



## **BY-LAWS/POLICY MANUAL**

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## **MISSION STATEMENT**

The Kino Baseball League is to provide a structured and administered amateur baseball program that allows for players and teams the opportunity to play the game at a high level that will develop player's physical and mental skills while they playing in a safe and secure environment

## **POLICY OVERVIEW STATEMENT**

The Kino Baseball League provides opportunity for players and teams from Tucson, Arizona and throughout Southern Arizona the to play in either league or tournament formats that can be defined as either competitive, national qualifying or developmental training type. The league is NOT a recreational or a sand lot form of play. It operates and manages its leagues under established baseball rules and policies of the National Federation High Schools (NFHS), Official Baseball Rules (OBR), Babe Ruth Baseball and American Legion Baseball and incorporates league rules that are developed to meet each individual league.

The Kino Baseball League I a non-discriminatory organization, which prohibits actions against an individual or team on the basis of race, sex, creed, religion or national origin.

## **NOT FOR PROFIT STATUS**

The Kino Baseball League is a 501C(3) not for profit organization as deemed by the Internal Revenue Service effective March 17, 2011. The league has the ability to accept charitable gifts from donors that goes towards the general operation of the program. Donors that make gifts to the league are permitted by law to claim such a gift on their federal income tax return. The donor will receive acknowledgment gift letter from the league that can be used towards the donor income tax return filing.

## **MANAGEMENT**

The Kino Baseball League has established a Board of Directors that consist of a President, Vice President, Secretary and Treasurer. The individuals that hold these positions within the organization are volunteers and are not compensated for their services.

## AMERICAN DISABILITIES ACT

The Kino Baseball League does not limit participants in its leagues on the basis of disability. All teams that participate in the league are required to comply with this policy and a failure to do so shall be grounds for the removal of a team from the league. Any questions on this policy are to be referred to the league Board of Directors.

A request for reasonable modification to Kino Baseball and/or rules that are a part of any national affiliation by any individual with a disability, or that representative, shall be accepted by any manager responsible for the team or member of the Kino Baseball League that organizes and supervises all games. The team or the Kino Baseball League shall allow such modification unless the modification would fundamentally alter an essential aspect of the Kino Baseball (or National Affiliate) program. If a league official believes that a proposed modification would fundamentally alter an essential aspect of the Kino Baseball League (or national affiliate), the league will consult with local legal counsel, or the national affiliation ADA coordinator. Either the league legal counsel or the national affiliate ADA Coordinator will after an appropriate individualized inquiry that includes consideration of the player's specific circumstances and the purpose of the rule, policy, or practice at issue, decide whether to allow the modification.

Written notice shall be provided by the requestor of the modification within four (4) business days of the request. Although the Kino Baseball League will respond appropriately and in a reasonable amount of time to a request for reasonable modification regardless of when it is received, it is highly recommended the players and their families provide a notice of such a request to the team manager as part of the player's registration with the team or league prior to the start of the participation. The team manager is responsible for communicating with the league of such a request for accommodation has been submitted.

The Kino Baseball League does not limit player's rights to sign language interpreters, or other auxiliary aids during the league season and tournament games. Rules limiting persons allowed in the team dugout shall not apply to sign language interpreters. In situations where Kino Baseball League rules allow coaches to be in areas other than the dugout, a sign language interpreter shall be allowed to accompany coaches in order to provide communication to the player. Any concerns with the selection of sign language interpreters or the location of such interpreters during a game shall be addressed to the league. Although the league will respond appropriately and in a reasonable amount of time to a request for a qualified sign language interpreter or other auxiliary aid regardless of when it is received. It is highly recommended that players and families provide such notice of such a request to the team manager prior to the start of participation in the league.

## **LEAGUE DEFINITIONS**

National Qualifying Tournament Leagues are those leagues of a national affiliation where participation in a national tournament road is provided. The Kino Baseball League has a national affiliation with Babe Ruth Baseball and Cal Ripken Baseball.

