River Falls Youth Softball Organization

Policy Handbook

Last Updated: February 16, 2026

Mission Statement

River Falls Youth Softball Organization (RFYSO) provides players ages 5 – 18 an opportunity to learn the fundamentals of fastpitch softball in a fun, safe environment.

Core Values

Integrity · Respect · Teamwork · Humility · Compassion · Dedication
Character · Cooperation · Unity

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Section 1: Mission Statement and Core Values

1.1 : Mission Statement

River Falls Youth Softball Organization (RFYSO) provides players ages 5 – 18 an opportunity to learn the fundamentals of fastpitch softball in a fun, safe environment.

1.2 : Core Values

Integrity · Respect · Teamwork · Humility · Compassion · Character · Cooperation · Unity

1.3 Scholarship Opportunity

It is the intention of the RFYSO to offer scholarship(s) to graduating high school seniors that embody the core values of the organization. The number and dollar amount of the scholarships is within the discretion of the board of directors. Applications will be reviewed by the board of directors and the board will consider the core values as noted above, as well as the applicant's contribution to the community and the organization.

Section 2: Organization and Affiliations

2.1 : River Falls Youth Softball Organization

River Falls Youth Softball Organization (RFYSO) is a non-profit organization founded in 2014 for players attending or residing within the River Falls School District an opportunity to learn the fundamentals of fastpitch softball in a fun and safe environment. RFYSO consists of a volunteer board of directors that oversee the following programs: Little Sluggers, 8U, 10U, 12U, 14U, and 18U Tri County traveling teams. Our organization is a member of the Tri County Fastpitch League (10U – 18U) and Metro 8U League (8U), both of which are sanctioned by Minnesota Softball.

2.2 : Minnesota Softball – Tri-County and Metro 8U Leagues

The Tri County Fastpitch League was established in 1972 to promote competitive fastpitch softball for players in the St. Paul/Minneapolis metropolitan area and part of Western Wisconsin. The league acts as a clearinghouse for interested communities. The league oversees the scheduling of league games between member associations, determines State tournament advancement, as well as player eligibility standards.

The Metro 8U league was established in 2015 to foster an opportunity for early entry into competitive softball under rules that promote learning to play the game properly and safely. The league oversees the scheduling of league games between member associations, determines State tournament advancement, as well as player eligibility standards.

Section 3: Governance

3.1 : Board of Directors

A volunteer board of directors oversees the operation of the River Falls Youth Softball Organization. They are responsible for:

- Upholding the mission and values of the organization
- Manage operations and fiscal decisions
- Determine evaluation process, conduct a fair and equitable evaluation
- Approve and support all fundraising efforts and establish volunteer requirements
- Responsible for enforcing the RFYSO Codes of Conduct

The RFYSO board of directors:

- Consists of up to 16 members
- Each term is two years and members may serve up to two consecutive terms with the option of additional terms as determined by the needs of the Board. Members may be removed or released at the Board's discretion.
- Officer positions include President, Vice President, Secretary, and Treasurer.
- Board officers are voted upon by the Board of Directors.
- Board positions are unpaid, volunteer positions.
- All board members must be in good standing within the community
- When vacancies arise, the board of directors will solicit applications from individuals interested in joining. Those applications will be reviewed by the current board.

3.2: Elected Officers Duties and Responsibilities

- **Board President**
    - Oversees the affairs of all elements of the Organization.
    - Selects and appoints all managers, coaches, board members, and committees (subject to the approval of the Board).
    - Represents the RFYSO at Tri- County meetings and other meetings as deemed appropriate.
    - Presides at RFYSO meetings and assumes full responsibility for the operation of the RFYSO
    - Oversees the overall scheduling of events associated with RFYSO - Coordinates all scheduling with other board members, including but not limited to yearly calendar, evaluation date, pitching and hitting clinics, scheduling of fields, clinics, gym space (winter and early spring), etc.
    - Oversees and coordinates with the RFYSO Communications and Marketing Coordinator all publicity campaigns, including but not limited to, announcements, fundraising, registration, clinics, and seminars.
    - Oversee all long-term development and planning.
    - Assists in onboarding new Board Members during onboarding meeting separate from regular board meeting.
    - Works with Field Director and walks through at the fields before the season starts.
    - Oversees the player evaluation/selection process along with VP – assigns personnel to conduct the evaluations.

