



2024

POLICIES AND PROCEDURES



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Athens Wildcats Youth Basketball Association

POLICIES AND PROCEDURES

Mission Statement: *The Athens Wildcats Youth Basketball Association's (AWYBA) mission is to foster and encourage our student-athletes to engage in youth basketball sporting activities – providing assistance for the development of citizenship, sportsmanship, and adulthood of our players.*

Our goal as a Board of Directors is to continue to provide the same great basketball for our Wildcats as in prior seasons, while introducing additional opportunities at affordable costs. AWYBA was formed after recognition of a few key factors in our ever-changing community – rising costs and its detrimental impact on participation in sporting activities; lack of off-season opportunities without significant monetary investment; and the benefits of a unified organization for both boys and girls.

While sports have a different and personal meaning to each of us, we look forward to our players learning important life lessons that translate beyond the game – that success is a result of hard work and preparation; that overcoming adversity requires commitment; and most importantly, that learning to love a game is an unforgettable feeling.

General AWYBA Information: *The guidelines set forth are the AWYBA's policies and procedures, which have been drafted and adopted by the AWYBA Board of Directors (the "Board"). In some cases, Rules and Regulations have been repeated here for emphasis.*

These Rules will govern all play and conduct of players, coaches, and spectators across all levels of AWYBA.

The Policies and Procedures Committee may review and interpret these Rules and make recommended changes or points of discussion for the Board's consideration, which are reviewed annually.

Adopted on this 30th day of September, 2024

Athens Wildcats Youth Basketball Association is a 501c3 registered non-profit organization. Our Federal Tax ID # is 88-2166791

Guiding Principles of the Policies and Procedures Committee

1. Purpose

These principles are written to ensure a balanced blend of sportsmanship, recreation, skill development, and competitive activity in keeping with the AWYBA Mission Statement.

2. Principles

- a. All players, coaches, officials, parents, and spectators will be treated fairly and with respect.*
- b. Retention and expansion of athletes, as well as their increased skill and love of the game are key measures of success.*
- c. All players will be provided with the highest quality training and coaching that the AWYBA can provide.*
- d. Parents play an extremely important role in the development of young athletes.*
- e. All activities and actions sanctioned by the AWYBA will be conducted in an open and transparent manner, while maintaining the privacy of all parties involved, as the board deems necessary.*
- f. AWYBA will openly accept criticism and complaints and will effectively and fairly work to resolve these concerns, when they arise, consistent with our Mission Statement.*
- g. AWYBA has a goal of continuous improvement. As deviations from our mission are noted, we will look for the underlying concern and make necessary adjustments to ensure that we are living up to the standards and goals of our Mission Statement.*

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Proposed Annual Schedule

DATE	EVENT
June 22/July	Golf Tournament Fundraiser
August 1	Coach Interest Forms Submission Deadline
August 3	Cornhole Tournament Fundraiser
September 1	Registration Opens
September 15/29	Pre-season Informational Sessions for Parents
September 30	Registration Closes
October 5	Coaches Clearances Deadline
October 5	Rec Coaches Selection
October 6	Rec Player Skill Evaluation / Jersey Sizing
October 9	Rec Player Draft
October 13	Rec Team/Roster Announcements
October 13	Submit Jersey Sizes for purchase
October 20	Rec Parents Meeting
October 21	Team Apparel Store Opening
October 31	Team Apparel Store Closing
November 1	Rec Season Begins (Practices Start)
November 3	Rec Game Schedule Released
November 15	Rec Season Games Begin
November 18	In Season Raffle Distribution
November 24	Rec Picture Day
December 2	1 st & 2 nd Grade Season Begins
December 13	Collect In Season Raffle Tickets
December 15	Coaches Assessments for Travel Players Deadline
December 16	Coaches Meeting for Travel Ball Information/Player Selection
December 17	AWYBA Board Approval of Travel Rosters
December 20	Confirm Travel Player Interest
December 21	Travel Rosters Announced
December 22	End of Rec Season Celebration
December 23	Reopen Team Apparel Store
December 26	Travel Season Begins (Practices Start)

<i>January 1</i>	<i>Close Team Apparel Store</i>
<i>January 4-25</i>	<i>Pre-NTL Travel Ball Games</i>
<i>January 12</i>	<i>Opening Day/Travel Ball Pictures</i>
<i>January 23</i>	<i>NTL Games Begin</i>
<i>End of Feb</i>	<i>1st & 2nd Grade Season Ends (Coaches Discretion)</i>
<i>March 8</i>	<i>NTL Boys Tournament</i>
<i>March 15-16</i>	<i>NTL Girls Tournament</i>

Divisions and Age Groups

There are currently 11 divisions offered in AWYBA basketball. Divisions are based on the player's grade level during the 2024-2025 academic year. Eligible players must live within AASD boundaries or attend a school within the same. The Board has the right to move players up a division based on current skill level and consultation with parents.

REC SEASON

DIVISION	GRADE	TYPE OF PLAY
Girls	1 st & 2 nd Grade	Instructional
Boys	1 st and 2 nd Grade	Instructional
Girls	3 rd & 4 th Grade	Recreational play
Boys	3 rd & 4 th Grade	Recreational play
Girls	5 th & 6 th Grade	Recreational play
Boys	5 th & 6 th Grade	Recreational play

TRAVEL SEASON

DIVISION	GRADE	TYPE OF PLAY
Girls	3 rd & 4 th Grade	Competitive play
Boys	3 rd & 4 th Grade	Competitive play
Girls	5 th Grade	Competitive play
Boys	5 th Grade	Competitive play
Girls	6 th Grade	Competitive play
Boys	6 th Grade	Competitive play

DIVISION RULES, FORMATS AND EXPECTATIONS

1st & 2nd Grade - The main focus of this level is the enjoyment of the game and the fun in being part of a team. No scores are kept. This is the first formal introduction to basketball. Make it an enjoyable experience for the kids. Get your team parents involved to work together and enjoy this time as well. The friendships you and your child make in one season may continue throughout the following baseball years.

Season set up- This level is about the development of skills more than game play. Practices should be limited to 1-2 per week focusing on very basic skills, no more than 60 minutes (see Scheduling Procedure). For the second half of the season, you may add in intersquad scrimmages if coaches deem it appropriate. There is a coach's handbook available with drills and focus points.

Game Format/Rules

Equal playing time – pinnies provided for team delineation (teams of up to 8 players)

No press

Hoops at 8'5"

Ball size: 27.5"

Substitutions at 4 minutes (if necessary)

No scores Kept – Focus on fundamentals and sportsmanship

8 minute halves – running clock

Relaxed calls on violations and fouls

3rd & 4th Grade- The main focus of this level is to introduce the next stage of fundamentals while still providing enjoyment of the game and the fun in being part of a team. This is competitive play. Focus should be to build the player's skill level, understanding of rules and regulations, teach teamwork, good sportsmanship, build character, and self-esteem. This is 8-10 games of basketball, keeping score. Player skill will be evaluated throughout the season to help determine participation in travel ball.

Season format- Players are Drafted (see Player Drafting Policies page 25)

After teams are selected and coaches assigned,

NO MORE THAN 3 nights per week of organized basketball (Sun-Sat)

Season consists of 8-10 games between October and December

Game Format/Rules

10' Hoop Height

Ball Size: 28.5"

16 minute halves

3 min halftime

All kids should receive equal playing time

At least 1 referee

Foul shots allowed 3 feet in front of foul line – allowed to cross line

Release on the shot

No 3-sec violations

Score will be kept

See Recreation Rules in Appendix

5th & 6th Grade- This is competitive play. Focus should be to build on the foundations of the other levels and enhance the player's skill level, understanding of rules and regulations, teach teamwork, good sportsmanship, character, and self-esteem. This is a full season of competitive basketball, where score is kept. Player skill will be evaluated throughout the season to help determine participation in travel ball. Up to 4 nights of organized basketball per week.

Season format- Players are Drafted (see Player Drafting Policies page 25)

After teams are selected and coaches assigned,

NO MORE THAN 4 nights per week of organized basketball.

Season consists of 8-10 games between October and December

Game Format/Rules

10' Hoop Height

Ball Size: 28.5"

16 minute halves

3 min halftime

All kids should receive equal playing time

At least 1 referee

Foul shots allowed 3 feet in front of foul line – allowed to cross line

Release on the shot

No 3-sec violations

Score will be kept

See Recreation Rules in Appendix

Scheduling Procedure

Coaches of the 1st and 2nd grade teams has the discretion to determine when players are ready to being playing games with one another.

Recommended Scheduling Format:

Division of Play	Practices per Week	Practice Duration	Games per Week
1 st & 2 nd Grade	1 (2 allowed if no games)	60 Minutes	1 (inner squad)
3 rd & 4 th Grade	1 to 2	1.5 Hours	Minimum 1
5 th & 6 th Grade	2 to 3	1.5 Hours (waiver for 2 hours)	Minimum 1

Coaches Selection Process

Coaching Coordinators will identify and present all coaching candidates to the Program Director for review. Upon Review, the Program Director will appoint the coaches and the Board shall approve the appointments of all head coaches and a pool of eligible assistant coaches. A recreation head coach may choose one assistant coach from the Board-approved list prior to the draft. The children of the head and assistant coaches will count as the first and second round draft picks for the recreation team. After the draft, a recreation coach may elect to choose on additional assistant coach from the pool of Board-approved assistant coaches (three total coaches maximum).

For travel teams, the Board-approved head coach is eligible to choose up to two assistant coaches from the Board-approved list.

