

**ALAMEDA GIRLS SOFTBALL ASSOCIATION**  
**STANDING ADMINISTRATIVE RULES**  
**SPRING SEASON RECREATION LEAGUE**  
*Last amended/approved January 5, 2023*

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This purpose of the policies below is to establish minimum rules of procedure for Alameda Girls Softball Association (“AGSA” or “League”) operations and shall be binding, but not limiting, in procedure and scope of operations for the Spring recreational season. All participants and members acknowledge that decisions made by the Board of Directors (“Board”) of AGSA (or Committees thereof) are final. The actions of all participants and members are expected to be in the spirit of good sportsmanship, good faith and fair play.

## **SECTION 1: PLAYER REGISTRATION**

### **PLAYER ELIGIBILITY**

A player does not need to live in Alameda to be eligible to sign up for the AGSA program. In order to provide the best team experience for AGSA players and coaches, players who are registered or will register for a recreational or competitive tournament program other than an AGSA affiliated program during the spring recreational season are ineligible to play on an AGSA recreational team for that season.

A player who owes money, uniforms or equipment to AGSA from the previous year is ineligible to participate in AGSA practice or games until said debt is paid. A player who has neither paid her player fee, nor received a scholarship or approved waiver, for the current season cannot play in any AGSA game until the fee is paid.

### **AGE OF PLAYER / DIVISIONS**

A player’s playing age is set based on her age on December 31, for the upcoming playing year. AGSA may have teams that play in 6U, 8U, 10U, 12U and 14U in accordance with USA Softball rules. Players will play in their age groups. All players are encouraged to stay within their “pure” age division as outlined by the USA Softball classifications.

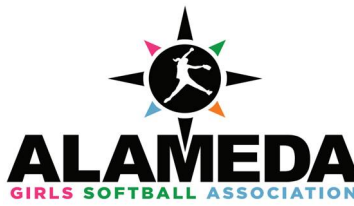
**Exception:** Players may be considered to play up in an age division if they request to play up into the next age division prior to evaluations. The player must attend evaluations for their age eligible division (if applicable) and the respective age division for which the request is being made. Players will be evaluated and part of draft process.

- For 10U and above:
  - If the player ranks in the top half of all eligible players then the player will be entered in the draft for the division.
  - If the player has played two years of competitive program softball (e.g., Blaze) in lower age division.
- For 8U division, the player must have played at least two years of T-ball/6U (softball or baseball) and evaluated to meet a similar skill level of other players and not present any safety concerns.
- It’s possible the player may need to play three years at the division they originally “played up” in.

Under very exceptional circumstances, there may be a consideration for a player to play down by one year. This is determined on a case by case basis after evaluations and approved by the President and Player Agent after consulting with the Board.

### **REGISTRATION PERIOD**

The regular registration period will be held in October through early January before evaluations begin. An additional late fee may apply for late registration. Everyone must sign up, including players returning from the previous year. A player is signed up when the following is completed online: registration form, medical release, parent and child sign the Code of Conduct and the fee is paid. All players who sign up for the League through online registration or at any in person signups, or before a later cutoff or closed date established by the League, will make a team if they attend player evaluations (see below). Players who sign



up after the deadline cutoff date as designated by the League can attend the evaluations, but they are not guaranteed to make a team. Some may make a team if there are enough spots available. The rest will be put on a waiting list in case there are later openings and subsequently assigned a team as determined by the Player Registrar and President. If volunteer Head Coaches are not found by the league to cover the number of registered players, the players may be put on a waitlist and/or receive a refund if a team is not able to be formed – this process will start from the last registered player and go backward until needed to meet maximum team numbers.

Registration fees are used for the following reasons throughout the course of the AGSA season: Payment of uniforms, year-end awards, umpires, season ceremonies, field fees, insurance, equipment needs, clinics and miscellaneous administrative items for the League.

### **SCHOLARSHIP FEE PROGRAM**

No girl will be excluded from participation in AGSA for lack of funds. Partial fee requests will be awarded by application only with the amount initially approved for scholarships by the Board. The reduced fee request is approved by the Player Agent and/or President. Full fee waiver may be considered by exceptions handled by the President's discretion and consulting with the Treasurer. All fee waivers must be applied for prior to registration and payment.

