

MYAS GOPHER STATE SPRING BASKETBALL HANDBOOK

2010 PROGRAM YEAR

The Quest for the Rings



Coming to a Gym Near You!

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INTRODUCTION

This handbook was produced for the purpose of providing guidance to teams, coaches, tournament officials, athletes, parents and volunteer participants in the MYAS Gopher State spring basketball program.

ORGANIZATION

The **Minnesota Youth Athletic Services, Inc. (MYAS)** was created in 1991 as a nonprofit 501(c)(3) organization dedicated to the promotion, development and conduct of youth sport programs and services for the residents of Minnesota. The MYAS specializes in the coordination of youth sport leagues, camps, clinics, tournaments, special events and educational services. In addition to statewide programming, the MYAS also serves as the national affiliate for the United States Specialty Sports Association (USSSA) for girls' basketball, boys' basketball, volleyball and baseball. Our focus is to provide the residents of Minnesota with the most comprehensive programs and services possible at an affordable price. Our staff, which consists of 15 full-time professionals, makes our mission and your satisfaction a reality on a daily basis.

MYAS ADVISORY/REVIEW COMMITTEE

The MYAS has its own Advisory/Review Committee for the purpose of assisting in the administration, promotion and welfare of each of the sports we administer. The full committee membership (if ever needed) consists of an appointed representative from each team that is active in MYAS boys' and girls' basketball programs. Each member team is entitled to one vote. From this pool of participating associations, clubs and teams, we created a smaller "Advisory Committee" that assists with the design and implementation of each of our programs. We are constantly upgrading our programs and services based on the feedback and advice that we receive from these committees. The Review Committee handles any disciplinary and/or eligibility issues that come up over the course of the year. When you speak, we listen. If you would like to serve on any of our MYAS Basketball Committees, please contact our offices at 763-781-2220.

SPRING BASKETBALL INFORMATIONAL MEETINGS

The MYAS will hold three "town hall" meetings to discuss all aspects of the comprehensive MYAS basketball program. First-year spring coaches are **required** to attend one of these meetings.

Outstate coaches: Please contact the MYAS staff for assistance and guidance.

Veteran coaches and team directors are highly encouraged to attend as we will discuss all aspects of our spring program (i.e. placement and seeding of teams, rule changes and administrative changes). We will also be discussing all of the new USSSA information, including sanctioning and team rankings.

Meeting Dates and Locations

Sunday, February 28, 2010 – Radisson/Water Park of America; 1700 E. American Blvd.; Bloomington 55425

Wednesday, March 3, 2010 – Ramada Mpls. NW (Grand Rios); 6900 Lakeland Ave.; Brooklyn Park 55428

Wednesday, March 10, 2010 – White Bear Lake HS; South Campus cafeteria; 3551 McKnight Rd; WBL 55110

Sunday meeting begins at 5:00pm; Wednesday meetings begin at 6:30pm Please check our web site www.myas.org for any changes.

WHERE TO FIND NEWS AND DOCUMENTS ON THE MYAS WEBSITE

The MYAS staff posts information and documents regarding Gopher State spring basketball tournaments on our website, www.myas.org. You will find this information by viewing the **Gopher State Spring Basketball page** of the MYAS website. Information and announcements will be posted under the “News” heading on the left side of the page. Documents (i.e. this handbook) will be posted under the “Documents” heading, which is also on the left side of the page below the “News” section.

FINDING A SPRING BASKETBALL TEAM

- Contact your local basketball association or community education department to see if they are putting teams together for the spring. Links to many associations can be found at www.myas.org.
- Refer to the “Classifieds” box that is posted on our home page www.myas.org. Then click on “Tryouts Available.” There you will find a list of teams/clubs that have given us their tryout information.

FORMING A SPRING BASKETBALL TEAM

The MYAS is a democratic institution and anyone may form a team as long as they follow MYAS guidelines. Listed below is an outline of the necessary steps to successful team formation.

