

# MAPLE VALLEY PONY BASEBALL ASSOCIATION, INC.

## BY-LAWS

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## Article I. NAME AND OBJECTIVE

NAME - The organization shall be called MAPLE VALLEY PONY BASEBALL & FASTPITCH ASSOCIATION, INC. (MVPBA)

OBJECTIVE -TO HAVE FUN

PONY Baseball seeks to implant in the youth of the community ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority. With a goal that they will be finer, stronger, and happier youths who will grow to be good, clean, and healthy adults. This objective will be reached by providing supervised competitive games. The supervisors shall bear in mind at all times that the attainment of exceptional athletic skill or the winning of games is secondary, and that the molding of future citizens is of prime importance.

## Article II. DUTIES AND RESPONSIBILITIES OF THE BOARD OF DIRECTORS AND BOARD MEMBER POSITIONS

### Section 2.01 PRESIDENT (BOARD DIRECTOR)

1. Presides at all board meetings.
2. Acts as chief administrative officer and head of the organization.
3. Votes only in case of a tie vote.
4. Appoints committee chairperson as needed.
5. Registers league with National PONY Organization.
6. Obtain appropriate accident and liability insurance and act as "insurance coordinator" with insurance company for claims.
7. Have authority to call special meetings at his/her discretion.
8. Serve as a member of the Coaches Selection Committee.
9. Register teams for sanctioned PONY Tournaments.
10. Represent MVPBA at PONY District Meetings.
11. Authorized to sign MVPBA checks.
12. Administer, direct, and approve all fundraising efforts (including concessions, and All-Star teams).
13. Verify background checks for coaches/volunteers.
14. Provide Board a proposed yearly calendar for league events by October meeting.
15. Oversee College Scholarship Committee. Bring applications to the committee.
16. Awards financial aid to families at their discretion.

### Section 2.02 VICE PRESIDENT (BOARD DIRECTOR)

1. Assume duties of the president in his/her absence.
2. Provide team eligibility roster, using current registration form, to the President and Player Agents.
3. Serve as co-chairperson with the Umpire-in-Chief on the Coaches Selection.
4. Address infractions of official PONY Baseball rules and or these by-laws.
5. Makes sure all players have registered and paid before they participate in practices.

6. Responsible for MVPBA IT and Websites.
7. The following directors report to the Vice President: IT Coordinator, Registration Coordinator.

#### Section 2.03 SECRETARY (BOARD DIRECTOR)

1. Record minutes of all meetings provide written report of each meeting and keep a copy of all minutes in a file.
2. Keep a file of all Protest and Grievance Committee actions.
3. Update By-Laws and print By-law changes by first registration.
4. Keep records of League standings from year to year.
5. Update Policy and Procedure Manual.

#### Section 2.04 UMPIRE-IN-CHIEF (BOARD DIRECTOR)

1. Recruit umpires for upcoming season.
2. Organize and conduct umpire training clinics before season starts.
3. Schedule umpires for all 10U and up teams (baseball and Fastpitch).
4. Schedule umpires for year-end league championships.
5. Co-chair coaches' selection committee, and grievance/protest committee.
6. Schedule umpires for summer tournaments that MVPBA hosts.
7. Administrate Umpire budget and payroll.
- 8.
9. Resolve protests related to on-field rule interpretations.

#### Section 2.05 BASEBALL GENERAL MANAGER (PLAYER AGENT) (BOARD DIRECTOR)

1. Oversee over the draft/placement of the players.
2. Oversee baseball Division Directors.
3. Serve as member of Coaches Selection committee.
4. Serve as member of Grievance/Protest/Discipline Committee.
5. Serve as member of College Scholarship Committee.
6. Provide appropriate training opportunities for baseball Coaches.
7. Report on baseball activities to the Board.
8. As appropriate, make change recommendations to the Board for the By-Laws, Policies and Procedures, Coaches Handbook, and other official documents.
9. Along with baseball Division Directors, review and rule on requests for players to play up or play down out of the division dictated by their age.
10. Be backup point of contact to respond to emails addressed to the baseball Division Directors (primary point of contact).
11. Attend regular, and special, Board meetings.
12. Verify background checks for coaches/volunteers.

