



# Aliso Viejo Little League 2018 Operating Procedures

League ID: 405-55-19  
Jan 2018



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## League Format

I. Aliso Viejo Little League shall be divided into nine divisions based upon player league age (as of April 30, 2014), which may differ from chronological age. Official standings shall be kept for Minor-AAA division and up.

a. Tee Ball	4	to	6 years old***
b. Rookie	5	to	7 years old
c. Minor-A	6****	to	9 years old
d. Minor-AA	8	to	10 years old
e. Minor-AAA	9**	to	11 years old
f. Major Division	11	to	12 years old
g. Intermediate Division	12	to	13 years old
h. Junior Division	12	to	14 years old
i. Senior Division	14*	to	16 years old

\* League age 14 year olds in High School have the option to play in the Junior or Senior division.

\*\*The Player Agent(s) and parent of a child may collectively designate a “qualified” league age 9 year-old player to be eligible for Minor AAA Division play. To be eligible the parents must submit, in writing to the player agent, the desire to have their child reviewed to play up one division. If deemed qualified, the player will need to try out in both their current division and proposed division. To qualify for the higher division, the player will need to be drafted in 1 of the top 4 rounds of the player draft. If not drafted, the player will then play in their current league age division for the upcoming baseball season.

\*\*\* 5 and 6 year olds may play Rookie level ball if they have had previous experience in Tee Ball or other organized youth baseball.

\*\*\*\* 6 year olds that have completed a previous year of Rookie Ball will be allowed to request to play in AVLL’s Minor-A Division. The Player Agents of the Rookie and Minor-A Division will collectively decide whether the player qualifies for the Minor-A Division.

II. Working within rules & guidelines set by Little League to ensure safety & equitable distribution of player talent, the number of teams for each division will be based on actual sign-ups.

III. Each team, by division, will have the following minimum or maximum number of players respectively:

a. Tee Ball	8	to	13
b. Rookie	9	to	13
c. Minor-A	9	to	13
d. Minor-AA	9	to	13
e. Minor-AAA	11	to	13
f. Major Division	12	to	13
g. Intermediate Division	11*	to	13
h. Junior Division	11*	to	15
i. Senior Division	12	to	15

\*A waiver must be submitted and approved by District 55 in order to field an 11 player team

IV. Each regular season team shall be staffed as follows:

- a. One (1) Manager
- b. Two (2) Coaches
- c. Team Parent

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- d. Scorekeepers (not required for Minor-A, Rookie and T-Ball divisions).
  - e. Field Maintenance Volunteers
  - f. Umpire Volunteers
- V. Majors Divisions Format
- a. A single draft will be conducted with all 11 and 12 year olds eligible. The teams in this division will play at least their first 12 games in accordance with Majors Division rules. They will play the remainder of their games in accordance with 50/70 Intermediaterules.
- VI. Intermediate Divisions Format
- a. A single draft will be conducted with all 13 year olds eligible that have not been drafted on a Juniors team. The teams in this division will all of their games in accordance with Intermediate (50/70) rules per LL Green Book. This division may play Inter-league games with other D-55 Leagues.
- VII. Juniors Division Format
- a. AVLL will have one Juniors (60/90) Division. Juniors (60/90) shall play an Inter-league D-55 format based on 90' bases and pitching rubber set 60' 6" from home plate and will include league 14 year old players and may include a limited number of 13 year olds.

## Players and Managers

- I. Managers are pre-qualified by a selection committee appointed by the President. The Board of Directors shall then select the managers from the list of qualified applicants.
- II. Coaches are selected by the managers after the league draft. The Board of Directors reserves the right to confirm or veto any of the selections made by the managers. **No person will be permitted to hold an on-field team manager position for more than one (1) team.**
- III. All eleven (11) year old players, not drafted to the Major division, shall be drafted at least to the MINOR-AAA division; all ten (10) year old players must play in at least the MINOR-AA division.
- IV. If the Player Agent deems a player to be unqualified and at risk to injury playing in the above referenced divisions, the player may be drafted or assigned to a lower division.
- V. Any untitled player that does not tryout will not be eligible for the MAJOR division draft unless the Board of Directors approves the absence. The player may be placed on a waiting list, assigned to a team by the Player Agent as required by a roster vacancy or be drafted to the MINOR-AAA division. Players that register after tryouts will be placed on a wait list to fill in teams with vacancies as needed on a first come first serve basis by the Player Agent.
- VI. An individual may be considered a manager candidate in a division where his/ her child is playing up if a committee deems the player would be drafted in the top 2 rounds. The player will then have to be drafted in the top 2 rounds and in the round recommended by the committee. The committee will consist of the player agent, commissioner & president.
- VII. Team Rosters:
  - a. A team may only have one player move to a higher division until all teams in that division has had a player moved up.

