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KING GEORGE LITTLE LEAGUE, INC.

KING GEORGE, VIRGINIA 22485

By-Laws and Local Rules

League ID 346-15-04



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1.0 ARTICLE I – BY-LAWS AND LOCAL RULES

Little League International guidance states that local Little League Board of Directors should adopt its own bylaws, local rules or ground rules (the terms are interchangeable). This document shall serve as the By-Laws of King George Little League, hereinafter referred to as “KGLL” or “the League”. This document and its appendices will expire annually at the end of the calendar year and must be renewed not later than one (1) month prior to Opening Day.

The KGLL Board of Directors (BOD) has the authority to change these by-laws, local rules, and policies. They require only board consent, without the general membership’s approval. No part of the by-laws, local rules or ground rules can conflict with or supersede any Little League rule, regulation or policy.

The by-laws are to be distinguished from the League’s Constitution. The Constitution spells out the duties and responsibilities of the officers of the board, definition of membership, election procedures, meeting requirements such as quorum, etc. The KGLL BOD must make a copy of the by-laws available to any member of the League for review and inspection if requested.

1.1 SECTION 1 – Regular Membership

The Annual dues for Regular Members shall be set at five dollars (\$5.00). Dues must be submitted to the League Treasurer not later than 15 May and are valid only for the current fiscal year of the League.

Because all Officers, Board Members, and Managers, must be Regular Members in good standing, their annual dues are waived.

The League Secretary may issue sequentially numbered KGLL Membership Cards to each Regular Member upon payment of annual dues.

2.0 ARTICLE II – MANAGER AND COACH SELECTION

2.1 SECTION 1 –Baseball and Softball

A. Nominations

The Volunteer Coordinator will submit the volunteer request list and applications for managers and coaches to the Coaching Coordinator within two weeks after the end of the registration period or as provided for in the KGLL scheduling. The Vice President will compile and distribute the list of candidates to the Coaches Selection Committee prior to the first meeting of this committee.

B. Coaches Selection Committee

The KGLL Board of Directors shall appoint a Coaches Selection Committee consisting of the Coaching Coordinator as the Chair, Vice President, Division Vice-Presidents (if applicable), Umpire in Chief and the Player Agent(s). The Coaches Selection Committee will review and discuss all manager and coach applicants for each division. The outcome of the discussions will be a list of recommended managers and coaches for each Division. The Coaches Selection Committee shall agree on the recommended list of managers and coaches by majority vote or make new selections, which must also pass by a majority vote if any of the original candidates are denied. The Coaches Selection Committee's approved list of managers and coaches shall be presented to the KGLL President for review and appointment. The list of appointed managers and coaches will be presented to the KGLL Board of Directors for final approval.

C. Criteria

Selection of managers and coaches shall be based on the below criteria to include a **good standing** rating within their respective division.

Good Standing shall be defined as follows:

Demonstrated ability to manage/coach through understanding of the game and the rules by which it is played. Individual must be a consistent, fair, and positive influence on the players, teaching not only skills, but also sportsmanship, and teamwork. Dedication demonstrated by attendance at games and practices will be a contributing factor.

1. **Years of Experience:** A minimum of two years of recent experience is preferred.
2. **Training and Qualification:** Recent (within 2 years) formal training and/or certification, such as Positive Coaching Alliance (PCA) Double Goal Coach, Big Al Baseball Training and Development, or National Federation of State High School (NFHS) Association is highly desired. This training is required to be eligible for selection as an All Star team manager or coach.

3. All Managers are required to participate in the annual KGLL Manager and Coaches Meeting/Training, normally conducted after coaches' selection and prior to starting practices.
4. **Level of Experience:** Qualifications acquired through participation as a player or coach at upper levels such as High School, American Legion, Amateur Athletic Union (AAU), College, or Semi-Professional/ Professional.
5. **Coaching Approval:** An evaluation of last year's returning team managers and coaches. Consider feedback of coaching performance through examination of prior year KGLL appraisals to include inputs from umpires, members, parent survey and Player Agent(s).
6. **All Star Experience:** All Star manager or coaching experience.

Note: Prior to KGLL approval, the Coaches Selection Committee will consider feedback provided by parents, umpires, other managers, Player Agent(s), and/or KGLL officials. Any negative input must be in writing and be presented to the President of the Board. Therefore, any verbal complaints brought to a KGLL Board member must be documented and presented to the KGLL Board of Directors for the development of an Action Plan. A critical part of this Action Plan will be the investigation procedure to verify the verbal complaint. If a KGLL Board member substantiates the verbal complaint, the negative complaint shall then be documented as a formal written complaint for the President of KGLL.

Note 2: All KGLL volunteers are subject to criminal and sexual offender background checks. Applicants may be denied a manager, coach or other volunteer position per KGLL Background Check policy.

D. Interviews

Selection of managers and coaches may require interviews by the Coaches Selection Committee. These interviews will be scheduled with potential managers and coaches by the Coaches Selection Committee to gain additional information pertaining to the selection criteria above.

3.0 ARTICLE III – PLAYER SELECTION

3.1 Age Groups for Each Division

It is the responsibility of the Player Agent(s) and the respective Vice President to assemble the list of registered players for each Division.

A. Coach Pitch (CP) Baseball, Tee Ball (TB), and Four Year Old (4YO) Divisions

For Coach Pitch (CP) Baseball, Tee Ball (TB), and Four Year Old (4YO) Divisions, the Player Agent(s) and Vice President are responsible for assigning players to individual teams. For Coach Pitch Softball, this responsibility lies with the Player Agent(s) and the Vice President. All reasonable effort shall be made to make team assignments based on an even distribution of player ages for each team within each division.

1. Four Year Old baseball Division players shall be league age 4.
2. Tee Ball baseball players shall be league age 5 and 6.
3. Tee Ball softball players shall be league age 4, 5, and 6.
4. Coach Pitch Division players shall be league age 7 and 8.

B. Minor Division

For Minor divisions and above, it is the responsibility of the respective Coaching Coordinator(s), League Vice President, and Player Agent(s) to ensure that a player draft is conducted for each of the divisions named in accordance with the Rules of Little League Baseball, Inc.

1. Minor Division Softball players shall be league age 9-10.
2. Minor Division Baseball players shall be league age 9-10.

Note: If player evaluations warrant, KGLL may establish Single A Minor Baseball (league ages 8-9) and Double A Minor Baseball (league ages 9-10) levels.

Note: Players league age 8 may be evaluated for minors upon written parental request. Prospective minors players league age 8 who's evaluation score is at or above the 75% percentile of Minor's evaluations will be considered for the Minor Division but does not guarantee selection.

C. Major Division

1. Major Division Softball players shall be league age 11-12.
2. Major Division Baseball players shall be league age 11-12.

Note: Players league age 10 may be evaluated for Major's upon written parental request. Prospective Major's players league age 10 who's evaluation score is at or above the 75% percentile of Major's evaluations will be considered for the Major Division but does not guarantee selection.

Note: For Minor and Majors softball, if there are not enough players to make teams, players evaluations and manager experience will be used to allocate players.

D. Intermediate, Junior, and Senior Divisions

1. Intermediate Division Baseball players shall be league age 12-13. Parents must submit a written request prior to the end of the regular registration period for a 12 year old to be considered for the Intermediate division. Players league age 12 not selected to an Intermediate team will be placed into the baseball drafts for league age 12 players (Major division)
2. Junior Division players shall be league age 13-14. Parents must submit a written request prior to the end of the regular registration period for a 12 year old to be considered for the Junior Division.
3. Senior Division players shall be league age 15-16. If necessary, Junior and Senior age players may be combined to form Senior division teams.
4. Little League Challenger Division players shall be league age 4 through 18 or up to league age 22 if still attending school and there are not enough players to form a Senior League Challenger team.
5. Senior League Challenger Division players shall be league age 15 and up.

E. Fall Ball Divisions

For the Fall Ball season, players may play in the division that they may be eligible for during the following regular season. For example, a player of league age 8 who played in the Coach Pitch Division in the Spring may be moved to the Minor Division for the Fall Ball Season. There will be no Four Year Old Baseball Division in the Fall Ball Program. Per Little League International, the Fall Ball season is a training season. Player placement during the Fall season will have no bearing on player placement for Spring seasons.

3.2 Returning Players

Team assignments from the prior year will not carry over to the current year.

3.3 Requests

A. Requests for Teams/Manager

Parents are not permitted to request specific teams or managers/coaches. However, parents may submit a written justification requesting that their child **not** be placed on a specific team or play for a particular manager or coach. Such a request will be limited to one (1) manager/coach/team per season and must be submitted prior to the end of the regular registration period. The Vice President and the Player Agent(s) will approve or deny such requests. A decision denying the request may be appealed to the KGLL President.

