

**POLICY HANDBOOK
ORONO BASKETBALL ASSOCIATION
(OBBA)
ORONO, MINNESOTA**

July 2019

Table of Contents

1. General	3
A. Overview	3
B. Organization of the Association	3
2. Instructional Recreation Program	3
A. Player Eligibility	3
B. Player Conduct	4
C. Parent Conduct	4
D. Fees	4
3. Travel Program	4
A. Player Eligibility	4
B. Player Conduct	5
C. Parent Conduct	5
D. Team Formation	5
E. Evaluations / Tryouts	5
F. Tryout Process	6
G. Coaches	7
H. Fees	7
I. Uniforms	8
J. Tournaments	8
K. Practices & Games	8
L. Playing Time	8
M. Parent/Family Volunteer Requirements	9
4. Conflict Resolution	9
5. Other	10
A. Gym Scheduling	10
B. Website	10
C. Policy Modification	10
APPENDIX A	11
Orono Basketball Association (OBBA) Parent Code of Conduct	11
APPENDIX B	12
Orono Basketball Association (OBBA) Player Code of Conduct	12
APPENDIX C	13
Orono Basketball Association (OBBA) Coach Code of Conduct	13

1. General

A. Overview

- i. The Orono Basketball Association, to be referred to as the OBBA for the remainder of this document, is a volunteer led organization that provides opportunities to learn and play basketball for boys and girls that reside in or attend public school in Orono, Minnesota. In particular, the OBBA provides the following:
 - An instructional recreation basketball program for boys and girls from kindergarten through 3rd grade.
 - A competitive travel basketball program for boys and girls from 4th through 8th grade.
 - Annual travel girls' and boys' tournaments open to community-based travel basketball teams in grades 4th through 8th at levels A through C.
- ii. The mission of the OBBA is to provide boys and girls an opportunity to compete in an environment that emphasizes fundamental basketball skills, teamwork, accountability, good sportsmanship, fun.

B. Organization of the Association

- i. The OBBA is governed by written and approved Bylaws.
 - a. The following officers of the board are elected from the Board of Directors:
 - President, *or co-Presidents*
 - Treasurer
 - Secretary
 - Committees

The Board shall form committees from existing board members or from parents of registered players.

 - b. The OBBA will maintain updated board of director's roles & responsibilities on our website.

2. Instructional Recreation Program

A. Player Eligibility

- i. Participation in the OBBA recreational program is open to all boys and girls in grades kindergarten – 3rd grade who reside in the Orono School District or attend an Orono public school.
- ii. Players in 3rd grade may be asked to play with the 4th grade travel team if additional players are needed at that level to form a team.

B. Player Conduct

- i. Players should conduct themselves properly at all games and practices. Refer to Player Code of Conduct.

C. Parent Conduct

- i. Parents are responsible for the attendance of their children at practices and games. Refer to Parent Code of Conduct.
- ii. Parents shall conduct themselves according to OBBA's Parent's Code of Conduct.

D. Fees

- i. The Board will determine the cost of participation prior to each year's registration.
- ii. Financial aid to help defray the costs of travel basketball is available on a case-by-case basis. The parent seeking aid should contact the OBBA President directly. All inquiries and aid provided will be kept confidential.

3. Travel Program

A. Player Eligibility

- i. Participation in the OBBA Travel program is open to all boys and girls in grades 4-8 who reside in the Orono School District or attend an Orono public school.
- ii. Players participating in the Travel program may be asked to provide the OBBA an accurate copy of their birth certificate and/or home address.
- iii. Players living outside of the Orono School District may request to play on an OBBA team but will be required to present a waiver from their district and will not be allowed to play on the top team in their respective grade level.
- iv. Players in 4th through 7th grades are eligible to play one level above their current grade level in school (*i.e.*: "play up"). In order to qualify to play up, players must:
 - a. Inform the Board of intent to try out at higher grade level at least **one week prior to tryouts**
 - b. Receive approval by Board for request to try out at higher grade level
 - c. Attend tryouts for their current grade level and the higher grade level
 - d. Evaluate in the top 3 of the higher grade level during tryouts. If player is placed on team on a higher grade level team they must remain with that team.
 - e. Fees will be assessed based on grade level team player is placed on.
 - f. Trying out to play for a higher grade level will be inclusive of third grade players only when roster numbers in 4th grade warrant the need for

additional players. Fees will be assessed based on grade level team player is on.

- v. Players may never play at a grade level lower than their grade in school.