#### Section 2.06 FASTPITCH GENERAL MANAGER (PLAYER AGENT) (BOARD DIRECTOR)

1. Preside over the draft/placement of the players.
2. Oversee Fastpitch Softball Division Directors.
3. Serve as member of Coaches Selection committee.
4. Serve as member of Grievance/Protest/Discipline Committee.
5. Serve as member of Scholarship Committee.
6. Provide appropriate training opportunities for Fastpitch Softball Coaches.

7. Report on Fastpitch Softball activities to the Board.
8. As appropriate, make change recommendations to the Board for the By-Laws, Policies and Procedures, Coaches Handbook, and other official documents.
9. Along with fastpitch softball Division Directors, review and rule on requests for players to play up or play down out of the division dictated by their age.
10. Be backup point of contact to respond to emails addressed to the fastpitch Division Directors (primary point of contact).
11. Attend regular, and special, Board meetings.
12. Verify background checks for coaches/volunteers.

#### Section 2.07 TREASURER (GENERAL BOARD)

1. Record all income and expenses of MVPBA.
2. Ensure that all expenditures under \$500.00 have the approval of at least three officers (one of which is the Treasurer). Ensure all expenditures over \$500.00 be approved by a majority vote of Board of Directors, and check has at least two authorized signatures.
3. Authorized to sign MVPBA checks.
4. Submit monthly income and expense reports at the scheduled Board Meetings.
5. Keep a log of scholarship recipients by year.
6. Prepare a yearly budget and try to keep expenditures within budget.
7. Monitor online registration company for payments.
8. Have books audited every other year.

#### Section 2.08 REGISTRATION COORDINATOR (GENERAL BOARD)

1. Organize and attend registration.
2. Monitor online registration.
3. Maintain and oversee online registration provider and information.
4. Provide IT support to Board members to get access.
5. Restrict access to for certain Board members to online information.
6. Provide Board training on how to use online system.

#### Section 2.09 MARKETING/COMMUNICATIONS COORDINATOR (GENERAL BOARD)

1. Be responsible for news items in local newspapers.
2. Advertise special events as appropriate.
3. Receive scores and standings from Division Directors and report to the local papers each week during the season.

#### Section 2.10 SPECIAL EVENTS COORDINATOR (GENERAL BOARD)

1. Reserve photographer, schedule team photo times and schedule date for team picture day.
2. Provide trophies for year-end league tournaments and summer tournaments (not required for PONY sanctioned tournaments).
3. Provide participation certificates or medallions for Shetland and Pinto players.
4. Administer other special events such as participation in Spring Jamboree, MV Days parade, Mariner Day, MLB Hit- Pitch & Run, etc.

### Section 2.11 FIELD SCHEDULER (GENERAL BOARD)

1. Ensure that there are enough fields for practices and games (school and King County Parks) for all teams.
2. Reserve all fields and provide King County and school districts with a certificate of insurance.
3. Send game schedules to King County Parks so the fields can be prepared.
4. Schedule all field usage: practices, games, and tournaments.
5. Prepare preseason practice schedule for all teams.
6. Prepare game schedules for all teams.
7. Reserve fields for post season summer tournaments.
8. Try to negotiate long term usage agreements on school fields.
9. Represent MVPBA at local meetings involving sports fields and usage.
10. Coordinate with umpire in chief to make sure there are umpires scheduled for all home games at 10U and up.

### Section 2.12 SPECIAL NEEDS COORDINATOR (GENERAL BOARD)

1. Identify special needs through registration.
2. Contact parents to discuss special needs of the child.
3. Meets with the Division Director to discuss needs and accommodations or modifications.
4. Will help finalize the accommodations/modifications with the Division Director, Coach, and family.
5. Responsible to resolve issues regarding special needs by working with the President, Division Director, and parents.