- President (along with Vice President) ensures all tournaments hosted by the RFYSO are conducted in a professional and efficient manner.

- **Vice President**
  - Presides in the absence of the President and carries out such duties and assignments as may be delegated by the President.
  - Take lead responsibilities for evaluations and make-up evaluations prior to season for 10U, 12U, 14U, and 18U programs.
    - Coordinates and oversees activities, making all managers, coaches, and parents aware of all meetings, local rules, and conduct expected at all practices and games.
  - Coordinates with President and other members selected by the board in the placement of players on their respective teams.
  - Ensures that all managers, coaches, and players at all levels are receiving proper instruction and professional communication.
  - Vice President (along with President) ensures all tournaments hosted by the RFYSO are conducted in a professional and efficient manner.
- **Treasurer**
  - Signs checks as directed by the Board.
  - Dispenses RFYSO funds as approved by the Board.
  - Reports on status of RFYSO funds.
  - Keeps accurate and up to date financial records.
  - Assumes responsibility for all RFYSO finances.
  - Prepares and submits league tax returns, etc.
  - Prepares budgets.
  - Ensures organization insurance is paid (REIS Insurance-Rep is Pat Murphy) and up to date.
  - Ensures nonprofit status is maintained.
  - Oversees the scholarship applications and coordinates distribution.
  - Oversees the process to select new board members.
- **Secretary**
  - Maintains a register of Board Members and history of Board Members.
  - Keeps all records available on flash drive with updated backup drive. Flash drive(s) will be provided by RFYSO.
  - Coordinating uniform and apparel orders.
  - Records the minutes of meetings, prepare in written format, and distribute via email (following the meetings send notes to President for review prior to distribution if deemed necessary)
  - Provide copies of meeting minutes for each board meeting prior to board meeting where approval of meeting minutes will be recorded.
  - Provide attendance roster for each board meeting.
  - Secretary shall be responsible for sending out notice of meetings.
- **Communications & Marketing Coordinator**
  - Ensures that RFYSO news and scores are updated on a daily or as-needed basis.
  - Coordinate volunteers

- Collects, posts, and distributes important information on RFYSO activities to the Tri County and Minnesota Softball leagues, the public, league members and media.
- Collects photographs and team news from Team Managers on a regular basis.
- Announces tournament results on multiple platforms (league page, FB etc.).

- **Tournament Coordinator**
  - Assist President and VP in selecting weekend(s) to host tournaments.
  - Apply for bids and advertise tournaments.
  - Manage tournament registration – keep website updated.
  - Advertise tournaments – send out emails soliciting additional teams (and if cleared by the President or VP, offer discounts)
  - Set pools and brackets.
  - Ensure fields and supplies are prepared in advance of tournament (mounds built or on site, bases set – coordination with Field Maintenance staff and make sure properly staffed)
  - Recruit volunteers to staff event (check-in, concessions, etc.)
  - Train site directors
  - Must have availability for home tournaments, making every effort to not schedule an away tournament when we have a home tournament.
  - Order, pick-up, and distribute trophies.
  - Re-schedule tournaments as necessary based on weather.
- **Player/Coach Development (2)**
  - There are two positions that share these duties.
  - Works with RFHS high school head softball coach to ensure training/development is in line with the high school and their programs philosophy and coaching strategies.
  - Serve as the contact person for player or coach development programs/training.
  - Mentor new players and coaches and assists with transition from 8U/10U/12U/14U/18U.
  - Develops, coordinates, and provides player and coach training. Orders and distributes training materials to players, coaches, and managers. Coordinates mini-clinics, as necessary.
  - Manages and runs the Little Sluggers program.
  - Responsible for overseeing all programs and development opportunities relating to managers, coaches, and players.
  - Shares no-cost online training with Communications/Marketing Director for sharing with our Social Media audience
  - Presents coach/manager training budget to the board.
  - Coordinates with teams to conduct and monitor all clinics, seminars, or other development affairs.
  - Diligently works to continually teach managers and coaches correct basic player skills, as well as managerial skills (emphasis on player development, throwing programs, etc.)

- Responsible for making information available to all managers, coaches, and players as appropriate.
- Maintains e-library of teaching materials including team training manuals and other resources.

