

# Luxemburg-Casco United Softball Organization Bylaws

(updated 1/1/2019)

## Article 1 – Name

The name of this organization shall be the Luxemburg-Casco United Softball Organization

## Article 2 – Mission

The mission of the Luxemburg-Casco United Softball Organization is to enhance and promote the growth and development of girl's youth summer softball in the Luxemburg-Casco softball program. Through coach, parental and family involvement in the Luxemburg-Casco United Softball Organization, we will foster the maintenance and growth of our softball program for the future.

2. The purpose of this organization:
  - 2.1. Encourage student-athlete participation, promote cooperation among leaders and uphold good citizenship.
  - 2.2. Provide supplemental financial support for the girls' softball program which includes youth tournament & league teams in the ages of 10U, 12U, 14U. Summer JV League, Summer Varsity League and Varsity Tournament Team will be run by the Luxemburg-Casco High School program. Assistance from the LCUSO upon request.
  - 2.3. Promote the game of softball and the Luxemburg-Casco girls' summer softball program in a positive way.

## Article 3 – Traveling Teams, Leagues & Players

3. The club shall oversee the organization and operation of traveling tournament and league teams within the district:
  - 3.1. The Club will provide teams with:
    - 3.1.1. Regulation softballs, batting helmets with mask, catcher gear, equipment bag and first aid kit.
      - 3.1.1.1. Bats, socks, fielding mask, cleats, uniforms, fielding, catchers and batting gloves are supplied by the players.
    - 3.1.2. Operational funds as determined annually by the Board to fund tournament, league entries or other expenses such as field time or additional equipment and supplies.
    - 3.1.3. Each player will have a set yearly entry fee.
  - 3.2. Participation will be subject to following criteria:
    - 3.2.1. 8U – LCUSO will provide equipment for one 8U team, however team coordination will not be a part of LCUSO. Team coordination includes player registration, coordination of practice fields and tournament registrations.

- 3.2.2. 10U, 12U and 14U will each have teams depending on number of participants in each age group.
- 3.2.3. Number of payers on each team will be determined by the LCUSO Board and may fluctuate from year to year.
- 3.2.4. Bayport and Allouez League and Varsity Tournament Teams and Coaches will be selected by the High School Coaching Staff.
- 3.3. Expectations of Coaches
  - 3.3.1. Head Coach for each team will be selected by the Board.
  - 3.3.2. Coaches are expected to positively promote the mission of the Organization.
  - 3.3.3. Coaches must have a meeting or email the parents before the first practice to discuss team rules, practice times and game schedules. Parents must sign off that they received the guidelines concussion forms & rules.
  - 3.3.4. All coaches are encouraged to:
    - 3.3.4.1. Practice and teach sportsmanship
    - 3.3.4.2. Ensure that player and fan behavior is sportsmanlike at tournaments and leagues
    - 3.3.4.3. Put player health, safety and general welfare first
    - 3.3.4.4. Coach at practice and games
    - 3.3.4.5. Plan and organize activities and communicate with players and parents in a timely manner on practices, games and events.
    - 3.3.4.6. Attend organization meetings or have a representative do so, if requested.
  - 3.3.5. Board will select two Assistant Coaches.
    - 3.3.5.1. Head coach can solicit helpers for practices, however only the designated coaches appointed should be active coaches at tournament games.
  - 3.3.6. Playing Time
    - 3.3.6.1. Playing time is at Coach's discretion.
    - 3.3.6.2. It is strongly suggested that over the course of a tournament season each player should play at least 20% of the season, but is only a suggestion.
    - 3.3.6.3. Communicate to players and parents up front that this is competitive softball with unequal playing time – best players with best attitudes and work ethic play more.
    - 3.3.6.4. When the girls play in each game is at the discretion of the coach. The coach shall have the right to deviate from the above stated guideline based on medical issues or disciplinary factors. These factors include missed practices or games (whether they are excused or not), lack of effort, lack of sportsmanship, attitude issues at practices or games or any other disciplinary factors and evidenced by the team coaching staff.
    - 3.3.6.5. Use big leads or deficits to give less skilled players experience, even at the expense of playing time for better players. This is also an opportunity for better players to support the less skilled players and exhibit unselfish behavior.
    - 3.3.6.6. Help players improve so that they can earn more playing time.
    - 3.3.6.7. It is important that coaches communicate to players about their role on the team, especially those with less playing time.

3.3.6.8. Trying out or playing in the group above a player's age level is discouraged and will only be allowed based on need/numbers at each age level. Parent's requests need to be brought to the board prior to tryouts/team selection. Board members will make final decision based on each year's circumstances.

3.3.6.9. Playing up during the season is at the team coaches and parents joint discretion but should be done based on need.