Recreation:

- Applicant Coaches must be an adult (18 years old).
 - Anyone that is not an adult but interested in coaching can be considered for an assistant coaching position.
 - Age exceptions will be considered in the lower division levels.
- Each applicant must provide the following information to be considered to coach a team:

- ◆ Completed AWYBA Coaches Interest Form
- ◆ Short Resume/Bio on why they would like to coach
- Coaches will be selected based upon:
 - Their ability to develop the skills of the players and build competitive teams
 - Past and current support of AWYBA
 - Conduct history
 - Have there been negative parent comments or other discipline issues?
 - Does their personal life allow time to commit to the team (both practices and games)?

ALL COACHES MUST SIGN THE CODE OF CONDUCT WHICH WILL SERVE TO AFFIRM THAT THEY HAVE READ AND AGREE TO ABIDE BY THE CURRENT OPERATING RULES OF AWYBA.

Travel-ball Coach Selection:

Candidates must be in good standing with the League, have excellent knowledge of rules, be able to meet extensive time commitments, and have coached or assistant coached a team within the division that season. (The board may determine other eligibility on a case by case basis.)

- All coaches interested in coaching a Travel Team will be required to reaffirm their commitment by December 1st.
- The AWYBA Board will review the completed forms and approve all eligible candidates.
- During the travel player selection meeting, the travel Coach and no more than two Assistant Coaches will be selected.
- The AWYBA Board will evaluate each interested coach and selection will be made based on commitment through the season, record from previous years, knowledge of the sport and rules, and coaching ethic.
- Final travel coaches and assistant coaches will be approved by the Board of Directors.

- **The Board of Directors can correct gross imbalances to pre-announced travel teams and remove any player or coach for improper behavior or conduct deemed not in the best interest of the AWYBA.*

Coaches Preseason Meeting

All selected coaches are required to attend a MANDATORY preseason meeting. Topics to be covered include:

- *Board introduction*
- *Coaches' expectations and training/Code of Conduct*
- *Message to Parents*
- *Scheduling*
- *Clearances*
- *Rules review*
- *Pertinent Handbook info*
- *Facilities*
 - *Access & Lock Up*
 - *Equipment*
 - *Clean Up*
- *Game Manager Responsibilities/Parent Volunteers*
- *Fundraising*
- *Q&A*

Prohibited Conduct and Reporting

The AWYBA prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment, and hazing both on or off the court. Players, coaches, participants, members, or volunteers found in violation may be subject to disciplinary action and/or legal action.

Disciplinary Procedures

Definitions specific to these issues of Disciplinary Procedure:

***Improper Conduct Incident:** Any misconduct on or off the court, left to the discretion of coaching staff. It is strongly suggested that written records be kept by coaches for documentation of escalating behavior.*

***Formal Allegation:** Any misconduct that has escalated from an Improper Conduct Incident to a more serious matter is deemed a Formal Allegation and will be brought before The AWYBA Board.*

Code of Conduct Summary

As a privilege of my child participating in the Athens Wildcats Youth Basketball Association (“AWYBA”), I understand that the below code of conducts for players, parents and other supporters must be followed by my child (hereafter, “child” or “athlete”), myself and any other supporters that I bring to AWYBA events. I understand that violation of any of the below code of conducts may result in disciplinary action to my athlete, myself or our supporters, up to and including removal of my athlete’s, my own or our supporters’ participation in AWYBA events.

I acknowledge that I have reviewed the below code of conduct with my athlete, and that both my athlete and myself agree to all of the terms below. I am of full age and competent to sign this Consent, and I am the parent or legal guardian of the minor athlete being registered for on this application and, as such, I have the legal authority to execute this Consent on behalf of such minor. I agree that this Consent shall be binding on me, my athlete, my legal representatives, heirs, and assigns. As such, I hereby agree to all aspects of the below Player Code of Conduct and Parents’ and Supporters’ Code of Conduct for my athlete being registered for and I understand that by checking the box on the AWYBA’s application, I am agreeing to all aspects of these Code of Conducts for my athlete and such agreement shall serve as my legal signature. This release shall be effective immediately upon the application submission and valid for my athlete through 12/31/2025.

Player Code of Conduct

I hereby pledge to follow this Player Code of Ethics Pledge.

I will show good sportsmanship and will show a positive attitude toward all coaches, officials, and players at every game, practice or other event.

I will treat myself, my team, and my coaches with respect.

I will treat my opponent's coaches and players with respect and sportsmanship. Whether my team wins or loses, I will treat the other team's coaches and players with class and make positive comments. I will not yell at or criticize the other team.

I will treat officials with respect. I will not confront him/her before, during, or after games. I will not verbally harass him/her. If I disagree with a call, I will calmly let it go.

I acknowledge that basketball is a team sport, not an individual sport.

I understand that youth basketball requires dedication and commitment. If I miss practices and games, I understand that this can negatively affect both my individual skill growth and team skill growth. I understand that missing games and practices may have an impact on my playing time.

I will respect the decisions of my coach around training, playing time, and team structure. I understand that equal or minimum playing time is not a requirement of the AWYBA. I, as the player, will personally discuss any concerns directly with my coach.

I will not swear or use profanities.

I will not bully my classmates, teammates or opponents. I understand that bullying can take on many forms, including but not limited to the use of force, coercion, hurtful teasing or threats (including those based on but not limited to sex, race, appearance and/or religion), to abuse, aggressively dominate or intimidate another. I understand that any acts of bullying (including verbal or physical) through any means (including in-person conversation, cell phone use or social media) will not be tolerated by the AWYBA and are grounds for removal from participation of my team.

I will do my very best to have fun. I will strive to win. But win or lose, I will always do my best and be coachable.

I understand and accept that violation of any of the above rules will result in consequences, up to and including removal of my privileges to participate on the team. All violations will be reported to the AWYBA Board of Directors. The AWYBA Board of Directors will determine appropriate consequences based on all facts and circumstances of the infraction. A final decision of the consequences will be communicated by the Security Coordinator of the AWYBA only to myself, my parents and my coach. I understand and accept that all decisions by the AWYBA Board are final and will respect and abide by the decision made in the case on an infraction of the above Code of Conduct.

Player Misconduct Process:

1. *Player Improper Conduct Incident Escalation Process*

- ❖ *1st Offense: Coaches' discretion on discipline action (example: player is talking back to coach... player is asked to run laps around the gym)*
- ❖ *2nd Offense: Parents should absolutely be notified and Player may be suspended from participating but required to attend team practice. Anything required of player during the practice is at the discretion of the coach. (example: player intentionally pushes another player and causes them to fall, and is a safety issue... as a second violation, the player leaves the court for the current practice, is written up, and must attend the next practice where they will sit the practice out while writing the AWYBA Code of Conduct through the end of practice)*
- ❖ *3rd Offense: Player is suspended from either half or entirety of the next game. Coach can determine length of penalty. (example: player uses excessive vulgarity during practice and does not halt when asked to stop... as a third violation, the*

player is asked to leave practice, is written up, and is suspended by the coach for the entirety of the next game.) Both player and parent acknowledge the third violation and are reminded that any further violations will result in the AWYBA Board's involvement.

- ❖ 4th Offense: Formal Allegation sent to AWYBA Board to follow allegation process. (example: player is at an away game where they commit a foul and begin arguing with the referee about the call... as a fourth violation, the player is removed from the game, a formal allegation is written by the coach and sent to the AWYBA Board for further review and action.)

2. Reporting Improper Conduct Incidences

AWYBA provides an Improper Conduct Incident Form on its website to allow coaches to document these incidences. These forms are aligned with the Player Code of Conduct signed by each player at the beginning of the season.

- a) It is the responsibility of every coach to address Improper Conduct Incidents observed by the coach or brought to the coach's attention in a timely and respectful manner.
- b) Coaches are required to keep record in writing of any Improper Conduct Incidents and the steps taken by the coach to address the misconduct (this will normally reside with an assistant coach). This aides in the process of recording escalating behavior and enables all adults to better serve the athletes.
- c) If a player receives their fourth incident, all the prior records shall be given to the AWYBA Board together with a Formal Allegation Form.
- d) If an incident arises and is deemed serious enough, a player can immediately be sent to the Allegation process outlined in the AWYBA Disciplinary Procedures.

3. Formal Allegations Process

The AWYBA provides a from on its website to allow coaches, parents, spectators, and players to submit a formal allegation to the AWYBA Board.

Process

Allegation is submitted to the Board member(s) associated with the team of the player, coach, parent, or spectator.

1. Complete the Allegation form located on the AWYBA website.
2. AWYBA Board members will review and discuss the allegation.
3. AWYBA Board members will determine if the allegation becomes an official violation, an Improper Conduct Incident, or dismissal.

Logging/Reporting Allegations and Complaints

Discipline committee members will log and report all formal allegations to the Board.

- a. Report (if any exist) will be given at each board meeting
 - i. Parties involved, incident, and severity of incident will be presented for discussion and solution/consequence.

Violations will be:

1. Investigated utilizing the AWYBA Code of Conduct Rules
 - a. Any committee member with a conflict or perceived conflict of interest will voluntarily recuse themselves from the investigation. If the complaint involves a family member of the committee member, they will automatically be recused.
2. A recommendation will be submitted to the AWYBA Board from the disciplinary committee.
3. Board will vote and act on the complaint.
 - a. Player, coach, or parent impacted will be notified by a board member.
 - b. Parents will be required to be present with their player when notification occurs.
 - c. Board will notify head coach and will provide any relevant talking points for the team and team's parents.

Parent Spectator Code of Conduct

Parents' and Supporters' Code of Conduct

I hereby pledge to provide positive support, care, and encouragement for my child participating in youth basketball for the AWYBA by following this Parents' Code of Ethics Pledge.