- **Fundraising/Sponsorship Coordinator**
  - Contact and maintain relationships with sponsors such as Johnnies, site location for Euchre tournament, national tournament sponsors, t-shirt sponsors, etc.
  - Responsible for ordering and distributing sponsor plaques/letters to sponsors at season completion.
  - Works to determine and manage fundraising efforts for RFYSO.
  - Responsible for the coordinating of all sponsorship activities to include activities at host tournaments.
  - Establish a banner fundraiser program for RFYSO.
  - Coordinates with the Treasurer to make sure that all sponsorships are paid and deposited and within guidelines and rules.
- **Field Scheduling and Umpire Coordinator**
  - Works with teams to schedule fields for game play and practices.
  - Works with website/Tri-County liaison to ensure all game fields are finalized. This data will be shared on the tri-county website and RFYSO website, so parents/ players/fans know where games and practices are being held.
  - Manages the master field schedule (needs to be available on the website and updated regularly so coaches can see what fields are available).
  - Serves as point of contact for the Board's umpire provider to communicate game/tournament schedules, rainouts/reschedules, and other scheduling needs
- **Registration and Website Coordinator**
  - Responsible for managing Sports Engine site and all updates needed for registration.
  - Responsible for setup of player database for current year.
  - Manages the online registration process (coordinating, updating, and maintaining on-line registration).
  - Manages the volunteer sign up through Dibs and annually verification completion of volunteer hours.
  - Prepares forms and handouts for registration (registration forms, volunteer signup forms, codes of conduct, contact list of director, coaches, and umpire clinics).
  - MUST attend evaluation/registration day in person.
  - Communicates scholarship requests with President and makes decision to allow scholarship player (other board members do not need to be included in this decision (for privacy reasons)
  - Responsible for creating team rosters and distributing to board for board discussion, edits, and ultimately approval.
  - Manages the RFYSO official home page at https:// www.riverfallsyouthsoftball.org
  - Responsible for the regular maintenance of the website ensuring that the site is

always current with accurate and up to date information.
    - Uploads league schedules to website.
    - Duties include renewal of domain names, website and e-mail accounts renewal, and maintain the merchant account.
    - Develop instructions for team managers and other users.
- **Field Maintenance and Equipment Coordinator**
    - Lead annual spring and fall field prep work events.
    - Coordinate routine field maintenance as needed (lawn mowing, weed removal, insect control, etc.)
    - Periodically check on the conditions of all fields used by RFYSO Softball and report any deficiencies, difficulties, or problems to the RFYSO Softball Board
    - Responsible for the upkeep and maintenance of all player equipment.
    - Coordinates the return of all equipment at end of year.
    - Maintains an inventory of all equipment in each bag to ensure that all equipment is returned and that equipment which has exceeded its life expectancy, is replaced.
    - Inspects all equipment and removes damaged, worn, or unsafe equipment and replaces with new equipment and updates inventory upon board approval.
    - Orders all new equipment (with approval of board).
    - Maintains inventory of reserve equipment.
    - Prepares all equipment bags for distribution each season with age and size appropriate equipment for each division.
    - Provides scorebooks and pitch-count books to appropriate teams.
    - Coordinates the distribution of gear bags to each team at the start of the year and provides additional gear as needed by teams throughout the year.

3.3: Board Member Expectations

- Be an engaged participant at all regular and special board meetings. Board members must attend 75% of the monthly meetings (either in person or remotely). Board members must also participate at organization events, such as clinics, Wildcat Walk-off, etc.
- Model the RFYSO mission and values expected of all RFYSO coaches, players, families, and representatives.
- Keep all board business including evaluation scores, code of conduct violations, and other board meeting conversations in the strictest of confidence.
- Uphold the Board of Director codes of conduct outlined in this handbook.

3.4: Board Member Eligibility

- Any River Falls resident who has a child registered in the softball program and is in good standing
- Any past player (over the age of 18) or parent/guardian of a past player, who left RFYSO in good standing
- Residents of River Falls in good standing within the business or general community

3.5: New Board Member Orientation

- New board members will take part in an orientation at the first board meeting they attend after joining the board
- Position-specific training and orientation will be provided by a current/prior board member.

