

2025



POLICIES AND PROCEDURES





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 24 of August, 2025

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

Guiding Principles of the Group Coordinator’s 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.





Officers Roles and Responsibilities

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.

Officers include:

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.

Group Coordinator- The Group Coordinators are critical in setting up a solid coaching foundation, ensuring consistency across teams, and maintaining high standards for coaching,





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. However, 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



- 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.
 - b. If necessary, recommendation on board action will be sent to the Board.
2. 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.

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.



- Assist with Clean up after the game- Inspect/Clean Bleachers, break down sponsorship signs, breakdown and secure concessions, ensure facilities are locked and equipment stowed appropriately.
- Secure Cash Box as noted by AWYBA Program Director or Fundraising Director

Board Positions and By Laws

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 8 within the Athens Area School District and surrounding areas (the "Community") to engage in 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.

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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.





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.

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Section 1. Selection. All individuals interested in coaching a team within the program should submit such interest for the upcoming season via board determined means and by a board determined date. No team shall have more than one (1) head coach and two (2) assistant coaches. The coaches for each team, including head coaches and assistants, 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 April First (1) and end on March 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. For the avoidance of doubt, all tax filings will be prepared for January first (1) through December thirty-first (31).

Section 2. Budget Process. A budget shall be prepared by the Treasurer and presented for approval by the Board no later than May first (1). 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 calendar year financials for the prior season (i.e., January 1 through December 31 of each year). The audit should be presented to the board for approval no later than May 31 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, or 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.

Appendices

On the following pages can be found reproducible copies of the Codes of Conduct, Question flow charts and Liability/Social Media Releases.





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 12/31/2026.





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. However, 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:

4. Player Improper Conduct Incident Escalation Process





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 AND HAVE WAITED 24 HOURS TO ADDRESS IT, I will follow the Parent Flow Chart for concerns, with the understanding that the board will not hear complaints dealing with "Coaching Style". I understand that all discussion will remain respectful and occur at the appropriate time and place (not in front of other adults/spectators, not in front of players, not confronting a coach during practice).

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 Group 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:

4. 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. Group 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.

5. 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.

- e) 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.
- f) 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.
- g) 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.
- h) 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.

6. Formal Allegations Process

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

- 4. Complete the Allegation form located on the AWYBA website.
- 5. AWYBA Board members will review and discuss the allegation.



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 meet with parents/players as necessary to be in compliance with all policies and procedures.

12. 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.

13. 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

4. 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.

5. 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.

- d) 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.
- e) If a coach receives their third incident, all the prior records shall be given to the AWYBA Board together with a Formal Allegation Form.
- f) 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.





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 vents. 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

Parent/Guardian Signature

Date



Category	Subcategory	Drill Name	Description	 Assign
Passing	—	Deep Range Rhythm	Shoot 3s and beyond in rhythm, emphasis on form	<input type="checkbox"/>
		Partner Passing	Chest, bounce, overhead passes with partner	<input type="checkbox"/>
		Moving Target Passing	Pass to cutter or moving teammate	<input type="checkbox"/>
Defense	—	Pressure Passing Drill	Make passes under defensive pressure	<input type="checkbox"/>
		Closeout Drill	Sprint to shooter, chop steps, hands up	<input type="checkbox"/>
		Defensive Shuggles	Defensive position and sthrenghtening	<input type="checkbox"/>
Boxing Out	—	Mirror Drill	Stay in front of ball handler, mirror their movement	<input type="checkbox"/>
		Rebound & Outlet	Box out, secure board, pass to outlet	<input type="checkbox"/>
		Circle Box Out	Players rotate in a circle, coach shoots, box out	<input type="checkbox"/>
		1-on-1 Rebound War	Player boxes out and battles for live rebound	<input type="checkbox"/>

Category	Subcategory	Drill Name	Description	<div style="color: green; font-weight: bold; font-size: 1.2em;">✔</div> Assign
Defense	—	Pressure Passing Drill	Make passes under defensive pressure	<input type="checkbox"/>
		Closeout Drill	Sprint to shooter, chop steps, hands up	<input type="checkbox"/>
		Defensive Shuggles	Defensive position and sthrenghtening	<input type="checkbox"/>
Boxing Out	—	Mirror Drill	Stay in front of ball handler, mirror their movement	<input type="checkbox"/>
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		1-on-1 Rebound War	Player boxes out and battles for live rebound	<input type="checkbox"/>

AWYBA Youth Basketball Coach End-of-Season Evaluation

Coach Name: _____
Team: _____
Season: _____
Evaluator (Optional): _____

1. Coaching Effectiveness

Criteria	Rating (1–5)	Comments
Knowledge of the game	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	
Practice planning & organization	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	





Criteria

Rating (1–5)

Comments

Overall coaching performance this season 1 2 3 4 5

—

What are this coach’s biggest strengths?

