



Moose

O'Rourke

Little League  
Teaching America's Game  
Since 1948

**2014**  
**BASEBALL**  
**AAA LEAGUE**  
**MANAGER'S**  
**MANUAL**

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NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

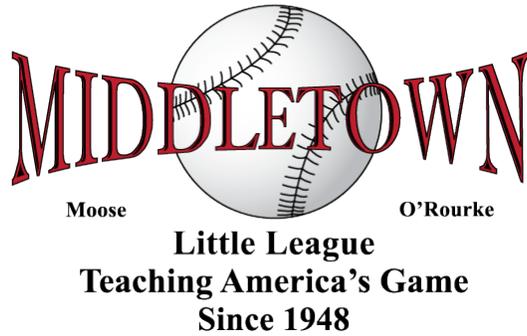


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# **Section 1**

# **Middletown Little League**

# **Philosophy**



Dear Manager,

Welcome to Middletown Little League and thanks for committing the time you will be spending working this season with the players on your team.

As a team manager, you are the heart and soul of our program. With you lies the responsibility for its success. It is the program's objective to teach baseball and sportsmanship, build self esteem in each player, to have fun, and to create in each player the desire to be the very best he or she can be.

A positive attitude on your part, bearing in mind at all times that every action should be based on what is best for the players, will take us 95% of the way to these goals. Middletown Little League has maintained a tradition of sportsmanship throughout its history. Managers must regard each other as teammates on the field of play, working towards the common goal of success for every player.

***Success is not measured by wins and losses but by the positive learning experiences you give to your players. A lost ballgame should never be regarded as a failure.***

Your commitment and your sacrifice of personal time are both recognized and deeply appreciated.

***Enjoy your kids, have fun, and good luck!!!***

**Anissa Ladd**

President of MLL

860-227-5848

[president@middletownctlittleleague.org](mailto:president@middletownctlittleleague.org)

## **SECTION 1, MLL PHILOSOPHY**

### **15 Rules Good Managers Should Follow....**

1. Reflect an understanding of the age group you supervise. Bear in mind that you are working with 11 and 12 year old players.
2. Be aware that you are an example to the players.
3. Demonstrate you have an appreciation of the philosophy of Middletown Little League and cooperate with others in making the program benefit all the players.
4. Show by example that you respect the judgment and the position of the authority of the umpire. If a difficult situation arises, work with the umpire and your fellow manager to resolve it.
5. Exercise your leadership role adequately but leave the game in the hands of the players.
6. Encourage your players at every opportunity. Do not use negative comments and/or fear.
7. Instill self-confidence in each player and a desire to improve. Impart as much baseball knowledge as possible.
8. Encourage good health habits, care of uniforms and equipment. Do not allow vulgar language on the bench or field.
9. Be instrumental in shaping acceptable behavior whether the team wins or loses.
10. Know and play by the rules of Middletown Little League. Instill in the players a respect for the rules of the game.
11. Be calm, cautious, and use sound judgment during an on field discussion, basing all actions on which is in the best interest of all youngsters involved. These discussions should be low key.
12. Help maintain control of spectator behavior. Lead by example.
13. Teach players to respect the playing fields and keeping the dugouts clean after every game.
14. ***Provide the opportunity for players to play the positions they desire. Develop your players! Each player should have the opportunity to play an infield position twice in each game.***
15. ***Limiting pitching opportunities to two or three players throughout the season is not in keeping with Little League. A good manager spreads this position around. Strive to develop 5-6 or more pitchers.***

***Victory is in the quality of competition and not the final score.***

**- Mike Marshall**



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## **Section 2**

# **Middletown Little League**

# **Developing The Team**

## **SECTION 2, DEVELOPING THE TEAM**

### **Manager Selection Policy**

In addition to teaching baseball and administering a team, managers and coaches are charged with developing self-discipline and good sportsmanship and serving as role models for players and parents, as summarized in the attached "Middletown Little League Standards for Managers and Coaches." The Board of Directors evaluates candidates based upon these standards, as well as participation in league activities and meeting administrative requirements, including the prompt return of player evaluations, uniforms and equipment. Evidence of these attributes is collected from a variety of sources, including candidate interviews, league director evaluations, board of director experiences and evaluations and comments received from parents. Because these are our ultimate criteria and because there may be more deserving candidates than positions, managing a team one year is not a guarantee of being selected to manager a team in any other year.

### **Standards For MLL Managers and Coaches**

**A. PERSONAL ATTRIBUTES:** The manager/coaches personality is an important factor in the success of MLL Baseball.

#### **1. Leadership**

- Exercises their leadership role adequately but leaves the ball game in the hands of the players.
- Accepts responsibility and is well organized.
- Has a good understanding of the emotional and psychological characteristics of children.
- Has a good rapport with each player and tries to understand the personal needs and problems of players and adjusts accordingly.
- Disciplines fairly, impartially, and suited to the age level of the players, and is done by using good judgment and humor.
- Actively participates in MLL functions and including but not limited to: Training Clinics, Opening Day and Concession Stand.

#### **2. Disposition**

- Is pleasant, courteous, even tempered, sympathetic, enthusiastic and has a sense of humor.

#### **3. Poise**

- Behaves in an adult manner, maintains self-control, and is aware that they are an example to those with whom they work.

#### **4. Character**

- Is sincere, truthful and demonstrates an appreciation of the philosophy of Little League Baseball by cooperating with others in making the program mutually beneficial to all children.

#### **5. Appearance**

- Always practices good health habits, dresses suitably and is properly groomed.

**B. RELATIONSHIP WITH OTHERS:** The nature of a managers' job brings them in close contact with many people.

#### **1. With Parents**

- Seeks their cooperation and understanding in trying to achieve the goals of the MLL program.
- Displays friendliness, courtesy and shows consideration for their opinions and feelings.

#### **2. With Colleagues**

- Is friendly, cooperative, courteous and considerate.

#### **3. With Umpires**

- Shows by example, respect for the judgment and the position of the umpire.
- Avoids questioning umpire calls and "umpire baiting".
- Is cautious and uses sound judgment in a protest situation; avoids protests where possible.
- Is friendly, cooperative, courteous and considerate.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

## **SECTION 2, DEVELOPING THE TEAM**

### **Standards for MLL Managers and Coaches, Continued**

**C. MANAGERIAL DUTIES:** The manager should have knowledge of the game of baseball, of its fundamentals and its strategy.

#### **1. Coaching Procedures**

- Organizes practice sessions, teaches fundamental skills and game strategy at the players level using various drills.
- Schedules practice sessions that are well spaced so they do not become a chore for players and managers alike.
- Take adequate precautions to prevent accident or injury including maintenance of protective equipment.
- Ensures that players are kept from reaching extreme limits of physical and emotional fatigue.
- Has knowledge of safety and first aid.
- Continually encourages players at every opportunity.
- Instills the desire to compete, to improve, and to understand team concepts, yet at the same time to have fun.
- Knows the playing Rules of and Regulations of Little League, is able to interpret them correctly, plays by the rules and adheres to their intent, and instills in their players to respect the rules of the game.
- Observes all MLL Rules and Little League International Rules, with particular attention to player participation. It is the responsibility of the Manager to not only know the rules of the game but to also adhere to the administrative rules of the league. (i.e. notifying the league when a player quits the team, hands out all league information in a timely manner, participates in and promotes training.)

#### **2. Development of Desirable Habits in Players**

- Encourages promptness, clean living, good health habits, responsibility and leadership.
- Encourages sportsmanship and fair play at all times by teaching good behavior; congratulating opponents after each game; accepting defeat gracefully; and accepting victory humbly.
- Instills in their players a respect for the authority of adult leaders in the league.

### **Volunteer Applications & List**

All local Little Leagues are required to conduct background checks on managers, coaches, board of director members and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with, players or teams. Individuals are also required to complete and submit a Little League Volunteer Application to their local league.

As MLL receives and processes the volunteer applications of our volunteers, we will add approved volunteers to our official volunteer list. Once a volunteer has been approved by the league, they will receive a league volunteer arm band that **must be worn at all times** when in contact with the children of Middletown Little League. The only exception to this rule is for Managers and Coaches. Each Manager and Coach will receive an official MLL t-shirt to wear when they are coaching their team. If this shirt is being worn, the arm band does not need to be worn. As for league umpires, if they are in their full gear and assigned to the game by the league, they do not need to wear their armband. All other volunteers must wear their armband at all times, there are no other exceptions to this rule.

The Board of Directors reserves the right to spot check volunteers interacting with children at any time to ensure they are approved volunteers. If a non-approved volunteer is found participating in a Little League event, they will be asked to leave the field immediately and will be suspended from attending the next two games (this includes watching the games). The list will be continually updated as applications are received.

## **SECTION 2, DEVELOPING THE TEAM**

### **Team Equipment and Uniforms**

#### **EQUIPMENT**

The Distribution Manager will distribute equipment for play twice during the year. The first distribution will be for indoor equipment.

Indoor equipment will consist of the following:

- 2 full sets of catcher's gear
- 1 catcher's mitt
- 4 batting helmets
- 2 bats, a bucket of indoor balls (softies)
- Hitting net
- Hitting stick
- A tee, bases
- A First Aid Kit and ice packs.

NOTE: ONLY SOFTIES MAY BE USED INDOORS - REGULAR BASEBALLS ARE STRICKLY PROHIBITED.

The second distribution will be for outdoor equipment. To receive outdoor equipment you must turn in the bucket of indoor balls. You will receive a bucket of regular baseballs, a scorebook, and enough game balls for the season, and the teams' uniforms.

#### **UNIFORMS**

The League will supply uniform shirts, socks, and hats for each team.

#### **EQUIPMENT RETURN**

Coaches are to return all equipment at the time designated by the Distribution Manager. Scorebooks are to be returned intact. New and used balls are League property and are not to be kept or given to players at the end of the season.

#### **BAT STICKERS**

All bats are required to have a bat sticker attached to their bat to be approved for play. Only the President or his/her designee may apply bat stickers. Days in which bats can be checked will be set up in advance of the first game of the season. If a bat does not have a sticker it may not be used in a game.

## **SECTION 2, DEVELOPING THE TEAM**

### **Player Draft**

MLL has a Redraft Procedure. Please see the MLL Bylaws on posted on our website for the rules of each draft procedure.