### Section 2.13 SPONSORSHIP COORDINATOR (GENERAL BOARD)

1. Find local businesses to sponsor teams, collect all sponsor fees (fees to be set annually by board) and turn over such fees to the treasurer.
2. Each sponsor to receive a team game schedule and sponsor plaque and shirt. Deliver or mail plaque to sponsor.
3. Assign sponsors to teams based on sponsors requests.
4. Maintain all sponsor information (names, addresses, phone numbers, etc.).

### Section 2.14 FIELD MAINTENANCE/IMPROVEMENTS (GENERAL BOARD)

1. Coordinate with various owners of all fields to maintain and improve existing facilities.
2. Schedule work parties for field improvements and upkeep during the season.
3. Improvements include grading fields, fixing fencing, adding dirt to infields.
4. Maintenance duties include; infield grass and rocks removed, outfield grass mowed and raked, backstops and wings kept in good condition, low spots filled in and make sure field equipment boxes are properly equipped during season.
5. Notify Fields Scheduler of any maintenance issues with King County Fields.
6. Coordinate the ordering of portable toilets thru MVPBA Treasurer by March 1 and have them removed August 1 (or sooner). Fall Ball usage as needed.
7. Weekly check all fields for neatness (garbage sacks to dumpster).
8. Enforce home teams cleaning fields.

### Section 2.15 EQUIPMENT COORDINATOR (GENERAL BOARD)

1. Be responsible for acquiring all equipment and balls (including official rulebooks, scorebooks, and first aid kits for the coaches).

2. Submit an inventory to the Board of all equipment at the beginning and end of each season.
3. Issue equipment to coaches or their representatives only.
4. Responsible for the collection of equipment at end of each season and report to Board coaches who haven't returned MVPBA equipment.

#### Section 2.16 UNIFORM COORDINATOR (GENERAL BOARD)

1. Get board approval for supplier of uniforms (minimum of 2 bids).
2. Order uniforms and distribute uniforms to coaches.
3. Get sponsor names printed on uniforms and verify correct sponsor gets on a team uniform.

#### Section 2.17 TOURNAMENT TEAM (DIVISION DIRECTOR)

1. Advertise tournament team availability and organize open tryout with board and coach representation.
2. Coordinate with Fields Scheduler to obtain fields and umpires for tournament team practice and play.
3. Coordinate training schedules with 3rd party facilities.
4. Coordinate uniform selection process with tournament teams.
5. Coordinate equipment orders for tournament teams.
6. Coordinate tournament selection and schedules with tournament team coaches.
7. Submit income/expense report to treasurer for tournament team expenses.
8. Act as tournament director for any MVPBA sponsored tournaments.

#### Section 2.18 BASEBALL & FASTPITCH (DIVISION DIRECTOR)

1. Be main point of contact to respond to emails addressed to their division.
2. Disseminate/collect information to/from division coaches regarding rules, schedules, uniforms, Jamboree, playoffs, etc.
3. If applicable, coordinate with counterpart in other leagues.
4. Monitor player registrations to help plan the number of teams and number of coaches required.
5. If applicable, preside over player assessments.
6. If applicable, preside over the division draft.
7. Coordinate team rosters and requested uniform sizes with the Uniform Coordinator.
8. Assist in planning coaching clinics.
9. Plan player clinics.
10. Immediately report any coach protests or disciplinary issues to the General Manager.
11. Attend board meetings as a non-voting member.

### Article III. PLAYER MEMBER REGISTRATION

1. The MVPBA Board of Directors shall determine registration dates.
2. The Vice-President or General Manager shall place all late sign-ups on a team. Placement will be based upon need, as determined by division director.
3. Registration fees will be determined by the Board prior to the start of the season.