—

What areas could the coach improve?

—

Any other feedback you'd like to share?



Group Coordinators Roles, Responsibilities, Expectations & Review

The Group Coordinators are critical in setting up a solid coaching foundation, ensuring consistency across teams, and maintaining high standards for coaching, and ultimately player, development for the recreation and travel programs².

The main duties of the coaching coordinator include, but are not limited to:

1. Coaching Staff Management

- *Coaching Selection*
 - *Responsibilities*
 - Recruit and interview head and assistant coaches for all age groups.
 - Based on Board President’s team structuring, nominate qualified head coaches to Board for approval.
 - Provide guidance to head coaches on assistant coach selections.
 - Receive assistant coach selection from head coach and present to Board for approval.
 - *Expectations*
 - Utilize TeamLinkt to manage coaching interest forms.
 - Perform diligence and interviews of prospective head coaching candidates to determine proper fit.
 - Nominate head coaches by Board established deadlines.
 - *Key Performance Indicators (“KPIs”) & Success Factors*
 - Coaching interest and interviews completed by August 1st.
 - Coaching head coach selections completed by October 1st.
 - Coaching assistant coach selection completed by October 15th.
- *Coaching Management*

² The group coordinator is only responsible for the above items for recreation and travel programming. The Board President is responsible for all Group Coordinator aspects for the AAU programming.

- Responsibilities
 - Provide guidance, mentorship, and professional development for coaches.
 - Monitor coaching performance and provide feedback.
 - Maintain pipeline of interested coaches.
 - Ensure all coaches adhere to league and organizational policies.

- *Expectations*
 - Host a mandatory coaching clinic to introduce the organization’s philosophy, expectations, and practice structure.
 - Host optional coaching clinics throughout the season to support dialogue amongst coaches.³
 - Assign mentor coaches for newer or less experienced staff.
 - Formally meet with coach once per month during travel season.⁴
 - Conduct an annual performance evaluation for each recreation and travel coach at season’s end.

- *Key Performance Indicators (“KPIs”) & Success Factors*
 - All coaches attend mandatory coaching clinic.
 - Coaches are consistently applying fair playing time standards and providing equitable opportunities to players.
 - At least 80% of all coaches attend at least one coaching development session per season.
 - All new head coaches are assigned an experienced coach mentor.
 - Review coaching meeting discussion documentation with Board President at least once annually for every travel coach.

³ The optional coaching clinics should be held to address issues such as, but not limited to: (1) common challenges; (2) new drills & strategies; (3) in-game coaching tips; and (4) open discussion on team play and competitive development.

⁴ This meeting can overlap with the monthly documented feedback provided to each travel coach discussed under Program Development & Implementation. In addition to discussion of practice feedback described in the Program Development & Implementation section below, this meeting should also include conversation on: (1) how practices are going; (2) how games are going, including game-readiness of players and coaches; (3) challenges they are facing; (4) adjustments needed for their teams’ skill level; and (4) provide additional guidance regarding game strategies and in-game decision making adjustments (including player playing time requirements) to align with practice strategies being taught.

- Receive self-assessment from and provide annual performance evaluation to every recreation and travel coach.
- Review annual performance of every travel coach with Board President and provide a recommendation for following season retention.
- At least 75% of coaches identified for retention should be retained annually.

2. Program Development & Implementation

- Responsibilities
 - Develop and oversee a consistent coaching philosophy and curriculum across all teams.
 - Develop age-appropriate training programs that focus on skill development, teamwork, and sportsmanship.
 - Ensure practices and drills align with player development goals.
 - Communicate with Board President regarding scheduling and league / game rules.
- *Expectations*
 - Require coaches to submit practice plans for review before the first practice.
 - Attend at least one practice per team bi-weekly.⁵
 - Provide real-time, documented feedback of travel team practices monthly.⁶
 - Attend at least one game per team per bi-weekly.⁷
 - Offer suggestions and modifications to practice plans to align with player development goals.
 - Review and recommend off-season player and coaching development opportunities for continued growth, including but not limited to in-house open gyms, camps, clinics, and online courses.

