



MOUNTAIN VIEW ATHLETIC ASSOCIATION BASKETBALL

OPERATIONAL GUIDELINES BASKETBALL RULES

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1. ORGANIZATION

1.1 Mission: Mountain View Basketball's goal is to develop good patrons of our community through youth sports; the basic tenets being good sportsmanship, kindness, leadership, and community engagement. We will encourage healthy competition by providing a safe, fun, learning oriented environment for the children of our community to play basketball.

1.2 Organization: Mountain View Basketball is the Basketball organization of Mountain View Athletic Association (MVAA) and will be governed by the MVAA By-laws. These Operational Guidelines are intended to provide direction for the basketball organization. Should there be any discrepancy between the by-laws of MVAA and the Operational Guidelines of Mountain View Basketball, the laws of MVAA shall prevail. It is recommended that the Basketball Board make every effort to manage the entire season on the electronic system provided by MVAA. This includes all transactions, registration, enrollments, mass communication emails, programs, events and all MVAA Basketball related functions.

1.3 Communication: Information regarding MVAA Basketball will primarily come from; website, email, team coaches, Board directors and the Executive Director. MVAA Basketball information will be posted in the Basketball section of the MVAA website at www.mvaasports.org. Mass emails may also be sent to parents to inform them of important events and activities such as evaluations, schedule, clinics & pictures. Email addresses that are used to register athletes shall be the main point of contact. If an email address should change, please contact Executive Director, any Board member or update your account information in the platform that was used to register the athlete.

1.4 Operational Guidelines: Per the by-laws of MVAA, annual elections are held every year for the Basketball Board shall occur as required. Executive Director and Treasurer may not turn over in the same cycle.

1.5 Non-Profit Organization: MVAA Basketball is a not-for-profit organization. All monies received from registration fees, fundraisers, sponsorships, etc. shall be placed into MVAA Basketball account. Any expenses required to run the day to day operations will be funded through this account. At the end of the season, any remaining funds shall remain in the account to be used for ongoing basketball related expenses and improvements.

1.6 Parliamentary Procedures: MVAA Basketball follows *Robert's Rules of Order*, parliamentary procedure is based on the consideration of the rights: of the majority, of the minority (especially a large minority greater than one-third), of individual members, of absentee members, of all these groups taken together. The process can flow as follows, but may be modified as the Board sees fit:



1. Call to order. 2. Officer's reports. 3. Committee reports. 4. Special orders --- Important business previously designated for consideration at this meeting. 5. Unfinished business. 6. New business. 7. Announcements. 8. Adjournment.

As a reference of how to vote, bring motions on the floor, and execute voting follow this link:

http://toastmasters.arizona.edu/sites/toastmasters/files/roberts_rules_0.pdf

1.7 Documents and Incident Reports: All documents, incident reports, decisions, minutes and other reporting instruments that have been transmitted, communicated or distributed in any manner should be managed by the Secretary. If no Secretary is in place, then the Treasurer will act as record keeper. All such items should be uploaded to a secure cloud platform such as Google Drive, Dropbox, or other platforms. The access to the cloud documents is to only be shared with Directors of the Board. Only Directors are allowed access, deletion and upload rights.

2. Basketball Board of Directors

Elected Positions:

- 2.1.1 Executive Director
- 2.1.2 Assistant Executive Director
- 2.1.3 Treasurer
- 2.1.4 Secretary
- 2.1.5 Scheduling Director
- 2.1.6 Uniform Coordinator
- 2.1.7 All-Star Director
- 2.1.8 Evaluations Director
- 2.1.9 Draft Director

Board Liaison:

- 2.1.10 Player Safety-Crowd Control
- 2.1.11 Stats and Game Data Communication
- 2.1.12 Equipment Personnel

Elected positions have an equal vote on all matters include disciplinary actions. Should any elected Board member decide to resign during the season, the Executive Director (Executive Director), with consent from the MVAA Executive President, will have unilateral authority to appoint a replacement to that position.



Board Liaisons are appointed with the approval of the Board or Executive Director. These positions have authority in their capacity, but do not have voting rights.

2.2 Roles & Responsibilities

2.2.1 All Members: Each member of the Board shall be responsible to ensure that MVAA Basketball is run as safely, smoothly and effectively as possible. Specific roles and responsibilities are determined by the Executive Director at the start of the season and can be changed at any time by the BB. There will be times where a Board member will be asked to manage events, such as, but not limited to, Uniform Distribution, Evaluations, Drafts, Events, Picture Day, End of Season Tournament and any other league functions as determined by its Executive Director. Executive Director is required to monitor games and practices occasionally to ensure that coaches are fulfilling responsibilities and promote safe and fun environment for our players. All Board members while attending or participating at games/practices must always be vigilant of the tenets, Code of Conduct, Rules and Procedures, and Operating Guidelines. If a Board member allows or does not intervene in a situation where an infraction or violation takes place, or if a board member(s) do not maintain 80% or above participation per season then that Board member(s) may be suggested for removal by the Executive Director and removed by the BB by 2/3 majority vote.

