



## Rosemount Girls Traveling Fastpitch Softball By-laws

*Approved 2/2026*

**TABLE OF CONTENTS**

**SECTION 1: ORGANIZATION OF ROSEMOUNT GIRLS TRAVELING FASTPITCH SOFTBALL PROGRAM- (P.3)**

**Article I: Name and Mission**

- 1.1.1 Name
- 1.1.2 Mission

**Article II: Membership and Programs**

- 1.2.1 Membership
- 1.2.2 Exceptions to Boundary Rules
- 1.2.3 Programs
- 1.2.4 Member Code of Conduct
- 1.2.5 Formal complaints regarding Coaches or Board Members

**Article III League Play**

- 1.3.1 League Membership
- 1.3.2 Governing Bodies
- 1.3.3 Playing Sessions

**Article IV: Board of Directors**

- 1.4.1 Board of Directors
- 1.4.2 Eligibility
- 1.4.3 Term of Office
- 1.4.4 Compensation

**Article V: Board Meetings**

- 1.5.1 Monthly Meetings
- 1.5.2 Special Meetings
- 1.5.3 Quorum and Voting
- 1.5.4 Notice of Meetings
- 1.5.5 Open to the Public

**Article VI: Amendment of By-Laws**

- 1.6.1 Amendment to By-Laws
- 1.6.2 Communication of By-Law Changes

**Article VII: Property of the Program**

- 1.7.1 Property and Dissolution

**SECTION 2: OPERATING POLICIES AND PROCEDURES (P.6)**

**Article I: Program Philosophy**

- 2.1.1 Skill Level
- 2.1.2 Age Level
- 2.1.3 Team Size
- 2.1.4 Playing Time and Position Play

**Article II: Registration**

- 2.2.1 Age Level Eligibility
- 2.2.2 Age Waiver Requests
- 2.2.3 Registration Periods
- 2.2.4 Late Registration
- 2.2.5 Registration Fees
- 2.2.6 Allowable Registration Refunds
- 2.2.7 Extra Fees
- 2.2.8 Scholarships for Registration Fees

**Article III: Player Assessments**

- 2.3.1 Purpose of Assessments
- 2.3.2 Board Responsibilities for Assessments
- 2.3.3 Allowable Reasons for Missing Assessments
- 2.3.4 Scoring During Assessments
- 2.3.5 Fall Ball Assessments

**Article 4: Coach Selection**

- 2.4.1 Board Responsibilities
- 2.4.2 Coach Application Process
- 2.4.3 Coach Interviews
- 2.4.4 Coach Ranking
- 2.4.5 Coach Training and Background Checks

**Article V: Team Creation**

- 2.5.1 Board Responsibilities
- 2.5.2 Ranking
- 2.5.3 Roster Spots
- 2.5.4 Pick Zone Definition
- 2.5.5 Locked Players Definition
- 2.5.6 Head Coach Selection
- 2.5.7 Team Creation Process
- 2.5.8 Coach Questions
- 2.5.9 Fall Ball Team Creation
- 2.5.10 Parent Questions
- 2.5.11 Assistant Coach Selection
- 2.5.12 Team Placement for Families with Multiple Children
- 2.5.13 Program Player Shortages

**SECTION 3: TEAM OPERATIONS (P. 12)**

- 3.1 Head Coach Responsibilities
- 3.2 Assistant Coach Responsibilities
- 3.3 Team Manager Responsibilities
- 3.4 Player Shortages
- 3.5 Team Schedules
- 3.6 Player Attendance
- 3.7 Tournament Berths

**SECTION 4: FUNDRAISING ACTIVITIES AND VOLUNTEER HOURS (P.13)**

- 4.1 Parent Volunteer Obligation
- 4.2 Board and Coach Volunteer Hours
- 4.3 Team Fundraisers

**SECTION 5: UNIFORMS AND EQUIPMENT (P. 14)**

- 5.1 Uniforms Provided by the Program
- 5.2 Uniform Condition
- 5.3 Additional Jerseys
- 5.4 Equipment Requirements

**SECTION 6: PARENT FEEDBACK (P. 15)**

- 6.1 Coach Feedback
- 6.2 Board Feedback
- 6.3 Post-Season Surveys

**ADDENDUM ONE: COACHING GUIDANCE (P.16)**

## SECTION ONE: ORGANIZATION OF ROSEMOUNT GIRLS TRAVELING FASTPITCH SOFTBALL PROGRAM

### Article I: Name and Mission

#### 1.1.1 Name

The Rosemount Girls Traveling Fastpitch Softball program (GTFS) is an entity governed by the Rosemount Area Athletic Association (RAAA). RAAA is a non-profit Corporation registered with the State of Minnesota and has a tax-exempt status under the Internal Revenue Code Section 501[C][3].

#### 1.1.2 Mission

The Mission of GTFS is to create an enjoyable and memorable experience for girls, which encourages them to play softball through their high school years and beyond. We provide training and instruction through all levels of fastpitch softball. Our players gain personal confidence, stay active, and develop leadership and teamwork skills.