## Article IV. MEETINGS

1. Regular meetings of the MVPBA will be held each month
2. The regular meeting held in June shall accommodate Board member nominations; the elections shall be in July, with the new Board assuming their positions in August. On the night of the election all nominated parties shall be present and sign in prior to the vote to confirm their interest in the position they are nominated for. Only regular members may cast a vote.
3. Special meetings may be called at the discretion of the President.
4. Quorum: Presence in person of at least 40% of the Board Members not counting the President.
5. Voting: Only Board members may vote at any meeting, except during elections of Board Members when any Regular Member may vote.
6. Roberts Rules of Order shall govern the proceedings of all meetings, except where it conflicts with these by-laws.
7. The MVPBA calendar year shall begin in August with the newly elected Board and conclude the following July.

## Article V. COMMITTEES

1. Coach Selection Committee. This committee shall approve the appointment of all coaches and assistant coaches. Members of this committee are the Division Directors, President, Vice President, General Manager/Director of Player Development and the Umpire in Chief.
2. Grievance/ Discipline Committee: This committee will resolve any written objection, or grievance, or discipline of either a player or a coach. The members of this committee are the Vice President, General Manager, Umpire in Chief, and the Director of the division where the grievance/ discipline is filed. After the hearing, the Division Director shall submit in writing a report to the Secretary and President stating the problem and the corrective action taken (within 48 hours).
3. College Scholarship Committee: This committee will review scholarship applications and recommend recipients to the MVPBA Board. The committee will consist of the voting Board members.
4. Any committees deemed necessary by the MVPBA can be appointed by the President as required.

## Article VI. TEAMS AND COACHES

### Section 6.01 League Fees

1. Shetland 6U 5 and 6 years old (\$115)
2. Pinto 8U 7 and 8 years old (\$120)
3. Mustang 10U 8, 9 and 10 years old (\$185)
4. Bronco 12U 10, 11 and 12 years old (\$210)
5. Pony 14U 12, 13 and 14 years old (\$225)
6. Colt 16U 14, 15 and 16 years old (\$265)
7. Palomino 18U 15, 16, 17, 18 (and up to three 19) years old (\$265)

\*\*TO PLAY UP IN MUSTANG, BRONCO AND PONY A PLAYER MUST BE RATED IN TOP TWO ROUNDS OF DRAFT.

Parents or guardians of league age Mustang through Pony players may request that their child be allowed to play down 1 year. The request will be reviewed and ruled by the Division Director and respective General Manager the child wishes to play in, and their decision is considered final. Colt and above follow the same rule with the addition that they are not allowed to pitch or be eligible for the all-star team if they are playing down. The intention of this rule is to provide a place for the first-year player to get acclimated to the sport.

#### Section 6.02 MANAGERS, COACHES, & ASSISTANT COACHES DUTIES:

Managers and Coaches duties are described in the official PONY Baseball Rulebook in addition,:

1. Coaches must pass a background check before working with any players.
2. Coaches and assistant coaches are required to attend Coaches Clinic, and Division Director's Meeting.
3. Any games played in addition to scheduled games must be approved by the Division Director.
4. Prior to the beginning of each game, each coach will submit his/her line-up and pitchers record to the opposing coach upon request.
5. The use of tobacco and the alcohol is PROHIBITED by adult leaders in the dugout, stands, on the field, or any school property.
6. Home team is required to provide two game balls.
7. Any team coach or other adult leader who withdraws his/her team from the field of play under any circumstances prior to the official completion of play shall be subject to forfeiture of the game. Any deviation will be decided by the protest procedure.
8. The home team coach or designee must call/e-mail in the score after each game to the Division Director or designee.
9. The home team is required to schedule fields through the Division Director for all extra practices, make-up games, and approved non-league games.
10. A person will only officially coach or assist on one team per division (for purposes of drafting rules).
11. The home team coach is responsible for preparing the field before and after play (fill in the holes) on non-county fields.
12. Coaches shall review the condition of the equipment they are issued at the beginning of the season and return all assigned equipment promptly at the end of the season. The coach may be billed for any missing equipment.
13. It is the responsibility of all coaches and assistant coaches to report any unacceptable behavior to the Division Director and/or the Umpire-in-Chief after the completion of a game.
14. Obtain a scorekeeper.
15. Conduct a parent/player meeting before season starts clarifying expectations.
16. Follow Article XII Policies for the management of concussion and head injuries.
17. Home team coaches are required to ensure that the following School District and King County Field rules are adhered to before the start of any game:
  - A. SCHOOL DISTRICT FIELDS
    - i. All vehicles must be parked in designated parking spaces. No parking in fire lanes or on the field.
    - ii. Only 1 vehicle is allowed on the field to prepare the field for play, then remove vehicle to designated parking area.
    - iii. All complaints will be investigated and if found valid the penalty will be forfeiture by the offending team.