***A team with a star player is a good team, a team without one is a great team. - Unknown***

### **Training and Development**

Middletown Little League has adopted the training methods and drills outlined by AB Athletics ([www.abathletics.com](http://www.abathletics.com)). AB provides training for Managers and Coaches. Materials developed by AB Athletics are inserted into this packet and include 4 key areas:

- Dynamic Warm Up
- Throwing Protocols
- Defense
- Speed

### **MANDATORY COACHES CLINIC**

There are many clinics held throughout the State of Connecticut and MLL strongly recommends that all their managers and coaches take part in as many of them as they can. Middletown Little League however also hosts their own Coaches Clinics in March each year. It is **mandatory** for all approved managers and recommended for all coaches to attend. The Board of Directors will determine how many clinics will be held each year. The Director of Volunteers will coordinate these clinics and meetings. The Board of Directors feels strongly that these clinics are a vitally important part of our success and the inability to attend them may affect your approval to manage a team within our league. If for some reason a manager cannot attend one of these events, contact the president of the league immediately.

### **Indoor Practices**

- Indoor practices begin in March.
- The number of practices each team receives depends on the number of gyms available.
- Indoor practices are for Major, AAA and AA Leagues Only. A Leagues may be added if there is enough gym availability.
- Each team in each division must receive the same amount of indoor practices, this is determined by the total number of gyms available. (i.e. All major teams must have two per week and all AAA teams must have one per week for the same number of weeks)
- Indoor practices cease once the outdoor fields become available.
- Indoor practice schedules are made by either the President or his/her designee.
- The League will do its best to reschedule any practices that have a conflict but cannot make any guarantees that there will be any make-ups.

### **Outdoor Practices**

- Field availability for the outdoor practices are assigned to each division by the Director of Scheduling.
- The Director of Volunteers will assign each team to at least 2 practices per week, preseason. One during the week and one on Saturday. If there are enough fields, two practices may be scheduled during the week.
- All teams in every division must be offered the same number of practices. (i.e. all major teams must have two during the week and one on the weekend and all AAA teams must have one during the week and one on the weekend)
- The Scheduling Director maintains the master practice schedule and must be contacted to make any changes and make-ups.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

- During the season, each Major League Team will be assigned a minimum of 1 practice. This practice may be on a field, in a batting cage or in the form of a training clinic.

## **SECTION 2, DEVELOPING THE TEAM**

### **Warm Up/Batting Cage Policy (Baseball Only)**

#### **Warm Up Schedule**

##### **Infield Rule**

Home team gets infield 25 minutes before start of the game for 10 minutes

Visitor team gets infield 15 minutes before start of the game for 10 minutes

##### **Cage Rule (1 cage available)**

Home team gets cage 45 minutes before start of the game for 10 minutes

Visitor team gets cage 35 minutes before start of the game for 10 minutes

##### **Cage Rule (2 cages available)**

Home team gets cage 1 hr before start of the game for 30 minutes

Visitor team gets cage 1 hr before start of the game for 30 minutes

##### **6pm Games**

###### **During the week**

	<b>Cage</b>	<b>Infield</b>
Home Team R	5:00-5:10 R	5:20-5:30 R
Visitor Team R	5:10-5:20 R	5:30-5:40 R
Home Team B	5:00-5:10 B	5:20-5:30 B
Visitor Team B	5:10-5:20 B	5:30-5:40 B

##### **7pm Games**

Home Team R	6:00-6:30 R	6:35-6:45 R
Visitor Team R	6:00-6:30 B	6:45-6:55 R

##### **Saturday game at 5pm**

Home Team R	4:15-4:25 R	4:35-4:45 R
Visitor Team R	4:25-4:35 R	4:45-4:55 R
Home Team B	4:15-4:25 B	4:35-4:45 B
Visitor Team B	4:25-4:35 B	4:45-4:55 B

##### **Games Not Played at Hubbard**

###### **During the week**

	<b>Infield</b>
Home Team	5:20-5:30
Visitor Team	5:30-5:40

## **BATTING CAGE POLICY**

Other than the times listed above, the batting cage is available by reservation for any member of MLL. Please visit our website for availability. No team may schedule more than one reservation in a calendar week to ensure equal opportunity for all teams in the league.



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## **Section 3**

# **Middletown Little League**

# **Sportsmanship & Character**

## **SECTION 3, SPORTSMANSHIP AND CHARACTER**

# **Sportsmanship and Character**

Middletown Little League strives to have **Sportsmanship** be the hallmark of its program. Little League has three traits noted in its emblem. They are **Courage**, **Loyalty** and **Character**. While a Little League coach is not expected to take on a parent role for all of his/her players, he/she is in a unique position to serve as a positive role model. With the belief that **Character** is closely linked to good **Sportsmanship** behavior, the following suggestions for fostering player character are listed.

1. Be vigilant about preventing and stopping "scapegoating" of one player by other players.
2. Recognize the achievements of your players other than baseball such as academic, artistic, etc.
3. Create a positive code of behavior for your team.
4. Promote players supporting their teammates. Have a "Sportsmanship of the Game" prize, not a "Best Player of the Game" prize.
5. Teach respect for the condition of the facilities and cleanliness of the dugout. Have players clean up the dugout area after all games and practices.
6. Do not accept swearing, vulgar or obscene language on your team. Explain the throwing of bats or helmets is unacceptable as well.
7. Strive to be consistent with all players; avoid allowing personal feelings to interfere with fairness.
8. Teach your players respect and courtesy towards their teammates, umpires and opponents.
9. Emphasize at the first practice the importance of working hard and striving for personal and team goals.
10. Use constructive criticism, tempered by compassion. Help players do the same with each other.
11. Lead by example, respect the rules of baseball, local rules and umpires' judgments.
12. Provide structure to your team, assure that the League dress code is observed with the players wearing the supplied uniforms properly and shirts are tucked in.
13. Promote academics, ask the players how they are doing in school, what is their favorite subject, etc.
14. Create clear team expectations. Recognize the fact when players meet or exceed them.
15. Encourage players to volunteer for extra duties such as carrying equipment to your car or the equipment box, participating in fund-raisers, calling teammates, keeping dugouts orderly.

## **"GENTLEMEN AGREEMENTS"**

Managers are responsible for upholding the rules and regulations set for by MLL as well as Little League International. Gentlemen agreements are strictly prohibited.

## **FIELD DECORUM**

The actions and statements of managers, coaches, and umpires must be above reproach. Managers are responsible for the actions of their players.

Positive cheering for one's team is encouraged. Negative cheering the opposing team is prohibited.

**ONLY uniformed players and umpires are permitted within the confines of the playing field during play.**

Players shall be on the bench when their team is at bat and when they are not coaching, batting or running. When the team is on defense, the reserve players shall be on the bench. Managers and coaches will not leave the bench area except to confer with a player or umpire.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

## **SECTION 3, SPORTSMANSHIP AND CHARACTER**

### **FIELD DECORUM, Continued**

#### **PLAYER DISCIPLINE**

Players participating in Middletown Little League are expected to conduct themselves in a manner reflective of good sportsmanship. Players engaging in behaviors that are disrespectful, disruptive, or interfere with the safety of others will be disciplined according to the guidelines set forth by our League. Examples of such behavior include but are not limited to the following:

- Throwing of bat or helmet after an out
- Insubordination towards a Manager, Coach, Umpire or League Official
- Swearing at a Manager, Coach, Umpire, League Official or another Player – basically anyone.

#### **First Incident**

- The Team Manager conducts a conference with the player and the parent that include identification of the problem behavior and discussion of acceptable behavior.
- The Team Manager will send the Vice President of Baseball an email with a description of the incident, the date, the parties involved and the action taken within 24 hours of the incident.

#### **Second Incident**

- The Team Manager conducts a conference with the player and may decide to remove the player from the game. The decision to remove the player from the game is at the discretion of the Team Manager. The Team Manager may ask the parents to remove the player from the ballpark.
- The Team Manager contacts the parent to schedule a time to discuss the reoccurring inappropriate behavior and to explore strategies for assisting the child in changing the behavior.
- The Team Manager will send the Vice President of Baseball an email with a description of the incident, the date, the parties involved, and the action taken within 24 hours of the incident.

#### **Third Incident**

- The Team Manager removes the player from the game and the parents are directed to remove the player from the ballpark.
- The Team Manager will send the Vice President of Baseball an email with a description of the incident, the date, the parties involved, and the action taken with 24 hours of the incident.
- The Team Manager refers the situation to the Vice President of Baseball who will in turn notify the Code of Conduct Committee. The Code of Conduct Committee will meet and recommend disciplinary action that may include benching the player for a game or a series of games, or removal of the player from the league roster for the remainder of the season. The Code of Conduct Committee will review the case and make the final recommendation to the MLL Board for action.

#### **Severity Clause**

- Team Managers may refer a player to the Code of Conduct Committee anytime a player engages in severe behavior that is disruptive and upsetting to the team.
- The Code of Conduct Committee will meet and recommend disciplinary action that may include benching the player for a game or a series of games, or removal of the player from the league roster for the remainder of the season.

**Note:** At the official start of the game, the umpire presides over the game and he/she may remove a player from the game, independent of our policy.

**Note:** The suspension of a player is considered an extreme action by the MLL Board of Directors. A manager is not allowed to suspend a player without the approval of the Board of Directors. Missing of previous practices or games shall not be reason for loss of playing time. Disciplinary action during a game should be taken only after careful consideration. The League President must be notified of these actions.

## **SECTION 3, SPORTSMANSHIP AND CHARACTER**

### **FIELD DECORUM, Continued**

#### **EXPEDITING GAMES**

Managers and coaches have a responsibility to their players, their families and to the next game teams to expedite the playing of their games. The following are measures that expedite games and must be adhered to:

1. Have the batting lineup and defensive line up ready and posted for all to see prior to the game. Do not assign defensive positions on an inning-to-inning basis. Assure all players are prepared to go on the field immediately at the start of the defensive half inning.
2. Do not hold half inning team meetings or cheers on the field; hold them in the protection of the dugout. The former is also an unsafe practice.
3. IT IS MANDATORY the next defensive half inning catcher must be in the dugout with the catching gear donned after one out on his/her team.
4. Games must be started at the stated scheduled times unless delayed by a previous game. On field pre-game warm-ups are not allowed if they delay the starting of the game on time.
5. The next batter is to be wearing her/his helmet and know where his/her bat is, but not in hand.
6. Place the field equipment in an orderly fashion in the dugout, so players can easily locate it.
7. Do not use an excessive amount nor lengthy timeouts for individual player training.
8. Limit the amount of warm-up pitches to 6 between innings.
9. Coaches are not to warm up pitchers.

