



## STMA Girls Fastpitch Association Policies

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### Version Control

Version	Date	Author	Change Description
1.0	8.4.10	STMA GFA Board Members	Create Handbook
2.0	12.12.11	STMA GFA Board Members	Edit content

STMA Girls Fastpitch Association at its option, may change, delete, suspend, or discontinue parts or the policy in its entirety, at any time without prior notice.

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## 1 Introduction

This document is the set of policies and procedures used by the St. Michael / Albertville Girls Fastpitch Association (STMA GFA) for In-house and travel softball.

A date on the bottom of each page indicates when this document was printed.

This document is considered a “living” document and the STMA GFA welcomes any comments or suggestions. Comments can be mailed to:

STMA Girls FastPitch Association  
PO Box 297  
St. Michael MN 55376

## 2 Disclaimer

While every effort is made to keep the contents of this document current, STMA GFA reserves the right to modify, suspend, or terminate any of the policies, procedures, and/or benefits if the STMA GFA Board determines it is in the best interest of the program to do so.

## 3 Mission

The mission of the St. Michael / Albertville Girls Fastpitch Association is to provide a program for St. Michael-Albertville area girls to learn softball skills, build self-confidence, and enjoy the benefits of being on a team while having fun! The program is available to all who want to participate.

## 4 Board of Directors

Board of Directors governs the STMA GFA. The Board is responsible for maintaining the overall policy and direction of the STMA GFA. Nominations for new and incoming Board Members are accepted frequently and can be filled throughout the year or as needed. A majority vote will decide election of each Board Member. Each Board Member may serve multiple terms, but each term requires an election by the STMA GFA Board. Any Board Member may resign at any time by giving “written” notice to the STMA GFA Board. Email may constitute as “written” notice. In the event of a vacancy on the Board, the Board can nominate an individual and approval shall meet a majority vote. Any interested parties are encouraged to contact the Board. Please visit: [www.stmagirlsfastpitch.com](http://www.stmagirlsfastpitch.com) for the listing of current board members.

The board reserves the right to confidential meetings when discussing any problems associated with a specific athlete, coach, parent, coordinator, board member or any other individual involved with the program. The Board shall meet on at least a monthly basis (off season may require less frequent meetings), at an agreed upon time and location. If a board members misses 3 meetings in a row that board member may be removed from the board by majority vote.

A Board Member may be removed from their position by the STMA GFA Board due to their inability to carry out mutually agreed upon duties or for conduct that is detrimental to the STMA GFA. In order to remove a Board Member, a written complaint must be presented to the STMA GFA Board. The complaint will be reviewed and investigated by the Board, exclusive of the Board Member in question. Pending sufficient justification, a hearing before the STMA GFA Board will be held. A majority vote by the STMA GFA Board, exclusive of the Board Member in question, is required for dismissal.

## 4.1 Duties of the Board Members

**PRESIDENT: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Oversee the entire STMA GFA and is responsible for management of the association
- Calls and conducts regular Board meetings
- Oversees the registration process for STMA GFA
- Responsible for reviewing State and National tournament requests
- Liaison with STMA High School Varsity Fastpitch program
- Distribute annual survey
- Responsible for all financial matters of the STMA GFA
- Manage coach selection

**VICE PRESIDENT: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Organizes coaches' selection committee and conducts selections.
- Organize scholarship criteria
- Performs all duties in absence of the President
- Assists in updating handbook annually
- Assist in the registration process for STMA GFA
- Assist in coordinating off season camps and clinics dedicated to player development
- Manage coach selection

**TREASURER: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Responsible for all financial matters of the STMA GFA
- Prepares a yearly budget
- Summaries financial report to the STMA GRPA at a minimum on a monthly basis  
(frequently during registration and tournament or as needed by the board)
- Monitor all spending
- Sign checks – President Approval required for all costs over \$100.00

**SECRETARY: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Prepares, distributes and maintains meeting agenda, minutes, and other necessary publications
- Ensures procedure manual and handbook are updated annually
- Albertville Friendly City Days liaison
- Manages P.O. Box