2.2.2 Executive Director: This position shall govern all activities related to MVAA Basketball, including but not limited to:

1. Development and management of seasonal budget
2. Player Registration
3. Coach Selection, Background Screening and Development
4. Communication, including website and emails
5. Gym Scheduling & Relationship management with MV Community School
6. Ensuring MVAA Basketball rules are communicated and followed
7. Attendance at MVAA Board meetings and other MVAA events
8. Oversight of all other Basketball Board positions to ensure they are meeting their commitments and obligations

Executive Director shall publish a meeting calendar at the start of the season.

To run for Executive Director, the person must have served as a Basketball Board member at MVAA or be granted an exception by the Executive Board. Execute, approve and designate allocation of funds and signatory, along with Treasurer, of all checks remitted from the account. Any decisions that are made by the Executive Director that are not done by vote before the Board, must be discussed with the Assistant Director first. If no Assistant Director is in place,



then the discussion must be had with a Board member. Once the decision is made, the situation, details and participants must be documented and distributed amongst the Board within 2 weeks of the decision.

2.2.3 Assistant Executive Director: This position shall be a direct supporting role to the Executive Director and shall assume responsibilities for all or portions of the Basketball program with which the Executive Director may need assistance. The primary responsibility will be to support the execution of each basketball season, ensuring that all elements of the program are executed effectively and to act as lead in lieu of Executive Director's absence.

2.2.4 Secretary: This position shall be the recording arm of MVAA Basketball. The Secretary shall take notes at all meetings and is responsible for their timely distribution. This person needs to document all Action Items and follow-up with individuals to ensure they understand their deliverables. Assist the Director with any non-financial administrative tasks.

2.2.5 Treasurer: Oversee all financial related matters associated with MVAA Basketball. Maintain the MVAA Basketball checking account, ensure timely payment for all vendors servicing MVAA Basketball, develop a balanced budget for each season, maintain detailed documentation of all transactions related to receipts and payments for MVAA Basketball, proactively raise any issues associated with the financial management of MVAA Basketball, ensure all player registration fees are collected and communicated to coaches and parents. Produce an end of season accounting, Profit and Loss statement (PnL) to show the total revenue and expenses for the season. All checks must be signed by the Treasurer and Executive Director.

2.2.7 Scheduling Director: Under the direction of the Executive Director the Scheduling Director will manage the creation of all game and practice schedules for the entire season. They will work with the MV Community School to secure gym time, with a focus on maximizing space and minimizing cost. They will also be responsible for rescheduling games/practices, should the need arise during the season. The scheduling responsibilities may be divided by age group, but all scheduling must be reviewed and approved by the Director prior to being communicated to coaches/parents.

2.2.7 Uniform Coordinator: Will be responsible for distribution, coordination and overall management of the uniform process. They will also be responsible to gather all pertinent information relative to player sizes, jerseys, and additional uniform information from the Executive Director and/or system used to accumulate registrants. UC must be able to communicate with selected vendor and be sure to report communication to Board and Executive Director. Finally, the coordinator will be responsible for efficient distribution of uniforms and dealing with any issues arising after distribution.



2.2.8 All-Star Director: The All-Star Director is responsible for all functions related to the All-Star tournament including communicating with tournament league, communicating with coaches, ensuring required documentation is correct and is submitted and payments on behalf of MVAA Basketball are made to participating All-Star Tournament. All-Star Director will work with the Scheduling Director to assemble practice and tournament schedules.

2.2.9 Draft Director: The Draft Director is responsible for all functions related to the draft beginning with assembling the information from the draft into a rounds and picks. He/She is also responsible for communicating with all coaches of each division informing of draft rules, guidelines, location and time. Draft Director is to manage questions and requests by coaches regarding team selection, ride shares and other requests about player selection. Draft Director must work with ED to ensure that all issues are resolved before Draft Day. Draft Director must hold the draft and continually check with each division during the draft to ensure rules and order are followed.

3. Sponsorship & Fundraiser

3.1 General Sponsorship

Any sponsorship funds solicited and received by MVAA Basketball will be considered a park sponsorship or scholarship endowment and may be used for Basketball related expenses and improvements to the league at the discretion of the MVAA Basketball Board. All sponsorship addressed to Mountain View Athletic Association is tax deductible. MVAA Basketball may elect to sponsor a child per season. If the Board has voted to allow for an athlete to be a program sponsor, then the family must register as normal and the ED waive their fee. Gwinnett County also offers scholarship assistance. The form must be completed month's in advance by the family requesting the assistance. Once they have received acknowledgement from the County, the family must submit that document to the ED and they must email the county for the actual funds.

If a local sponsor chooses to make an endowment towards registration, then the monies shall be allocated to either a family(s) of their choosing or a family(s) selected by the ED, or a family(s) that is recommended by a Board member. In such a situation MVAA Basketball must be sure that the family(s) is introduced to a representative of the sponsor. Sponsors may select to apply their endowment to either league improvements or registration support. One must be selected and made aware to the Treasurer.



