



**Shakopee Girls Basketball Association**  
**(SGBA)**

Travel Program Handbook

2021 Edition

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Shakopee Girls Basketball Association, PO Box 572, Shakopee MN 55379

[www.shakopeebasketball.com](http://www.shakopeebasketball.com)

# SGBA Travel Handbook

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## **Shakopee Girls Basketball Association (SGBA) Mission Statement**

The Shakopee Girls Basketball Association (SGBA) has been organized to benefit the girls of our community by providing means for their athletic and social development through organized basketball. The goal is to recognize the importance of all individuals and to conduct our programs in a manner that provides the opportunity for the development of all participants. Our programs are organized to provide girls an opportunity to participate in a competitive level of basketball to prepare them for Varsity level play at Shakopee High School.

## **Player Eligibility**

### **Residence Requirements**

A female player with a paid registration fee for SGBA must be a resident of Independent School District #720 or enrolled in ISD #720 school.

### **Age Requirements**

SGBA intends to stay current with the growing trends that involve 3<sup>rd</sup> grade brackets. Therefore, 3<sup>rd</sup> graders will be allowed to tryout with 4<sup>th</sup> graders and may be placed on a 4<sup>th</sup> grade team based on their tryout evaluation. If a player is deemed not travel ready, the recommendation will be made to participate in the SGBA In House (recreation) program.

### **Waiver Requests**

A player will be eligible if they have chosen to not participate in their community's traveling program. An athlete wishing to participate in the SGBA program must obtain a player release form from their "home" association as well as any and all bordering associations that are located geographically between their "home" association and SGBA.

## **Team Composition**

### **Tryouts**

Tryouts are open to all players interested in playing on a travel team for grades 4 through 8. For each grade level, teams will be formed based off tryout evaluations focused on basketball skills and abilities. The tryout process shall be fair and understandable to each potential player. The tryout process is not open to parents. Only potential players, Evaluators, and Board Members (President, Travel Director; and only if necessary, other board members that do not have a potential player trying out) will be allowed to view the tryouts.

Two tryouts will be held for each grade level in September and are open to any eligible player. Each grade level will have a designated tryout timeslot. All potential players must attend both tryouts, regardless if there are 10 or fewer tryout participants. This will provide an evaluation for those potential players on the borderline for sufficient skills to compete.

Depending on the number of players, available coaching, and individual player ability, not every potential player may be placed on a travel team. Any player in grades 3-8 who tries out for a travel team and is not selected is able to register for the In-House (recreational) program.

## Tryout Evaluators

Tryouts will be conducted by the Varsity Head Coach and their chosen evaluators (minimum of three). The evaluators will assess the skill level and abilities of potential players to determine which team would be best suitable for each potential player. Evaluators leverage the Team Genius app to support evaluations and calculate evaluation results.

## Tryout Criteria

Tryouts will be comprehensive and organized in a safe environment and the evaluators will assess individual player's skills including, but not limited to, shooting, lay-ups, ball handling, passing, and athleticism. Team concepts are also evaluated and include, but are not limited to, defense (including help defense), rebounding, running the floor, and offensive screens. Tryout results are used internally to form teams and are not shared outside of this process.

## Team Organization

The following conditions apply to general team composition, however, we understand the needs of each team are different every year and we work with our evaluators to determine the most effective team composition given our players.

- A) For all A teams we will strive for 8-9 players per team;
  - a. For a nine-player team: The six highest rated players will automatically make the A team and the Evaluators will select three additional players to fill out the team.
  - b. For an eight-player team: The five highest rated players will automatically make the A team and the Evaluators will select three additional players to fill out the team.
- B) If enough players remain after the A (Black) team is chosen, the remaining players enter the B (Red) and C (White) team selection process. This will be based on player tryout evaluations and Evaluator input (similar to the A team formation process). If an adequate number of players are NOT obtained to form a team based on preferred team sizes (see Roster Sizes), Evaluators will determine an optimal team composition based on combining players with the next higher-grade level.

Upon conclusion of the travel tryouts, the following individuals may be included in the final decision-making process of forming teams based on evaluation criteria described in this handbook:

- A) Varsity Head Coach
- B) Evaluators
- C) SGBA Board Members
- D) Coaches feedback

Only Board approved, special extenuating circumstances, may alter any part of this selection process for Black, Red, and/or White teams. This includes but is not limited to: a legitimate medical excuse documented by a health care provider, an immediate family crisis, or an unavoidable circumstance.