**TOURNAMENT DIRECTOR: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Responsible for management, registration and promotion of the STMA GFA home tournament
- Organizes and chairs tournament committee

- Work with the Volunteer Coordinator for home tournament
- Other duties as needed

**TRAVEL DIRECTOR: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Oversee Travel team league (liaison for school and league schedules)
- Manage coach selection with President and Vice President
- Responsible for organizing the tryout process (evaluators, process, time) with President and Vice President
- Coordinates and manages team selection for Travel teams with board members
- Attend all Suburban and CML League Meetings as needed
- Coordinates tournament participation as needed
- Work with player and coaches on development activities

**IN-HOUSE DIRECTOR: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Oversee all In-House teams
- Manage coach selection with President and Vice President for In-House program
- Coordinates and manages team selection for in-house teams
- Organize In-House games
- Coordinates tournament participation as needed
- Work with player and coaches on development activities (hitting / pitching clinics)
- Responsible for annual uniform selection for In-House teams and coaches

**WEBMASTER: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Maintains STMA GFA website
- Oversees the registration process for STMA GFA
- Maintains databases with information regarding players, coaches, and teams to support STMA GFA
- Assist with DIBS information for all volunteer events
- Assist coaches and administrators with website management

**EQUIPMENT MANAGER: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Purchases, issues, and collects equipment, and supplies
- Responsible for repair, maintenance, and storage of equipment
- Educates players, parents, and coaches on proper equipment usage

**FIELD / UMPIRE DIRECTOR: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Responsible for requesting and scheduling fields for all games, practices, and clinics
- Liaison with constituencies that control the fields (Community Ed / FYCC)
- Liaison with Board/coaches in the event of weather-related cancellations
- Responsible for scheduling umpires for all games
- Responsible for umpire clinics

**VOLUNTEER COORDINATOR: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Ensure volunteers are assigned for all clinics, camps, tournaments etc.
- Responsible for email blasts to notify members of volunteer opportunities.
- Work to get dibs posted and completed with Webmaster
- Assist with concessions during STMA GFA Home tournament.
- Assist Fundraising Coordinator on fundraising ideas throughout the year.

**FUND-RAISING COORDINATOR: (Voting member /50% off registration fee for 1 child/volunteer credits waived)**

- Identify and implement fund-raising opportunities during the year (headbands, t-shirts etc.)
- Work to ensure there are sponsors on the website sponsor tab
- Identify and implement community fund-raising opportunities
- Bar Bingo liaison / coordinator

## 5 GENERAL INFORMATION

### 5.1 STMA GFA Summer Fastpitch Scholarship

Each year the STMA GFA strives to provide a senior scholarship program. The number of scholarships and dollar amounts can vary based on budget considerations. Interested recipients must complete a written application and submit that application by the due date noted on the application. The STMA GFA Board will review all applicants.

Each recipient must meet the following award criteria:

- Recipient participated in the STMA GFA summer program in the past year.
- Recipient must live in St. Michael – Albertville

Selection is based on the following:

- High standards of personal conduct
- Leadership qualities
- Academic achievement
- Support to the community and/or youth fastpitch programs and activities.

### 5.2 Refunds

The amount of any refund granted will be at the discretion of the STMA GFA board. A full refund will be granted to a player who does not make a traveling team but not in cases where they do not make the team of their desire. Once teams are determined, any potential refund, if any, will take into account any costs incurred for that player and for the team based on the budget that anticipated the player's fee. All requests must be submitted in writing to the STMA GFA President to [stmagirlsfastpitch@gmail.com](mailto:stmagirlsfastpitch@gmail.com).

## **6 IN-HOUSE PROGRAM**

### **6.1 Philosophy**

The In-House League provides an excellent opportunity for your daughter to enjoy the game of softball. Sportsmanship, learning the fundamentals of the game, being part of the team, and having fun are the goals at this level.

### **6.2 Expenses and Fees**

The cost for playing in the In-House league covers the following expenses:

General Administration fees (Copy fees, equipment storage fees, post office box, etc.)