### **REFUND POLICY**

The refund policy for families who have registered for AGSA softball is as follows:

- 100% of your registration fee (less a \$20 processing fee) will be reimbursed up to the date of the division drafts (8U division and up) / team assignment (6U division) for any reason.
- 50% of your registration fee (less a \$20 processing fee) will be reimbursed up to April 1 due to player injury or family relocation.

Outside of the above, there will be no refund after teams are formed. In rare circumstances, exceptions will be handled at the President's discretion.

## **SECTION 2: TEAM FORMATION**

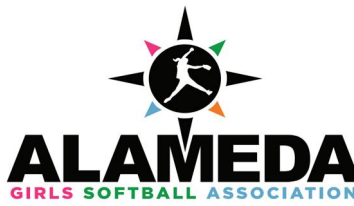
### **PLAYER EVALUATIONS**

There is a no pressure evaluation of players conducted each season with the goal to form balanced teams at the beginning of the season. This is not a "tryout" other than for players who want to play up to the next division. Obviously, however, other factors including player development, coaching styles and team cohesiveness could impact the balance of the teams in each division. Managers will select their teams based on the Player Evaluations and Draft Procedures, including the draft format for each season.

Every girl who registers as noted under Section 1 will be placed on a team. Players in the 6U divisions will be formed by the Player Agent, with an attempt, but not a guarantee, to allow players to play with their friends and/or request a preferred Manager. In the 8U and older divisions teams will be formed by a draft. The Board has determined this process for 8U in order to most evenly distribute teams as well as make an attempt for players to play with requested coaches and friends for this age group.

Evaluations are mandatory for the 8U division and older. Player evaluations will be conducted by at least two independent evaluators for 10U division and up. A minimum of two evaluations will be held before the season starts. To accommodate those who are sick or out-of-town, there must be evaluations on at least one weekend and another weekend and/or weekday. Players who cannot attend one evaluation due to illness, injury or other acceptable reason can still be guaranteed to make a team based on the established Player Evaluation and Draft Procedures for that season. For those injured, this may mean the player must attend the beginning of a regularly scheduled evaluation.

### **PLAYER DRAFT**



The AGSA draft for each division will be held shortly after the last make-up evaluation. The purpose of the player evaluation and draft procedure is to attempt to have a competitive balance between the teams at the beginning of the season. Each team will draft up to a 12 player roster unless an exception is approved due to final registration numbers or waitlist players for a larger team roster which at maximum will be 13. Transferring from one team to another is not allowed during the season.

**Draft Format:** Managers evaluate talent and draft in order. Draft selections will be as follows (example is below is for a six team league – rounds will continue until all players chosen):

Team Draft Position	Draft Pick #				
	1	2	3	4	5
1	1	12	13	24	25
2	2	11	14	23	26
3	3	10	15	22	27
4	4	9	16	21	28
5	5	8	17	20	29
6	6	7	18	19	30

Draft position (i.e., team 1, 2, 3, 4, 5, or 6), will be determined by drawing a number.

A Manager is required to take their daughter and their Assistant Coach (if any previously identified) in the round that is deemed appropriate in rankings prior to draft.

**REPLACEMENT OF PLAYERS**

If a team loses a player for the remainder of the season for any reason (quit, injury, discipline, etc.), the Manager should consult with the Player Agent. Depending on the circumstances and timing of player loss, the President and Player Agent in consultation with Board members will determine how to replace the player, if at all.

**PLAYER DISCIPLINE**

A coach who intends to provide any discipline for any reason to a player shall inform and receive approval from the President and Coach Director before instituting disciplinary action. Should a coach wish to discipline a player for chronic absence, tardiness, or adverse behavior, the coach may bench the player, provided the coach informs the player and one of her parents of her right to appeal to the President and Coach Director.

**SECTION 3: RULES AND STANDINGS**

**RULES of PLAY**

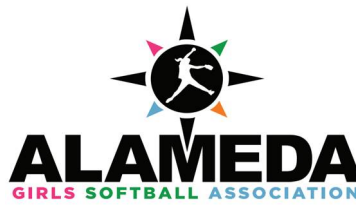
AGSA Local Rules of Play are published separately and updated each season as needed with approval by the Board.