Section 4: River Falls Youth Softball Organization Programs

The River Falls Youth Softball Organization strives to provide age-appropriate instruction at every level. To meet that goal, RFYSO offers the following fastpitch programming for players ages 5 to 18 with a tiered approach for all players to understand and enjoy the game of softball as a whole.

4.1: Little Sluggers (LS)

The objective of the Little Sluggers program is to introduce the fundamentals of fastpitch softball in a safe and fun environment. During the six-week program, the basics of throwing, catching, fielding, hitting, and base running are taught through skills, drills, and simple games. Little Sluggers is appropriate for players ages 5 – 8.

4.2: Tri County and Metro 8U Teams

8U, 10U, 12U, 14U, and 18U players will be assigned to teams based on their evaluation score. All teams will be placed within the appropriate Tri County or Metro 8U league level of competition (i.e., A, B, C) based on overall skill level of team. Teams will practice 1- 2 times per week in addition to weekly games. Each team will also play in two tournaments, a state qualifier, state tournament, and one national tournament (if they qualify). These tournament fees are included in the registration fee. Teams may play in additional tournaments; however, any and all expenses need to be covered by the parents/guardians.

At the 8 and 10U level, coaches focus on basic fastpitch skill, building confidence, and team building. Players at this level will be encouraged to try pitching and catching and can expect to rotate between infield and outfield positions.

At the 12U level, coaches continue to focus on player skill development, confidence, and team building. Players at this level will be encouraged to try pitching and catching and can expect to rotate between infield and outfield positions.

At the 14U level, coaches will continue to focus on player skill development, confidence, team building, and leadership. Players can expect to begin to focus on specific positions.

At the 18U level, coaches will focus on player skill development, confidence, team building, and leadership. Players at this level can expect to focus on continued skill development in specific positions.

Section 5: Team Selection Process

5.1: Player Evaluations

Player evaluations are held to determine individual skill level and determine team placement. To ensure a fair and equitable evaluation process, unbiased evaluators rate each player on the same skills using the same rating scale throughout the evaluations.

- **See Appendix A for current season requirements**
- 10U, 12U, 14U, and 18U player evaluations are done in the late summer at the conclusion of the summer softball season.
- 8U players do not complete player evaluations and teams are formed based on a combination of factors that may include age, experience, and coaching needs.
- The evaluation schedule and criteria will be announced prior to scheduled evaluations. Evaluation dates and coordinating instructions will be posted on the RFYSO Facebook page, RFYSO website, and via email communication to existing members.
- If there are not enough registered players for more than one team, evaluations will not be required for that level.
- To ensure anonymity, each athlete will be assigned a number to be used throughout the evaluation.
- Evaluations include rating of age-appropriate skills including grounders, fly balls, hitting, pitching, and catching.
- The goal is to have up to twelve (12) players per team; however, exceptions will be made if warranted by participation numbers.
- Late registrations may not be accepted if team rosters are full.

5.2: Player Movement

In all situations, the RFYSO Board of Directors reserves the right to balance the number of players on each team, determine the number of teams per age classification, and oversee player movement in the best interest of RFYSO.

5.3: Player Transfers

RFYSO is open to any player who resides within or attends the River Falls School District (RFSD). Any player, who does not attend or resides outside of the RFSD, must provide a written release from their community association prior to requesting to play for RFYSO. The Board of Directors may accept or deny the request based on current team numbers. Consideration will always be granted to players in RFSD first before those from other districts.

Any player who chooses to leave the RFYSO association and play for another association must request a letter of release from the RFYSO Board. The Board reserves the right to approve or deny the request.

Section 6: Registration, Uniform Fees, & Financial Assistance Requests

6.1: Registration Fees

An annual registration fee, which is set by the RFYSO Board, is charged for each player and must be paid by the posted deadline. Registration fees are set each year by the Board and announced

prior to player evaluations.

The registration fees pay for league and tournament fees, umpires, field usage and maintenance, and skill camps.

Board member registration fees are waived at 100% for one player and 50% for additional players, effective during the season in which the board member's term begins. This waiver is subject to change at the discretion of the Board of Directors.

6.2: Refunds

If a player registers and evaluates but chooses not to play, a full refund minus $50.00 evaluation fee, will be issued up to August 15th for the fall season and January 31st for the spring/ summer season.