B. Player Conduct

- i. Players should conduct themselves properly at all games and practices. Refer to Player Code of Conduct.
- ii. All travel players must agree to and sign the OBBA Player's Code of Ethics.

C. Parent Conduct

- i. Parents are responsible for the attendance of their children at practices and games. Refer to Parent Code of Conduct.
- ii. Parents shall be encouraging and leave the coaching to the coaches.
- iii. Parents shall conduct themselves according to OBBA's Parent's Code of Conduct.

D. Team Formation

- i. 4th grade: If roster numbers allow for more than one team, teams will be parity teams as determined by the evaluators.
- ii. Teams in grades 5-8 will be formed to create competitive teams with similar basketball skill/talent levels. Teams will compete at the highest appropriate level based on team composition.
- iii. Team size (Grades 5-8)
 - a. OBBA will determine team size in consultation with the evaluators with the objective of creating the best possible environment for player development.
 - b. Because there are no "cuts," final roster sizes will vary depending on overall player numbers for each grade.
 - c. While OBBA expects it will be a common occurrence, ensuring an equal roster size across a particular grade is not the sole determining factor of roster decisions.
 - d. When possible, OBBA will attempt to create an additional team to keep roster numbers at or below 10 players per team. This can include – in certain cases – combining players from different grades.

E. Evaluations / Tryouts

Tryouts will be used to form all 4th through 8th grade teams. There will be three primary sources of information to aid the evaluation process:

- 1. Outside evaluators will be responsible for organizing the tryouts, evaluating individual players, and finalizing team formation.

2. High school varsity coaches will attend the tryouts to observe and participate in the team formation discussions.
3. When applicable, post-season player evaluations from the prior year will be reviewed.

The Tryout Committee, in consultation with the Board, will be responsible for addressing any evaluation-related or roster size issues. OBBA board members will have no influence or input on player evaluations or team formations.

F. Tryout Process

- i. Tryouts will consist of two (2) separate days (4th grade is only 1 day). Both tryout days are mandatory and parents are not allowed to attend any tryout sessions.
- ii. Players will be evaluated on the following:
 - a. **Skills** – ball handling, shooting, defending, moving without the ball, etc.
 - b. **Athleticism** – speed, quickness, stamina, coordination, etc.
 - c. **Game Play** – vision, anticipation, basketball intelligence, etc.
 - d. **Intangibles** – hustle, desire, communication, etc.
- iii. The following applies to ill and injured players or religious holidays:
 - a. The player must have registered prior to the regular registration deadline.
 - b. Players must notify the board as soon as possible.
 - c. The player must be able to complete tryouts and be ready to play by November 15th.
 - d. In the case of religious holiday/illness/injury during tryouts, the player will attend practice with the lowest level team in that grade level and be evaluated by someone the Tryout Committee designates. If the player evaluates at a higher level, the player will then practice with the next highest team. Following this practice, a determination will be made by the evaluator regarding team placement.
 - e. In the event a players' injury prevents tryouts by November 15th, he or she will be evaluated upon his/her return based upon all factors available for consideration at that time, including player's skill level, available spot on all team rosters, prior season's evaluation (if available) in order to determine team placement.
 - f. The following applies to players missing tryouts for any reason other than religious holiday, illness or injury:
 - Players must be registered prior to regular registration deadline.
 - Registered players not attending tryouts must notify the board.
 - Absences from tryouts for reasons other than illness/injury will be addressed on a case by case basis.

- Players not attending both tryout dates for reasons other than those listed above run the risk of placement on the lowest level team.

G. Coaches

- i. Coaches must submit an application for a coaching position and complete a background check. The Coaching Committee will review all applications.
- ii. Grades 4-6 will be volunteer, parent coached. We will consider non-relative coaches at this level, but only on a volunteer basis. If there are no qualified/interested volunteer coaching candidates for a specific 4th, 5th or 6th grade team, the Coaching Committee will select a qualified coaching candidate. The team could be assessed the cost of the paid coach as determined by the board.
- iii. Grades 7-8 will typically have paid coaches as selected by the OBBA Coaching Committee. Qualified parents may be considered at the discretion of the Board of Directors. Parent coaches at any level are on a volunteer basis.
- iv. The OBBA strives to have the best-qualified coaches for our players. All coaches are to meet the following criteria:
 - Have a basic knowledge of basketball rules and fundamentals appropriate for the grade level in which he/she is coaching
 - Have good communication skills
 - Able to teach and motivate players to develop specific basketball skills
 - Able to measure their own success based on their ability to improve all players as basketball players
 - Have ample time to devote to the program
 - Each team will have one head coach and up to two assistant coaches