The Interleague Rules Committee will establish Rule options that may be different than that of the USA Softball Rules published. Representatives, acting on behalf of the AGSA will attend an Interleague meeting, where rules of Interleague play will be established for the upcoming season. If a division does not Interleague, the Board will establish the rules.

**DIVISION STANDINGS**

Standings will be awarded in the 8U divisions and older. Managers of each team have 48 hours to report their scores. If the Manager does not report the score within that time frame, the team will be given a tie game in the standings. Specific directions will be given to transfer this information.

Team win/loss records decide standings at the end of the season. In the event a tie exists in the standings for an award, head to head competition will be considered first, then runs scored will determine final standings. For playoffs, the higher standing teams will play the lower standing teams to advance. Depending



on the number of teams there may be a “bye” for the 1<sup>st</sup> and 2<sup>nd</sup> place teams who would proceed directly to the semi-final game. For example, for a six team division with a placement of 1 – 6 based on standings – first playoff game would be 3<sup>rd</sup> place v. 6<sup>th</sup> place and 4<sup>th</sup> place v. 5<sup>th</sup> place – winner would advance to the semifinals where 1<sup>st</sup> place plays winner of 4<sup>th</sup> place v. 5<sup>th</sup> place and 2<sup>nd</sup> place plays winner of 3<sup>rd</sup> place v. 6<sup>th</sup> place. Winners of the semi-final games would advance to the championship game. In the event of a tie in the standings with winning percentage, the tie breaker will be determined as follows:

1. Overall wins
2. Head to head
3. Total runs against, if needed.

### **PROTESTS**

A protest must be placed on record verbally with the Umpire and in writing in the scorebook at the time of the incident. The protest must only involve rules interpretations and not judgment calls. A written protest must then be presented to the Umpire in Chief within 24 hours of the incident and accompanied with a \$50 deposit. If a protest is against an Interleague team the protest must be submitted to the Interleague board for ruling first. After the Interleague Board’s decision is made then the AGSA Board will rule on the protest.

1. The Board will rule on protests within 5-10 days after receiving the protest. If an Interleague city is involved it will be ruled 5-10 days after the opposing city approves the protest.
2. If the Board votes that the protester loses the protest, the \$50 deposit will be placed into the general softball fund. If the Board votes that the protester wins the protest, the \$50 deposit will be returned.
3. If the protest is against another Interleague city, the protest must be filed and approved by the opposing city’s Board before reviewing the protest at the AGSA Board meetings.
4. Umpire of the protested game should be present at the Board of Directors meeting and must submit a written statement. Judgment calls by umpires cannot be protested.

## **SECTION 4: MANAGERS AND COACHES**

### **SELECTION PROCEDURES**

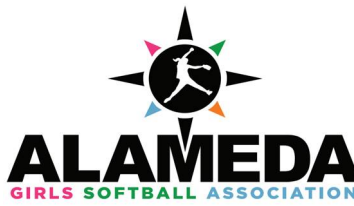
Head Coach is the adult so designated by the League for each team. For all official purposes of AGSA any references to the term “Head Coach” is equivalent to “Manager”. The Assistant Coach is the adult so designated by the Manager or League for each team.

AGSA Managers are volunteers for the League. He/she may need to complete a Manager’s application, and a background check will be conducted, and each coach, assistant or head, must attend one coach’s certification clinic per year or renew their certification card. If applicable, Manager applications are reviewed by the Coach Director and submitted for recommendation to the Executive Board for approval. An ACE Program certification card allows you to be certified for two years. This documentation must be submitted to the Coach Director upon completion. Manager must be 21 years old or older within the current season year.

Every Manager shall respect the purpose and objective of the AGSA and teach in a way that upholds the views of the AGSA. All Managers shall be subject to removal or asked to resign by three-fourths vote of the Board for justifiable reasons.

Each team shall have one Manager and up to three Assistant Coaches. They shall be responsible for their team’s conduct on or off the field, while acting as Manager or Assistant Coach. Managers are responsible for holding a pre-season meeting to discuss the objective of the season, rules of the division, discuss the parent and player Code of Conduct with all parents, discuss practice times, involvement of parents according to Manager’s philosophy, and any other necessary information including volunteer needs.

Each Manager shall have their own child play on the team they coach. Assistant Coaches may have their child play on the team they assist, however the child must be drafted by the Manager in the formal draft in accordance with the Player Evaluation and Draft Procedures.



