

ALL-STAR POLICIES AND PROCEDURES



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THE ALL-STAR PROGRAM

The All-Star program shall be governed by the Board of Directors of St. John's Minor Baseball Association. The Board will appoint an All-Star Committee (*the Committee*) each year – no later than December 31. The All-Star Committee will be responsible for all activities in the program. They will bring all recommendations to the Board for ratification.

ALL-STAR COMMITTEE RESPONSIBILITIES

The Committee shall be responsible to implement and enforce the rules, regulations, and policies applicable to the All-Star program, as from time to time amended and approved by the Board of Directors. Without limiting the generality of the foregoing, the committee shall:

- Provide a vehicle for players, coaches and parents to provide input, voice concerns, and register complaints
- Assist Executive Director in appointing All-Star Coaches and Managers.
- Oversee the all-star selection process
- Provide documentation on the following:
 - Rules and regulations governing the All-Star program
 - Coaches' responsibilities
 - Policies governing:
 - Player and coaching staff conduct
 - Equipment and uniforms
 - Fundraising
 - Player-parent agreement
 - Coach agreement
 - Travel subsidies
 - Any other related matters

COACH SELECTION / APPOINTMENT

HEAD COACH AND ASSISTANT COACHES

- The Executive Director will appoint the Head Coach of each All-Star team in consultation with the All-Star Committee. The Executive Director will then meet with the Head Coach to discuss Assistant Coaches and Managers. All coaches and managers should complete a Coaching Application or have one on file.

CRITERIA AND POLICY RELEVANT TO THE SELECTION OF COACHES:

The Executive Director will review all applications for various coaching positions and make appointments for each position taking in consideration the following:

Criteria:

- Coaching levels obtained
- Past achievements (include all sports)
- Son/daughter is a member of the team
- Evaluations by previous team members/coaches
- Evaluations by parents of previous team members
- Adherence to the standards of performance and conduct outlined in the All-Star Policies and procedures

Policy:

- All selected coaches will be required to obtain the certification level required by Baseball NL.
- Once selected, all coaches will require a Certificate of Conduct and Vulnerable Sector Check from the Royal Newfoundland Constabulary. This function will be processed by the association.
- Former All-Star coaches who meet or exceed association standards will ordinarily be given preference over new All-Star Coaching applicants. New coaches will usually be offered "AA" or "A" teams their first year. House League Coaches will usually be considered ahead of applicants who have not coached in the Association.

Pre-Coach Selection Procedure:

All applications for All-star Coach Positions should be submitted through the online registration portal by the deadline as outlined by the Executive Director.

COACH RESPONSIBILITIES

General:

By accepting an all-star coaching position, the individual agrees to the terms of our All-Star Coach Agreement. The Executive Director will ensure that all coaches/managers receive a copy of the agreement.

Player Selection:

- The Board of SJMBA has contracted the All-Star tryout and evaluation process with direction and final approval reserved for the All-Star Committee. The contractors will conduct the evaluation process and submit the results to the Executive Director. The

contractors, the Executive Director, the All-Star Committee and potential coaches where appropriate for each division will then meet to make the final selection.

Note: Some divisions may require additional indoor workout(s) due to numbers and similar evaluations of players.

The Executive Director will then notify all players who do not make a team before publishing the final roster.

- In order to be eligible for selection to an All-Star team a player must:
 - Be registered with the Association for the current season (insurance requirement)
 - Must be available to participate in Provincials
 - Be in good standing with the Association
 - Paid the applicable all-star tryout and participation fee.
- Only those players who attend at least one indoor tryout each year are permitted to participate on one of SJMBA's All-Star teams. The Committee will entertain appeals from those players unable to attend one or more of the tryout sessions. Appeals should be sent to the Executive Director with a detailed explanation re: the reasons for missing the scheduled workouts. Each appeal will be adjudicated on its own merits.
- In 2022, there will be a **\$125.00** All Star Tryout fee, which will cover minimum of two (2) indoor evaluations. Any player who misses one or more of the workouts and is subsequently placed on an all-star team will be required to pay the tryout fee.
- The Executive Director will submit a Baseball Newfoundland-Labrador (BNL) roster sheet to the coaching staff for review and confirmation before submitting it to BNL.
- All players selected to an All-Star team are required to pay an All-Star Participation Fee. These fees are in addition to the normal registration fees paid to the Association. All-Star fees will be paid prior to receiving all-star uniforms. Fees for the 2022 season are \$275 with the exception of the 18U AA team which will be \$100.
- This fee helps to cover the following
 - Equipment provided by the Association
 - Baseballs provided by the Association
 - Caps High Performance Program
 - Apparel Package (2022 includes shirt, shorts, hoodie and 2nd uniform)
 - Mike Buist Classic & Provincial tournament registration fees
 - Additional staff and umpire costs for Invitational tournaments
 - Travel subsidies for coaches/managers
 - Training subsidies for coaches

Call-ups:

When one of our all-star teams requires a call-up due to injury, vacations, etc., the Head Coach will take the following steps.

Invitational Tournaments Only

- Contact the Head Coach of the respective all-star team of the desired player.
- In the event that the player does not play on another all-star team, the Head Coach should ensure that this player tried out for an all-star team in that division but was unsuccessful.
- Make sure the player receives equal playing time as other players on team.

Permanent Replacement or for Provincials

- Contact the Executive Director to explain details of request before approaching any player or coach.
- Executive Director will discuss request with All-Star Committee.
- With approval of committee, Head Coach will communicate request to the Head Coach of the team directly below his/her classification i.e. AAA to AA, AA to A; U16 to U14
- Our A teams will select from the 'taxi 'squad' for their division.