- Equipment expenses
- Team Insurance
- Miscellaneous fees (field preparations, game balls, umpires, etc)
- Team shirts - shirts may be kept by each player at the end of the season.

### **6.3 Season**

Players play two nights a week with practice one night and a game the other. Practice typically starts mid-May with the first game in early June.

### **6.4 Age Divisions**

The following age/grade divisions are generally used in the In-House league.

- K-1 level: Coach's pitch to players. Score is not kept. 2-3 innings are playing with a full line-up batting in each inning.
- 2-3 level: Players learn to pitch. Score is kept and 3-out innings apply.

### **6.5 Player Time and Player Development**

Equal playing time is emphasized at this level. A child's safety must be considered when player rotations are developed. Each coach is responsible for assuring this happens. The coach has the authority to limit playing time due to disciplinary reasons with board approval.

**Playing time can also be limited due to one or more of the following:**

- Disciplinary action is being taken
- The player has been suspended
- The player is injured or sick
- Games have been shorted due to limited time or inclement weather

### **6.6 In-House League Rules**

Refer to the In-House league Rules posted on [www.stmagirlsfastpitch.com](http://www.stmagirlsfastpitch.com).



## 7 Traveling Softball

### 7.1 Philosophy

For those girls interested in a more competitive level of play, a traveling league is offered. It requires a greater commitment and teams will have practices, league games and weekend tournaments during the season. Emphasis is on skill development, teamwork, cooperation, sportsmanship and respect for others.

Recognizing that individuals will have different skills and needs, a positive environment will be created to foster contribution, accomplishment, confidence, and a feeling of self-worth in all players. Coaches will strive to see that each participant will be treated fairly and know they are an important part of the team and that their contribution is valued.

### 7.2 Age Divisions

The following age divisions are offered:

- 10 and under
- 12 and under
- 14 and under
- 16 and under

Teams are formed according to age guidelines set by the American Softball Association (ASA) and American Fastpitch Association (AFA), availability of coaches and by tryouts, if necessary.

### 7.3 Fundraising

Individual teams may fundraise for special events (for example, out-of-state tournament play). Dependent on Board discretion and availability of funds, the Board will consider giving a contribution out of general funds to teams qualifying for an ASA or AFA national tournament to help offset travel expenses.

***All fundraising events MUST be approved in advance by and coordinated through the STMA GFA Board.***

### 7.4 Program Goals

The following are the program goals for travel softball:

- Provide effective, high quality training for players and coaches at all levels.
- Provide programs that are cooperative with and respected by other community programs.
- Strive to create a fun and entertaining environment for players, families, coaches and community.
- Seek to maximize the potential of every player in the program.
- Develop players and teams.
- Encourage and foster player participation for the full length of a player's youth sports career.
- Foster the importance of teamwork and the understanding that all team members play an integral part in the success of the team.

- Increase the number of District 885 girls participating in competitive sports.
- To promote skill development and create a positive self-esteem for every player.

## 7.5 Eligibility

Players are eligible to participate subject to the following criteria:

- Resident of school District 885 area (regardless of school attended) – non-residents will be allowed to play if the Board determines that additional players are needed to field a team at any age group or to provide a team needed pitching and catching.
- Non-residents may be considered at board discretion and all waivers apply with the Suburban/CML/MMFL league rules.
- Must have paid all applicable fees – past and present.
- Must have filled out all required forms and registered.
- Must meet age guidelines for the age group signed up for (as determined by ASA and AFA – current rules are based by the age as of December 31st of the current calendar year (summer season)).

*Note: If parents choose to coach a fall team, the age is determined by the age as of the following December 31st (age for next summer season). The STMA GFA is not responsible for fall ball.*

## 7.6 Playing Up

All players must register & tryout at their current age level (the youngest age group they qualify for). A player can try out to play up based on the position that is determined by the Board to be needed.

To be considered for “playing up” to a higher age level, ONE of the following must apply.

- Player must be in the final year of their age group or grade level to be considered
- Or, currently playing at the high school varsity level.

Note: If the Board determines that additional players are needed to field a team at any age group or to provide a team needed pitching and catching. A player may be moved up.