B. Requests to Play Down a Division

Normally, players will not be allowed to play down a division unless the parent or guardian submits a written justification requesting a waiver prior to the conclusion of the registration period. This move can only take place if this player satisfies the Little League age requirements of the lower-level Division. The Vice President and Player Agent(s) will provide a recommendation to the Board of Directors who will approve or deny such requests. A decision denying the request may be appealed to the KGLL President. The following guidelines will apply:

1. **Tee Ball Division:** Tee Ball baseball age players will not be allowed to play down in the Four Year Old Baseball Division.
2. **Coach Pitch Division:** Coach Pitch players will be allowed to play down in the Tee Ball Division at the age of **7 only**. In the case of returning players, the Vice President and Player Agent(s) may consult with the player's previous year manager and coach(es) to obtain a skill assessment.
3. **Minor Division:** Minor Division age players will be allowed to play down in the Coach Pitch Division at the age of **9 only**. In the case of returning players, the Vice President and Player Agent(s) may consult with the player's previous year manager and coach(es) to obtain a skill assessment. The player will be asked to participate in the Minor Division Skills Evaluation.
4. **Exceptions**
 - a. **Safety Concerns:** Following the evaluation period for minors and above or upon receiving feedback from a team manager, the KGLL BoD may assess a player's skill level and recommend to the parent(s) or guardian(s) of a player that the child might benefit by "playing down" for safety reasons.
 - b. **Division Composition:** For the Junior and Senior Divisions (or for any Fall Ball Divisions), players may be asked by the KGLL BoD to play down in order to adequately fill teams. This will provide the opportunity to allow more intraleague play or more interleague play, by structuring the league divisions to align with those of other leagues in the district.

C. Requests to Play Up a Division

Normally, players will not be allowed to play up in the next age level division. In fact, it is strongly discouraged. Requests to play up a division can only be made by the parent or guardian via a written justification submitted prior to the conclusion of the registration period. This move can only take place if the player satisfies the Little League age requirements of the upper level division. The Vice President(s) and Player Agent(s) will provide a recommendation to the Board of Directors who will approve or deny such requests. A decision denying the request may be appealed to the KGLL President. The following guidelines will apply:

1. **Tee Ball Division:** No four year old baseball player will be permitted to play up in the Tee Ball Baseball Division.
2. **Coach Pitch Division:** Only league age six-year-olds may request to play up in the Coach Pitch Division. Note that in order to qualify for the Coach Pitch Division, the player must have played one Spring season of Tee Ball. In the case of returning players, the Vice President(s) and Player Agent(s) may consult with the player's previous year manager and/or coach(es) to obtain a skill assessment. If no assessment is available, or if the previous manager is uncertain about the player's skills, the player will initially be assigned to a team in the Tee Ball division. Once practices begin, the player's current manager will be consulted to determine whether he/she agrees that the player should be considered for play in the next higher division.
3. **Minor Division:** League age eight year olds may request to play up in the Minor division. In the case of returning players, the Vice President(s) and Player Agent(s) may consult with the player's previous year manager and/or coach(es) to obtain a skill assessment. If the Vice President(s) and Player Agent(s) agree that the player should be considered for play in the higher division, the player will then be subject to a skills evaluation to determine their placement within the league.
4. **Major Division:** League age ten year olds may request to play up in the Major division. In the case of returning players, the Vice President(s) and Player Agent(s) may consult with the player's previous year manager and/or coach(es) to obtain a skill assessment. If the Vice President(s) and Player Agent(s) agree that the player should be considered for play in the higher division, the player will then be subject to a skills evaluation to determine their placement within the league.
5. **Exceptions**
 - a. **Safety Concerns:** Following the evaluation for minors and above, or upon receiving feedback from a team manager, the KGLL BoD may assess a player's skill level and recommend to the parent(s) or guardian(s) of a player that the child be placed in an upper level division for safety reasons.
 - b. **Division Composition:** For the Junior and Senior Divisions, (or for any Fall Ball division), players may be asked by the KGLL BoD to play up in order to

allow more intraleague play or more interleague play, by structuring the league divisions to align with those of other leagues within the district.

3.4 Protected Players

Protected players are those players who, by procedures and rules of the KGLL, are automatically assigned to a particular team.

1. **Manager's Child/Children:** The child(ren) of a KGLL approved manager must be assigned to the team that is managed by the parent, provided the player meets KGLL prerequisites. The player counts towards the total number of players on the team, and, for Minors and above, also counts as a pitcher or catcher status player (if applicable) prior to commencement of the draft. However, the manager's child(ren) will not be assigned to the team until the draft round in which players with comparable evaluation scores are being selected.
2. **Coach's Child/Children:** For Coach Pitch and below, the child(ren) of a KGLL approved coach are automatically assigned to the team that is coached by the parent, provided the player meets KGLL prerequisites. For Minors and above, the child(ren) of a desired coach must be selected during the draft process.
3. **Siblings of Players:** In Coach Pitch Division and below, sibling(s) are automatically assigned to the same team provided the sibling players meet KGLL prerequisites. In Minor Division and above, siblings will be placed on a team based on evaluations and age. Managers will exercise options on siblings as described in the Little League Operating Manual. Identification of siblings will be made prior to the commencement of the draft.

3.5 Removal of Players

Once players are assigned to the roster of a regular season team and regular season practices commence, no Manager, Coach, Vice President(s), Player Agent(s), or other KGLL official can remove or switch any player(s) except for the following reasons: moving out of KGLL's jurisdiction, sickness or injury that precludes further team participation by the player for the remainder of the season, disciplinary actions, failure of the player to attend practice or games, and/or safety concerns.

The reason for the removal and subsequent replacement of players shall be included in a written request by the team Manager filed with the Vice President(s) and Player Agent(s), and approved by the KGLL President.

3.6 Official Rosters

The Vice President(s) and the Player Agent(s) are responsible for assembling the official team rosters. Rosters shall be finalized and official and shall not be changed after the conclusion of the draft (or after issuance to the team manager if no draft is conducted).

4.0 ARTICLE IV – PLAYER EVALUATION (MINOR DIVISIONS AND ABOVE)

4.1 SECTION 1 – Responsibility

The Vice President(s) and Player Agent(s) are responsible for evaluations. They are expected to personally run the evaluation session(s). Delegation of this duty by either officer must receive the approval of the KGLL President. The President and Vice President(s) of KGLL will appoint a team of evaluators. There should be a minimum of three (3) and no more than twelve (12) evaluators selected for each Evaluation Session.

4.2 SECTION 2 – Intent of Evaluations

The intent of evaluations is to provide a means for evaluating the players' relative baseball skills to help Managers, Vice President(s) and the Player Agent(s) to balance the teams in both the assigned teams' process and the draft process. In order to do so, every player, at a minimum, should be evaluated with respect to his/her ability to throw, catch, hit, run, and field under reasonably equal conditions.

A. Returning and Protected Players

Players who are returning players or are classified as protected players are still required to participate in evaluations.

B. Middle or High School Players

Any player on a middle or high school team who does not participate in their respective division evaluations will be drafted onto a team using the process outlined for players missing evaluations.

4.3 SECTION 3 – Evaluation Rosters

The Player Agent(s) and Secretary will create an evaluation roster from the registration forms of all players in all of the relevant divisions prior to the evaluation date. A copy of the evaluation roster will be given to each of the appointed evaluators at the time of the actual evaluation session.

4.4 SECTION 4 – Evaluation Sites

All attempts will be made to have the same evaluation site for the Minor, Major, and Intermediate Divisions. Players from all respective divisions will be evaluated on a set date(s), time(s), and at a site determined by KGLL.

4.5 SECTION 5 – Evaluation Criteria

A. Scoring Plan

Players will be individually evaluated on a scale of 1 to 5 with respect to their ability to throw, hit, catch, field, and run. The total score shall not exceed 25 points for any one player. KGLL board will develop evaluation criteria, at a minimum each player should be evaluated on batting, fielding fly balls, fielding ground balls, throwing and running.

1. Score of “5” – the player demonstrated exceptional technique and executed 90 to 100 percent success in a particular skill set.
2. Score of “4” – the player demonstrated above average technique and executed 60 to 90 percent success in a particular skill set.
3. Score of “3” – the player demonstrated average technique with small mistakes and executed 30 to 60 percent success in a particular skill set.
4. Score of “2” – the player demonstrated below average technique and executed 20 to 30 percent success in a particular skill set.
5. Score of “1” – the player demonstrated poor technique, executed 0 to 20 percent success in a particular skill set, and showed signs for safety concerns.

B. Players Missing Evaluation

If no make-up session is scheduled, the Player Agent(s) may "excuse" the absence if the appropriate justification for missing the evaluation is received prior to the evaluation date. In such cases, a score will be assigned at the draft per the process detailed in Section 5.2B.

5.0 ARTICLE V – PLAYER DRAFT RULES (MINOR DIVISIONS AND ABOVE)

5.1 SECTION 1 – Responsibilities

The respective Vice President(s) and Player Agent(s) are responsible for conducting a draft for each division. The Player Agent(s) will secure the official draft list with each player's average (of the combined ratings from evaluations) composite score prior to the draft date, and provide such list to the Managers at the start of the draft. At the conclusion of the draft, the Managers will submit their team rosters to the Player Agent(s) to be officially recorded.

5.2 SECTION 2 – General

A. Team Composition

The Player Agent(s) will determine the number of teams in each division per Little League International rules.

B. Non-Evaluation Picks

All managers will verbally agree on a rating number for those registered players who did not attend an evaluation session. This rating number will be assigned based on past experience in the KGLL, input from former managers, or a first time player will be assigned a minimum rating number of 10.

C. Draft Picks

The Vice President(s) or Player Agent(s) will keep track of each player drafted and the number of players on each team throughout the draft.