## B. COUNTY FIELDS

- i. Call each day for field conditions (Rain out phone # available in coaches' handbook).
- ii. If the field is rained out, DO NOT GO ON THE FIELD. King County can ban us from use of these fields.
- iii. Never argue with a county employee. If they tell you to get off a field for any reason, DO IT.
- iv. All complaints will be investigated by MVPBA and if found valid, the penalty will be a forfeit by the offending team.

NOTE: Fields are loaned to MVPBA and any incident endangers our use of fields.

## Section 6.03 UMPIRE DUTIES AND RESPONSIBILITIES

Umpire duties and responsibilities are as described in the PONY rulebook, and the Official Baseball rulebook. Other duties and responsibilities include:

1. The home plate umpire may suspend the game at any time when it is in the best interest of PONY, or the players', coaches', or spectators' safety.
2. Umpires must attend 1 session of the Umpires clinic as organized by the Umpire-in-Chief to be a legal Umpire.
3. The Home plate umpire will notify the home scorekeeper when a game is being continued under protest.
4. The umpire will record in the official score book the exact point in time that a game is to be played under protest. Example: base runners on 1st and 3rd, batter # 5 up with a count of 2 balls and 1 strike.
5. The umpire must report any protested game to the Division Director and Umpire in Chief within 24 hours, regardless of the outcome.
6. The legal umpire shall be empowered to eject from the game, and the premises, any Coach, Player, Team, and/or spectator involved in poor sportsmanship or unacceptable behavior. He shall submit a written report within 24 hours to the Division Director and Umpire in Chief. Any person, who fails to comply with the umpire's ejection, shall be subject to arrest, as they will be considered trespassing on property leased to MVPBA.
7. Umpire pay is:
  - A. Mustang - \$45
  - B. Bronco - \$50
  - C. Pony - \$60
  - D. Colt - \$70
  - E. Trainer - \$35
  - F. Trainee - \$30

## Article VII. PROTEST, PENALTIES, SCHOLARSHIPS AND MISCELLANEOUS

### Section 7.01 PROTEST AND PENALTIES

All rules and regulations as stated in the applicable rules apply except the following: Protest must be based on a rule interpretation. The objecting coach must make clear his protest to the umpire at the time of the protest and submit a written protest within 24 hours of the completion of the game to the Division Director regardless of the outcome.

## Section 7.02 DISCIPLINARY ACTION

1. All disciplinary action to be ruled on by the Protest/Grievance Committee.
2. In the event the disciplinary action involves a player under the age of 18, that player's parents or guardians shall be invited to attend the hearing with the person concerned. Any coach removed from a game by an umpire may not attend the next scheduled game by his team. Any MVPBA Board member removed from a game by an umpire may not attend the next two scheduled games played by his team. Games rained out or cancelled for any reason do NOT count toward a coach's suspension.
3. Any coach removed from a game by an umpire will be disqualified from coaching All-stars for that calendar year. THIS IS NON PROTESTABLE.
4. Protest/Grievance Committee may impose one of the following penalties which in their opinion seems to match the severity of the offense as outlined in the PONY Baseball Rulebook, section C:
  - A. WARNING: The offending person is to be advised in writing of the offense, and further advised that repetition of the offense will result in a more severe penalty.
  - B. SUSPENSION: The offending person is to be advised in writing that he/she has been suspended from MVPBA activities for a specific number of games or days.
  - C. DISMISSAL: The offending person is to be advised in writing that he/she has been dismissed from the MVPBA activities for the remainder of the year.
  - D. BARRED: The offending person is to be advised in writing that he/she has been barred from present and future participation in any MVPBA activities permanently, or for specific number of years.