### Article II Membership and Programs

#### 1.2.1 Membership

Membership in the program is open to all girls, aged 18 and under, who reside within the attendance borders of Rosemount High School (RHS).

Membership will also be extended to girls, aged 14 and over, who are registered to play with our 14U or High School teams as allowed by MN Softball rules.

#### 1.2.2 Exceptions to Boundary Rules

Exceptions to the boundary rule above may be made in accordance with MN Softball rules, which state a player who wishes to play with GTFS from outside the boundaries must follow the process below:

1. Request a transfer in writing to their zoned (home) association and have that request approved by said association.
2. Request a transfer in writing, accompanied by the waiver from their association to the GTFS Board of Directors.
3. The Board of Directors will vote to approve or decline the waiver request.
4. If the Board of Directors approves the waiver request, final approval will be requested from the RAAA Board of Directors.

#### 1.2.3 Programs

Rosemount GTFS consists of softball teams at the following age levels, as defined by MN Softball rules: 8U, 10U, 12U, 14U and High School. These age groups play at varying levels of competition, which will be dependent on the age and skill level of the participants. Eligibility for each age group will be defined in the Operating Policies and Procedures (section two, page 6).

#### 1.2.4 Member Code of Conduct

The program follows the Code of Conduct laid out by the main RAAA Board as posted on its website. All players, parents, coaches, and Board members are expected to adhere to the Code of Conduct at all times. Respectful conduct is expected at all times, and rude, offensive, threatening, or violent behavior towards other teams, parents, coaches, and officials will not be tolerated.

Any formal code of conduct complaint against any member of GTFS will go to the GTFS Board for a determination. If there is a dispute about the determination, the member may file a grievance with the Main RAAA Board.

### **1.2.5 Formal complaints regarding Coaches or Board Members**

If a parent or player has a complaint about a coach or Board Member, the first step should be to speak to the person and attempt to come to an understanding. Parents are expected to wait 24 hours as a reflection and calming time before speaking with the coach or Board Member about their concerns.

If the parties are unable or unwilling to come to a resolution, the following process will be followed:

1. The formal complaint must be made in writing and directed to the GTFS Board Director (or the Assistant Director if the complaint is about the Director).
2. The GTFS Board Director will send a written notification to the individual complaint has been made to the Board. The notification will include the precise reason(s) for the request and any evidence presented to the GTFS Board validating the reasons.
3. The individual will be given an opportunity to respond to the notice.
4. The Board Director and a designated Board member will conduct an investigation of the allegations.
  - a. No Board member may participate in an investigation involving an immediate or extended family member.
  - b. Board members are expected to recuse themselves if there is a conflict of interest.
5. The GTFS Board will review the complaint and determine the best course of action:
  - a. The Board may determine that a violation of the Code of Conduct has not occurred and no action is necessary. Documentation will be completed and sent to the main RAAA Board for review.
  - b. The Board may give a written warning to the appropriate party. Documentation will be completed and sent to the main RAAA Board for review.
  - c. The Board may determine a corrective course of action which may include separation of the parents from team activities or other restrictions. Documentation will be completed and sent to the main RAAA Board for review.
  - d. The Board may determine the issue is serious enough to escalate it to the Main RAAA Board. If this occurs, the main board will follow its own process to determine the next steps. The Main RAAA Board retains the sole ability to permanently disqualify someone from RAAA Traveling Softball.

## **Article III League Play**

### **1.3.1 League Membership**

Rosemount GTFS will play under the Tri-County League and will abide by all rules and regulations defined by this league. The league will determine all schedules for games, league qualifiers, and state tournaments in which the program participates.

### **1.3.2 Governing Bodies**

Rosemount GTFS is governed by the rules set forth by USA Softball. All teams will be created in accordance with these rules, and all games will be played by the USA Softball rule book, unless a change is made in writing by a Tournament Director.

### **1.3.3 Playing Sessions**

Rosemount GTFS offers the following sessions for league play:

- a. Summer Session. This session typically begins in April and ends in July.
- b. Fall Session. This session typically begins in August and ends in October.
- c. Other sessions, such as winter dome league, may be offered at Board discretion.

## **Article IV: Board of Directors**

### **1.4.1 Board of Directors**

The property, affairs, and business of Rosemount GTFS shall be managed by a Board of Directors

consisting of a minimum of ten (10) directors and a maximum of twenty (20) directors. The Board reserves the right to adjust the positions and responsibilities of Board members as operational needs dictate.

#### **1.4.2 Eligibility**

Board Members shall have a player currently registered in the Rosemount GTFS program, unless the job description for a position allows for an outside individual. If a Board member's child moves out of the program, they will be asked to remain in their position until the end of their term or a replacement can be found.

#### **1.4.3 Term of Office**

Board Members shall serve a two-year term. In the event a Board Member is unable to complete their term, they will be asked to remain on the Board until a suitable replacement can be found and voted in by the Board.

Board Members may request to be elected to additional terms, which may be granted in one-year increments as voted on by the Board.