I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other event.

I will place the emotional and physical well-being of all children ahead of a personal desire to win.

I will support coaches and officials to encourage a positive and enjoyable experience for all.

I will demand a sports environment for my child that is safe, healthy, and free of drugs, tobacco, e-cigarettes, and alcohol, and will refrain from their use at all basketball events. I understand that any violation by myself or my child of this policy is not tolerated by the AWYBA and will result in termination of my child's participation in the AWYBA.

I will remember that the game is for youth – not for adults – and will do my very best to make youth sports fun for my child and all children participating.

I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability. I understand that any violation by myself or my child of this policy is not tolerated by the AWYBA and will result in termination of my child's participation in the AWYBA.

I promise to help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan or providing transportation.

I acknowledge that my child's coach has been trained in the responsibilities of being a youth sports coach and that he/she will uphold the Coaches' Code of Conduct.

I understand that as youth basketball requires dedication and commitment, missing practices may have an impact on my child's fundamental skill development and playing time.

I will respect the decisions of my child's coach around training, playing time, and team structure. I will discuss any concerns directly with my child's coach after first encouraging my child to speak with their coach directly. If I have continued concerns, I understand that all discussion will remain respectful and occur at the appropriate time and place.

I understand and accept that violation of any of the above rules for myself or my child will result in consequences, up to and including removal of my and/or my child's privileges to participate in the AWYBA. All violations will be reported to the AWYBA Board of Directors. The AWYBA Board of Directors will determine appropriate consequences based on all facts and circumstances of the infraction. A final decision of the consequences will be communicated by the Security Coordinator of the AWYBA only to my child, myself and our coach. I understand and accept that all decisions by the AWYBA Board are final and will respect and abide by the decision made in the case on an infraction of the above Code of Conduct.

Parent/Spectator Misconduct Process:

1. Parent/Spectator Improper Conduct Incident Escalation Process

- ❖ *1st Offense: Game Manager addresses parent/spectator on the expectations and Code of Conduct and requests compliance. Reminds parent that further escalation will result in expulsion from gymnasium.*

- i. Program Coordinator and Security Coordinator will contact Parent regarding offense status and further consequences for escalation.
- ❖ 2nd Offense: Parent/Spectator is asked to exit the gymnasium. Incident will be logged on Game Manager form for tracking purposes. If parent/spectator refuses to leave, Police can be called. Board will notify school district.
- ❖ 3rd Offense: Parents/Spectators continually asked to leave games/practices or needing to have authorities called will be subject to a minimum 2 week suspension at the discretion of the board.
- ❖ 4th Offense: Permanent expulsion from AWYBA events for the remainder of the AWYBA Season (Travel and Recreation) at the discretion of the AWYBA Board.

2. Reporting Improper Conduct Incidences

AWYBA provides an Improper Conduct Incident Form on its website to allow coaches/spectators/game managers to document these incidences. These forms are aligned with the Codes of Conduct.

- a) It is the responsibility of every coach/game manager/spectator to address Improper Conduct Incidents observed or brought to the coach's attention in a timely and respectful manner.
- b) Coaches/Game Managers are required to keep a record of any Improper Conduct Incidents and the steps taken to address the misconduct. This aides in the process of recording escalating behavior and enables all adults to better serve the athletes.
- c) If a parent/spectator receives their fourth incident, all the prior records shall be given to the AWYBA Board together with a Formal Allegation Form.
- d) If an incident arises and is deemed serious enough, a parent/spectator can immediately be sent to the Allegation process outlined in the AWYBA Disciplinary Procedures.

3. Formal Allegations Process

The AWYBA provides a form on its website to allow coaches, parents, spectators, and players to submit a formal allegation to the AWYBA Board.

Process

Allegation is submitted to the Board member(s) associated with the team of the player, coach, parent, or spectator.

1. Complete the Allegation form located on the AWYBA website.
2. AWYBA Board members will review and discuss the allegation.
3. AWYBA Board members will determine if the allegation becomes an official violation, an Improper Conduct Incident, or dismissal.

Logging/Reporting Allegations and Complaints

Discipline committee members will log and report all formal allegations to the Board.

- a. Report (if any exist) will be given at each board meeting
 - i. Parties involved, incident, and severity of incident will be presented for discussion and solution/consequence.

Violations will be:

1. Investigated utilizing the AWYBA Code of Conduct Rules
 - a. Any committee member with a conflict or perceived conflict of interest will voluntarily recuse themselves from the investigation. If the complaint involves a family member of the committee member, they will automatically be recused.
2. A recommendation will be submitted to the AWYBA Board from the disciplinary committee.
3. Board will vote and act on the complaint.
 - a. Player, coach, or parent impacted will be notified by a Discipline Committee.
 - b. Board will notify head coach and will provide any relevant talking points for the team and team's parents.

Coaches Code of Conduct

I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the youth athletes I coach. Therefore, I promise to uphold the following rights of young athletes to the best of my ability.

I. Right to have fun in sports.

II. Right to participate in sports.

III. Right to participate at a level commensurate with each child's maturity and ability.

IV. Right to have qualified adult leadership.

V. Right to play as a child and not as an adult.

VI. Right of children to share in the leadership and decision-making impacting their participation.

VII. Right to participate in safe and healthy environments.

VIII. Right to an equal opportunity to strive for success.

IX. Right to be treated with dignity.

I also promise to conduct myself in accordance with the Code of Ethics for Coaches as given next:

1. I will treat each athlete, opposing coach, official, parent, and administrator with respect and dignity.

2. I will do my best to learn the fundamental skills, teaching and evaluation techniques and strategies of basketball.

3. I will become thoroughly familiar with the rules of basketball.

4. I will become familiar with the objectives of the AWYBA.

5. I will uphold the authority of officials who are assigned in the contests in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.

6. I will learn the strengths and weaknesses of my athletes so that I might place them in situations where they have a maximum opportunity to achieve success.

7. I will conduct my practices so that all athletes have an opportunity to improve their skill level through active participation.

8. To the best of my ability, I will make decisions on player game time objectively based on skill, practice participation and commitment, utilizing my skills to give players and my team an opportunity in situations that best fit them.

9. I will communicate to my athletes and their parents the rights and responsibilities of individuals on our team, including that equal and minimum playing time is not a requirement of our program.

10. I will cooperate with the administration of our organization in the enforcement of rules and regulations, and I will report any irregularities that violate sound competitive practices.

11. I will protect the health and safety of my athletes by insisting that all of the activities under my control are conducted for their psychological welfare rather than for the vicarious interests of adults.

12. I will not tolerate any form of abuse of children, be it physical, verbal, emotional, ethical, or sexual and will immediately report any such abuse to the proper authorities.

With my signature, I voluntarily affix to this pledge, I acknowledge that I have read, understood, and will do my best to fulfill the promises made herein.

Coaches Misconduct Process

1. Coaches Improper Conduct Incident Escalation Process

- ❖ 1st Offense: Coach will meet with Coaching Coordinators to discuss incident and any further support needed from the league.
- ❖ 2nd Offense: Coach will be meet with Coaching Coordinators to have a more formal meeting and be subject to a board approved plan for success.
- ❖ 3rd Offense: Coach will be asked to step down as a coach subject to AWYBA Board discretion and a coaches' appeal.

2. Reporting Improper Conduct Incidences

AWYBA provides an Improper Conduct Incident Form on its website to allow coaches/parents/spectators to document these incidences. These forms are aligned with the Code of Conduct signed by each coach at the beginning of the season.

- a) It is the responsibility of every coach/parent/spectator to address Improper Conduct Incidents observed by the coach or brought to the attention of appropriate AWYBA personnel, in a timely and respectful manner.
- b) If a coach receives their third incident, all the prior records shall be given to the AWYBA Board together with a Formal Allegation Form.
- c) If an incident arises and is deemed serious enough, a coach can immediately be sent to the Allegation process outlined in the AWYBA Disciplinary Procedures.

3. Formal Allegations Process

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- a) Report (if any exist) will be given at each board meeting
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Violations will be:

- 1. Investigated utilizing the AWYBA Code of Conduct Rules
 - a. Any committee member with a conflict or perceived conflict of interest will voluntarily recuse themselves from the investigation. If the complaint involves a family member of the committee member, they will automatically be recused.**

- 2. A recommendation will be submitted to the AWYBA Board from the disciplinary committee.*

- 3. Board will vote and act on the complaint.
 - a. Player, coach, or parent impacted will be notified by the disciplinary committee.*
 - b. Board will notify head coach and will provide any relevant talking points for the team and team's parents.**

General Policies

- I. AWYBA Board Meetings
 - a. The AWYBA Board will meet once per month, with a minimum of 3 meetings in person and open to the public. Date/Time/Location to be determined by the board.
- II. **It is the policy of the AWYBA that ALL CONCERNS (of a non-dangerous type) BE HELD FOR A PERIOD OF 24 HOURS BEFORE BEING ADDRESSED with parties.** All questions should be handled in the following manner
 - a. Questions regarding day to day operations of teams (i.e. playing time, discipline of players, etc) be addressed at the team level first. See Parent Question Flow Chart in Appendix.
 - b. Questions involving specific coaches be directed to Coaching Coordinators. See Parent Question Flow Chart in Appendix.
 - c. Questions involving League Wide issues/concerns be directed to an AWYBA Board Member. See Parent Question Flow Chart in Appendix.
 - d. Questions from Coaching Staff be directed to the Coaching Coordinators. See Coaching Question Flow Chart in Appendix.
- III. Playing Time for players is left up to coaches' discretion in accordance with AWYBA policies as noted in previous or forthcoming policies (i.e. rec-equal playing time, travel ball-non-secured but all players should play); however, it is the AWYBA Policy that students missing school the day of a game/practice due to illness are not permitted to participate in basketball events the same day.