Any Manager, Coach or Assistant, ejected from a game may be brought before the Board and will be subject to disciplinary procedures. Each Manager must provide a written explanation. The Coach will be suspended for one game after the first incident occurs. A 2<sup>nd</sup> ejection will result in ejection for the remainder of the season. A 3<sup>rd</sup> ejection will result in a permanent ejection from the league for a period of five years. Only the Board of Directors may change this ruling. Any coach who has been sanctioned by the ASGA, placed on probation, or having been issued a suspension by USA Softball, shall not be allowed to manage or coach a team until proof of the suspension being lifted is, in writing, on file, with the Board of Directors.

Coach evaluations may be conducted each season. Only the President and Coach Director may review the coach evaluations in detail. The President or Coach Director may provide feedback to the coach on an exception basis without reference to the source unless circumstances warrant otherwise.

## **SECTION 5: GENERAL**

### **CODE OF CONDUCT**

All Board members, Managers, coaches, parents and players will be required to sign a Code of Conduct.

### **FIELD CONDUCT**

Only coaches and players should be in the dugout during games. For practices, it is at the discretion of the Head Coach. Parents are encouraged to support their children, however, during practices and games they should refrain from approaching the dugout to coach, counsel, or to critique their daughter. Players should not leave the dugout during games unless it is to use the restroom. Players should have everything they need with them inside the dugout for games and practices (sunscreen, medications, water, Gatorade, snacks, etc.)

### **FIELD SET UP**

The team designated as the home team on the AGSA game schedule will prepare and set up the field for the first game of the day. For the following games, the home team is designated to prepare the field for the next game. Following the completion of the last game scheduled on the field for the day, the Coach of the home team is responsible for returning all field equipment (including scoreboard and remote) to the equipment box and any work on the field needed to return it to proper condition is carried out, but the other Coach should also ensure that the equipment return is covered before leaving the field.

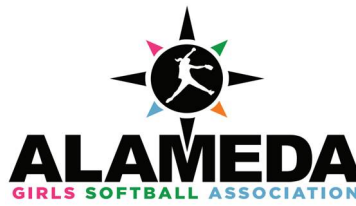
### **UNIFORMS**

Players will be issued an AGSA jersey for the season which is theirs to keep. This jersey must be worn in all official league games. Numbers must be visible for offensive at bats for all games in divisions 8U and up. Players are required to wear long softball pants as part of their uniform. Players are responsible for providing their own pants, softball glove, cleats and socks. Coaches will make decisions on some items of the uniform such as socks and belts. Knee sliding pads and/or sliding shorts are optional, any optional sliding shorts should be worn under the softball pants. No metal baseball spikes are allowed. Soft plastic and rubber spikes are permissible. Girls in the 6U division may play in tennis shoes, and soccer cleats are permitted.

No team may wear team uniforms, jackets, sweatshirts or similar items of clothing that are not provided by AGSA without express permission of the Board in advance. We are a League trying to provide equally for all teams.

### **EQUIPMENT**

AGSA will supply necessary softball equipment for players. The Equipment Manager will make an annual inspection of all equipment. It will be the team Manager's responsibility to report any lost or damaged equipment at the League's expense upon prior approval by the Board. The Manager when receiving his/her equipment will sign a waiver. The equipment will be returned as instructed by the Equipment Manager each year or further action will be taken with the Board's discretion. AGSA provides bats, balls, helmets and catcher's equipment to each team.



USA Softball Approved Bats: Beginning January 1, 2000, players may use only those bats that meet all requirements of Rule 3, Section 1 of the USA Softball Playing Rules, and satisfies one of the following:

1. Bear an ASA (now USA Softball) approved certification mark as shown below:



2. **AND** must be included on a list of approved bat models published by USA Softball
3. **OR** must, in the sole opinion and discretion of the umpire, have been manufactured prior to 2000 and if tested, would comply with the USA Softball Bat Performance Standard.

Helmets: All helmets must be equipped with a face mask that have been approved by NOCSAE – National Operating Committee on Standards for Athletic Equipment. A helmet that meets this standard will have the label shown here.



If a player currently has a personal helmet that does not have both of these safety items, it must be retrofitted with a NOCSAE approved guard prior to use in any practice or game.