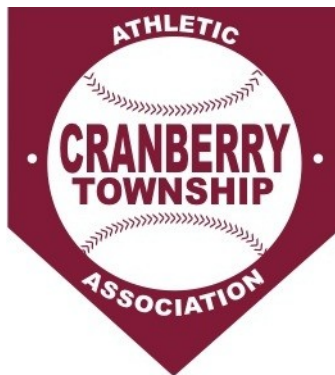


# **Cranberry Township Athletic Association**



## **Policy and Procedure Manual**

Updated March 8, 2009

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# **CTAA Baseball Information**

## **Shetland Program (5 & 6 year olds)**

**Objective:** The objective of this league is to introduce the fundamental concepts of baseball to the participants. This should include the basic aspects of baseball such as positions, base running, throwing, fielding and batting. The participants should also understand the basic rules of the game when leaving this league.

### **League Rules:**

- Players must be five (5) or six (6) years of age to participate in the program. A players age will be determined in accordance with PONY Baseball rules.
- League Play will start approximately the Middle of May and continue until the middle of July. The season will encompass approximately eight weeks.
- Players will be divided into age specific groups (i.e. a five (5) year old and a six (6) year old league.
- Participants will be divided into teams of no more than twelve (12) players
- Teams will be formed in the following manner:
  - Parents may request that participants be placed with friends/neighbors at registration time. The league coordinator will attempt to honor all such requests. Requests made after teams have been formed will not be honored.
  - Remaining participants will be listed by birth date (descending). The number of teams will be put in a hat and the Managers will draw. Starting with Team 1 the unassigned players will be divided among teams starting at the top of the list to the end until no players remain unassigned to a team.
- Scrimmage games will be played between teams. A game schedule will be provided by the CTAA.
- A practice schedule will be provided by the CTAA for each team.
- Games will be 1 hour in duration. The first thirty (30) minutes teams will work individually on skills, the last thirty (30) minutes will be scrimmage time.
- During scrimmages:
  - A teams turn at bat ends when all players have batted one time.
  - The defensive team will play all players in the field. Managers should put players in positions rather than simply filling all gaps in the infield.

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### **Five Year Old Specific Rule:**

- Batting tee will be used at all times (i.e., no coach pitch).

### **Six Year Old Specific Rules:**

- Batting tee will be used during the first inning of scrimmages.
- After the first inning coach pitch is permitted. After four (4) pitches the tee will be used.

## Pinto League Program (7 & 8 year olds)

**Objective:** The objective of this league is to reinforce the fundamental concepts of baseball to the participants. The participants shall be instructed in order to achieve a level of skills and fundamentals which can be used as the player develops. In season practices will be scheduled to facilitate instruction by the Managers and coaches.

**League Rules:** Official Pony Pinto League Rules for will govern play except for the following exceptions.

- League Play will start at the same time as the older baseball leagues and continue until the middle of July.
- Farm 8 Tournaments Teams will not be permitted to participate in Outside Tournaments until after July 4<sup>th</sup>
- Participants will be divided into teams of no more than twelve (12) players/team and will be formed in the following manner:
- Parents may request that participants be placed with friends/neighbors at registration time. On any individual team a coach may have 4 players placed on the team that were requested to do so in addition to the coaches child(ren), if applicable. Requests made after teams have been formed will not be honored.
- Remaining participants will be listed by birth date (descending). The number of teams will be put in a hat and the Managers will draw. Starting with team one; the unassigned players will be divided among teams starting at the top of the list to the end until no players remain unassigned to a team.
- A practice schedule will be provided by the CTAA for each team.
- Games will be played between teams. A game schedule will be provided by the CTAA.
- The playing field will be lined with hash marks halfway between each base (first to second, second to third and third to home). The pitching mound will be outlined with a ten (10) foot circle. When a defensive player has control of the ball within the circle the play is considered stopped. The hash marks are for determining if a runner is past the line and be awarded the next base at the time play was stopped.
- Ten (10) players will play defensively. There must be four outfielders. The use of a “short” (standing on second base) fielder is prohibited.
- All Players should play both infield and outfield positions during games. No player will play more than two (2) innings in any one position.
- Games will consist of six (6) innings or maximum two-hour time limit.
- The five run rule for each inning will be in effect or three outs whichever comes first.
- Continuous batting order will be used.
- There will be free substitutions and under no circumstances shall a player sit out of the game more than one inning consecutively and two innings in a six inning game. Playing time should be equalized.
- The batting tee will not be used in games.
- No base stealing will be permitted. Sliding must occur at all bases (except first) when a play is being made at that base.
- A Runner may not slide head first while advancing to the next base. Violation of this rule the runner is called out. Runner can go head first into a base if they are going back to a previous base (Added Jan 05)
- One coach is permitted on the field for the defensive team for the purpose of instruction only.
- There will not be a post-season tournament. Each participant will receive a participation trophy.

### Seven Year Old Specific Rules:

- Coaches will pitch to players of his/her team. Each batter will receive a maximum of eight (8) pitches. No base on balls will be recorded. There must be a defensive player with one foot in the pitching circle prior to any pitched ball.
- Strikes will not be called. Players are encouraged to swing.
- There will be no player pitch in the seven year old league.

### Eight Year Old Specific Rules:

- Coaches will pitch to players for the first half of the season. Coaches and eight (8) year olds will pitch the second half of the season. The eight-year-old players must pitch a minimum of the first three innings, maximum of four innings. Each eight-year-old is permitted to pitch a maximum of thirty pitches or two innings whichever comes first. The eight-year-old will pitch the first 4 pitches to the batter and the coach will pitch the remaining four if needed.

- Strikes will be called when the eight (8) year old pitches to encourage the batter to swing and to reinforce the pitchers conception of balls and strikes and the strike zone. Strikes will be called by the coach pitcher from behind pitchers mound. Three strikes will constitute an out.

# Mustang League Program (9 & 10 year olds)

**Objective:** The objective of this league is to promote a greater understanding of baseball and to encourage the development of all players to their fullest potential.

**League Rules:** Official Pony baseball Rules for Mustang Baseball will govern play except for the following exceptions.

- A game is 6 innings, but if the game is tied at the end of those six innings, and the two hour time limit has not occurred, extra innings are allowed.
- If a game is called due to a two-hour time limit during the home half of the inning and the home team is ahead then the game is awarded to the home team.
- If a game is called due to a two-hour time limit during the home half of the inning and the game is tied, then the game is ruled a tie.
- Maximum of twelve (12), minimum of eleven (11) players per team.
- Free substitutions. A player cannot sit on the bench for more than two (2) defensive innings of a six (6) inning game.
- Continuous batting order will be used.
- Infield Fly rule will not be in effect.
- The Five-Run-Rule is in effect for the first five (5) innings. The maximum number of runs that can be scored during these innings is 5. In the event a play occurs that would cause the team to go over the limit the play should complete, but only 5 runs will be recorded. The sixth inning, and beyond, are “unlimited”.
- Runners may steal bases (except as noted above), but shall not leave the base until the pitched ball has reached or passed the catcher. The first time a runner violates this rule, a warning will be given to both teams. The runner violating this rule causing the warning shall return to the base occupied at the time of the pitch, the ball is dead. The next runner, no matter which team, violating this rule will be called out, ball is dead.
- Use of Little League approved bats is required.
- Metal spikes are prohibited.
- Catchers must use a catcher mitt (Added jan 05)
- No head first slides. Diving back into a base after over running it is permitted. Violation of this rule the runner is called out. (Added Jan 05)
- The league follows the CTAA sliding rule. Runners must slide to avoid contact when a play is made at the 2<sup>nd</sup> and 3<sup>rd</sup> base. A runner that does not slide and endangers the fielder may be called out for not sliding. A runner does not have to slide at home but must avoid contact. These are judgment calls by the umpire and are not subject to protest.
- A team may start a game with eight (8) players. If eight (8) players are not present at game time, the team will have fifteen (15) minutes from the scheduled game start time, to find an additional player. If a call-up is used from a lower league, the manager must comply with CTAA policy. If no eligible player is found, you can play with eight (8) players, but an out WILL be recorded for the 9th batter.
- A team may continue to play a game as long as it fields eight (8) or more players. An out will NOT be recorded in the 9<sup>th</sup> player’s spot if it is vacant because of an injury. However, if the 9<sup>th</sup> player leaves or is ejected from the game, the game can continue but an out WILL be recorded in the spot where the absent or ejected player(s) batted. Less than eight (8) players will result in a forfeit.
- The first time a bat is thrown in a game, each team will be given a warning. On the next incident of a thrown bat, the offending player, no matter which team, will be called out and the play dead. No runners can advance on the play.
- A courtesy runner may be substituted for the catcher, if the catcher is on base with 2 outs. The player, on the team, who made the last out, must replace the catcher on base. A courtesy runner may be used at the discretion of the manager, but not required by CTAA. An umpire may make the request to the manager, to speed up the game.
- **Discipline:** All Managers and coaches who are ejected from a game by an umpire will be suspended for the very next game. Suspensions will be reviewed by the executive board for possible other disciplinary action
- **PITCHING**
- Any Player on an in-house team with the exception of callups may pitch in a game
- A pitcher once removed from the mound can not return as a pitcher

