

# **ALL-STAR POLICIES AND PROCEDURES**



**Revised May 2025**

# St. John's Minor Baseball All Star Policy

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## Table of Contents

THE ALL-STAR PROGRAM	3
ALL-STAR COMMITTEE RESPONSIBILITIES	3
COACH SELECTION / APPOINTMENT	3
HEAD COACH AND ASSISTANT COACHES	3
CRITERIA AND POLICY RELEVANT TO THE SELECTION OF COACHES	4
Criteria:	4
Policy:	4
Pre Coach Selection Procedure:	4
COACH RESPONSIBILITIES	4
HOUSE LEAGUE – ALL-STAR TEAMS	7
EQUIPMENT AND UNIFORMS	7
FAIR PLAY	7
CONDUCT	- 8
FUNDRAISING	8
PROVINCIAL TOURNAMENTS	9

## 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. 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 for implementing and enforcing 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 the 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:
    - o Player and coaching staff conduct
    - o Equipment and uniforms
    - o Fundraising
    - o Travel subsidies
    - o 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 may then meet with the Head Coach to discuss Assistant Coaches and Managers. All coaches should complete a Coaching Application annually at the direction of the Executive Director if they wish to coach in a season. As of 2025, SJMBA has a coaches interest check form that is circulated, as well as a RAMP registration form that needs to be completed.

# St. John's Minor Baseball All Star Policy

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## **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 into 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 Policies and Procedures as outlined.

### **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

# St. John's Minor Baseball All Star Policy

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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 2025, 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 must be paid in full prior to the start of Provincials. Fees teams in the 11U to 15U divisions for the 2025 season are \$250.
- This fee helps to cover the following
  - Equipment provided by the Association
  - Baseballs provided by the Association
  - Caps High Performance Program
  - Apparel Package
  - Mike Buist Classic & Provincial tournament registration fees
  - Additional staff and umpire costs for Invitational tournaments

# St. John's Minor Baseball All Star Policy

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- Travel subsidies for coaches/managers
- Training subsidies for coaches
- Due to the fact that 18U AA/A and 16U AA teams do not avail of all the features of the all star program (such as the high performance program) they will have a reduced fee that will be communicated separately to those teams.

## **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 (A teams only), 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 playing time consistent with other players on the team.

### ***Permanent Replacement or for Provincials***

- Contact the Executive Director to explain the details of the request before approaching any player or coach.
- The Executive Director will discuss the request with the All-Star Committee.
- With approval of the Committee, the Head Coach will communicate the 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 first from players who tried out and didn't make the team and secondly from other House League Players .

## **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 or during a House League game.)
- All coaches are encouraged to upgrade their coaching qualifications. SJMBA will reimburse coaches for all reasonable expenses incurred for upgrading.
- Following the team's last game and prior to the end of October, each Head Coach is requested to submit a written report to the Executive Director highlighting team and personal achievements.

# St. John's Minor Baseball All Star Policy

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- 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 October.
- Coaches are responsible for team and coaching staff conduct and equipment return.

## **HOUSE LEAGUE – ALL-STAR TEAMS**

- Co-ed “AAA-AA” All-Star players will not play in the House League. They will play in a Metro league with other associations and invitational tournaments.
- Female All-Star players will play in LOTO as well exhibition games and invitational tournaments.
- It is a requirement for A players to play House League. It is essential that A coaches encourage players to play their House League games and to not schedule practices and/or games that conflict with House League games. This is very important for the maintenance of a strong House League program.

## **EQUIPMENT AND UNIFORMS**

- Each head coach will be assigned equipment, if required. 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 packages for distribution to players.
- 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.

# St. John's Minor Baseball All Star Policy

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- **Note: Coaches must wear proper baseball attire at all games (i.e. baseball pants and jacket or hoodie provided by SJMBA).**
- Apparel packages are provided by SJMBA. Teams shall not buy additional apparel without the prior approval of the Executive Director.

## FAIR PLAY

**All coaches, parents and players should be familiar with the sections of our Game Management and Fair Play Policies ( <https://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 or invitational tournament rules.. 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 rules of the game while on the field
  - Observe acceptable standards of behaviour both during the tournament (on and off the field) 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
- If a Head Coach deems that team members and/or coaching staff are not abiding by the conduct guidelines outlined herein they should consult with the Executive Director to determine if disciplinary measures need to be administered.
- Coaches must abide by the [Safe Sport principles](#) as outlined by Sport Canada
- 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 require a 24 hour cooling off period before contacting a coach with any issues.** We do find that this leads to more professional and fruitful discussions.



# St. John's Minor Baseball All Star Policy

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## FUNDRAISING

### General:

**All-Star Coaches/Managers will thoroughly review the SJMBA FUNDRAISING POLICY before developing any fundraising plan for their respective teams.** The All Star Committee recommends a meeting of all parents shortly after the team is selected to review potential tournaments and costs. The tournament schedule is available on the BNL website 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 to Atlantic/National tournaments to a maximum of \$2,000 per team subject to budget availability.
- SJMBA 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. If a team has excess revenues, the Secretary-Treasurer of SJMBA will work with the team to determine how best to use these funds.
- **If a fundraiser requires a lottery license, the team MUST reach out to the Executive Director to get one prior to initiating the fundraising activity**

# St. John's Minor Baseball All Star Policy

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## **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 five per team:

- Per-Diem – SJMBA will provide a per diem of \$50 per day (maximum 4 days) per coach/manager (maximum 5) for all provincial championships outside the St. John's CMA.
- No receipts are required. A payment will be issued to the Team Manager/Head Coach no later than two weeks after the travel.