#### **1.4.4 Compensation**

Board Members do not receive financial compensation, nor do they receive special treatment for themselves or their children. If a Board Member uses his or her own resources for the program, they may provide a receipt to the Treasurer and be reimbursed for the expense.

### **Article V: Board Meetings**

#### **1.5.1 Monthly Meetings**

The Board will hold regular meetings and announce the meeting schedule on the GTFS website. Any regular meeting time and location may be changed as decided by the GTFS Board with advance notice given to all Board Members. The Board shall conduct its regular business at these meetings.

#### **1.5.2 Special Meetings**

Special meetings of the Board may be called at any time by the Director or any two Board Members provided that proper notice is given to all Board Members.

#### **1.5.3 Quorum and Voting**

- a) A quorum for board meeting purposes is defined as at least 2/3 of the Board being present. No action may be taken by the Board without a quorum for voting.
- b) Unless otherwise noted by rule, a simple majority vote will be used to act on any items before the Board. In the event of a tie, the Director will be the tiebreaker.
- c) Voting proxies and voting in absentia shall not be permitted.

#### **1.5.4 Notice of Meetings**

Notice of all Board meetings shall be given to all Board Members prior to the meeting. Notice may be given orally, in person or by telephone, or in writing by mail or e-mail. Notice of a special meeting shall state the purpose for which it has been called. The Director shall prepare an agenda for each meeting, which shall be distributed to Board Members prior to the meeting.

#### **1.5.5 Open to the Public**

All Board meetings are open to the public, except for meetings in which personal issues or litigations are discussed. Members of the program may discuss concerns or

recommend changes to the organization at any Board meeting during the public forum.

### **Article VI: Amendment of By-Laws**

#### **1.6.1 Amendment to By-Laws**

Amendments to these By-Laws may be proposed by any Board Member and will be discussed at regular and/or Special meetings. All changes to by-laws must be approved by the main RAAA Board.

#### **1.6.2 Communication of By-Law Changes**

The proposed amendments will be presented and voted on by the Board. These changes will be announced to parents and the public via the Rosemount GTFS website.

### **Article VII: Property of the Program**

#### **1.7.1 Property and Dissolution**

At no time does any officer, director, or member of the association have any right, title or interest in any property or income of the association. In the event of liquidation or dissolution of the program, all money, and property shall become property of the Rosemount Area Athletic Association. In the event of any sales of property by the program, the money raised shall solely be used for the program.

## **SECTION TWO: OPERATING POLICIES AND PROCEDURES**

### **Article I: Program Philosophy**

#### **2.1.1 Skill Level**

Rosemount GTFS believes that all players benefit from playing on teams with others with a similar skill level and builds teams with this philosophy in mind. The Board will conduct yearly assessments to measure skill level as discussed in Article III.

#### **2.1.2 Age Level**

Rosemount GTFS believes that generally, players should play within their own age group. However, we do encourage experienced 8-year-olds to play on a 10U team as we believe this leads to faster skill development and game understanding. Parents are encouraged to speak to their child's coach to determine their appropriate playing level.

Players may not play below their age level as this is a violation of MN Softball rules.

#### **2.1.3 Team Size**

Rosemount GTFS builds teams to stay smaller in size to allow each player more opportunities to play. Generally, teams are between 10-13 players, though the Board reserves the right to alter team sizes based on program need.

#### **2.1.4 Playing Time and Position Play**

On the Rosemount GTFS teams, playing time may not be equal. The amount of playing time any player receives is dependent on many factors, a few of which are: skill, competitive attitude, attendance at games/practices, punctuality and coachability. Also please understand that factors such as full rosters and substitution rules can make it difficult to equalize playing time.

It is the belief of Rosemount GTFS that all players should, over the course of the season, be given the opportunity to play and develop skills in a variety of positions as is appropriate for the age and skill level of the team. However, player positioning is at the discretion of the Head Coach. Playing a desired position on a regular basis is not guaranteed.

See **Addendum One, GTFS Coach Guidance for information** (page 16) on how GTFS guides our coaches as it pertains to playing time and position play.

## **Article II: Registration**

### **2.2.1 Age Level Eligibility**

We follow the guidance of USA Softball and the Tri-County league on age eligibility.

A player's age eligibility is determined by the age they are on August 31<sup>st</sup>. This is for the fall season and for the following summer season and any winter programs.

HS is 15 through 18

16U is 15 and 16

14U is 13 and 14

12U is 11 and 12

10U is 8, 9, and 10

8U is 6 and 7 (and 8 with an age waiver request)

### **2.2.2 Age Waiver Requests**

a. A parent can request that their 8-year-old plays 8U if they feel they are not ready for 10U. This is usually someone new to softball, has only played one year, or just came from in-house softball.

b. Players may request the GTFS Board to try out for at an older age level team. These requests must be in writing and are subject to Board approval prior to assessments.

### **2.2.3 Registration Periods**

The Board shall coordinate registration periods with the main RAAA Board. These Registration periods will be announced via the program and the RAAA websites and social media. Registration periods will generally be a minimum of 30 days, but changes to that timeframe may be made at Board discretion and communicated.

