

# **HYAA Standardization Policy 2011**

## **REGISTRATION**

### **Registration periods: ON OR ABOUT**

Soccer: May 1 through May 15 Late fees after June 1

Basketball: Sept 15 thru Sept 30 Late fees after October 15

Baseball/Softball: January 2 thru Jan 15 Late fees after February 1

Wrestling:

POSTING OF ALL FEES, REGISTRATION PERIODS, AND CHANGES TO ANY AND ALL POLICIES AND ACTIVITIES IN ANY GIVEN SPORT CAN BE DONE ON THE HYAA WEBSITE WWW.HYAA.ORG. WEBSITE POSTINGS WILL BE CONSIDERED SUFFICIENT NOTICE TO THE ORGANIZATIONS MEMBERS.

REGISTRATION PERIODS AND LATE FEES CAN BE CHANGED BY A MAJORITY VOTE OF THE EXECUTIVE COMMITTEE.

### **Player Eligibility**

All Holmdel residents are eligible

Non-Holmdel residents must be approved by Exec. Committee

### **Announcements**

THE POSTING OF ALL ANNOUNCEMENTS WILL BE DONE ON THE ORGANIZATION'S WEBSITE, THE EXECUTIVE COMMITTEE OR THE PRIMARY ACTIVITY COMMISSIONER CAN ALSO ANNOUNCE ACTIVITIES IN HOLMDEL PUBLICATIONS, SCHOOLS OR THROUGH OTHER MEANS OF ADVERTISEMENT AT THEIR DISCRETION, HOWEVER SUFFICIENT NOTICE OF ANNOUNCEMENTS IS SATISFIED BY POSTING IT ON THE ORGANIZATION'S WEBSITE WITHIN 48 HRS OF THE EVENT.

## **BUDGET & PROGRAM PLAN**

Each PRIMARY Commissioner shall present the Budget and Program plan to the Executive Committee for approval. The estimated Budget and Program plan shall be presented to the Executive Committee NO LESS THAN 2 WEEKS prior to Registration, this should be revised after registration is finished and income financial assessment is made.

ALL ACTIVITY COMMISSIONERS MUST MEET AND DECIDE UPON A PROGRAM PLAN FOR THEIR ACTIVITY AND PRESENT IT TO THE EXECUTIVE COMMITTEE AT A REGULAR OR SPECIAL MEETING

**Information required in Program Plan:**

- Registration Fees, Sibling Discounts, Improvements
- Rules changes or modifications
- Projected number of participants
- Draft System (Open or Closed)
- Season Schedule:
  1. Registration dates,
  2. Preseason ratings tryout dates,
  3. HYAA Draft dates,
  4. Coaches clinic date,
  5. Referee/Umpire Clinic date,
  6. Photo Night,
  7. Preseason practice & Clinic dates,
  8. Opening Day of games,
  9. Dates of Regular season & Playoffs
- Trophy Awards
- Facility Plan - designate the HYAA Leagues and facilities
- Tournament Team Budget and Program Plan

**Information required in HYAA Budget**

- Income
  1. Registration fees,
- Expenses
  1. Insurance,
  2. Facility Fees,
  3. Referee/Umpire Fees,
  4. Itemized equipment request,
  5. Printing & Advertising,
  6. Uniforms
  7. Coach's Rebate (if any),
  8. Trophies

The HYAA Budget and Program plan is subject to revisions upon conclusion of Registration.

## **DRAFT SYSTEM**

It is the responsibility of the Commissioners in that respective sport to oversee the assembly of teams in the league to ensure they are put together properly by the league coordinator. The goal is to assemble teams that are fair and balanced. Parent requests can be accommodated at the discretion of the league coordinator as long as it does not effect the team balance of talent.

### **Number of Players**

The number of players drafted to each team shall be as follows:

- SOCCER
  - Teams playing on smaller field) 9 or 10 players
  - Teams playing on regulation field) 13 - 15 players
- BASKETBALL
  - Clinic League - 8, 9, or 10 players
  - Leagues (Ages 8 and higher) 8 or 9 players
- BASEBALL/SOFTBALL
  - Clinic & Junior Leagues - 8 TO 12 players
  - Minor League & Up - 10 TO 14 players

It is strongly suggested that in order to accommodate late registrations (new Holmdel residents) the lower number of players drafted be used on HYAA Draft day.