1. **Sponsorship \$110.00 per Player (Provided by the county)**

MVAA Basketball Scholarship Sponsorship is dedicated to providing families with financial difficulties to play. Sponsorship for scholarship will provide direct aid to those families. Treasurer or ED must contact the county and submit proper forms, assist families who have been awarded such a scholarship in the registration process and require the balance of the registration dues to be paid by the recipient. The BB can also grant said recipient monies from the Scholarship Endowment or sponsor the registrant as an MVAA Basketball Scholarship recipient if the BB votes to do so.

2. **Scholarship Endowment (League Sponsored)**

MVAA Basketball General Sponsorship will help children in our community through introduction of sports, and improvements to facilities, and improve experiences of playing basketball. MVAA Basketball will present plaque for our appreciation on Plan B and above.

3. **League Improvement Sponsorship**

MVAA Basketball General Sponsorship will assist the league in securing items necessary for the improvement of the experience for its registrants. These funds should be allocated to items such as basketballs, improved uniforms, branding, signs, coach's tools, camps and other league related items as voted on by the BB.

It is recommended to request sponsorship in tiers. The amount of the tiers can be at the discretion of the Executive Director/Board and should be set at the onset of each season based on the forecasted need of MVAA Basketball.

4. General Code of Conduct Statement

It is policy of Mountain View Athletic Association Basketball to promote the development of integrity, honor, respect and a sense of communal responsibility in our youth. It is the purpose of Mountain View Athletic Association Basketball to achieve this goal through fair play and good sportsmanship with adult leaders providing the example. It is strictly against the policy of Mountain View Athletic Association Basketball for any person, either as a participant, coach or a spectator to engage in arguments, to use abusive language, to harass or make any threatening gestures towards officials, coaches, players, spectators or league officials or to exhibit any behavior not in concert with the general intention of this policy statement. Failure to abide by this policy will result in immediate disciplinary actions as outlined herein. Any further incidents may result in permanent suspension from MVAA Basketball. Any instance of a violation or infraction must be documented and transmitted to the Basketball Board. If possible, attach an incident report to the participants record or file in the registration system.



5. Coaches Code of Conduct

1. The Head Coach, his/her assistants and all volunteer coaches are directly responsible, separately and collectively, to the Executive Director and the MVAA Basketball Program for compliance with the policies and procedures of the MVAA, the Operational Guidelines of the League, the Rules and Regulations of MVAA Basketball Program.
2. Coach's goal is to help the children and athletes alike, develop as better athletes, team players, improve social skills and work collectively, in a positive manner, to conduct themselves with integrity.
3. Coaches have read and accepted MVAA Basketball Rules and Operations handbook
4. The Coach to conduct themselves with honesty and sportsman's like conduct always.
5. The Coach agrees to turn in the scores if they are home team to the appropriate personnel at the end of the game.
6. The Coach may not show favoritism to their child if their child is on the team. The Coach understands that they are free to conduct their team as they see best, but they do also acknowledge that they must be fair in distribution of time, positions and play to other paying participants.
7. The Coach must comply with the MV Basketball Operating Guidelines, Rules and Regulations, and the MVAA Code of Conduct by not using foul language on the sidelines, in a game, practice or at any time in front of any player or parent associated with the MVAA program. If a mistake would occur, The Coach would immediately apologize and explain to the child who overheard such language that the words were inappropriate
8. The Coach must focus on reaching MVAA Child Developmental Requirement. The Coach will attend the Coaches Orientation, ask questions of the League Directors and seek out tools that will improve their ability to teach the athletes.
9. The Coach must attend all the scheduled practices and games on time and for the duration allotted to me. If for any reason, the Coach cannot attend a practice and cannot have an assistant coach run the practice, then they agree to make the Scheduling Director aware with enough time to reschedule a practice time for another coach. If it is a game decision,



the Coach must make appropriate arrangements with an Assistant Coach or the game will be considered a forfeit. In lieu of a coach not attending more than 2 games without notice or appropriate representation, then the coach may be subject to disciplinary actions.

10. The Coach must communicate to the best of their ability the schedule, games, events and general questions that they can answer to all parents that they deal with. The Coach understands that they may encounter difficult situations in communicating with parents. In the event that a situation may escalate or a Coach feels they are in a problematic situation, the Coach should immediately send an email to the ED or BB member. Such instances should be recorded and sent via email or text.
11. The Coach must report any violations witnessed to the corresponding Director and/or the Executive Director immediately.
12. The Coach understands that the Board and/or Executive Director can remove me of my post at any time. The Coach also understands that MV Board Members can have the authority to stop, pause, or intervene should they see an infraction taking place.

6. Player Code of Conduct

It is policy of Mountain View Athletic Association Basketball for our athletes to embody the honor and integrity we embrace as an association and as a community. Mountain View Athletic Association Basketball expects that our players demonstrate these ideals in their participation with this program and act as stewards of our tenets in every game, practice and interaction.

- Good sportsmanship: When playing in a game against other MVAA Basketball teams or other association's teams, every athlete must act according to the MVAA Code of Conduct. Treat others with respect. Compete, but appreciate that those you are competing with are also fellow athletes.
- Do not play with malice: Each athlete on the court is there to participate in a fun competitive manner. We know competition can be emotional, but no MVAA Basketball athlete should perform with malice or aggression with the intent to harm. No fighting, punching, kicking or wrestling is allowed at anytime while participating with MVAA Basketball. Any participants in a fight are immediately removed from the facility, issued a one game suspension for the immediate following game where the athlete may not be on premises, and a conduct assessment review will be taken up before the Board to assess the extent of the behavior exhibited.