Babe Ruth Baseball - covers age divisions 13U, 13-15 and 16-18

Cal Ripken - covers ages 9 through 12

### **AMERICAN LEGION BASEBALL**

The Tucson American Legion Area "A" Baseball League is a highly competitive national program that has an oversight authority to National American Legion and Department of Arizona American Legion. The Kino Baseball League manages and administers the Tucson Legion program. All financial expenses and revenues are not part of the Kino Baseball League financial operation. The Tucson Area "A" American Legion program has a separate financial operation and reporting system to the Department of Arizona American Legion.

The Tucson American Legion Area "A" League is open to players to ages 15 through 19

### **SUN BELT COLLEGIATE LEAGUE**

The Sun Belt Collegiate League is a division of the Kino Baseball League that is designed to be a competitive summer destination league for graduated high school and enrolled college players of Southern Arizona and throughout the country.

The Sun Belt Collegiate League objective is to provide players a high level of competition that will allow for the further development of their physical and mental skills that will give the players the opportunity to go onto excel at the college program and/or professional opportunities and aspirations.

The Sun Belt Collegiate League is recognized by the National Baseball Congress (NBC) as one of 12 Premier College Leagues throughout the country.

The Sun Belt Collegiate League plays its season at the professionally maintained Kino Sports Complex, the home of Kino Baseball League and the former location for MLB spring training home for the Chicago White Sox and the Arizona Diamondbacks

## YEAR ROUND BASEBALL

The Kino Baseball League offers year round baseball opportunities. The seasons and divisions of play are defined as follows:

FALL SEASON (September to November) Age Divisions 10U,11U,12U,13U,15U,  
High School Jayvee and Varsity Divisions

### WINTER SEASON

2017 Winter Tournament Series (Age Divisions 10u,11u,12u,13u  
2017 Training Division - 15U, High School Jayvee and Varsity

2017-18 Winter League (December-February) Age Divisions  
10u, 11u, 12u, 13u, 15u

### SPRING SEASON (March to May)

Freshman Club League (7th-8th-9th grades)  
13U Babe Ruth National Qualifying Tournament League

### SUMMER SEASON (June to end of July)

American Legion  
Sun Belt Collegiate League  
13-15 (14U,15U) Babe Ruth Jayvee Division  
16-18 (18U) Babe Ruth Varsity Division

## FIELDS

The league is required to submit field requests to Pima County, City of Tucson Park's and Recreation Departments and area school districts in order to acquire fields to play each season in. In many instances the league is required to play for field rental and light usage. Such costs are included in the team entry fee and/or the player registration fee.

The fields are prepared for prior to every league and tournament game by a staff of individuals who are paid independent contactors through the league. Included in the field preparation is bases are put out, foul lines and batters boxes are lined, pitching mounds are raked and prepared, infields are either raked or drug and watered if time permits. It is the philosophy of the league that the coaching staff should be preparing the team for the game and that all players have properly warmed up instead of doing field maintenance.

**KINO SPORTS COMPLEX:** The Kino Sports Complex is the official home of the Kino Baseball League. The league utilizes these professionally maintained fields for age divisions 13 through 18, American Legion and the Sun Belt Collegiate League.

## **PLAYER CAREER PROGRESSION**

### **TEAM CONCEPT PHILOSOPHY**

The philosophy and purpose of the Kino Baseball League on player development is one that will challenge and develop the serious player to compete and participate in a league format as they matriculate through their career with the league that will offer the player the opportunity to develop physical and mental skills through competitive situational baseball that it will enhance the TEAM concept that will benefit all players as they advance to high school and to the collegiate level.