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- b. All vacancies must be filled by the second playing day after the need is known; otherwise the Player Agent will select a player to be moved. It is the manager's responsibility to inform Player Agent of a vacancy.
- c. Acquisitions under this rule will not be allowed the last four weeks of the regular season.
- d. In the event multiple teams have less than the minimum number of players prescribed in Section II C, the Player Agent will fill vacancies based on the following criteria: 1) the team with the fewest players, and then by 2) the draft order. In the case there are no eligible players available from a wait list of new players (provided they meet eligibility requirements) who registered late, then eligible players available from a lower division will be pulled up.
- e. In the event that all teams have the minimum number of players prescribed in Section II C, the blind draw method will be used to place a player or determine draft order when multiple players are available for the league. This does include the placement of high school players that enter the league after the high school season.
- f. For the Minor Division (AA & AAA), the draft order of a manager's child will be based on the projected draft round of that child unless the manager's child is a first round pick per below. To determine the projected draft round, each manager will submit a proposed ranking list by round, plus 2 players per round, for 6 rounds. Example: If there are 8 teams in the league, each manager will submit a ranking of the top 60 players (i.e.  $8 \text{ per round} + 2 \times 6 = 60$ ). The player agent will then take all the ballots to determine a fair and equitable ranking for the manager's children. If a manager's child is projected in the top 8 in this example, he will need to take his child in round 1. If the child is ranked 9-16, he will go in the 2nd round. If the child is ranked 17-24, he will go in round 3<sup>rd</sup>, etc. If a manager's child is not ranked in the top six rounds, he must be drafted by the 7<sup>th</sup> round unless otherwise agreed to by all managers in the draft room. If a manager's child is determined to be a 1<sup>st</sup> round pick then that child will be taken in the specific spot of the 1<sup>st</sup> round as determined by the Player Agent and based on the overall manager rankings. This spot in the draft for the manager will remain for the complete draft. The remaining managers will randomly choose the order of their draft picks. There will be no trading of draft pick order.
- g. For the Majors Division and above the draft order of a manager's child will be based on the projected draft round of that child unless the manager's child is a first round pick per below. To determine the projected draft round, each manager will submit a proposed ranking list by round, plus 2 players per round, for 3 rounds. Example: If there are 8 teams in the league, each manager will submit a ranking of the top 30 players (i.e.  $8 \text{ per round} + 2 \times 3 = 30$ ). The player agent will then take all the ballots to determine a fair and equitable ranking for the manager's children. If a manager's child is projected in the top 8 in this example, he will need to take his child in round 1. If the child is ranked 9-16, he will go in the 2nd round. If the child is ranked 17-24, he will go in round 3<sup>rd</sup>, etc. If a manager's child is determined to be a 1<sup>st</sup> round pick then that child will be taken in the specific spot of the 1<sup>st</sup> round as determined by the Player Agent and based on the overall manager rankings. This spot in the draft for the manager will remain for the complete draft. The remaining managers will randomly choose the order of their draft picks. There will be no trading of draft pick order. The exceptions to this rule will follow the Operations Manual per the following:
  - i. A 11 year old in Majors cannot go later than round 4
  - ii. A 12 year old in Majors cannot go later than round 3
  - iii. A 13 year old in Intermediate cannot go later than round 3
  - iv. A 13 year old in Juniors cannot go later than round 4
  - v. A 14 year old in Juniors cannot go later than round 3

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- vi. A 16 year old in Seniors cannot go later than round 3
- vii. A 15 year old in Seniors cannot go later than round 4
- h. The Common Draft Method will be used to determine rosters.
- i. The trading of players must be finalized prior to leaving the draft room. There are no exceptions to this rule.