All registrations must be completed during the announced registration period.

### **2.2.4 Late Registration**

Any individual missing the scheduled registration will be considered a late registrant. Late registrants will be charged an extra fee. The GTFS Board will determine a late registration fee each year.

The Board may refuse late registrations at its discretion. Late registrations occurring after team formation will only be accepted if roster space allows.

### **2.2.5 Registration Fees**

The GTFS Board will establish a non-refundable registration fee for each session each year, due at the time of registration. No registration is considered complete without payment of the fee.

This registration fee covers league play, facility rental, program-provided equipment, tournament entry fees, uniforms, and assessments.

### **2.2.6 Allowable Fee Refunds**

The Board will not refund the registration fee due to dissatisfaction with team placement. Tryout fees are non-refundable.

Exceptions to the non-refundable registration fee rule may include:

- A softball player is not placed on a team
- Player moves outside of Rosemount high school boundary area
- Financial hardship
- Pre-season injury with a doctor's written report and recommendation

All requests for a refund must be placed in writing to the Board and will be voted on at the next Board meeting. The Board may determine a reduced refund to cover expenses.

### **2.2.7 Extra Fees**

Participants may be responsible for extra fees in addition to registration, including registration for additional tournaments, travel, or field/facility rental. These additional fees are based on decisions made by individual teams, without the direction of the GTFS Board.

### **2.2.8 Scholarships for Registration Fees**

Scholarships are available to families who qualify for educational benefits, or have experienced extenuating circumstances such as loss of job, divorce, catastrophic medical challenges within the family, etc. Scholarship applications are taken online during the registration process and handled discreetly by the authorized RAAA representatives.

Please note that scholarships may not necessarily cover all expenses for the season. If you are experiencing hardships in obtaining necessary equipment, please reach out to the Board Director.

## **Article III: Player Assessments**

### **2.3.1 Purpose of Assessments**

The GTFS Board's primary goal of evaluations is to evaluate each player impartially and objectively so that they may be placed on a team with players of similar ability, who in turn play against other traveling teams with comparable skill levels. Assessments are mandatory for all players.

### **2.3.2 Board Responsibilities for Assessments**

The Board shall name an Evaluation Committee, to be made up of the Player Development Coordinators, the Board Director, and the Board Assistant Director. This committee is responsible for determining and communicating the process for assessments, including the way skills are assessed, scoring criteria, and which outside people are used to assess skills. The committee will make sure every effort is made to make the process as fair and consistent for each player as possible.

### **2.3.3 Allowable Reasons for Missing Assessments**

Players may be excused from assessments only in very limited circumstances, such as a documented injury or illness that prevents participation. In these cases (considered an uncontrollable absence), a doctor's note is required. Players who miss assessments due to injury or illness and staying in the same age division as the prior evaluated year, will be locked into their prior season's evaluated team as the sixth locked player. In the event the player is moving between age divisions, last year's scores would be used. In the event this is a new player in the

program with no assessment score from last season, the player will be placed on the lowest team within their age level.

Players who miss assessments for reasons other than illness or injury (including, but not limited to, family vacations, scheduling conflicts, or failure to attend) can use last year's evaluation scores. In the event this is a new player in the program with no assessment score from last season, or a player moving between age divisions, the player will be placed on the lowest team within their age level. Note: Using last year's scores is only allowable if staying within the same age division.

Any request to miss assessments must be submitted in writing to the Board prior to the scheduled assessment date. If your player intends to participate in the season but cannot attend assessments, you must email [traveling-softball@rosemount-aaa.org](mailto:traveling-softball@rosemount-aaa.org) in advance of the assessment time. The email must include the player's name, age level, and reason for absence. Failure to notify this specific email address prior to assessments may result in the player being placed on the lowest team at their age level.

There will be no makeup assessments offered. Players must attend their scheduled assessment date to be fully evaluated. Rostering priority will be given to players who complete the full assessment process.

In the event of an emergency, please contact the Director of the Board as soon as possible.

#### **2.3.4 Assessment Process**

Assessment times will be announced through the website, social media, and emails to all participants. Each player will arrive at their designated time, ready to participate. They shall not wear any identifiable clothing showing their name or any team they may have participated with in the past. Players will be asked to change if they wear any identifying clothing. All players will be given a number badge which they will wear for the duration of the assessments. This number will be used by assessors to identify players and will be used during the tabulation process.

Parents are not allowed to observe assessments. All parents must leave the premises. Board Members who are assisting with assessments may help with logistics only, outside of their child's age division when possible. Coaching candidates will not be allowed to observe tryouts.

Players will go through a series of stations designed to show their skill levels in the areas of fielding, throwing, catching, running, and hitting.

Pitchers and Catchers will also be assessed on those skills. They must sign up for pitching/catching assessments.

#### **2.3.5 Scoring During Assessments**

At no time does any Board member score a player or tabulate scores. The GTFS Board will have a third party evaluator rate players based on a set of criteria developed and provided to them by the Board. The GTFS Board, in its sole discretion, will determine how many evaluators and assistants will attend the assessments. The third party evaluator will do all score tabulation.