Each player requesting to play up to a higher age level must submit a formal written request to the STMA GFA Board prior to tryouts.

The STMA GFA Board must approve the request by simple majority of the voting members. If the players’ position is anything other than a pitcher, and upon meeting the above listed criteria, the player must try out for both age levels and meet all the following requirements:

- Must finish ranked in the top 5 in evaluation points/rankings of the higher age level tryout final totals.
- Must finish in the top 5 in evaluation points/rankings of their normal age level tryout final totals.
- If the players position is “Pitcher”, the player must meet the requirements above, tryout for both age levels, and meet the following two requirements:
- Player must finish ranked in the top two pitchers at the higher age level.
- Player must agree that if selected, she may, depending on ability (at the coaches’ discretion) have limited playing time at other defensive positions.

All players electing to play up, but who choose not to participate, will not be refunded any fees paid once teams are chosen.

## 7.7 Playing Time

Every effort will be made to ensure equal playing time occur. Over the course of the season, coaches will ensure that each player gets an ample amount of playing time, but not necessarily at the player's or parent's desired position. As the season progresses, players will "settle into" playing positions so that the team is competitive. The younger the age group, the more individual player development and equal playing time is stressed. The older the age group, the more team development and placing the most competitive team on the field is stressed. Once a team is selected, coaches shall treat all of the players on the team as part of the team.

Playing time is at discretion of the head coach/assistant(s) based on the following:

- The need to develop talent at every position.
- Unexcused absences at practices and game situations.
- Effort of the players in practices and game situations.
- Commitment of the player to improve her skills.
- Skill level of the players on the team.

Playing time can also be limited due to one or more of the following:

- Disciplinary action is being taken.
- The player has been suspended.
- The player is injured or sick.
- Shortened games that are shortened due to the time limit or inclement weather.

## 7.8 Player Development

Player development, depth of talent and skills at each position is extremely important. As a result, coaches will try to ensure that every player receives numerous opportunities during games/practices to learn to perform in all game situations. However, not all players have the attributes or training required to play certain positions (for example, pitcher, catcher or shortstop). Therefore, not all players will be given the opportunity to play at her "favorite" position during games but coaches are required to continue working with players during practice. This will help ensure player development at every age group. Safety first is a key consideration when making these decisions for all players on either the home or away team. Players should be given opportunities to play at positions where they will be successful and to build player confidence.

Team development shall consist of teaching teamwork and the concepts of working together towards a common team goal. Care must taken to make certain that every player is part of the team regardless of their position. Positive reinforcement is an absolute necessary as new positions and skills are developed. Coaches must avoid negative reinforcement.

## 7.9 Registration

Registration for summer traveling softball is usually in January/February and can be made on-line at [www.stmagirlsfastpitch.com](http://www.stmagirlsfastpitch.com).. It is the players and parent's responsibility to seek out

registration information – watch for announcements and/or forms through District 885 schools or online at [www.stmagirlsfastpitch.com](http://www.stmagirlsfastpitch.com).

A registration deadline will be announced and may be different each year. Players that register after the deadline line may incur a late fee. No registrations allowed after tryouts for the travel league.

### **7.10 Summer Season**

The summer traveling season is for those individuals who desire a competitive softball experience in the main part of the season. Teams participate in a league and play in tournaments on the weekends (see Tournament section).

Practices usually start in March/April and league games usually begin in May and continue through early July. League games are typically played 1 weeknight per week, 5-inning double-header style (subject to change), and the first game beginning at 6:15PM (dependent on league rules). They will be played at sites throughout the Metro area.

Post season play includes State Qualifier tournament. Based on the results, a team may qualify for an A, B or C – level State Tournament in mid-July. Based on the results at the State Tournament, a team could extend their season into Mid-August by qualifying for a National Tournament. Typically, Memorial Weekend and 4th of July Weekend are not scheduled for tournaments unless with the agreement of the parents. However, the STMA GFA has no control over any dates for State Qualifier, State, or Nationals and those dates could be scheduled over a holiday.