Player Drafting Policies

- I. All coaches or representatives will meet after tryouts/evaluations for draft.
- II. The order will be determined by random draw, followed by snake (1,2,3,4; 4,3,2,1)
- III. The league drafting process is intended to balance talent and lead to a more competitive league. Coaches are to prioritize finding balance among the key positions and teams
 - a. Key defined as:
 - i. Point Guard
 - ii. Guard
 - iii. Forward

- iv. Center
- b. There shall be no pre-draft assignment of players, other than a coach's child with that coach. Furthermore, that player and any player of the assistant coach will count as the first round (or two) of the coaches' draft picks.
- c. Coaches will notify the players selected for their team within 5 days of the draft.
- d. Draft is not finalized until Board approves draft results.

Travel Ball Selection Process

Any player interested in continuing after the Recreation Season for Travel Basketball must submit a completed Player Interest Card.

Selection Process

- Players will be ranked by all Recreation Head Coaches and board members deemed appropriate for their age division. (Head Coaches should provide notes on players when necessary)
- Lists will be reconciled by the AWYBA Board with input from Head Coach
 - Players will be ranked on an average between submissions
- The top players (number to be determined by the AWYBA Board and Head Coach not to exceed 8) as selected by the Head Coaches plus 2 coaches picks will be asked to play. The Board will review any requests by coaches' to choose more than 10 players, and will determine this on a case-by-case basis.

Player Ranking Guidelines for Recreation Coaches:

- Coaches are not allowed to influence the player vote and will be subject to disciplinary action by the Board if caught.
- All ballots will be reviewed for legitimate submission. AWYBA reserves the right to contact Head Coaches about submissions.
- Coach voting will be individual with **no collaborative** process amongst other coaches. Coaches caught colluding will be disciplined with action up to or including removal and disqualification as a coach.

No official announcement of the final roster will be made, and no parent or child shall be informed of selection, until an official announcement is made by the Board of Directors. Upon investigation, and coach or adult found to have violated secrecy will be subject to discipline.

- *Any coach who discusses players, or the draft process, outside of official meetings, is subject to disciplinary action by the board.*
- *Any board member who discusses players, or the draft process, to any non-board member will be subject to immediate removal of their position on the board.*

Travel Parent Meeting Agenda (Dec)

- *Travel is not guaranteed equal playing time (Coaches will do their best to ensure that every player gets a minimum of 4 minutes game time)*
- *Uniforms*
- *Picture Day*
- *Practice/Game/Tournament Play*
- *Concessions/Volunteering*
- *Fundraising*

Game Day Responsibilities

During all AWYBA Games, the home team will sit to the right (as you face the court) of the score keeper's table.

Coaches' Game Day Responsibilities

- Visitor Team Provide Score/Clock Keeper (Rec Only)
 - During both Rec & Travel, Home Team provides book
- Home Team is Official Book Keeper
- Game Day Set up
 - Arrive 30 minutes early to assist game manager with set up as needed
- End of Practice/Game Clean Up
 - Including bleacher inspection
 - Equipment Lock Up
 - Building Lock Up
 - Lights off

Game Manager Responsibilities

- Arrive 30 minutes prior to start of game to help set up as needed
 - Ensure all lights are on
 - Score board is set up
 - Sound system is set up
 - Concessions are set up
 - Meet with volunteer parties to establish expectations
- Ensure games run as scheduled
- Monitor all aspects of Health and Safety during the game

- *Address Spectators as needed in all areas of the building (including monitoring halls and gymnasium)*
- *Record official scores and any incidences/suggestions/needs on provided Game Manager Sheet*
- *Make Pre-Game announcements*
 - *Sponsorship Thank Yous*
 - *Read Spectator Code of Conduct*
 - *Announce Players*
- *Assist Concessions as needed*
- *Pay Referees as needed*
- *Assist with Clean up after the game*
- *Secure Cash Box as noted by AWYBA Program Coordinator or Fundraising Coordinator*

Appendices

On the following pages can be found reproducible copies of the Game Play Rules, Codes of Conduct, Liability & Social Media Releases, Sexual Assault Policy, Question Flow Charts and By-Laws.

AWYBA Rec Youth Basketball League				
Youth League Guidelines				
Boys and Girls (Applies to All Ages - Deviations for 5/6 Grade in Blue & 3/4 Grade in Yellow)				
Equipment & General Overview				
Size of Ball	Height of Basket	3PT Line	Distance of Free-Throw Line	Game Length
28.5"	10'	High School	5th & 6th Grade: 15' 3rd & 4th Grade: 12'	Two 16- minute halves
Timing				
Clock Stoppage	Time Between Halves	Extra Periods	Violation Timelines	Timeouts
1) All timeouts called; or 2) Last two minutes of game on any whistle (deadball)	3 minutes	2 minutes, then if still tied next made shot wins (sudden death - a made shot includes a single foul shot)	Backcourt: 10 seconds	One 60 second timeout per half, plus one 60 timeout that can be used in either half. <i>Unused timeouts do not carryover to 2nd half or OT</i>
Clocks will run throughout the rest of the game, including on foul shots		Clock stops on all whistles, including timeouts	5th & 6th grade : 3 Second Paint Violations	One timeout in each overtime period will be granted.
Structure				
Scoring	Team Foul Bonus	Individual Foul Limit	Shooting Fouls	Cross Playing
Free Throw: 1 point	10 team fouls in a half results in a free throw penalty (2 shots)	Players are disqualified after 5 personal fouls	Players must start behind foul line, but can land in front of foul line after shot	Players should not play down an age group, only up. Should a player play up, cross playing for two teams, that player should not be playing two full games, i.e. going in from time to time to give teammates shorter breaks in at least one of the games.
All Field Goals: 2 points	In final two minutes of the game and throughout OT, teams are automatically in the 2 shot bonus.*		All players should play the release of the shot for rebounding purposes	
Field goal outside of 3-point arc: 3 points	* Normal bonus rules apply based on the type of foul, i.e. player control fouls do not lead to automatic foul shots in final 2 minutes			
Game Tactics/Overtime/Sportsmanship				
Set Defense	Pressing Defense	Double-Team	Overtime	Sportsmanship Rules
Any half court defense is allowed (man or zone)	5th & 6th Grade : Defense may be extended full court in the final 4 minutes of 2nd half and throughout OT. Press defense can be either man or zone. *	5th & 6th Grade: Allowed throughout the competition	1st OT is 2 minutes, each team gets 1 timeout	If team leads by 20 or more points at any point in 2nd half: scoreboard "freezes" (no points added) & clock will run for rest of the game. No pressing is allowed at any point for the remainder of the game & defense for both teams must remain within 3 point line.
	3rd & 4th Grade : Defense may be extended full court in the final 2 minutes of 2nd half and throughout OT. Press defense must be man to man. *	3rd & 4th Grade: Only allowed when ball is inside the paint	2nd OT is sudden death, the first team to score a point (including a single foul shot) wins	If team leads by 10 points with 4 minutes or less remaining in the 2nd half: neither team can press & clock will run remainder of the game *
	* If a team secures a steal or rebound in their backcourt and immediately tries to push the ball up the court in transition, the other team may attempt to stop the ball in the backcourt, including steals and turnovers. However, normal press defense rules apply all other times.			* When lead is 10 points at the 4 min mark or anytime thereafter, no pressing can occur for rest of game & clock runs. E.g.: (1) Team leads by 10 points at 4 min mark - no pressing by either team + clock runs even if lead drops to 8 pts at 3:59. (2) Team leads by 8 points at 4 min mark. Pressing allowed by both teams. If team scores to go up 10 points at 2:25, no pressing by either team and clock runs rest of game.

Code of Conduct Summary

As a privilege of my child participating in the Athens Wildcats Youth Basketball Association (“AWYBA”), I understand that the below code of conducts for players, parents and other supporters must be followed by my child (hereafter, “child” or “athlete”), myself and any other supporters that I bring to AWYBA events. I understand that violation of any of the below code of conducts may result in disciplinary action to my athlete, myself or our supporters, up to and including removal of my athlete’s, my own or our supporters’ participation in AWYBA events.

I acknowledge that I have reviewed the below code of conduct with my athlete, and that both my athlete and myself agree to all of the terms below. I am of full age and competent to sign this Consent, and I am the parent or legal guardian of the minor athlete being registered for on this application and, as such, I have the legal authority to execute this Consent on behalf of such minor. I agree that this Consent shall be binding on me, my athlete, my legal representatives, heirs, and assigns. As such, I hereby agree to all aspects of the below Player Code of Conduct and Parents’ and Supporters’ Code of Conduct for my athlete being registered for and I understand that by checking the box on the AWYBA’s application, I am agreeing to all aspects of these Code of Conducts for my athlete and such agreement shall serve as my legal signature. This release shall be effective immediately upon the application submission and valid for my athlete through 12/31/2025.

Player Code of Conduct

I hereby pledge to follow this Player Code of Ethics Pledge.

I will show good sportsmanship and will show a positive attitude toward all coaches, officials, and players at every game, practice or other event.

I will treat myself, my team, and my coaches with respect.

I will treat my opponent’s coaches and players with respect and sportsmanship. Whether my team wins or loses, I will treat the other team’s coaches and players with class and make positive comments. I will not yell at or criticize the other team.

I will treat officials with respect. I will not confront him/her before, during, or after games. I will not verbally harass him/her. If I disagree with a call, I will calmly let it go.