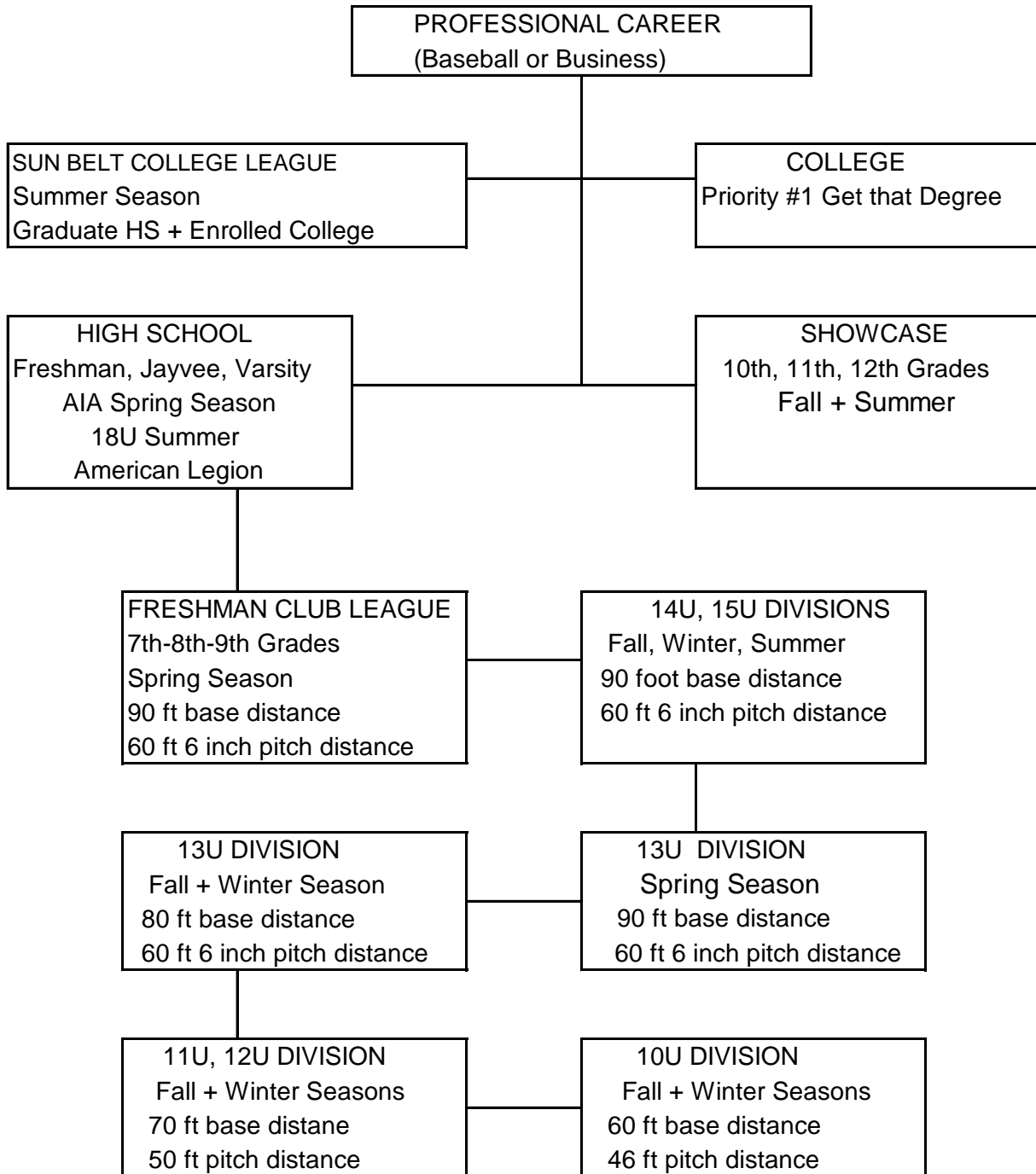
By playing in the competitive team format that the league has set up at all age divisions it provides the opportunity for players to come together and work for a common goal of winning success. The TEAM concept that the league emphasizes through its seasonal leagues, will benefit all the players not on the playing field, but eventually will benefit them long term in the business world.

### **SHOWCASE**

As the player develops through the younger age divisions and reaches high school it is when the player enters his sophomore (10th Grade) year when the player will need to determine if they wish to use baseball as the career path to college. It is at the age of 15, 16 and 17 where players need to participate in showcase tournaments, It is at these events where college coaches and in some instances professional level of scouts are in attendance to evaluate the skill level of the players. These events include a team tournament format, but the main focus is on the individual player evaluation period that is scheduled for players to be timed for speed, pitching ability, hitting and fielding. It is a time for parents and players to meet and network with college coaches and professional scouts.