⁵ Practice participation does not need to be a full practice. However, Group Coordinators should be able to assess main themes and provide productive feedback. In addition, the rate of practice attendance should be increased for newer or struggling teams and/or coaches to provide additional guidance.

⁶ Documented feedback should focus on: (1) organization and time management; (2) teaching fundamentals properly; (3) player engagement and discipline; (4) effective drill execution; and (5) assessment of team dynamics, ensuring game strategies align with developmental goals.

⁷ The game monitoring should include a focus on: (1) coaching adjustments & strategy; (2) player execution of practice concepts; (3) team communication & discipline; (4) effective use of player rotations. The game monitoring should result in feedback on in-game adjustments, team rotations and equitable participation, and strategic development.

- *Key Performance Indicators (“KPIs”) & Success Factors*
 - Each team should maintain at least an 80% competitive performance rate (win/loss ratio plus losing games where margin of defeat within 10 points).
 - Documentation review of monthly practice feedback with Board President.
 - Two structured post-game feedback discussions with travel coaches as part of monthly coaching meeting.
 - At least 50% of players and coaches participate in some sort of off-season training programs.

3. Player Development & Evaluation

- Responsibilities
 - Establish player development plans for different skill levels.
 - Organize and oversee player tryouts and team selections.
 - Monitor player progress and provide feedback to coaches and parents.
 - Helps players develop for the next level (travel ball, AAU, junior high, etc.).
- *Expectations*
 - Organize tryout structure and attend tryouts or first team meetings to evaluate each team’s skill level.
 - Provide feedback on team strengths and weaknesses to help tailor practice plans.
 - Provide a coaching manual with drills, plays, and skill development plans.
- *Key Performance Indicators (“KPIs”) & Success Factors*
 - At least 60% of teams should show measurable improvement in skill execution, teamwork and game strategy based on mid-season versus late-season observations.
 - At least 80% of travel players continue on to participate in the following season.