I acknowledge that basketball is a team sport, not an individual sport.

I understand that youth basketball requires dedication and commitment. If I miss practices and games, I understand that this can negatively affect both my individual skill growth and team skill growth. I understand that missing games and practices may have an impact on my playing time.

I will respect the decisions of my coach around training, playing time, and team structure. I understand that equal or minimum playing time is not a requirement of the AWYBA. I, as the player, will personally discuss any concerns directly with my coach.

I will not swear or use profanities.

I will not bully my classmates, teammates or opponents. I understand that bullying can take on many forms, including but not limited to the use of force, coercion, hurtful teasing or threats (including those based on but not limited to sex, race, appearance and/or religion), to abuse, aggressively dominate or intimidate another. I understand that any acts of bullying (including verbal or physical) through any means (including in-person conversation, cell phone use or social media) will not be tolerated by the AWYBA and are grounds for removal from participation of my team.

I will do my very best to have fun. I will strive to win. But win or lose, I will always do my best and be coachable.

I understand and accept that violation of any of the above rules will result in consequences, up to and including removal of my privileges to participate on the team. All violations will be reported to the AWYBA Board of Directors. The AWYBA Board of Directors will determine appropriate consequences based on all facts and circumstances of the infraction. A final decision of the consequences will be communicated by the Security Coordinator of the AWYBA only to myself, my parents and my coach. I

understand and accept that all decisions by the AWYBA Board are final and will respect and abide by the decision made in the case on an infraction of the above Code of Conduct.

Parents' and Supporters' Code of Conduct

I hereby pledge to provide positive support, care, and encouragement for my child participating in youth basketball for the AWYBA by following this Parents' Code of Ethics Pledge.

I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other event.

I will place the emotional and physical well-being of all children ahead of a personal desire to win.

I will support coaches and officials to encourage a positive and enjoyable experience for all.

I will demand a sports environment for my child that is safe, healthy, and free of drugs, tobacco, e-cigarettes, and alcohol, and will refrain from their use at all basketball events. I understand that any violation by myself or my child of this policy is not tolerated by the AWYBA and will result in termination of my child's participation in the AWYBA.

I will remember that the game is for youth – not for adults – and will do my very best to make youth sports fun for my child and all children participating.

I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability. I understand that any violation by myself or my child of this policy is not tolerated by the AWYBA and will result in termination of my child's participation in the AWYBA.

I promise to help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan or providing transportation.

I acknowledge that my child's coach has been trained in the responsibilities of being a youth sports coach and that he/she will uphold the Coaches' Code of Conduct.

I understand that as youth basketball requires dedication and commitment, missing practices may have an impact on my child's fundamental skill development and playing time.

I will respect the decisions of my child's coach around training, playing time, and team structure. I will discuss any concerns directly with my child's coach after first encouraging my child to speak with their coach directly. If I have continued concerns, I understand that all discussion will remain respectful and occur at the appropriate time and place.

I understand and accept that violation of any of the above rules for myself or my child will result in consequences, up to and including removal of my and/or my child's privileges to participate in the AWYBA. All violations will be reported to the AWYBA Board of Directors. The AWYBA Board of Directors will determine appropriate consequences based on all facts and circumstances of the infraction. A final decision of the consequences will be communicated by the Security Coordinator of the AWYBA only to my child, myself and our coach. I understand and accept that all decisions by the AWYBA Board are final and will respect and abide by the decision made in the case on an infraction of the above Code of Conduct.

Coaches' Code of Conduct

I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the youth athletes I coach. Therefore, I promise to uphold the following rights of young athletes to the best of my ability.

- I. Right to have fun in sports.
- II. Right to participate in sports.
- III. Right to participate at a level commensurate with each child's maturity and ability.
- IV. Right to have qualified adult leadership.
- V. Right to play as a child and not as an adult.
- VI. Right of children to share in the leadership and decision-making impacting their participation.
- VII. Right to participate in safe and healthy environments.
- VIII. Right to an equal opportunity to strive for success.
- IX. Right to be treated with dignity.

I also promise to conduct myself in accordance with the Code of Ethics for Coaches as given next:

1. I will treat each athlete, opposing coach, official, parent, and administrator with respect and dignity.
2. I will do my best to learn the fundamental skills, teaching and evaluation techniques and strategies of basketball.
3. I will become thoroughly familiar with the rules of basketball.
4. I will become familiar with the objectives of the AWYBA.
5. I will uphold the authority of officials who are assigned in the contests in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.
6. I will learn the strengths and weaknesses of my athletes so that I might place them in situations where they have a maximum opportunity to achieve success.
7. I will conduct my practices so that all athletes have an opportunity to improve their skill level through active participation.
8. To the best of my ability, I will make decisions on player game time objectively based on skill, practice participation and commitment, utilizing my skills to give players and my team an opportunity in situations that best fit them.
9. I will communicate to my athletes and their parents the rights and responsibilities of individuals on our team, including that equal and minimum playing time is not a requirement of our program.
10. I will cooperate with the administration of our organization in the enforcement of rules and regulations, and I will report any irregularities that violate sound competitive practices.
11. I will protect the health and safety of my athletes by insisting that all of the activities under my control are conducted for their psychological welfare rather than for the vicarious interests of adults.
12. I will not tolerate any form of abuse of children, be it physical, verbal, emotional, ethical, or sexual and will immediately report any such abuse to the proper authorities.

With my signature, I voluntarily affix to this pledge, I acknowledge that I have read, understood, and will do my best to fulfill the promises made herein.

Coach Signature

Date

Board of Director Acknowledgment

Date

Liability & Social Media Release

In consideration of the use and enjoyment of the training, games, property and equipment of Athens Wildcats Youth Basketball Association (the “Company” or “AWYBA”), I agree and understand that all activities in any practice, game or event offered by the Company or other affiliated parties are undertaken at my child’s (hereafter, “athlete”) own risk and I hereby waive, release and discharge any and all claims for personal injury or property damages which I or my athlete may have, or which may subsequently accrue to me or my athlete against the Company, its agents or volunteers. It is expressly agreed and understood by me that physical fitness training generally can be dangerous, and that bruises, bumps, scratches and other injuries are commonplace, and most athletes will encounter such injuries from time to time. I also understand that there exists, despite safety precautions, the possibility of more serious injuries including, but not limited to, fractured bones, torn ligaments, and neurological or other serious injuries. I also understand that there exists, despite safety precautions and adherence to CDC guidelines, the possibility of contracting airborne illnesses including, but not limited to, the common cold, flu, COVID-19, or any and all other airborne illnesses while participating in training, games or events. I hereby acknowledge that I am assuming full responsibility for my athlete’s own safety, with full understanding and acceptance of the risks involved with all sports including basketball. By assuming this risk, I completely waive for myself, my athlete, my heirs and assigns, any and all rights, now and forever, and absolve the Company, its Board of Directors, volunteers, participants and any other affiliated parties, of liability for any such injuries or damages.

All injuries to your athlete should be reported to the AWYBA Board of Directors immediately by contacting your coach and the Board of Directors at athensyouthbasketball@gmail.com. A copy of insurance benefits available to you as a member of the Company is available by request.

For good and valuable consideration, the receipt of which is hereby acknowledged, I give the Company, its assigns, licensees, successors in interest, legal representatives, and Board of Directors (collectively, “AWYBA”) the irrevocable right to use my athlete’s name (or any fictional name), picture, portrait, photograph or video image (collectively, my “image”) in all forms and in all media and in all manners, without any restriction as to changes or alterations (including but not limited to composite or distorted representations or derivative works made in any medium) for advertising, trade, promotion, exhibition, or any other lawful purpose. I waive any right to inspect or approve the use of my athlete’s image or finished version(s) incorporating same, including without limitation, written copy used with such image. I hereby release and agree to hold harmless AWYBA from any liability by virtue of any use of my athlete’s image, in any form, in any media, and in any manner. I agree that AWYBA owns the copyright of my athlete’s image as obtained or provided pursuant to this Consent, and I hereby waive any claims I or my athlete have based on any usage of such image derived therefrom, including but not limited to claims for either invasion of privacy or libel.

I am of full age and competent to sign this Consent, and I am the parent or legal guardian of the minor athlete being registered for on this application and, as such, I have the legal authority to execute this Consent on behalf of such minor. I agree that this Consent shall be binding on me, my athlete, my legal representatives, heirs, and assigns. As such, I hereby agree to all aspects of the above liability and social media release for my athlete being registered for and I understand that by checking the box on the AWYBA’s application, I am agreeing to all aspects of this release for my athlete and such agreement shall serve as my legal signature. This release shall be effective immediately upon the application submission and valid for my athlete through 12/31/2025.

Protecting Youth Athletes from Sexual Abuse Key Actions for Parents and Coaches

Child predators tend to avoid children who have vocal adults looking out for them. This document and accompanying video, at www.kidpower.org/youth-sports/, provide practical ways to protect your children from sexual abuse.

You can't identify child predators by how they look. The key is to pay attention to behavior.

Common warning signs of sexual abuse by coaches:

- Giving individual players special gifts
- Spending extra time (by phone/email/text/in person) with individuals outside of official practices/games
- Telling players to keep secrets such as not sharing their conversations or activities with their parents

What can you do as a parent?

