

Juneau Softball Association Handbook

2020

Juneau Sports Association
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JUNEAU SPORTS ASSOCIATION, 1987-2020

~33 Years~

Welcome to the Juneau Sports Association Softball Program.

JSA Board Members and Staff welcome comments and suggestions for appropriate information to include in future versions.

This handbook includes general information pertaining to all JSA softball teams. It is intended to supplement, not replace, *the USA Softball Official Guide and Rule Book*. The rules set out in this handbook are the local exceptions and additions to the USA rules.

Current USA Softball rules govern all games, except as modified by JSA Rules. Each team manager receives an Official USA Softball Rule Book. **All JSA team managers, players, and coaches are responsible for knowing these rules.**

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I. JSA, the Organization

The Juneau Sports Association (JSA) is a non-profit corporation. Elected board members administer this corporation for the benefit of all softball players.

The Executive Director is hired and employed by the JSA board. The board sets all rules, regulations and policies.

JSA Board

Please see Appendix A for current year board members; Appendix C for scheduled meeting dates.

JSA Office

Please see Appendix B for office location and contact information.

II. City and Borough of Juneau – 586-5226

Facility Use/Regulations

Softball field use is provided under contract with the City and Borough of Juneau (CBJ). Continued use of these facilities requires all JSA members to abide by CBJ Park rules and regulations.

Field Maintenance

CBJ Parks and Recreation staff provides field maintenance by contract with JSA.

Practice Time

Each team will receive one pre-season scheduled practice. During the season, fields not reserved by other individuals or groups may be used for practice on a first-come, first-served basis.

**Fields may be reserved through Parks and Rec. by calling 586-5226.
An hourly fee is charged. JSA cannot reserve fields for practice.**

Concession Permits

Teams wishing to have concessions at the parks must contact the CBJ, Parks and Recreation Department to obtain current regulations.

III. Umpires

Umpires are provided via contract between JSA and the Juneau-Douglas Officials Association (JDOA). If team managers have suggestions or complaints concerning the performance of an official, they are encouraged to file these, in writing, to JDOA.

IV. League Structure

Provided field space is available, all teams properly registering on the required date will be accepted and scheduled by JSA.

Each softball divisional board classifies teams. Leagues will be organized to best promote competition and facilitate league scheduling, with consideration given to team requests.

Split leagues and play-through will be utilized in cases where the board deems better competition will result.

Team Eligibility Requirements

1. Registration: Team Registration and Player Fees must be paid, accompanied by the required forms, at the time of registration. Rosters must be completed with all information requested. Teams not providing all required information and materials will not be accepted.
Teams registering after the scheduled registration date will be assessed a \$50 late fee.
2. Forms and Fees: The following are required to register a team: (See Appendix C for current fee schedule). When possible, player fees should be combined in a single check, or paid online.
 - Completed JSA roster signed by manager and alternate manager.
 - Minimum of 8 completed, signed, player agreements to match roster.
 - Team Registration Fee
 - Player membership fee for each registered player, to match player agreements.

Players without a signed player agreement and player fee will be ineligible. In the instance of a NSF check submitted for a player fee, the player or players are ineligible until their player fees and a \$25 NSF fee is paid.

NSF Policy – Persons, sponsors or businesses issuing bad checks to JSA will be notified of their payment default. Persons, sponsors, or businesses will be allowed to make repayment to JSA with a \$25.00 (twenty-five dollar) penalty provided payment is made within **five working days** of notification of an outstanding payment due to the organization. Persons, sponsors or businesses that fail to make repayment to JSA within five working days will be denied participation in JSA activities. **Persons,**

sponsors or businesses issuing bad checks will be required to pay in cash, cashier's check or money order when conducting future transactions with JSA.

3. Number of Players: Teams must register and carry throughout the year a minimum of 8 players. Teams may carry as many players as they wish.
Co-ed: The minimum eight players for co-ed league sign-ups must be four males and four females. Teams may add only persons who have not been listed on any team roster in their league during that season.