## Section 7.03 SCHOLARSHIPS

Minimum criteria for consideration are:

Scholarships: In the spirit of our Mission, Maple Valley PONY Baseball and Fastpitch (MVPBAF) will offer graduating students who are continuing their education either thru a University, Credited College, or Vocational School, an opportunity to apply for our scholarship program. The maximum amount to be paid out in a calendar year in total is not to exceed \$3000. The maximum per person is \$1000.

Qualified applicants must apply to MVPBA no later than the last Friday in April. Applications will be reviewed and awarded by the voting board on or before the 2nd Friday in May.

Applications for the scholarship program can be obtained from the website. Minimum criteria for consideration are:

1. The applicant must be graduating from high school or equivalent in the current year and be continuing their education following high school thru a University, Credited College, or Vocational School.
2. Applicant must have participated in the MVPBAF Spring Program for a minimum of 5 years.
3. At least 1 letter of recommendation (high school faculty member, coach or community person etc.)
4. These forms are available on-line.
5. Please place your completed forms in an envelope and return to the following address:  
MVPBA Scholarship

Po Box 414  
Maple Valley, WA 98038

#### Section 7.04 MISCELLANEOUS

1. Refer to the official MLB Baseball Rules as authorized by the Office of the Commissioner of Baseball for any definition or terms not herein contained.
2. The Division Director will decide upon the manner of determining a division championship at the beginning of the season.

### Article VIII. INSURANCE

#### Section 8.01 INSURANCE

MVPBA will provide secondary accident/liability insurance and Directors and Officers insurance.

1. The Treasurer administers insurance.

### Article IX. DRAFTING RULES (Mustang, Bronco and Pony)

1. Assessments will be held to determine each player's position in the draft. A player will not be draft-eligible unless he/she attends 2 of 3 or 1 of 2 assessments as scheduled by division director. All new players (including new coaches'/asst. coaches' children) will be included in the assessments. Returning players on a team roster need not attend assessments (within the same division they played in last Spring)
2. Each player drafted will remain a member of that team for the remainder of his/her eligibility in that division unless returned to the draft pool. Players returned to the pool are unprotected unless that player's parent/guardian becomes a coach/asst. coach on another team in his/her division.
3. Coaches'/asst. coaches' children not protected on a returning team's roster will be drafted in a position comparable to the ability of like players based on the majority consensus (not necessarily unanimity) of the other teams' coaches or designees at the time of the draft. Coaches'/Asst. coaches' children cannot be drafted in the first round. If a coach's/asst. coach's child is required to attend assessments due to status as a new player, but fails to attend for any reason, they will automatically be slotted as their team's number two draft pick, regardless of skill level. The General Manager and Division Director will settle any disputes over rating of coaches'/asst. coaches' children.
4. At the end of assessments coaches will determine a list of "rated players" in the draft (number of teams X2). This list will help in placing coaches'/asst. coaches' kids in the draft and to identify top players for coaches.
5. All teams draft in the 1st and 2nd rounds, unless a coach's/asst. coach's child is assigned as the second-round pick. Returning players will be placed in rounds 3 and on (i.e. 4 returning players means you don't draft in rounds 3,4,5 and 6). Teams with open draft positions in rounds 3 and on will get a draft pick in that round.
6. Brothers and sisters of a player on an existing roster will be rated by coaches and will be assigned a round that they must be drafted. Siblings of a player on an existing roster cannot be drafted as a number one draft pick. When there are two or more draft-eligible

siblings, if one of the siblings is selected in a round, all remaining siblings automatically are drafted by that same team and are assigned to the next available round(s). The last team with enough draft slots to accommodate draft-eligible siblings must draft them. The preceding sibling rules shall not supersede the age rules in Section 9 below, unless agreed to by majority consensus (not necessarily unanimity) of the other teams' coaches or designees at the time of the draft.