### **7.11 Fall Season – Travel only**

The STMA Girls FPA **does not** have an official fall season in place; therefore will not hold registrations, coach selection, tryouts etc. for the fall season. Parents may choose to build teams to participate in a fall league. Teams must fund their own teams. Approval from the STMA Girls FPA must be granted prior to forming a team. Please contact the STMA GFA board prior to the fall season beginning. The parent forming the team has the right to pursue players of their choice as long as the players are at the appropriate age level. Parents should strive to have a majority of STMA participants unless a majority team cannot be compiled with STMA players. If available, the STMA Girls FPA may allow STMA parents to utilize equipment with a valid returnable deposit of \$300.00.

### **7.12 Practices**

Practice begins in March/April with a goal of at least 6-10 full practices before the first game. (Pitchers and Catchers may be expected to put in more time). *Exception: teams with a significant number of players on the high school teams may not practice much prior to their first games.*

After league play commences, a typical week will consist of one or two practices each week. No matter what, one week night should be taken off each week.

### **7.13 Expenses and Fees**

The softball registration Basic Fee covers the following expenses:

- General Administration fees (Copy fees, equipment storage fees, post office box, etc.)
- Equipment expenses
- Team Insurance

The Travel Fee covers the above fees as well as the following expenses:

- League Fee
- Playing Fees (game balls, umpire fees, tournament fees, chalk)
- Additional equipment expenses (higher end bats, score books, etc.)
- Team Uniform (shirt, shorts, and socks)

Additional expenses families may incur include:

- Additional Uniform gear (extra socks, visor, pants etc.)
- Gloves, cleats, sliding pads, compression shorts
- Extra tournament fees
- Travel expenses to and from games
- Possible overnight expenses for out of town tournaments

## 7.14 Tournament Funding

Each team is allocated a certain amount for tournament fees. This money may be spent on as many tournaments as team members are willing to play (generally this will fund about 2 tournaments – does not include State Qualifier and State). Additional tournaments may be played at the players' expense – if desired by the head coach and majority of players' parents. Unspent tournament monies are the property of STMA GFA. Gate fees for State Qualifier and State will be split evenly amongst each player. Typically those fees average around \$10.00 per player (subject to change). Tournaments played outside the metro area may require overnight stay at the player's expense. Any team which qualifies for a National tournament and chooses to participate will incur additional expenses, including travel for up to a week. Teams may do their own fund-raising to offset costs if approved by the STMA GFA Board.

## 7.15 Travel Team Determination

If numbers permit, there will be one or more teams at each age group. If there is only one team, it will generally be placed in an "A" level. If there are multiple teams, the Board will determine the make-up of the teams depending on the talent level involved.

Generally, the following guidelines will be followed:

- 10U & 12U – the decision to go to A/B is to be evaluated each year by the STMA GFA Board based on talent available, especially with pitchers and catchers.
- 14U & up – there will be an "A" team followed by one or more "B" teams etc. Final decisions will be determined by the Board and will be based on remaining talent levels.

Selection of players for the "A" team, if applicable, will be determined by the criteria established under the Tryout sections. As unfortunate as it seems and in some cases, there may be a need to distribute pitching and/or catching to all teams to ensure competitiveness of the teams.

## 7.16 Travel Team Selection

Teams are created using the following guidelines:

- Coaches available
- Selection from eligible players at that age group – the number of players on each team is ideally 10-12 players; however this will be determined by the Board's discretion.
- Players desiring to play up if a position is available (see policy on "Playing Up")
- Players from outside the eligibility area if needed to field a team.

Team selection is the ultimate decision of the Board. The Board will review the tryout results and all other available information and select teams. If a Board members daughter is part of a borderline decision. The entire Board must approve any movement amongst teams and the daughter must have scored in the top 15 in the tryout results.

## 8 TRAVELING SOFTBALL - TRYOUTS

### 8.1 General

This section refers to guidelines for conducting tryouts within the STMA GFA traveling program. Tryouts are needed to select members when multiple teams are offered at a particular age group.

### 8.2 Eligibility

Players are eligible to participate in the STMA GFA traveling program tryouts provided they meet the eligibility guidelines of the program.