### **Playing "Up"**

**A child may play one grade above his age grade only under the following circumstances:**

- 1. The child has a sibling in the upper grade**
- 2. Playing in his current grade poses a danger to the other players due to the player's excessive size or ability. This is completely under the judgment of the activity commissioners who will make the recommendation to the executive board and then the executive board will have the final vote on the recommendation of the commissioners.**

## **DRAFT DATES**

All HYAA Drafts must be conducted within two weeks of the first scheduled HYAA practice. This would allow late registrants to be included in the HYAA Draft.

The suggested HYAA draft dates are on or about:

- SOCCER – August 1 - 15
- BASKETBALL – October 15-31
- BASEBALL/SOFTBALL – March 1-15

## **GUIDELINES FOR OFFICIALS**

The use of professional officials must be presented by the HYAA Director of Officials to the HYAA Executive Committee. The merits of professional officials must be weighed against the cost of such officials. While the concept of professional officials is to provide an adult presence on the court/field, the Director of Officials must also make a concerted effort to assemble a volunteer adult staff of HYAA Coaches in order to offset the cost of professional officials.

The organizing of Officials should include an announcement on the HYAA website. It is suggested that a meeting of interested officials take place in which the Director of Officials describes the HYAA Sport's rules and recommendations.

The training of Officials would include an "on the field/court" session with all officials. This training can be conducted by the Director of Officials or a Professional official in that particular sport. The cost of the Professional official shall be included in the Commissioner's Budget.

The scheduling of HYAA Officials shall be conducted by the Director of Officials with the philosophy that once the schedule is set it is the HYAA Official's (student or adult) responsibility to find a replacement, in the event of illness or another schedule conflict. It shall be the responsibility of the HYAA Director of Officials to distribute a list of officials so that a replacement can be found.

In order to encourage the responsibility of 100% attendance, it is recommended that HYAA Student officials who miss their scheduled assignment and fail to get a replacement be subject to a one game fine and if the "poor" attendance continues, be suspended from the eligible list of HYAA Student officials.

At the June HYAA Meeting of each year, the Director of Officials shall present a fee schedule for officials in each HYAA sport for the following HYAA Sports year.

This fee schedule should be recommended by the Director of Officials and approved by the HYAA Executive Committee.

## **Equipment**

The HYAA (Sport) Commissioner may recommend in his/her program plan as to the use and cost of player uniforms.

The cost of annual restocking of equipment shall be considered part of that HYAA Sport's Budget.

Any capital expense must be presented to and approved by the HYAA Executive Committee.

## **HYAA Ejection & Suspension Policy**

- HYAA Soccer - a player or Coach who receives two yellow cards or one red card in an HYAA game shall be ejected from that HYAA game
- HYAA Basketball - a player or Coach who receives two technical fouls in an HYAA game shall be ejected from that HYAA game
- HYAA Baseball / Softball - a player, Manager, or Assistant Coach shall receive one warning for unsportsmanlike conduct and will be ejected from that HYAA game for a second offense

In all instances, an ejection from an HYAA game will result in an automatic one game suspension from the next HYAA game. A second ejection during that HYAA season may result in a season suspension (if approved by the HYAA EC). Reinstatement to an HYAA program by a player or coach must be approved by the HYAA Executive Committee.

## **HYAA EXECUTIVE COMMITTEE**

### **Duties and Responsibilities**

- HYAA President
  - As per the HYAA Constitution - Article 4, Section 6
- HYAA Vice-President
  - As per the HYAA Constitution - Article 4, Section 7
- HYAA Secretary
  - As per the HYAA Constitution - Article 4, Section 8

- HYAA Treasurer
  - To collect and record all registration fees, fund raisers, and donations to the HYAA organization.
  - To dispense payment of Insurance, equipment, Referee/Umpire compensation, and other expenses as outlined in the Commissioner's Budget.
  - To report at the HYAA Monthly meeting, the status of the HYAA Treasury.
  