Any disciplinary actions of players by managers, umpires, or coaches must be reported in writing within 24 hours to the Player Agent, with a copy to the division Commissioner. Reporting must include (at minimum) date, player name, reason for discipline, and action taken. A manager may not impose any disciplinary action that would result in a player not meeting the Minimum Play requirement prescribed herein. All such disciplinary actions are to be solely imposed by the Disciplinary Committee of the Board of Directors.

## Teams and Fields

- I. When conditions exist that make it necessary to close a field, the Board of Directors or the Property Manager will post a sign at the closed field. The closed field **MAY NOT BE USED** until the Board of Directors, Property Manager, and or AVCA has reopened the field.
  - a. A manager or coach **WILL BE SANCTIONED** for knowingly violating this rule. Additional violations may lead to suspension or removal as a manager or coach.
- II. Managers are responsible for the proper care, treatment, and return of league property and equipment. Managers assume financial responsibility for it. The league will provide managers a list and replacement cost of all equipment issued to them. Equipment will be returned to the Equipment Manager at the League-scheduled Equipment Return Day, or as otherwise scheduled with the Equipment Manager. The Board of Directors will review any discrepancies with equipment.
- III. Home teams shall provide official scorekeeper and the pitch counter and the visitor team same provide someone to run the score board (unless supplied by the league or district). The official scorekeeper, the home plate umpire and **BOTH** managers must sign the official scorebook and any required pitching log.
  - a. The official scorekeeper, with assistance from the pitch counter, shall be responsible for completing and maintaining the portion of the scorebook detailing pitchers and catchers used and their respective pitch counts as applicable.
- IV. Both the **HOME** and **VISITOR** teams are responsible for preparing the field before and after each game. The last teams playing in the day are responsible for stowing bases and other field equipment, locking their field's equipment shed, and turning off the lights.
- V. The **HOME** team of the day, on each field, is responsible for setting up the scorekeeper equipment if needed. Both the last **HOME** and **VISITOR** teams are responsible for putting the same away.
- VI. Priority for batting cages shall be determined as follows:
  - a. Game Days
    - i. For fields that have two cages (fields #4 and #6), the teams that have the next scheduled game on that field (regardless of division) have exclusive use of those cages from one hour before game time.

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- ii. For fields that have only one cage (fields #3 and #5), the scheduled visiting team has use of the cage for a half hour beginning one hour and fifteen minutes before game time and the home team then has the cage for the next half hour. Teams have the option to reverse this schedule on a game to game basis, but only if both teams agree.
- b. Practice Days
  - i. Cages will benumbered and assigned as follows:
    - 1. #3 – Field 3
    - 2. #4A – Field4
    - 3. #4B – Open
    - 4. #6A – Field6
    - 5. #6B – Open
    - 6. #5 – Field 5
  - ii. A team that has a scheduled practice time on one of these fields has exclusive rights to that cage for the length of their practice. Any person or unscheduled team using the cage must vacate at any time the scheduled team asks them to do so.
  - iii. In the event that the fields are closed due to weather and the batting cages are open, the teams scheduled for practice or a game has use of the cages during their scheduled time period.
- c. Open Cages
  - i. When there are no scheduled games or practices, the “open” cages are available on a “first come, first served” basis, however, if an AVLL team does arrive to have a batting practice, they do have priority to use the cage over any individuals using the cage. The “team” must consist of at least six (6) players on their roster to be able to claim priority over individuals using the cage, and may be used for a maximum of one hour in the event another team is waiting to use the cage.
  - d. All cages are designed to have 1 batter and pitcher in the cages. Under no circumstances shall additional individuals be in the cage for hitting practice.
- VII. The official Game Start Time is determined to be the scheduled start time of the game if it is the first scheduled game of that day on that particular field. The official Game Start Time for all other games is the time of the home team’s starting pitcher’s first warm-up pitch.
- VIII. The official Inning Start time is the time of the final out of the previous full inning. If the previous inning ends due to the home team reaching the Maximum Runs limit (if applicable), then the Inning Start time is the time of the conclusion of the play where the Maximum Run scored.

## All-Star Committee (All Divisions)

- I. The Board of Directors, prior to the start of the balloting process, will approve an unbiased qualified All-Star committee of individuals that will oversee the All-Star voting and selection process. All-Star Committees shall include the President, Player Agent, and the Division Commissioner.
  - a. There will an All-Star Committee for each competitive division (AA and above). The Committee’s role will include the confidential production, collection, and counting of the All-Star ballots.
  - b. Each Committee will also serve as a liaison for their respective division throughout the entire All-star season.