- A pitcher must be removed after hitting three batters in a game.
- The manager must remove the pitcher when the players pitch count reaches the max amount of pitchers for their age group:
  1. Mustang 9 – 10 max is set at 75 pitches per game
  2. Bronco 11 –12 max is set at 85 pitches per game
    - Exception to this limit: If a pitcher reaches their limit in a game while facing a batter the pitcher may continue to pitch until: The batter becomes a runner, the batter is out, or the 3<sup>rd</sup> out of the inning is recorded
- A pitcher who delivers 41 or more pitches in a game cannot play the position of catcher for the remainder of the day
- Rest Periods:
  1. If a pitcher throws 61 or more pitches in a game they must rest for 4 calendar days
  2. If a pitcher throws 41 - 60 pitches in a game they must rest for 3 calendar days starting the next day
  3. If a pitcher throws 21 - 40 pitches in a game they must rest for 2 calendar days starting the next day
  4. If a pitcher throws 1 - 20 pitches in a game they must rest for 0 calendar days starting the next day
- Pitchers can not pitch in more than one game in a day
- Pitchers can not throw in more than 6 innings in a calendar week
- For MUSTANG only a pitcher can only pitch in two innings in one game
- A calendar week is defined as 12:00 AM Sunday – 11:59 PM Saturday
- A calendar day is defined from 12:00:01 AM to 11:59:59 PM that same day
- One pitch constitutes pitching in a game and in an inning
- Each game will have an “official pitch count recorder”. OPCR
  1. This person can not be the manager of the team
  2. This person can not be a coach who is on the field actively coaching
  3. This person can not be the base or home umpire assigned to the game
- Responsibilities of the OPCR:
  1. Shall inform the plate umpire when a pitcher has met their max number of pitches. This does not relieve the managers of their responsibilities for removal of the pitcher in the event that OPCR does not
  2. After each half inning the OPCR will confer with both managers of the teams on pitch count from the previous half inning
- Violation of these rules will constitute an “ineligible pitcher” and a protest filed. Procedures for this violation then will follow Pony Rules

**Nine Year Old Specific Rule:**

- Ten (10) players will play defensively. No short fielder (a player standing at second base) will be permitted.
- No stealing of Home will be permitted at anytime.
- CTAA will schedule a minimum of 14 games and as many in-season practices as field space permits
- Runners can only score by a batted Ball, Walk or interference Call. (Added Jan 05)

**Ten Year Old Specific Rule:**

- Nine (9) players will play defensively.
- A runner on 3<sup>rd</sup> CANNOT steal home on throws by the catcher to second base in an attempt to retire a runner stealing from 1<sup>st</sup> base.
- CTAA will schedule a minimum of 16 games and as many in-season practice as field space will permit

## Bronco Program (11 & 12 year olds)

**Objectives:** The objective of this league is to assist each participant in achieving his/her fullest potential in the game of baseball. Prepare players to compete at a higher level of play in keeping with the overall competitive nature of Little League baseball. Preparing players for Pony League Baseball by introducing “pitching from the stretch”, “holding runners on base”, runners “leading off bases”, farther pitching distances & longer base paths.

**League Rules:** Pony Baseball Rules for Bronco Baseball will govern with the following exceptions and or clarifications.

- Maximum of twelve (12), minimum of eleven (11) players per team.
- Nine (9) players will play defensively.
- Free substitutions. A player cannot sit on the bench for more than two (2) defensive innings of a six (6) inning game.
- Use of Little League Bats: Only Official Little League bats (2 1/4" diameter barrel) are to be used. All other bats are prohibited.
- Continuous batting order will be used.
- Base path distance will be seventy (70) feet from home to first, first to second, second to third and third to home.
- Base runners can lead off from bases prior to a pitched ball and steal bases.
- Bronco Rules for Stealing will Follow Major League Baseball Rule for Stealing and Leading off bases (Added Jan 05)
  
- Metal spikes are prohibited.
- Infield Fly rule will be in effect.
- Ten-Run-Rule will be in effect after four (4) innings, three and one-half (3 1/2) innings if the home team is ahead.
- Stealing home is allowed at any time.
- A game will be six (6) innings, but if the game is tied at the end of those six innings, and the two hour time limit has not occurred, extra innings are allowed.
- If a game is called due to a two-hour time limit during the home half of the inning and the home team is ahead then the game is awarded to the home team.
- If a game is called due to a two-hour time limit during the home half of the inning and the game is tied, then the game is ruled a tie..
- A regulation game is four (4) innings, three and one-half (3 1/2) innings if the home team has the lead.
- The league follows the CTAA sliding rule. Runners must slide to avoid contact when a play is made at the 2<sup>nd</sup> and 3<sup>rd</sup> base. A runner that does not slide and endangers the fielder may be called out for not sliding. A runner does not have to slide at home but must avoid contact. These are judgment calls by the umpire and are not subject to protest.
- No head first slides. Diving back into a base after over running it or to avoid a pick-off attempt is permitted. Violation of this rule the runner is called out. (Added Jan 05)
- A team may start a game with eight (8) players. If eight (8) players are not present at game time, the team will have fifteen (15) minutes from the scheduled game start time, to find an additional player. If a call-up is used from a lower league, the manager must comply with CTAA policy. If no eligible player is found, the team can play with eight (8) players, but an out WILL be recorded for the 9<sup>th</sup> batter.
- A team may continue to play a game as long as it fields eight (8) or more players. An out will NOT be recorded in the 9<sup>th</sup> player's spot if it is vacant because of an injury. However, if the 9<sup>th</sup> player leaves or is ejected from the game, the game can continue but an out WILL be recorded in the spot where the absent or ejected player batted. Less than eight (8) players will result in a forfeit.
- The first time a bat is thrown in a game, each team will be given a warning. On the next incident of a thrown bat, the offending player, no matter which team, will be called out and the play is dead. No runners can advance on the play.
- In the Bronco eleven year old League, Players are not permitted to advance to first base on a dropped third strike. The batter is out.
- **Discipline:** All Managers and coaches who are ejected from a game by an umpire will be suspended for the very next game. Suspensions will be reviewed by the executive board for possible other disciplinary action

- A courtesy runner may be substituted for the catcher, if the catcher is on base with two (2) outs. The player, on the team, who made the last out, must replace the catcher on base. A courtesy runner may be used at the discretion of the manager, but not required by CTAA. An umpire may make the request to the manager, to speed up the game.
- **PITCHING**
- Any Player on an in-house team with the exception of callups may pitch in a game
- A pitcher once removed from the mound can not return as a pitcher
- A pitcher must be removed after hitting three batters in a game.
- The manager must remove the pitcher when the players pitch count reaches the max amount of pitchers for their age group:
  1. Mustang 9 – 10 max is set at 75 pitches per game
  2. Bronco 11 –12 max is set at 85 pitches per game
    - Exception to this limit: If a pitcher reaches their limit in a game while facing a batter the pitcher may continue to pitch until: The batter becomes a runner, the batter is out, or the 3<sup>rd</sup> out of the inning is recorded
- A pitcher who delivers 41 or more pitches in a game cannot play the position of catcher for the remainder of the day
- Rest Periods:
  1. If a pitcher throws 61 or more pitches in a game they must rest for 4 calendar days
  2. If a pitcher throws 41 - 60 pitches in a game they must rest for 3 calendar days starting the next day
  3. If a pitcher throws 21 - 40 pitches in a game they must rest for 2 calendar days starting the next day
  4. If a pitcher throws 1 - 20 pitches in a game they must rest for 0 calendar days starting the next day
- Pitchers can not pitch in more than one game in a day
- Pitchers can not throw in more than 6 innings in a calendar week
- For MUSTANG only a pitcher can only pitch in two innings in one game
- A calendar week is defined as 12:00 AM Sunday – 11:59 PM Saturday
- A calendar day is defined from 12:00:01 AM to 11:59:59 PM that same day
- One pitch constitutes pitching in a game and in an inning
- Each game will have an “official pitch count recorder”. OPCR
  1. This person can not be the manager of the team
  2. This person can not be a coach who is on the field actively coaching
  3. This person can not be the base or home umpire assigned to the game
- Responsibilities of the OPCR:
  1. Shall inform the plate umpire when a pitcher has met their max number of pitches. This does not relieve the managers of their responsibilities for removal of the pitcher in the event that OPCR does not
  2. After each half inning the OPCR will confer with both managers of the teams on pitch count from the previous half inning
- Violation of these rules will constitute an “ineligible pitcher” and a protest filed. Procedures for this violation then will follow Pony Rules

#### Bronco 12 Specific Rules

- In order for a player to be eligible to try out for a select team in either the 13 or 14 year old age group, the player must have been registered in the CTAA in the regular season (Spring) prior to the select team try out and must have played in 75%, or more, of their in-house games. The only exception to this rule shall be for players who did not live within the boundaries of the CTAA in the previous year and now live within those boundaries and are new registrants to the CTAA.
  - An attendance column will be added to the in-house evaluation form
  - The 75% applies to the number of games played by a team, not the number of games scheduled.
  - Scorebooks will be submitted to the VP of Baseball for all 12 year old in-house teams at the conclusion of the spring season.

## Pony League Program (13 & 14 year olds)

**Objective:** The objective of this league is to assist each player in achieving his/her fullest potential in the game of baseball.