By participating and taking advantage of the career progression plan that the league has set up for every player it will provide the players the tools to develop and play as a team while at the same time develop the skill level to be able to compete at the showcase evaluation and tournament events.

**PLAYER CAREER PROGRESSION FLOW**





## **PLAYER REGISTRATION**

Effective for the 2017 Spring 13U Babe Ruth Division and the Summer 13-15 and 16-18 Babe Ruth age divisions and the Sun Belt Collegiate League:

Babe Ruth Divisions: Parents will be required to go onto the league website to register and pay in full the required fee for their player to be eligible to play.

Sun Belt Collegiate League: Players and/or parents will be required to go onto the league website to register and pay in full the required fee in order to be eligible to play.

The purpose for the individual registration for these specific leagues is that it will commit the players and parents to the league that they will be participating in.

There are no scholarships offered and there are no payment plans.

If a non-registered player is discovered to have played in a league game, the penalty shall be the team will forfeit the game the non-registered player played in and will no longer be eligible to play in the league for the remainder of th season, and the team manager will be suspended for one (1) game.

## **TEAMS**

For the fall, winter seasons and tournaments the league accepts teams that meet the age requirements. There is no direct player registration required for the fall, winter seasons and tournaments,

In all cases, whether players register with the league or the team is formed directly, the league does not get involved in the formation of the teams, nor gets involved with the team or parents or players pertaining to playing time, team rules or discipline.

Any and all issues involving the team are between the manager, coaching staff, players and parents.

## **FINANCIAL TERMS AND CONDITIONS**

The financial mission of the league is to attempt to keep team and player costs affordable, and at the same time meet the financial obligations that are required to pay municipalities for field and light usage, suppliers and contractors.

The financial model for the league is to pay operation expenses through team entry fees, player registration fees where applicable, sponsorships, advertising, gate admissions (Kino Sports Complex). The revenue collected goes back into the program to assist in maintaining the lowest possible cost to the teams,

In order to meet the financial mission, the teams that participate in the league are fully responsible for making full payment of entry fees on/or before the team's first scheduled game.

### **PAYMENT**

Payment of the team entry fee is to be paid with one (1) form of payment that can be either in the form of a personal check, cashier check, money order or cash.

Payment for the on-line player registration is paid with either Visa or Master Card. Personal checks, cash, cashier check or money order are not accepted for the on-line player registration payment.

### **DEPOSIT**

For teams that have never played in the league, a 25% deposit of the entry fee is required with the balance to be paid in full prior to the team's first scheduled league game. Once a team completes a season and is in good standing with the league and has complied with all rules and policies, further subsequent seasons that team will not be required to submit a deposit. Failure to show good payment faith, the league reserves the right to not accept the team for further participation in any further league's or tournaments.

### **FINES**

Fines that are assessed and levied against manager or coaches must be paid in full before the team's next scheduled game in order to be eligible to be in the dugout with the team. **PENALTY:** Failure to make full payment will require the individual to be suspended another game.

Fines shall be paid in the form of cash, cashier check or money order to the league.

## **PLAYER ELIGIBILITY**

There are no restrictions to where players reside in order to play in any league or tournament that the league operates.

Players that reside outside of the United State are eligible to play in the fall and winter leagues and tournaments.

Players that reside outside of the United State are NOT eligible to play in the Babe Ruth Baseball Spring 13U and Summer 13-15 and 16-18 age divisions.

Prior to the start of a league season or tournament, the league will announce the parameters as it pertains to player eligibility that will include minimum age cutoff, team roster composition limits, proof of birth or medical release requirements.

For the fall and winter leagues and tournaments (10u,11u,12u,13u,15u Divisions) a team roster form that the league provides to each team manager is to be completed with the requested detail of player first and last name, date of birth and parent or legal guardian signature that is required to be submitted to the league prior to the start of the league or tournament.

Proof of birth document is not required for the fall, winter leagues or tournaments. The league philosophy is to put the responsibility of being truthful on the coaches and parents provide the correct information regarding a player's age.