6.3: Uniform Fees

Each family is responsible for purchasing their player's uniform. The uniform consists of softball pants, jersey, belt, and socks. The same uniform will be used for summer and fall softball season. All players also need their own softball cleats, glove, bat, helmet, and fielding mask. Catching equipment will be provided by the association.

All players will submit their top three number choices. In case of duplicate top choices on the same team, the senior player will be assigned their first choice. The other player will receive their second or third number choice depending on availability.

Each family will also have the option to purchase RFYSO apparel. RFYSO apparel – will be provided in a vendor website and ordering opportunities will be communicated to families. Purchase of these products is not required.

6.4: Financial Assistance Requests

To ensure all athletes are able to play regardless of ability to pay, financial assistance is available.

- A request is sent via email (rfyouthsoftball@gmail.com) prior to the registration deadline.
- The requester will be sent an application to complete regarding their request.
- Requests can be for registration fees, uniforms, or both.
- The request will be reviewed and are subject to Board approval.
- The requester will be notified prior to the registration deadline if the request is approved.
- Fundraising and volunteer hour requirements still apply.
- Financial assistance is awarded on an annual basis. Families may reapply for financial assistance each season by following the same process.

Section 7: Fundraising and Volunteer Hours

7.1: Fundraising Expectations

- Families are expected to participate in all RFYSO fundraising campaigns.
- Fundraising requirements, determined by the RFYSO Board of Directors, will be communicated to participating families at the pre-season team meeting and throughout the year via email.

7.2 : Team Fundraising Activities

- Individual teams may conduct fundraising events to augment the cost of additional tournament fees, camps, clinics, or team bonding events. Prior to planning a fundraising event, the team must request approval from the RFYSO Board of Directors to ensure it does not conflict with RFYSO's fundraising efforts.
- Funds raised will be held in a separate account within the RFYSO bank account and managed by team head coach. Funds must be used by the end of team's season. Any remaining funds will be deposited into the main RFYSO bank account to support all youth programs.

7.3 : Volunteer Hour Requirements

- See **Appendix B** for current season requirements.
- RFYSO utilizes Dibs for posting and tracking volunteer opportunities.
- A link to Dibs can be found on the RFYSO website - River Falls Youth Softball Dib Sessions
- Volunteer hour requirements, determined by the RFYSO Board of Directors, will be communicated to participating families at the pre-season team meeting and via email.
- Volunteer opportunities may include Johnnie's Friday evening raffle, Wildcat Walk-Off tournament, assistant coaching, Little Sluggers program helpers, and other opportunities specifically identified by the Board throughout the year.
- One head coach and two assistant coaches per team will receive 100% credit for volunteer hours.
- Coaches receiving volunteer credit (head and assistant) should be present at most practices and should be present and serving in an active coaching role during games/tournaments (e.g., first base coach, in the dugout, etc.). Coaches must also complete required compliance training/certifications (online) in advance of the season to receive volunteer credit.
- A head coach may also designate a team manager who can receive 100% volunteer credit. This role must include consistently performing duties like updating SportsEngine schedules, communicating practice/game information to families, booking hotel rooms for tournament travel (if applicable), etc.

Section 8: Codes of Conduct

To ensure that every player, coach, board member, umpire, family member and spectator can participate in RFYSO programs in a fun, safe, and supportive environment free of judgement and criticism, codes of conduct have been developed. All board members, coaches, players, and parents as required to read and sign the appropriate codes of conduct. Disciplinary procedures for Code of Conduct violations are outlined in Appendix G.

8.1 : Board of Directors Codes of Conduct

As the leaders of the RFYSO, the Board of Directors promises to uphold the mission and values of the organization. Board members will review and re-sign the codes of conduct at the first board meeting of the year. Please see **Appendix C** for the Board of Directors code of conduct.

8.2 : Coach Codes of Conduct

As a RFYSO coach, it is important that their actions reflect the mission and values of the organization. Coaches will be asked to sign the code of conduct each season. Please see **Appendix D** for the Coach Codes of Conduct.

8.3 : Player Codes of Conduct

As a RFYSO player, it is important to exhibit the values of the organization on and off the field. Each player will be asked to review and sign the player code of conduct at registration. Please see **Appendix E** for the Player Codes of Conduct.