1. **PLANNING** – Start by reading this handbook thoroughly. Write down questions as you read. Many of them will answer themselves as you work your way through the information.
2. **PHILOSOPHY** – What are you doing this for and what are your goals? Are you an equal playing time team (participation), or a team where players must earn their playing time (performance), or a blend? If you don’t know what your goals are, you’re off to the wrong start. Experience tells us that this is a critically important first step. Many of the problems that arise between parents, coaches and players can be eliminated by spending time discussing your philosophy before the team is formed.
3. **GET STARTED** – Start now! Here are the things you need to do:
 - a. Get a commitment from your players or schedule tryouts.
 - b. Find a coach.
 - c. Determine the number of tournaments you want to enter.
 - d. Calculate your budget and determine your per player cost (see sample budget on the next page).
 - e. Collect fees from parents.
 - f. Send in your MYAS tournament entries and fees or register online.
 - g. Attend an MYAS Spring Basketball meeting.
 - h. Find a practice site.
 - i. Get equipment.
 - j. Get uniforms.
4. **GET ORGANIZED** – The way to endear yourself and your team to the MYAS and our hosts is to be organized! We registered over 7,000 boys and 6,000 girls in 2008-09. Historical data tells us to expect 10-20% growth this year. Running a program of this size requires you and all of our participants to know, understand and obey our rules in order to make the program fair and equitable for all participants. Lack of knowledge of the rules **is not** an excuse. Please be organized and educated.

USSSA TEAM MEMBERSHIP

Every team wishing to participate in MYAS Gopher State spring basketball tournaments during 2010 **MUST HAVE A USSSA TEAM MEMBERSHIP** (cost is \$25). Go to www.ussa.com to purchase your **team membership**. Your USSSA membership will allow you to also purchase team/player medical/accident insurance if it is needed. Teams **ARE NOT** required to purchase the medical accident insurance in order to participate. See page 15 for more detailed information.

SAMPLE BUDGET CALCULATION (actual budgets will vary)

USSSA Team Membership	\$ 25.00
Invitational tournament entry fees (5 invitationals)	\$1,075.00
MYAS Gopher State Spring Championships	\$ 275.00
MYAS Elite Tournament	\$ 300.00
Ten reversible numbered jerseys	\$ 250.00
First aid kit (including blood kit, tape & pre-wrap)	\$ 60.00
Four basketballs, ball bag, two whistles, score book	<u>\$ 170.00</u>
Total	<u>\$2,155.00</u>
<i>Total per player (with 10 players on the roster)</i>	\$ 215.50

This sample budget assumes that the team's coaches will not be offered any compensation for their time, effort or expenses and that the practice facility will be available free of charge. It also assumes that someone will do all of the administrative work and will invest the time to understand the MYAS process without compensation.

PARTICIPATION POLICY

It is the policy of the MYAS Basketball Committee that whenever an athlete is actively playing on their Sophomore, Junior Varsity or Varsity school team, they may not participate in MYAS sanctioned games or practices. This policy does not prohibit a player from:

- a. concurrently participating in MYAS sponsored basketball and a high school sport other than basketball (such as volleyball, soccer, baseball, lacrosse, field hockey, softball, etc.).
- b. concurrently participating in MYAS sponsored basketball and on a school basketball team through the ninth grade.

Nothing contained in this policy of the MYAS Gopher State basketball program shall operate to violate the legal rights of any amateur athlete.

TEAM COMPOSITION/ATHLETES FROM BORDERING STATES

Teams may be comprised of any players who meet the **grade/age eligibility requirements** for the division in which they are playing. Teams originating from outside the state of Minnesota are eligible to participate in MYAS spring basketball. Teams **do not** have to hold "open" tryouts in order to field a team and may have players from a bordering state(s) on their roster. There is no roster maximum of athletes from a bordering state(s). This rule applies to all grade divisions.

PLAYER PARTICIPATION

A maximum of **12** players are allowed on a team's roster.

Only boys may participate on boys' teams. **Only girls** may participate on girls' teams.

For Gopher State Spring Invitational Tournaments, the following guidelines will be used:

Athletes may participate on two teams on the same weekend as long as the teams are not in the same bracket/pool. Those teams must be comprised as follows:

A. One team must be school/community based and the other must be an open team. An "open team" is defined as being comprised of players from multiple communities.

B. Players may play on two different teams within the same club or school/community based program.

The MYAS believes that every player should have the chance to play with their classmates. By following USSSA's grade based program, if all of your players are in 8th grade and they meet the age determining date, they may stay together and play in MYAS spring basketball.

Coaches – Please remember that AAU rules are different. Be sure to read their rules on player participation.