The RAAA liaison will hold all scores until team creation begins.

#### **2.3.6 Fall Ball Assessments**

There are no formal assessments for fall ball. Team creation for fall is discussed in Article 5.

## Article IV: Coach Selection

### 2.4.1 Board Responsibilities

The Board shall create a Coach Selection Committee, typically made up of the Player Development Coordinators, the Director, and the Assistant Director. However, if any such members have a desire to coach, or have a child in that age group, they will not be allowed to determine coaches for that age level. A suitable replacement from the remainder of the Board will be selected for the Coach Selection Committee to keep a quorum of 5. This means that each age level may have a slightly different makeup of Board members to avoid conflicts of interest.

### 2.4.2 Coach Application Process

All people, whether they are parents or interested community members, must complete an application to be considered. This application is available on the website or by contacting the main Board email.

### 2.4.3 Coach Interviews

All those who apply to coach will be interviewed by the Coach Selection Committee prior to assessments or team creation. These interviews typically last about 20 minutes and may be in person or via a web meeting website, at the discretion of the Board.

### 2.4.4 Coach Ranking

Coaches will receive a score from each member of the Coach Selection Committee based on the application and the interview. From these scores, coaches will be ranked from top to lowest scores. Coaches will be selected based on these rankings at the time of team creation. This will be discussed further in Article 5.

### 2.4.5 Coach Training and Background Checks

All coaches, including Head and Assistant Coaches, must complete and pass a background check. They must pass concussion training, Abuse Prevention, Sports Engine Coach Registration and participate in Positive Coaching Alliance training. These four items must be completed before they will be allowed to coach. These certifications are good for 3 years and are administered through RAAA.

The Board reserves the right to require coaches to undergo additional training as it deems necessary. Coaches are encouraged, though not required, to seek outside resources for additional training. The GTFS website does contain some resources for coaches to utilize.

### 2.4.6 Fall Ball Coach Selection

During Fall Ball team creation, the Board reserves the right to choose coaches without a full interview process. Most coaches selected will have already coached with the program.

## Article V: Team Creation

### 2.5.1 Board Responsibilities

The previously selected Evaluation Committee will also support team creation. This Committee will guide the process of team creation and is tasked with ensuring the process is fair and consistently applied to all players. Once a team is created, the Board at large will vote to approve or deny the team created.

If, prior to the team creation process, the Committee determines there is a compelling softball reason to move a player to a different team than her overall scores indicate, they will bring the recommendation to the Board at large. The Board, along with the RAAA liaison, will determine if a strong enough case exists to make the recommended change. The spirit of this rule is to avoid having a top team without a pitcher or catcher, as these

are essential positions for the game of softball. This is intended to be exceedingly rare and may only be carried out with a 2/3 majority vote of the Board.

### **2.5.2 Ranking**

All players will be ranked in order based on their assessment scores.

### **2.5.3 Roster Spots**

Prior to team creation, the Board will determine the number of roster spots for each team. This will typically be between 10-13 but may vary based on registration numbers and program need.

### **2.5.4 Pick Zone Definition**

A pick zone is defined as the group of players a coach is allowed to choose from during the team creation process described below. It shall consist of the number of roster spots determined by the Board plus 4. So, a team with 11 roster spots would have a pick zone of 15 players.

### **2.5.5 Locked Players Definition**

There are pre-determined locked players for every pick zone. This is defined as the top 5 ranked players in that zone. These players are guaranteed a spot on the team and cannot be moved down a level or discarded by a coach for any reason.

### **2.5.6 Head Coach Selection**

A coach will be selected out of coach applicants connected to the players in the pick zone.

- a. First choice will be the highest ranked coach from the “natural” team size. So, for a team of 11 roster spots, it would be the top ranked coach connected to one of the top 11 players.
- b. If no coach exists in the “natural” team size, the second choice will be the highest ranked coach from the pick zone.
- c. If no coach exists in the pick zone, the Evaluation Committee will determine the team and will work to find a coach for that team, utilizing the process outlined in Article IV.

### **2.5.7 Team Creation Process**

The first pick zone will be determined for the “top” team of the age bracket, starting with the number one ranked player down to the bottom of the pick zone. This pick zone is what will be shown to the chosen Head Coach for team creation.

The Head Coach will meet with the Evaluation Committee and view their pick zone. From there, they will choose their team, consisting of the 5 locked players with the remainder of the roster spots chosen from the pick zone. The Head Coach will have ten minutes to select their team.

The coach will not be shown scores or names of any other players. The coach may not lobby the Board to choose players from outside the pick zone.

Once the coach has chosen their team, it will be voted on by the Board as described above. If the team is approved, a new pick zone is created for the next team and the process is completed until all teams are filled.

### **2.5.8 Coach Questions**

If a coach has a question about their pick zone or the team building process, they may pose that question to the Evaluation Committee, who will then bring that question to the Board for a final determination. A coach may not approach or speak with the Board at large during the team selection process to protect player anonymity and ensure a fair process.