**League Rules:** Official Pony League Rules in conjunction with Official Major League Baseball Rules will govern play in this league with the following exceptions (select teams will be governed under the rules of that membership league):

- A player must play a minimum of three defensive innings and have one at-bat in a seven (7) inning game. Please note - AH does not count as a defensive position.
- **Pitching**
  1. PONY Baseball pitching rules as it is stated in the PONY rulebook will govern all Pony players that members of a Select team.
  2. Select team players are limited to:
    - 3 innings maximum per in-house game
    - 7 innings maximum per week for in-house games (Sunday - Saturday)
    - 3 inning maximum per select team game UNLESS
      - permission is obtained from the player's in-house managers OR
      - 40 hours rest is available before their next in-house team game. The 40 hour period is measured from the start time of the previous game.
    - 7 innings maximum per week for select team games (Sunday - Saturday)
    - no select player can exceed 7 innings in a given calendar day
- Ten-Run-Rule will be in effect after four and one-half (4 1/2) innings if the home team is ahead.
- The manager has the option of using an additional hitter (AH) resulting in a lineup of ten (10) batters and nine (9) fielders. The following rules govern the use of an AH:
  - If the game is started using the AH, the entire game must be played using ten (10) batters.
  - The AH cannot be added after the game has started.
  - The AH can bat in any position of the batting line-up.
  - The AH is a “defensive” position and can be moved into any fielding position. The replaced fielder becomes the AH.
  - A starting player, including the AH, can re-enter the game once, but must bat in the same spot in the order he originally was listed.
- Head first slides are permitted at all bases.
- A team must have at least eight (8) players in order to play a legal game.
- A team will start a game when at least eight (8) players are present. If eight (8) players are not present at game time, the team will have fifteen (15) minutes from the scheduled game start time, to get to at least eight players. If a call-up is used from a lower league, the manager must comply with CTAA policy. If not enough eligible players are found, a team can play with eight (8) players, but an out WILL be recorded for the 9<sup>th</sup> batter.
- If a team starts a game with nine (9) players or ten (10) players and a player is injured, the team may continue the game as long as it fields eight (8) or more players, and an out will NOT be recorded in the spot where the injured player batted. If a player leaves or is ejected from the game, the game can continue, if the team can field eight (8) or more players. An out WILL be recorded in the spot where the absent or ejected player(s) batted. Less than eight (8) players will result in a forfeit.
- The first time a bat is thrown in a game both teams will be given a warning. On the next incident of a thrown bat, the offending player, no matter which team, will be called out and the play is dead. No runners can advance on the play.
- A courtesy runner may be substituted for the catcher, if the catcher is on base with two (2) outs. The player on the team who made the last out must replace the catcher on base. A courtesy runner may be used at the discretion of the manager, but is not required by CTAA. An umpire may make the request to the manager, to speed up the game.
- **Discipline:** All Managers and coaches who are ejected from a game by an umpire will be suspended for the very next game. Suspensions will be reviewed by the executive board for possible other disciplinary action

### **Guidelines for Forming Teams:**

- Pony age baseball players that make a high school roster, at their own decision, will be allowed to “play up” at Colt baseball for the given year. Once the player chooses to play up that player loses their eligibility for the Pony league and any tournament or select team participation at the pony level.
- The Pony League coordinator will accept names for in-house, traveling and select team managers and submit them along with a recommendation to the CTAA Board of Directors for approval.
- All in-house team rosters will be set at a maximum of twelve (12) players and minimum of eleven (11) players per team.
- Thirteen year olds and fourteen year olds will play on the same teams in the In-house PONY League
- All select team rosters will be set at a maximum of eighteen (18) players. The larger team size will permit players to play in-house games that may conflict with select team games without forcing the select teams to forfeit their games due to the lack of players.
- In order for a player to be eligible to try out for a select team in either the 13 or 14 year old age group, the player must have been registered in the CTAA in the regular season (Spring) prior to the select team try out and must have played in 75%, or more, of their in-house games. The only exception to this rule shall be for players who did not live within the boundaries of the CTAA in the previous year and now live within those boundaries and are new registrants to the CTAA.
  1. An attendance column will be added to the in-house evaluation sheets
  2. The 75% applies to the number of games played by a team, not the number of games scheduled.
- All players will play in-house. If desired, players may try-out for the select teams for each age group.
- There will be at least one select team for each age group
- If any conflicts arise between in-house games and select team games the player may participate in the select team game. Federation players are required to participate in their in-house game if there is conflict on the same day when the start times for both the Federation and in-house are 4 hours or greater. The executive board, prior to a game conflict, can grant special exceptions. If a select team player misses an in-house game when there is no select team conflict or other approved excuse then the select team player will not be eligible for the next select team game. The CTAA Board will rule in the event of any question about what is an approved absence.
- There are three possible scenarios in which teams for this age group will be formed. They are:
  - In-house - All teams will be formed using the CTAA common Draft Methodology as outlined in the policy and procedures.
  - Traveling - All teams will be formed using the CTAA Common Draft Methodology as outlined in the Policy and Procedure Manual. All teams will participate in a “traveling league” selected by the CTAA prior to the start of the season.
  - Select - A Select team or teams (no more than two in any one season) will be selected prior to the common draft for either the in-house or traveling teams as defined above. The select team(s) will be formed from the players who participate in a select team tryout prior to the start of the season and will participate in a league against like “select” teams. The select team manager(s), chosen prior to the select team(s) tryout will choose the participants from the select team(s) tryout to form the team(s).

### **League Structure:**

- If there are five or less teams, all teams will be traveling. There will not be a Select team.
- If there are six (6) teams, there may be one (1) select team with the remaining teams as Traveling.
- If there are seven (7) teams, there may be one (1) select team with the remaining teams as In-House.
- If there are eight (8) teams, there may be two (2) select teams with the remaining teams as In-House.
- In a season where there are two (2) select teams, one will be designated the “primary select team” and the other as the “secondary select team” or there will be a fourteen (14) year old only team and a thirteen (13) year old only team based on the talent pools available and the recommendation of the coordinator.
- There will never be more than two select teams chosen.
- The CTAA Pony League Program will participate in the Pony League World Series (PLWS). The manager of the fourteen (14) year old select or traveling team (if he so chooses) will be considered the manager of the PLWS team.

If the guidelines for forming teams based on the league structure as outlined above indicates that a select team(s) are to be chosen, the following guidelines will apply:

- The Pony League coordinator will accept names for the select team(s) managers and submit them along with a recommendation to the CTAA Board of Directors for manager approval. In the event there are two select teams, the manager selections will be specific to “primary” versus “secondary”.
- The Pony League coordinator, select team manager(s) and two (2) members of the CTAA Board of Directors will conduct one “open tryout.” Prior to this tryout, all participants will be informed that there is no mandatory playing time for select team members.
- The select team players will be chosen from those players who participate in the select team tryout. The select team manager(s) will select players from the participants to complete the rosters.
- If two select teams are to be chosen, all players for the primary team will be selected prior to the formation of the secondary team. Caution must be exercised during the player selections to insure that all defensive positions are accounted for and to avoid simply picking the twelve (12) best players for any one team.
- Only those players who participate in the select team tryout are eligible to be chosen for a select team. Exceptions to this rule must be reviewed and approved on an individual basis by the CTAA Board of Directors.
- A player that is a present member of a JV or Varsity High School Baseball team and eligible to participate in the CTAA Pony programs playing in the North Hills Baseball Federation League may be considered for a roster spot.
- All players will be placed in the drafting pool for the in-house league.

**Guidelines for All Players:**

- All players participating in the Pony League program, both in-house and select, will be rostered to an in-house team and will not be permitted for any reason to play on or rostered on another Pony sanctioned team.
- Any player chosen to play on a select team must play in-house.
- The manager selected for the Pony League World Series (PLWS) team will, at a time determined by the CTAA and PLWS rules, have the option to add to or deduct from the present select team roster to form the PLWS roster.

**Tournament Play:**

- All Pony League in-house tournament teams (not including PLWS team) will be selected using the CTAA approved guidelines that are part of the Policy and Procedure Manual.
- Teams will be formed from a May tryout in the following manner: The 13-year Pony World Series team will be formed. Then if there is enough players interested and a manager a second team will be formed from the list of players who chose to tryout. The roster size is up to the manager in question but cannot exceed 15 players. IF there are still enough players and a managers the next group of players will be selected from the list of players that tried out. This process will continue until there are not enough players to play or no one to manage a team. There will not be any “even teams” created at the tournament level.
- All select teams cannot participate in any tournament play prior to the end of their respective leagues schedule, including playoffs, except with the approval of the Board of Directors.

## Colt League Program (15 & 16 year olds)

**Objectives:** The objective of this league is to provide a competitive environment for fifteen (15) and sixteen (16) year olds to participate while preparing them for the style of baseball they will encounter in future levels of play. This includes setting a standard of participation which includes not only the enhancement of baseball skills, but incorporates good sportsmanship, training and practice skills, honesty, integrity and a positive, healthy and respectful attitude about the game of baseball and all of its participants including managers, coaches, umpires and spectators. To accomplish these goals CTAA will create travel team(s) selected from a tryout process to compete in the North Hills Federation league and to further have at least one if not more teams to play at the highest level in the Federation League. All CTAA COLT teams will have the opportunity to be sanctioned Colt World Series Teams.

