

# **Berea Baseball Association Travel Charter**

**The Berea Baseball Association** (BBA) has, as part of its organization, a travel baseball program. **The Berea Baseball Association Travel** program (BBAT) has teams in various age groups and is governed under the BBA. The purpose of the BBAT is to provide an opportunity for players to participate at a higher competitive level of the sport than what the “in-house” program offers. The BBAT is designed for teams to participate in a competitive non-city league. While the BBAT is a higher level of baseball, the intent is to create a positive experience for both players and parents.

The BBAT travel teams are in place to provide a highly competitive baseball experience for the advanced level athlete. All travel teams are directly affiliated with the BBA and must conform to the rules and guidelines established by the BBAT. Travel teams are under the guidance of the **Travel Advisory Board**, and represented on the BBA board by the **Director of Travel**. The BBA/ BBAT recognizes only one travel team per age group ages 8 through 18 and reserves the right to add a second if it feels that there is enough talent to field two competitive teams. The teams will participate in the Cuyahoga Valley Baseball Association (CVBA). The BBA/ BBAT may field High School age teams as necessary to accommodate Berea High School age players.

## **DIRECTOR OF TRAVEL**

The BBAT will have a Director of Travel. This position is appointed by the BBA and has a one-year term. The Director of Travel’s role is to ensure that the travel team guidelines are followed. They will hold monthly meetings with the head coach of each travel team (the **Travel Committee**). The Director of Travel shall be accessible to the managers, coaches and parents. They will attend games and practices as well as coordinate all travel activities such as indoor/outdoor practice times, field scheduling coordination, issues related to the CVBA league, and any other “travel team” issues that may come up from time to time.

## **TRAVEL COMMITTEE**

The Travel Committee will consist of the managers and/ or a representative from each team, the Director of Travel and an additional representative from the BBA.

## **TRAVEL ADVISORY BOARD**

The Travel Advisory Board will consist of the Director of Travel, one additional member appointed by the BBA and one member appointed by the Travel Committee. Head coaches cannot be part of the Advisory Board. This board will rule on any issues outside the control of the Director of Travel, will be consulted on any disciplinary action regarding a travel manager, coach, parent or player, and will conduct a year end review of all travel managers. This board will act per the rules and regulations set forth by the BBA/ BBAT.

# **Berea Baseball Association Travel Charter**

## **TEAMS**

All age groups beginning with age 8 and going through age 18 are eligible to host travel teams. Each age group will have one team. In the U8-U18 age groups, a second team will be established if there are enough quality players to field a competitive team. A maximum of two (2) teams in the U8-U18 age groups will be allowed as determined by the Director of Travel and the BBA.

## **TRAVEL TEAM NAMES**

All BBAT travel teams have the obligation of using the Berea Braves name. If there is a second team in an age group, one team will be the Berea Braves Red Team and the second will be the Berea Braves Blue team.

## **TRAVEL TEAM UNIFORMS**

Each player will be supplied a travel uniform. It is the player's responsibility to keep his uniform clean and in good condition. If a player loses or damages the uniform outside of game play, it will be his responsibility to replace the lost or damaged piece. At the beginning of each season, returning players will receive new pieces of the uniform as needed due to growth and normal wear and tear due to game play. All team uniforms will consist of gray pants with navy blue pinstripes. Each player will also receive a jersey, navy blue hat with the Braves logo, one navy blue belt and a pair of navy blue socks. Any alterations to the uniform such as names, logos sponsors, etc., must be approved by the BBAT.

## **LEAGUE**

The teams will participate in the Cuyahoga Valley Baseball Association. A "bid" team will play in the CVBA bid division and a "non-bid" team will play in the CVBA non-bid division. Any team requesting to play in a league not associated with the CVBA must get approval from the Director of Travel.

# **Berea Baseball Association Travel Charter**

## **TRAVEL MANAGER REVIEW AND SELECTION PROCESS**

The Travel Advisory Board shall have the authority to investigate any potential managers' past coaching experience by interview of any individuals it deems appropriate. Completion of an application for a manager's position shall constitute approval for this inquiry. The Travel Advisory Board shall have full authority to determine the competence of the applicant. Candidates found to be qualified may be offered a Team. The return of a signed Managers Application to the Director of Travel shall constitute acceptance of all terms and conditions set forth by the BBA/ BBAT. If a candidate is determined to be unqualified then another candidate for the manager's position shall be found.