### **2.5.9 Fall Ball Team Creation**

The Board will create all teams for Fall Ball. These teams will be made utilizing information about each player, including their summer team and coach evaluations. Players who are new to the program may be given an individual assessment to determine team level, at Board discretion. Teams will be drafted by the Evaluation Committee and brought to the Board for a majority vote. All teams created by the Board are final.

#### **2.5.10 Parent Questions**

Parents may direct questions about their team placement to the Board Director or Assistant Director. If requested in writing, the parent may be shown feedback about their player's assessment score, along with low, average and high scores for the specific age division their child is participating in, but will not be shown where they ranked or any other player's scores. While we understand that parents are sometimes unhappy with their child's team placement, all teams are considered final once approved by the Board.

#### **2.5.11 Assistant Coach Selection**

Head Coaches may choose Assistant Coaches to support them during the season. The Board reserves the right to decline an Assistant Coach should they feel a strong reason exists to do so.

#### **2.5.12 Team Placement for Families with Multiple Children**

If a family has more than one child at the same age level, they may choose to have their children placed on the same team. This is offered for family convenience and is not extended to friends, neighbors, or extended family members (cousins, etc.).

Families are responsible to make a request to the Board that they want their children together, or their children will be placed on teams based on the process described above. This must be done at the time of registration and may be done via the registration itself or via an email to the Board.

If a family chooses to have their children placed together, they must understand the following:

- The players will be placed on the team based on the child with the lowest score or coach assessment. No child will be placed on a team above their skill level to be with a family member.
- Once teams are created, families may not change their minds. Once their children are placed together, the teams are final.
- Families must request this arrangement each season. It will not be assumed season to season.

#### **2.5.13 Program Player Shortages**

When player shortages arise in a particular age group, players from the next lower age group may be rostered up if there is an abundance of players at the lower age group. If a roster is still short, attempts will be made to recruit players first from within allowable boundaries. If a team shortage still exists, attempts will be made to place players on a team with a neighboring community.

## **SECTION 3: TEAM OPERATIONS**

### **3.1 Head Coach Responsibilities**

The Head Coach of each team is ultimately responsible for all operations of their team. This includes registering for tournaments, choosing Assistant Coaches, planning practices, making game lineups, running games, etc. The Board supports the ability of Head Coaches to make decisions regarding playing time and positioning players, with the understanding that they are expected to make a reasonable effort to do so in a way that is appropriate for their team's age and skill level. Further, Head Coaches are asked to maintain a team atmosphere that is respectful of each other, competitors, and officials. Head Coaches are only eligible to coach one team, however they may assist with a second team. In the event we have no Head Coach for a team, we will have two weeks to recruit a coach from within the parents on the team, or the team will dissolve and players will be cut.

### **3.2 Assistant Coach Responsibilities**

Assistant Coaches will take their direction from the Head Coach. They may act in the place of the Head Coach in his/her absence.

### **3.3 Team Manager Responsibilities**

Each team is encouraged to assign a parent to be the Team Manager. Team Managers are generally responsible for supporting team communication and culture. This could include operating an app to communicate general information and gather consensus. Another focus is usually team building activities. The Team Manager takes their overall direction from the Head Coach.

### **3.4 Player Shortages**

In the event a team has a shortage of players for a game, the Head Coach may recruit other Rosemount GTFS players to fill in. These players may not be from an older age group, only the same age group or younger. It is required that Head Coaches seek out players in accordance with MN Softball rules.

### **3.5 Team Schedules**

During the summer session, players can usually expect 2 or 3 practices per week until the start of the league games schedule. After the league games schedule starts, players can expect softball activities at least 2 nights per week and tournaments on the weekends.

In the fall session there may be two or more practices per week, and league games on Saturdays or Sundays. Fall tournaments generally consist of a state tournament.

Tournaments are scheduled by the Head Coach. They may seek input from families during this process. If the Head Coach would like to participate in more tournaments than what is covered by the program, they must do so with the agreement of parents and players with the understanding the cost will be paid by the team.

### **3.6 Player Attendance**

Players and parents are asked to understand the time commitment necessary to play travel softball. It is not fair to affect others by lack of attendance.

Players are expected to attend all practices, games, and tournaments. In the event of an absence, you must notify the coach in advance so they can plan for the absence. It is generally expected that absences will only be for the following reasons: illness, school activity, church, or vacation. Families are encouraged to schedule vacations outside of the season as much as possible.

Should attendance become an issue, the head coach may reduce playing time.

## **SECTION 4: FUNDRAISING ACTIVITIES AND VOLUNTEER HOURS**

### **4.1 Parent Volunteer Obligation**

All parents are expected to volunteer to support fundraising activities of the program. The primary fundraising activities are hosting a summer tournament and fall games. Each season, the Board will determine the number of hours families will need to complete for each player in their family. This is typically around 7-8 hours per player, up to 2 players per family. This will be required during both the summer and fall sessions.