Player Eligibility Requirements

1. Forms and Fees:
An official signed player agreement and player fee must be completed online or submitted to the JSA office before participation in any JSA game. (See Appendix C for current fee schedule). If a player is participating in both the men's or women's league and the co-ed league, a signed player agreement and player fee must be submitted for participation in each respective classification. Players may register for only 1 team per league. Falsifying of signatures on player agreements constitutes a commission of fraud. (See Section VIII – Conduct for disciplinary action).
2. Age Requirement:
League players must be 15 years old as of the date of the first game of participation. Players under 18 years old must have a parent signature on the player agreement form.
3. New Players (**Updated 2018**):
Additional players may be added to a team roster throughout the season. New players wishing to register after the initial team registration must submit a signed player agreement and player fee to the JSA office. **Players are eligible to play the same day a player agreement is submitted to the JSA Office.** Player agreement forms are available from team managers, at the JSA office and online at www.juneausoftball.com.
4. Identification: Players may be required to show positive proof of identification (photo id) at any league or tournament game.
5. Changing Teams (**Updated 2019**): Players are allowed to change teams once within each league they are signed up for, before July 1st, at which point changes will no longer accepted.
Players are not allowed to change teams from either the men's or women's league into the co-ed league without submitting another player agreement with additional player fee. Additional membership fees are not imposed for players changing teams within the same classification. In order to change teams, a player must show proof of notification (email Cc or in writing) of their intent to leave the current team to the manager or alternate manager. They must submit a new, signed player agreement to

JSA for their new team, and have approval from the manager to join the new team. The JSA Executive Director will release transfers with written request.

6. Pay-to-Play (**Updated in 2019**):
An eligible unregistered league player may pay a \$10 fee to play for one night, to include multiple games in multiple divisions. Players must provide a signed waiver and pay fee prior to start of first game. Current year classifications will apply for coed.
7. Playing in Multiple Leagues (Crossover players):
A player may play on both a men's or women's team and a co-ed team, subject to the following guidelines and restrictions (**Updated 2018**):

Coed C- Open to all- no crossover rules

Coed D- Open for all women, no more than 3 Men's C

Coed E- Can have 3 women from C AND then can have EITHER 3 Men's D OR 1 Men's C & 2 Men's D

Coed F- Combo of Men's and Women of up to 4 from Women's C or Men's D

Coed G- Open to any Women's D or E & only 3 Men's F or 2 Men's F & 1 Men's E

8. Penalties
Eligibility violations carry the following penalties:
Offending team shall forfeit all games in which said player(s) have participated. Ineligible player(s) will be suspended for the following game.
Crossover Eligibility: Violations of crossover eligibility will result in the offending team forfeiting all games which said player/players have participated and/or suspension of the ineligible player and/or team manager from all JSA participation.

Manager/Alternate Manager Responsibilities

1. The manager and alternate manager must be members of JSA.
2. Non-Player designation prohibits the manager and/or alternate manager from offensive or defensive player positions during all JSA and USA sanctioned competition. Non-player manager/alternate manager designees may not be counted as regular roster players for registration and/or official game lineups. Non-player manager or alternate managers may compete in another division. An additional player fee must be paid.
3. Player manager/alternate manager designation gives the designee additional responsibilities and rights of any league player.

As administrator of the team, the manager is the official contact between team members and the JSA office. Manager's current e-mail address and phone number must be designated on the roster. Report changes to JSA immediately.

Administrative Responsibilities

- Attend all program-related meetings and clinics to be able to transmit current information to their team.
- Team managers must be available to receive e-mail and phone calls from JSA during the softball season.
- Disseminate Information to their teams. Information from JSA such as tournament deadlines/schedules and rescheduled games may be communicated by mail and/or email. Mail not returned to JSA will be assumed to have reached a team manager and follow-up calls will not be made. Use of voicemail by manager is strongly encouraged.
- Managers are responsible for the supervision of their team in accordance with all USA Softball, JSA and CBJ/Parks and Recreation rules and regulations, and insuring that their players know and follow those rules.
- Managers are responsible for each of their player's eligibility.