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- c. Committee members who have eligible sons or daughters in a particular division shall be excluded from the ballot collection & counting for that division.

## All-Star Manager & Coach Selection (All Divisions)

- I. All All-Star managers and coaches shall be chosen using the following selection procedures.
- II. All interested Managers must apply to the position using the All-Star Manager document posted on the league's web site, and are eligible if they are in good standing with the league and have coached in the following divisions and must have submitted an application by the posted cut-off date.
  - a. The Major Division Manager must have been a manager or coach in the Majors Division
  - b. The Intermediate Division Manager must have been a manager or coach in the Intermediate Division
  - c. Minor Division Manager must have been a manager or coach in the Major or Minor Division
  - d. JR Division Manager must have been a manager or coach in the JR or SR Division
  - e. SR Division Manager must have been a manager or coach in the JR, SR or Big League Division
  - f. Big League Division Manager must have been a coach in the SR or Big League Division.
  - g. The individual must be a coach or manager in good standing as determined by the All-Star Committee.
- III. All All-Star manager candidates will be interviewed by an All Star committee consisting of the Division Commissioner and League President at a minimum but may include other evaluators.
- IV. All managers will be requested to evaluate all manager candidates within their division.
- V. The Board of Directors will then be presented with the recommendations of Division Commissioners based on the Interview process and the results of the Manager evaluations and determine by majority vote who is selected as each division's All-Star manager per LL Green Book Rules: T-3 Managers and Coaches.
- VI. The Board must then approve a list of coach candidates from the division's pool of eligible managers and or coaches.
  - a. Each manager will then select a coach from this list.
- VII. If any selected manager is unable to fulfill their commitment, the manager candidate receiving the 2<sup>nd</sup> most votes will be named the All-Star manager.
  - a. This process will continue until a qualified manager is selected.
  - b. There is a substantial time commitment required of All-Star managers and coaches. The selected individuals must be made aware of the expectations of the league and its players to fully commit their time and efforts to the All-Star team. A selected manager or coach who cannot commit the time or has scheduled travel plans should respectfully decline the selection.
- VIII. The Board's evaluation process shall include, but not be limited to: field conduct; interaction with league officials; interaction with parents and players; and contribution to the league at large.

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## All-Star Player Selection (All Divisions)

- I. Aliso Viejo Little League shall charter one All-Star baseball team per division for the 9/10 Division and higher in accordance with Green Book rules. For the 8/9 Division, two All Stars will be chartered if allowed by District 55 Administrators.
- II. All-Star teams will be comprised of at least twelve (12) players, one (1) manager and two (2) coaches. But, each manager will be encouraged to exercise his option of adding a 13<sup>th</sup> player. The 12<sup>th</sup> and if so desired, 13<sup>th</sup> players will be Manager Selection Players.
- III. To be eligible, all players must be in Good Standing as determined by the All-Star Committee.

## All-Star Player Selection (All Divisions)

- I. The Managers, Secretary and either Vice President and/or President will hold a meeting with all Managers to discuss players they recommend for the All Star team (balloted). Since some managers may have had limited exposure to some of the players that they are expected to discuss the topics of overall playing ability, how players play at various positions, attendance, effort, character, as well as value they would add to the All-Star team.
- II. Managers will provide recommended players for the All Star ballot (at an announced time) before the meeting so the board of directors can create the ballots.
- III. During the All Star Manager's meeting each Manager will speak about the players he recommends, followed by any Q/A from the attendees. After each Manager has spoken about his/her players, each Manager receives a ballot. 13 check marks (x) are then made by each Manager who they feel is a top 13 player.
- IV. The ballots are sealed into an envelope and signed by the board of directors in attendance. At a later date the Player Agent and President and/or Vice President will count the ballots and provide the top 11 (in alpha order) to the All Star Manager. *While also providing #12 and #13 as reference for the Manager who has 1-2 picks.*

The All-Star Manager will then select the 12<sup>th</sup> and if so desired 13<sup>th</sup> player at his discretion. Those selections if approved by the All-Star Committee will complete the All-Star team.

