



## COLUMBUS YOUTH BASKETBALL (CYB) 2011-12 ORGANIZATIONAL MANUAL



### MISSION STATEMENT

Columbus Youth Basketball (CYB) League has been organized to provide youth of our community with a structured basketball organization that promotes fair play, skills, development, respect, and most of all fun. We believe that successful programs are successful because of good communications and a solid based organizational staff.

### COACH SELECTIONS

The selection of coaches is one of the most important responsibilities of league officials, since the coach is in direct contact with CYB players. The coach is directly responsible for the safety, attitudes, behaviors, skills, and knowledge that their players learn from the game and the program. One of the functions of the CYB program is to teach youth respect for authority. Coaches are expected to reinforce this function by their own attitude towards game and league officials. The league will select coaches based on experience, qualifications, and willingness to administer CYB league rules.

All coaches must complete a volunteer form, National Youth Sports Coaches Association Certification Program; attend league-training clinics. Only coaches who have received clearance from League Officials will be allowed to have direct contact with CYB players. Volunteer coaches will be given a memorandum of understanding, before they are allowed to coach.

Coaches who berate players, officials and parents will not be allowed to participate in the program. NYSCA certification will be withdrawn and the coach will not be allowed to participate in any CYB functions. Coaches will be given a collared shirt with the CYB logo on it and they must wear that shirt in order to coach. Coaches are subject to a minimum 1 game suspension for not adhering to this dress code policy. Maximum of 2 certified coaches per team. These are the only coaches that can be on the bench during games.

**\*NOTE:** Parks and Recreation (Recreation Services Division Staff) are not allowed to coach due to the scheduling of practice and games.

### SUPPORT STAFF VOLUNTEERS

Support staff volunteers are team parents, and table assistants. The selection of support staff volunteers is very critical to the operation of CYB. All volunteers must complete a volunteer form, NYSA Certification Program; attend league training clinics and a mandatory background check. Only volunteers who have received clearance from League Coordinators will be allowed to have direct contact with CYB players. Volunteer staff will be given a memorandum of understanding, before they will be allowed to participate in league functions.

## REGISTRATION OF PLAYERS

All participants must be registered before they will be allowed to participate in any CYB function. All players will have a birth document on file prior to the start of the regular season. A birth document is a birth certificate, passport, military ID, State Driver's License or State ID or a Medicare card. A parent or guardian must sign registration forms, before participants are allowed to play.

## LEAGUE FEES

Each player must pay league fees in full before November 19, 2011.

## FEE BREAKDOWN

<u>TOTAL HOUSEHOLD INCOME</u>	<u>REGISTRATION FEE BREAKDOWN</u>		
	<u>1<sup>ST</sup> CHILD</u>	<u>2<sup>ND</sup> CHILD</u>	<u>ANY ADD'L CHILDREN</u>
Under \$15,000	\$15.00	\$12.00	\$10.00
\$15,001-25,000	\$25.00	\$22.00	\$20.00
\$25,001-35,000	\$35.00	\$32.00	\$30.00
Over \$35,000	\$45.00	\$42.00	\$40.00

<u>TOTAL HOUSEHOLD INCOME</u>	<u>REGISTRATION FEE BREAKDOWN</u> (CITY EMPLOYEES)		
	<u>1<sup>ST</sup> CHILD</u>	<u>2<sup>ND</sup> CHILD</u>	<u>ANY ADD'L CHILDREN</u>
Under \$15,000	\$13.00	\$10.00	\$ 8.00
\$15,001-25,000	\$22.00	\$19.00	\$17.00
\$25,001-35,000	\$31.00	\$28.00	\$26.00
Over \$35,000	\$40.00	\$37.00	\$35.00

## UNIFORMS

All players must wear an approved CYB uniform. No substitutions will be allowed. A jersey and a pair of shorts are issued at the start of the season to each player that has paid league fees. No alterations of logos or added graphics or designs will be allowed. Players who alter uniforms will not be allowed to play in games until the uniform is returned to the issued state. Jerseys will be tucked into shorts and shorts will be worn on the waist. No underwear will be exposed or showing; socks must be worn. Footies can be worn, but must be above the ankle. Earrings, rings, watches, necklaces or other jewelry that will cause cuts shall not be worn during games or practices. Players may wear T-shirts under their jersey, the T-shirt may not have ragged edges; shirts must have a smooth seam on the sleeves and neck area.