8.4 : Parent/Guardian Codes of Conduct

As a parent/guardian of a RFYSO player, it is important that your actions reflect the mission and values of the organization. One parent/guardian will accept the code of conduct at the time of registration. This acceptance is on behalf of all the parents/guardians of the player. Please **Appendix F** for the Parent/Guardian Codes of Conduct.

Section 9: RFYSO Handbook

- The board of directors will review this handbook annually to ensure it reflects current practices.
- Updates/changes must have majority vote.
- Handbook will be posted on the RFYSO website.

Section 10: Appendix Table of Contents

10.1 Appendix A: Evaluation Information

10.2 Appendix B: Volunteer Hour Requirements

10.3 Appendix C: Board of Directors Codes of Conduct

10.3 Appendix D: Coach Codes of Conduct

10.4 Appendix E: Player Codes of Conduct

10.5 Appendix F: Parent Codes of Conduct

10.6 Appendix G: Disciplinary Process for Code of Conduct Violations

10.1 : Appendix A – Player Evaluation Information

Evaluation Schedule
Player evaluations are generally held in late-summer or early-fall. The announcement for the 2026/2027 evaluations will be at minimum (3) months prior to the event and will be communicated via the association's email, website, and Facebook page. The evaluation schedule is subject to change at the discretion of the Board of Directors.

Eligibility
Players are required to evaluate with the age group based on their birth year. In addition to this, they may choose to be assessed at the next age level up. Players in this situation will evaluate both with their age group and with the next age level up.
The current age requirements will be posted along with the announcement of evaluation dates, criteria, and registration information.

Equipment
Players should bring glove, mask, bat, batting helmet, and water.

Coordination
Evaluations are closed to spectators; parents are not allowed to watch the evaluations.
Players should be dropped off 30 minutes prior to start and picked up at the end of the event.

Make Up Evaluations:
Every attempt should be made to attend the scheduled evaluations; however, if a player cannot make it parents should immediately contact the Board at rfyouthsoftball@gmail.com.

- If a player misses the scheduled evaluation or make up due to injury, the Board will consult with coaches to determine team placement based on past performance and coaches' recommendation.

Evaluation Criteria and Scoring
Players will be evaluated using the following criteria:

- **Ground Balls:** The player will be evaluated while demonstrating the fielding of ground balls including stance/body positioning, glove position, footwork, fielding the ball, and accuracy of throws to a base.
- **Fly Balls:** The player will be evaluated while demonstrating the fielding of flyballs including drop step/footwork, ball judgment, catching the ball, with strong & accurate throws to infield.
- **Hitting:** The player will be evaluated while demonstrating proper stance/ swing, hand/eye coordination, contact with ball, and power. Additionally, 10U will be evaluated for overall balance throughout the stance, swing, and contact with the ball; 12-18U will be evaluated on bunting.

Coaches Evaluation: Coaches from the most recent Spring/Summer season will provide an evaluation on their players. Additional evaluations may be sought after the Fall season as well.

Coaches will provide an evaluation on each of the following:

- Throwing
- Catching
- Fielding Ground Balls
- Fielding Fly Balls
- Hitting
- Bunting
- Base Running
- Attitude/Coachability
- Overall Understanding of the Game
- Athleticism

- **Pitching Evaluation:** Pitchers will be evaluated based on their form, accuracy (ability to throw strikes) and velocity. They will evaluate by age groups with matching ball size and distance from mound to home plate.
- **Catching Evaluation:** Catchers will be evaluated based on form, agility, ability to move and block as well as accuracy and velocity of throws from the catching position to all bases. They will evaluate by age groups with matching ball size and distance from mound to home plate.

Team Formation

- Teams will be formed based on the needs of the organization as well as the development level of the players as determined by their evaluation scores and coach evaluation. If necessary, the Board will consult with coaches to validate scores for players on the separation line between two teams (e.g., upper and lower team) during the process of determining proper team placement.
- The Board may also consult with coaches and/or parents to discuss pitching needs and opportunities for players who are evaluated as pitchers. This may include the option for parents to have their player play "down" to a lower team than the player qualified for based on overall tryout scores, if that would result in more in-game pitching reps for the player than they would receive on a higher team.
- As a guideline, teams will be capped at 12 players.

10.2 : Appendix B - Volunteer Hour Requirements

As a volunteer organization, RFYSO requires families to complete a minimum number of volunteer hours to ensure that fundraising events are successful.