**For the Gopher State Spring Championships
players may play on one team and one team only.**

DIVISIONS OF COMPETITION

Division I: This is the highest level of play, consisting of the top teams from across the state and beyond. The teams competing in this division are generally referred to as "all-star" teams, although many of the top community-based teams also compete in this division. Teams registering for tournaments in this division of play should be looking for the best possible competition for their team.

Division II: This is the next highest level of competition, which includes the majority of community-based "A" and "B" teams and those "all-star" teams that are unable to compete with Division I teams. We will attempt to match Division II teams of equal ability with each other as much as possible, as Division II has historically had the largest number of teams.

Division III: This division is for teams that are simply looking for more tournament experience. Teams in this division may include in-house teams, recreational teams, school traveling "B" and "C" teams and newly formed teams looking to "get their feet wet."

Note: The MYAS reserves the right to move teams up or down to provide the best level of competition for all teams. A minimum of four teams, in a specific division, are required in order to offer a tournament in that division of play. If any division has fewer than four teams entered, those teams will be moved up or down to the next appropriate division of competition.

2010 GRADE & AGE DETERMINING DATES

The 2010 Gopher State spring basketball program will follow USSSA's grade based program. **Please be advised that this rule is different than some other national organizations.**

USSSA's program is grade based with age parameters and limitations determined by birth dates that allow players in each division to compete against other players currently at the same grade/age level. A player may qualify under the age exception rule if they have been advanced in grade due to academic excellence or parental preference.

The guide below determines all eligible ages at each grade level.

19 and Under/12th Grade – A player who is in the twelfth grade and born on or after September 1, 1990

17 and Under/11th Grade - A player who is in the eleventh grade and born on or after September 1, 1991

Age Exception #1: A player who was born on or after September 1, 1992

Age Exception #2: Players must still have high school eligibility remaining or have been accepted for admission to a prep school.

16 and Under/10th Grade - A player who is in the tenth grade and born on or after September 1, 1992

Age Exception: A player who was born on or after September 1, 1993

15 and Under/9th Grade - A player who is in the ninth grade and born on or after September 1, 1993

Age Exception: A player who was born on or after September 1, 1994

14 and Under/8th Grade - A player who is in the eighth grade and born on or after September 1, 1994

Age Exception: A player who was born on or after September 1, 1995

13 and Under/7th Grade - A player who is in the seventh grade and born on or after September 1, 1995

Age Exception: A player who was born on or after September 1, 1996

12 and Under/6th Grade - A player who is in the sixth grade and born on or after September 1, 1996

Age Exception: A player who was born on or after September 1, 1997

11 and Under/5th Grade - A player who is in the fifth grade and born on or after September 1, 1997

Age Exception: A player who was born on or after September 1, 1998

10 and Under/4th Grade - A player who is in the fourth grade and born on or after September 1, 1998

Age Exception: A player who was born on or after September 1, 1999

09 and Under/3rd Grade - A player who is in the third grade and born on or after September 1, 1999

Age Exception: A player who was born on or after September 1, 2000

HOW TO REGISTER FOR TOURNAMENTS

There are two ways to register for MYAS Gopher State basketball tournaments.

1. **Online Registration:** Teams may register for events online on the MYAS website, www.myas.org. Coaches can create a secure online account and pay with a credit card. They will receive an e-mail confirmation once the process is complete.
2. **Hard Copy Registration:** Teams may register for events by printing a copy of the tournament registration form that is posted on the MYAS website, www.myas.org. Send the completed form with payment to the MYAS office. Checks should be made payable to "MYAS."

Volume Discount: The volume discount is applied **per team, per entry form** for invitational tournaments only. The more you play, the less you pay. (The Volume Discount is not applicable to one-day Super Saver tournaments, "Elite" tournaments or the Gopher State Spring Championships.)

MYAS REFUND POLICY

1. If a team drops out of a tournament prior to the entry deadline, a full refund will be issued.
2. If a team drops out of a tournament after the entry deadline, they will **NOT** receive a refund.
3. If a tournament has begun and must be cancelled due to unforeseen circumstances (i.e. weather, other) a prorated portion of your entry fee will be returned based on the number of games played.
4. If a tournament is cancelled prior to any games being played due to reasons stated in #3 above, teams may elect to receive a 75% refund of their entry fee or have 100% of their entry fee applied to a future MYAS event.