- HYAA Soccer Commissioner
  - Present Budget and Program plan to HYAA Executive Committee during the March HYAA meeting
  - MAKE ANNOUNCEMENTS OF ALL ACTIVITIES, TRYOUTS IF DEEMED NECESSARY BY THE COMMISSIONERS ETC ON THE ORGANIZATION WEBSITE.
  - Conduct Soccer registration during May 1 through May 15
  - Conduct Ratings tryout during June 1 thru June 15 IF DEEMED NECESSARY BY THE ACTIVITY COMMISSIONERS
  - Conduct HYAA Soccer Draft during August 1 thru 15
  - Conduct Coaches clinics
  - Conduct Skills clinics for players
  - Administrate HYAA Soccer program
  - Provide a report at the end of the HYAA Soccer season to the Executive Committee concerning the highlights of the season and improvements for the following season.
  
- HYAA Basketball Commissioners
  - Present Budget and Program plan to HYAA Executive Committee during the June HYAA Meeting
  - Conduct Ratings tryouts during Oct 7 thru 21 IF DEEMED NECESSARY BY THE ACTIVITY COMMISSIONERS
  - Conduct HYAA Basketball Draft during Oct 15 thru Oct 31
  - Conduct Coaches clinics
  - Conduct Skills clinics for players
  - Administrate Basketball program
  - Provide a season-ending report to the Executive Committee
  
- HYAA Baseball / Softball Commissioners
  - Present Budget and Program plan to HYAA Executive Committee SOMETIME BETWEEN The November meeting AND THE MARCH MEETING AND THEN ANNOUNCE DATES FOR ANY AND ALL ACTIVITIES ON THE ORGANIZATION WEBSITE.
  - Conduct ratings tryouts during February 1 thru Feb 15 IF TRYOUTS ARE DEEMED NECESSARY TO RATE THE PLAYERS, COMMISSIONERS MAY RATE PLAYERS BASED ON GENERAL KNOWLEDGE OF THE PLAYER

- Conduct Coaches clinic
  - Conduct HYAA Baseball/Softball Draft on or about March 1 thru 20
  - Conduct Skills clinics for players if they choose
  - Administrate Baseball/Softball program
  - Provide a season-ending report to the Executive Committee
- HYAA Facilities Director:
    - To collect facility requests from the HYAA (Sport) Commissioner
    - To distribute at the May HYAA Monthly meeting, a monthly projection of HYAA Facility usage for the following School Year. This projection should include the Holmdel facilities used, time, and the HYAA Leagues using those facilities.
- HYAA Equipment Director
    - To receive Commissioner's request of equipment Purchase, dispense (beginning of season), and collect (end of season) all HYAA equipment.
    - Store out of season equipment in the HYAA trailer (As outlined in the HYAA Constitution)
- HYAA Director of Officials
    - To organize, train, schedule, and direct HYAA Soccer referees, Basketball referees, and Baseball/Softball umpires. The Director of Officials shall also work with the HYAA (Sport) Commissioner and HYAA Vice-President to recommend any rules changes or modifications. These rules changes or modifications should be made during the HYAA Commissioner's Budget and Program Plan to the HYAA Executive Committee
    - As outlined in the HYAA Constitution, the Director of Officials can appoint other assistant Director of Officials who may specialize in officiating in a particular sport.
- HYAA Trustees
    - As per the HYAA Constitution
    - In order to serve as an HYAA Trustee, a member must have served at least one year on the HYAA Executive Committee

## **VOTING POLICIES & PROCEDURE**

Require that HYAA members attend at least three HYAA meetings in the current HYAA year, beginning August 1st in order to vote at the HYAA Executive Elections in April, AND 5 MEETINGS IN THE PRIOR 12 MONTHS TO THE APRIL ELECTIONS.



March HYAA Monthly Meeting - HYAA Secretary must collect nominations for all HYAA Executive Committee positions. If two candidates or more are interested in a particular HYAA position, a discussion Forum should take place so that eligible HYAA voters can hear candidate's plan.

April HYAA Monthly Meeting - HYAA Secretary shall validate all HYAA voters by the attendance log that is kept at each HYAA meeting. Voting shall take place in the event of a contested position.