- Each family is required to complete 7 hours of RFYSO related volunteer service during the 2025-2026 season (September 2025 – August 2026).
- Families will be billed/invoiced at a rate of $30 per hour for any hours less than 10 at end of August 2025. Players will not be able to participate in future RFYSO seasons until

the volunteer hour requirement or payment is satisfied for the prior season.

- RFYSO utilizes Dibs for posting and tracking volunteer opportunities - River Falls Youth Softball Dib Sessions
- Volunteer hour requirements, determined by the RFYSO Board of Directors, will be communicated to participating families at the pre-season team meeting and via email.
- Volunteer opportunities may include Johnnie's Friday evening raffle, Wildcat Walk-Off tournament, assistant coaching, Little Sluggers helpers, and any other opportunities specifically identified by the Board throughout the year.
    - NOTE: Keeping the scorebook for games does not qualify for volunteer hours.
- Board Members and Head Coaches are exempt from this requirement.
- Up to two assistant coaches, who are identified by the board prior to the season, will receive full credit for their required hours.

10.3 : Appendix C – Board of Director Code of Conduct

As a RFYSO board member, I will:

- Abide to all aspects of the RFYSO board of director codes of conduct and all other rules and policies of RFYSO and its affiliates.
- Be a role model for the RFYSO participants and model the values needed for successful team sport including selflessness, fair play and sportsmanship, emotional support of teammates, positive attitude, respect for coaches, umpires, other parents and the fellow board of directors and their decisions.
- Act in the best interests of RFYSO not those of myself or my player.
- Not abuse my board status for personal, or my player's, gain.
- Accept and support decisions of the board that carries the majority of the votes, even if I voted against or abstained from the vote.
- Communicate decisions of the board as one voice and with my full support regardless of my vote.
- Remove myself from any board discussion, decisions, and voting if the topic is a potential conflict of interest (or player situation/position)
- Not engage in any outside business, professional or other activities that would directly or indirectly adversely affect the RFYSO.
- Not engage in any discriminatory or harassing behavior directed toward RFYSO board members, athletes, parents, volunteers, coaches, or umpires.
- Not solicit or accept gifts, gratuities, or any other item of value as a direct or indirect incentive to provide special treatment to a coach or player.
- Conduct the business affairs of the RFYSO in good faith and with honesty, integrity, transparency, and due diligence.
- Not share, copy, reproduce, or otherwise disclose any confidential information or documents related to the affairs of the RFYSO.
- Uphold the strict confidentiality of all meetings designated as closed meetings, and other deliberations and communications of the RFYSO Board, designated as confidential, for the purpose of carrying out the RFYSO Board's duties.

10.4 : Appendix D - Coach Codes of Conduct

As a RFYSO coach, I understand that my responsibilities as a youth coach are of great importance and my actions have the potential to significantly influence the youth athletes I coach. Therefore, I promise to uphold the following rights of young athletes to the best of my ability. All players on my team have a

- Right to have fun in sports.
- Right to participate at a level equal to each player's maturity and ability.
- Right to have qualified adult leadership.
- Right to play as a child and not as an adult.
- Right to share in the leadership and decision-making of their sport participation.
- Right to participate in safe and healthy environments.
- Right to proper preparation for participation in sports.
- Right to an equal opportunity to strive for success.
- Right to be treated with dignity.

I will

- Ensure players receive equitable playing time.
- Provide positive support, care, and encouragement to my team.
- Abide by the rules put forth by RFYSO and Tri County League.
- Attend all required coach's meetings.
- Hold practices that are appropriate to the age of the players.
- Not leave practices or games until all players have been picked up by a parent, guardian, authorized adult, or have made arrangements with another coach / parent.
- Teach the players proper sportsmanship and humility.
- Agree that official decisions made by the umpires will be accepted without rancor or anger, no matter how unfair they may seem.
- Agree not to use verbal or body language that is intimidating or disrespectful toward any umpire, coach, player, or parent during practices and games.
- Teach the players to have respect for themselves, their teammates, coaches, umpires, opponents, and board of directors.
- Inform the RFYSO Board of Directors of any players or parents who demonstrate unsportsmanlike behavior or behavior that is inconsistent with the RFYSO codes of conduct.
- Agree not to use illegal drugs at all or alcohol during all practices and games.
- Encourage safe, competitive, fair play and will reward improvement and effort, regardless of skill, and regardless of the outcome of any game.
- I will not run up the score.
- Only play those children listed on my official roster. Exception: if not enough rostered players are available for a game, a coach may add players to the team to fill out roster.
- I understand that by refusing to sign the coach's codes of conduct, I will not be able to be a RFYSO coach.