#### 3.4. Expectations of Players

3.4.1. Players are expected to:

3.4.1.1. Practice sportsmanship

3.4.1.2. Comply with spirit of the school district athletic code

3.4.1.3. Attend practices and games

3.4.1.4. Have a positive attitude and give 100% effort

3.4.1.5. Place softball as high priority during the season

3.4.2. Players must participate in League if 8<sup>th</sup> grade and younger, or Bayport (or equivalent) league if a freshman, to be eligible for tournaments.

3.4.3. A player who was invited to play AAU or Club team would be allowed; however, the LCUSO practice, tournaments and/or league(s) take precedence over AAU or Club teams.

3.4.4. Players must be enrolled or be registered as a home school student in the Luxemburg-Casco School District or a parochial school with the District boundaries. Appeals to this section of the Bylaws may be brought before the board for consideration. The final decision rests with the board members.

3.4.5. Players are expected to uphold to the Athletic Policies for conduct as determined by the LC School Board and detailed in the Spartan Athletic Handbook.

3.4.6. Each player must acknowledge on the online registration form they have read and understand the concussion form, medical waiver, bylaws and sportsmanship acceptance. Parents must provide birth certificate upon request at tournaments and all fees due for current season must be paid to be eligible to compete.

3.4.7. Participants in the Try Outs to be selected by the LCUSO Board Members, Current and/or Past Coaches and Graders for individuals and placement of individuals of each team.

3.4.7.1. Parents and players will accept the Board, Coaches and Graders team selections.

#### 3.5. Expectations of Parents

3.5.1. Parents are expected to:

3.5.1.1. Practice sportsmanship

3.5.1.2. Be supportive and positive (please – no unsolicited participation in practices or games --- participate at coach's invitation only)

3.5.1.3. Be responsible for player(s) – driving to/from practice and tournaments, league games behavior, etc.

3.5.1.4. Place high priority to softball during the season.

3.5.1.5. Must assist with concessions, fields and/or admissions at LCUSO sponsored events

3.5.1.6. Do not judge the coach regarding playing time over the results of a single game. Please observe the results of an entire season before addressing playing time issues.

- 3.5.2. Players and/or members of their family will be required to work during each of the club's events. Failure to do so may result in an additional fee for participation or disqualification from tournament play. Please refer to Article 5.
- 3.5.3. Be present at any MANDATORY parent meeting
  - 3.5.3.1. Yearly Parents Meeting will be in December/January.
- 3.5.4. Accept the decision of the Board, Coaches or Graders decision of team selection of your child.
  - 3.5.4.1. If you back out once your child has been selected, you will not be reimbursed any entry fee, unless your child is injured and out for the season with 75% of the tournaments left to be played.
- 3.5.5. Pay for any entry, ASA or WIAA fees if you're team goes to State.
- 3.5.6. Hotels for out of town tournaments or State, including State entry fees will be paid by the parents, not the LCUSO.
- 3.6. Health, safety and liability
  - 3.6.1. Never play an injured player (normal bumps and bruises allowed)
- 3.7. Parents or players with an issue should first communicate with their coach. If this doesn't resolve the issue, then contact a member of the board, not the High School Coaching Staff. Coaches with issues should contact Board Member designated as coach contact on the website. The Board reserves the right to settle all disputes.

#### **Article 4 – Governance/Team Selection**

- 4. Governance:
  - 4.1. The governance of the Luxemburg-Casco United Softball Organization will be vested in the organization's membership. The Board Members, in response to the organization's governance structure, presents proposals and recommendations for a full vote by the Board Members.
  - 4.2. Current Board Members will decide/vote on whether tryouts will be done in a given year or teams will be based on age (9u, 10u, 11u, 12u, 13u, 14u) or grade. This could possibly change year to year based on the numbers and could be different group to group.
  - 4.3. Tryout participation (when applicable)
    - 4.3.1. Tryout participation is mandatory. Missing tryouts will place your evaluation score as low and will impact team placement. Unexcused absences include but are not limited to:
      - 4.3.1.1. Other Sporting events
      - 4.3.1.2. Events planned after tryout date is set
      - 4.3.1.3. Skipping tryouts
    - 4.3.2. Trips or Family events planned prior to tryout date being set can be brought to the board for consideration as an excused absence. Excused absences will be discussed and voted on by the board on how to rate the absent players. This could include but is not limited to an alternative evaluation date, prior year coach's evaluations, or discussion with former coaches. Team placement still could be impacted with an excused absence.
    - 4.3.3. Injury or Illness which would impact tryout performance or participation should be brought to the board's attention prior to tryout date or as early as possible. Injury or illness would be considered excused, and be subject to similar treatment as 4.3.2.