### 8.3 Participation

Players must participate in all scheduled tryout session(s) for their particular age group, unless an excused absence is granted by the STMA GFA Board. An excused absence from any of the scheduled sessions must be granted PRIOR to the start of the first tryout session. Excused absences will include illness or injury (w/a doctor's note), school functions, and games for in-season sports. Attendance will be taken at each tryout session.

#### Makeup Tryouts

There are no set makeup tryout dates. All decisions are at the discretion of the STMA GFA Board.

### 8.4 Player Evaluation

Players are evaluated on the skills of fielding, throwing, hitting, bunting, and pitching. In addition, game situations may be created and players may be evaluated on their game sense.

### 8.5 Tryout and Team Selection Committees

The tryout selection committee will be comprised of individuals who are known by the STMA GFA to possess the knowledge necessary to evaluate a players' skill at a particular level. Those committee members will not be related to any of the tryout participants involved in their assigned age level. The tryouts will be facilitated by the STMA GFA Board. The evaluation and scores

and prior playing history (only if needed) will be the basis used by the STMA GFA Board to select players for traveling teams.

## **8.6 Tryout Philosophy**

The STMA GFA Board is aware that there is no perfect method of selecting teams. The selection process that the STMA GFA has in place is similar to a number of similar associations and has come up with a tryout process that the STMA GFA Board feels offers all players a chance to make a team of their caliber and to be fairly evaluated.

The team selection process attempts to find a balance between: Evaluating players based on their current skills demonstrated in an impartial tryout process, and evaluating players on the skills and possibly game sense shown in prior year's games.

## **8.7 Tryout Scoring**

Please refer to the STMA GFA website at [www.stmagirlsfastpitch.com](http://www.stmagirlsfastpitch.com) for updated tryout sheets.

# **9 COACH SELECTION PROCESS**

## **9.1 Written Application**

A written application must be completed by all coaches in order to be considered for either Travel or In-House programs. Please visit [www.stmagirlsfastpitch.com](http://www.stmagirlsfastpitch.com) for an application.

## **9.2 Head Coach Selection Criteria**

A pool of potential coaches is generated during the Registration process. Coaches are selected by the board based on the team their daughter was placed on and discussion by the board. Parent coaches are not paid by the STMA Girls Fast Pitch Association. However, non-parent and non-relative applicants may be paid by the STMA GFA.

- Each coach (head, assistant, parent helper etc.) will undergo a background check (no additional cost).
- Each coach must sign a Code of Conduct.
- Each coach and/or assistant coach must complete a coach's application.
- Anyone sitting in the dugout must take and complete the on-line concussion training.

Coach's feedback can be returned to the Board at any time during the season via email to the President of the STMA GFA at [stmagirlsfastpitch@gmail.com](mailto:stmagirlsfastpitch@gmail.com).

## 10 CODE OF CONDUCT

### 10.1 Player Code of Conduct

1. I will behave appropriately at games and tournaments and will respect the Volunteers and property of the tournament site and understand I represent STMA Girls Fastpitch.
2. I will not swear or disrupt games by arguing or harassing fans, other teams or officials. We will play aggressive ball, but not dirty.
3. I will support my teammates and coaches. I understand that jealousy, backstabbing and gossip about teammates and coaches are unacceptable.
4. I will encourage good sportsmanship, and not trash talk fans or other opponents.
5. I will be on time for practice and games and will give 100% during practice as well as games. Practice is to learn, not socialize.
6. I understand that travel softball is not always equal play-time. I understand my coach may reduce my game time for late appearances or unexcused absence from practice or games.
7. Consequences or Non-Compliance to Player Contract: If a player does not or will not comply with the guidelines of above stated contract or team rules specified by the head coach, the head coach may:

**A. Bench Player**

**B. Reduce play-time.**

**Or, if a player contract is consistently ignored, STMA Girls Fastpitch Board may:**

**A. Remove a player from the team for the remainder of the season.**

**B. Review status of player for following season.**

### 10.2 Parent Code of Conduct

1. Encourage good sportsmanship by demonstrating support for all Players, Coaches and Officials at every game.
2. Demand a sports environment free of drugs, tobacco and alcohol at events.
3. Remember that the games are for the kids.
4. Do my best to make sure that youth sports are fun and positive.
5. Not berate umpires. I understand that I may be asked to leave if I can't abide by the rules.
6. Not use profanity.
7. Not undermine the Coaches instructions and directions.
8. Treat other players, coaches, officials and volunteers with respect.
9. Communicate my concerns through the proper channels in a dignified manner.
10. 24hr. rule – Regarding communication between parents and coaches in regards to any disagreements concerning game play.