D. Draft Order

1. KGLL shall use Alternate Method for Plan B for all divisions for player selection as delineated in the Little League Rule Book. Initial draft order shall be determined at random. Protected players will be drafted in the appropriate position based on the player's evaluation score. The Manager with the lowest combined team score in each round will have first pick in the next round. Scores are taken after each round of the draft and picks are taken from lowest score to highest score.
2. ***Pitchers and Catchers:*** The Player Agent(s) will maintain and provide a list of players identified at evaluations with the ability to either pitch and/or catch prior to the draft. The Player Agent(s) will track these players throughout the draft, with the intent of ensuring that each team selects a similar number of pitchers and catchers.

E. Trading

Trading among team managers within the same Division will only be allowed immediately following the draft. Thirty minutes will be allotted to discuss possible trades. At the conclusion of the allotted thirty minutes, or at the consensus of the group that no trades will be made, whichever is first, the trading period will be closed. Absolutely no trades will be made after this time. If special circumstances require a trade, they must be communicated to the Player Agent(s) who will initiate the appropriate action.

Finalized team rosters will be read back to each manager by the Player Agent(s) following the end of the trading period. Agreement to each team roster signifies the end of the draft.

APPENDIX A

KGLL Local Rules

1.00 GENERAL

The following rules apply to all divisions and teams within King George Little League. For the purpose of following the general rules, Coach Pitch will be considered part of the Minor Baseball Division. Unless otherwise stated, KGLL Local Rules apply to intraleague games only, i.e. games between KGLL teams. **All interleague games (KGLL teams vs. other league teams) are played by District 15 Interleague rules in accordance with official Little League rules.**

1.01 Field Preparation and Safety

The Home team is responsible for preparing the field prior to the game. At a minimum, this will include the following:

- 1.01.a. Ensure that all bases are properly secured to the playing field.
- 1.01.b. Ensure that the field is properly configured for the level of play.
- 1.01.c. Conduct a survey of the field with an eye toward safety. Ensure that the field is in a safe condition for the level of play being conducted. Provide to the League Safety Officer a record on any safety related problems found during the survey.
- 1.01.d. At the conclusion of each and every practice or game (last game of the day included), the home team manager is required to rake/drag the field. Requirement waived during inclement weather.

NOTE: In the event the home team manager fails to ensure those items in 1.01a through 1.01d are completed, he/she may be considered for disciplinary action by the KGLL Board of Directors.

1.02 Home Team

The home team will occupy the first base dugout on the assigned field. Exception is the King George Middle School (KGMS) fields where the home team will occupy the third base dugout.

1.03 Darkness/Weather/Curfews

- 1.03.a. Regulation X of the Little League Rulebook is amended as follows for games scheduled on weekday nights (Monday – Thursday). Little League (Majors) Division, Minor Divisions (including Coach

Pitch), Tee Ball, Intermediate, Junior, and Senior League games may be played after sundown under artificial lights. This responsibility shall rest with the Local League. In any event, no inning shall start after 9:00 pm prevailing time (8 pm for Tee Ball and Coach Pitch). It will be held that an inning starts the moment that the third out is made, completing the preceding inning.

- 1.03.b. **Lightning Procedure.** NOAA teamed with Little League on lightning safety awareness. The following message is from the NOAA Safety and Preparedness Factsheet - **Get to a safe place.** If you hear thunder, even a distant rumble, or see lightning, immediately move to a safe place. Fully enclosed buildings with wiring and plumbing provide the best protection. Sheds, picnic shelters, tents, or covered porches do NOT protect you from lightning. If a sturdy building is not nearby, get into a hard-topped metal vehicle and close all the windows. Stay inside until 30 minutes after the last rumble of thunder or lightning strike. This procedure will be followed until the umpire in charge calls the game due to weather. This rule applies to all practices as well.

NOTE: In the event the managers fail to ensure those items in the “Lightning Procedure” are followed, for their respective teams, he/she will be suspended from attending his/her next scheduled game.

1.04 Game Schedules

All games which are suspended, delayed, or canceled will be rescheduled only with the proper notification and approval of the respective managers and League scheduler. Interleague games cannot be cancelled by a KGLL Manager without the approval of the President. Managers canceling interleague games without notification and approval of the League President may be suspended for one (1) game.

1.05 Pitch Count Policy

It is imperative that accurate pitch counts (baseball) and innings pitched (softball) are maintained for the safety of our ball players and the appropriate rest is provided. Managers and players shall be responsible for maintaining pitch count/innings pitched. Refer to Official Little League rule books for pitch count (baseball) and innings pitched (softball) guidance. Managers shall provide a list of players eligible to pitch prior to each game.

1.06 Continuous Batting Order and Playing Time

This is in effect for all divisions of play. All eligible players present at the start of the game shall be included in a team's batting order. (**See Rule 4.04 NOTE 2**)

Continuous batting order provides for free and unlimited defensive substitution to allow more playing time for each player (pitching rules must be followed). For a seven (7) inning

game, all eligible players in the batting order must play nine (9) defensive outs and have at least one (1) time at bat. For a six (6) inning game, all eligible players in the batting order must play six (6) defensive outs and have at least one (1) time at bat. These defensive outs do not have to occur consecutively. However, no defensive substitutions may be made during the defensive half-inning, except for illness, injury, or safety concerns, which must be coordinated with the game Umpire-in-Chief or opposing manager, for division without umpires.

1.07 Umpires

Any umpire who is umpiring a game by himself/herself has the option of umpiring from behind the plate or from behind the pitcher's mound. The umpire can request that an approved **KGLL volunteer from the stands be used to assist in field umpiring during the game.**

2.00 SENIOR BASEBALL DIVISION RULES

The following local rules apply to the Senior Baseball Division:

2.01 Rule 6.02(c) Option – Batter's Box Option (mandatory during Tournament).

2.02 All other rules in accordance with the Little League rule book except as noted in Section 1.

3.00 INTERMEDIATE BASEBALL DIVISION RULES

The following local rules apply to the Intermediate Baseball Division:

3.01 Rule 6.02(c) Option – Batter's Box Option (mandatory during Tournament).

3.02 All other rules in accordance with the Little League rule book except as noted in Section 1.

4.00 MAJOR BASEBALL DIVISION RULES

The following local rules apply to the Major Baseball Division:

4.01 Rule 6.02(c) Option – Batter's Box Option (mandatory during Tournament).

4.02 All other rules in accordance with the Little League rule book except as noted in Section 1.

5.00 MINOR BASEBALL DIVISION RULES

The following local rules apply to the Minor Baseball Division:

5.01 All rules in accordance with the Little League rule book except as noted in Section 1 and:

- 5.01.a. There will be a two (2) hour time limit on all games. Similar to curfew, this means that an inning may not start once the time limit has been reached. Umpires and managers should be cognizant of any games scheduled for the same field. The inning, which is being played, shall be completed unless the home team is ahead after the top half of the inning. There is no 10-run rule (mercy rule) in the minors. Since the focus of the minor division is as a development program, it is essential to allow the children to continue to play the game in order to develop their skills.
- 5.01.b. A team will bat until three (3) outs are reached –or – until the team has scored five (5) runs (except in the sixth inning of play where the five (5) run limitation will not apply) – or – a team has batted through their order. **(Rule 5.07)**
- 5.01.c. Rule 6.02(c) Option – Batter’s Box Option (mandatory during Tournament).
- 5.01.d. **Only nine (9) players are allowed on the field defensively. (See Rule 1.01 of the Little League Rule Book).**

6.00 MINOR (COACH PITCH) BASEBALL DIVISION RULES

The following local rules apply to the Coach Pitch Baseball Division:

6.01 All rules in accordance with the Little League rule book except as noted in Section 1 and:

- 6.01.a. Local games will be a minimum of three (3) innings long or one and a half (1.5) hours, whichever comes first. No game should ever exceed six (6) innings or two (2) hours. In the case of a tie after six innings, the two managers may agree on whether or not to play an extra inning. This is only if time permits and there is no delay in starting the next scheduled game on that field. There is no 10-run rule (mercy rule) in local Coach Pitch games. Since the focus of the coach pitch division is as a developmental program, it is essential to allow the children to continue to play the game in order to develop their skills.

- 6.01.b. A team will bat until three (3) outs are reached –or – until the team has scored five (5) runs (except in the sixth inning of play where the five (5) run limitation will not apply) – or – a team has batted through their order. **(Rule 5.07)**
- 6.01.c. There is no requirement to field a minimum of nine (9) players to conduct a game. The defensive team may field up to ten (10) players on defense. All rostered players present constitute the batting order.
- 6.01.d. No (intentional) bunting is allowed.
- 6.01.e. No walks and no batters hit-by-pitch.
- 6.01.f. No stealing or leading off base.
- 6.01.g. Three (3) strikes shall constitute a strikeout or failure to put the ball in play after five (5) (good) pitches. A strikeout is defined as three (3) swinging strikes. A ball is considered in play if it travels at least 10 feet from home plate in fair territory. If the fifth (5th) pitch or third (3rd) strike is batted foul, the batter shall be awarded another pitch. If the batter does not swing or swings and misses, the at bat is over and an out is recorded.
- 6.01.h. All games shall be played utilizing the “Louisville Slugger Ultimate Pitching Machine” or similar mechanical pitching machine. The pitching machine location and settings shall be as follows:
- It will be placed 40 feet from the back of home plate to the leading edge of the pitching machine. The pitch speed shall be set at 38 mph according to the chart supplied with the machine. Specifically, the micro adjust will be set on 3; the release block will be set on 4; and the power level set to 8. The only adjustments permitted during the course of a game are the micro adjustment screw to fine tune pitch delivery and the rear position of the machine for alignment.
 - The manager, a coach, or other approved volunteer for the Offensive Team shall operate the machine during the course of the game. The foot pedal of the pitching machine shall be fully depressed to deliver the pitch.
 - Any ball (batted or thrown) that hits the pitching machine or the pitching machine operator shall be deemed a dead ball. The batter shall be awarded first base and any other forced base runners shall be awarded the next base.