- Be respectful of your peers and the authorities on the court: An MVAA Basketball athlete must understand that this is game that should be enjoyed. In times where a referee makes an non-desirable call, an athlete should not contest the call, but should the athlete have a question about the call then they should direct their question with the coach.
- Language and Gestures: No athlete can make threats, use profanity on the court, exhibit lewd gestures, or engage in arguments with officials, coaches or players at any time.

An athlete who does not abide by any of these rules may be subject to a 1 game suspension and immediate removal from the facility. If the same athlete repeats behaviors or actions and it has been documented and communicated to the Executive Director and/or the Board, then that athlete may be subject to a longer suspension period. If the Executive Director and/or the Board believe that an athlete's action(s) was an extreme violation, then the athlete may be expelled from the program and no longer allowed to participate for the remainder of the season and future seasons.

Game Conduct and Officials

Each game will have an official(s), paid by the league, attending, monitoring and controlling in game decisions, officiating, time and overall game play. Every player must abide by the rules enforced by the officials at the game and refer to the MVAA Basketball Rules and USA Basketball Rules as for instances that are not covered in the MVAA Basketball Rules and Operating Guidelines. Punishments may be levied by written warnings, parent athlete conference, not allowing to participate in quarters, halves or full games contingent on infraction. It is recommended for divisions 11 years old and up, that an affiliate, a Board member or the ED should have presence at one point in a game.

Officials are paid by the MVAA Basketball Association and can be selected by the ED or by recommendation of the Board. The selected officials must have 2 officials for every game. If an official is late or does not show, you must have at least 1 official to start a game. If an official reports after the second quarter has commenced, then it must be communicated to the officials' company that the late party will not be compensated but for half of the agreed upon fee. In the case that an official is in violation of the MVAA Basketball Code of Conduct or if a Board member, ED or affiliate reports unsavory behavior that infringes on our core tenets, then the our ED ad/or Board may elect to have said official removed and no longer participate with our organization and their fees for said game is to be surrendered.



7. Parent-Spectator Code of Conduct

Mountain View Athletic Association Basketball holds our parents and spectators to the same bar and expectations that we have for our athlete's and coaches. The following must be incorporated into the registrations forms where parents understand and acknowledge the rules and parameters of their participation at MVAA Basketball. In such, all parents must abide by the following:

- I will promote the emotional and physical well-being of the athletes ahead of any personal desire to win.
- I will remember that my child plays basketball for his/her enjoyment, not mine.
- I will encourage good sportsmanship through my actions, by demonstrating positive support for all players.
- I will provide support for coaches and officials working with the athletes to provide a positive experience for all.
- I understand that my child is part of team, one who will rely on my child's participation and engagement.
- I will make every attempt to be sure that my child attends all practices and games. If for any reason we cannot attend a function I will let my coach know with ample time.
- I will demand my athlete treat all players, coaches, officials, parents, and spectators with respect regardless of race, creed, color, sex or ability.
- I will treat all players, coaches, officials, parents, and spectators with dignity and in language, attitude, behavior, and mannerisms.
- I will inform the coach of any physical disability or ailment that may affect the safety of my athlete or the safety of others.
- I will respect the property and equipment used at any sports facility.
- I will make sure that any spectators (siblings or friends) that I bring to the games are there to watch, cheer and support their brother(s), sister(s) or friend(s) act according to the MVAA Basketball and MVAA Code of Conduct.

Examples of words or actions, which will constitute a violation of the Code of Conduct, include, but are not limited to the following:

- Making physical contact with any player, coach, official, league representative, or spectator;
- Taunting or threatening any player, coach, official, league representative, or spectator;
- Using profane and/or vulgar language or mannerisms;
- Going onto the basketball court;
- Throwing of any object onto the basketball court, or at another individual;



- Defacing or damaging property belonging to any individual, team, or school;
- Being involved in any activity that would warrant the summoning of law enforcement officials;
- Inciting any person(s) to become involved in any of the above-listed behaviors.

Any parent or spectator who does not abide by any of these rules is subject to a 1 game suspension and immediate removal from the facility. If the same individual or group repeats the actions and it has been noted and communicated to the Executive Director/Board/Board Member(s), then that spectator may be subject for a longer suspension period. If the Executive Director and/or the Board believe that an individual/group's action(s) was an extreme violation, then the an individual/group's may be expelled from the program and no longer allowed to spectate for the remainder of the season

8. Developmental Goals

MVAA Basketball Child Developmental Skills Requirement for coaches. Each level assumes the preceding level has been achieved with basic proficiency:

5-6 *Dribble the ball up the court. Hand placement for defense. Basic rules of basketball (walk, double dribble, offense and defense)*

7-8 *Chest pass and bounce pass. Ability to shoot the ball to the basket. Offensive and defensive schemes*

9-10 *Strong Hand Layup. Free throws without overstepping. Basic Basketball IQ. Ability to memorize plays and execution of a defense and offense*

11-12 *Crossover. Full understanding of rules.*

13-14 *Weak Hand Layup with proper form. Arm strength for shooting 20'+*

15-18 *Movement off Ball (Basketball IQ). Basic mastery of the principles of the game*

9. Division & Age Group

The division in which a child participates will be determined by the child's age and birth date. The playing age is the age of the player on September 1st of that year. If necessary, age will be verified by the MVAA Basketball Board via a birth certificate. A child can play up one age division with prior approval by the MVAA Basketball Board and/or Executive Director. Any 18-year-old participant must be enrolled in high school.