After a 24 hour cool-down period, constructive communication is encouraged between parents and coaches.

**In the event a parent is deemed to be not in compliance with this code of conduct the following will occur:**

**1<sup>st</sup> Time: Verbal Warning**

**2<sup>nd</sup> Time: Written Warning**

**3<sup>rd</sup> Time: Dismissal from the program**



### 10.3 Coach Code of Conduct

The STMA Girls Fastpitch Association is dedicated to raising the standard of service to youth in sports through the creation and enforcement of the Code of Conduct. The Code of Conduct defines the expectations for coaches. STMA firmly believes that for the sports experience is to be a positive, safe, and an enjoyable learning experience for youth of the league.

#### **Coaches' Code of Conduct:**

1. I will place the emotional and physical well-being of my players ahead of a personal desire to win.
2. I will treat each player as an individual, and expect age appropriate skills from all my players.
3. I will direct my players at all times to play by the rules and to show respect for the other players, coaches and the referee.
4. I will do my best to provide a safe playing situation for my players.
5. I will teach my players in a positive, nurturing manner. I will not berate, intimidate or bully my players into learning.
6. I will lead by example in demonstrating fair play and sportsmanship to all my players on and off the field.
7. I will exhibit respect for the umpires and other coaches. I will speak with the umpires and other coaches in a civil, calm manner.
8. I will not openly berate, taunt or otherwise comment negatively on the umpires or other coaches.
9. I will remember that I am a youth sports coach and that the game is for the children and not the adults.
10. I will adhere to the Coaches Code of Conduct while participating in any activity related to this league.
11. I will not use vulgar or discriminating vocabulary at any time.
12. I will abide by the guidelines and policies of the facilities that I practice and play games in which are set STMA and/or the School District.
13. I will demand a drug, alcohol and tobacco-free sports environment for my team and agree to assist by refraining from their use at all games and practices.

**In the event a coach is deemed to be not in compliance with this code of conduct the following will occur:**

**1<sup>st</sup> Time: Verbal Warning**

**2<sup>nd</sup> Time: Written Warning**

**3<sup>rd</sup> Time: Dismissal from the program**

## 11 GRIEVANCES

From time to time, parents and players may have a grievance with a coach, another player, or with an STMA GFA policy/procedure.

First, we advise parents and players to wait 24 hours following an incident. This gives all parties a chance to cool down, vent with others and/or seek advice from others, and attempt to see the other side's point of view.

We then recommend you approach the individual you have an issue with, as they are probably the best one to recognize the issue and work with you towards a solution.

From time to time, parents and players may not feel comfortable approaching an individual. If that is the case, we recommend you approach a representative from the STMA GFA Board.

If you feel your issue cannot be resolved to the satisfaction of all parties, the matter should be presented to the STMA GFA Board for final resolution. In this case the following steps must be adhered to:

- Notify the STMA GFA President of the grievance via email at [stmagirlsfastpitch@gmail.com](mailto:stmagirlsfastpitch@gmail.com). Please include a description of the incident (date and time if available) and a list of all parties involved as well as any witnesses.

The board will attempt to resolve the grievance by communicating with you and obtaining documents from all parties involved.

We recommend contacting the [President](#) first if you'd like a subject added to the agenda. If it involves a member of the board, the President, at his discretion, may ask the board member(s) to excuse themselves.

Want to provide feedback anonymously? Write to us at:

STMA Girls Fast Pitch Association  
P. O. Box 297  
St. Michael, MN 55376

(Mail is generally picked-up once per week)