MYAS GOPHER STATE SPRING BASKETBALL ENTRY FEES

All MYAS spring invitationals will be Saturday-Sunday tournaments. We offer one-day Super-Saver tournaments and, **NEW for 2010, we have four "Elite" tournaments co-hosted by some of our local clubs that are three-day, four-game guarantee events which are open to teams from across the country.**

Invitationals (Volume Discount Program) Entry fees are the same for physical entries and online registrations.

1-4 Tournaments - \$225.00 per tournament

5-6 Tournaments - \$215.00 per tournament

7 + Tournaments - \$200.00 per tournament

Gopher State Spring Championship - \$275 * Super Saver - \$185 * "Elite" Tourney - \$300

The Spring Championship, "Elite" tournaments and Super Savers are not included in the volume discount program.

HOW TO GET YOUR TOURNAMENT SCHEDULE

We do not mail tournament schedules. Please refer to the MYAS website (www.myas.org) for that information.

- Registered teams are posted on the MYAS website as entries are received or completed online.
- The tournament schedules will be posted on the MYAS website approximately 10 days prior to each tournament. **Please check your schedule right up to the day of the tournament as there could be changes.** It is the responsibility of each coach to make sure they have the most current schedule.

GOPHER STATE TEAM ROSTER

Each participating team must complete the official MYAS online roster at www.myas.org. Go to the “Coaches Control Center” portion of our website. Please fill out all the information completely and correctly. Teams must download, print and submit their completed roster at their first MYAS invitational tournament.

Your completed roster will show “verified” YES or NO next to each player. If it says NO, you will need to provide that documentation. If you have forgotten your password, please contact us and we can forward your user name & password to you. Please do not set up a new account if you already have one, as this creates numerous duplicates in our system.

TOURNAMENT CHECK-IN PROCEDURE

We ask that teams report to Tournament Headquarters before their first game of **every** tournament. We will check in your team, verify your athletes’ eligibility and provide necessary information, changes or updates to the coaches. **We only need to verify your roster at your first tournament.** However, please send a representative to the Tournament Headquarters at **every** tournament to inform the Tournament Director that your team has arrived. **Listed below are key points and what the Tournament Director will need to see at check-in:**

- Check in at least 30 minutes prior to your first game. Be prepared to present **all** necessary documentation (see below).
- **The completed official MYAS Online Roster**
 - Coaches must give the Tournament Director a copy of the team roster at their first tournament. We will keep the copy of the roster and it will be on file at all upcoming MYAS tournaments. **Coaches: If changes are made to your original roster, turn in your updated roster at your next tournament.**
- **Acceptable Forms of Grade/Age Identification:**
 - Birth certificate (bring a legible copy)
 - Government issued ID or official document that lists the athlete’s date of birth
 - School ID or other official document that lists the athlete’s date of birth and/or current grade
 - Valid driver’s license
- **USSSA Team Membership – Teams will turn in a copy of their USSSA team membership.**
- **Player and Coach Code of Conduct**
 - Must be signed by **all** players and coaches on the team’s roster

2010 GOPHER STATE SPRING CHAMPIONSHIPS

The 2010 MYAS Gopher State Spring Championships will be conducted for all boys' and girls' divisions. Both programs will use a Division I, Division II and Division III format. The Spring Championship entry fee is \$275.00 per team. Seeding will be done by participating coaches via email and/or fax.

Boys' and Girls' 9U and 10U Spring Championships will be held on May 1-2, 2010.

Girls' 11U-19U Spring Championships will be held on May 15-16, 2010.

Boys' 11U and 12U Spring Championships will be held on May 15-16, 2010.

Boys' 13U - 19U Spring Championships will be held on June 5-6, 2010.

2010 GOPHER STATE SUPER SAVER TOURNAMENTS

The MYAS offers ONE-DAY Super Saver tournaments throughout the spring and early summer. These tournaments differ from our regular invitational tournaments as games are run on the hour using 20-minute running time halves with the last two minutes of each half played under stop time. Your games are typically scheduled at 8am, 10am and 12pm or 9am, 11am, and 1pm, etc.