### **Manager / Team Selection Procedure - Colt League:**

- The Colt League coordinator will obtain the names of all fifteen (15) and sixteen (16) year olds registering for the Colt League Program. All registrants for the Colt League Program must be a resident of Cranberry Township of Sevens Fields Borough. Exceptions to this rule will be considered by the CTAA Board.
- Pony age baseball players that make a high school roster, at their own decision, will be allowed to “play up” at Colt baseball for the given year. Once the players chooses to play up that player loses their eligibility for the Pony league and any tournament or select team participation at the pony level.
- All teams will be travel teams. There will be a tryout to select one (1) select traveling team from the registrants.
- Traveling team rosters will be set at a maximum of fifteen (15) players, minimum of twelve (12) players.
- The Pony Baseball Rules and Regulations for Colt Leagues shall govern the seasons play.
- Travel team managers will be selected and receive approval as outlined in the Policy & Procedures guidelines on manager selection.
- The following guidelines apply to the formation of the travel team (s):
  - The Colt League coordinator will accept names for the travel team(s) manager(s) and submit them along with a recommendation to the CTAA Board of Directors for manager approval.
  - The PONY, Colt League, and American Legion coordinator, primary travel team manager and one member of the CTAA Board of Directors will conduct one “open tryout”. Prior to this tryout, all participants will be informed that there is no mandatory playing time for travel team members.
  - The travel team players will be chosen from those players who participate in the travel team tryout. Exceptions to this rule must be reviewed and approved on a individual basis by the selection committee and the CTAA Board of Directors.
  - If two travel teams are to be chosen, all players for the primary team will be selected prior to the formation of the second and any subsequent teams..
  - Only those players who participate in the travel team tryout are eligible to be chosen for a travel team.
  - A player that is a present member of a JV or Varsity High School Baseball team and eligible to participate in the CTAA program must try out.
  - Additional travel teams will be formed in any instance where there are sufficient players, a fifteen (15) player minimum, and a manager interested in forming a team. Additional teams will play in an appropriate travel league.

## Palomino/American Legion Program (17, 18 & 19 year olds)

**Objectives:** The objective of this league is to provide a highly competitive environment for seventeen (17) and (18) year olds to participate while preparing them for the style of baseball they will encounter in future levels of play. This includes setting a standard of participation which includes not only the enhancement of baseball skills, but incorporates good sportsmanship, training and practice skills, honesty, integrity and a positive, healthy and respectful attitude about the game of baseball and all of its participants including managers, coaches, umpires and spectators All tools available to develop the skills and knowledge of the game for the participants will be provided.

### **Manager / Team Selection Procedure - American Legion:**

- The American Legion Coordinator will obtain the names of all seventeen (17) and (18) year olds registered for the American Legion Program. Butler County American Legion League boundaries concerning residency will be followed for this program. Thus, all registrants must be a resident of Cranberry Township, PA. No exceptions to this rule will be considered.
- The team manager (s) will be selected and receive approval as outlined in the Policy & Procedures guidelines on manager selection.
- A try out will be conducted for all registrants using the following guidelines:
  - Any registrant that is a member of a high school baseball team is not required to participate in tryouts to avoid conflict with any regulations governing such players.
  - Based on the number of registrants and roster size, excess registrants will be cut and monies refunded.
  - Minimum roster size will be nine (9) and the maximum will be eighteen (18).
  - The CTAA Board of Directors will set the roster size based on the number of registrants of a given year.
  - In the event there are fewer than eleven (11) registrants, the CTAA Board of Directors may authorize that 16 year old participants from the Colt League Program move up to the American Legion Program. Only the required number of sixteen (16) year olds necessary to increase the American Legion roster size to eleven (11) will be permitted to move up.
  - In the event sixteen (16) year old participants will be needed as outlined above in Part e., the selection of the participant(s) will be made before the Colt League Program begins its team selection process. It should be noted that the best interest of the participant(s) should be the only motivator in selecting which team that a particular player is placed on.
  - Based on a yet to be determined format, allow qualified 15-16 year olds to be rostered on any Palomino\Legion Roster regardless if the there is a call-up need.

# CTAA Softball Information

## Farm League Softball (7 & 8 year olds)

1. A player is not permitted on the playing field without a CTAA provided uniform and glove.
2. All players will bat and field the whole game.
3. All batters and runners must wear batting helmets and chin straps.
4. All players will bat in consecutive order.
5. All catchers must wear full equipment.
6. All players will be taught all positions (infield, outfield, catcher, and pitcher) throughout the season. They must **change** positions at least **once** per game.
7. A coach will be used to pitch to the batter from a distance between 25 to 35 feet.
8. Two defensive coaches will be allowed on the field to instruct defensive players, the defensive coaches will also call outs.
9. The home team manager will supply the game ball and the league equipment for each game. The home team manager shall determine if the game should be played in case of rain. If there is lightning in the area, play shall stop immediately.
10. If a player has played a minimum of 2 years of Farm league Softball and/or Farm League Baseball in the CTAA, and because of the date of their birth, that player should play an additional year in the Farm League, the player has the option of playing in the Junior League (10 and under).

### THE FIELD

1. The distance between the bases is sixty (60) feet.
2. The distance between the pitchers rubber and home plate is thirty-five (35) feet.
3. An eight-foot arc shall extend in front of home plate from baseline to baseline. This area is foul territory.
4. A chalk line shall be drawn halfway between the bases, except first.

### GAME RULES

1. Games are played for six (6) innings or one and a half (1.5) hours, whichever comes first.
2. There are no walks or strikeouts.
3. Three outs per innings.
4. This league has a Five-Run-Rule in effect for the first five (5) innings. In other words, if the batting team scores five runs before they get three outs, the inning is over.
5. In the 6<sup>th</sup> inning, or the inning designated as the "last" inning, each team will bat their entire batting order one complete time.
6. Each batter is allowed six (6) pitches. If the batter hasn't hit the ball after five (5) pitches, the ball will be placed on the tee for the 6<sup>th</sup> pitch.
7. Any ball hit into the eight (8) foot arc in front of home plate will be a foul ball.
8. No more than six (6) players are permitted to play the infield, including the catcher. All outfielders must be in the grass.
9. When any player in the infield has control of the ball, play will stop. If a runner is more than halfway to the next base, the runner is awarded that base. If the runner is less than halfway to a base, the runner returns to the last base touched.
10. An overthrown ball to first base or third base by a fielder is a dead ball and the play stops.
11. Smoking or the use of any tobacco product will not be permitted by anyone while on the bench or playing field.
12. Halfway through the season, a player or players will be allowed to pitch from a distance of 35 feet. Live pitching from a player will only be allowed in the first inning. Strikes and balls will be kept. After four pitched balls to the batter, i.e a walk, the batter will bat from a tee. After three called or swinging strikes are called, the batter will bat from a tee. **Players can pitch using either slow or fast pitching styles.**
13. If a ball is hit in the outfield, the runner will be encouraged to run until the ball is in the infield.

## Junior, Intermediate, Major, Senior, and all (GPGSL Slow and Fast Pitch) Softball

League Rules: Official ASA rules for Junior, Intermediate, Major, Senior and all (GPGSL Slow and Fast Pitch) Softball will govern these leagues with the following exceptions and clarifications.

1. ASA umpires will be used for all scheduled games.
2. Judgment calls cannot be protested, however, an appeal can be made to the umpire who can overturn or deny the appeal.
3. If a rule infraction is of concern it may be referred to the softball board consisting of the league coordinators, ASA supervising umpire, and the softball vice president. Protested games are to be avoided if possible.
4. Managers and/or coaches are the only individuals to coach the bases and warm-up the pitcher between innings. If a coach, manager or other parent cannot be found to coach a base, a player may be used but must wear a helmet.
5. Continuous batting will be in effect for all age groups.
6. Any softball traveling team will be governed by the rules of that league.
7. Smoking or the use of any tobacco product will not be permitted by anyone while on the bench or playing field.
8. CTAA in house teams will play up and until the allotted time slot. If a full inning is not completed during the allotted time slot, and if the home team is ahead and at bat when time expires, then the game is over, otherwise the score reverts to the bottom of the previous inning. Any traveling team will be governed by the rules of that league.
9. Only four (4) non-team members (manager, coaches and scorer) per team permitted on the bench during the game.
10. A minimum of eight (8) players is required to play a game. If a player leaves the game due to injury or emergency, play will be legally completed with eight (8) players.
11. If a team is short of players a manager must call-up players from the appropriate league i.e. Junior calls up Farm, Intermediate calls up Junior, Major calls up Intermediate, and Senior calls up Major.
12. Call ups must be placed at the bottom of the batting order and cannot pitch, except Majors being called up to Seniors can pitch.
13. Wearing of complete uniforms, hats, jerseys, pants, socks and all appropriate safety equipment, helmets with CHINSTRAPS, catcher masks, and chest protectors are mandatory. Shin guards are required for fast-pitch and farm.
14. If an ASA umpire fails to show, every attempt should be made to play with umpires agreeable to both managers.
15. The **home team manager is responsible for calling a game due to poor field conditions up to one hour prior to the game.** Please notify the umpire or umpire coordinator for softball. If the umpire or umpire coordinator is not notified the CTAA is charged for that scheduled game.
16. There will be no canceling of any games. Remember to call up players from a lower league.
17. The home team is responsible for rescheduling rain out game, all games must be reschedule within forty-eight (48) hours, please notify your league coordinator.
18. The winning team must notify the league coordinator of game results.
19. The home and away team's manager is responsible for securing bases, storage of equipment, and general clean up after the game.
20. Tiebreaker for season champs: Win/loss/tie percentage - head to head games - runs differential in head to head games. All ties will be considered half a win.
21. Trophies will be awarded as decided by the trophy committee
22. All teams (except Farm) will participate in an end of season tournament.
23. Tournament teams. See CTAA tournament team selection guidelines.
24. Only single wall, ASA approved, non-composite bats are legal, no portion of the bat can be composite.
25. Specification for each bat must be given to the team manager. If no specifications are provided, then that bat will not be allowed. Go to the manufacturer's website for the specifications or use [www.bigcatsoftball.com](http://www.bigcatsoftball.com) for bat classifications. Pure singlewall and singlewall with inner-lining are legal for in-house use.
26. All Playoff games will be played with no time limit. This affects Junior, Intermediate, Major, and Senior leagues. All in-house slow-pitch playoffs will be double-elimination.