The Travel Advisory Board shall also conduct a review of all travel managers and their assistants coaches to determine if the managers and their assistants are in good standing. A manager/coach is in good standing if he or she follows all of the travel team guidelines and conducts him or herself properly throughout the season, and is not on managers/ coaches' probation. After the completion of the managers review process, a manager in good standing will manage the team the following year. As part of this review process, the Travel Advisory Board will investigate any written complaints presented to the BBA or Director of Travel through Parent Survey Forms and Umpire Incident Reports indicating that a travel manager has violated any rules or is not creating a positive experience for the kids. Any manager deemed not in good standing will be placed on probation or possibly removed by the Travel Advisory Board. All managers and coaches agree that decisions by the BBA and the BBAT Travel Advisory Board are final.

## **TRAVEL COACH SELECTION**

If a manager is removed or if a manager steps-down from that position, that position will be deemed "open". Anyone interested in filling an "open" manager position must contact the Director of Travel and complete a manager's application. The Director of Travel will make arrangements for each applicant to be interviewed by the Travel Advisory Board in order to make a selection. For a copy of the Manager Application, please go to [www.bereabaseball.com](http://www.bereabaseball.com). The return of a signed Manager Application to the Director of Travel shall constitute acceptance of all terms and conditions set forth by the BBAT and the BBA.

## **Travel Manager Qualifications**

All prospective travel managers should have a very good understanding of the game of baseball. They should have previous coaching or playing experience, have strong organization skills, have a commitment to the travel program, and be committed to player development. All travel managers must also be available to spend the necessary time required by a travel baseball team. All managers also agree to conduct themselves in a professional manner and to comply with all BBA/ BBAT and CVBA rules and regulations.

# **Berea Baseball Association Travel Charter**

## **GENERAL CRITERIA FOR TRAVEL MANAGERS**

In selecting travel managers, the individuals must:

- Have proper knowledge of the game of baseball
- Have previous coaching and/or playing experience
- Maintain strong organizational skills
- Maintain a strong commitment to the travel program and player development
- Maintain a strong commitment to spend the necessary time required to properly manage a travel team
- Conduct themselves in a professional manner at all times
- Maintain a strong commitment to follow all rules as set forth by the BBA, Travel Committee, and their respective league (CVBA), or all other appropriate governing bodies

## **MANAGERS RESPONSIBILITIES**

The managers and coaching staff shall be responsible for the conduct of his team as well as the parents and for complying with all applicable BBA, BBAT, and CVBA rules and regulations. All managers (or designated representative) shall be responsible for attending meetings held to discuss rules, scheduling, field selection or league matters. They are also responsible for educating the players on good, sound basics of the game as well as advanced knowledge of the game.

## **TRAVEL MANAGER/ COACH CONDUCT**

All travel manager/coaches agree to represent the City of Berea in a professional manner when playing both in Berea as well as other cities. The managers agree that they are responsible for their coaching staff, players and parents, and they will do everything in their power to ensure that they conduct themselves properly. Managers agree to take immediate action against a coach, player, or parent for all actions that are deemed inappropriate. Such actions include excessive arguing with the umpires, use of inappropriate language, drinking or the use of drugs before or during the game, berating or embarrassing a player or parent, or any other actions not in the spirit of good sportsmanship. Any manager/ coach failing to follow this proper conduct will be placed on probation.

# **Berea Baseball Association Travel Charter**

## **EJECTIONS FROM A GAME OR FIELD**

Under no circumstances will the BBA or the BBAT program tolerate a manager, coach, player, or parent being ejected from a game or a field. If anyone associated with a travel team is ejected from a game, or is requested to leave the premise, that person will face at minimum a 1 (one) game suspension. There will be no appeals. All such incidents must be reported to the Director of Travel within 24 hours. If the Director of Travel feels that the action was severe, he/she will present it to the Advisory Board and the Board will decide if additional action is necessary. All incidents involving a travel manager/ coach will result in that manager/ coach being placed on probation or being removed from the travel program. If the action was by a player or parent, the Director of Travel will contact that person and inform them that any further type of behavior will not be tolerated and the player involved in the incident or the player associated with the parent involved in the incident will be dismissed from the program for the remainder of that year, and will have to get the Advisory Board's approval to be re-instated for the next season.

## **MANAGER OR COACH PROBATION**

A manager or coach may be placed on "probation" by the travel Advisory Board for violation of any rules. If a manager or coach is on probation and commits a second violation, he/she will be given a second and final warning and serve a one game suspension. That one game suspension will be the game immediately following the incident or if in a tournament will not be allowed to manage/ coach or be on the premises for the remainder of the tournament. After the second and final warning, a manager/ coach committing an additional violation will be immediately dismissed from the travel program. Coaches dismissed will also give up their rights to coach any team in the BBA organization.