- The adult “pitcher” may not field any batted balls. If the adult pitcher intentionally interferes with a batted ball, the batter is out and the ball is dead. If the adult pitcher does anything to intentionally confuse the defensive team, the batter is out and the ball is dead. No runners may advance.
 - The defensive pitcher may stand anywhere within five (5) feet of the pitching machine, but may not interfere with the machine. It is recommended that an eight (8) foot radius circle be drawn about the pitching machine to assist the player/pitcher in positioning.
- 6.01.i. The catcher will wear normal protective equipment and will take the normal defensive position behind the batter.
- 6.01.j. The batter must not throw the bat. If the bat is thrown in such a manner as to be considered unsafe by the managers/coaches, the batter shall be properly instructed. If the managers/coaches feel it is unsafe, they shall issue a warning to the batter and may take additional action within the rules if the behavior persists.
- 6.01.k. If a ball is overthrown, the baserunners will be allowed to attempt one base at risk. No more than one base will be allowed on an overthrow, regardless of the number of overthrows in the course of one play.
- 6.01.l. Any player needing to leave the confines of the playing field may do so with the permission of the manager/coaches and/or team parent.
- 6.01.m. Only the manager and two (2) coaches are allowed on the field.
- 6.01.n. Once an infielder has control of the ball in the infield, no runners may advance. A runner in between bases at this time must immediately advance to the next base or return to the previous base.

7.00 TEE BALL BASEBALL DIVISION RULES

The following local rules apply to the Tee Ball Baseball Division:

7.01 All rules in accordance with the Little League rule book except as noted in Section 1 and:

- 7.01.a. There is a 1.5 hour time limit regardless of the number of innings played.
- 7.01.b. There is no ten (10) run rule in Tee Ball.

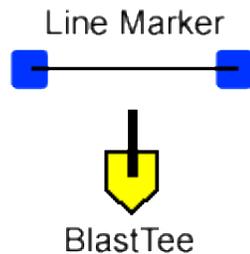
- 7.01.c. Defensive players should be placed in normal infield and outfield positions. A maximum of ten (10) players may be placed on the field at one time. No player may play any given defensive position for more than one inning per game. It is up to the manager's discretion when safety is the issue of concern for the positioning of players.
- 7.01.d. It is mandatory for the pitch to be simulated by the pitcher.
- 7.01.e. There will be no Strikeouts in Tee Ball.
- 7.01.f. The ball must travel 10 feet from the tee in order to be considered a fair ball.
- 7.01.g. During each half-inning, the batting team will bat until they have gone through the batting order once. The bases will be cleared of runners once three outs have been made in the half-inning.
- 7.01.h. No defensive player shall be out of the game in consecutive innings.
- 7.01.i. Only the manager and two (2) coaches are allowed on the field.

8.00 FOUR 4 YEAR OLD (4YO) BASEBALL DIVISION RULES

The following local rules apply to the 4 Year Old (4YO) Baseball Division:

8.01 All rules in accordance with the Little League rule book except as noted in Section 1 and:

- 8.01.a. KGLL will utilize BlastBall™ rules. BlastBall™ is played with a maximum of 5 or 6 players per team.
- 8.01.b. Field Set-up: In an open area, position your BlastTee/home plate so that hitting allows you a safe area of play. Like a regular ball diamond, from the Tee pace off 25 feet to the right and position your BlastBase. This establishes your fair/foul line to the right. To the left of the Tee and perpendicular to your BlastBase line, pace off an equal distance and position your Cone. This establishes your fair/foul line to the left. Now pace off 15 feet directly in front of the Tee and lay out your Line Marker running between the (hypothetical) first and third base lines. This becomes the fair/foul line for play. If a ball is hit inside of that line it is foul and should be re-teed for another try. If it goes beyond the line, either in the air or on a roll it is considered in play.



- 8.01.c. The defensive players take a **typical** infield or outfield position (i.e. 1st, 2nd, shortstop, 3rd, etc). Players should be positioned in different defensive positions each inning. It is up to the manager's discretion when safety is the issue of concern for the positioning of players.
- 8.01.d. A BlastBall is placed on the BlastTee and the batter hits the ball and runs to the BlastBase. If the batter reaches the Base before a defensive player either catches the BlastBall in the air (an automatic out) or fields it and yells "**BLAST**", he scores a run. If the ball is caught or fielded and "**BLAST**" is yelled before the runner gets to the BlastBase, then the runner is out.
- 8.01.e. You end the (half) inning by batting once around the line-up. When fielded, the defensive player can throw the BlastBall back to another player, an adult or a net positioned near home plate (safely away from the Tee).
- 8.01.f. Gloves/mitts are not required, but may be used, because of the softness and size of the ball. While batting helmets are not needed because the BlastBall is not being pitched or thrown to make the out, batting helmets may be worn but are not required.
- 8.01.g. Teams may be even or uneven, i.e. 3 vs. 4, 4 vs. 5, etc.
- 8.01.h. **Key:** Keep the game moving, with little or no standing around; "5 up" "5 down". As soon as last batter has completed batting, **hustle** in and out. It is extra motivation for offensive players when changing innings, to have to touch the base on their way to their defensive positions in the field.
- 8.01.i. There is a 1.0 hour time limit regardless of the number of innings played.

8.01.j. **No score is kept.**

9.00 SENIOR SOFTBALL DIVISION RULES

The following local rules apply to the Senior Softball Division:

9.01 Rule 6.02(c) Option – Batter’s Box Option (mandatory during Tournament).

9.02 All other rules in accordance with the Little League rule book except as noted in Section 1.

10.00 MAJOR SOFTBALL DIVISION RULES

The following local rules apply to the Major Softball Division:

10.01 Rule 6.02(c) Option – Batter’s Box Option (mandatory during Tournament).

10.02 All other rules in accordance with the Little League rule book except as noted in Section 1.

11.00 MINOR SOFTBALL DIVISION RULES

The following local rules apply to the Minor Softball Division:

11.01 Rule 6.02(c) Option – Batter’s Box Option (mandatory during Tournament).

11.02 All other rules in accordance with the Little League rule book except as noted in Section 1 and:

11.02.a. There will be a two (2) hour time limit on all games. Similar to curfew, this means that an inning may not start once the time limit has been reached. Umpires and managers should be cognizant of any games scheduled for the same field. The inning, which is being played, shall be completed unless the home team is ahead after the top half of the inning. There is no 10-run rule (mercy rule) in the minors. Since the focus of the minor division is as a development program, it is essential to allow the children to continue to play the game in order to develop their skills.

11.02.b. During any inning if there are four (4) batters walked consecutively or five (5) walks in an inning, a coach of the batting team will pitch to his/her team to complete the inning. The batters will bat until they hit the ball or have been struck out. The fielding team has the option

of changing pitchers for the next inning or continuing with the same pitcher of the previous inning as long as that pitcher was not removed from the field or moved to another position when the batting team's coach came in to pitch.

- The defensive pitcher may stand anywhere within five (5) feet of the adult pitcher.
- The adult "pitcher" may not field any batted balls. If the adult pitcher intentionally interferes with a batted ball, the batter is out and the ball is dead. If the adult pitcher does anything to intentionally confuse the defensive team, the batter is out and the ball is dead. No runners may advance.
- Any batted ball striking the adult pitcher is a live ball unless intentionally interfered with by the adult pitcher.

11.02.c. To encourage the skill of throwing down to second base, the catcher may throw to second base to get the runner attempting to steal second. If the ball is overthrown, or not caught, the runner may not advance and must remain at second base. During this action, a runner on third may attempt to score. This overthrow rule only applies to second base.

11.02.d. A team will bat until three (3) outs are reached –or – until the team has scored five (5) runs (except in the sixth inning of play where the five (5) run limitation will not apply) – or – a team has batted through their order.

12.00 MINOR (COACH PITCH) SOFTBALL DIVISION RULES

The following local rules apply to the Coach Pitch Softball Division:

12.01 All rules in accordance with the Little League rule book except as noted in Section 1 and:

12.01.a. Local games will be a minimum of three (3) innings long or one and a half (1.5) hours, whichever comes first. No game should ever exceed six (6) innings or two (2) hours. In the case of a tie after six innings, the two managers may agree on whether or not to play an extra inning. This is only if time permits and there is no delay in starting the next scheduled game on that field. There is no 10-run rule (mercy rule) in local Coach Pitch games. Since the focus of the coach pitch division is as a developmental program, it is essential to allow the children to continue to play the game in order to develop their skills.