#### **Bullying**

Middletown Little League does not tolerate bullying on or off the field. We ask that any Manager, coach or parent who witnesses bullying at any of our events, to please report this behavior to the Code of Conduct Director and/or Vice President of Baseball and/or the League President.

Bullying can include repeated occurrences of any of the following:

- Direct Physical Bullying e.g. hitting, tripping, and pushing or damaging their property
- Direct Verbal Bullying e.g. name calling, insults, racist remarks, verbal abuse
- Indirect Bullying e.g. lying and spreading rumors, playing nasty jokes to embarrass and humiliate, encouraging other to socially exclude someone

**The steps regarding bullying behavior we outlined are as follows:**

- 1. First Infraction – Warning and Immediate Removal from the Field** – The Team Manager may ask the parents to remove the player immediately from the field. The Vice President of Baseball must be notified on the same day the infraction occurs. The Vice President of Baseball must set up a counseling session with the Player and the parents and all applicable parties before the player may return to the field.
- 2. Next Infraction After Warning – Immediate removal from the field and a 2 week suspension from the league** – The Team Manager may ask the parents to remove the player immediately from the field. The Vice President of Baseball must be notified on the same day the infraction occurs. The Vice President of Baseball must set up a counseling session with the Player and the parents and all applicable parties before the player may return to the field. The Code of Conduct Committee must be advised of the situation.

## **SECTION 3, SPORTSMANSHIP AND CHARACTER**

### **Bullying, Continued**

- 3. Infraction after Suspension – Immediate removal from the field and removal from MLL upon Board of Directors approval** – The Team Manager may ask the parents to remove the player immediately from the field. The Team Manager should notify the parents that he/she will be reporting the player's behavior to the board with the recommendation for suspension from the league immediately upon the infractions' occurrence. The Vice President of Baseball and the Code of Conduct Director must be notified on the same day as the infraction occurs. The Code of Conduct Committee will review the case and make the final recommendation to the MLL Board for action.

### **Code of Conduct**

The Board of Directors will appoint a Code of Conduct Committee consisting at least of the Director of Safety/Code of Conduct (the Chairperson), a representative from the Middletown Police Department, one (1) Non-Voting Regular Member, and (1) member of the public. No Directors, Managers, or Coaches may be a member of this committee. It shall observe the conduct of all Board Members, Players, Managers/Coaches, Parents and Umpires of MLL. It shall at the request of any Voting or Non-Voting Member investigate complaints and make a report thereof to the President or Board of Directors as the case may be. By a unanimous vote of the Committee's Members, the Committee shall have the authority to discipline any Voting or Non-Voting Member. If Suspension or Termination of membership is recommended by the Committee, all procedures of Article III, Section 4 must be adhered to. No appeal of the Committee's decision is permitted. A report of any disciplinary action will be presented to the Board of Directors at the next regular meeting.

### **CODE OF CONDUCT POLICY AGREED TO BY ALL MEMBERS OF MLL**

The most frequent complaints parents have about youth sports are playing time allotted their children, positions played on the field, and positions in the batting order. The Team Manager is the one person who sees each child in practice and works to improve that individual's play. Where a child plays on the field, bats in the lineup and how much he/she plays are strictly up to the Team Manager.

Coaches are not paid to coach Little League teams. They volunteer their time and put in long hours that can, at times, interfere with their jobs and family life. It is important for parents to understand this and respect the men and women who take the time to help your child improve as a ballplayer and person.

***Please, if you have to discuss any issues with the coach, the director or a Board member, do it in a reasonable manner. Any outburst by a parent, coach, umpire or Board Member will not be tolerated by the League.***

A Code of Conduct Board has been formed to address violations. If a parent, coach, player, umpire or spectator violates the Code, the Board will gather all information and render a decision. All decisions will be final. It is important for each parent to understand and follow the Code of Conduct.

***Violation of any part of the Code will result in removal from the ballpark's premises and a suspension from the following game. A second violation will result in suspension from all Little League activities for the remainder of the calendar year.***

## **SECTION 3, SPORTSMANSHIP AND CHARACTER**

### **Code of Conduct, Continued**

#### **CODE OF CONDUCT POLICY AGREED TO BY ALL MEMBERS OF MLL, Continued**

All parent/guardians/adults are expected to abide by the following rules:

1. I am appreciative of the time and energy Little League officials, coaches and volunteers generously give to my child and will support them with their approach and their determination as to the role of each participant.
2. I will review the Little League Rules and the Code of Conduct with my child to ensure that we all understand and follow them.
3. I will make every effort to have my child attend each practice and game. I will pick my child up promptly, within 15 minutes from practice or game. I will notify the coach if someone else will take my child home.
4. I will not use or tolerate the use of alcohol and/or illegal drugs or anyone under the influence of alcohol or drugs during any Little League event or after any Little League event while still on city property. This includes playing fields, stands and parking lots.
5. I will be responsible for my behavior and the behavior of other family members and friends who attend games. I understand that I/we may be asked to leave if our behavior is not appropriate. I understand that all games are played on city property and by refusing to leave I may be subject to arrest.
6. I will not tease, taunt or direct verbal abuse toward any fan, coach, umpire or player. I will not use profanity toward any participant, coach, umpire or league official.
7. I will not petition or incite other parents, fans, umpires or players against a coach or anyone else involved in Middletown Little League.
8. I will reinforce to my child the qualities of being part of a team and placing personal objective second to team objectives.



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Little League  
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Since 1948

# **Section 4**

# **Middletown Little League**

# **Playing The Game**

## **SECTION 4, PLAYING THE GAME**

### **MLL General League Rules**

- The HOME team will sit on the first base side and the VISITING team will sit on the third base side in all leagues (no exceptions).
- **SAFETY:** No jewelry allowed. Taped jewelry is also not allowed. All jewelry must be removed before play can begin. It is strongly recommended that no player gets their ears pierced during the season as they will not be allowed to play with them in.
- No player is allowed to wear shorts, unless it is part of the league uniform and all other pieces of safety equipment are worn (compression shorts and sliders). Managers and coaches are allowed to wear shorts as long as they are not cut-offs.
- **SAFETY:** Any player with long hair must tie it back and away from their face.
- **SAFETY:** Proper footwear must be worn (i.e. sneakers or cleats). Metal spikes are not allowed.
- **SAFETY:** Helmets must be worn when batting and running bases.
- **SAFETY:** No on-deck batters allowed (this includes within the bull pens).
- **SAFETY:** Although Protective Cups are not mandatory for all players, they are required for male Pitchers and Catchers.
- Teams will be assigned the warm-up times listed in Appendix 1 for all divisions.
- **SAFETY:** All players playing on Farm, A, AAA, AA, and Majors, when using a batting helmet provided by the league are required to play with a protective face mask. If a parent purchases a helmet for the player, it is their option to have a protective face mask.
- **SAFETY:** All players must stay in the dugout/on the bench/in the assigned area during the game. No siblings, parents, friends, family or pets are allowed in the dugout. **No food is allowed in the dugout!!!**

## **SECTION 4, PLAYING THE GAME**

### **AAA Rules - Baseball**

- All weekday games will start at 5:45pm promptly.
- Umpires will decide when the last inning can be played due to darkness.
- No on-deck batters allowed. The only player with a bat is the batter.
- All players must stay in the dugout/on the bench/in the assigned area during the game.
- Players can only pitch two innings per game for the first 3 weeks of play. After 3 complete weeks of play, standard Little League rulebooks is in effect.
- During the regular season, all teams must implement a continuous batting order (all players stay in the batting order even if they are not in the field).
  - If a team starts with 8 batters, an out is awarded to the 9th batter position.
  - If a player arrives late at any time before the game is over, that player needs to be added to the last spot in the batting order as soon as they have warmed up and stretched.
  - If a player has to leave before the game is over because of an injury or non-injury, the offensive team does not have to take an out in that spot if there are still at least 9 active players in the lineup. If there are less than 9 players active in the lineup, the offensive team must register an out when the spot comes up to bat.
  - If a player is hurt and cannot bat, they may be skipped in the order when their turn comes up on the lineup. If there are less than 9 players active in the lineup, the offensive team is charged an out. If there are 9 or more players still in the order then no out is recorded. A player who misses his turn due to injury may return to the field and/or batting order at any time.
  - Due to the continuous batting order, there are no pinch runners. If a runner gets hurt and can not continue, the injured runner may be replaced with the player who made the last out.
- Any players on the bench in any inning must go into the field the next inning (i.e. no player will be on the bench in consecutive innings).
- No player sits twice until every player sits once except the pitcher and catcher.
- Every player will play a minimum of 1 inning in the infield and 1 inning in the outfield per game with the exception of pitcher and catcher.
- Pitch Count: Standard Rulebook rules apply.
  - Failure to remove a pitcher who has reached her maximum number of inning pitched or use of an ineligible pitcher shall result in the suspension of the team's manager for the next two scheduled games.
- There will be a 15 run mercy rule in place. Standard rulebook rules apply.
- There will be a maximum of 5 runs scored per inning. Standard rulebook rules apply.

## **SECTION 4, PLAYING THE GAME**

### **Game Schedules**

It is required by Little League International that all Major Leagues play a minimum of 12 regulation games during the regular season. In an effort to facilitate that rule and to give the Players the opportunity to play as many games as possible, please keep in mind the following standards:

- The Board of Directors sets the date and time for all games, including, but not limited to suspended, make-up, playoff and championship games.
- Managers may not change the date or times set for games, or set a date or time to continue a suspended game.
- At game time, if a game cannot be played because of the inability of a team to play eight (8) players on the field before the game begins, the game is forfeited but will still be played as a scrimmage by borrowing defensive players from the opposing team.
- Teams that are aware 24 hours or more in advance that they will be short players may contact the Director of Scheduling to add a player from the player pool. Player pools are determined by the Vice President of Baseball.