- a. In the event an alternate player is needed, the manager will then choose an eligible player from the leagues respective age group.
- b. To be eligible, all players must be in Good Standing as determined by the All-Star Committee.

## All-Star Selections (8/9 & 9/10 Year Old Division)

- I. Only eligible MINOR-AAA or Major Division players of league age 9 or 10 are eligible for the 9 & 10-Year-Old All-Star Team. Only eligible Minor-AA, Minor AAA or Major Division players of league age 8 & 9 are eligible for the 8 & 9-Year-Old All-Star Team. To be eligible, players must have participated in at least 60% of the regular season MINOR-AAA or Major division games, per LL Green Book Rules: T-5.
- II. 10 year old players who met All-Star eligibility requirements while playing in the Major division must be deemed in good standing by the All-Star Committee in order to be qualified for the 9 & 10 Year Old All-Star Team.

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- III. 9 year old players are eligible to play on the AA All-Star Team. However, the Manager's pick for the 12<sup>th</sup> and if so desired a 13<sup>th</sup> player on the All-Star Team may be an either an 8 year old or 9 year old player. In order for an 8 year old to be named to the 8/9 year old All-Star team, they must be among the top 5 player vote, or, be the 12<sup>th</sup> or 13<sup>th</sup> player manager's pick.

In order for a 9 year old that played in the AAA division to be named to the 9/10 year old All-Star team, they must be among the top 5 of the player vote, or, be the 12<sup>th</sup> or 13<sup>th</sup> player manager's pick. Prior to All-Star balloting, the player's parents will determine if they would like their 9 year old child to be on the 9/10 year-old ballot and / or the 8/9 year-old ballot. If the parents choose to be on both ballots, and the player makes the 9/10 year-old team, he must play on that team.

## All-Star Selections (11 Year Old Division)

- I. Players of league age 11 that played in the MAJOR division are eligible for the 11-Year-Old All-Star team.
- II. Manager ballots and player eligibility requirements are the same as detailed below in the 'All-Star Selections (Little League Baseball) Section'.

## All-Star Selections (12 Year Old's -Little League Division)

- I. Only qualified MAJOR division players of league age 11 and or 12 are eligible for Little League All-Stars.
- II. In order for any MAJOR division 11 year old to be named to the Little League All-Star team, they must be among the top 5 players with the most "player" all-star votes. Major Managers will cast two separate ballots; one ballot with all eligible 12 year old MAJOR division players that will determine the Little League All-Star team, and another ballot with all eligible MAJOR division 11 year-old players that will determine the 11-year-old All-Star team.
- III. To be eligible, players must have participated in at least 60% of the combined season games, which includes the Majors Division games and the 50/70 games. In addition, to be eligible, the player must participate in at least 60% of the regular season Major Division games. Prior to All-Star balloting, the player's parents will determine if they would like their 11 year old child to be on the 12-year-old and / or the 11-year-old all-star ballot. If the parents choose to be on both ballots, and the player makes the 12-year-old team, he must play on that team to remain eligible for All-Stars.

## All-Star Selections (Intermediate Division)

- I. Only qualified Intermediate division players of league age 11, 12 or 13 are eligible for Intermediate All-Stars.
- II. Managers will cast one ballot with all eligible 11, 12 year old and 13 year old players that will determine the Intermediate All-Star team.
- III. To be eligible, players must have participated in at least 60% of the regular season Intermediate Division games.

## All-Star Selections (Junior League)

- I. Only JUNIOR division players of league age 13 and or 14 are eligible for JUNIOR All-Stars.

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## All-Star Selections (Senior League)

- I. Only SENIOR division players of league age 14, 15 and or 16 are eligible for SENIOR All-Stars.

## Adoption of Operating Procedures & Local Rules

The Board of Directors of Aliso Viejo Little League has adopted these Operating Procedures for the 2017 season.

Tony Gray

President's Signature

1/7/2018

Date:

Jason Caringella

Vice President's Signature

1/7/2018

Date:

Little League ID No: 405-55-19

*Aliso Viejo Little League is recognized as subordinate organizations of Little League Baseball Inc. and are exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code. Donors may deduct contributions to either league as provided in section 170 of the Code. The Group Exemption Number for Little League Baseball Inc. is 3158.*

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