<i>5 - 6-year old's</i>	<i>Co -Ed</i>
<i>7 - 8 year old's</i>	<i>Girls/Boys</i>
<i>9 - 10 year old's</i>	<i>Girls/Boys</i>
<i>11 - 12 year old's</i>	<i>Girls/Boys</i>
<i>13-14 year old's</i>	<i>Boys</i>
<i>13 – 18 year old's</i>	<i>Girls</i>
<i>15 – 18 year old's</i>	<i>Boys</i>

10. Registration

10.1 Registration Fees

Registration fee shall be set in accordance with MVAA guidelines as a non-profit organization. Fees shall be used to offset all costs associated with running the league. All excess funds that remain at the end of the season shall be used for ongoing basketball related expenses or to support Park Partnership projects.

All non-county residents will pay an out of county fee to be determined by Gwinnett County Parks and Recreation. These fees are collected by MVAA Basketball and then paid directly to Gwinnett County in their entirety.

10.1.1 Board Registration Fees

As a consideration for the dedication and commitment to the Board, Board members will be given a fifty percent (50%) registration discount. In order to qualify for the discount, the Board member must have served for one full season, attended at least 80% of the meetings, currently active on the Board for the season the discount is applied and fulfilled their duty to the program within their capacity. This discount is to be applied only to Board members and are directly tied to that Board member's participation in the league. If a Board member has not fulfilled their required participation minimum, then the discount may be removed . All-Stars and other functions are not applicable, the discount is for regular season only.

10.2 Registration Dates



Winter Basketball

Registration dates will be determined by MVAA Basketball Board and shall be consistent with the need to start practices around the beginning of November, and the games around the beginning of December and the season ending late January early February.

Spring Basketball

Registration dates will be determined by MVAA Basketball Board and shall be consistent with the need to start practices around the end of February, and the games around the beginning of April with the season ending late April early May.

10.3 Registration Process

Registration may be announced through school mailings, school electronic posting, newspaper announcements, web page messages, and/or email blasts. The Basketball Board may set limits on the number of registrations for any particular league. After this league is considered full, registrants may be put on a waiting list. Those on the waiting list may still be accepted depending on the availability of gym space, coaches, and other considerations. Anyone that registers after the cutoff date must pay a late registration fee due to late ordering of a uniform and manual processing of the registration. In all cases, acceptance of children registering after the cutoff date is at the sole discretion of MVAA Basketball Board and/or the Executive Director. Executive Director and/or the Basketball Board may elect to move athletes into different divisions due to enrollment size.

10.4 Payment Method

On-Line registration shall accept Visa or Master Card. Cash or check payment can be only accepted during walk-up registration. There will be at least 1 walk-up registration to be held at a location with Public Access.

10.5 Refunds

MVAA has a no-refund policy. Refunds shall only be considered for players moving more than 10 miles from the MVAA School Cluster, making the high school team, making middle school team, registered to GBL or experiencing an injury prior to the start of the season that prevents that player from participation for the entire season. In case of injury or medical reasons, a letter from a registered physician shall be required for verification purposes. Refunds will be processed with a \$20.00 administrative fee.





In normal circumstances besides noted above, it is MVAA Basketball policy that refund will not be made after registration. Executive Director may issue refunds for extenuating circumstances.

11. Coach Selection & Responsibilities

11.1 Application Process

Individuals wishing to submit for a head coaching position should notify the Executive Director immediately following the season, up until the 2 days before evaluations for the current season. The application process can be done through the registration portal but must include completion of the background check form.

11.2 Selection Process

Coaches who have coached in previous seasons, coached in another youth rec association or coached in another MVAA sport have the first opportunity to coach in Basketball. The Basketball Board will decide on the coaches for the league. Not all coaches are accepted to coach. Executive Director can make final decision with respect to coach selection, if deemed necessary.

Ideally, MVAA Basketball would consider the following criteria in terms of head coach position consisting of; coaching experience, playing experiences, feedbacks, technical fouls, demonstration of commitment to the players and parks / community, physical interview, and previous coaching experiences in MVAA Basketball.

Selection of Assistant Coaches and Team Parents are at the discretion of the Head Coach. The MVAA Basketball Board and/or Executive Director reserves the right to reject any selection.