27. There is a two hour time limit on games. Both managers and umpires are responsible for getting the games started as soon as possible. Games are played in the assigned time slots, 6:00 PM to 8:00 PM for example, regardless of start times or delays. In the case of weather related delays, a game will be rescheduled if the minimum number of innings are not completed for that league.
28. Any rescheduled games due to weather for regular season games will be played over from the beginning. In the playoffs, games will resume from the point that they were interrupted. Batter will start with a fresh (0-0) count.
29. During the playoffs, the higher seeded team, based on regular season final standings, get to choose if they want to be home or visitors including the championship game(s).
30. Players must play in 60% of their in-house games to be eligible for GPGSL the following year. Injuries are the exception.

## Junior League (10 years old & Under)

1. Will **not** observe the infield fly rule.
2. Will **not** observe the third strike rule (foul ball).
3. The ASA ten-run-rule will apply after four (4) innings.
4. When the player who has left the game is scheduled to bat, an out will not be declared for each turn at bat. The player can return to the lineup card.
5. Will play six (6) innings.
6. Will observe the ten (10) batter maximum per inning except for the sixth inning and beyond.
7. The 10<sup>th</sup> batter cannot be intentionally walked. The 10<sup>th</sup> batter will bat as if there are two outs.
8. After three (3) walks in an inning, the umpire is asked to expand the strike zone with the use of an expanded strike zone mat for the remainder of that inning. If a new pitcher is inserted the strike zone should return to normal.
9. An overthrown ball, that goes into foul territory, to 1<sup>st</sup> base, 3<sup>rd</sup> base, or home by any fielder is a dead ball and the play stops. Umpire discretion on runners, behind the play, advancing.
10. No rover. Outfielders must stay in the grass until the ball is hit.
11. Line up cards with full names and numbers will be supplied by both managers.
12. No player can sit on the bench for two (2) consecutive innings. Play an inning, sit an inning.
13. Pitchers will only be allowed to pitch 3 innings in a game during the regular season. This does not apply during the playoffs.

## Intermediate League (12 years old & Under)

1. Will **not** observe the infield fly rule.
2. Will **not** observe the third strike rule (foul ball).
3. The ASA ten run rule will apply after five (5) innings.
4. Will play seven (7) innings.
5. When the player who has left the game is scheduled to bat, an out will not be declared for each turn at bat. The player can return to the lineup card.
6. Will observe the 10 batter rule per inning, except the seventh inning and beyond.
7. The 10<sup>th</sup> batter cannot be intentionally walked. The 10<sup>th</sup> batter will bat as if there are two outs.
8. Line up cards with full names and numbers will be supplied by both managers.
9. No player can sit on the bench for two (2) consecutive innings. Play an inning, sit an inning.
10. Outfielders must stay in the grass until the ball is hit.

## Major League (14 years old & Under)

1. Will **not** observe the third strike rule (foul ball).
2. The ASA ten run rule will apply after five (5) innings.
3. Will play seven (7) innings.
4. When the player who has left the game is scheduled to bat, an out will not be declared for each turn at bat. The player can return to the lineup card.
5. Will observe the 10 batter rule per inning, except the seventh inning and beyond
6. The 10<sup>th</sup> batter cannot be intentionally walked. The 10<sup>th</sup> batter will bat as if there are two outs.
7. Line up cards with full names and numbers will be supplied by both managers.
8. No player can sit on the bench for two (2) consecutive innings. Play an inning, sit an inning.
9. Outfielders must stay in the grass until the ball is hit.

## Senior League (18 years old & Under)

1. Will **not** observe the third strike rule (foul ball).
2. The ASA ten run rule will apply after five (5) innings.
3. Will play seven (7) innings.
  
4. When the player who has left the game is scheduled to bat, an out will not be declared for each turn at bat. The player can return to the lineup card.
5. Will observe the 10 batter rule per inning, except the seventh inning and beyond
6. The 10<sup>th</sup> batter cannot be intentionally walked. The 10<sup>th</sup> batter will bat as if there are two outs.
7. Line up cards with full names and numbers will be supplied by both managers.
8. No player can sit on the bench for two (2) consecutive innings. Play an inning, sit an inning.
9. Outfielders must stay in the grass until the ball is hit.

# Adult Coed Softball

## RULES

**ASA Rules will prevail**, with the addition of the following playing rules:

1. **Umpires decisions will be final! NOTE:** Please, no arguing with the umpires they are doing us the favor! It is inevitable that every player will make a mistake in the field, at bat, or on the base paths. It is inevitable that the umpire will make a mistake. Live with it and move on.
2. Each game will be seven (7) innings or one hour and fifteen minutes in length. **No Longer!** If a game is called due to time, the score at the end of the last complete inning will determine the winner or tie.
3. The ASA ten run rule will apply after five (5) innings or four and one half (4 ½) innings if the home team is ahead.
4. A game will be considered complete after four and one half (4 ½) innings if the home team is winning, or after five (5) complete innings if the away team is winning or the game is tied.
5. A count of one ball and one strike will apply to the batter. With two strikes, a batter may foul off one pitch, after a second foul the batter is out.
6. Each team coach will provide the opposing coach with a batting order (with first name, last name, and number if available) before each game. All players will bat in a continuous batting order or be listed as a SUB from your own roster.
7. There must be at least two women on the field at all times, with the exception of injury.
8. A team can start a game with eight (8), nine (9), or ten (10) players, two (2) players must be women.
9. A team can end a game with eight (8) players. If all men, then an out will be taken for each of the two women who can not finish the game. The out will be taken at the women's spot in the batting order. If one woman is still playing, then only one out will be taken at that woman's spot in the batting order. This rule takes precedence over rule 10. Note: if a woman is hurt or has to leave during a game, you can not replace her with a man in the field.
10. If a player can no longer play (bat or field), the next time that player is scheduled to bat, an out will be recorded. That batting spot will then be closed and no other outs will be recorded for that spot.
11. A player or players can be added to the end of the original batting order up to the time that the first batter has batted a second time. If the first batter has batted a second time, then no one can be added to the lineup. Those players will have to be substituted into the lineup based on ASA entry rules.
12. Only rostered players are allowed. A forfeit will be declared if a team does not have enough players.
13. If a man is walked before a woman bats, the man advances to second base and the woman takes first base. The offensive team must announce that a woman is on deck prior to the man's first pitch.
14. The pitcher will pitch from a distance of 50 feet, and have an arc of 6 – 12 feet.
15. No metal spikes.
16. A three (3) home run limit per game will apply. All home runs hit after will be recorded as an out. This only applies to home runs hit over the fence.
17. The NO CONTACT rule is in effect for base runners. A runner must do everything possible to avoid contact. Runners do **not** have to slide....just avoid contact. Fielders are not entitled to block a base without "having a play" on the runner. Runners that initiate contact will be called out. In the event of contact, it is an "Umpire's Judgment" call, as to which player caused the contact.
18. **BATS: FOR THE SAFETY OF ALL PLAYERS:** The ASA banned bat list will be used. If the umpire declares that a banned bat has been used, then an out will be recorded with the expulsion of both the offending player and the manager for that game.
19. **BALLS: FOR THE SAFETY OF ALL PLAYERS:** A .44 core ball will be used.
20. **CO-ED OUTFIELD LINE:** There will be a line in the outfield at 175 feet. Outfielders must remain behind this line when a women batter is up, until the women batter makes contact with the ball. If an outfielder passes the line before the ball is hit, a dead ball will be called, and the batter will be awarded first base.
21. Coordinator will send each manager a copy of every team's roster. This must be brought to all games by the manager or acting manager.
22. Verify that all players entered in the scorebook are legal players by checking names against rosters that were given to each manager. After a game is started, there will be no protests on line-ups submitted.
23. Home team must contact the umpire if the game is cancelled due to weather at least a hour before the game. If the umpire is not contacted, the umpire is owed half a games fee by the home team and the home team manager is responsible for getting the money to the umpire.
24. If an umpire is not paid money that is owed, by the end of the season, then that team's manager will not be allowed to participate the following year. If a team's manager does not call an umpire twice during a

season, when a game is cancelled due to weather, then that team's manager will not be allowed to participate the following year.