## **Publication of tryouts**

The Director of Travel will secure dates from the Berea Recreation Department. A complete list of tryout dates will be established and published through various media outlets such as the local newspaper, BBA and Berea Travel websites, fliers in the schools, etc. It is the responsibility of the travel organization and specific managers to ensure that all eligible residents are given an opportunity to tryout for the travel teams.

## **Player Eligibility**

Players must try out for the appropriate age team according to their age as of April 30<sup>th</sup>. A player may try out for the next age group up only if he will be playing with his graduating class. Team rosters are limited to players that are Berea residents or players attending a school in the City of Berea or The Berea City School District. However, each team is allowed to supplement their roster with two (2) players outside of the stated boundaries. At no time will a travel team be allowed to have more than two (2) Non-Berea City School District players on their roster. Non-Berea City School District players must be approved by the Director of Travel and must pay the additional non-resident fee.

NOTE: Every effort must be made to pick a team with all Berea players.

# Berea Baseball Association Travel Charter

## Parent Waiver and Approval Form

A parent or guardian of any player trying out for a travel team must complete a travel baseball waiver and consent form. The travel baseball waiver and consent form will be provided at all tryouts. Parents must complete the waiver before their son/daughter can tryout. All parents signing the form agree to let their child participate in the BBA Berea Travel Program and agree to adhere to the BBA/ Berea Travel Program rules.

## Tryouts and Player Selection

All players to be placed on a travel team must attend tryouts. Tryouts will be in August and September. If a team does not have a manager, the tryouts will be conducted by the Director of Travel and independent evaluators. They will be responsible for selecting the team. During the tryouts, all players will be evaluated and tested on all relevant baseball skills. All managers are obligated to give players a fair and equitable chance to make the team. Players should be judged based on playing ability, attitude, and any other circumstances that the Travel Committee feels are relevant. The players will be evaluated on a rating scale and at the completion of the tryouts will be given a grade. All player ratings will be evaluated and a copy submitted to the Director of Travel. The top 11 or 12 players will be identified and selected. However, if a manager can clearly demonstrate that a high rated player should not be one of the highest rated players, or has reasonable circumstances that a player should not be on the team, he can present his "case" to the travel team advisory board.

All parents of players attending tryouts must be notified of the tryout results.

This notification can be via telephone call or e-mail. If a parent wants a further explanation the manager will inform them of that particular players talents and what he can/ should work on for future tryouts. All tryout information will be kept confidential.

After the travel team's rosters have been submitted, the Director of Travel must approve any changes or additions. Players on a team cannot be removed without the approval of the travel team advisory board. If a player quits a team, the manager may add a player that had previously attended the tryouts. Any special situations regarding boys moving into Berea or the school district after the tryout dates, or not being available for tryouts must be presented to the travel team advisory board.

## TRAVEL ROSTERS

All boys travel rosters must be set prior to March 1st. All players assigned to travel teams MUST register with the BBA and pay appropriate fees. All rosters must be turned in to the Director of Travel and the CVBA. Rosters may carry up to 15 players and may include a maximum of two Non-district players on their roster. A Non-district player shall be defined as any player who does not attend a Berea City School District school or live in the City of Berea. Non-district players must be approved by the Director of Travel and must pay the additional non-resident fee.

## Travel Team Call Up Players

Travel teams may roster players from a lower age Berea travel team or a player from the BBA in house teams. The Director of Travel as well as the President of the BBA must approve the player/s. Travel teams may use Call Up players when there is a chance they will have less than nine players at a regular season game. The Call Up players may play only if there is not a conflict with their assigned team. Call Up players are also **not permitted to pitch in any game**. Call Up players may participate with the Travel team in tournaments if conflicts do not exist.

# **Berea Baseball Association Travel Charter**

## **Registration Forms**

All players selected for a travel team must complete a BBAT registration form and pay the related fees. All travel coaches are responsible for the accuracy of the information and the collection of the player registration fee. Coaches should try to submit the fees and completed forms to the Director of Travel by the date set forth by the Director of Travel. All forms submitted after the designated date may be subject to additional fees. The Director of Travel will verify all travel team registration forms for their accuracy. Any player that has a registration form that contains false information related to residency or age requirements will be immediately removed from the Berea Baseball Travel Program. Also, the related manager will be suspended indefinitely. All parents give the BBA/ Berea Baseball Travel Program permission to contact existing school organizations to verify enrollment and if requested to produce birth certificates.