10.5 : Appendix E - Player Code of Conduct

As a Player representing the River Falls Youth Softball Organization, I will:

- Be coachable.
- Represent the values of RFYSO on and off the field.
- Treat all coaches and umpires with respect and accept their decisions as final.
- Players shall not argue with umpires. Any questions or concerns are to be addressed by the head coach only.
- Use coach instruction and feedback to improve as a player and teammate.
- Learn from mistakes and look at losses, errors, and other disappointments as an opportunity to grow as a player, teammate, and person.
- Not hold a mistake or error against a teammate and will encourage them to move on.
- Be open to opportunities to play different positions.
- Practice with the same effort and determination as in a game.
- Attend all scheduled practices and games unless there is a valid excuse as determined by the coach.
- Be on time to all practices and games.
- Understand there may be consequences for tardiness or missing practices/games and may result in decreased playing time.
- Be a positive role model for younger players.
- Accept coach decisions as final. If I disagree with my coach, I will ask to speak with my coach privately with the support of my parents/guardians.
- Believe in myself and play with confidence.
- Have fun!

10.6 : Appendix F - Parent/Guardian Code of Conduct

As a parent/guardian of a player in RFYSO, I will:

- I will provide positive support, care, and encouragement for my child by following this parents' code of conduct.
- I will be a role model for my child and her teammates and will model the values needed for successful team sport including selflessness, fair play and sportsmanship, emotional support of teammates, positive attitude, respect for coaches, umpires, other parents and the board of directors and their decisions.
- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other youth sports event.
- I will respectfully address any softball related issues with my child's coach or RFYSO board member in a private setting.
- I will not speak negatively about the program, board of directors, coaches, or the team's ability in front of any player.
- I will encourage my child to learn from mistakes, and to look at losses, errors, and other disappointments as an opportunity to grow as a player, teammate, and person.
- I will place the emotional and physical well-being of my child ahead of a personal desire to win or advance in the RFYSO.
- I will insist that my child play in a safe and healthy environment.
- I will remember that the game is for youth – not for adults.
- I will participate in RFYSO fundraising campaigns.
- I will assist coaches with field prep (i.e., chalking) and post-game cleanup (i.e., raking, dragging) as requested/scheduled by the Head Coach.
- I will either complete the required volunteer hours or pay the cash out amount.
- I understand that there may be consequences if my daughter is tardy or missing practices or games including decreased playing time (at all levels of play and per coaches' discretion)
- I understand that my actions and those of my family (including partners, children, extended family members, etc.) may have consequences for my child and her ability to play.
- I understand that by refusing to sign the parent codes of conduct, I may be limiting my involvement in RFYSO and be preventing my player from participating in RFYSO.

10.7 : Appendix G – Disciplinary Process for Violating the Code of Conduct

Offense	Disciplinary Action	Considerations
1st	Violator receives letter from the Board outlining violation. Letter will serve as notification that further violations may affect player/coach/parent/board member's ability to participate in team/RFYSO activities.	Board can determine if 1st offense is severe enough to warrant game suspension or separation from RFYSO
2nd	Violator will receive a phone call from the Board reminding the violator he/she is in violation and very close to having further action taken and may be suspended or ejected from his/her participation in RFYSO.	Board can determine if 2nd offense is severe enough to warrant game suspension or separation from RFYSO. Violation will also impact player's eligibility to play in future seasons.
3rd	Violator will receive a phone call from the Board President in addition to a letter summarizing the violation and consequences. A third violation may result in suspension or separation from a team or RFYSO.	RFYSO reserves the right to separate player from the association for the rest of the season. Violation will also impact the player's eligibility to play in future seasons.

*Please note the if the violation involves gross misconduct including, but not limited to emotional, verbal or sexual harassment of players, coaches, board members, spectators, or umpires, violator will be suspended immediately from participating in and attending any RFYSO future events.