7. A player not present at 2 of 3 or 1 of 2 scheduled assessments will not be drafted by name/number. They are called "hat picks". Those players will be dispersed in a random, blind drawing. Older players that are "playing down" because there were not enough registrants to field any teams at their level, and meeting the criteria specified in Article XII 11 will also be considered hat picks. At any time, a team may request a hat pick instead of selecting from the list of assessed players
8. Places, times, and dates of the assessments will be determined by the Division Directors. This information is to be publicly available at sign ups, and on the league website.
9. A team that has filled 8 of its roster spots with children in the upper age bracket (i.e. 10-year-old in Mustang) from its league must draft from the younger age group if available. Older players that are "playing down" shall be dispersed amongst the teams as evenly as possible, meaning that an older player's name may have to be returned to the hat and replaced with a younger player.
10. Drafting order is based on reverse order from the prior year's playoff finish (ties will be broken by regular season standings, then coin flip if needed). Each round will be conducted in the same order. If there are more teams in the league than in the prior year, the new team/teams are placed first in the drafting order before returning teams. If there are fewer teams than in the previous year, the Division Director will combine two teams returning players to form a returning team.
11. The Division Director and General Manager (or League President & VP) will settle disputes on drafting rule interpretations and make decisions on coaches/asst. coaches moving between teams (they will try to avoid tactics to "stack a team" by having coaches move around).

## Article X. SPECIAL NEEDS ACCOMMODATION PROCESS

This process defines how MVP will work with kids with special needs.

1. Identify special needs- Done during registration.
2. Children that have special needs will be forwarded to the Special Needs Coordinator.
3. The Special Needs Coordinator will contact parents to discuss the specific needs of the child.
4. The Special Needs Coordinator will meet with division director to discuss needs and accommodations/ modifications to meet those needs.
5. Once the child is placed on a team, the Special Needs Coordinator, Division Director, Coach and family will meet to finalize how accommodations/ modifications will be implemented.
6. If issues arise, they should be directed to the Special Needs Coordinator who will work with the President, Division Director and parents to resolve.

## Article XI. CHANGES OR ADDITIONS TO THESE BY LAWS

By-law and rule suggestions may be submitted year round for board review and/or Approval. Playing rules may only be changed from September to the 1st board meeting in February for the upcoming P.O.N.Y. baseball season.

## Article XII. POLICIES FOR THE MANAGEMENT OF CONCUSSIONS AND HEAD INJURIES (THE LYSTEDT LAW HB 1824)

This State Law was implemented July 26th, 2009. All MVPBA and Maple Valley Select teams must comply.

1. MVPBA President on an annual basis must sign a Tahoma School District Statement of Compliance Form.
2. All coaches and assistant coaches must be educated in the nature and risk of concussion or head injury prior to the first practice. You must read and sign the “fact sheet for coaches” that MVPBA will provide and keep a copy of this with you. Second it is MANDATORY that you watch an educational video. Best way to do this is to visit the WIAA web site at their online rules clinic and watch the video there. Another source is the CDC web site.
3. All coaches must have each player and parent sign the “Listed parent/player signature” form and keep a copy of that with them at all times (same as medical releaser form).
4. All coaches must know the “Action Plan” required by the law. It states: if you suspect that a player has a concussion, you should take the following steps: 1) Immediately remove athlete from play. 2) Ensure that athlete is evaluated by an appropriate health care professional. Don't try to judge the seriousness of the injury yourself. 3) Inform athlete's parents or guardians about the known or possible concussion and give them the fact sheet on concussions (you already have this form signed by then on hand). 4) Allow athlete to return to play only with permission from an appropriate health care professional.