### **PLAYER ELIGIBILITY CHALLENGE**

If an opposing team manager wishes to challenge the age of a player, the challenging manager will submit to the league a \$50 bond.

The league will then contact the manager of the players whose age is being challenged. The league will ask the manager to obtain from the parents or legal guardian a proof of birth that can be either the form of the original or a copy of state or county live birth record or passport.

Upon review of the birth document presented to the league and has found the player being challenged meets all age requirements, then the team that challenged the player age will forfeit the \$50 bond that will be given to the team that was challenged.

If it is determined that the player whose age is being challenged has falsified the age and date of birth, the player is now classified as an illegal player and the team that the illegal player played on will: 1) Forfeit all games that the illegal player played in; 2) The illegal player will not be eligible to play on any team in any divisions for the remainder of the season or tournament that is in session; 3) \$50.00 bond is returned back to the challenging team; 4) The manager of the team whose player age is challenged shall be suspended for one (1) game and assessed a fine in the amount of \$100.00.

## **USE OF INELIGIBLE PLAYER**

**Definition:** An ineligible player is a legal member of the team who is ineligible to play as a result of previous disciplinary action, or pitching as it involves league rule limitations.

**During a Game:** After throwing or taking a pitch, the opposing team manager challenges the pitching limitation of a pitcher, if the information cannot be verified on the spot, the home plate will record the information on the game day pitcher card that is maintained and submit it to the league within 24 hours after the game has been completed for review. The game will continued to played at this point.

The league will review the pitching records and if it is discovered that there is a pitching limitation violation, the team (if they won the game) will forfeit the game to the team that made the challenge, and the team manager that violated the pitching limitation rule will be suspended at minimum one (1) game and will be assessed a fine by the league in the amount of \$50.00 dollars.

Any subsequent offenses during a league season involving the same team will result in the offending team manager to be suspended for the remainder of the season and that includes any post-season league or national affiliation tournaments.

## **PLAYER GAME PARTICIPATION ELIGIBILITY**

Prior to the start of the season, the league will announce if there is going to be a Game participation percentage that player's must meet in order to be eligible to play in the that league's post-season tournament..

The purpose of this rule is to assure that players on a team roster have played in league games and do not show up only to play in the league post-season tournament.

**Definition:** Player that is listed on the game line up card that is maintained by the umpire as a starter, substitute, pinch hitter, pinch runner, relief pitcher is credited with participating in a game.

Player that during the season due to injury misses a number of games is exempt from game participation percentage and would be eligible to play in the post-season. Under this situation it is the responsibility of the manager to notify the league via email to this effect.

**SAFETY - UNSAFE INTENTIONAL ACTS**

There is absolute no cause, reason or place for any unsafe intentional act in the game of baseball. Individuals that perpetrate such actions shall receive the harshes of penalties that the league can administer with absolutely no appeal.

Unsportsmanlike conduct acts such as barrelin over a player with an intent to injure, orders from the coaches to pitchers to hit opposing batters, or instruct a player to go out of the way to injure a player, or any type of aggressive intentional action that in the judgment of the umpire is deemed unsportsmanlike, the individual(s) involved will receive an automatic game ejection.

The umpires will provide the league with a detailed report of the incident(s). The league will reivew the report and will rule on any further disciplinary action that include but not limited to suspension and/or termination based on the severity of the action.

If during a game the umpires observe a coach telling a pitcher to either hit a batter or have a runner physically take out a fielder, or have a fielder throw deliberately at a runner, the coach will be automatically ejected from the game. The umpires will provide the league with a written report and if determined by the league the course of action is to include a fine is to be assessed, plus suspension (number of games to be determined) up to and including termination from the league for the remainder of the season, to possibly being banned from the league for perpetuity

The actions by the players and/or coaches with the intent to injure a player are subject to legal action taken by the individual(s) that have been injured due to such actions. The individual(s) that either act or direct such actions are responsible for their own legal representation and shall pay any all associated legal fees, fines and medical expenses as determined by the court.

## **TERMINATION/EXPULSION**

The league reserves the right and has full authority at anytime to terminate any player, manager, coach or even full team for continuous rule and/or policy violations, lack of payment or conduct that becomes a detriment to the league.