## **Article 5 - Parents commitment to work shifts at home tournament (Spartan Challenge) or other events**

### 5. Definitions and expectations

- 5.1. Each player belongs to a family unit and will be assigned multiple shifts to work during our home or sponsored events.
  - 5.1.1. Shifts will be assigned to players name, parents are responsible to work the shifts assigned. The names on the form will all be assigned multiple shifts throughout the event.
  - 5.1.2. It is the responsibility of the assigned person or player's family unit to a) work the assigned shift or b) find a replacement.
    - 5.1.2.1. Replacements should be communicated/updated on the workers schedule located in the main concession stands at each location.
    - 5.1.2.2. Children under the age of 16 will not be allowed to work a parent's shift.
- 5.2. Penalties options for missing shifts:
  - 5.2.1. Player(s) within family unit (all) forfeit the right to play in the remainder of tournament season with no refund of any fees paid.
  - 5.2.2. Players can continue to participate in the remainder of the season if one of the two below options are agreed upon between LCUSO Board and family unit
    - a) Non-refundable fine determined by the LCUSO board\*
    - b) Refundable fine determined by the LCUSO board\* – these funds will be held until the next event, which could extend over 1 year, where the family unit will be assigned double the shifts. When all shifts are completed, fine amount will be refunded to the individual who submitted the fine amount.

\*Amount of fine can vary year to year and be impacted by other variables, circumstances and events, however consistency from family to family will be applied within a given year.

## **Article 6 – Board Members**

6. The officers of this organization shall consist of the following:
  - 6.1. A seven member board, consisting of parent(s) of players that play on the 10U, 12U, 14U, Junior Varsity or Varsity Luxemburg-Casco Softball team or Luxemburg-Casco High School Softball Coaching Staff with all members created equal.
    - 6.1.1. The board will make changes to the bylaws, decisions on conflicts, finances, tournament and league decisions, as needed.
    - 6.1.2. A majority vote of the seven member board will be the final decision.
    - 6.1.3. Must have 4 members to make a vote
    - 6.1.4. All officers will remain a member until their daughter has completed her softball career at Luxemburg-Casco High School or has quit playing softball or the coach is not coaching at the High School level.
  - 6.2. The Board Members have the responsibility of administration of the Luxemburg-Casco United Softball Organization, which includes the following activities:
    - 6.2.1. Review recommendations
    - 6.2.2. Acting as liaison between school administration and membership-at-large.
    - 6.2.3. Reviewing the proposed budget

- 6.2.4. Monitoring the allocations of existing budget.
- 6.2.5. Performing other duties as requested by the member and approved by the board members
- 6.2.6. Making recommendations to be voted upon either from self or brought forward from members.
- 6.2.7. If any vacancies occur, the existing Board Members will appoint an individual to fill the position.

## **Article 7 – Dues/Fee**

- 7. Dues/Fees for participation
  - 7.1. The annual dues of the organization shall be determined by the Board Members each year with the approval of the full voting membership at the December meeting. The membership year will run from January 1st to December 31st.
  - 7.2. Players are responsible for any and all fees associated with the playing on tournaments and league(s).

## **Article 8 – Meetings**

- 8. Board meetings
  - 8.1. At the beginning of the fiscal year, the Board Members shall determine a meeting schedule for the organization. A proposed meeting schedule, coinciding with the school schedule, will be presented at the December meeting.
  - 8.2. Any Board Member and/or Varsity Coach may call a Special Meeting with a 24-hour notice.
  - 8.3. At meetings of the organization, the following shall be the order of business unless otherwise ordered:

- A-Board Members Present
- B-Coaches Present
- C-Minutes of the Preceding Meetings
- D-Financial Report
- E-Organizations
- F-Spartan Softball Challenge & Spartan Summer Softball Sizzler
- G-Coaches Discussion
- H-Equipment
- I-Communication
- J-Tournaments/Leagues
- K-Next Meeting
- L-Adjourn

## **Article 9 – Fund Requests/Scholarships**

### 9. Funding Requests

- 9.1. All funding requests for the high school program shall be submitted by the varsity coaches. The board will consider and vote upon these requests at regular meetings. Other funding requests shall be submitted either by the Luxemburg-Casco High School Softball Coaching Staff or by a youth coach.
- 9.2. The Board will determine on an ongoing basis, based upon available funds, the amount of money that can be distributed. The Board will try to support tournament teams and high school teams in an equitable fashion consistent with the mission statement of the club.
- 9.3. Annual scholarships will be given to girls graduating high school that participated in JV or Varsity Softball all four years of High School and were former members of LCUSO. Amounts are determined by current board members.

## **Article 10 – Dissolution**

### 10. Dissolution of LCUSO

- 10.1. In the event of any dissolution or other termination of this organization, all assets after payment of outstanding debts and other legal obligations, shall be divided equally to the four community softball programs of Luxemburg, Casco, Dykesville, and Sugarbush to be used for the softball teams or field expenditures.

Current Board Members and contact information will be listed on the website