The program will collect a \$350 volunteer check for each player prior to giving out the player's uniform or allowing the player to participate. If the family's volunteer hours are completed, the check will be returned or destroyed. If they are not completed, the check will be cashed at the end of the season.

#### 4.2 Board and Coach Volunteer Hours

**Voting members of the GTFS Board:** The Board members complete their volunteer hours by running the program throughout the year, including monthly meetings and time at home completing their duties. They also help during tournaments and games, but do not sign up for specific volunteer shifts.

**Head coaches (including co-Head coaches) & GTFS Board Parent Liaison:** These volunteer hours are considered complete for one child per parent position. For example, if one parent is a head coach and there are two daughters in the GTFS program, then volunteer hours must be completed for one daughter.

**Assistant Coaches and Team Managers:** Volunteer hours are still required based on the number of players in the family. To enable them to better support their teams, they will be allowed to sign up for volunteer hours during a priority sign up period before the sign ups open to the program at large. Due to timing, we cannot guarantee this priority sign up period during fall ball.

#### 4.3 Team Fundraisers

Individual teams must notify and obtain approval from the GTFS Board in writing before any fundraising activities.

### SECTION 5: UNIFORMS AND EQUIPMENT

#### 5.1 Uniforms

For each spring/summer season, Rosemount GTFS offers each player uniforms. The short sleeve jersey is used again for the fall season.

Parents may choose to purchase extra uniform items at an additional cost.

Players are expected to wear their provided uniform for all games. No player will be permitted to play unless they are wearing the appropriate uniform. For teams with two jerseys, the Head Coach or Team Manager will be responsible for communicating which jersey will be worn for each game.

#### 5.2 Uniform Condition

Players are expected to maintain their uniform to the best of their ability. Uniforms should be washed between games.

Any player who defaces, alters, or damages the uniform shall replace the damaged article at their own expense.

#### 5.3 Additional Jerseys

Teams desiring to create an additional jersey for a season must receive GTFS Board approval prior to ordering and must pay for the jerseys out of pocket.

#### 5.4 Equipment Requirements

Each player is required to have a fielding mask, a navy/white helmet, bat, glove, and cleats. Cleats must be non-metal until 14U when metal cleats become optional. The GTFS website has more details to help families find the correct equipment. Alternative helmets may be approved by Board discretion for new players.

## SECTION 6: PARENT FEEDBACK

### 6.1 Coach Feedback

Parents are welcome to give their feedback during the season. We ask that they use discretion when speaking with coaches, both in tone and in timing. Coaches are volunteers and are not professionals. Therefore, it is natural they will make mistakes from time to time. Parents who want to talk about their concerns shall do so in a respectful manner, without profanity, yelling, threatening, or violent behavior. **Parents may not approach a coach for a discussion during a game or tournament, in front of the players, or when upset. The expectation is to wait 24 hours to approach the coach away from the players.**

### 6.2 Board Feedback

Parents are also welcome to bring their feedback to the Board at any time. As described above, there is a process the Board will follow for serious issues. Parents are encouraged to speak with the Parent Liaison before bringing their issue to the larger Board, as this Board member will be able to answer basic questions.

### 6.3 Post-Season Surveys

At the end of each season, the RAAA Board will send out surveys to all parents in the program. Parents are encouraged to give their feedback about the season and the coaches. The RAAA Board will compile this data into themes and actionable items for the Board. The Board will determine what actions, if any, are necessary to take based on the survey feedback.

**ADDENDUM ONE: COACH GUIDANCE, PAGES 16 - 19**

**Mission of Rosemount Traveling Softball:** Our mission is to create an enjoyable and memorable experience for girls, which encourages them to play softball through their high school years and beyond. We provide training and instruction through all levels of fastpitch softball. Our players gain personal confidence, stay active and develop leadership and team building skills.

**Guiding Philosophy of Coaching:**

- 1) The game of softball should always be fun. When it stops being fun for the kids, a change needs to be made.
- 2) Every decision a coach makes should be based on a) what's best for the kids: development of skills/knowledge & psychological well-being; b) what's best for the team: the whole comes before one; and c) what will make us competitive while still having a positive experience.
- 3) Our goal for each and every player and team is development and improvement from the beginning of the season to the end.
- 4) Communication is important. We expect coaches to clearly and frequently communicate their philosophy around coaching decisions to parents, players, and assistants. We want coaches to remember that HOW you communicate is as important as WHAT you communicate. Do your best to frame things positively.
- 5) We choose the best coaches we can and trust them to make good decisions based on our philosophy and guidance.

**Team Levels:**

We create teams based on skill level to give girls the chance to play with similarly skilled teammates, to give each player a competitive experience according to her level. Coaches are supported in their efforts to push each girl to improve and to develop a lineup that helps the team to be successful, whether that means winning championships or improving each game. As girls grow in their skill level and level of play (A, B, C), winning becomes more of a focus for the team but never overshadows learning and enjoyment of the sport.