- Ask your organization's leadership for its policy on protecting athletes from abuse. If it doesn't have one, share this information sheet with them and tell them about the Youth Sports Child Abuse Prevention policy at <http://www.kidpower.org/youth-sports/child-abuse-prevention/>.
- A major key to child protection is "No secrets." Tell your children that any problems, favors, gifts, or touch should never be a secret.
- Give your children language to use if someone is making them feel uncomfortable. Teach them to say, "*Please stop! This makes me feel uncomfortable.*"
- Encourage kids to tell you any time someone's behavior makes them feel unsafe. Even if you feel concerned about what a child has told you, act calm and ask open-ended questions like, "*Tell me more about this.*"
- Tell your children you want them to tell you any time they have a safety problem even if it's uncomfortable to talk about, even if someone might get upset. Assure them you will do everything you can to keep them safe.
- If your child is receiving individual instruction or working with a private coach, make sure you can drop in any time, that your child knows personal safety skills, and that activities happen in public settings.
- If something makes you uncomfortable, address the coach calmly and respectfully. If you don't get a satisfactory response, take your concerns to organizational leadership, or perhaps the police if appropriate.
- Listen to your gut feelings. If anything seems wrong, even if you can't prove anything, have the courage to ask questions and to be persistent until you are satisfied. Potential abusers look for youth who do not have strong advocates, so your speaking up can help protect your child!

What can you do as a coach?

- Recognize that you are part of a network of people committed to protecting kids in youth sports!
- Give this sheet to all your parents. Tell them that you want them to approach you immediately if they are ever concerned about anything during the season.
- Avoid being alone with an athlete, except in the case of an emergency.

Other Resources

- Learn more about child protection and teaching kids personal safety skills from [Kidpower \(www.kidpower.org\)](http://www.kidpower.org).
- Learn more about how youth sports can increase kids' emotional safety from [PCA \(www.positivecoach.org\)](http://www.positivecoach.org).
- To make an official report or for information, contact a children's advocacy center such as The National Children's Alliance at www.nca-online.org or call 1-800-239-9950.
- For coach and volunteer background checks, visit www.KidSafePlus.com

Thank you to Malachite Strategies, Green Bay Packers and SportsSignup Online Sports Management Solutions for support of this project.

Sexual Abuse Prevention Policy & Procedures

As a youth-serving organization, Athens Youth Basketball ("AWYBA") considers the safety and well being of the youth in our programs a top priority. We prohibit abuse and strive to proactively address reports of this type of conduct, even if it means that someone will be embarrassed or upset. We want to hear about problems or concerns, and we will strive to act on them in a fair way in accordance with our policies.

We will report suspected abuse to the proper law enforcement agencies.

Policy and Procedures:

The AWYBA has adopted the following Policy and Procedures in an effort to provide a safe environment for our coaches, athletes, and their families.

- 1) The **Volunteer Recruitment** process shall include the following:
 - a) Volunteer Application – Every coach and volunteer working with youth must formally confirm volunteer interest in writing. Through this writing, the volunteer confirms that no prior claims or allegations of sexual abuse or other inappropriate conduct have occurred against them.
 - b) Background Check – All current and potential coaches must submit appropriate background checks, which may include appropriate inquiries regarding any previous record of sexual abuse or other unlawful activity. This background check will be updated at least every five (5) years for each coach.
- 2) An **Abuse Prevention Review** shall be conducted annually.

A Board Member will review this policy with coaches and volunteers each year. The Kidpower/Positive Coaching Alliance information sheet, "Protecting Youth Athletes From Sexual Abuse: Key Actions for Parents and Coaches," will be made available and distributed to every coach and volunteer as part of this process.
- 3) The **Supervision Plan**: Participants of the AWYBA must always be within sight and sound of a coach or volunteer. As coaches and volunteers supervise children, they should space themselves in a way that other individuals can see them. At no time may a coach or volunteer be alone with a single child where they cannot be observed and/or interrupted by others. This includes, but is not limited to, secluded areas such as closets, unsupervised rooms, etc.

Coaches or volunteers should follow the "Rule of Three." The "Rule of Three" specifies that there should always be at least three people present - i.e., one coach/volunteer and two or more children, or two coaches/volunteers and one child).

4) Prohibited Behavior

- a) Use of degrading language or behavior. Coaches are also responsible for stopping disrespectful behavior between team members, including sexual harassment. Coaches are also responsible for enforcing no inappropriate physical contact such as touching, pinching, patting, brushing, massaging someone's neck, shoulders, or any other areas that create an uncomfortable experience.
- b) Threatening or intentionally inflicting physical injury upon anyone, especially a minor. Coaches are also responsible for stopping threatening behavior by players.
- c) Committing any sexual offense against a minor, or engaging in any sexual contact with a minor.
- d) Making any sexual advance, or engaging in other verbal, or physical conduct of a sexual nature with a minor.
- e) Non-related one-adult/one-child interaction except in an emergency where following this policy would be dangerous to the child. In an emergency situation, the coach or volunteer must contact a representative of the organization to inform him or her of this contact and the reason for it. Volunteers should also not engage in electronic communication with any participants as this is considered a one-adult/one-child interaction.

5) Reporting of Suspected Child Sexual Abuse

- f) A member of the Board of Directors or other official representative will be designated to receive reports of sexual abuse or other inappropriate conduct. This representative will promptly notify the proper law enforcement agencies.
- g) All coaches, volunteers, parents and program participants are directed to report any incident of abuse or suspected abuse that they witness or that is reported to them to the designated representative of the Board of Directors. Note: This does not preclude individuals from reporting abuse or suspected abuse to the proper law enforcement authorities, which is strongly encouraged by the AWYBA.
- h) The designated representative will keep other Board members fully informed.
- i) Should a suspected incidence of abuse be reported, the coach/volunteer in question will be temporarily suspended from duties while an investigation takes place. A final decision on reinstatement or expulsion will be made at the conclusion of the case.
- j) By signing the below, I confirm I have reviewed the above AWYBA Sexual Abuse Prevention & Procedures Policy, and agree to its contents in full.