- 12.01.b. A team will bat until three (3) outs are reached –or – until the team has scored five (5) runs (except in the sixth inning of play where the five (5) run limitation will not apply) – or – a team has batted through their order. **(Rule 5.07)**
- 12.01.c. There is no requirement to field a minimum of nine (9) players to conduct a game. The defensive team may field up to ten (10) players on defense. All rostered players present constitute the batting order.
- 12.01.d. No (intentional) bunting is allowed.
- 12.01.e. No walks and no batters hit-by-pitch.
- 12.01.f. No stealing or leading off base.
- 12.01.g. Three (3) strikes shall constitute a strikeout or failure to put the ball in play after five (5) (good) pitches. A strikeout is defined as three (3) swinging strikes. A ball is considered in play if it travels at least 10 feet from home plate in fair territory. If the fifth (5th) pitch or third (3rd) strike is batted foul, the batter shall be awarded another pitch. If the batter does not swing or swings and misses, the at bat is over and an out is recorded.
- 12.01.h. All games shall be played utilizing the “Louisville Slugger Ultimate Pitching Machine” or similar mechanical pitching machine. The pitching machine location and settings shall be as follows:
- It will be placed 40 feet from the back of home plate to the leading edge of the pitching machine. The pitch speed shall be set at 38 mph according to the chart supplied with the machine. Specifically, the micro adjust will be set on 3; the release block will be set on 4; and the power level set to 8. The only adjustments permitted during the course of a game are the micro adjustment screw to fine tune pitch delivery and the rear position of the machine for alignment.
 - The manager, a coach, or other approved volunteer for the Offensive Team shall operate the machine during the course of the game. The foot pedal of the pitching machine shall be fully depressed to deliver the pitch.
 - Any ball (batted or thrown) that hits the pitching machine or the pitching machine operator shall be deemed a dead ball. The batter shall be awarded first base and any other forced base runners shall be awarded the next base.

- The adult “pitcher” may not field any batted balls. If the adult pitcher intentionally interferes with a batted ball, the batter is out and the ball is dead. If the adult pitcher does anything to intentionally confuse the defensive team, the batter is out and the ball is dead. No runners may advance.
 - The defensive pitcher may stand anywhere within five (5) feet of the pitching machine, but may not interfere with the machine. It is recommended that an eight (8) foot radius circle be drawn about the pitching machine to assist the player/pitcher in positioning.
- 12.01.i. The catcher will wear normal protective equipment and will take the normal defensive position behind the batter.
- 12.01.j. The batter must not throw the bat. If the bat is thrown in such a manner as to be considered unsafe by the managers/coaches, the batter shall be properly instructed. If the managers/coaches feel it is unsafe, they shall issue a warning to the batter and may take additional action within the rules if the behavior persists.
- 12.01.k. If a ball is overthrown, the baserunners will be allowed to attempt one base at risk. No more than one base will be allowed on an overthrow, regardless of the number of overthrows in the course of one play.
- 12.01.l. Any player needing to leave the confines of the playing field may do so with the permission of the manager/coaches and/or team parent.
- 12.01.m. Only the manager and two (2) coaches are allowed on the field.
- 12.01.n. Once an infielder has control of the ball in the infield, no runners may advance. A runner in between bases at this time must immediately advance to the next base or return to the previous base.

13.00 TEE BALL SOFTBALL DIVISION RULES

The following local rules apply to the Tee Ball Softball Division:

13.01 All rules in accordance with the Little League rule book except as noted in Section 1 and:

- 13.01.a. Tee Ball softball local rules will follow Section 7 above.

14.00 LITTLE LEAGUE AND SENIOR CHALLENGER BASEBALL DIVISION RULES

The following local rules apply to the Challenger Baseball Division:

14.01 All rules in accordance with the Little League rule book except as noted in Section 1 and:

- 14.01.a. Games may be played with any number of players per team; competing teams may be combined to balance the teams with regard to age, size, and ability in order to facilitate a safe, effective, and fun competition.

APPENDIX B

KGLL Volunteer and Approval Policy

1.00 VOLUNTEER POLICY

The Volunteer Coordinator shall encourage members to volunteer their time and assistance for fund raising, concessions, umpiring, managing/coaching, team mom, and any other capacity as deemed necessary by the Board. Once volunteers are obtained, it is the Volunteer Coordinators duty to make sure the approved version of the Volunteer Form is completed, including Social Security Number (SSN), with a copy of a photo I.D. and a background check is obtained in accordance with established policy through the web site approved by Little League requirements. After said checks are done it is the responsibility of the Volunteer Coordinator to “blackout” or delete the SSN and convey all results of the background checks to the President of the Board and go over those in question to confirm approval of denial (certain cases). The Volunteer Coordinator will than make a list of Approved Volunteers and present to the Board to submit to King George Little League (KGLL) for acknowledgement of Approved Volunteers. This list shall have just the name of the approved volunteers. All information pertaining to the volunteer will be kept private and stored in a safe area. This information will be kept for two years and turned over to the new Volunteer Coordinator once he/she has fulfilled his/her obligations as Volunteer Coordinator.

1.01 Volunteer Screening

The volunteer background-screening program will include all volunteers, especially those who will have contact or access to youth in KGLL programs. This is a requirement of Little League International. (Note: “Since 2003, the local league has been and is required to have all board members, managers, coaches, and other volunteers or hired workers who provide regular service to the league or/and who have repetitive access to or contact with players or teams fill out the new volunteer application. Additionally, the league has been and is required to conduct a background check on each of these individuals.”). This background screening will occur annually and the fact that someone may have a clear background check one year does not ensure that they will have a clear background check the next year.

1.02 Privacy Policy

In keeping with federal laws governing child safety, KGLL will collect non-public personal information from all volunteers. KGLL does not disclose any non-public personal information about our members or former members to anyone, except as requested by them or as required by law. Also, this information is only disclosed within KGLL on a “need to know” basis.

KGLL maintains physical, electronic, and procedural safeguards that comply with federal regulations to guard your non-public personal information. If you have any questions regarding our Privacy Policy, please contact any current KGLL board member.

All volunteer applications and screening results are to be safeguarded by the Volunteer Coordinator. Once the Volunteer Coordinator no longer requires these papers, they will be handed over to the President of KGLL for proper archiving until no longer needed by KGLL. Once this paperwork is no longer required by KGLL, it shall be disposed of in an appropriate manner (i.e. shredding, burning, etc.).

1.03 Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes:

Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, nolle pros, or dismissal.

- 1.03.a. **SEX OFFENSES:** All Sex Offenses – Regardless of the amount of time since the offense. Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.
- 1.03.b. **FELONY:** All Felony Violence – Regardless of the amount of time since the offense. Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.

This includes all felony offenses other than violence or sex within the past 10 years. Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

- 1.03.c. **MISDEMEANORS:** All misdemeanor violence offenses within the past 7 years. Examples include: simple assault, battery, domestic violence, hit & run, etc.

This includes all misdemeanor drug & alcohol offenses within the past 4 years or multiple offenses within the past 7 years. Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.

This also includes any other misdemeanor within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer. Examples include: contributing to the delinquency of a minor, providing alcohol to a minor, theft, etc.

- 1.03.d. **PENDING CASES:** It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case.

The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

1.04 Youth Volunteers

Youth volunteers between the ages of 14-17 may volunteer with KGLL. Volunteers age 14 or older are eligible to serve as youth umpires, and may assist coaching staffs with team practices and/or games (for Intermediate Divisions and below). In order to serve as a youth volunteer, the individual must have playing experience to be of benefit to the team, have met all training requirements, and have an approved manager/coach on the field at all times. At age 16, a youth volunteer may serve as one of the two “official” team coaches, but may not serve as a team manager or an All Star Coach. Youth volunteers must submit a volunteer application as described above, but do not need to submit their SSN or photo ID. Youth volunteers may not assist on the field until they are deemed an “approved” volunteer.

APPENDIX C

ALL STAR SELECTION PROCESS

1.00 OVERVIEW

This document defines the King George Little League (KGLL) All Star Selection Policy and implementation guidelines. The All Star Selection Policy is the All Star tryout score reviewed by the appropriate All Star Selection Committee and approved by the KGLL Board of Directors.

2.00 PLAYER/COACH/MANAGER ALL STAR SELECTION

2.01 Statistics

Prior to convening the All-Star Selection Committee, the Vice President(s) will assist the Player Agent(s) in compiling appropriate statistics for each player. The official scorebooks and pitch count forms will be collected from each team. While inconsistencies will exist between different volunteer scorekeepers, relevant statistics such as batted balls in play, strikeout ratio, on-base percentage (including errors), etc., for hitters, and ball-to-strike ratio, strikeout-to-walk ratio, pitches per inning, baserunners allowed, etc., for pitchers should give the committee confidence in the voting process.

2.02 All Star Skills Evaluations

The primary method of All Stars Player Selection will be to conduct evaluations for each division of play. Evaluations will be open to every player that meets the age requirement for their division (i.e. 7 year olds are not eligible for 9-10 All Stars). The purpose of the evaluations will be to evaluate and score each player. The selection committee will utilize this score during the selection process.