25. The league shall consist of an even number of teams.

## **POLICIES**

1. The coordinator and all team managers will monitor all rules. There may be a need to make slight modifications to the existing rules during the season. All proposed rule changes will be voted on by the League Rules Committee. The League Rules Committee will be made up of a representative from each team. The coordinator will send out the proposed change, by email, to each representative of the League Rules Committee. Each representative will email the coordinator back with their vote in a timely manner. Majority vote wins. If a tie, then the coordinator will break the tie. The coordinator will then email the Vice President of Softball. If the Vice President of Softball approves, then the rule change will take place.
2. An Adult Co-Ed Softball rules review meeting will take place each fall. This is chaired by the Vice President of Softball. Proposed rules will be reviewed, changed, or added during this meeting. The Vice President of Softball will then take these rules to the CTAA Board for approval. Any rules that pass this approval will then go to the CTAA general membership for approval. Any rules that pass this approval will then become official rules.
3. 75% of each team roster must be made up of players who live in the Seneca Valley School District.
4. Each team must have a player that is 21 years old or over. This is for ASA insurance purposes.
5. Team managers are to get each of their players to sign the ASA team registration form and turn it into the league coordinator by the first game of the season.
6. Teams, both home and visitors, that play the first game on each field, must get the fields ready.
7. Teams, both home and visitors, must drag the fields after the last game, put away bases, and lock the storage sheds.
8. Any problems or interpretation of rules should be reported to the league coordinator. The coordinator will try to handle any problems in a timely manner. If there is a problem involving the league coordinator, then the issue should be sent to the Vice President of Softball.
9. Any issues involving a player or player's conduct should be sent to the league coordinator and the Vice President of Softball. The Vice President of Softball will contact the CTAA Board to see what actions should be taken. This could include a warning, a suspension, or a hearing in front of the CTAA Board. The offending player(s) will be contacted by the Vice President of Softball on what decisions have been rendered.
10. Tie-Breakers used for Playoff seedings: 1. Winning Percentage, 2. Head to Head (all teams had to have played each other for this to apply), 3. Total Run Differential, 4. Total Runs Scored, 5. Total Runs Allowed, 6. Coin Flip.
11. In Playoffs, higher seeded team, based off of the final regular season standings, gets choice of being home or visitors.

# **CTAA General Information**

## **Canceling /Rescheduling of Games**

Baseball or softball games **can not** be postponed or canceled without the approval of the home team manager, league coordinator and or the Vice President of Baseball or Softball. The only reason a game will be postponed is inclement weather or otherwise unplayable field conditions.

In the event inclement weather delays the start of a game more than thirty (30) minutes into the regular time slot the, game will be cancelled. The teams scheduled for the time slot can continue to use the field to practice should conditions warrant. Under no circumstance will delayed games continue into the next scheduled time slot.

All games will end at the end of their regular time slot. If a game is not competed, i.e. is an official game, within its regular time slot the game will end, the score will revert that of the last complete inning and the results reported to the league coordinator. The only circumstance where the game will be continued is if the result of the game, as determined the league coordinator and the Vice President of Baseball or Softball, is necessary to determine the regular season first or second place finish.

Failure for any manager to comply with this rule will result in forfeiture for the team involved.

It is the responsibility of the league coordinator to coordinate the rescheduling any game with the field usage coordinator and umpire coordinator within forty-eight (48) hours of the canceled game.

# Player Call-Ups

Each league will be assigned a primary and secondary team from the preceding league for player call-up purposes unless otherwise noted. Players to be “called up” must be of the older age group of the particular league, if applicable.

## **The rule will apply as follows:**

### **Baseball:**

All leagues except for Shetland, Pinto, Mustang 9, , Pony Travel, Colt, Palomino and Legion will be assigned a specific list of players to call up from the league below. Teams must use players on their list, if no player is available the team manager must contact the league coordinator in order to use a player on a different teams list.

In the following in-house leagues, Minor 9, Minor 10, Bronco 11, Bronco 12 and the in-house Pony a team must field six (6) of its own players in order for the game to be an official game. In an instance where a team cannot field six (6) of its own players but a sufficient number of call up players are available to field a team, the managers are encouraged to play the game.

A player or players that are called up, for all leagues, must bat at the bottom of the order in the lineup. (added Jan 05)

A call up that is used in a game where there are already at least 9 rostered players on the field (10 for mustang 9) must be the player that is required to sit. A regular rostered player cannot sit on the bench more than a call up.

### **Softball:**

All leagues except Farm will be assigned a specific list of girls to call up from the league below. .

## **RULES FOR BOTH BASEBALL AND SOFTBALL:**

A player can only be called up to complete a line-up to field a team as outlined in the league rules included in the Policy and Procedures. No player from the team’s roster can be excluded from playing to use a player called up. However, any player who is called up, must participate according to those league rules. The only exception would be if a rostered player arrives late for the game, that player must be inserted into the line-up after the called up player’s next at bat.

No player will be permitted to play in more than two games in one day (including his/her own game). A player called up in baseball will not be permitted to pitch.

To be eligible to be called up a player must participate in at least seventy-five (75) percent of his regularly assigned team’s games. Managers should report to the league coordinator or the VP of Baseball any player that has missed more than twenty-five (25) percent of his teams games. This player will then be declared ineligible to be called up.

Agreement between both participating managers will allow either team to add a substitute player to their roster in event of an unexpected absence of a player and an eligible player is available at the field for the purpose of beginning a game to avoid rescheduling. The manager of the team involved must report this player to league coordinator within forty-eight (48) hours or that team will forfeit the game. The player called up must meet the rules as outlined above.

These rules have been drafted to provide for fair opportunity to all players eligible to be used as a call up. Failure of any manager to abide by these rules will be considered as using an “illegal” player and will result in the forfeiture of the game by the violating team.

## Manager Background Clearance Policy

Managers of all in-house and travel teams of the Association with one or more players under the age of 18 will be subject to background clearances as described below. Managers of teams all of whose players are age 18 or older as of March 31 of the calendar year of play, and who are not expected to call up players younger than 18, will not be subject to background clearances for that year.

Team managers will complete and submit Form CY-113, Pennsylvania Child Abuse History Clearance, to provide all information required for background clearances. This form will be made available on the Association website. Clearances will be completed at the expense of the Association. The Board will appoint a Security Coordinator to complete all background clearances under this policy.

The Association will perform a Criminal Record Check using the Pennsylvania State Police Central Respository (PATCH) system for all team managers subject to background clearances. In addition, a Child Abuse History Clearance will be obtained from the Pennsylvania Department of Public Welfare (DPW) for those team managers who have resided in Pennsylvania less than ten (10) uninterrupted years as of March 31 of the calendar year of play unless they submit proof of a Child Abuse History Clearance already completed during that period of residency.

### Examples:

A manager of a team playing games in any month of 2008 who commenced uninterrupted residency in Pennsylvania on or after April 1, 1998 must have a Child Abuse History Clearance completed.

A manager who moved to Pennsylvania in 2003 but can present evidence of a Child Abuse Clearance completed in 2004 will not be subject to a new Child Abuse History Clearance.

Managers may submit proof of Criminal Record Checks or Child Abuse History Clearances completed elsewhere in order to comply with this policy. The Association also will accept clearances performed by MidAm Hockey. Requests to accept other clearances performed by other organizations will be evaluated by the Board on a case-by-case basis.

All manager Criminal Record Checks will be no older than three (3) years as of March 31 of the calendar year of play. No individual will be allowed to manage a team any of whose players are under the age of 18 without a completed Criminal Record Check that is no older than three (3) years.

Child Abuse Clearances, where required, will only be done once by the Association unless there is an interruption in Pennsylvania residency. For managers subject to Child Abuse History Clearances, the DPW will not return the results of the clearance to the Association; instead, DPW mails a letter directly to the individual. Therefore, a manager must submit a copy of the DPW letter to the Security Coordinator. Managers will be removed from their duties if their DPW letter is not received by the Security Coordinator within two (2) weeks of its anticipated receipt date and a replacement will be designated by the overall coordinator of the age group program.