## INSURANCE

The league does not provide insurance for participants. All coaches are secondarily insured through NYSCA.

## ELIGIBILITY

The age division in which a youth participates is determined by their age on January 1, 2012. All Muscogee County or Ft. Benning middle school, high school varsity, high school junior varsity, and freshman players that participate in try-outs and whose name is on an official roster at the start of the regular school season are ineligible to participate in CYB.

## TRANSPORTATION

Transportation is the responsibility of the parent or guardian to and from all practices and games. All coaches that transport participants to and from games and practices must have valid motor vehicle insurance. A copy of your insurance card must be attached to your coach's volunteer form, and on file in the Athletic Division Office.

## AGE DIVISIONS

**5-6 Instructional Training League** - skills and drills are the primary focus. Simulated ball games will be a part of the 6-week program. The first three weeks are devoted to skills and drills and the last 3 weeks will be skill and game play. Goals are lowered to 8.5 feet and games are played with a youth size basketball.

**7-8 Coed** - Skills, drills and the rules of the games. Focus is on teamwork and sportsmanship. Youth will play on regulation 8.5 -foot goals and use a 2.85 size basketball.

**9-10 Boys Division** - Skills, drills and the rules of the games. Focus is on teamwork and sportsmanship. Youth will play on regulation 10-foot goals and use a 2.85 size basketball.

**11-12 Boys Division** - Skills, drills, teamwork, sportsmanship are vital for this age group. Each player must play in the first and second half of every game. The focus is to increase skills, teamwork and the quality of play. Youth will play on regulation 10-foot goals and use a 2.85 size basketball.

**9-12 Girls Division** - Skills, drills and the rules of the games. Each player must play in the first and second half of every game. Focus is on skills, drills, teamwork and sportsmanship. Youth will play on regulation 10-foot goals and use a 2.85 size basketball.

**13-16 Girls Division** - Skills, drills, teamwork, sportsmanship are vital for this age group. Each player must play in the first and second half of every game. The focus is to increase skills, teamwork and the quality of play. Youth will play on a regulation 10-foot goal and use a 2.85 size basketball.

**13-14 Boys Division** - Skills, drills, teamwork, sportsmanship and quality of play. Each player must play in the first and second half of every game. This division will use a regular boys basketball.

**15-16 Boys Division** - Skills, drills, teamwork, sportsmanship and quality of play. Each player must play in the first and second half of every game. This division will use a regular boys basketball.

## TEAM SELECTIONS

Each recreation center must recruit and register participants for league play. There is no maximum number of teams per age division. A maximum of 15 players and a minimum of 8 players will be assigned to a team.

Once a player is placed on a team, he/she will remain on that team for the duration of the season. No player will be allowed to play for more than one team per season. After the registration period a team roster will be provided to the coach by league coordinators. Coaches are responsible for notifying players of times and location of practices and games.

## TEAM PRACTICES

Only approved Parks and Recreation sites will be used for practices and games. League Coordinators utilizing Parks and Recreation facilities will arrange all practices. Team members will be notified of practices by their team parent or coach. Practices will be held no longer than 1 hour per day and no more than twice per week. Practice times and schedules will depend on the availability of practice sites. **Coaches are advised not to transport players in their private vehicle without the proper insurance coverage. It is the responsibility of the coach to obtain and show proof of the proper insurance coverage to the League Coordinator.** Coaches must also have written permission from each participant's parent/guardian before transporting players to and from practices and games in privately owned vehicles. Practices will not be conducted before the announced start of eligible practice dates. Coaches, who violate this policy, shall be subject to a three game suspension from the league.