11.3 Background Checks

All head coaches, assistant coaches, and team parents are subject to a background check. Background checks are mandatory and must be submitted and approved before the first game of the season. Background checks take up to 2 weeks to clear so all parties must anticipate the turnaround time understanding that the individual will not be able to participate without being cleared. In the event a coach has not submitted their application in due time, the coach will be removed and an appointed coach, Board member or approved substitute will be made by the ED and/or Basketball Board. Parents will be notified and made aware of such a situational condition.



Should a background check reveal any information that may be considered an issue, the MVAA reserves the right to reject coaching applications. The adverse findings are to remain confidential and discussed only among appropriate parties on the Board that must act in resolving said issue. MVAA's Background Screening process is posted on www.MVAASports.org. Any person who has applied for such a position and has adverse findings may appeal their removal to the MVAA Executive Board. Not all adverse findings are subject to coach removal and is at the discretion of the Background Committee for MVAA and the MVAA Executive Board.

11.4 Responsibilities

All Head Coaches (HC) are responsible for attending league meeting (if Executive Director sets coaches meeting), player evaluation, MVAA Coaches Meeting, draft, practices & games, picture day and any other requirement set forth by MVAA Basketball. All HC's are also responsible for assigning assistant coaches and team mom for the team, organizes practices, communicates with team player & parents, reporting scores, and any other activities that require team to effectively and efficiently go through the season. Failure to perform any of these duties will be addressed by Executive Director and may lead to disciplinary action. Being a coach is a privilege and not a right. Upon finalizing the team roster, the coach for divisions 11U and up, must submit the intended starting positions for the roster to the Scheduling Director before the first game.

12. Player Evaluation and Selection Process

MVAA Basketball tries to distribute players evenly across all teams within a league in order to promote fair teams and competitive play. All coaches should do their best to support this process. Any activities to undermine this process, including asking players to not attend evaluations or improperly scoring players, may result in disciplinary action by the Basketball Board.

12.1 Evaluation

Players will demonstrate their basketball ability based on pre-defined categories on the Evaluation Form provided by Executive Director and/or the Basketball Board (i.e. Dribbling and/or ball handling skills, Shooting and/or Free Throws, Passing, and Running). Coaches within each division will rate each player from 70 to 100 in each category, using standard academia criteria as the standard. The rating scale is as following:



- 70-74 Novice entry level
- 75-79 Beginner
- 80-84 Athletic with Basic Fundamentals
- 85-89 Intermediate Control of Basic Fundamentals, but lacking in some areas
- 90-94 Advanced Control, Agility, and Fundamentals
- 95-100 Top Prospect comprised of mastery in most fundamentals

If more than one child has the same overall score, MVAA Basketball will base the final ranking on a cumulative qualitative assessment on athleticism, years of experience, and height. This will be done by those on the Board that witnessed the evaluation and/or experience in working with the athlete.

Coaches will turn in their rankings to the corresponding Director or appointed Board member after the try-outs.

Each coach will randomly draw a number from hat. That number will represent the coach's draft order.

12.2 Player Ranking

Each player's scores will be averaged, and draft ranking will be generated. The draft ranking will include all the players ranked from highest to lowest, hat picks (no shows / no evaluation data), and draft tiers. Draft ranking also may or may not include, date of birth, age, years of experience, height and weight.

Draft ranking will be distributed before the draft. Draft ranking and tiers are final, and MVAA will not accept any negotiations of rankings and / or tiers. The draft ranking will include the evaluation of the coach's children, and placement on appropriate tier based on skill level. The highest and lowest scores will be eliminated from the ranking average if there is a minimum of 5 evaluation sheets turned in. A player's highest score will be eliminated from the ranking average if there is at least 4 evaluation sheets turned in. Each player should have at least 3 evaluation rankings when possible.

Draft ranking will be distributed before the draft. Draft ranking and tiers are final, and MVAA will not accept any negotiations of rankings and / or tiers. The draft ranking will include the evaluation of the coach's children, and placement on appropriate tier based



on skill level. Draft package will be collected upon completion of draft. Package will not be available for coach to take home.

12.3 Coach's Children

Coaches are automatically assigned to their child. The overall rankings will determine what tier the child is placed in. Coaches with 2 children within the same division will not have the lower ranked child as freeze but will be treated as a required sibling pick. This rule applies to any family relationship to a Coach (ie; Grandfather). The overall rankings will determine what tier the child is placed in.

The coach's child is assigned to the coach in ranking package, according to appropriate tier based on skill evaluation during try-outs.

12.4 Unrated Players / Hat Pick

Any player that did not attend evaluations will be given a rating from the coaches or before the draft begins. The rating must be comparable to overall league skill level observed during evaluations.

Any player that did not attend evaluations but has played the previous season at MVAABasketball can be scored based on his/her performance and evaluation data + average growth ratio by league director.

Any player that cannot be accurately evaluated by the coaches, or any player's evaluation that there is dispute or disagreement among coaches, will be considered a "hat pick".

Unrated players or hat picks are not available for trade. Unrated players or hat picks are automatically assigned to a team, based on draft order. **A coach cannot volunteer to take hat picks. A coach cannot influence a child or their parents to not participate at evaluations.** Should the Board find that an infraction has taken place, then the coach in question may not be allowed to pick the athlete and/or the coach will be held to disciplinary actions per the Code of Conduct clause.