A potential player who misses tryouts can join a team with nine or fewer players, provided Board approval after evaluation. Roster additions will not be allowed after teams have been selected without the approval of the Board.

## Roster Sizes

Teams have a minimum of eight and a maximum of ten players.

## **Pairings**

If there are multiple players at the same age level (e.g. twins, triplets, etc.), the family has the opportunity to request both players be placed on the same team. If this is the case, both players will receive the score of the lowest scoring of the players at the end of the tryout process. Players will then be ranked at their grade level along with other players according to the lowest score and be placed on the applicable team.

Families may also request to allow their players to be evaluated at the individual level which may result on the siblings being placed on separate teams. Parents/guardians must provide their preference to the SGBA President or VP of Travel prior to tryouts beginning.

## **Uniforms**

The SGBA has an association owned uniform process and will provide each player with a uniform at no cost. There is a required \$100 uniform deposit. If a player damages or loses the uniform, the deposit will not be returned in order to pay for the cost to replace the uniform. Uniforms will be turned back in to the Board upon the conclusion of the season (deposits will not be cashed for uniforms returned in good condition).

## **Coaching Selection Process**

### **Qualifications**

All coaching candidates must be at least 21 years of age.

The following items will be considered when selecting a coach (list is not all inclusive):

- Previous coaching experience
- Basketball knowledge
- Ability to connect with youth
- Strong communication and administrative skills
- Demonstrates behaviors supporting the SGBA mission

### **Application Process**

Interested coaching candidates will complete an application and submit it by the deadline to be considered. All applications will be reviewed by the Travel Director and President.

### **Selection Process**

Those candidates will be subject to an interview process by the President, Vice President of Travel, and Varsity Head Coach. If there are not enough applicants to fill all the open positions, the Board will be required to recruit qualified individuals. The final coaching selections will be presented to the Board of Directors for final approval.

Coaches are approved for the current season only and must be approved each year to continue coaching in the travel program. To be considered, a coach is not required to stay with the same team they coached the prior year(s).

After appointing the Head Coach for each team, the Head Coach will select an assistant coach (based off those who submitted an application interested in an assistant coach role). If an assistant coach is not selected, the Board will appoint a volunteer.

For applicable 7<sup>th</sup> and 8<sup>th</sup> grade teams, a non-parent, qualified, paid coach may be selected.

## **Background Check**

All coaches are subject to clearing a background check. In addition, all coaches are subject to additional training including but not limited to: concussion and sexual harassment training.

## **Coaching Responsibility**

Coaches are role models for their team and the association. They must treat all players with respect. Coaches will be held accountable to the Board for their actions and for their assistant coach's actions on and off the court. Coaches and assistant coaches will follow SGBA policies and directives. Non-compliance by a head coach or assistant coach will be grounds for disciplinary action by the Board. All coaches are expected to attend all meetings and training as deemed necessary by the Board.

The Board has the authority to terminate and replace coaches who exhibit inappropriate behaviors as determined by the Board at any time. The coach has the right to appeal the decision at a regular board meeting.

## **Practices**

Each traveling team will be assigned two practice dates per week. The dates/locations are subject to the court allocation provided to the SGBA. The first practices of the season will begin in October and the season will end at the end of February.

Players are expected to arrive on time for practice. If a player is going to be late or miss a practice the coach or assistance coach must be notified before practice begins. Players with unexcused absences or tardiness at practice can expect to lose playing time. If continued absences occur it may be presented to the Board for review.

Coaches and/or Team Managers will notify players of changes or cancellations in practice times.

## **Tournaments**

### **Playing Time**

As a general rule, coaches will attempt to play all players in order to support their basketball development. Although every player is guaranteed playing time, this does not mean equal playing time in every game.

- 4<sup>th</sup> grade coaches will focus on the development of all players. Coaches will schedule equitable playing time for all players.

- 5<sup>th</sup> and 6<sup>th</sup> grade coaches will focus on the development of all players. Coaches will attempt to schedule fair playing time for all players. Over the course of the season, each player will receive ample playing time.
- 7<sup>th</sup> and 8<sup>th</sup> grade coaches will continue to focus on development, but greater emphasis will be placed on how a player is performing to earn playing time.