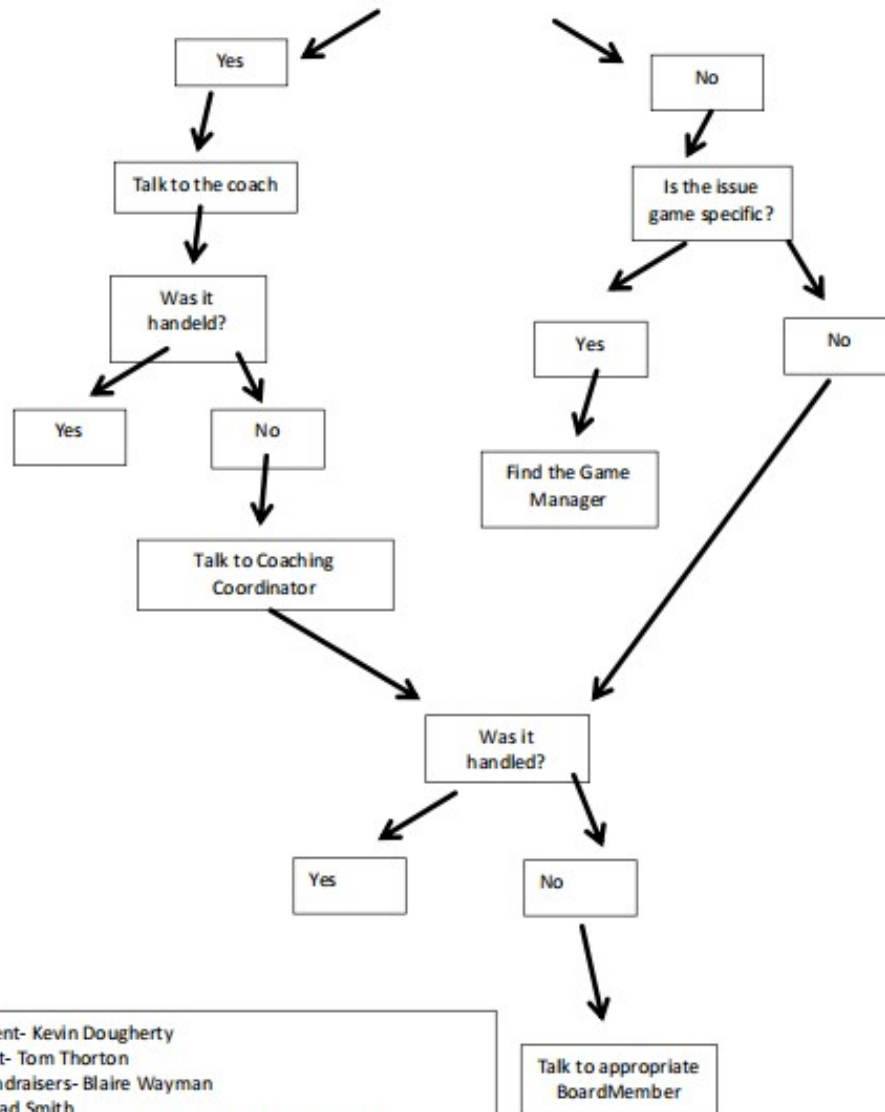
4. Parent & Family Engagement

- Responsibilities



AWYBA Parent Flow Chart

Is the issue team specific?

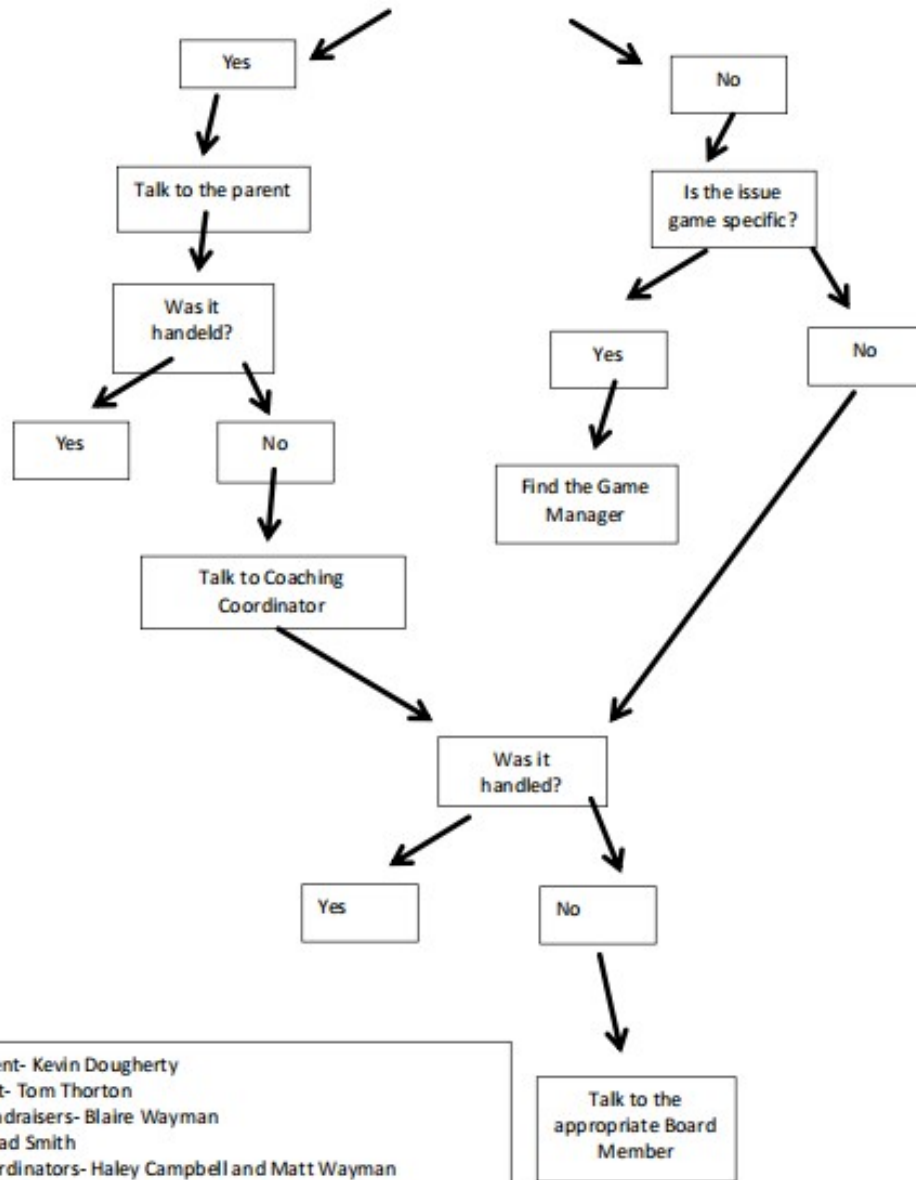


Board President- Kevin Dougherty
 Vice President- Tom Thornton
 Secretary/Fundraisers- Blaire Wayman
 Treasurer- Chad Smith
 Coaching Coordinators- Haley Campbell and Matt Wayman
 Members- Kyle Coe
 Ryan Bardo



AWYBA Coach Flow Chart

Is the issue player specific?