## **Travel Team Accounting**

All travel managers are responsible for accounting for all monies received and spent for the team. Each team will be set up with a bank account with the Director of Travel and the team Manager on the account. Due to the BBATs' association with the BBA, all travel teams are required to provide statements of accounting. All travel managers will submit to the Director of Travel at the end of each calendar quarter a detailed and accurate summary of all money accepted and spent. Failure to comply with this accounting will immediately place a manager on probation. If a manager receives a warning for failure to submit the accounting, he will be given 30 days to submit it. If it is not received, the Director of Travel will dismiss the manager and seek a replacement manager. In addition to providing a complete accounting, all managers agree that all monies collected through fund raising and donations will be properly accounted for and used for the current year travel team expenses. Any monies unspent for a particular season will be turned over to the Director of Travel and held in an account for that team. Those monies will then be turned over to that team the following season. Any additional requests from the BBA/ BBAT must be honored.

## **General Fund/ Fundraisers**

The General Fund will be set up and maintained by the Director of Travel. All teams will pay into the General Fund a fee that has been set by the Travel Committee and the fee must be paid by March 1<sup>st</sup> of that particular year. All travel teams will be required to have full participation in all group fundraisers. The Group will hold at least 5 to 6 fundraisers each year. The monies raised by the group will be used to purchase Insurance for the players, pay the umpire fees for the home games, purchase uniforms and any other items that the travel committee deems as a necessary expense out of the general fund. It will also be used to help send the 12U team to the Cooperstown Field of Dreams. Any manager or player/ player's family that fails to participate in the group fund raisers will be dismissed from the program without any refund of monies already submitted. It takes all persons involved to accomplish the goals of the BBAT's general fund.

All corporate sponsorships will be split 50/50 between the General Fund and the team that acquired the sponsorship. The sponsor will receive in return their name on all 7 team banners, their name on the [www.bereabaseball.com](http://www.bereabaseball.com) web site as well as a link to their business web site. Their name will also be printed on any flyers, calendars or programs that may be printed by the BBAT or the individual travel teams.

# **Berea Baseball Association Travel Charter**

## **Use of Berea City Fields**

All teams will be given dates that they can utilize the Berea city fields for games and practices from the Berea Recreation Department (the rec.) Pryor to the CVBA Scheduling meeting, the Rec. will issue each team @15 to 20 available dates that they can schedule home games on. It will be up to each coach to contact the rec. to schedule practice times. It is also up to the coaches to contact the rec. to reschedule all games that need to be made up.

## **Payment of Umpire Fees**

All games on Berea City Fields will be assigned an umpire(s) by the Association used by the BBT. Prior to the start of the season, all managers will provide their finalized home schedule to the Director of Travel. This home schedule will identify all games being played during the season on Berea City fields. Umpire rates for each division will be available to the managers. The managers are responsible for calculating the total amount of umpire fees due for home games and submitting that amount to the Director of Travel prior to the start of the season. Teams that have not paid the fees in advance will not be furnished umpires.

**The previous rules apply to the U15-U18 Boys High School Travel Teams as well as any OHSAA rules and regulations.**

The BBA/ BBAT reserves the right to change, add or delete any information in this document as it sees fit at any time.

# Berea Baseball Association Travel Charter

## PARENTS CODE OF ETHICS

I hereby pledge to provide positive support, care, and encouragement for my child participating in Berea Baseball Association Travel Program by following this code of ethics.

**I will** encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other baseball events.

**I will** place the emotional and physical well being of all children ahead of any personal desire to win.

**I will** provide support for coaches and officials working with my child to provide a positive, enjoyable experience for all.

**I will** demand a drug, alcohol, and tobacco-free sports environment for my child and agree to assist by refraining from their use at all games, practices and baseball events.

**I will** remember that the game is for children and not for adults.

**I will** do my best to make baseball fun for my child.

**I will** ask my child to treat other players, coaches, fans, and officials, with respect regardless of age, race, sex, creed, or ability.

**I promise to help my child enjoy** the baseball experience within my personal constraints by assisting with coaching, being a respectful fan, providing transportation, fund raising or whatever I am capable of doing.

Father: Printed name \_\_\_\_\_

Signed name \_\_\_\_\_

Date \_\_\_\_\_

Mother Printed name \_\_\_\_\_

Signed name \_\_\_\_\_

Date \_\_\_\_\_

Legal Guardian Printed name \_\_\_\_\_

Signed name \_\_\_\_\_

Date \_\_\_\_\_