If there is a hat pick which is also a frozen player, that player automatically is ranked as a first round freeze.

12.5 Draft Day



The draft sheets will be placed in evaluation ranking order by round. The number of players in each round is dictated by the number of teams that are drafting. (ie; if there are 8 teams in that league, then there will be 8 players in each round). The sequence of picking will begin by each coach randomly drawing a number from a hat/cup. The number drawn will represent the coaches draft order. The draft order will begin (1st tier) with the #1 and continue down to the last coach. The second tier will begin with the last coach and continue in numerical order back up to #1 (known as a snake draft). Therefore, the last coach will have two consecutive picks, on the transition from the odd tier to an even tier. #1 will have consecutive picks from the even tier to odd tier. This sequence of picking will continue until all players have been drafted, including the hat picks.

Parents may request to place players on the same team (ride share, etc...). This request must be made in writing prior to the draft to the ED or Draft Director and include an explanation of the circumstances. The corresponding Director will inform all coaches prior to the draft of any such requests. However, MVAA Basketball does not guarantee special requests, so coaches do not have to honor these requests. MVAA Basketball tries to accommodate all special needs of player's family, so we request coach to consider it, but is not required and should not cause the overall balance among teams to be affected.

MVAA Basketball allows a limit of 1 player locks/freezes. A Head Coach must freeze their own child as the freeze if they are in that league's draft.

If a team has a frozen player ranked in the first round, the first player in the ranking order will be used as that team's first round pick.

Coaches will have two (2) minutes to select. If the time limit is exceeded, the Executive Director / Board Member in charge of the draft can automatically assign the highest rated player available to that coach's team.

Siblings are automatically assigned to the same team. Once the first of two siblings are drafted, the second child is assigned to the same coach as that coach's pick in the tier where the second sibling was rated.

Once all players have been selected, the hat picks are assigned to teams. The next coach to draft will randomly draw a hat pick player.

A coach can use their draft pick to select any non-frozen player from the draft ranking. If a coach is picking in the 1st round and they have a player frozen in that round, they must use that frozen player as their draft pick. All frozen players must be picked in the



draft round they are ranked in, if that team has an available pick. Otherwise the frozen player or mandatory sibling pick must be taken as that coaches next draft pick.

When a coach has a frozen player that becomes a hat pick, that player automatically is ranked as a first round freeze

Once all evaluated (ranked) players have been selected, the draft will continue with the next coach from the original draft order being assigned the first hat pick displayed on the draft sheet. Each hat pick is then assigned to the next coach until all players have been assigned to a team. For example; if the last evaluated player in the draft is assigned to Team #3, the first hat pick displayed on the draft sheet will be assigned to Team #4 in the draft. Then the sequence continues.

TRADES: Trades are at the discretion of the Draft Director and/or Executive Director and all trades must be made within 10 minutes of the draft ending. Both players must be ranked within one round for a trade to be approved. All trades must be approved by a majority vote of all coaches in the division as well as Executive Director / Board member.

At the end of the draft, all teams will be considered final selections and cannot be changed without the approval of the MVAA Basketball Board.

To promote fairness within the league; the Basketball Director has the authority to modify draft/hat pick rankings deemed obviously incorrect, if approved by the Draft Director and a minimum of 1 other board member.

Any player entering the league after the draft has been completed, will be evaluated by the league director, then distributed between teams based on the number of players on each team, with a goal of creating equally competitive teams. If all teams have an equal number of players, the additional player will be added to a team at the league director's discretion.

12.6 Player Notification

All coaches shall notify their players within 3 days of being drafted. Should they be unable to reach those players within 1 week, they may be awarded a replacement player. Replacement players will be selected from a waiting list, if available.

The Draft Director will be the first point of contact for any clarification required for the interpretation of the operation guideline as it pertains to the basketball draft as documented.



13. Team Balance

It is the intention of MVAA Basketball to have a fair and balanced overall league. We embrace the spirit of competition and we do not want to impede the progress and learning of our athletes, but we also must consider that we are a community organization whose intent is to build the abilities of all our participants. In such, no team, in any division, shall have more than three (3) top prospects on any one team unless there is an odd number of top prospects in any division or if there are more collective top prospects in any one division. In the case of many top prospects in any one division, the talent will be equally divided amongst the teams. After the draft, if the any of the Board of Directors are made aware by way of compliant or interior knowledge that any of the processes mentioned herein have been abused or manipulated in order to gain a competitive advantage where a team has been built to have more top prospects than allowed, then Draft Director/ED/AD can intervene and make decisions that will foster a balanced division.

14. All Star Player and Coach Selection Process

14.1 Player Eligibility

14.1.1 Any player that is in good standing with MVAA sports and has participated in the current MVAA basketball season is eligible to be nominated for all-stars.

14.1.2 Players or coaches currently suspended under MVAA Code of Conduct violations are not eligible to participate.

14.1.3 GRAS or the selected All-Star Tournament League has specific rules that may exclude a player from eligibility such as playing GBL, middle school, High School, or AAU basketball. At the beginning of the All-Star season the All-Star Director will communicate the rules of the participating league.