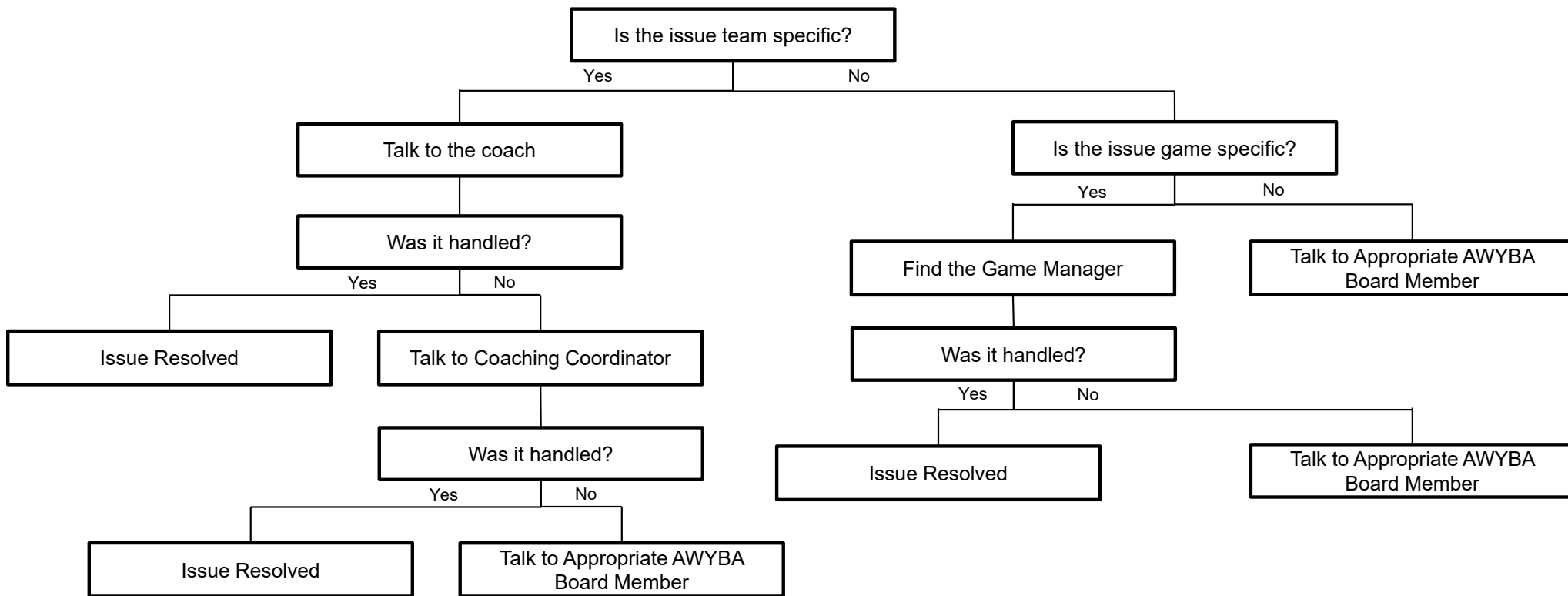
Coach / Volunteer Signature

Date

Board of Directors Signature

Date

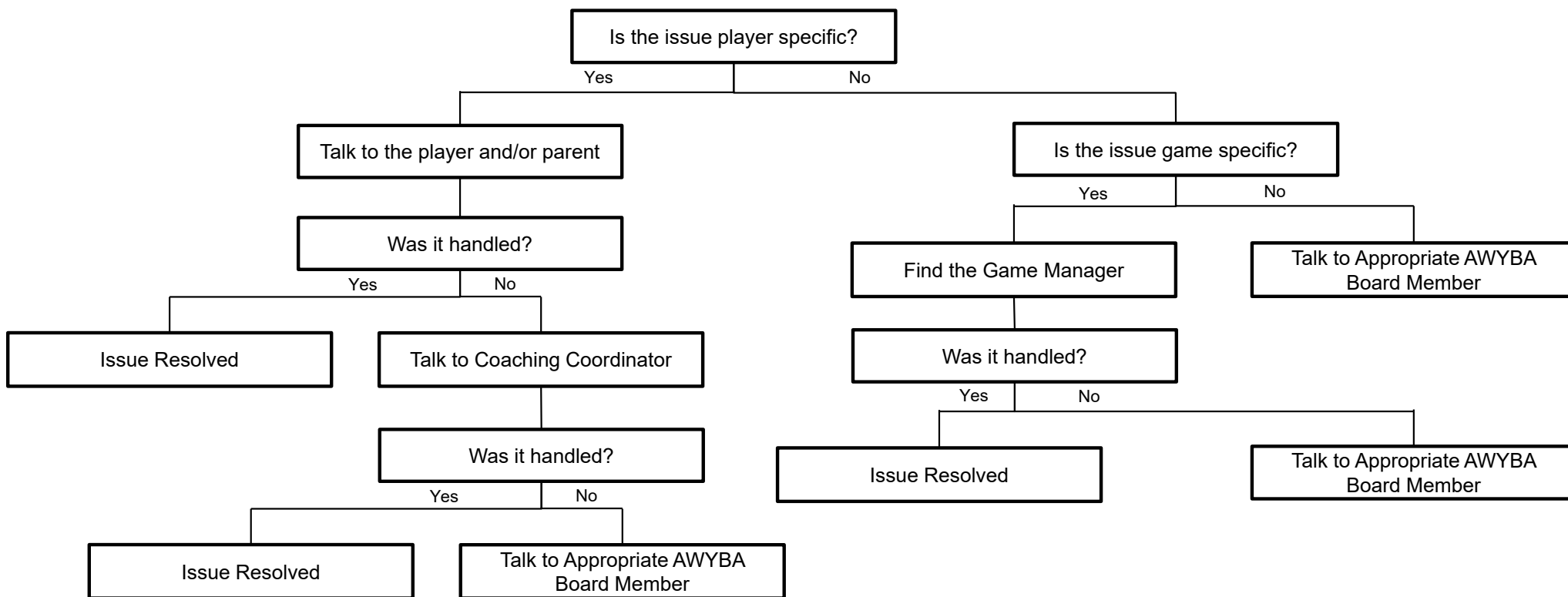
AWYBA Parent Flow Chart



AWYBA Board Members: 2024-2025
President: Kevin Dougherty
Vice President: Tom Thornton
Treasurer: Chad Smith
Secretary: Blaire Wayman
Members: Ryan Bardo, Haley Campbell, Kyle Coe, Matt Wayman

AWYBA Coordinators: 2024-2025
Program Coordinator: Kevin Dougherty
Coaches' Coordinators: Haley Campbell & Matt Wayman
Facilities & Security Coordinator: Kyle Coe
Fundraising Coordinator: Blaire Wayman
Technology Coordinator: Tom Thornton

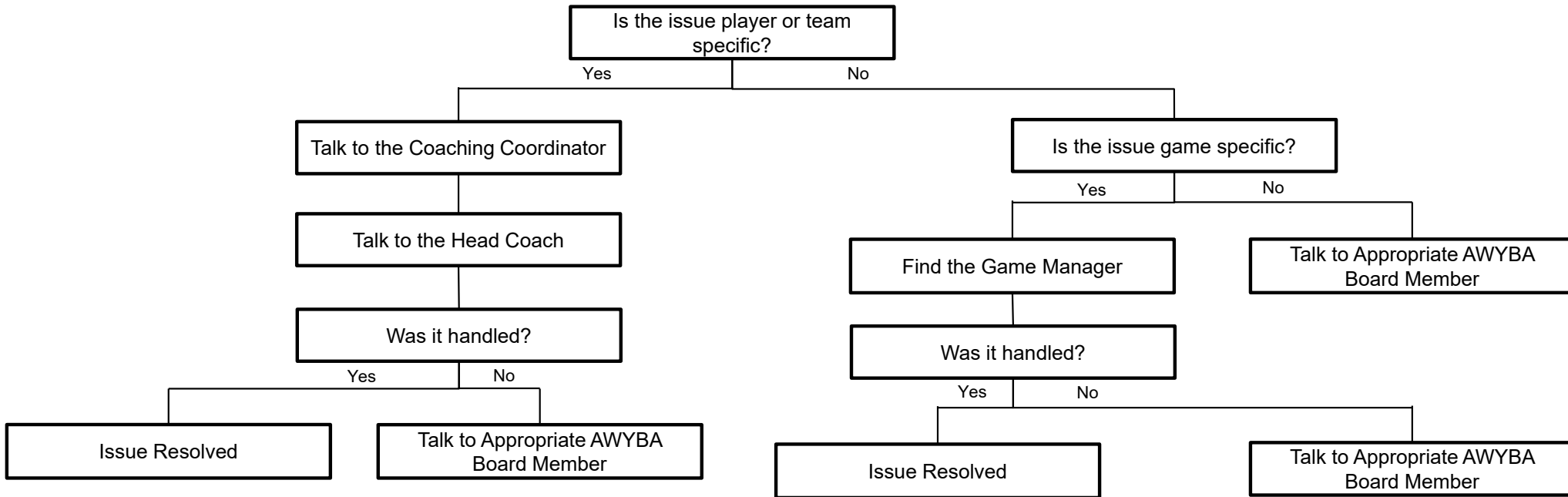
AWYBA Coach Flow Chart



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AWYBA Board Flow Chart



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**BYLAWS
OF
ATHENS WILDCATS YOUTH BASKETBALL ASSOCIATION**

The name of the organization is Athens Wildcats Youth Basketball Association ("AWYBA"), hereinafter referred to as "the organization". The organization is organized in accordance with the Pennsylvania Code, Chapter 41, as amended. The organization has not been formed for the purposes of making any profit or personal financial gain. The assets and income of the organization shall not be distributable to, or benefit the trustees, directors, or officers or other individuals. The assets and income shall only be used to promote corporate purposes as described below. Nothing contained herein, however, shall be deemed to prohibit the payment of reasonable compensation to employees and independent contractors for services provided for the benefit of the organization. This organization shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax. The organization shall not endorse, contribute to, work for, or otherwise support (or oppose) a candidate for public office.

**ARTICLE I
PURPOSE AND OBJECTIVE**

The purpose of the organization is to foster and encourage children in grades 1 through 6 within the Athens Area School District (the "Community") to engage in youth basketball sporting activities and education (for charitable and educational purposes within the meaning of IRC section 501(c)(3)), providing assistance for the development of citizenship, sportsmanship and adulthood of the players.

The objective of the organization is to organize, schedule and conduct a basketball athletic program(s) for the youth of the Community defined in the organization's purpose.

The organization is organized as a corporation exclusively for purposes pursuant to section 501(c)(3) of the Internal Revenue Code. All the activities of the organization shall be charitable and educational as are permitted to be carried on by a corporation exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code. The organization may solicit and receive grants, contributions, and/or properties, enter into contracts, engage services, transfer, hold and/or invest such properties as may be required to further the purpose and objective of this corporation.

**ARTICLE II
MEMBERSHIP**

Membership of the organization shall consist of the Board of Directors (the "Board" or "Directors"). The organization shall not have any other voting members except for the Directors.

**ARTICLE III
MEETINGS**

Section 1. Annual Meeting. An annual meeting shall be held once each calendar year for the purpose of electing directors and for the transaction of such other business as may properly come before the meeting. The annual meeting shall be held at the time and place designated by the Board from time to time.

Section 2. Special Meetings. Special meetings may be requested by the President or the Board. A special meeting of members is not required to be held at a geographic location if the meeting is held by means of the internet or other electronic communications technology in a manner pursuant to which the members have the

opportunity to read or hear the proceedings substantially concurrent with the occurrence of the proceedings, note on matters submitted to the members, pose questions, and make comments.

Section 3. Notice. Written notice of all meetings shall be provided under this section or as otherwise required by law. The Notice shall state the place, date, and hour of meeting, and if for a special meeting, the purpose of the meeting. Such notice shall be e-mailed to all directors of record at the e-mail address shown on the corporate books, at least 3 days prior to the meeting.

Section 4. Place of Meeting. Meetings shall be held at the organization's principal place of business unless otherwise stated in the notice. Unless the articles of incorporation or bylaws provide otherwise, the Board may permit any or all directors to participate in a regular or special meeting by, or conduct the meeting through the use of, any means of communication by which all directors participating may simultaneously hear each other during this meeting. A director participating in a meeting by this means shall be deemed to be present in person at the meeting.

Section 5. Quorum. A majority of the directors shall constitute a quorum at a meeting. In the absence of a quorum, a majority of the directors in attendance may adjourn the meeting to another time without further notice. If a quorum is represented at a meeting, any business may be transacted that might have been transacted at the meeting as originally scheduled. The directors present at a meeting represented by a quorum may continue to transact business so long as a quorum remains and until adjournment of the meeting.

Section 6. Informal Action. Any action required to be taken, or which may be taken, at a meeting, may be taken without a meeting and without prior notice if a consent in writing, setting forth the action so taken, is signed by the directors with respect to the subject matter of the vote.

ARTICLE IV DIRECTORS

Section 1. General Powers. The business and affairs of the organization will be managed by a Board of Directors. The Board is responsible for overall policy and direction of the organization.

Section 2. Number of Directors. The organization shall be managed by a Board of Directors of up to nine (9) members, but no fewer than five (5) members. The Board shall be comprised of at least two (2) current coaches of the youth program - one (1) coach from the boys' teams and one (1) coach from the girls' teams.