NEW FOR 2010: GOPHER STATE ELITE TOURNAMENTS

New for 2010: We have partnered with some of our participating clubs to offer four "Elite" level tournaments that are open to teams from across the country. These events will be for Division I teams only and offer a **four-game guarantee and great competition.**

April 16-18, 2010 – Midwest Elite Shootout hosted by MN Comets – St. Cloud, MN

May 14-16, 2010 – Midwest Elite Challenge hosted by MN Magic – Bloomington, MN

June 18-20, 2010 - 7th Annual Midwest Border Battle hosted by 43 Hoops – Hopkins, MN

July 16-18, 2010 - 10th Annual Gopher State Prep Showcase hosted by Lakeville South – Lakeville, MN

Begin planning now to participate in one or all four of the 2010 Gopher State Elite Tournaments. The entry fee is \$300 for each tournament.

2010 USSSA NATIONAL CHAMPIONSHIPS

Girls' (all grade divisions) will be held on July 2-5, 2010 in Greensboro, NC

Boys' 3rd grade through 7th grade Division I will be held on July 9-12, 2010 in Fort Wayne, IN

Boys' 3rd grade through 8th grade Division II will be held on July 2-5, 2010 in Cocoa Beach, FL

Boys' 8th grade through 12th grade Division I & II will be held on July 28-31, 2010 in Fort Wayne, IN

FORFEIT POLICY

Any team forfeiting a game(s) on a given weekend will incur a \$100.00 fine for each forfeited game. Forfeiting a game will also place the team on probation for the remainder of the season. Forfeiting a game on any subsequent weekends will result in immediate suspension from further MYAS participation for all coaches and players associated with that team.

TOURNAMENT AWARDS

For invitational tournaments coordinated by the MYAS, a variety of trophies, medals and t-shirts will be awarded. Awards will be prorated based upon the number of participating teams in each particular age/grade division. *“The Quest for the Rings”* - The 2010 MYAS Gopher State Spring Championships will award players on the winning teams a Championship Ring which includes lifetime resizing.

TOURNAMENT PLAYING RULES

All MYAS Gopher State spring basketball tournaments will utilize National Federation of High School rules for the current year, except where modifications have been made. Complete rules for MYAS Gopher State spring basketball can be found on the MYAS website, www.myas.org.

EQUIPMENT/UNIFORM POLICY

The MYAS has adopted the rules and regulations of the NFHS that pertain to legal and illegal equipment. Please refer to the National Federation of High Schools basketball rule book for clarification. If you have any specific equipment issues, please contact our office **prior to** participating. Some of the common questions asked relate to earrings, casts, headbands, wristbands and various medical devices.

It is ***recommended*** that players’ jerseys have numbers on both the front and back.

It is also recommended that teams have both a white and a colored uniform.

Minimum size of numbers should be 4” on the front and 8” on the back. Legal numbers are 00-99.

BENCH PERSONNEL

A team may have on its bench only the eligible players as listed on their official roster and up to **three** non-players such as coaches, ball boy or girl, scorekeeper, etc. Only eligible players may wear uniforms on the bench. All non-players sitting on the bench must have a current (2010) MYAS coach pass.

Each team may purchase a maximum of three coach/scorekeeper passes (\$5 each). Passes are purchased at Tournament Headquarters at your first tournament of the spring and are good the entire spring season.

Each team must supply a scorekeeper who will sit at the official scorer’s table. One of the team’s passes should be used by their scorekeeper for admittance to all MYAS tournaments. The home team, as determined by a coin flip, will be responsible for filling out the official score sheet.

GENERAL TOURNAMENT GUIDELINES

Teams will receive a 10-minute grace period for their first game of the tournament. After 10 minutes, game time will be the scheduled start time and any team not present will forfeit that game and will be subject to fines and possible suspension. Games will start at either (A) the scheduled starting time or (B) 10 minutes following the completion of the previous game on that court, whichever is later. The Tournament Director has the right to modify this rule if deemed necessary.

No games will be scheduled to begin later than 9:00pm. However, start times delayed past 9:00pm due to the slow progress of earlier play or other events beyond the Tournament Director's control will begin as soon as possible after 9:00pm. **It is recommended that teams and their coaches report to the gym at least one hour before the scheduled start time of each of their games.**

No team will be scheduled to play more than three games per calendar day unless the team is playing in the losers' bracket, in which case the limit is four games per calendar day. In addition, each team will have a minimum rest period between games equal to a one-game period, which will be scheduled for no less than one hour and 10 minutes.

MISCELLANEOUS GUIDELINES

The Tournament Director will have custody of and authority over the official tournament game schedules and brackets. Coaches may not interfere or attempt to change the official tournament brackets or schedules. No person except the Tournament Director or their designated assistant(s) may enter official game scores or post advancements on the official tournament brackets or schedules.