### **Scorekeeping**

The manager of each team is responsible for maintaining the score for each game in which his team participates and to track the batting order rotation. It is suggested that coaches start teaching players how to keep score at the majors level. ***A Non-League approved person keeping score in the team dugout is prohibited.***

#### **Before game time:**

- Each manager must make available to the other manager his batting lineup.
- Each Manager must make available to the opposing manager any scorecards of previous games that he desires to see for the purpose of verifying compliance with pitching and batting order rules.

#### **During the game:**

- Managers should confirm the score after each half inning.
- Managers should confirm the pitch count each half inning.
- If there is a dispute regarding pitch count; the higher number prevails.
- When a pitcher leaves the game, their pitch count is verified and signed off by the opposing team manager using the Pitching Eligibility Tracking Form.

#### **After the game:**

- Each Manager verifies the final score and signs the Pitching Eligibility Tracking Form.
- Each Manager must sign the opposing Manager's scorebook.

#### **Disputes:**

- The Head Umpire on the field will resolve all issues they are party to.
- If the Head Umpire cannot resolve the issue, the issue will be resolved by the Vice President of Baseball. The ruling of the Umpire or the Vice President of Baseball is final and may not be protested.
- If the previous game's scores and pitches were not signed off by the opposing manager, no pitcher who pitched in the previous game is eligible to pitch in the current game, regardless of pitch count.

## Section 4, Playing the Game

### SAMPLE PITCHING ELIGIBILITY TRACKING FORM

DATE OF GAME	PITCHES THROWN	PITCHER'S NAME	UNIFORM NUMBER	TEAM MANAGER'S SIGNATURE	OPP. TEAM MANAGERS SIGNATURE	SCOREKEEPER SIGNATURE	ELIGIBLE TO PITCH ON (DATE)

## SCOREKEEPING 101

All that is needed to be a successful scorekeeper is a little scorekeeping knowledge and a keen eye when watching the games. The first thing that any person must know is the abbreviations for the terms used:

<b>1B</b> Single	<b>HBP</b> Hit by Pitch
<b>2B</b> Double	<b>HR</b> Home Run
<b>3B</b> Triple	<b>I</b> Interference
<b>A</b> Assist	<b>K</b> Strike Out Swinging
<b>BB</b> Walk	<b>KC or</b> Strike Out Called By Umpire
<b>BK</b> Balk	<b>LOB</b> Left on Base
<b>CS</b> Caught Stealing	<b>PB</b> Passed Ball
<b>DP</b> Double Play	<b>RBI</b> Runs Batted In
<b>E</b> Error	<b>SAC</b> Sacrifice
<b>F</b> Fly Out	<b>SB</b> Stolen Base
<b>f</b> Foul Out	<b>WP</b> Wild Pitch
<b>FC</b> Fielder's Choice	

When keeping score these terms will be used to describe the game. If the terms are used correctly any person who picks up the scorebook will be able to tell what happened in the game. The next thing a person must know to keep score is the numbers used to describe each position. The baseball diamond is as follows:

- 1 – Pitcher
- 2 – Catcher
- 3 – First Base
- 4 – Second Base
- 5 – Third Base
- 6 – Short Stop
- 7 – Left Field
- 8 – Center Field
- 9 – Right Field

### Scoring Balls and Strikes

All scorebooks have a spot to mark balls and strikes. They are usually in the form of five little squares or circles. To score a ball or strike you either put a line, number, or color in the little squares or circles. If you use the number method it is good to number the pitches in order they occurred.

## **Section 4, Playing the Game**

### **SCOREKEEPING 101, continued**

#### **Scoring Outs**

To score an out, know where the ball went, who the ball was thrown to, or who caught the ball. When an out has occurred, write the position number of the player who caught the ball and then who it was thrown to. Be sure to separate the players with a dash. Once this is done make sure to put the out # 1, 2 or 3 in the box where the out occurred and circle it. Make sure to draw a half line toward the base where the out was made at.

#### **Scoring Hits**

To score a hit all that needs to be done is know the type of hit it was (single, double, triple or homerun. Most scorebooks have these items marked in each scoring box. Just simply circle the correct hit. Make sure to advance any players that were on base at the time of the hit to their correct position. Scoring a walk is the same as scoring a hit, just circle the BB in the particular box and draw a line showing the player at first base.

#### **Scoring Walks**

As walk or (Base on Balls) is recorded the same as a hit. When a batter walks you circle the BB abbreviation in side column and draw a line to first base. Be sure to advance any previous runner that may have been on first. If a batter walks with the bases loaded, he is credited with a RBI.

#### **Scoring Strikeouts**

There are 4 ways to score a strikeout. The first is to simply mark a K in the scoring box if the player struck out by swinging the bat. A KS can also be used to score a strikeout swinging. To score a strikeout when the 3rd strike was called by the umpire without the batter swinging, put a KC or a backward K.

#### **Scoring Runs and RBI's**

To score a run, simply color in the entire box of the player who scored. When scoring a run be sure to give an RBI to the player who batted in the runner. Some scorebooks have a box for RBI while others just need to have the RBI written in.

#### **Marking the End of an Inning**

When an inning has ended, there must be a slash put at the bottom right corner the last player to come up in that particular inning. After writing in the slash simply draw a line down the entire inning to make sure no other scoring is done in that inning.

#### **Changing Players**

When a player change has been made, write the players name in the correct position in the lineup – Be sure to indicate what inning change was made. Then draw a vertical line on the right hand side of the box where the player change occurred. It is also a good idea to mark the inning in the lineup box where the new player was inserted. To mark a pitcher change draw a horizontal line on the opposing teams scoring sheet at the bottom of the box where the change was made.

#### **Fielder's Choice**

A Fielder's Choice is when a runner reaches base because the player in the field tried to make another out instead of getting the batter out. For instance, a runner is on first base. The batter hits the ball to the third baseman. The third baseman throws the ball to second base to force out the runner going to second. Now the batter reaches first base safely. Therefore he has reached on a fielder's choice.

#### **Errors**

To score an error the error must be marked where in the course of the player running that the error occurred. For instance a batter hits the ball to the pitcher. The pitcher throws the ball over the first base mans head. So the runner advances to second base. The Error should be recorded next to the line which shows the runner going to second.

#### **Passed Balls and Wild Pitches**

A passed ball is any ball thrown by the pitcher that the catcher drops or misses that should have been routinely caught. A runner must advance from one of the bases to score the passed ball. A PB is put on the line which shows the runner advancing to the next base. A wild pitch is a ball that either bounces before it reaches the plate or a ball that is thrown by the catcher, that leave the catcher with little or no chance to catch it. A WP is scored the same as a PB except the WP is used instead.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

## **SECTION 4, PLAYING THE GAME**

### **Recording/Reporting the Scores**

The manager of each team is responsible for maintaining a scorebook for each game the team participates in. He/she should score both his and the opposing team's line-up. After the completion of the game, all home team managers are to record their scores on their team page. Scores should be reported the evening of the game played so the league may maintain updated standings on a weekly basis. League standings will be updated every Sunday on the Middletown Little League website.

### **Game Postponements and Cancellations**

#### **QUESTIONABLE WEATHER/FIELD CONDITIONS**

After 3:00pm, Monday – Friday, when the weather and/or field conditions are questionable, check the Middletown Little League web site at [www.middletownctlittleleague.org](http://www.middletownctlittleleague.org) for cancellations, our Facebook page or sign up for our Texting Notification System. On Saturdays or Sundays, please check after 8:00am.

At game time, the umpire makes the decision whether to play or not to play.

#### **AVAILABILITY OF PLAYERS**

Games are not to be postponed due to key players or Coaches not being available. If the League approved Manager or Coach is not available for a game, the Manager is to notify the Vice President of Baseball or the League President who will supply a substitute Manager. Little League rules and insurance prohibits the use of non-approved/non insured personnel coaching teams. The only viable reason for game postponements is inclement weather or poor field conditions. Lack of adequate number of players will result in forfeiture.

If your team does not have enough players for a game, please follow these procedures:

- If a team does not have enough players to field a team, they must contact the Director of Volunteers for a list of eligible AAA league players.
- It is the manager's responsibility to fill the empty position on their roster.
- At game time, a team may start with 8 players and have a legal game. If a team has less than 8 players, the game will be forfeited however, teams will be divided evenly and a scrimmage game will be played.
- AAA players are not eligible to play in a major league game if they have their own AAA game at the same time.
- The Vice President of Baseball and the Director of Volunteers will work together to assign players from the AAA division to a major league team for a game however the same AAA player may not be used more than once in a season until all eligible players have been given an option to play.
- At game time, major league games may not be played without an umpire. If an umpire does not show up for their assigned game, a scrimmage will be played by the teams on-site and the game will be rescheduled.

#### **RAIN OUTS**

As shown on the schedule, a practice and practice game schedule precedes the regular season schedule. Managers are urged to take full advantage of the scheduled practices to become acquainted with their team. Rained-out practices and/or practice games will not be made up. Fields for additional team practices during the course of the regular season can be reserved by emailing the Director of Scheduling at [scheduling@middletownctlittleleague.org](mailto:scheduling@middletownctlittleleague.org). Make-up games will have priority, but managers are encouraged to make use of the fields for practice and to give the players maximum baseball time. **More baseball is learned in practices than in game situations.**

**ALL RAINED OUT GAMES WILL BE MADE UP** in order to have every team play a full schedule. The make-up schedule will be played as follows:

- All games postponed due to rain will be replayed on Sundays. No games will be played on Easter Sunday or the Sunday of Memorial Day weekend.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

## **Section 4, Playing the Game**

### **Game Postponements and Cancellations, continued**

- Games must be made up in the order that they were postponed beginning at 1pm on the following Sunday.
  - 1<sup>st</sup> Game Postponed: 1:00pm – 3:00pm Sunday
  - 2<sup>nd</sup> Game Postponed: 3:30pm – 5:30pm Sunday
  - 3<sup>rd</sup> Game Postponed: 6:00pm – 8:00pm Sunday
- Saturday games will be played 8 days later on the following Sunday (not the next day) and will be scheduled by the Director of Scheduling.

