

# Clayton Valley Little League Coaches Manual

**Intro** - Thank you for stepping up and taking the role as a manager/coach this year! We have put together a comprehensive packet here that will help guide you through your year and prevent some surprises. As always you will have your Division VP as a resource, as well as our website [www.cvll.org](http://www.cvll.org), so if you have any questions never hesitate to contact him or her. Thanks again for taking on such an important role!

## Section 1: Tryouts & The Draft

**Staff Assembly** - If you have not already you should work with your VP in establishing parents whom you would like to have as your assistant coaches.

**Tryouts** - These occur typically on the second Saturday in January. They are organized by division and start with the older players at appx. 8am and work to the youngest. Players are organized by NUMBER and run through a quick set of outfield, infield, pitching, and hitting drills. It is mandatory you attend your divisions tryouts.

**Draft** - This occurs during the week typically at the end of January. It goes quickly and requires you track both who you have drafted and who has gone off the board. You draft by the player draft number (1103 for example) so make sure your spreadsheet includes that information. The more prepared you are the better the draft goes and the more exciting it is for you. Your VP can help you with preparing accordingly. At the end we do allow trades but they need to occur on site, that night, and be approved by the board.

## Section 2: Team Assembly & Parent Involvement

**Team Announcement** - After the draft the board reviews all results and makes sure there aren't any errors or issues. Once approved the board will notify you that you are free to contact your team. When you do so we highly recommend you identify the following non-coach positions:

- **(1-2) Team parents**
- **(4-6) Field prep and cleanup team**
- **(2) Scorekeepers (Gamechanger App)**
- **(2) Umpire support (depending on division) or Jr. Umpire payment procedures**

Be firm! This a volunteer league and the more you can line up in advance the better your experience will be! Establish a consistent and clear line of communications and feel free to use the TeamSnap App or something similar.

**Required Forms** - There are forms that are required before you start practice. Start working on these right away. Your players can't play and your coaches can't coach without them.

1. **Code of Conduct**
2. **Medical Release**
3. **Volunteer & background check**

Note the volunteer and background check forms must be turned in by all parent volunteers that have any interaction with the players. The code of conduct forms should be turned in to your VP and the medical forms must be with you at all times.

**Jersey Confirmation** - At the time of announcement the league will ask you to confirm with your team each players number, name, spelling and size. This is very time sensitive so please jump on this as soon as requested by the league.

**Team Name** - Your VP will be in touch with your options for team names. We use MLB teams for Peanuts, Farm B/A, and Minor A. Minor B is minor league teams and the Majors choose a unique name at their discretion.

**Parent Night** - It is best if your entire team attends parent night (early February) so you can meet your team in person and so parents can get many common questions answered in advance. This is the best time to have your first team meeting to get organized and set expectations.

### **Section 3: Preseason Practices**

**Schedule** - Your VP will be in touch in establishing a schedule for practices on your home field. Keep in mind we have more demand than fields and until this changes we all have to be flexible. We will have a field clean up day or two. The more participation we get the better the fields are for our players. Your VP will be in touch with that schedule. We also need to monitor the Concord Rain line at 925-671-3479. Until that line says fields are open, we CANNOT be on them.

**Practice Plans** - The younger they are, the more fun and lively the practices need to be. So show up with a plan that includes specific drills and a timeline. You can adjust as practice wears on but always have a plan. Once on the field don't fall into the talking trap. Introduce, get them moving, and coach on the fly as much as possible. When they stand around they lose interest quickly. We have an excellent set of links to baseball coaching websites with all sorts of resources including practice plans and teaching techniques. Progress each week, adjust as you see the team needs, and be as methodical as you can. You don't want to get to game 1 and not have covered something you are about to ask them to do. And don't forget to implement team unity, comradery, and sportsmanship.

## **Section 4: Regular Season**

***\*\*Review your division Bylaws prior to Game 1 and encourage your parents to do the same\*\****

**Parent Involvement with Game Management** - It takes a lot to get the field ready. Drag, line, bases, mound, scoreboard, scorebook, warmups, dugout organization (must have a board approved volunteer in the dugout at all times players are), lineup announcement, umpire confirmation, and then boom first pitch! So if you find yourself on your own with your two coaches game 1, you need to talk to your team. Call a meeting prior to game 2 if you are not getting the support you need.

**Pregame importance** - This is not 30 minutes of playing catch. This is a short practice. Have a plan, throw, field, catch fly balls, get swings (wiffle balls, hit stick, or a net {be safe!}). Get them moving and get your work in. To do this you need to emphasize the importance of being on time.

**Lineups & Rotation** - Simply put, the lower the level, the more the lineup should be balanced. Peanuts should give everyone a chance everywhere unless there is a position like 1st base or pitcher where there is a safety concern. This is true for Farm B, Farm A, and so on. Give your players a chance to develop and as the divisions wear on let the competition slowly develop. But never lose focus on the developmental mindset for little league. For Farm A and above make sure your parents understand how important it is you know if a player is going to miss a game and how that affects your lineup. Again, set expectations in advance.

**Rain Outs** - They do occur and are made up at the discretion of the Division VP. Make sure you prepare your teams for rain outs when it is not actually raining - again the rain line prevails at all times.

**Practices** - It is very important that you monitor your reps as the season game schedule wears on. It is not uncommon for a player to get a handful of in-game swings in during a week. So encourage parents to hit the cages / throw and / or set up a team outing to get in some good work. Keep em sharp!

## **Section 5: Postseason**

Farm A has a jamboree and Minor B on up has a true playoff tournament. It is a blast to enjoy these tournaments but it is critical you keep it in perspective for your coaches and parents. They need to know the format in advance (critical), and they need to know this is not the World Series. We are a league that encourages competition but it must be healthy.

## **Section 6: Tournament Of Champions (TOC) & All Stars (Minor B & Up)**

**\*\*Prepare Minor B & Above for a season that can go into July!\*\***

**TOC** - The Winners of the Minor B, A, and Majors divisions will advance to a regional tournament in the month of June. The board has a Tournament Director position to help guide you through the process of submitting the appropriate documentation to participate. Prepare your team for time sensitive duties prior to the first round. And prepare to travel anywhere in our little league District 4 boundaries. Remember you are representing our community so make us proud!!

**All Stars** - Minor B has an in-league all star format where each manager nominates a handful of players. The division is divided in half and they play an all star game at Clayton Valley approximately a week after the end of the year TOC tournament. Majors, Minor A (and potentially some Minor B players) divide into age group all star teams. 12U, 11U, and 10U. The players and coaches are selected by the managers and board. These tournaments do not use a continuous lineup and follow the minimum mandatory play little league rules. The tournaments can go well into July so prepare your summer schedule accordingly!

**Summary** - We as a board are here to help you. We want your experience to be fun and exciting while teaching the youth of our community the game of baseball. Whatever we can do to enhance that experience we will make happen. And we welcome your feedback so if you have some suggestions on what we can do better feel free to reach out. Have a great year!