The following steps are take as it relates to permanent removal of a player, manager coach or team.

- 1 The league will communicate via e-mail to the individual(s) involved identifying the reason for the hearing with the league the will outline the date, time and location of the hearing and the possible options at the disposal of the league.
- 2 At the hearing the violation(s) will be presented by the league. The individual(s) involved will have the opportunity to present their case and answer questions.
- 3 At the completion of th e meeting, the league will meet and decide the course of action.
- 4 The decision by the league will be emailed to the individual(s).
- 5 Individual(s) terminated for that particular season will not be permitted back onto the property (city, county park, school district field) for the remainder of the that season. If the terminated individual(s) refuse to leave the property, the league has the authority to contact local law enforcement to assist in the removal of the individual(s).
- 6 The league will determine if the terminated individual(s) are permitted to return back to the league at some future time
- 7 The decision by the league to terminate is final, binding and there is no appeal.

## **SAFETY - USE OF TOBACCO PRODUCTS**

The use of tobacco products, including but not limited to cigars, cigarettes, e-cigarettes, vaping, smokeless tobacco is strictly prohibited at and on all playing fields that the league has permits to play on. This policy applies to all field personnel that includes managers, coaches, players and umpires.

Umpires will have the authority to eject a player, manager or coach from a game that violates this policy. If there any subsequent violations of this policy by the same player, manager of coach during the season, the individual ejected shall receive at minimum a one (1) game suspension and the adult manager and coaches will be assessed a fine by the league in the amount of \$50.00.

Spectators are not permitted to smoke in and around the dugouts, bleacher seating areas, restrooms or next to concession stands. Smoking of using smokeless tobacco on school district property is strictly prohibited. Depending on city and county laws for each park that the league is permitted to use, spectators at minimum are to either go to the parking lot or go as a faw away from the field play.

If a specator is asked to move because of smoking and they refuse to cooperate, the league has the authority to contact the local law enforcement to assist in the removal of the individual off the property.

## **SAFETY - ALCOHOLIC BEVERAGES**

The use or bringing alcoholic beverages to a permitted county, city or school district facility is strictly prohibited.

If an individual is discovered bringing in or drinking alcoholic beverages they will be asked by the league to remove such product from the facility.

If the individual does cooperate, then the league has the authority to contact the local law enforcement to assist in the removal of the individual off the property.

## GAME SCHEDULING

The league will establish a number of games for each team that participate in a league that are in alignment of the field permits that the league receives from the county, city or school districts.

A disruptive factor during the season is the notice given by a manager requesting a already scheduled game be re-schedule. Such actions affects and has a domino effect on the players, families and coaches of the opposing team, umpires and field prep staff.

**RE-SCHEDULING OF GAMES** If at anytime during a league season a team manager requests a game to be re-scheduled, the following process will go into effect.

- 1 The requesting manager is to give notice the league at minimum three (3) weeks of the originally schedule game requesting it to be re-schedule.
- 2 Unless there is an extreme life altering emergency that effects the team or any one individual, any request less than three (3) weeks will result in the team forfeiting the game.
- 3 The league will review to determine if there are any open dates, game times field availability based on field permits for the re-schedule and contact the requesting manager of its findings.
- 4 The requesting manager will then contact the opposing tea manager to request the game re-scheduling based on the open dates and other information received from the league.
- 5 If the opposing team manager agrees to the game change, the requesting manager will notify the league and the game will be re-scheduled.
- 6 If the opposing team manager refuses to the game re-schedule, the requesting team will forfeit the game.
- 7 **IMPORTANT:** The league will not reschedule any games once the game schedule becomes official.
- 8 Games that during the season get rained out during the season will be re-scheduled by the league.



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**INSURANCE**

**LIABILITY INSURANCE**

The league provides full year commercial liability that covers all players and coaching staffs that participate in the league. The liability coverage is for league games only. Teams that practice or travel do so at their own risk or have their own individual team liability coverage.

The liability policy provides coverage for other entities as a certificate holder, i.e. school districts, city, county, and other organizations such as tournament sponsors.