Practices

- All-Star teams will submit requests for practice time through Calendarwiz. The Executive Director will allocate fields and resources. They will not be scheduled at a time that will conflict with the House League schedule, e.g., immediately before a House League game.
- All coaches will submit their tournament plans to the Executive Director for approval. The All-Star Committee must endorse all tournament activity by All-Star teams.
- All coaches are encouraged to upgrade their coaching qualifications. SJMBA will reimburse coaches for all reasonable expenses re: upgrading.
- Following the team's last game and prior to the Annual General Meeting in November, each Head Coach is requested to submit to written report to the Executive Director highlighting team and personal achievements.
- Each head coach or team manager is required to submit an accounting of the team's fundraising for the year in a form that is satisfactory to the Executive Director prior to the end of September.
- Coaches are responsible for team and coaching staff conduct and equipment return.

HOUSE LEAGUE – ALL-STAR TEAMS

- “AAA-AA” All-Star players will not play in the House League. They will play ‘hybrid’ schedules with other associations and all-star tournaments.
- **It is essential that A coaches encourage players to play in their assigned house leagues. This is very important for their skill development.**

EQUIPMENT AND UNIFORMS

- Each head coach will be assigned equipment which must be signed out. The equipment must be returned within seven days following completion of the team’s final tournament.
- Each All-Star team will be issued the following equipment (if required):
 - 2 dozen (24) baseballs for batting practice
 - 2 bats
 - 1 batting helmet
 - 1 set of catcher’s shin guards
 - 1 catcher’s helmet
 - 1 catching mitt
 - 1 chest pad
- Head coaches/managers will pick up uniforms and apparel package for players to distribute.
- Uniforms are for players to keep and we do allow name bars on them if teams want them/ However, please make sure that uniforms fit before putting names on the back of them.
- Uniforms must be worn at the Provincials, Atlantics, Nationals or any other sanctioned All-Star exhibition games.

FAIR PLAY

All coaches, parents and players should be familiar with the sections of our Game Management and Fair Play Policies (<https://www.baseballstjohns.ca/content/policies>) that are applicable to all-star play. If there is any question as to what applies to all-star, please contact the Executive Director.

While we encourage fair play in metro league and exhibition games, there is no expectation of fair play in tournament games (Invitationals, Provincials or Atlantics). However, there may be some expectation (depending on the division) of playing a minimum number of innings as outlined by Baseball NL. For more details, please see the Baseball NL Handbook on their website. This does not however account for time at more preferential positions like pitching, catching, etc.

CONDUCT

- The head coach has the responsibility to ensure that team members and coaching staff:
 - Obey the letter and spirit of the laws of the game while on the field
 - Observe acceptable standards of behaviour both during the tournament and while travelling to and from tournaments
 - Make every effort to attend all official and social functions organized by the host committee of any Provincial, Atlantic, or National Tournaments in which they are participating
- The coach has the authority and responsibility for appropriate (non-physical) discipline of players.
- Coaches must abide by the Safe Sport principles as outlined by Sport Canada (<https://www.baseball.ca/safesport>)
- Coaches must support the ideals of the association and provide an inclusive, welcoming environment for players to grow and develop.
- Parents must understand that coaches are volunteers and should be treated accordingly. Parents should not be approaching coaches during or after a game to air grievances. **We highly recommend a 24 hour cooling off period before contacting a coach with any issues.** We do find that this leads for more professional and fruitful discussions.
- **We request that the coaches of our 'A' teams strongly encourage all his/her players to attend all their House League games.**

FUNDRAISING

General:

All-Star Coaches/Managers will thoroughly review the SJMBA FUNDRAISING POLICY before developing any fundraising plan for their respective teams. The Committee recommends a meeting of all parents shortly after the team is selected to review potential tournaments and costs. The tournament schedule is available through the Executive Director so estimating travel budgets should not be a problem.

The All-Star Committee and Board of Directors of SJMBA request that you ensure that all parents with your team are aware of the following:

- Based on budget availability in that fiscal year, SJMBA will subsidize travel for all-star coaches/managers (maximum of 4) to Atlantic/National tournaments to a maximum of \$600 per coach/manager.
- We will rely on the individual all-star teams to communicate the details of their fundraising plan e.g. minimum per player contributions, reimbursement if player leaves team, coaches/manager expenses, etc. to players and parents.
- All proceeds from fundraising must be used for the (approved) expenses of players and coaches. All money raised for all-star fundraising must be deposited in the SJMBA bank account.
- All-Star fundraising projects must not conflict with any SJMBA sponsors or fundraising efforts.
- Immediately following each fundraising event, the team must complete the SJMBA Fundraising Report. The Report will then be signed by the Team Manager and one player parent and submitted to the Executive Director.
- If a team does any fundraising, the team will be required to submit a season-end financial report detailing revenues and expenses. Any excess revenue will be divided evenly among the parents.
- If a fundraiser requires a lottery license, the team **MUST** reach out to the Executive director to get one.

PROVINCIAL-INVITATIONAL TOURNAMENTS

SJMBA will provide a per diem to coaches and managers who travel with an All-Star team to a Provincial or Invitational Tournament (maximum of one tournament per season) outside the Avalon.

We will use the formula below for each coach/manager who qualifies to a maximum of four per team:

- Per-Diem – SJMBA will provide a per diem of \$50 per day (maximum 4 days) per coach/manager (maximum 4) for all provincial championships outside the St. John's CMA.
- No receipts are required. The Executive Director will issue check to Team Manager/Head Coach prior to September 15.