Developmental	Intermediate	Advanced
<p><b>All 8U 10 C and B</b></p> <p><b>Players:</b> Beginning softball skills and knowledge. <b>Focus:</b> Coaching and opportunity to learn basic skills and grow in those skills throughout the season. Try all positions, coach may identify top 2-3 positions for each player during season. <b>Playing time:</b> Roughly equal to the best of the coach's ability. All kids should sit some- even P/C. <b>Positions:</b> Chance to try all (with exception of pitcher unless meet guidelines). All 8U should be given opportunity to practice pitching during practices as time allows.</p>	<p><b>10A 12 B and C 14 C</b></p> <p><b>Players:</b> Good general knowledge of the game and have sufficient skills to be competitive against many other teams. <b>Focus:</b> Beginning to understand team strategy and execution. The team strives to be competitive and improve as the season goes on, with a goal of winning tournament games. P/C are specialized, but should also sit some. <b>Playing Time:</b> Roughly equal except for some high-competition end-of-season tourney games. <b>Positions:</b> At least 2, 1 infield &amp; 1 outfield</p>	<p><b>12 A 14 A and B</b></p> <p><b>Players:</b> Have begun to execute and understand competitive strategy and have shown an ability to execute higher levels of play. <b>Focus:</b> Growth in understanding and execution of advanced strategies and use those strategies with a goal of winning games. <b>Playing Time:</b> Roughly equal in beginning of season, may be less so in late season tournaments. P/C are specialized, so will likely have more playing time. <b>Positions:</b> About 2+ regular positions</p>

	Developmental	Intermediate	Advanced
<b>General Pitching Guidance</b>	To pitch in a game must attend pitching practice.	To pitch in a game must attend pitching practice.	To pitch in a game must attend pitching practice.
<b>General Catching Guidance</b>	<p><b>League games:</b> All kids who want to can try.</p> <p><b>Tournaments:</b> Use kids who are comfortable catching &amp; have experience.</p>	To catch in a game must attend catching practice.	To catch in a game must attend catching practice.
<b>General League Play Guidance</b>	<p>For all levels, league play is a time for development. This is a good time for coaches to experiment with lineups, try new plays or skills, and get kids who may not play as much in tournaments an opportunity to play in their preferred positions.</p> <p><b>Batting:</b> Coaches should snake the lineup from game to game to give all girls roughly equal at-bats during league play. At higher levels, this may only be from game 1 to game 2 vs. all league games continuous snaking.</p> <p><b>Fielding:</b> Equitable amount of time on the bench, and between infield and outfield (see exceptions for pitchers and catchers.)</p> <p><b>Pitchers:</b> Find time for all of your pitchers to get some time on the mound.</p> <p><b>Catchers:</b> Find time for all of your catchers to get some time (and for developmental level, for new girls to try.)</p>		

	Developmental	Intermediate	Advanced
<b>Tournaments: Early Season</b>	<p><b>All tournaments before league qualifier</b>  <b>Batting:</b> Bat entire lineup, snake in pool play  <b>Play Time:</b> Equal (may differ for pitchers/catchers) with even play between infield &amp; outfield positions.  <b>Pitching/Catching:</b> Equal innings as much as possible.</p>	<p><b>First 2-3 tournaments</b>  <b>Batting:</b> Bat entire lineup (don't have to snake)  <b>Play Time:</b> Equal (may differ for pitchers/catchers) with even play between infield &amp; outfield positions.  <b>Pitching/Catching:</b> Equal innings as much as possible.</p>	<p><b>First 1-2 tournaments</b>  <b>Batting:</b> Bat entire lineup (don't have to snake)  <b>Play Time:</b> Roughly equal.  <b>Pitching/Catching:</b> Coach discretion, with the goal of getting each position player innings.</p>
<b>Tournaments: Late Season</b>	<p><b>League Qualifier and Beyond</b>  <b>Batting:</b> Bat entire lineup, no need to snake  <b>Play time:</b> No one may sit out for more than one inning in a row or 2 innings per game. The amount of outfield/infield can differ, around 2:1 inning ratio.  <b>Pitching/Catching:</b> Use 2:1 ratio for 1<sup>st</sup>/2<sup>nd</sup> pitchers at most. Try to get other pitchers/catchers time.</p>	<p><b>3<sup>rd</sup>-4<sup>th</sup> Tournament and Beyond</b>  <b>Batting:</b> Entire lineup  <b>Play time:</b> No one may sit out for more than one inning in a row or 2 innings per game.  <b>Pitching/Catching:</b> Use 2:1 ratio for 1<sup>st</sup>/2<sup>nd</sup> pitchers at most. Try to get other pitchers/catchers time.</p>	<p><b>2<sup>nd</sup>-3<sup>rd</sup> Tournament and Beyond</b>  <b>Batting:</b> Entire lineup, bat 9, or DP/flex as allowed by rule- coach discretion  <b>Play time:</b> Not equal, but all kids should get in the game at some point. Players can be limited to one position during the game at coach discretion.  <b>Pitchers/Catchers:</b> Coach will play the players who give the team the best chance to be competitive/win.</p>