H. Fees

- i. The Board will determine the cost of participation prior to each year's registration.
- ii. A separate fee of \$250 per child will be collected at tryout check-in. The check will be destroyed upon the satisfactory completion of assigned volunteer tasks at the Orono boys and/or girls basketball tournaments.
- iii. For players named to a team, there will be no refunds of fees except in cases where a player receives a season-ending injury or diagnosis prior to the start of the season.
- iv. Financial aid to help defray the costs of travel basketball is available on a case-by-case basis. The parent seeking aid should contact the OBBA President directly. All inquiries and aid provided will be kept confidential.

I. Uniforms

- i. All players will wear uniforms to be selected and ordered through OBBA.
- ii. Each player will be responsible for purchasing a uniform kit.
- iii. Replacement or additional jerseys/shorts may be ordered at the expense of the player.
- iv. The OBBA Uniform Coordinator will coordinate for families to order uniforms directly from uniform vendor.
- v. Teams are required to wear OBBA sponsored uniforms in all travel season tournaments.
- vi. Travel uniforms will be reviewed and updated by the OBBA every 2-3 years.

J. Tournaments

- i. Each travel team will be registered to play in tournaments throughout the season from October through early March.
- ii. The OBBA will pay the entry fee for travel teams to participate in tournaments as follows:
 - 4th Grade: at a minimum of 8 tournaments
 - 5th through 8th grades: at a minimum of 10 tournaments
 - Head coaches, in consultation with the Board, may elect to participate in a skills session conducted by outside trainers in lieu of a tournament if such opportunity is available and the Tournament Director is able to cancel the associated tournament registration or registrations without a financial penalty. A single tournament may be replaced with a single skills session, and the fees associated with the skill session will be paid by the OBBA. This option is available for a maximum of two (2) skills sessions in lieu of tournaments.
- iii. Individual travel teams may register for additional tournaments/events at their own cost. This includes, but is not limited to, free tournaments, one-day tournaments, jamborees or invitational tournaments.

K. Practices & Games

- i. Player attendance at practice is expected. If a player is unable to attend practice, it is expected that the coach receives as much advance notice as possible.
- ii. Player attendance at games is mandatory. Exceptions exist but must be discussed with the head coach.

L. Playing Time

- i. The Board supports coaching discretion regarding playing time at all grade levels. The Board will work to ensure that OBBA hires/names coaches who will focus on teaching players the fundamentals of the game first and foremost. The

goal is that every player is given the opportunity to improve his/her skills through practices and games throughout the course of the season.

- ii. 4th & 5th grades: Playing time is earned through a combination of attendance, effort, focus and attitude and will be awarded equitably using these criteria. Coaches will (*as much as reasonably possible*) play all players equally over the course of a weekend tournament. However, if a player misses practices and/or games, playing time may be altered at the discretion of the coach.
- iii. 6th through 8th grades: Playing time is earned through a combination of attendance, effort, focus and attitude and will be awarded equitably using these criteria. Equal playing time is not guaranteed. Coaches will strive to provide fair and reasonable playing time, with the intent of moving all players to their next level of proficiency. However, if a player misses practices and/or games, playing time may be altered at the discretion of the coach.

M. Parent/Family Volunteer Requirements

- i. Families are required to fulfill (1) shift of work per registered player during the Orono boys and/or girls basketball tournaments, as determined by volunteer needs.
- ii. Parents who do not work all assigned hours will forfeit the deposit collected at registration.
- iii. Families of volunteer head coaches will not be expected to work volunteer shifts at tournaments. All other volunteer coaches are required to fulfill this requirement.
- iv. Volunteer shifts may be filled by anyone the player's family designates (ex: friends, relatives, etc.)

4. Conflict Resolution

- i. All parties (*parents, players, coaches, volunteers*) have the right to communicate issues of conflict without concern of reprisal.
- ii. All conflict issues will be treated in a professional and respectful manner.
- iii. Parents should never approach a coach immediately after a game or practice. Any parent or player who has an issue with a coach **MUST** wait at least 24 hours after a practice/game to present such issue.
- iv. After the 24-hour period, the parent must request a face-to-face meeting with the coach. The meeting should take place within 48 hours of the initial complaint and the coach, parent **and player** must be present.
- v. If the issue has not been satisfactorily resolved after the face-to-face meeting with the coach, the parent should file a formal Grievance using the Grievance

Reporting form available on the OBBA website. A written grievance using the form is **MANDATORY**. Phone calls, texts and emails will not be accepted.