Rain make-up games will pre-empt pre-scheduled practices. Major league teams are allowed to play double-headers, therefore a team with two rainouts during the week, may play both games on Sunday. If one team has more than 2 rainouts in a given week, the Director of Scheduling will reschedule the 3<sup>rd</sup> and subsequent games based on availability of fields during the week. Games will be played on the same fields they were originally scheduled to be played unless the Director of Scheduling deems otherwise.

### **GAMES CALLED FOR DARKNESS OR INCLEMENT WEATHER**

During the regular season, games called before they reach official game length (4 innings or 3 and ½ if the home team is ahead) shall be replayed later in their entirety, all pitching rules apply on a game day basis. City Championship Tournament games must be played to the completion of six innings. Please see the City Championship section of this guide for more details.

### **Protesting Games**

Every precaution should be taken to avoid situations that warrant the protesting of a game. Protesting a game must be a last resort. When a protest situation is imminent and recognized the umpire must be notified immediately in a civil manner, rather than waiting until the infraction has occurred. Only an infraction of the rules can be grounds for a protest. Judgment calls by an umpire cannot be protested.

To protest a game, it must be protested on a rule and not on a judgment call (specific per rule). You must notify the Umpire AND the Director of Volunteers prior to leaving the field that you want to file a protest. It will cost \$25 to protest a game. If your team loses the protest, the money will become a donation to the league. If your team wins the protest, your \$25 will be returned. The Protest Committee will convene within 24 hours of a complaint to determine the outcome of the protest. All decisions of the committee are final.

### **Standings**

#### **TIED GAMES**

Games that run the full official game length and are tied shall be continued into extra innings and only called for darkness or weather. Games that end in a tie will be counted in the league standings as a tie. Ties will be counted as a ½ win and a ½ loss for each team.

#### **DIVISION WINNERS**

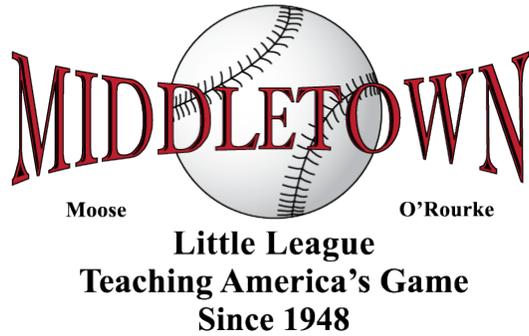
Division winners will be determined by their winning record percentage. For ties, each team will receive a ½ win and a ½ loss. For formal standings, tie breakers will be decided by head-to-head play, then runs against (head-to-head), then runs against (entire season), then finally a coin toss.

## **Section 4, Playing the Game**

### **CITY CHAMPIONSHIPS**

Each year, Middletown Little League will host a City Championship Tournament at the end of the regular season.

- In the Major League, all teams will make the playoffs. Each league will play a single elimination tournament with the winners from each league advancing to play a single game for the city championship. If the league charters as one league, the tournament schedule will be put out prior to the first game of the season. Teams will be seeded in the tournament based on their regular season record.
- All playoff games will follow regular season rules.
- Each game in the tournament must play a full six (6) innings or until a winner is determined, with the exception of those games that fall under the Mercy rule.
  - If a game is suspended for weather or darkness, it must be resumed on the next day deemed playable by Park and Rec. Pitchers of record on the preceeding day will be eligible to continue until they have reached their maximum pitch count (for softball, number of innings). Only pitchers of record that are eligible on the original game day will be allowed to pitch on the make-up day.
- The City Championship playoff must be completed no less than 10 days prior to the first day of the 11/12 year old and/or the 10/11 year old All-Star tournament, whichever comes first.
- In the event, the tournament cannot be completed prior to the start of Post Season play, the City Championship will be suspended until post season play has been completed at which point it will be resumed.



# **Section 5**

# **Middletown Little League**

# **Safety**

## **Safety Mission**

It is the mission of the Middletown Little League to provide the safest possible environment for our players, fans, and volunteers.

## **Safety Officer**

It is the safety officer's job to prepare a safety plan and ensure that all information regarding the safety procedures for all activities, equipment, and facilities are communicated to all members of our organization.

The 2014 position for the safety officer is currently open. If you need immediate assistance, please contact Anissa Ladd at [president@middletownlittleleague.org](mailto:president@middletownlittleleague.org) or Karen Warren at [administration@middletownlittleleague.org](mailto:administration@middletownlittleleague.org).

A copy of the safety plan will be listed on the MLL website. [www.mlct.org](http://www.mlct.org)

## **Safety Code**

The Board of Directors of the Middletown Little League has mandated the following **Safety Code**. All managers and coaches will read this **Safety Code** and then read it to the players on their team.

<b>General Safety Rules</b>	
Responsibility for safety procedures belong to every adult member of Middletown Little League.	Managers will never leave an unattended child at a practice or game.
Speed Limit is 5 miles per hour in roadways and parking lots.	No smoking.
No throwing rocks.	No alcohol or drugs allowed on the premises at any time.
No climbing fences.	No playing in the parking lots at any time.
<b>No medication</b> will be taken at the facility unless administered directly by the child's parent. This includes aspirin and Tylenol.	No swinging bats or throwing baseballs at any time within the walkways and common areas of the complex.
Observe all posted signs.	There is no running allowed in the bleachers.
Players and spectators should be alert at all times for foul balls and errant throws.	
<b>First Aid</b>	
Managers, designated coaches and umpires will have mandatory training in First Aid.	No one is allowed on the complex with open wounds at any time. Wounds should be treated and properly bandaged.
Each player, manager, designated coach, umpire, team safety officer shall use proper reasoning and care to prevent injury to him/her and to others.	First-aid kits are issued to each team manager during the pre-season and additional kits will be located at the concession stand and in the equipment boxes.
<b>Player Safety</b>	
Parents of players who wear glasses should be encouraged to provide "safety glasses" for their children.	All male players will wear athletic supporters and cups during games. Catchers must wear a cup.
Male catchers must wear the metal, fiber or plastic type cup and a long-model chest protector.	Female catchers can wear long or short model chest protectors.
All catchers must wear chest protectors with neck collar, throat guard, shin guards and catcher's helmet, all of which must meet Little League specifications and standards.	All catchers must wear a mask, "dangling" type throat protector and catcher's helmet during practice, pitcher warm-up, and games. <b>Note:</b> Skullcaps are <b>not</b> permitted.
Shoes with metal spikes or cleats are <b>not</b> permitted. Shoes with molded cleats are permissible.	Catchers must wear a catcher's mitt (not a first baseman's mitt or fielder's glove) of any shape, size or weight consistent with protecting the hand.
Catchers may not catch, whether warming up a pitcher, in practices, or games without wearing full catcher's gear and an athletic cup as described above.	Players will not wear watches, rings, pins, jewelry or other metallic items during practices or games. (Exception: Jewelry that alerts medical personnel to a specific condition is permissible and this must be taped in place and visible).
<b>Practice &amp; Game Safety Rules</b>	
Foul balls batted out of playing area will be returned to the scorekeeper and not thrown over the fence during a game.	During practice and games, all players should be alert and watching the batter on each pitch.
During warm-up drills, players should be spaced so that no one is endangered by wild throws or missed catches.	All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus endangering spectators, (i.e. playing catch, swinging bats etc).
No bats are allowed to be touched or swung in the dug out and no on-deck batter are permitted.	Except when a runner is returning to a base, head first, slides are not permitted.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

During sliding practice, bases should not be strapped down or anchored.	At no time should "horse play" be permitted on the playing field.
Use low-impact balls only during indoor practices.	Team managers will ensure that all players medical forms are available at all games and practices.
<b>Field Safety Rules</b>	
Only league approved managers and/or coaches are allowed to practice teams, participate in games, supervise batting cages or any other MLL duty.	No games or practices will be held when weather or field conditions are poor, particularly when lighting is inadequate.
Play area will be inspected before games and practices for holes, damage, stones, glass and other foreign objects.	No food or drink, at any time, in the dugouts (Exception: bottled water, Gatorade, and Sunflower Seeds).
Double First base and disengage-able bases will be used	Protective fence tops will be installed on all outfield fences.
Never hesitate to report any present or potential safety hazard to the MLL Safety Officer immediately.	Only players, managers, coaches and umpires are permitted on the playing field or in the dugout during games and practice sessions.
<b>Equipment Safety Rules</b>	
Team equipment should be stored within the team dugout or behind screens, and not within the area defined by the umpires as "in play".	Batters must wear Little League approved protective helmets that bear the NOCSAE seal during batting practice and games with face guards.
Equipment should be inspected regularly for the condition of the equipment as well as for proper fit.	Managers will only use the official Little League balls supplied by MLL.
All batting helmets issued by Middletown Little League will have a face mask.	

*Any comments or suggestions to this safety code should be made to the Safety officer or League President.*

## **Manager/Coach Safety Responsibilities**

### **Pre-Season:**

- One Manager or Coach from each team is required to attend a Fundamentals Training Seminar (i.e. hitting, sliding, fielding, pitching etc.) and a First Aid Seminar every year.
- All managers will be issued a safety plan and the plan will be posted on the website.
- CPR Training will be offered to all board members and coaches.
- Background checks will be required for all volunteers, including, but not limited to board members, managers, coaches, team parents, and anyone else who has direct contact with children. The purpose of the background check is to ensure that children are protected from anyone who has committed a sexual offense against a minor. MLL will use national databases, including First Advantage to conduct criminal background checks as well.
- Prior to the start of the season, anyone who desires to volunteer will be required to complete an application form and submit a photocopy of their driver's license or other government identification to verify their identity (Appendix A).
- All volunteers approved to work with children in MLL will be issued a volunteer badge. These badges must be worn whenever they will be in contact with the players of MLL. Anyone not wearing either the badge will be asked to leave the field immediately. The badge system is in place to provide league officials with a visual verification that all the volunteers participating with activities with the players are approved volunteers.