## GAME SITES

The age division and the number of teams within a division will determine playing sites. Boys 11-16 will play on regulation size floor only (90 feet in length). Other age groups will play on regular floors (less than 90 feet in length).

## SCHEDULING OF GAMES

The more a youth plays basketball, the better that player will become. However, playing a large schedule is not the goal of CYB. The league will consider other community functions and volunteer coach's work schedules when planning season and post season schedules. The league will schedule games depending on the number of teams in the league and the number of teams in each age division.

## PRE AND POST SEASON TOURNAMENT PROCEDURES

All CYB teams are required to participate in all pre-season and post-season events, when eligible. League Coordinators will notify the center Supervisors and Team Parents of dates, times, and locations of pre and post season tournament play. League Coordinators will retain the final authority to deny a specific player, coach, or team the privilege of participating in pre and post season tournaments. If a player or team fails to conform to the high standards and rules and regulations of Columbus Youth Basketball League they shall be suspended from the league and therefore, ineligible for pre, regular, and post season play. All players must have participated in half of regular season games to be eligible for post-season play if team qualifies.

**NOTE:** The Columbus Youth Basketball league does not sanction pre or post season games with other leagues without written agreements in advance of play.

## TEAM ROSTERS

League Coordinators and center Supervisors shall maintain all team rosters. Coordinators are the only persons who can officially **add or remove players** from rosters. Each team will have a maximum of 15 players and a minimum of 8 players assigned to a team. Players who show a trend of not attending games/practices shall be dropped from the team roster after the third unexcused absence of the season. Once a player is removed from the roster, they cannot be reinstated to the team.

## OFFICIALS

The Columbus Youth Basketball League is officiated by contracted officials for ALL age divisions. The Athletic Program Supervisor or Recreation Division Manager assigns all officials to games. We ask that all players, coaches, and fans display good sportsmanship at all game sites with the officials assigned to the games.

## PROTESTS

Coaches must notify the table of playing under protest before the end of the 2nd period, the table staff will inform the referee of the protest. League Commissioners, will have final authority to validate the protest. A \$100.00 protest fee will be assessed before the protest can be officially filed, fees are non-refundable if protest is not upheld. All protest must be officially filed in the Athletic Office within 24 hours of the protested game. A coach may protest a rule interpretation, a player's eligibility due to age, playing on another CYB team, or a player's name appearing on a middle school or junior varsity or varsity basketball roster during current school year. A judgment call by an official cannot be protested.

# **\*\*RULES AND REGULATIONS\*\***

## **COLUMBUS YOUTH BASKETBALL LEAGUE**



1. All players in all age divisions must play a minimum of **3 minutes** in the first half and second half of all games. League Coordinators will ensure that scorebooks indicate what period a player entered the game. There will be an official league time out at the 3 minute mark of the second and fourth quarters at which time the scorer's table will notify Supervisors and floor officials as to which players have not entered the game. Coaches must sub players for the remainder of the period; failure to follow this procedure will be cause for a technical foul (2 shots) on the coach, and the opposing team will receive the ball. **Two technical fouls during a season for failure to sub will be automatic suspension for three games.**

2. Game rosters at the playing site are the **only official rosters**. No player can play if he/she is not on the official roster.

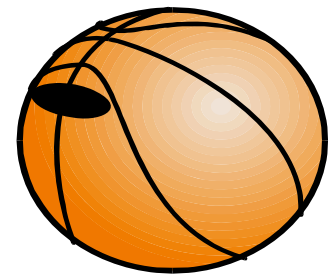
3. The clock stops when the official blows the whistle on all fouls, and the final 2 minutes of the second and fourth quarters on every whistle. The clock will also stop during injuries and timeouts.

4. Each team receives (3) full timeouts per game and (2) 30- second timeouts per game. One additional timeout is given for overtime. Any remaining regulation timeouts can be used in overtime play.