14.1.4 Players must submit a copy of their birth certificates and parental permission slip for the certification process.

14.1.5 Players must be able to participate in all practices and games. This is mandatory and not optional.

14.2 Player Selection



14.2.1 Coaches will be asked to submit the names of the players from their team for consideration for all-stars to the age specific All-Star Director. The coach must submit information about each player such as positions played during the regular season. If divisions are significant in size, then evaluations are in order. Evaluations are not mandatory but are recommended only if there are six (6) or more teams within one division. If there are 5 or less, each coach will put up three (3) of their best players and the All-Star team will be compiled based upon those recommendations. For any division with four (4) or less teams, The All-Star coach can select an athlete at their discretion. If there are not enough players to make a team, then the All-Star Director and/or ED may make the decision to no have a team represented in the tournament.

14.2.2 It is important that each coach submit position information. Many times, the 5 best players in a league may be a point guard or a center. Basketball all-stars cannot realistically field a team of 5 guards or 5 centers. Positions are considered when selecting each team.

14.2.3 All-Star tryouts/evaluations are not required for each age group. Nominated players may be invited to an evaluation date for players that will be published one (1) week prior to the evaluations where they may be evaluated performing drills and/or scrimmaging against other candidates. Any coach that wants to attend and observe the evaluation process is encouraged to do so. The all-star coaches will then have final determination of the players that best fill the roles of guard, forward and center for a basketball team. All-Star coaches have the discretion to select players to their team but must make their decisions based on average points per game, in game effectiveness, overall basketball IQ, and other metric or direct skills that may be explained due to selection.

14.2.3a A challenge can be submitted to the All-Star director by a coach or a parent and must be made within 2 days of the final selection in writing to the Executive Director and/or All-Star Director. If a selection is challenged, then the All-Star Director and Executive Director may intervene and override a selection. Both Directors will use the score sheets that are available to them, poll the player's coach and other coaches in the division to gain understanding of the athlete's ability. A decision must be made by the Directors within 1 week or no more than the athlete missing one practice.

14.2.4 Players should wear their game jersey to the evaluations.

14.2.5 When rosters are complete, the coach must take his roster, parental permission slips and birth certificates with him when he/she attends the certification process.



14.3 Selection of Coaches

14.3.1 Coach selection for each age group is the responsibility of the All-Star Director and Executive Director. This decision should be based on the coach's record for the division, ability to coach, temperament and commitment.

14.3.2 The Director(s) responsible for the decision may consider other aspects otherwise not mentioned herein in the process of decision making for the role. If a coach had demonstrated behaviors that the Directors feel are not in concert with the brand tenets, then they may decide in the best interest of the children and the program collectively. Violation of MVAA Basketball rules or any unsportsmanlike conduct will result in disqualification from this consideration.

14.3.3 The Director(s) will take into consideration "the best interest of MVAA Basketball" when selecting coaches to represent our league during all-stars.

15. Electronic Voting

Any action required or permitted to be taken at a meeting of the Executive Board or MVAA Board may be taken without a meeting if written consent setting forth the action so taken is signed by all MVAA Board members or MVAA Board and filed with the minutes of the next Board meeting. Such consent shall have the same force and effect as a two-thirds majority vote. Action by telephone call: Members of the MVAA Basketball may participate in a meeting of the Board by means of a conference telephone call or similar communication equipment by means of which all persons participating in the meeting can hear one another. Participation in a meeting pursuant to this section shall constitute presence in person at such meeting

16. General Statements and Definitions

Mountain View Athletic Association Basketball is a division of Mountain View Athletic Association, a function of the Gwinnett County Parks and Recreation. All members of the organization and/or league are volunteers who are committing their time, experience, expertise, and energy to the dedication of improvement of our community through sport. All volunteers must understand this commitment and appreciate the impact that their service has on every participant of the program. In the same principle, parents and athletes should take into consideration that the individuals they are interfacing with at every level of the organization have committed their servitude to the common good and are not a paid employee of the parents, association or the county in this capacity. We should all be working together, as a unit, to rear young men and women to learn and develop through our efforts. These rules,



guidelines and parameters of operation are geared to promote a structure and haven for development resulting with stewards of our communal integrity.

“The Best Interest of MVAA Basketball” – As a member of the MVAA Basketball League, coaches and players are expected and required to act in the best interest of the league, as well as the children and young adults playing at MVAA. Coaches should provide positive support to the league and its players. League business will be conducted in a professional and ethical manner. We are here for a common goal: mentoring our youth and promoting and teaching basketball. This program is for boys & girls with their safety and welfare being the main concern of MVAA. All coaches must conduct themselves in a sportsmanlike manner at all times when they are in the presence of the boys & girls in the program. To ensure the success of the program, if the Executive Director feels that any coach regardless of record, best represents these qualities to lead our youth all- star team(s) and represent MVAA; the Executive Director may make his selection based upon his observations throughout the regular season.

ED: Executive Director

AD: Assistant Director

MVAA: Mountain View Athletic Association

League: The program is referred to as a league

Divisions: Age groups, divided by birthdate, within the league for registrants