A no-show, even if notice is given in advance, will be considered a forfeited game (scored 0–15) and the tournament will progress in the normal manner. Likewise, if a team uses an ineligible player(s), the game will be forfeited. There will **never** be any reason to re-play any game, change the official brackets, move teams to any bracket position based upon any factor other than an actual game result (including forfeits which are scored 0–15) or change the format of the tournament once play has begun.

A medical/liability release form is suggested for all teams. It is suggested that coaches always have in their possession a medical/liability release form and medical insurance information for each player on their team. If a player is injured during the course of a game, it is the responsibility of the coach - **not** the Tournament Director, host, trainer or other tournament personnel - to see that the player's medical needs are met.

CONDUCT - MYAS WAIVER STATEMENT

Good behavior at MYAS events is expected, not requested. The MYAS has developed a Code of Conduct for players, coaches, parents and officials. Please do your best to ensure a positive experience for everyone. Any violation of the MYAS Code of Conduct may result in temporary or permanent banishment from any MYAS sponsored event. Printed on the Code of Conduct is the **MYAS Waiver Statement**, which reads as follows:

“In signing, I verify that the players on the above listed team are eligible to compete in 2010 MYAS Gopher State Basketball Tournaments. Upon your acceptance of this signed form, I, my heirs, executors and administrators, intending to be legally bound hereby, waive and release any and all rights I may have against the Minnesota Youth Athletic Services, tournament officials or the Host Organization and their representatives from any and all injuries suffered by rostered coaches and/or players at the specified event.”

MYAS DISCIPLINARY POLICY

Unsportsmanlike conduct of players, coaches, officials, spectators and/or host organizations will not be tolerated at events conducted by the Minnesota Youth Athletic Services. The MYAS definition of unsportsmanlike conduct includes, but is not limited to:

1. Verbal or physical abuse of **ANYONE** connected with the event
2. Any form of cheating, such as age or grade falsification, use of a declared ineligible player or coach, misinformation circulated about another player, coach or official, etc.
3. Any action that unnecessarily delays or prohibits the beginning, continuance or conclusion of an event
4. Intentional use of illegal equipment
5. Any type of theft or destruction of property
6. Any type of behavior that is deemed to be inappropriate at a youth sporting event, such as harassing or threatening the opposing players, coaches or fans; consuming alcohol or tobacco products on school grounds; use of profanity; providing illegal performance enhancing drugs to athletes or coaches; etc.

MYAS DISCIPLINARY PROCEDURE

The severity of the unsportsmanlike act will determine the severity of the resulting disciplinary action. Any MYAS representative has the authority to use their best judgment to administer appropriate disciplinary action to any player, coach, official, host or spectator at a specific event.

On-Site Disciplinary Actions:

Any disciplinary action administered on site will be subject to immediate review by the MYAS Event Protest Committee (EPC). The EPC is composed of one representative from the host organization, one representative of the officials' organization assigned to the event and one representative from the MYAS. This committee will conduct an on-site hearing to determine if the disciplinary action is appropriate. All decisions of the EPC are in effect for the remainder of that specific event. The committee does not have the authority to issue any disciplinary action that exceeds the length of that specific event. (**Exception:** If the disciplinary action occurred during the offending party's last game of the event, it will carry over to the next MYAS event.) Any decision by the EPC may be appealed to the MYAS Review Committee at the earliest possible date.

Off-Site Disciplinary Actions:

The MYAS reserves the right to issue additional disciplinary action depending upon the frequency and/or severity of the offense. Additional disciplinary action may be taken after the completion of a formal hearing by the MYAS Review Committee. Possible disciplinary actions may include but are not limited to censure, disqualification, suspension for a definite or indefinite period of time, or expulsion from any or all MYAS sponsored programs. All actions of the MYAS Review Committee are final.

MYAS NON-DISCRIMINATORY POLICY

The MYAS does not discriminate on the basis of age, gender, race, color, ethnicity, national origin, religion, sexual orientation or handicapped status for employment or provision of services.

MYAS COMMUNICATION POLICY

While we value everyone's opinion, it has become necessary for the MYAS to develop the policy whereby our staff will communicate with team directors, coaches and association representatives ONLY. There is not adequate time in the day to discuss rulings, controversial situations, etc. with individual athletes or parents. As an alternative, we encourage constructive criticisms and suggestions be directed to a designated team representative, who is welcome to contact our office for a response or necessary action.