5. All overtimes will be 3 minutes. If after 3 minutes of overtime play the game is tied, another 3 minutes will be played.

6. Time of play:

7-8 co-ed	4- 8 minute quarters
9-10 boys	4- 8 minute quarters
9-12 girls	4- 8 minute quarters
11-12 boys	4- 8 minute quarters
13-16 girls	4- 8 minute quarters
13-14 boys	4- 8 minute quarters
15-16 boys	4- 8 minute quarters
Half time:	2 minutes all age divisions



7. Players must wear approved Columbus Youth Basketball League uniforms. No earrings, rings, watches or other jewelry will be worn. Jerseys must be tucked in at all times (technical foul for jersey not tucked in). Shorts will be worn on the waist (no sagging shorts; technical foul for shorts pulled down below the waist). Any player not in official CYB uniform will not be allowed to play during the game (**no exceptions**).

8. Uniforms are the responsibility of the player. Lost uniforms cannot be replaced.
9. Game time is forfeit time! **Exception:** A fifteen-minute grace period for the first game only at each playing site.
10. There must be a minimum of 5 players to start a game.
11. Sportsmanship is the name of the game. Any coach or player who displays poor conduct will be given a warning by the floor official and league officials. Coaches and players are subject to a maximum 3 game suspension for repeated poor conduct on the floor and within the playing site.

Bench Decorum:

Coaches and players will not:

- a. Disrespectfully address an official.
- b. Attempt to influence an official's decisions.
- c. Use profanity; Disrespectfully address or bait an opponent.
- d. Object to an official's decision by using gestures to incite undesirable crowd reactions.

**Penalty:** 2 free throws, bench fouls are charged to the head coach. If bench fouls are flagrant, the offender shall be banished from the building.

12. There will be no protest of player's eligibility once the regular season has ended, that has been on the official game roster from regular season play.

13. Bonus Free Throws:

A bonus free throw is awarded on the 7<sup>th</sup> team foul in a half. Teams committing the 10th team foul in half results in the offended team receiving 2 free throws.

14. No alcoholic beverages or smoking materials are allowed at Parks & Recreation facilities. Players and coaches who are suspected of being intoxicated will be suspended from the league. All recreation facilities are smoke free.

15. No multi-purpose cleats or jogging shoes will be worn. It is the responsibility of the coach to ensure that each player wears proper footwear.

16. Players and coaches ejected must leave the gym completely. Failure to do so will result in a forfeit game. **Any player or coach ejected from a game will receive an automatic 2 game suspension, no discussion or exceptions. More than one ejection per season will result in loss of privileges for remainder of season.**

17. Cancellation of games. Games that are cancelled for weather or other natural occurrences will be rescheduled, if needed. If the standings at the end of the regular season require that the game be played, league coordinators will reschedule games. Games, which are forfeited because of lack of players, will not be rescheduled.

18. All coaches are required to wear the provided collared shirts during games, and must present themselves in a professional manner. Coaches are subject to a minimum 1 game suspension for not adhering to this dress code policy.

19. If there is not a CYB rule for a violation or infraction, Georgia High School Athletic Association rules will apply.

### **Age division playing Rules**

#### **7-8 co-ed**

1. No full court pressing (defense will start at half-court).
2. A defensive rebound requires the opposing team to retreat to defend their goal.

### **Mercy Rule**

If a team has a lead of (20) twenty points or more, the mercy rule will be implemented.

The mercy rule is as follows:

A timeout will be called from the scorer's table; the officials and coaches will be notified of a twenty-point lead. From that point on the clock will run continuously and will stop on timeouts only (**exception:** player injury, as determined by the officials). If at any time the lead is less than 20 points, regulation play will resume. The mercy rule is created so that participants will have a positive experience.

*COLUMBUS PARKS AND RECREATION  
COLUMBUS YOUTH BASKETBALL  
2011-2012 MANUAL*