Playing time is the decision of the coach. Players that demonstrate the following conditions, including, but not limited to: missed practices, disrespectful behavior, negative attitude, disruptive behavior, or not following coach's instructions will impact the coach's decision with respect to playing time.

The Board encourages each coach to discuss playing time and other issues at player/parent meetings prior to the first practice. This will explain the coach's philosophy and provide time to ask questions and receive parent feedback.

## Communication

### Sports Engine

Sports Engine is the approved communication tool that will be leveraged by all teams. It is expected that parents/guardians will download the Sports Engine app to ensure they stay up to date on team information. Rosters, practices, and tournament schedules will all be available in Sports Engine. The chat feature will also be a primary way for coaches, parents/guardians, and players to communicate. For questions, contact the coach or team manager.

## Costs

### Registration Fees/Tournament Fees

Each year, the Board will be responsible for determining the player's fee for participating in the travel program. Winter travel program fees include registration fees, travel fees, practice jersey and the volunteer/fundraiser deposit.

The tryout/registration fee is due prior to potential player being allowed to participate in tryouts or any practice.

#### Registration Fee

- \$100 (Early Bird) or \$120

#### Tournament Fees

- 4<sup>th</sup> Grade - \$235
- 5<sup>th</sup> Grade - \$285
- 6<sup>th</sup> – 8<sup>th</sup> - \$335

### Volunteer Deposit (DIBS)

The SGBA hosts the Shoot for the Stars tournament every year as our major fundraiser for the association. Without the tournament, the cost to join the travel program would be significantly higher.

SGBA collects a \$300 volunteer check from families at the beginning of the season (known as DIBS check). This check is held, uncashed, until the end of the season to ensure families have an opportunity to volunteer their time. The vast majority of the volunteer opportunities throughout the travel season take place at the Shoot for the Stars tournament.

The SGBA needs your volunteer hours to run a successful tournament. If a family is not able to successfully meet their volunteer hours, their DIBS check will be cashed at the end of the travel season.

## **Financial Assistance**

If a family has difficulty in meeting the financial commitment, they will need to speak to the President or Treasurer of the SGBA to set up a fee schedule (periodic payments) or to discuss alternative fundraising options available.

- A) No player shall be unable to participate due to financial circumstances.
- B) Financial arrangements will be kept in the strictest of confidence.
- C) Players (families) granted alternative financial arrangement may be required to participate in additional fundraising activities in lieu of monetary fee.
- D) The Treasurer and President will coordinate this effort along with the family and develop an individual “plan” that appears to be fair to both parties (SGBA and family).
- E) Final approval by the Treasurer and President is required for all alternative financial arrangements.

## **SGBA Code of Conduct**

All Parents/Guardians/Players/Coaches are expected to abide by the following code of conduct:

1. I/we will respect the property and equipment used at any sports facility both at home and away.
2. I/we will encourage good sportsmanship by demonstrating positive support for all players, coaches, contest administrators and officials at every game and practice.
3. I/we will place the emotional and physical well-being of the athletes ahead of my/our personal desire to win.
4. I/we will provide support for coaches and officials working with the athletes to provide a positive experience for all.
5. I/we will demand a sports environment that is free from drugs, tobacco and alcohol and will refrain from their use at all SGBA events.
6. I/we will remember that the game is for the kids – not the adults.
7. I/we will treat other players, coaches, officials, volunteers and spectators with respect regardless of race, sex, color, creed or ability.
8. I/we will not berate the officials!
9. I/we will not undermine the coach's instructions or directions.
10. I/we will treat all players, coaches, and officials with dignity and respect in language, attitude, behavior and mannerisms.

11. I/we will communicate my/our concerns through the proper channels in a dignified manner. These channels may include, but are not limited to, the following: a. Applying the 24-hour rule (wait 24 hours before communicating) b. Speaking with the offending member c. If no resolution, bringing concerns to the SGBA Board
12. I/we will inform the coach of any physical disability or ailment that may affect the safety of my/our child and the safety of others.
13. I/we will inform the coach, within a reasonable period of time, of any anticipated absence from a game or practice my/our child may incur due to sickness, injury, vacation, or any other reason.
14. I/we are personally responsible and accountable for ANY social media / internet usage. Negative portrayal of ANY player, coach, parent / guardian, team, school, parent, official, administrator, facility, or any parties affiliated with SGBA, is strictly forbidden.
15. I/we also agree that if I/we fail to abide by the aforementioned rules and guidelines, I/we may be subject to disciplinary action. This action may include, but is not limited to, the following:
  - a. Verbal Warning
  - b. Written Warning
  - c. Parental Game Suspension
  - d. Parental Season Suspension
  - e. Parental Banishment

PENALTY - Any violation of the above Code of Conduct may result in a temporary or permanent banishment from any SGBA events for you and your child.