To be eligible for All Stars, a player must participate in the All Star evaluations. There may be one make-up session for any player who cannot attend the scheduled evaluations due to emergency or prior commitment (i.e. funeral, wedding, etc). If no make-up session is scheduled, the Player Agent(s) may "excuse" the absence if the appropriate justification for missing the evaluation is received prior to the evaluation date.

2.03 All Star Evaluations Process

The All Star Evaluation Process will mimic the Player Evaluation Process with the exception that independent evaluators will be used.

2.04 Player Eligibility

Players meeting all eligibility requirements are considered eligible for All Star selection.

2.05 Player Availability

Between the time of the evaluations and the meeting of the All Star Selection Committee, the manager shall query all players on their eligibility, availability, and desire to participate on the All Star Team. The minimum required availability is all games and at least 2/3 of all practices that may be held during the entire All Star Tournament season. The tournament season begins upon selection of the All Star teams (early-June) and ends upon completion of the Little League World Series (late August). The manager shall prepare a list of eligible, available players and bring it to the All Star Selection Committee meeting.

3.00 SELECTION

3.01 All Star Selection Committees

The All Star Selection Committee for each division shall include the KGLL Vice President(s), the Player Agent(s), the Umpire in Chief, and the Managers from that division. In the event a team manager is not able to attend the Selection Committee Meeting, he/she may appoint one of the coaches on the official roster for that team to represent him/her at the meeting. It is up to each manager to ensure that their team is represented at this meeting.

3.02 Selection Committee Meeting

The Player Agent(s) shall prepare a list of all players who participated in the All Star Evaluations. The list shall include the player's name, team name, league age, evaluation score, and relevant statistics.

It is recommended that each team be comprised of at least 12, but not more than 14 qualified players. The committee may petition the BOD to have fewer than 12 players, which must be approved by the District Administrator. The justification shall be in writing with the details of why the committee is making this recommendation. However, the committee should always default to the maximum number of qualified players in an attempt to extend the all-star experience to as many players as possible.

The first step is to use the team rosters to strike out any players who are ineligible for selection, have indicated that they will not be available, or do not wish to participate on the All Star team. Players who do not meet the age criteria for All Star Team selection will be considered ineligible for selection. Players who did not participate in evaluations without being excused will not be considered for the All Star Team.

The player list is now the starting point for the Selection Committee to work from. The Selection Committee shall then discuss the players' positions on the list. The Selection Committee is free to use any tool (lists, discussions, statistics, etc) that it feels is

appropriate and necessary to come to a consensus on the proper order of the players on the player list. The Selection Committee may accept the list as is or may choose to modify it.

If the Selection Committee chooses to modify the list, it must provide **written justification** for the modification, and the justification should include references to the player's performance during the regular season as supported by the score books. The written justification may include other reasons as well such as Coach/Manager testimony, suitability for particular positions, or attitude. The Player Agent(s) is responsible for maintaining the player list and written justifications.

All discussions within the Selection Committee meeting are privileged and the only information from those discussions that comes out of the meeting shall be any written justifications for any modifications to the order of the player list.

3.03 Special Consideration for 9-11 Baseball/Softball All Star Selection Committee Meeting

The 9-11 Baseball/Softball All Star Selection Committee meeting shall be held after the Little League 11-12 and 9-10 All Star Team Selections. The starting player list for the 9-11 team will consist of the 11, 10, and 9 year olds from the Major and Minor divisions who were not selected to the Little League 11-12 or the 9-10 year old divisions.

In these cases, some judgment by the Selection Committee is required because player statistics were accumulated in two different divisions. All modifications to the player list must be accompanied by written justification.

4.00 ALL STAR SELECTION RATIFICATION

The Board of Directors shall review the scores and rankings of the All Star rosters produced by the All Star Selection Committees and the justifications for any changes to the rankings produced by the Player/Manager/Coach voting. The Player Agent(s) is responsible for presenting this information to the Board. The Board of Directors shall vote to either approve the roster produced by the All Star Selection Committee or return the roster to the All Star Selection Committee for further consideration. No player names shall be presented to the Board of Directors until after the roster vote has been conducted and the roster has been approved.

5.00 ALL STAR MANAGER AND COACHES SELECTION PROCESS

Interested managers and coaches, who are eligible, shall contact their respective Vice President to indicate willingness and availability to manage and/or coach. This list shall be compiled as close to the start of the season as possible.

To be eligible to manage or coach an All Star team, managers and coaches must meet the following prerequisites.

- A.** Must have completed Concussion Training Certification.
- B.** Must have completed formal athletic coaches training within the previous two (2) years, such as the PCA Double Goal Coach®, Big Al Baseball® Training & Development (TDC), or NFHS course curricula. KGLL will make this training available to prospective coaches at the beginning of each Spring season at no cost to the individual. The KGLL President may accept another, recent, coaches training/certification in lieu of one of these at his/her discretion.

Must have umpired at least one game during the regular season.

KGLL Coaching Coordinator compiles and distributes candidates list to regular season managers, coaches and players in all involved divisions.

Regular season managers, coaches and players within each division along with the VP, UIC, and Coaching Coordinator shall vote for three (3) All Star Coaches.

In the case of the 9-11 yr. old All Stars, managers, coaches and players from the Minor Division, and the Major Division shall vote, along with the Division VP, UIC, and Coaching Coordinator.

All votes shall be submitted to the KGLL Coaching Coordinator.

The three (3) managers/coaches receiving the majority votes will be designated as the All Star coaches. The KGLL President shall appoint the All Star Team manager from among the coaches elected.

The KGLL President approves all selections.

APPENDIX D

KGLL EQUIPMENT ISSUE/RETURN POLICY

1.00 EQUIPMENT ISSUE

I. All equipment will be issued to the manager at the start of the season. The equipment remains the sole property of KGLL. All issued equipment has been inspected and inventoried, prior to the start of the regular season. The managers are responsible for the maintenance and condition of all KGLL equipment in their possession.

All issued KGLL equipment is the responsibility of the team manager for the duration of the season.

The manager must inspect all personal equipment to ensure it complies with current Little League rules and regulations.

If a manager discovers damaged equipment in his possession, he/she is responsible for reporting the damage and requesting a replacement from the KGLL Equipment Manager.

If a Manager steps down from his/her position with KGLL, all equipment will immediately be returned to the KGLL Equipment Manager or turned over to his/her replacement.

2.00 EQUIPMENT RETURN

II. At the conclusion of the Regular season the Managers must clean and return all equipment to the Equipment manager within 7 business days of the last regular season game. All broken or damaged equipment must be noted and returned at the same time. Any manager who fails to return all issued equipment on time will be expected to reimburse the League for the value of the missing equipment.

All Star equipment will be issued to the selected All Star Managers and turned in within seven (7) business days after the last tournament game.

Failure to return equipment in a timely manner may influence the opportunity for selection to be a manager or coach in subsequent seasons.

APPENDIX E

KGLL REFUND AND RETURNED CHECK POLICY

1.00 REFUND POLICY

- I.** In the event a Player is requested to be dropped from the rolls, the family may be entitled to a refund of the player's registration fee and possibly any additional fee(s) they may have provided, e.g. "Opt-Out". The request must be made in writing to the League President or Player Agent(s). If the request is made prior to teams being formed, and the player did not participate in any of the provided clinics, the refund request will be honored. If the request is made after teams have been formed, or after clinics have been attended by the player, the request may be honored at the discretion of the KGLL Board of Directors. In general, requests for refunds after teams have been formed will not be honored except under extenuating circumstances, such as a season-ending injury.
- II.** If the ball player was registered on line, only the fees received by the league will be refunded.
- III.** The decision of the Board may be appealed to the League President.

2.00 RETURNED CHECK POLICY

- I.** In the event a check is returned for any reason, the treasurer will call the individual and request reimbursement for the applicable amount. If the individual cannot be reached by telephone, the treasurer will send a standard letter (sample in continuity binder to be turned over to new treasurer as applicable) notifying the individual and requesting reimbursement.
- II.** KGLL will charge a fee for the first returned check that will be commensurate with the fee charged by the financial institution. Subsequent occurrences may incur an additional penalty.
- III.** A notice will be displayed at all KGLL functions that we MAY charge a fee of \$25.00 for returned checks.
- IV.** If any individual has a second occurrence of a returned check, a \$25.00 fee will be imposed and he/she will lose check writing privileges to KGLL.

APPENDIX F

KGLL ALL STAR TOURNAMENT TRANSPORTATION AND REIMBURSEMENT POLICY

1.00 VIRGINIA DISTRICT 15 TOURNAMENTS (INCLUDES FUTURE STARS TOURNAMENT)

A. Reimbursement for District 15 Tournament expenses

1. There shall be no reimbursement for any District 15 Tournament expenses.

B. All Stars and Future Stars Uniforms

1. Managers, coaches and parents of the players are expected to pay a portion of the uniform cost. That portion will be determined by the Board of Directors based on the cost of the selected uniforms.

2.00 VIRGINIA STATE TOURNAMENTS

- A. Within a 60 mile driving distance: KGLL will pay a one-time amount of \$50 per family as a fuel stipend to members of the tournament team.

- B. Distance of 60 miles driving distance or greater: NOTE – Travel day is considered 1/2 day and per diem will be at 1/2 rate.