PROTESTS

All protests must be in writing, and protests may only be petitioned regarding the eligibility of a player or team. Protests must be presented to the Tournament Director within 30 minutes following the applicable game. Protests are valid only if accompanied by a \$100.00 cash protest fee, which will be returned if the protest is upheld. The Protest Committee will consist of the Tournament Director, a representative of the host organization and the on-site supervisor of officials. All decisions of the Protest Committee will be final. **The protest fee is \$100.00 cash only. Personal checks or credit cards will not be accepted for a protest.**

PROCEDURE FOR FILING COMPLAINTS

Phone calls to the MYAS are not acceptable - complaints must be in writing. Telephone complainants will be informed that action can be taken only on written complaints.

1. Calls that are merely "gripes" (regarding officiating, scheduling, etc.) that do **not** rise to the level of an MYAS Policy or Handbook violation will not be considered as a complaint or acted upon.
2. Callers who allege actions that **are or could be** Policy or Handbook violations will be advised to make the complaint in writing to the attention of the MYAS Basketball Committee at the MYAS office.
3. If a caller makes serious allegations that **are clearly** Policy or Handbook violations or which, if true, could endanger an athlete or harm the MYAS, the person receiving the call will be put in contact with the Basketball Review Committee so they can determine whether to pursue the matter on its own initiative (example: criminal activity, sexual misconduct, etc.).

A letter or email may be deemed a complaint by the MYAS basketball staff even if it is not designated as such.

1. Letters or emails which allege Policy or Handbook violations will be referred to the Review Committee.
2. Letters or emails which merely make complaints of a general nature are not allegations of Policy or Handbook violations and will be referred to the appropriate entity.

Note: If a volunteer or other individual is unsure whether a Policy or Handbook violation is alleged, the matter will be referred to the Basketball Review Committee.

CRIMINAL BACKGROUND CHECKS

How do we protect our children? This is a complex issue and many youth sports organizations are unclear about what to do or how to approach a threat, yet they must take proactive steps to prevent their children from becoming innocent victims. The MYAS, with its partner Trusted Employees, has designed a criminal background check system that offers three affordable options to youth sports associations. Trusted Employees, a local Twin Cities company, incorporates a "user-friendly" process combined with flexible information delivery to make this system easy and inexpensive for your organization.

ASEP COACHES' CERTIFICATION

The MYAS has joined with the American Sport Education Program (ASEP) to offer the Volunteer Coaches' Education Program to our participants. ASEP's program provides sports organizations with a turnkey solution for coaching education.

What makes the ASEP program different is that coaches receive both training and take-home materials. Each coach receives a book and video for the sport they coach. It's not "one-and-you're-done." It's education that lasts throughout the season. ASEP also has the most comprehensive selection of youth sports books, videos and other coaching aids available.

USSSA TEAM REGISTRATION & INSURANCE

Register your team with USSSA for \$25/team. Go to www.ussa.com to get set up. Your USSSA team registration allows you to enter any Gopher State spring tournament and any USSSA event around the country.

You can manage your roster online, include your players in national player rankings, allow each member of your team to have a personal web page and much more. The best thing is that we will be able to have a "**Team Rankings**" page for Minnesota that ranks every team within their grade division based on their performance in every Gopher State spring basketball tournament.

Once your team is USSSA registered, you can purchase USSSA team insurance (**this is an option and is not required for participation**). The team insurance provides valuable protection for players, managers, coaches, team sponsors and other auxiliaries of the team. Coverage is provided during play, practice, fund raising activities and award banquets in which your team participates. Coverage is in effect for any organized/scheduled amateur basketball activity. Coverage is secondary to any other collectible insurance; primary if no other insurance is in force.

- \$89 cost for team insurance (covers your entire team)
- \$2,000,000 liability per occurrence
- \$100,000 medical (secondary)
- \$100 deductible youth/\$250 deductible adult

Facility Owner Coverage: If requested, your facility owner will be named as an additional insured at no additional charge. Liability coverage for the facility owner will be in effect during the play and practice of the insured team. The limit of liability is \$2,000,000 per occurrence. Just complete the Facility Owner Section of the application (www.ussa.com) and a certificate of insurance will be sent to verify coverage.

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