### **Season Play:**

#### **Managers will:**

- Work closely with **the equipment manager** to make sure *equipment* is in first-rate working order.
- Managers will carry a cell phone to have access to emergency personnel if necessary.
- Not expect more from their players than what the players are capable of.
- Be open to ideas, suggestions or help.
- Enforce that **prevention** is the key to reducing accidents to a minimum.
- Have players wear sliding pads if they have cuts or scrapes on their legs.
- Always have First-Aid Kit and Safety Manual on hand.
- Use common sense.

### **Pre-Game & Practice:**

#### **Managers will:**

- Make sure that players are healthy, rested and alert.
- Make sure players are wearing the proper uniform and pitchers/catchers are wearing a cup.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

- Walk the field to check the field is free of hazards and obstructions (e.g. rocks and glass) before use.
- Make sure that the equipment is in good working order and is safe.
- Agree with the umpire and/or opposing manager on the fitness of the playing field. In the event that the two managers cannot agree, the President, Umpire or a duly delegated representative shall make the determination.

### During the Game:

#### Managers will:

- Make sure that players carry all gloves and other equipment off the field and to the dugout when their team is up at bat. No equipment shall be left lying on the field, either in fair or foul territory.
- Keep players **alert**.
- Maintain **discipline** at all times.
- Be **organized**.
- Keep players and substitutes sitting on the team's bench or in the dugout unless participating in the game or preparing to enter the game.
- Make sure catchers are wearing the **proper equipment**.
- Encourage everyone to think **Safety First**.
- Observe the "**no on-deck**" rule for batters and keep players behind the screens at all times. No player should handle a bat in the dugouts at any time.
- Keep players off fences.
- Get players to **drink** often so they do not dehydrate.
- Not play children that are ill or injured.
- Attend to children that become injured in a game.
- Not lose focus by engaging in conversation with parents and passerby's.

### Post Game:

#### Managers will:

- Not leave the field until every team member has been picked up by a known family member or designated driver.
- **Notify parents if their child has been injured** no matter how small or insignificant the injury is. **There are no exceptions to this rule.** This protects you, Little League Baseball, Incorporated and MLL.
- Discuss any safety problems with the **Safety Officer** that occurred before, during or after the game.
- If there was an injury, make sure an accident report was filled out and given to the MLL Safety Officer.
- Return the field to its pre-game condition, per MLL policy.

## **ACCIDENT REPORTING PROCEDURE**

### What to report

An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the MLL Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury. If a Player leaves a game for medical reasons, a report *must* be filed.

### When to report

All such incidents described above must be reported to the MLL Safety Officer within 24 hours of the incident.

### How to make a report

To file a report, check the Web Site Forms section in this manual or contact the Safety Officer at the phone numbers listed in the Little League Phone Numbers Section. Incidents must be reported utilizing the Incident/Injury Tracking Form (see Appendix). At a minimum, the following information must be provided:

- The name and phone number of the individual involved.
- The date, time, and location of the incident.
- As detailed a description of the incident as possible.
- The preliminary estimation of the extent of any injuries.
- The name and phone number of the person reporting or witnessing the incident.

## **MLL Safety Officer's Responsibilities**

Within 24 hours of receiving the *MLL Accident Investigation Form (Appendix B)*, the MLL Safety Officer will contact the injured party or the party's parents and;

- Verify the information received;

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

- Obtain any other information deemed necessary;
- Check on the status of the injured party; and
- In the event that the injured party required other medical treatment (i.e. Emergency Room visit, doctor's visit, etc.) will advise the parent or guardian of the League's insurance coverage and the provision for submitting any claims.
- If the extents of the injuries are more than minor in nature, the MLL Safety Officer shall periodically call the injured party to:
  - Check on the status of any injuries
  - Check if any other assistance is necessary in areas such as submission of insurance forms, etc, until such time as the incident is considered "closed" (i.e. no further claims are expected and/or the individual is participating in the League again).

## **WEATHER**

### **Rain**

If it begins to rain:

1. Evaluate the strength of the rain. Is it a light drizzle or is it pouring?
2. Determine the direction the storm is moving.
3. Evaluate the playing field as it becomes more and more saturated.
4. Stop practice if the playing conditions become unsafe – use common sense.
5. If playing a game, the umpire will make the decision. If there is no umpire consult with the other manager to formulate a decision.

### **Lightning**

The average lightning stroke is 5-6 miles long with up to 30 million volts at 100,000 amps flow in less than a tenth of a second. The average thunderstorm is 6-10 miles wide and moves at a rate of 25 miles per hour.

Once the leading edge of a thunderstorm approaches to within 10 miles, you are at immediate risk due to the possibility of lightning strokes coming from the storm's overhanging anvil cloud. This fact is the reason that many lightning deaths and injuries occur with clear skies overhead.

On average, the thunder from a lightning stroke can only be heard over a distance of 3-4 miles, depending on terrain, humidity and background noise around you. By the time you can hear the thunder, the storm has already approached to within 3-4 miles! The sudden cold wind that many people use to gauge the approach of a thunderstorm is the result of down drafts and usually extends less than 3 miles from the storm's leading edge. By the time you feel the wind; the storm can be less than 3 miles away!

If you can **HEAR, SEE OR FEEL** a **THUNDERSTORM**:

1. **Suspend all games and practices immediately.**
2. Stay away from metal including fencing and bleachers.
3. Do not hold metal bats.
4. Get players to walk, not run to their parent's or designated driver's cars and wait for your decision on whether or not to continue the game or practice.

### **Hot Weather**

Precautions must be taken in order to make sure the players on your team do not **dehydrate** or **hyperventilate**.

1. Suggest players take drinks of water when coming on and going off the field between innings.
2. If a player looks distressed while standing in the hot sun, substitute that player and get him/her into the shade of the dugout ASAP.
3. If a player should collapse as a result of heat exhaustion, call **9-1-1** immediately. Get the player to drink water and use the instant ice bags supplied in your First-Aid Kit to cool him/her down until the emergency medical team arrives (*See section on Hydration*).

### **Ultra-Violet Ray Exposure**

- This kind of exposure increases an athlete's risk of developing a specific type of skin cancer known as **melanoma**.
- The American Academy of Dermatology estimates that children receive 80% of their lifetime sun exposure by the time that they are 18 years old.
- Therefore, MLL will recommend the use of sunscreen with a SPF (sun protection factor) of at least 15 as a means of protection from damaging ultra-violet light.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

## **HYDRATION**

Good *nutrition* is important for children. Sometimes, the most important nutrient children need is *water* -- especially when they're physically active. When children are physically active, their muscles generate *heat* thereby increasing their *body temperature*. As their body temperature rises, their cooling mechanism - sweat - kicks in. When sweat evaporates, the body is cooled. Unfortunately, children get hotter than adults during physical activity and their body's cooling mechanism is not as efficient as adults. If fluids aren't replaced, children can become **overheated**.

We usually think about **dehydration** in the summer months when hot temperatures shorten the time it takes for children to become overheated. But keeping children well hydrated is just as important in the winter months. Additional clothing worn in the colder weather makes it difficult for sweat to evaporate, so the body does not cool as quickly.

It does not matter if it's January or July; thirst is not an indicator of fluid needs. Therefore, **children must be encouraged to drink fluids even when they don't feel thirsty**.

Managers and coaches should schedule drink breaks every 15 to 30 minutes during practices on hot days, and should encourage players to drink between every inning.

During any activity water is an excellent fluid to keep the body well hydrated. It's economical too! Offering flavored fluids like sport drinks or fruit juice can help encourage children to drink. Sports drinks should contain between 6 and 8 percent carbohydrates (15 to 18 grams of carbohydrates per cup) or less. If the carbohydrate levels are higher, the sports drink should be diluted with water. Fruit juice should also be diluted (1 cup juice to 1 cup water). Beverages high in carbohydrates like undiluted fruit juice may cause stomach cramps, nausea and diarrhea when the child becomes active. **Caffeinated beverages (tea, coffee, Colas) should be avoided** because they are diuretics and can dehydrate the body further. **Avoid carbonated drinks**, which can cause gastrointestinal distress and may decrease fluid volume.

## **HEALTH & MEDICAL - Giving First-Aid**

### **What is First-Aid?**

**First-Aid** means exactly what the term implies -- it is the **first care** given to a victim. It is usually performed by the **first person** on the scene and continued until professional medical help arrives, (9-1-1 paramedics). At no time should anyone administering First-Aid *go beyond* his or her capabilities. **Know your limits!**

The average response time on **9-1-1** calls is 5-7 minutes. En-route Paramedics are in constant communication with the local hospital at all times preparing them for whatever emergency action might need to be taken. You cannot do this. Therefore, do not attempt to transport a victim to a hospital. Perform whatever First Aid you can and wait for the paramedics to arrive.

### **First Aid-Kits**

First Aid Kits will be furnished to each team at the beginning of the season.

The First Aid Kit will become part of the Team's equipment package and shall be taken to all practices, batting cage practices, games (whether season or postseason) and any other MLL Little League event where children's safety is at risk.

To **replenish materials** in the Team First Aid Kit, the Manager, coaches must contact the MLL Safety officer or equipment manager.

**First Aid Kits and this Safety Manual must be turned in at the end of the season along with your equipment package.**

## **Permission to Give Care**

If the victim is conscious, you must have his/her permission before giving first aid. To get permission you **must** tell the victim who you are, how much training you have, and how you plan to help. Only then can a conscious victim give you permission to give care.

Do not give care to a conscious victim who refuses your offer to give care. If the conscious victim is an infant or child, permission to give care should be obtained from a supervising adult when one is available. If the condition is serious, permission is implied if a supervising adult is not present.

Permission is also implied if a victim is unconscious or unable to respond. This means that you can assume that, if the person could respond, he or she would agree to care.

## **Treatment at Site**

### **Do . . .**

- **Access** the injury. If the victim is conscious, find out what happened, where it hurts, watch for shock.
- **Know** your limitations.
- **Call** 9-1-1 immediately if person is unconscious or seriously injured.
- **Look** for signs of *injury (blood, black-and-blue, deformity of joint etc.)*
- **Listen** to the injured player describe what happened and what hurts if conscious. Before questioning, you may have to calm and soothe an excited child.
- **Feel** gently and carefully the injured area for signs of swelling or grating of broken bone.
- **Talk** to your team afterwards about the situation if it involves them. Often players are upset and worried when another player is injured. They need to feel safe and understand why the injury occurred.