1. KGLL will fund \$25/day per diem for manager and roster coach(es)
2. KGLL will fund \$20/day per diem for roster players.
3. KGLL will pay the negotiated lodging rate (plus applicable taxes) at the Little League assigned/selected hotel for the manager, roster coach(es) and players from the beginning of tournament play until team is eliminated.
4. If team is 12 players – KGLL will fund 7 rooms per day.
5. If team is 13/14 players – KGLL will fund 8 rooms per day (Room + tax).

- C. NOTE: Required league travel advance must be filed with league treasurer prior to departure. Upon receipt of Travel Advance Form, the league treasurer will provide the team designee a travel advance check covering the team's (all players, coach(es), and manager) lodging expenses and daily meal per diem for the duration of the tournament. Prior to the start of the tournament the team designee will advance to each participating family their full travel advance in accordance with the Fund Distribution Spreadsheet provided by the league. The team designee will collect and return to the league treasurer all unused travel advance funds within 14 days of elimination or completion of the tournament.

3.00 Regional and World Series

- A.** Room and Board is now covered by Little League International, no per diem.
- B.** KGLL will pay for round trip travel for manager, roster coach(es) and players as well as round trip transportation to and from the Airport.

4.00 Fundraising

- A.** Each All-Star team will be required to participate in a fundraising activity to be determined by the KGLL BOD.
- B.** All fundraising shall be for the benefit of KGLL. All fundraising events and donations shall be in the name of KGLL.
- C.** The KGLL Fundraising Coordinator shall oversee all fundraising events and donation solicitations.
- D.** All proceeds from fundraising events and donations shall be turned in to KGLL within three days of the fundraising event or donation.
- E.** All proceeds from fundraising events shall be fully documented including date, event, amount raised and who contributed their time and effort to support the event.
- F.** All donations will be fully documented including date, donation amount, sponsor agreement, if applicable, and who solicited the donation.

APPENDIX G

KGLL REIMBURSEMENT AND CHECK REQUEST POLICY

1.0 Reimbursement and check request

- A.** All reimbursements and check requests must be approved by the President or Vice President of King George Little League before they are issued.
- B.** All reimbursements and check requests must be properly documented on the “Reimbursement and Check Request Form”.
- C.** Proper documentation includes receipts for retail purchases and signed invoices for delivered items and work orders.
- D.** The signature on the invoice for delivered items indicates that the receiving representative of KGLL has inspected the delivered items and confirmed they are acceptable and match the item description and quantity indicated on the invoice.
- E.** The signature on the invoice for work orders indicates that the representative for KGLL has inspected the work and confirmed that it is complete and acceptable.
- F.** Receipts and invoices are to be attached to the “Reimbursement and Check Request Form”.
- G.** All completed and approved “Reimbursement and Check Request Forms” must be submitted to the KGLL Treasurer for required documentation of KGLL expenses.
- H.** The “Reimbursement and Check Request Form” may be submitted for processing by any member of the Board of Directors.
- I.** Approval of the “Reimbursement and Check Request Form” shall be accomplished in two weeks or less after submission. Every reasonable effort shall be made for a timely approval.
- J.** For reimbursements to occur within the current fiscal year, the “Reimbursement and Check Request Form” should be submitted no later than the first week of September.

APPENDIX H

KGLL SPONSORSHIP POLICY

1.00 PARTNERSHIP LEVELS, RECOGNITION, AND APPRECIATION

- A.** Friend of Little League – \$100 donation
 - 1. Letter of Appreciation
 - 2. Acknowledgement on the KGLL website
 - 3. Special thanks in Opening Day Program

- B.** Bronze - \$200 donation
 - 1. All of the benefits described in (A) plus
 - 2. Link on KGLL Website
 - 3. Banner: Listed on a banner of sponsors
 - 4. Business Card Size Ad in the Opening Day Program

- C.** Silver - \$300 donation
 - 1. All of the benefits described in (A) plus
 - 2. Team Sponsor - name on the back of one (1) team's Spring jerseys.
– **or** – Individual Sponsor banner
 - 3. Banner: Listed on banner of sponsors
 - 4. 1/4 Page Ad in the Opening Day Program

- D.** Gold - \$500 donation
 - 1. All of the benefits described in (A) plus
 - 2. Link on KGLL Website
 - 3. Plaque
 - 4. Banner: Individual Sponsor banner displayed at field
 - 5. Team Sponsor - name on the back of one (1) team's Spring jerseys.
– **or** – one (1) additional banner
 - 6. 1/2 Page Ad in the Opening Day Program

- E.** Platinum - \$1000 donation
 - 1. All of the benefits described in (A) plus
 - 2. Link on KGLL Website
 - 3. Plaque
 - 4. Banner: Individual Sponsor banner displayed in prominent and most visible area at the field.
 - 5. Team Sponsor - name on the back of two (2) team's Spring jerseys.
– **or** – two (2) additional banners
 - 6. Full Page Ad in the Opening Day Program

- F.** Sapphire - \$2500 donation
 - 1. All of the benefits described in (A) plus
 - 2. Link on KGLL Website

3. Plaque
4. Banner: Individual Sponsor banner displayed in prominent and most visible area at the field.
5. Team Sponsor - name on the back of three (3) team's Spring jerseys.
– **or** – three (3) additional banners
6. Full Page Ad in the Opening Day Program
7. Promotional Video Interview

G. Diamond - \$5000 donation

1. All of the benefits described in (A) plus
2. Link on KGLL Website
3. Plaque
4. Banner: Individual Sponsor banner displayed in prominent and most visible area at the field.
5. Team Sponsor - name on the back of four (4) team's Spring jerseys.
– **or** – four (4) additional banners
6. Full Page Ad in the Opening Day Program
7. Promotional Video Interview
8. Onsite Logo Promotion

APPENDIX I

KGLL LATE REGISTRATION POLICY

1.0 REGULAR (PRIMARY) REGISTRATION PERIOD

Registration fees for the season are set by the Board of Directors prior to the regular (primary) registration period. The primary registration period lasts for the duration of the initially advertised registration events (including online registration dates).

2.0 LATE REGISTRATION PERIOD

Based on the number of requests to sign-up players after the primary registration period, late registration events may be conducted. Late registration fees are set by the Board of Directors prior to the regular (primary) registration period. All players registered at the late registration events will be guaranteed placement on a team.

3.0 WAIT LIST PERIOD

Following the last Late Registration event, the number of teams and number of players per team will be determined. At that time, the Division VPs and Player Agent(s) will determine the maximum number of roster positions remaining for each division. Any requests for player registrations following the last late registration event will not be guaranteed placement on a team; registrations will only be accepted for the remaining roster slots. All registrations during this period will be taken on a first come, first served basis and will be subject to the late registration fee. Additional player registrations may be accepted on a wait list basis in the event that previously registered players drop out or become unable to play due to injury.

4.0 EXCEPTIONS

The Challenger Divisions will not have a late registration period and will not be assessed a late registration fee. Challenger Division ball players will be accepted throughout the regular season.

APPENDIX J

KGLL PHOTOGRAPHER SELECTION POLICY

1.00 PHOTOGRAPHER SELECTION

I. A Board member or designated Committee Chairperson will be assigned to chair the Photographer Selection Committee.

A list of interested photographers will be compiled by the Committee Chair by word of mouth, research of other leagues, unsolicited contacts by photographers and other board member communications. This list will be presented to the KGLL Board of Directors for discussion.

All interested photographers who have contacted the Chairperson will be contacted via email requesting bids and will be provided a bid deadline.

All interested photographers are welcome to present their bid in person. The interested photographer must contact the committee chairperson to schedule a presentation time. Presentations shall be limited to 15 minutes. All emailed bids will be presented by the Committee Chair and presented to the board.

The Committee Chair will communicate the league schedule and the process to follow prior to receiving bids.

- A. One day for all pictures at one location, or
- B. Photographer contacts each Manager/Team Mom to schedule a convenient date/time/location to meet the team prior to a scheduled game or practice.

All bids and presentations will be prescreened by the Committee Chairperson and then presented to the Board of Directors for review and discussion. The Chairperson will provide recommendation to the Board and the Board will vote to determine the League Photographer for the [regular] season. The Board and the selected photographer will enter into an agreement that will outline the prescribed process and expectations.

- C. The selected photographer shall complete and submit a Volunteer Application and must be an approved volunteer prior to contacting any teams.
- D. Contact information for each team manager along with the game/practice schedule will be provided to the selected photographer.
- E. The selected photographer will provide an agreed upon schedule to the Committee Chair.
- F. All pictures/orders will be delivered to the team manager/mom/dad not later than the predetermined and agreed upon date.