**The Security Coordinator will maintain a list of individuals with background clearances performed under this policy and maintain proof of the most recent background clearances for each manager. The Security Coordinator will disclose the results of the clearances to the President and Vice Presidents of Baseball and Softball only if the infraction relates specifically to (1) neglect or abuse of individuals or (2) substance abuse within a year of the clearance date. The Executive Committee will determine if a manager should be removed from duties as a result of this information.**

## CTAA Manager Responsibilities

1. Attend monthly CTAA meetings and other scheduled league meetings. If unable to attend, send a representative.
2. Attend mandatory CTAA sponsored coaches clinic.
3. Attend tryouts and drafts for your respective league.
4. Perform the following functions:
  - a) Pick up equipment and uniforms from the equipment coordinator at the scheduled time for your league.
  - b) Distribute uniforms making sure all players have complete uniforms.
  - c) Handle the distribution and collection of CTAA fund-raiser, if applicable.
  - d) Collect uniforms and equipment and return them to the equipment coordinator at the scheduled time for you league.
  - e) Umpire in accordance with specific league policy.
  - f) Participate in field maintenance as required.
5. Schedule a worker for the concession stand for each home game, Community Day, and playoffs. You may also be asked to assist in the closing of the stand one time during the season.
6. Select a coaching staff. Managers are ultimately responsible for the actions and behavior of their coaches during games. Personal feelings between coaches and managers must be kept off the field. Disputes should be brought to the attention of the league coordinator or the CTAA executive board.
7. All managers should conduct themselves appropriately during the time they are with their team. Managers should lead by example. Restraint and good judgment should be used when discussing problems with umpires or opposing coaches and managers while with your team.
8. Managers are responsible for providing new game balls for each home game. At the end of each game, the home team manager is to complete a game summary sheet (if applicable) and an umpire pay voucher. The field and dugout are to be maintained at the end of the game to make sure that the field is usable for the next game. If your game is the last scheduled game of the day, be sure all field equipment is returned to the equipment box. Lock the box!!!
9. Follow all league rules and responsibilities established by the league coordinator.
10. Report any problems to the league coordinator as soon as possible.
11. The CTAA board of directors wants to remind all Managers and Coaches that no batting practice or base running is to take place without helmets being worn. Because of insurance requirements, we as an organization must make sure all players have helmets on when they are hitting or running bases. This applies to **practices** as well as games. **Any Manager or Coach of a CTAA team that is having a team practice or game where players are batting, on base, or coaching bases (including T-Ball, Softball and Baseball teams) must insure that their players have helmets on. This includes when practicing on a CTAA field or any other field (Blue Ridge Estates etc.) where batting or base running is being conducted.** Managers are responsible for informing their coaches of this requirement.

If one of your players is injured because they were not wearing a helmet, you could be sued personally a the parent. **As a manager you are responsible for the safety of the players on your team.** In addition, do not take any helmets out of the equipment boxes for your own use, as they are property of CTAA. By removing helmets you are putting other managers in a position that there may not be enough helmets to practice or play a game.

**I understand my duties and responsibilities as a CTAA manager and that any violation of the above stated responsibilities could jeopardize my coaching status in the CTAA in the future.**

Sign \_\_\_\_\_ Date \_\_\_\_\_

Print name: \_\_\_\_\_

# Cranberry Township Athletic Association

## Baseball & Softball Manager Application Form

Personal Data:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Manager / Coach Experience:

• Years Managed	League – Ages	Community
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

• Years Coached	League – Ages	Community
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your Goals as a Manager: \_\_\_\_\_

\_\_\_\_\_

**\*\* Submit completed application to CTAA Executive Board \*\***

The following criteria, although not all inclusive, will be used by the CTAA Board of Directors in deciding on approval/non-approval of individual managers:

- Have fulfilled all manager responsibilities as listed in the CTAA Policies & Procedures Manual. (See Manager Responsibility list).
- Passed an Act 34 / Criminal History Background.
- Years of CTAA Managing / Coaching experience.
- Overall CTAA Service including attendance at monthly CTAA membership meetings.
- Prior Managing / Coaching experience non-CTAA leagues.
- Flagrant disregard for CTAA rules as outlined in the CTAA Policies and Procedures Manual.
- Continued poor sportsmanship complaints from umpires, coaches, managers, and parents.
- Failure to fulfill specific manager duties; e.g. field maintenance, umpiring and concessions stand duties, ect.

Comments: (Optional) \_\_\_\_\_

\_\_\_\_\_

References: (Optional) \_\_\_\_\_

# Common Draft Methodology

## OBJECT OF DRAFT:

To provide a method of assigning players to a team within a league. This method should allow for providing “parity” between the teams in the league. The proposal should promote the following goals:

1. Promote competitiveness in the league with all teams starting at equal strength.
2. Prevent the creation of weak teams.
3. Create a more enjoyable experience for all that are involved.

## LEAGUES AFFECTED:

All leagues that promote (except T-Ball & Powderpuff) that monitor standings within league shall adhere to draft methodology.

## CRITICAL ASSUMPTION:

This proposal is based on the assumption that all players in a specific league are eligible to be drafted. There are no players exempt from the draft or held on a team that he/she played for the previous year.

1. Coordinator and managers within a perspective league rate players. Coordinators will gather information regarding players’ ratings from previous year to aid in this process.
2. Players are rated on a scale of 1-5 with 5 being the high and 1 the lowest. Age should be a consideration when rating.
3. Rating is based on players overall ability.
4. New players in the organization or unknown players are not given a rating.
5. The numbers of teams are decided by the coordinator based on the number of players in the league and other important factors, as stated in CTAA by-laws. Managers pick their team name.
6. Players are assigned teams. Coordinator and managers build teams based on players’ ratings. Each team should have as equal amount as possible of rating groups 1 through 5 including pitchers. Each team should be assembled with the oldest age group. Players are placed at end of each age group.
7. All players, including managers’ child, are included in team assignments. The first step in assembling the teams should be the assignment of managers’ son/daughter to each team. Special consideration should be given to place siblings on the same team unless otherwise requested.
8. Once the teams have been assembled, each team is assigned a number. Each manager then picks a team number from a random drawing to determine what team he/she will manage.
9. Adjustments to teams are made. The managers can then acquire their child on the team by exchanging their child from another team with a player of equal rating from the requesting managers’ team. Both managers should agree on the player exchanged. The player will have the same rating. There will be no exceptions. The opposing team selects the player of equal rating. There will be absolutely no other exchanges of players. It is prohibited for managers to request special players (coaches) to assist in managing a team. Except for special consideration concerning past player/parent/manager philosophy. The special consideration requests are limited to three. (Added Jan 05)The coordinator will resolve any disputes regarding exchanges or special exceptions.

## Standings Calculation

- Standings are based on win/loss/tie percentage. (1 point for a win, .5 point for a tie, 0 points for a loss)  
(Take total points divided by total games played to get the percentage.)

### **Tie Breaker**

- Tie Breaker #1 will be total number of games won.
- Tie Breaker #2 will be head to head competition.
- Tie Breaker #3 will be one game playoff for first or second place standings.

## **Trophies and Awards**

Distribution of trophies will be as follows as decided by the CTAA Board of Directors.

Participation trophies will be awarded to all players in leagues that do not have end of season playoffs. Any leagues that conduct end of season playoffs will award trophies to all players on teams that finish in first or second place during the regular season. If there are leagues with more than one division, trophies will be awarded for first and second place in each division. Additionally, trophies will be awarded to the team that finishes first in the league playoffs along with the second place team.

# CRANBERRY TOWNSHIP ATHLETIC ASSOCIATION

## Medical Release Form

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Please complete this form, sign it, and return it to your child's manager as soon as possible. Players will be prohibited from playing league games until this is done.

Player's Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_ Last Tetanus Shot: \_\_\_\_\_

Parents Names: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

Comments: \_\_\_\_\_

Medical Conditions to be watched:

\_\_\_\_\_  
\_\_\_\_\_

Religion: \_\_\_\_\_ Family Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_

Insurance Carrier: \_\_\_\_\_ Policy Number : \_\_\_\_\_

Nearest relative to be contacted in an emergency (please include phone #)

\_\_\_\_\_  
\_\_\_\_\_

I hereby give my consent for the Cranberry Township Athletic Association to procure emergency medical treatment for my son/daughter in the event of an injury.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Team Name: \_\_\_\_\_ Manager Name: \_\_\_\_\_

# CRANBERRY TOWNSHIP ATHLETIC ASSOCIATION

## Team Roster

\_\_\_\_\_ LEAGUE    TEAM NAME \_\_\_\_\_

MANAGER \_\_\_\_\_    PHONE NUMBER \_\_\_\_\_

**PLAYER NAME**                      **AGE**      **PHONE #**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

12. \_\_\_\_\_

13. \_\_\_\_\_

# CTAA Tournament Team Guidelines and Selection Procedure

## 8-12 Baseball

The Cranberry Township Athletic Association (CTAA) will recognize as many teams per age group as there are available players and managers. All teams will consist of a minimum of eleven (11) players with the maximum number of players being fifteen (15). All players MUST be members of the CTAA and have participated in the evaluation process. All teams and managers must adhere to the guidelines put forth by the CTAA when selecting players and during tournament participation.

Tournament teams will be self-sufficient. A fee will be assessed each player selected to participate on a tournament team. The fee will be determined annually and will cover the cost of the team uniform. The uniform must be ordered through the CTAA. This is done to establish and maintain an organization identity that is consistent for every tournament team. Players will keep the uniform at the completion of the tournament season. In addition to the cost of the uniform the team manager will also collect other fees. These fees are to cover tournament entrance fees. The players, parents, and the manager prior to the entry into any tournaments should discuss these amounts. Fees should be collected only once so as not to prolong the tournament season indefinitely. *The payment of any fee is in no way a guarantee of playing time.* Playing time is left to the discretion of the team manager and the coaching staff.

CTAA teams are required to participate in any tournament hosted by the CTAA. There will be no fees charged if these teams are recognized by the CTAA. The CTAA teams participating in these tournaments are prohibited from participating in any other tournaments during the CTAA tournament period. Should previous scheduling conflicts arise the board of directors will have the final decision. ***No tournament teams will participate in any tournament play prior to the end of their respective leagues scheduled in house season including playoffs. Except with the Consent and approval of the Board of Directors.*** All in-house games and practices will take precedence over all tournament team activities. The parents of each player selected to represent the CTAA in tournament play will be requested to sign a document detailing the responsibilities of the parents, player, manager, and the CTAA. This is done to assist the manager, by insuring all individuals are aware of the commitment required to put a successful tournament team on the field.