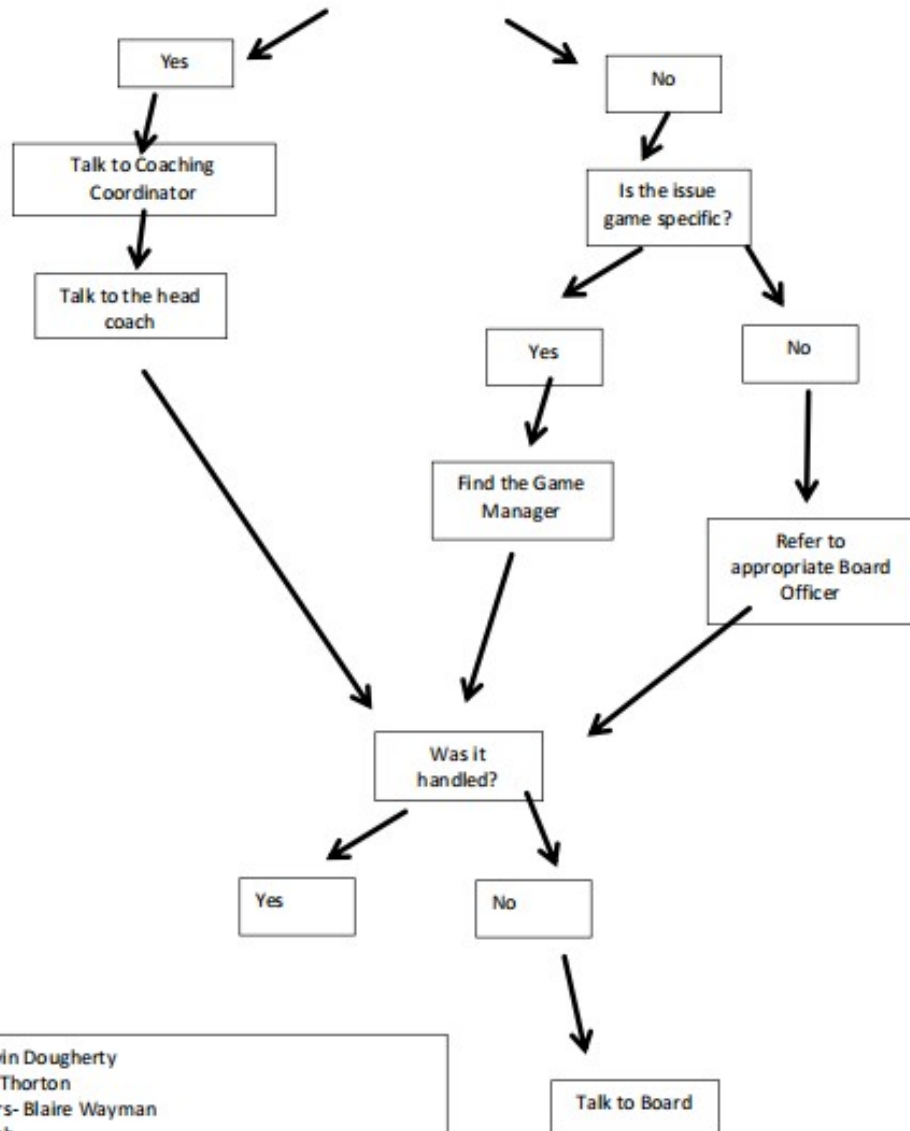


Board President- Kevin Dougherty
 Vice President- Tom Thornton
 Secretary/Fundraisers- Blaire Wayman
 Treasurer- Chad Smith
 Coaching Coordinators- Haley Campbell and Matt Wayman
 Members- Kyle Coe
 Ryan Bardo



AWYBA Board Flow Chart

Is the issue player or team specific?



Board President- Kevin Dougherty
 Vice President- Tom Thorton
 Secretary/Fundraisers- Blaire Wayman
 Treasurer- Chad Smith
 Coaching Coordinators- Haley Campbell and Matt Wayman
 Members- Kyle Coe
 Ryan Bardo