APPENDIX K

KGLL PURCHASING POLICY

1. All major purchases, including equipment and uniforms that are to be purchased by the KGLL BOD shall comply with the following policy rules.
2. A Board Member or Committee Chairperson will provide a recommendation for purchases and the final recommendation will be presented to the KGLL Board of Directors for approval.
3. A single item purchase must be greater than the minimum amount of \$250 in order to be required to request three (3) pricing proposals.
4. A multiple item purchase must be greater than the minimum amount of \$500 in order to be required to request three (3) pricing proposals. If three (3) prices are not obtainable, the KGLL Board of Directors may approve the purchase with fewer bids.
5. The Board Member or authorized Officer shall solicit at least three (3) pricing proposals, maximum of five (5), from local and non-local vendors. These prices will be submitted to the KGLL President for consideration at the next scheduled Board Meeting.
6. The submitted pricing proposals, in written format, shall be presented at the scheduled Board of Directors meeting for final review and approval.
7. More than one pricing proposal may be approved; each individual item listed on the pricing proposal may be purchased separately from the different vendors, if desired. Therefore, all three (3) pricing proposals may be approved with certain items to be purchased from a particular vendor.
8. Once the Board of Directors approves the price(s) and selected vendor(s), the Treasurer of KGLL shall issue a check to the approved vendor(s) for payment of the funds associated with the pricing proposal unless the KGLL debit card may be used for payment. The completed Reimbursement and Check Request Form shall be signed by the President or Vice President of KGLL and submitted to the Treasurer.
9. Once the items are received from the vendor, the shipping documents will be verified against the bid proposal to ensure all items ordered have been received and the costs validated against the initial pricing and approved purchase.
10. All documents will be provided to the KGLL Treasurer with the completed Reimbursement and Check Request Form for record keeping.
11. Only the President or Vice President of KGLL shall have authority to make changes to submitted pricing proposals.

12. The KGLL has a debit card that can be used for the sole purpose of making KGLL BoD approved purchases. This debit card may only be used by the President, Vice President, and Treasurer of KGLL. All receipts for payment through the use of this debit card shall be provided to the KGLL Treasurer within 30 days of purchase with written explanation for the purchase. This debit card may be held by the President, Vice President or Treasurer of KGLL.

13. A copy of all equipment related documents and receipts that are to be submitted to the KGLL Treasurer will also be maintained by the KGLL Equipment Manager for inventory purposes.

APPENDIX L

KGLL VOLUNTEER UMPIRE POLICY

1. All KGLL Umpires shall be approved Volunteers.
2. At the discretion of the UIC and League President a youth umpire may umpire games. A youth umpire must be age 14 or older and may not umpire a game within his/her age group; youth umpires must be older than the division playing.
 - a. Youth umpires must have an adult umpire on the field with them or an adult assigned as Game Coordinator [per rule 9.03 (d)].
3. Volunteer umpires will be instructed on basic field mechanics and rules of the game. First year umpires will be issued an umpire shirt, umpire cap, umpire indicator, and rule book(s) from KGLL.
 - a. Umpires should wear gray slacks and black shoes, no cleats are to be worn by umpires.
 - b. Male plate umpires must wear a protective cup [per rule 9.01 (a) note 1].
 - c. New umpires will be paired with experienced umpires in the beginning of the season to be indoctrinated in the task of umpiring Little League games.
 - d. Prior to calling a game from behind the plate, volunteer umpires must go through training for plate mechanics, if plate mechanics were not covered during the field mechanics training.
 - e. KGLL will provide, on a loan basis, a basic set of plate gear consisting of mask, chest protector, shin guards, ball bag(s), and plate brush to new plate umpires when gear is available.
 - f. Plate umpires are highly encouraged to invest in and wear plate shoes.
4. Umpires will volunteer for games by signing up to umpire scheduled games on a posted calendar/schedule. If for any reason an umpire cannot make a game he/she volunteered to call, they must contact the UIC so another umpire can be found to cover the game.
5. Umpire Incentives

- a. To qualify for incentives, new umpires must attend training in basic umpire mechanics and rules provided by KGLL and are highly encouraged to attend Little League Training (District, Regional, etc).
 - b. To assist in recruiting and maintaining an adequate number of umpires within KGLL, the following incentives will be utilized:
 - i. The UIC will keep track of the games called by each umpire. During the Spring Season a weekly drawing for a \$50 gift card (Wawa/Sheetz) will be conducted for umpires calling games during that week.
 - 1. Umpires will get one entry for each game called from Sunday to Saturday and a drawing from those names will be conducted at the BoD meeting.
 - 2. The UIC will be responsible for ensuring gift cards are delivered to selected umpire.
 - ii. Any volunteer umpire that calls 5 games will receive 1 free player registration for an upcoming season.
6. Training Reimbursements
- a. KGLL will reimburse the registration fee and hotel (when required to attend training) for active league umpires attending certain Little League sponsored weekend clinics. In order to qualify, you must umpire in 5 games the following season and provide a copy of the clinic completion certificate. Reimbursement is provided once per umpire per year. These clinics include but may not be limited to the following:
 - i. Spring or Fall Williamsport clinic – \$85.00
 - ii. Southeast Region Umpire Road Show – \$35.00 - \$45.00
 - iii. Southeast Region 2-Umpire Mechanics Clinic – \$30.00 - \$50.00

APPENDIX M

KGLL CONCUSSION POLICY

1. Effective 1 July 2014, the General Assembly of Virginia amended Article 22.1-271.5 of the Code of Virginia, *Guidelines and Policies and Procedures on Concussions in Student Athletes*. Specifically, the code was amended to require all non-interscholastic youth sports programs utilizing public school property to establish policies and procedures regarding the identification and handling of suspected concussions in student-athletes consistent with the local school division's policies and procedures. To wit:

C. Each non-interscholastic youth sports program utilizing public school property shall either (i) establish policies and procedures regarding the identification and handling of suspected concussions in student-athletes, consistent with either the local school division's policies and procedures developed in compliance with this section or the Board's Guidelines for Policies on Concussions in Student-Athletes, or (ii) follow the local school division's policies and procedures as set forth in subsection B. In addition, local school divisions may provide the guidelines to organizations sponsoring athletic activity for student-athletes on school property. Local school divisions shall not be required to enforce compliance with such policies.

D. As used in this section, "non-interscholastic youth sports program" means a program organized for recreational athletic competition or recreational athletic instruction for youth.

2. Since KGLL meets the definition of "non-interscholastic youth sports program" and frequently uses public school property in all divisions of play, the following policy applies to all King George Little League players, parents/guardians and approved volunteers.

a. Concussion signs and symptoms:

By Parent/Guardian/Coaching Staff	By Athlete
Appears dazed or stunned	Headache
Is confused about assignment or position	Nausea
Forget sports plays	Dizziness
Is unsure of the game score or opponent	Double or blurred vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses Consciousness	Feeling sluggish, hazy, foggy or groggy
Behavior change	Concentration or memory problems
Can't recall events prior to or after injury	Confusion
	Does not feel right

b. A ball player suspected by that player's manager, coach, parent/guardian, or umpire of sustaining a concussion or brain injury in a practice or game shall be removed from

the activity at that time. A player who has been removed from play, evaluated, and suspected to have a concussion or brain injury shall not return to play that same day nor until (i) evaluated by an appropriate licensed health care provider as determined by the Board of Education and (ii) in receipt of written clearance to return to play from such licensed health care provider.

3. All approved volunteers, parents/guardians of registered KGLL players shall adhere to this policy and complete Concussion Awareness Training annually. Additionally, all KGLL baseball and softball players league age 13 and older shall also complete the required Concussion Awareness Training annually. The Concussion Awareness Training may be satisfied in one of several ways, at the discretion of the League President and Safety Officer.

a. Complete the Heads Up Concussion in Youth Sports Online Training Course offered by the Center for Disease Control (CDC) and forward the completion certificate to the KGLL Safety Officer. The training is available at the CDC website, free of charge: <http://www.cdc.gov/concussion/HeadsUp/youth.html>

b. Review the National Federation of High School's online video, "Concussion in Sports, What You Need to Know" to learn about the signs, symptoms and treatment of concussions. The video takes approximately 15 minutes and is FREE. Once completed, forward the completion certificate to the KGLL Safety Officer. To access the video, go to <http://www.nfhslearn.com>.

c. Review, print out, and sign the Parent/Athlete Concussion Information Sheet and submit to the League Safety Officer at registration or the team manager once the season has begun. The information sheet is available from the CDC website, http://www.cdc.gov/concussion/headsup/pdf/Parent_Athlete_Info_Sheet-a.pdf and the KGLL website, <http://www.kglittleleague.org> under the Safety Matters Program. Copies of the information sheet will be made available during registration and will be included in the Team Manager's Folder provided by the league. The team manager shall retain the signed forms for all players and parents/guardians and shall report completion and compliance to the League Safety Officer. The League Safety Officer shall maintain records of training completion for all KGLL approved volunteers, parents/guardians and players.

3. The League Safety Officer is responsible for updating this policy and ensuring the policy is included in the annual KGLL Safety Plan, ASAP (A Safety Awareness Program).

APPENDIX N

KGLL VOLUNTEER BOARD OF DIRECTORS POLICY

1. All Board of Director (BOD) members shall be approved Volunteers.
2. BOD Incentives
 - a. To qualify for incentives, BOD members must adequately fulfill their appointed role (Treasurer, Coaching Coordinator, etc) and perform timely completion of other assigned duties required for the operation of KGLL. This includes attending meetings in person, or when not available, actively communicating by other means (email, text, etc.) and maintaining appropriate documentation. The KGLL President and Vice-President will determine if a board members participation is considered active.
 - b. To assist in recruiting and maintaining an adequate number of active BOD members, the following incentives will be utilized:
 - i. Any active BOD member will receive 1 free player registration for the following Spring or Fall season.