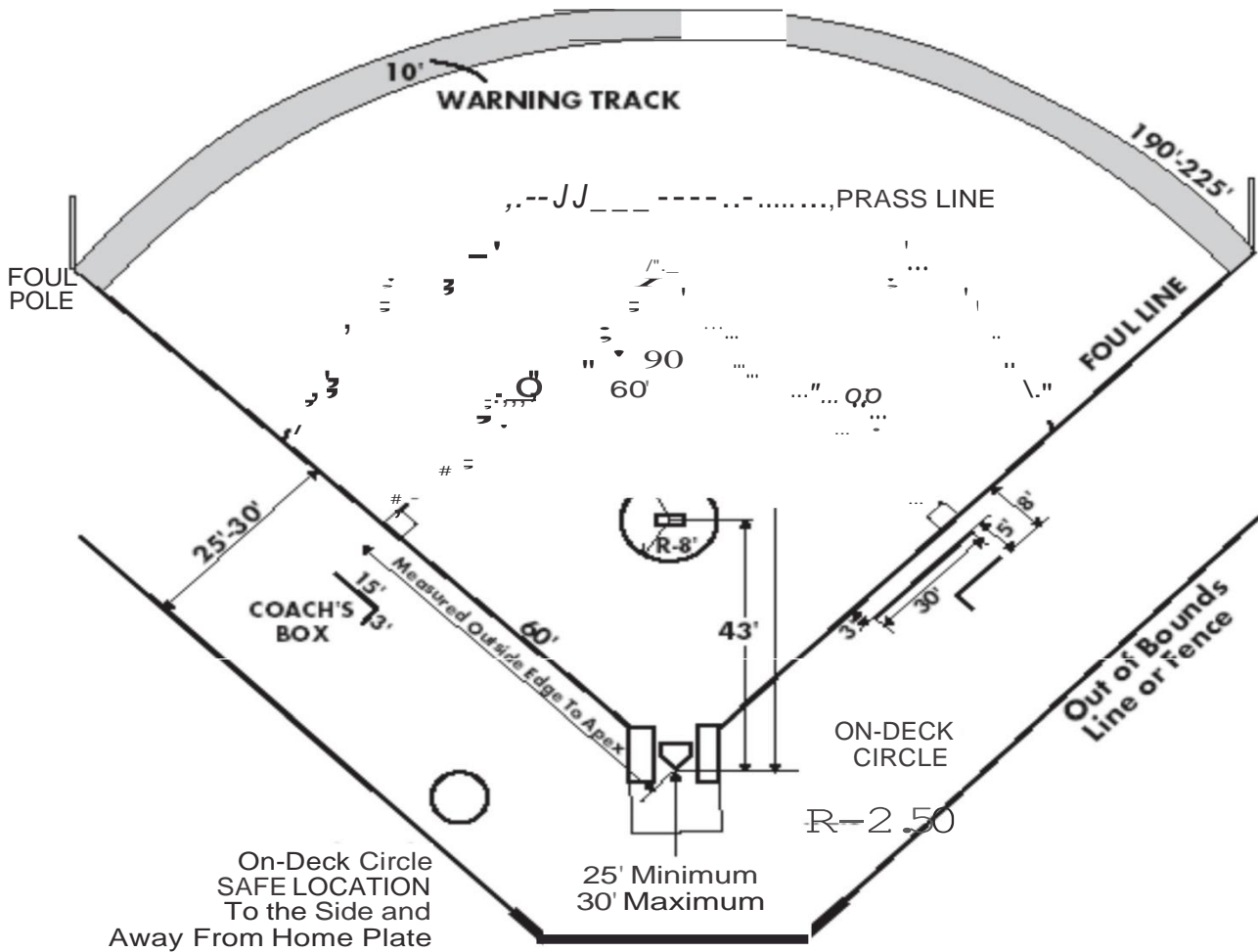
1. When a hearing date is scheduled, all parties shall be notified in writing.
2. Each party, complainant and accused, may request no more than one postponement. When a postponement is requested and granted, a new hearing date will be scheduled and all parties shall be again notified in writing.
3. Four persons for the accused and four persons for the complainant may testify.
4. If the accused fails to appear at the hearing without notification, the hearing panel shall proceed with the hearing and take the appropriate action.
5. If the complainant fails to appear at the hearing without notification, the complaint may be dismissed.
6. SoCal ASA may conduct any necessary inquiry into allegations brought against an ASA team, coach, player or umpire as a means of proving or disproving the charges. The inquiry may be conducted before, during or after the hearing.
7. Any member of the SoCal ASA Staff who witnesses or has irrefutable evidence of a violation of the National ASA Code at a tournament may immediately remove a player, manager, coach, team or umpire from further competition in that tournament. A suspension hearing may be conducted at the tournament to determine if further action is required from SoCal ASA.
8. A manager, coach, player or umpire suspended by SoCal ASA forfeits all rights and privileges afforded to a member under the National ASA Code, the Pacific Coast Region Rules and Regulations and the SoCal ASA Rules and Regulations. The forfeiture of said rights and privileges shall include, but not be limited to:
  - a. Representing themselves as an eligible ASA manager, coach, player or umpire to anyone affiliated with ASA.
  - b. Practicing, managing, coaching, umpiring or participating at any time with anyone affiliated with ASA.
  - c. Recruiting for an ASA team.
  - d. Competing with or against any ASA team.
  - e. Suspended individuals shall not be on the field, keep score, be in or around the dugout, relay verbal advice or instruction or signal to a team from any location.
9. When a complaint is upheld and results in suspension, the individual(s) has the right to appeal as outlined in the National ASA Code.

Non-compliance Penalty: A minimum of twelve months added to the original penalty.

**APPENDIX C: FIELD MARKINGS DIAGRAM**



HOME RUN FENCE



On-Deck Circle  
SAFE LOCATION  
To the Side and  
Away From Home Plate

25' Minimum  
30' Maximum

BACK STOP

Field Marking Lines Must Be Drawn