The league coordinator and the evaluation coordinator will assemble a list of persons who wish to volunteer their time to evaluate the players. The names of these people will be submitted to the board of directors for review, along with the evaluation coordinator recommendation of (4) persons to be approved as the evaluation committee. The approval of this committee will be done by the board of directors prior to the start of the regular season. Evaluators for a given league\level must not have any children participating at the level they are evaluating. (added Jan 05)

All players in each league must complete a form indicating whether or not they wish to be evaluated for tournament play. This form must be returned to the team's manager prior to the start of the regular season. Failure to complete this form will result in the player being ineligible for tournament play. The league coordinator will collect these forms and provide a list of names to the evaluation coordinator, evaluation committee, and the league managers.

Teams will be chosen by the evaluation process and two (2), two-hour tryouts. The evaluation period will start at the beginning of the regular season and last through the first three full weeks of the season. The evaluation process will be used for determining the top twenty-two (22) players in the Ten (10), Eleven (11), and Twelve (12) year old age divisions. The nine (9) year old age division will have the top twenty-four (24) players chosen. The evaluators will review the interested players' performance during game time and compile a list of the top 22/ (24) to participate in the tryout. The evaluators will attend as many games as possible to determine the top 22/ (24) players. It is suggested that a meeting between the evaluators and the league managers occur prior to player selections. The purpose of this meeting is to allow the managers to provide input to the committee on behalf of the players listed. The players will not be ranked, just chosen, as the top 22/(24) to participate on the A or B team.

There will be (2) two-hour tryouts. The tryouts will be scheduled for the last week in May. The tryouts are to choose the A and B teams from the players participating. The A team Manager will meet with evaluators to discuss each player selected to attend the tryout. The A team manager and evaluators will use the evaluation information along with the tryout to select the top 11/(12) players to participate on the A team. The existing evaluators and the tournament team manager for the A team will vote equally for the top 11/(12) players.

The remaining 11/(12) players will be on the B team. The remaining players will make up the B team. The B team Manager has the option to fill team from the players chosen to be evaluated but not selected to top 22/(24). This is to be used only in the event additional players are needed to fill team.

Tryouts will be open to the public for the 8, 9, 10, 11, and 12 year old teams, provided that they are held outdoors.

### **Manager Selection**

- All interested candidates are to submit their interest to the respective league coordinators at the beginning of the season. The managers will submit as to whether they are interested in managing the A or B team.
- All managers in the respective leagues will vote on the travel team manager for each team A and B.
- This information will be submitted to the Board along with the candidate's individual experience and resume for Board approval. The Board can use this information to determine who will be the manager of each respective team. The managers' vote will only be used as informational, to serve as guidance to the Board.
- After the list of 22/(24) players has been provided to the Board, (this will be at the end of the third week) they will choose the manager who is most qualified from the information that they have been provided. The manager's child must be among the 22/(24) players chosen for tournament team selection. If there is no submission for the B team, the Manager will be picked from the team once it is formed after the tryout. If still no interest, then a manager can be appointed from outside the 22 players and their child will be added to the B team. If a B team manger cannot be identified, then there will be only an A team.
- A manager is not required to have player on the team

### **Eight- year old team**

- The Eight-year old team will work as is with the following suggestions.
- The tryout will be done with a two-hour session conducted twice in one day with the number of players divided equally between the 2 sessions. This will give appropriate time necessary to evaluate players. One session can be conducted in morning with second session starting at noon.
- The team will have the same seasonal changes.

### **Miscellaneous**

- Teams will be able to start practicing the June 1st
- In house games and practices take precedence and there will be scheduled times for practice (4pm-6pm).
- Teams can enter tournaments prior to July 4th. A meeting will be scheduled with all tournament team managers to discuss the conflicts with the in-house league. The meeting will review pitching and other issues as they relate to the playoff needs.
- No tournament player may pitch in a tournament game if that player has any in-house games (including playoffs) left to play. (Added Jan 05)

**There will be no changes to the Softball Method of Selecting Tournament Teams**

# CTAA Softball Tournament Team Guidelines and Selection Procedure

## 9-14 Softball

The Cranberry Township Athletic Association (CTAA) will recognize as many teams per age group as there are available players and managers. All teams will consist of a minimum of eleven (11) players with the maximum number of players being thirteen (13). All players MUST be members of the CTAA and have participated in the evaluation process. All teams and managers must adhere to the guidelines put forth by the CTAA when selecting players and during tournament participation.

Tournament teams will be self-sufficient. A fee will be assessed each player selected to participate on a tournament team. The fee will be determined annually and will cover the cost of the team uniform. The uniform must be ordered through the CTAA. This is done to establish and maintain an organization identity that is consistent for every tournament team. Players will keep the uniform at the completion of the tournament season. In addition to the cost of the uniform the team manager will also collect other fees. These fees are to cover tournament entrance fees. The players, parents, and the manager prior to the entry into any tournaments should discuss these amounts. Fees should be collected only once so as not to prolong the tournament season indefinitely. *The payment of any fee is in no way a guarantee of playing time.* Playing time is left to the discretion of the team manager and the coaching staff.

CTAA teams are required to participate in any tournament hosted by the CTAA. There will be no fees charged if these teams are recognized by the CTAA. The CTAA teams participating in these tournaments are prohibited from participating in any other tournaments during the CTAA tournament period. Should previous scheduling conflicts arise the board of directors will have the final decision.

***No tournament teams will participate in any tournament play prior to the end of their respective leagues scheduled in house season including playoffs. Except with the consent and approval of the Board of Directors.*** All in-house games and practices will take precedence over all tournament team activities. The parents of each player selected to represent the CTAA in tournament play will be requested to sign a document detailing the responsibilities of the parents, player, manager, and the CTAA. This is done to assist the manager, by insuring all individuals are aware of the commitment required to put a successful tournament team on the field.

The league coordinator and the evaluation coordinator will assemble a list of persons who wish to volunteer their time to evaluate the players. The names of these people will be submitted to the Vice President of Softball for review. Along with the evaluation coordinator recommendation of (2) to (4) people to be approved as the evaluation committee will also be each manager in each respective league. The approval of this committee will be done by the Vice President of Softball prior to the start of the regular season.

All players in each league must complete a form indicating whether or not they wish to be evaluated for tournament play. This form must be returned to the team's manager prior to the start of the regular season. Failure to complete this form will result in the player being ineligible for tournament play. The league coordinator will collect these forms and provide a list of names to the evaluation coordinator, evaluation committee, and the league managers. League managers will not be informed of who the evaluators are or when they will be evaluating games.

Teams will be chosen by the evaluation process. The evaluation period will start at the beginning of the regular season and last through the last week of May. The evaluation process will be used for determining the rankings of each of the eligible players in their age divisions. The evaluators will review the interested players' performance during game time and/or a scrimmage. The evaluators will attend as many games and /or a scrimmage as possible. Each manager will also evaluate all eligible players on their team only. There will be a meeting between the league coordinator, the evaluators, and the league managers occur prior to posting player selections. The purpose of this meeting is to allow the managers to provide input to the committee on behalf of the players listed. Each manager will turn in their evaluations as will the evaluators. The league coordinator will then take the rankings of each player from their manager and each of the evaluators. The coordinator will then add up each of the rankings and divide by the number of evaluations to give a final ranking. The top ten (10) players will be placed on the A team. The A team Manager will then have the option to add (2) more eligible players to the team by either selecting the 11<sup>th</sup> and 12<sup>th</sup> players from the rankings or (2) eligible players of his discretion. A 13<sup>th</sup> player will be added if the manager chooses to do so.

The remaining players will make up the B team. If there are not enough players to make up the B team, The B team Manager has the option to fill the team from the players who chose not to be evaluated.

### **Manager Selection**

- All interested candidates are to submit their interest to the respective in-house league coordinators and the VP of Softball at the beginning of the season. GPGSL managers can also place their names in.
- If you put your name into manage, you have placed a vote for yourself.
- All managers in the respective in-house leagues along with the respective GPGSL manager for that league will vote on the travel team manager. The in-house league coordinator will break any ties.
- This information will be submitted to the Board along with the candidate's individual experience and resume for Board approval. The Board can use this information to determine who will be the manager of each respective team. The managers' vote will only be used as informational, to serve as guidance to the Board.
- After the final ranking of players has been provided to the Board, (this will be at the end of May) they will choose the manager who is most qualified from the information that they have been provided. The manager's child must be on either the A or B team to manage that team. If there is no submission for the B team, the Manager will be picked from the team once it is formed. A person who does not have a child on the A or B team can manage if no other parent on the team is identified. If a B team manager cannot be identified, then there will be only an A team.
- If there are enough players to make up more than an A and B team the same processes as above will be used.

### **Miscellaneous**

- Teams will be able to start practicing by June 1st
- In house games and practices take precedence and there will be scheduled times for practice.
- Teams can enter tournaments prior to July 4<sup>th</sup> with CTAA Board approval. A meeting will be scheduled with all tournament team managers to discuss the conflicts with the in-house league and GPGSL league.