### **Don't . . .**

- **Administer** any medications.
- **Provide** any food or beverages (other than water).
- **Hesitate** in giving aid when needed.
- **Be afraid** to ask for help if you're not sure of the proper procedure, (i.e., CPR, etc.)
- **Transport** injured individual except in extreme emergencies.

## **9-1-1 EMERGENCY NUMBER**

The most important help that you can provide to a victim who is seriously injured is to call for professional medical help. Make the call quickly, preferably from a cell phone near the injured person. If this is not possible, send someone else to make the call from a nearby telephone. Be sure that you or another caller follows these steps.

- First Dial **9-1-1**.
- Give the dispatcher the necessary information. Answer any questions that he or she might ask. Most dispatchers will ask:
  - The exact location or address of the emergency. Include the name of the city or town, nearby intersections, landmarks, etc.
  - The telephone number from which the call is being made.
  - The caller's name.
  - What happened - for example, a baseball related injury, bicycle accident, fire, fall, etc.
  - How many people are involved?
  - The condition of the injured person - for example, unconsciousness, chest pains, or severe bleeding.
  - What help (first aid) is being given.
- Do not hang up until the dispatcher hangs up. The EMS dispatcher may be able to tell you how to best care for the victim.
- Continue to care for the victim till professional help arrives.
- Appoint somebody to go to the street and look for the **ambulance** and **fire engine** and flag them down if necessary. This saves valuable time.
- Remember, every minute counts.

### **When to call**

- If the injured person is unconscious, call **9-1-1** immediately.
- Sometimes a conscious victim will tell you not to call an ambulance, and you may not be sure what to do. Call **9-1-1** anyway and request paramedics if the victim – Is or becomes unconscious.
  - Has trouble breathing or is breathing in a strange way.
  - Has chest pain or pressure.
  - Is bleeding severely.
  - Has pressure or pain in the abdomen that does not go away.
  - Is vomiting or passing blood.
  - Has a seizure, a severe headache, or slurred speech.
  - Appears to have been poisoned.
  - Has an injury to the head, neck or back.
  - Has a possible broken bone.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

## Call 9-1-1 for any of these situations

- Fire or explosion
- Downed electrical wires
- Swiftly moving or rapidly rising water
- Presence of poisonous gas
- Vehicle Collisions
- Vehicle/Bicycle Collisions
- Victims who cannot be moved easily

## **Good Samaritan Laws**

There are laws to protect you when you help someone in an emergency situation. The “**Good Samaritan Laws**” give legal protection to people who provide emergency care to ill or injured persons. When citizens respond to an emergency and act as a *reasonable* and *prudent* person would under the same conditions, Good Samaritan immunity generally prevails. This legal immunity protects you, as a rescuer, from being sued and found financially responsible for the victim’s injury. For example, a reasonable and prudent person would --

- Move a victim only if the victim’s life was endangered.
- Ask a conscious victim for permission before giving care.
- Check the victim for life-threatening emergencies before providing further care.
- Summon professional help to the scene by calling **9-1-1**.
- Continue to provide care until more highly trained personnel arrive.

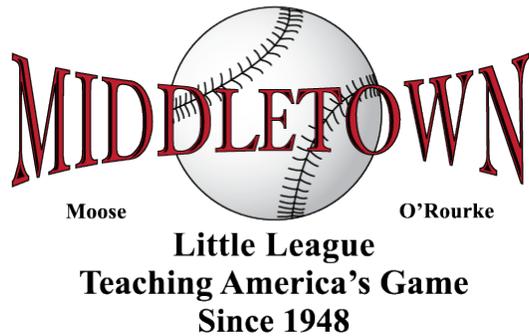
*Good Samaritan laws were developed to encourage people to help others in emergency situations.* They require that the “Good Samaritan” use common sense and a reasonable level of skill, not to exceed the scope of the individual’s training in emergency situations. They assume each person would do his or her best to save a life or prevent further injury.

People are rarely sued for helping in an emergency. However, the existence of Good Samaritan laws does not mean that someone cannot sue. In rare cases, courts have ruled that these laws do not apply in cases when an individual rescuer’s response was grossly or willfully negligent or reckless or when the rescuer abandoned the victim after initiating care.

## **CONCESSION STAND**

- Menu – keep a simple menu, omitting hazardous foods
- Cooking – All potentially hazardous foods should be kept at 41 degrees F or below (if cold) or 140 degrees F or above if hot.
- Reheating – Rapidly reheat potentially hazardous foods to 165 degrees F. Do not attempt to heat foods in crock-pots, steam tables, over sterno units or other holding services. These are for maintaining temperatures only.
- Cooling and Cold Storage – Foods that require refrigeration must be cooled to 41° F as quickly as possible and held at the temperature until ready to serve.
- Health and Hygiene – Only healthy workers should be attending the concession stand to prepare and serve food. Anyone with open sores or infected cuts on the hands or wrist area should not be allowed to serve food.
- Workers should wear clean outer garments and should not smoke in the concession area.
- The use of hair restraints is recommended to prevent hair from ending up in the food. Plastic gloves should be worn at all times while serving food.
- Food Handling – Avoid hand contact with raw, ready-to-eat foods and food contact surfaces. Use an acceptable dispensing utensil to serve food. *Touching food with bare hands can transfer germs to the food you are serving.*
- Dishwashing – Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware.
- *Ideally*, dishes and utensils should be washed in a four-step process;
  - Wash in hot soapy water
  - Rinse in clean water
  - Chemical or heat sanitizing
  - Air dry
- Ice - Ice used to cool cans / bottles should not be used in cup beverages and should be stored separately.
- Wiping Cloths - Rinse and store your wiping cloths in a bucket of sanitizer. Change the solution every two hours.
- Insect control and waste – Keep all foods covered, and make sure that any foods that must be refrigerated after opening make it into the refrigerator quickly.
- Hand Washing – Anyone working in the concession stand should wash their hands before handling any food, and after using the rest room, touching raw food, smoking a cigarette, or coughing or sneezing into your hands.

NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.



# **Section 6**

# **Middletown Little League**

# **League Activities**

## **Section 6, League Activities**

### **Opening Day**

*Opening Day will be Saturday, April 26, 2014 at Hubbard Park.*

Please see Opening Day Schedule for your assigned time.

### **Concession Stand**

Every team in the league will be assigned a day to cover the Concession Stand. It is the responsibility of the Team Manager to send 3 team representatives to the concession stand during their assigned night. The Concession Stand Sign-Up will be put online. If all dates are not covered on strictly on a volunteer only basis, teams will be assigned a night to cover. More information to follow.

### **Team Pictures**

Team Pictures will be scheduled on Saturday, April 26<sup>th</sup>. It is extremely important that your entire team shows up for pictures even if they do not want individual pictures. All sponsors of MLL Baseball receive a picture and plaque of their team. Without our sponsors generosity, MLL would not be able to exist.

### **Rock Cats Game**

The Rock Cats Game is scheduled for Saturday, June 21. This will be held in conjunction with our End of the Season Banquet. Honorees, Managers and Coaches (on the roster) will be complimentary. All other tickets will be \$25 per person and will include a ticket to the game and a full buffet and soda bar. Honorees will consist of the following teams: Baseball Majors City Champions, Softball Majors City Champions, Baseball AAA City Champions, Softball AAA City Champions, Regular Season Baseball Majors Division Champions, Regular Season Softball Majors Division Champions, 11/12 Year Old Baseball All-Star Teams for Moose and O'Rourke, 11/12 Year Old Softball All-Star Team, 10/11 Year Old Baseball All-Star Teams for Moose and O'Rourke, 9/10 Year Old Baseball All-Star Teams for Moose and O'Rourke, 9/10 Year Old Softball All-Star Team, and winners from Opening Day competitions.

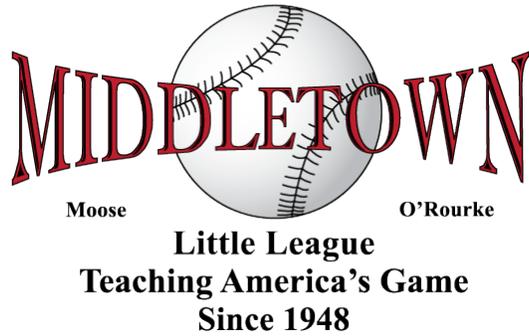
Please hand out the attached flyer to all the parents of your players.

### **Value Cards**

This year the Board of Directors has opted to sell Value Cards as our fundraiser. The purchase of two value cards was required at time of registration. Families may elect to recover the cost of cards by selling them for \$10 each.

### **End of Season Celebration**

Please see the Rock Cats Game listed above



# **Section 7**

# **Middletown Little League Post Season Paperwork & Play**

## **Section 7, Post Season Paperwork & Play**

### **Manager Evaluations**

Every year the Board of Directors sends out Manager Evaluations at the end of the season. This is a simple questionnaire sent via email to all parents of players in the league. All evaluations received will be used by the Board to evaluate the entire season including the manager's performance as a coach. These evaluations are used to assist in selecting managers for the next season as well as to find ways to improve the league as a whole.

### **Player Evaluations**

At the beginning of June, each Team Manager will receive an evaluation form to complete on each player on their team. These forms will be used to evaluate player improvement during the season as well as to assist the following year's coaches in the event a redraft is required. These forms must be turned in prior to All-Star Selections.

### **All-Star Manager Selection Policy**

- Only current Managers and Coaches from Majors, AAA or AA Baseball or Softball may be considered for an All-Star Manager position.
- Interested applications must complete an All-Star Manager's Application and turn it into the President of the League no later than May 15<sup>th</sup>.
- The President of the League will choose the Manager of each All-Star Team, not before May 15<sup>th</sup> and not after Memorial Day. This will allow the chosen manager to observe the eligible players during regular season play.