Section 3. Election and Term of Office. The directors shall be elected at the annual meeting. Each director shall serve a term of 1 year(s), or until a successor has been elected and qualified. There shall be no term limit for any duly elected director(s).

Section 4. Election Procedure. New directors and existing directors up for re-election shall be voted upon by the existing Board by secret ballot at the annual Board of Director's meeting. Directors will be elected by two-thirds (2/3) vote of members present at the annual meeting.

Section 5. Quorum. A majority of directors shall constitute a quorum.

Section 6. Adverse Interest. In the determination of a quorum of the directors, or in voting, the disclosed adverse interest of a director shall not disqualify the director or invalidate his or her vote.

Section 7. Regular Meeting. The Board shall meet immediately after the election for the purpose of electing its new officers, appointing new committee chairpersons and for transacting such other business as may be deemed appropriate. The Board may provide, by resolution, for additional regular meetings without notice other than the notice provided by the resolution.

Section 8. Special Meeting. Special meetings may be requested by the President, Secretary, or any two directors by providing three days' written notice by e-mail. Minutes of the meeting shall be sent by e-mail to the Board within two weeks after the meeting. A special meeting of members is not required to be held at a geographic location if the meeting is held by means of the internet or other electronic communications technology in a manner pursuant to which the members have the opportunity to read or hear the proceedings substantially concurrent with the occurrence of the proceedings, note on matters submitted to the members, pose questions, and make comments.

Section 9. Procedures. The vote of a majority of the directors present at a properly called meeting at which a quorum is present shall be the act of the Board, unless the vote of a greater number is required by law or by these by-laws for a particular resolution. A director of the organization who is present at a meeting of the Board at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless their dissent shall be entered in the minutes of the meeting. The Board shall keep written minutes of its proceedings in its permanent records.

Section 10. Informal Action. Any action required to be taken at a meeting of directors, or any action which may be taken at a meeting of directors or of a committee of directors, may be taken without a meeting if a consent in writing setting forth the action so taken, is signed by all of the directors or all of the members of the committee of directors, as the case may be.

Section 11. Removal / Vacancies. A director shall be subject to removal, with or without cause, at a meeting called for that purpose. A Board member may be terminated from the Board due to absences in excess of three absences from board meetings in a year. Any vacancy that occurs on the Board of Directors, whether by death, resignation, removal or any other cause, may be filled by the remaining directors. A director elected to fill a vacancy shall serve the remaining term of his or her predecessor, or until a successor has been elected and qualified.

Section 12. Committees. To the extent permitted by law, the Board may appoint from its members a committee or committees, temporary or permanent, and designate the duties, powers and authorities of such committees.

ARTICLE V OFFICERS

Section 1. Number of Officers. The officers of the organization shall be President, Vice-President, Treasurer, and Secretary. Two or more offices may be held by one person. However, neither the President and the Vice-President nor the President and the Treasurer shall be the same person.

President. The President shall be the chief executive officer and legal head of the organization. The President shall preside at all meetings of the Board. The President shall be the official spokesperson for the organization. The President shall review and approve all annual financial statements, including expenditures, prepared by the Treasurer/CFO. The President shall perform all other duties as assigned by the Board.

Vice-President. The Vice-President shall assume the duties of the President in the absence or incapacitation of the President. The Vice-President shall perform all other duties as assigned by the Board.

Secretary. The Secretary shall give notice of all meetings of the Board and Executive Committee, shall keep an accurate list of the directors, and shall have the authority to certify any records, or copies of records, as the official records of the organization. The Secretary shall maintain the minutes of the Board of Directors' meetings and all committee meetings. The Secretary shall perform all other duties as assigned by the Board.

Treasurer/CFO. The Treasurer shall be responsible for conducting the financial affairs of the organization as directed and authorized by the Board and Executive Committee, if any, and shall make reports of corporate finances as required (i.e. financial statements), but no less often than at each meeting of the Board and Executive Committee. The Treasurer shall perform all other duties as assigned by the Board.

Section 2. Election and Term of Office. The officers shall be elected annually by the Board at the first meeting of the Board, immediately following the annual meeting. Each officer shall serve a one year term or until a successor has been elected and qualified.

Section 3. Removal or Vacancy. The Board shall have the power to remove an officer or agent of the organization. Officers may only be removed from office by a unanimous vote of the Board, but Officers being considered for removal from the board may not partake in a vote for his/her removal from office. In the event of death, resignation or removal, a successor shall be selected by the remaining Board of Directors who shall serve the remainder of the vacant term.

ARTICLE VI COACHES

Section 1. Selection. All individuals interested in coaching a team within the program should submit such interest for the upcoming season, in writing via electronic means determined by the directors, by August 1st of each year. The individual should include his or her relevant experience with coaching youth basketball, as well as a recommendation of a maximum of two (2) assistant coaches for his or her team. If no assistant coaches are recommended, the Board shall have the authority to add up to two (2) assistant coaches per team. No team shall have more than one (1) head coach and two (2) assistant coaches. The coaches for each team will be approved by the Board by a majority of a quorum vote by September 1st of each year.

Section 2. Background Check. All coaches selected for the program are required, at their own expense, to submit satisfactory clearance of a background check from the following sources as set forth in the Public School Code and the Child Protective Services Law (adopted July 1, 2015), as follows:

- (1) FBI Clearance (Act 114);
- (2) PA State Police Clearance (ACT 34);
- (3) Department of Human Services Clearance (PA Child Abuse) (ACT 151).

Section 3. Termination. The Board shall have all rights to terminate any coach for detrimental conduct by a unanimous vote of the Board. Any such termination will result in the Board assigning a coach (or coaches) for the remainder of the season to the team based on need.

ARTICLE VII FINANCES

Section 1. Fiscal Year. The fiscal year shall begin on January one (1) and end on December thirty-one (31). A summary of receipts and expenditures and a balance sheet of all assets and liabilities shall be prepared for each fiscal year by the Treasurer and presented to the Board at the annual meeting.

Section 2. Budget Process. A budget shall be prepared by the Treasurer and presented for approval by the Board at the annual meeting. The budget shall include anticipated incomes, general operating expenses for the organization and requested expenses for the organization. The budget will be reviewed by the Board and approved by a two-thirds (2/3) vote. The Treasurer may request additional Board budget reviews throughout the year as determined by unexpected changes in the budget.

Section 3. Financial Business. All funds of the corporation not otherwise employed shall be deposited in such bank, trust companies, or other reliable depositories as the Board may direct. Any withdrawal of funds by check must be signed by the President and the Treasurer. The name of the corporation will be imprinted on the checks. The President or Treasurer shall not make a check payable to themselves or a relative and then sign the respective check. If a check is made payable to the President, or a relative of the President, then the Treasurer and Vice-President must sign; and if a check is made payable to the Treasurer, or a relative of the Treasurer, then the President and Vice-President must sign.

Section 4. Audit of Accounts. The accounts of the organization shall be audited each year by a committee appointed by the Board. The Board shall have the power to commission a special audit at any time deemed necessary. The audit should include a review by the committee of both the fiscal year financials and the internal financials for the prior season (i.e., October 1 through September 30 of each year).

ARTICLE VIII CORPORATE SEAL, EXECUTION OF INSTRUMENTS

The organization shall not have a corporate seal. All instruments that are executed on behalf of the organization which are acknowledged and which affect an interest in real estate shall be executed by the President or Vice-President and the Secretary or Treasurer. All other instruments executed by the organization, including a release of mortgage or lien, may be executed by the President or Vice-President. Notwithstanding the preceding provisions of this section, any written instrument may be executed by any officer(s) or agent(s) that are specifically designated by resolution of the Board.

ARTICLE IX AMENDMENT TO BYLAWS

These Bylaws may be amended, altered, or repealed by the Board by a majority of a quorum vote at any regular or special meeting. The text of the proposed change shall be distributed to all board members at least ten (10) days before the meeting.

ARTICLE X INDEMNIFICATION

Any director or officer who is involved in litigation by reason of his or her position as a director or officer of this organization shall be indemnified and held harmless by the organization to the fullest extent authorized by law as it now exists or may subsequently be amended (but, in the case of any such amendment, only to the extent that such amendment permits the organization to provide broader indemnification rights).

**ARTICLE XI
DISSOLUTION**

The organization may be dissolved only with authorization of its Board given at a special meeting called for that purpose, and with the subsequent approval by no less than two-thirds (2/3) vote of the members. In the event of the dissolution of the organization, the assets shall be applied and distributed as follows:

All liabilities and obligations shall be paid, satisfied and discharged, or adequate provision shall be made therefore. Assets not held upon a condition requiring return, transfer, or conveyance to any other organization or individual shall be distributed, transferred, or conveyed, in trust or otherwise, to charitable and educational organization, organized under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, of a similar or like nature to this organization, as determined by the Board.

Certification

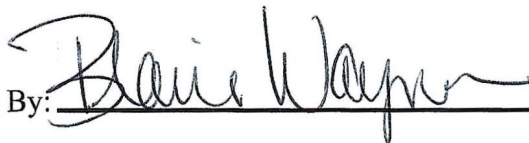
Kevin Dougherty, President of Athens Wildcats Youth Basketball Association, and Blaire Wayman, Secretary of Athens Wildcats Youth Basketball Association certify that the foregoing is a true and correct copy of the bylaws of the above-named organization, duly adopted by the initial Board on April 5, 2022.

I certify that the foregoing is a true and correct copy of the bylaws of the above-named organization, duly adopted by the initial Board on April 5, 2022.

By: 

Kevin Dougherty, President

Date: 4/8/22

By: 

Blaire Wayman, Secretary

Date: 4/8/22