Teams that have participated in the league for more than one (1) calendar year are welcomed to request use of the league liability policy for travel tournament participation.

The team manager requesting use of the league liability policy for a tournament must notify the league one (1) week prior to the event in order for the league to contact the insurance carrier to get the organization name as certificate holder.

**MEDICAL/ACCIDENT INSURANCE**

Leagues that designated Babe Ruth Divisions (Spring 13U, Summer 13-15, 16-18 Divisions) will include medical/accident insurance benefit that covers registered players and coaches up until January 31 of the following calendar year.

The medical/accident benefit covers players and coaches for medical treatment as a result from a injury that is sustained in practice or in a game.

Claim for a medical claim must be made to the league by the team manager within 24 hours of the incident. The manager is to email the league with the full name of the injured individual, date, time and location of the accident and the type of accident/injury.

The league will process the medical claim and submit it to the parent or legal guardian of the player or directly to the coach who is making the claim to process and submit the claim to the insurance provider. The individual making the claim will be dealing directly with the insurance provider by submitting a medical/hospital bills.

Registered players and coaches are covered not only for the spring or summer Babe Ruth season, but the coverage remains in effect if the player or coach participate in the fall and/or winter leagues, and also covers the registered individual if they participate in a travel tournament.

For teams that are part of the medical/accident coverage benefit and are scheduled to play in a travel tournament, the team manager is responsible for contacting the league with the name of the tournament and submit a team roster so the league can communicate in advance of the tournament with the insurance provider.

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**INSURANCE**

**MEDICAL/ACCIDENT INSURANCE**

Player that has not registered or paid to play in the Babe Ruth Division are not eligible for medical/accident insurance benefit. The team manager is fully responsible and liable if he permits a non-registered player to play in a game or practice with the team.

**FALL/WINTER LEAGUES + KINO TOURNAMENTS:**

There is no medical/accident coverage provided to teams that play in the fall and/or winter league that did not play during the spring or summer Babe Ruth seasons. If a player or coach gets injured during a practice or game and requires medical treatment they do so under their own personal health insurance provider plan.

**UMPIRES**

The league fully support the umpires that are assigned to league games and tournaments. The game of baseball is a difficult one to play, coach and umpire. The sport is designed where human frailties are exposed more than any other sport. Players will make errors, coaches will make bad game decisions and the umpire is expected to be perfect in the eyes of the teams and the public. But, umpires can make errors.

There will be times during a season or a tournament when calls do not go your team's way and in a manner where the team feels as if they are getting "hosed." It is important to understand that under the leadership of the coaching staff that this fact needs to be accepted that that this may happen in a game, and it is up to the coaching staff to provide the leadership that will direct the players to make the necessary adjustments and move on.

Coaching staff's that remain discipline and focused on the game and the next play will set a positive tone and example for the players to follow suit. If a coach goes crazy over a call, so will the players. Calls that go against a player or team are teachable moments for the coaching staff, to step up and not get into loud verbose argument with the umpire. The team that moves on, makes the adjustment will be successful in the end both on the field and with the growth of the players and coaches.

Those coaches, players and even spectators that want to continue belaboring a call after it has been call creates a negative vibe for the team and it builds a wall around the team that in most cases they fail and not be successful.

Questioning calls and rules by the coach is part of the game, but it is the way the coach approaches the situation that will separate him from being a quality coach or one that is an out of control individual.

Coach that comes out of the dugout or from the coaching lines racing towards the umpire like a madman yelling will more than likely get ejected before he gets to the umpire.

**UMPIRES**

The coach that calls time, comes calmy and talks in a professional tone (not yelling or using profanity) will gain the respect of the umpire and the umpire will listen and explain his decision.

Public criticism of umpires to the league that question an umpire's integrity or claims that the umpire is not "being fair" or displays extreme agner regarding umpire calls and judgment will not be tolerated by the league. The league has the authority to assess a fine on the individual(s) that display's this type conduct about the umpires to the league.

The league strongly urges manager and coaches to contact the league if they feel the umpire(s) were not approachable, nor amicable when it comes to discussing a rule interpreation or a judgment call.