### **All-Star Player Selection Policy**

- There will be a minimum of twelve (12) players selected to each All-Star team. The manager may elect at his/her option to carry up to a maximum of 14 players.
- Only one (1) representative per team can attend the player selection.
- Every team must be represented or an election of players may not proceed.
- Each age eligible player will receive a ballot of all eligible players with their name and team name on the ballot. They will vote for the top eleven (11) players for the All-Star team. The players votes will be tallied and the top eleven (11) vote getters will receive one (1) vote each at the Manager selection. Players' Ballots from every team must be turned in to the Vice President prior to the selection meeting. Without ballots from every team, manager elections may not be held.
- Each team representative will nominate up to five (5) players from their team. The team representative will nominate their players in order based on skill level and sportsmanship. (Best player, 2nd best player, etc.) Only those players who have signed the Player Commitment Letter are eligible to be nominated for the team.
- The first eleven (11) players will be selected, by ballot, by the team representatives and player votes.
- The remaining players will be selected by the manager of the All-Star team. Only those players nominated and having received at least one vote are eligible to be placed on the team.
- The Vice President will keep the tally of the remaining players. Once contacted, if a player cannot fulfill their All-Star obligations, the manager will contact the Vice President to receive the next top player eligible for the team. The procedure will repeat until all vacancies have been filled.

## **Section 7, Post Season Paperwork & Play**

### **Manager & Player Commitment Letter**

May 23, 2014

Letter to Parents regarding All Star Tournament Teams

Dear Parents,

Selection to a Middletown Little League All Star tournament teams is not only a great honor; but a significant time commitment.

Team Selections:

10/11 Baseball All-Star Team selections will be made prior to June 15<sup>th</sup> and those announcement will be made on June 15<sup>th</sup>. The tournaments will run from July 1<sup>st</sup> to July 14<sup>th</sup>. (Please visit our website for each teams exact tournament dates)

11/12 Baseball All-Star Team selections will be made prior to June 15<sup>th</sup> and those announcement will be made on June 15<sup>th</sup>. The tournaments will run from June 29<sup>th</sup> to July 16<sup>th</sup>. (Please visit our website for each teams exact tournament dates)

All Star teams typically practice several times a week once the regular season ends and as frequently as time permits upon commencement of the tournament.

For your child to be considered for selection, you must acknowledge their availability and commitment to their prospective team during this time. Practices will begin immediately upon the completion of the Middletown Little League regular season and will run to on or about 7/16. If your child is selected and plays on a team that advances out of our district; play could continue through the end of July.

**You must sign this form for your child to be considered for selection to an All-Star tournament team. Managers & Players up for consideration commit to the practice schedule and will not miss more than 1 game during district play.**

I commit that my child, \_\_\_\_\_, is available to play on a Middletown Little League All Star tournament team.

\_\_\_\_\_  
Parent/Guardian Signature

**Please note this form is used to determine eligibility for consideration, not guaranteed selection.**



Little League  
Teaching America's Game  
Since 1948

## **Section 8**

# **Middletown Little League**

## **Board of Directors**

## Section 8, MLL Board of Directors

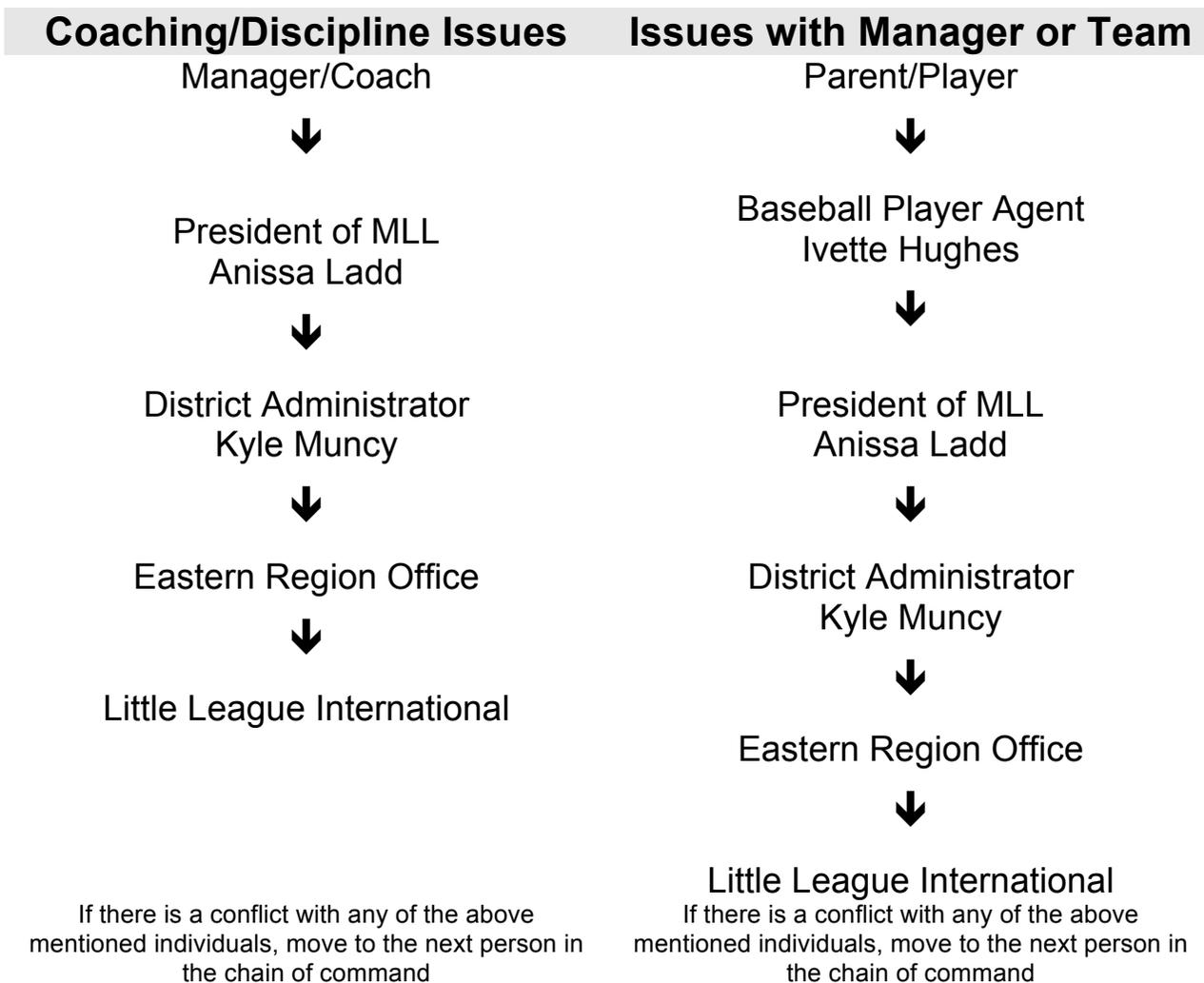
### Board of Directors Contact List

Title	Name	Phone Contacts	Email Address
<b>Executive Committee Board of Directors</b>	All emails are @mlct.org		
President	Anissa Ladd	MLL 860-857-9668, c860-227-5848, w860-728-2606, wc860-819-2511	<a href="mailto:president@mlct.org">president@</a>
Softball Vice President	OPEN		<a href="mailto:vpsoftball@mlct.org">vpsoftball@</a>
Baseball Vice President	OPEN		<a href="mailto:vpbaseball@mlct.org">vpbaseball@</a>
Operations Vice President	Todd Turcotte	c203-980-3330	<a href="mailto:vpoperations@mlct.org">vpoperations@</a>
Director of Administration	Karen Warren	h860-704-8149, c860-638-8008	<a href="mailto:diradministration@mlct.org">diradministration@</a>
Director of Volunteers - Softball	Steve Thompson	c 860-335-9924	<a href="mailto:softballvolunteers@mlct.org">softballvolunteers@</a>
Director of Volunteers - Moose Baseball			<a href="mailto:moosevolunteers@mlct.org">moosevolunteers@</a>
League Information Officer/Registration Director	Rob Newman	MLL 860-961-5425, h860-347-1780, c860-301-6128	<a href="mailto:informationofficer@mlct.org">informationofficer@</a>
Safety Director/Code of Conduct Director	OPEN		<a href="mailto:safety@mlct.org">safety@</a>
<b>Board of Directors (Voting Members)</b>			
Scheduling Director	Greg Brooks	c860-836-3258	<a href="mailto:scheduling@mlct.org">scheduling@</a>
Sponsorship/Fundraising Director	Maria Reimer	c 860-573-0105	<a href="mailto:sponsor@mlct.org">sponsor@</a>
Softball Player Agent	Denise Serrano	c860-538-4201	<a href="mailto:softballplayeragent@mlct.org">softballplayeragent@</a>
Baseball Player Agent	Ivette Hughes	c203-715-5046	<a href="mailto:baseballplayeragent@mlct.org">baseballplayeragent@</a>
Umpire-In-Chief	Steve Ladd	h860-346-2515	<a href="mailto:umpire@mlct.org">umpire@</a>
Equipment Director	Seb Spada	h860-347-1547, c860-916-5371	<a href="mailto:equipment@mlct.org">equipment@</a>
Director of Baseball Training	Matt Quinn	c860-810-7999	<a href="mailto:baseballtraining@mlct.org">baseballtraining@</a>
Director of Softball Training	Dave Pawlak	c860-398-1024	<a href="mailto:softballtraining@mlct.org">softballtraining@</a>
Jr/Sr Baseball President/Director	Steve Ladd	h860-346-2515	<a href="mailto:jrsrbaseball@mlct.org">jrsrbaseball@</a>

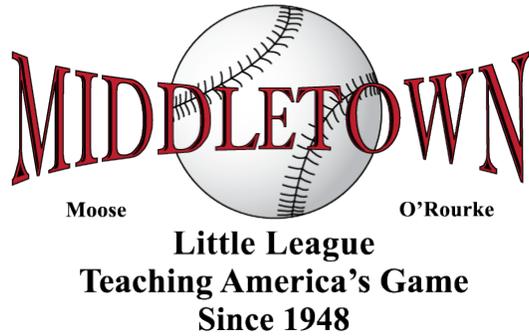
NOTE: The above and everything, which follows in this manual, must be communicated to coaches by the Manager.

**Section 8, MLL Board of Directors**

**Whom Do I Call?  
MLL Chain of Command**



**ALL violations of the Code of Conduct Policy by Adults may be referred directly to the Code of Conduct Director.**



# **Section 9**

# **Middletown Little League Forms**