- vi. A member of the coaching committee will respond within 48 hours.
- vii. If the coaching committee member decides that another meeting is necessary, one will be scheduled with the parent, coach and coaching committee.
- viii. The decision made by the coaching committee shall be final, unless the Coaching Committee decides the issue should be referred to the Executive Committee. For cases referred to the Executive Committee, decisions made by the Executive Committee will be final.
- ix. Any conflict regarding possible abuse or illegal activity is not required to follow the 24-hour cooling off period and should contact local authorities and notify the OBBA President (*or Co-President*).

5. Other

A. Gym Scheduling

- i. All Orono School gym space utilized by OBBA is obtained through Orono facilities. All gym space is paid for by OBBA.
- ii. The OBBA Facilities Coordinator will schedule practices.
- iii. Teams will practice 2-3 times per week. Practice sessions will generally run 90 minutes.
- iv. Additional practice times will be granted at the discretion of the Scheduler based on gym availability and the assumption that all teams have met the goal of two-practice minimum for the week.
- v. All requests to schedule additional practices, scrimmages, etc. must be made to the Facilities Coordinator. If all OBBA sponsored time is accounted for, a separate fee may apply.

B. Website

- i. The OBBA maintains a website at www.oronobasketball.com.
- ii. The website is maintained by the Webmaster.

C. Policy Modification

- i. Any modification to OBBA policies requires a 2/3 majority vote at any meeting of the Board attended by a quorum of the Board members as defined by the Bylaws.
- ii. The Board of Directors shall maintain this policy document.

APPENDIX A

Orono Basketball Association (OBBA) Parent Code of Conduct

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials.
- I will remember that the game is for youth, not adults, and will do my best to make my child's experience fun.
- I will treat coaches and officials with respect, understanding they are there to provide my child with a safe environment.
- If I disagree with an official's call, I will use self-control to avoid losing my composure.
- I will be a good role model for my child and other players in the program. I will encourage my child to learn to lose with dignity and win with grace.
- I will reinforce with my child the need to always focus on maximum effort, to continually learn through sports and to bounce back from mistakes.
- I will limit my comments during games to only encouraging my child and other players in a positive manner (*for both teams*).
- I will refrain from making negative comments about my child's coach in my child's presence so that I do not negatively influence my child's motivation and overall experience.
- I will be prompt as possible dropping my child off and picking my child up from practices and games.
- I will perform volunteer duties as required by OBBA in the OBBA Policy Handbook.
- I will follow OBBA's Conflict Resolution and Grievance Policies .
- I will represent Orono Basketball Association and the Orono community in a positive and respectable manner at all times.

APPENDIX B

Orono Basketball Association (OBBA) Player Code of Conduct

- I will remember that the goal of the game is to have fun, always strive to improve my skills and put forth my best effort.
- I will encourage good sportsmanship from my teammates, coaches, parents, and officials at every game and practice by personally demonstrating good sportsmanship.
- I will treat all athletes (teammates and opponents) as I would want to be treated and I will not mock or make fun of others. No bullying, or any form of intimidation will be tolerated, ever.
- I will listen attentively, be on time, and let the coaches help me become a better player and person.
- I understand that part of learning and playing sports is about making mistakes and I will do my best to bounce back from mistakes.
- I will play the game with humility, celebrating successes respectfully while accepting defeat gracefully. I will always show respect for the game.
- I will not argue with officials or coaches, nor will I complain about calls during a game.
- I will use self-control to avoid losing my temper and I will never retaliate even if I feel I have been wronged. I understand foul language is not acceptable.
- I deserve to be treated respectfully and will tell a trusted adult if there are actions or words by players, coaches or others that make me feel uncomfortable.

APPENDIX C

Orono Basketball Association (OBBA) Coach Code of Conduct

- I will place the emotional and physical well-being of my players ahead of a personal desire to win.
- I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
- I will lead by example by conducting myself in dignified manner relating to emotions, language, attitude and actions in demonstrating fair play and sportsmanship.
- I will demonstrate respect for the ability of opponents as well as for the judgment of referees, officials and opposing coaches.
- I will not cheat or engage in any form of unethical behavior that violates league rules.
- I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
- I will be knowledgeable in the rules, and I will teach these rules to my players.
- I will remember that I am a youth sports coach, and that the game is for children and not adults.
- I will communicate regularly, with respect and clarity, with parents and/or other adults responsible for the players on my team.