## **Conflict Resolution**

### **Conflict Overview**

In addition to the SGBA Code of Conduct which applies to all players, coaches, and parents/guardians, the following guidelines will be used during ANY communication and conflict resolution to include, but not limited to playing time:

- A) No parent shall confront any player in a disrespectful or intimidating manner at any time.
- B) After the 24-hour waiting period, if a parent has a need/concern they should set up a meeting with the coach to review the concern. The player must be involved in this step to ensure that the player's perception is clearly understood by both the parent and the coach/director and to insert the player in a real life problem resolution process.
- C) If a need/concern cannot be resolved with the coach, the parent is encouraged to contact the Vice President of Travel to review the concern. This step may require a meeting between parent and the coach with the Vice President of Travel serving as the facilitator. The player must be involved in this step to ensure that player's perception is clearly understood by both the parent and the coach/director and to insert the player in a real life problem resolution process.
- D) If a need/concern is not resolved via step B or C, the parent should contact the Board to present the concern to the Board for final resolution.

## Discipline

SGBA coaches will have the authority to bypass playing time guidelines if they see a need to discipline. In these cases, the coach is expected to meet with the parent and player to explain the cause of the discipline as soon as possible.

If the coach needs to take additional action (suspension beyond one game) the coach should review their recommendation with the Board. Examples of incidents which could result in disciplinary action include, but are not limited to:

- A) Disrespect shown for coaches, teammates, opponents, or referees
- B) Failure to notify coach of a missed practice or arriving late for practice where the coach feels the player is unable to execute due to missed practice; or ejection from a game.

## Zero Tolerance Policy

SGBA has instituted a Zero Tolerance Policy (ZTP) for all players, coaches, parents and spectators. The ZTP is a “no-exception” approach to define high-level behavioral standards and the associated penalty for any infraction of the policy. We have aligned with other Shakopee educational and athletic ZTP’s to incorporate items such as violence, weapons, drugs, alcohol, etc.

Actions which will result in a recommendation for expulsion:

- Use, possession or brandishing of a weapon will result in a recommendation for expulsion. A weapon is defined as, but not limited to, a firearm, pistol replica, starter pistol, stun gun, BB gun or pellet gun, a knife of any size or type, a dirk, dagger, razor, slingshot, any explosives or fireworks. Any object used in a dangerous manner will also be considered a weapon.
- Attempting to commit or committing a sexual assault and/or sexual battery will result in a recommendation for expulsion.

Actions which will result in a recommendation of penalty:

- Use, possession, or distribution of alcohol, tobacco (including e-cigs or vapes) illegal drugs or other controlled substances will result in a recommendation for expulsion.
- Repeated incidents of fighting, violent acts, or causing serious injury to another person will result in a recommendation for expulsion.
- Any of the above actions depicted on the person’s own or other’s social media sites, or any other social media activity which violates the SGBA Social Media Policy.

## Penalties

First Violation Penalty: The person shall lose eligibility for the next two consecutive tournaments or two weeks, 14 calendar days, whichever is greater, in the current season.

Second Violation Penalty: The person shall lose eligibility for the next three tournaments or three weeks, 21 calendar days, whichever is greater, in the current season

Third or Subsequent Violation Penalty: The player will be recommended for expulsion from the program for active year.

## **Social Media Policy**

Our commitment to the safety, privacy, and professionalism of all the members of is our top priority in the rapidly changing world of social media. We are in the process of updating our social media policy to provide additional framework and guidance to our members to live that commitment. For additional information, please see our website for more information.

## **Contact Information**

### **2021 Travel Director – Jared Peck**

Email – [sgbatravel@gmail.com](mailto:sgbatravel@gmail.com)

### **Board of Directors Email Addresses**

For the current list of Board of Directors please visit [www.shakopeebasketball.com](http://www.shakopeebasketball.com)

### **SGBA Website**

<https://www.shakopeebasketball.com>

### **Other Contact Information**

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