Game-related Responsibilities

- Player conduct before, during, and immediately following each game
- Insuring that your team hustles on and off the field
- Having lineup cards ready and delivered to home plate umpire at least 10 minutes prior to game time (*Tip* do the lineup during 1st game for the 2nd game of double headers)
- Calling, entering, or e-mailing scores to JSA office by 9 a.m. the next day when your team wins; including weekends and holidays. Teams failing to report winning scores may receive a loss for that game. The game will be considered a loss for both teams. The office phone number is listed In Appendix B
- **Only the manager may communicate with the umpire during the game**

Scheduling Requests

A team may request scheduling around travel to out-of-town softball tournaments by submitting a written request by the final date for registration. During the season, each team will be allowed one request to reschedule. This request must first be agreed to by the scheduled opponent, must be made with 48 hours' notice to the JSA Executive Director and will be re-scheduled only if both teams agree to the rescheduled date. No other requests will be accepted. Any team requesting a reschedule will receive the forfeit if a new time is not agreed upon.

Changing Leagues

Teams wishing to change leagues must find another team willing to change with them. Both teams must submit a written request to the JSA Classification Board, who grants final approval.

A team changing leagues during the season is ineligible to win a league trophy in league play. (See Appendix C for deadline to change leagues.)

USA Softball Classification

Local USA Softball representatives classify all JSA teams. Teams should be notified of their classification by USA Softball. USA Softball classification determines the level of state and/or regional competition in which a team may participate.

V. Game Regulations

Current USA Softball rules will govern all games, except as modified or changed by these local classification rules. Each team will receive an Official USA Softball Rule Book.

League Play

1. Number of Players:

Teams must have eight players to begin or continue a game. Teams may use a maximum of twelve players in the batting order and any ten may play defensive positions.

2. Sub Rule (Updated 2020):

To prevent forfeits in league play, teams starting with at least 7 of their original players may pick up or sub players from another team within their division or lower.

Teams in the lowest division can pick up 2 subs from the next highest division. The team needs to have at least seven (7) of their own players present and may add up to three (3) players from another team to reach a total of 10 players for the game. When a team adds players from another team you can never have more than ten (10) players in the batting order.

- The sub player(s) have to be identified as such on your line-up card.
- Subs must fit within your classification rules.
- You cannot sit your own players to play a sub player.
- If you have the late arriving players, they must be immediately inserted into the line-up as a substitute for one of the sub players.
- Not doing so or refusing to do so will be cause for a forfeit.

**Coed must maintain legal male/female ratio according to JSA rules and players must fit within your classification guidelines.

**Sub Players can be picked up on the spot as needed, or contacted in advance by using a pickup player list from JSA. This list is made from volunteers wishing to be part of a Sub Player list.

**When the pickup player is done participating as a pick up player and returns to his original team; He can now be used as a sub on his/her own team. (For example; the team you are playing may have to forfeit, so you 'lend' them a player until their player shows up- once their player shows up your player can now be put in as a sub or runner for your team again).

**Sub player(s) must be picked up prior to the start of the game and in good standing with JSA.

3. Scheduling and time limits:

Teams must report to the playing field for games as scheduled or as notified by JSA.

a. Grace Period:

When a team does not have the required eight players available to begin a game on time, there will be a ten-minute grace period (deducted from game time) to start play. A penalty of one run for every part of two-minute delay will be assessed to the team not ready to play. If the ten-minute period elapses without the required eight players present, the game will be declared a forfeit and the score is recorded as 7-0.

b. Length of Game:

Games will run 65 minutes in length. After 65 minutes, no new inning will begin unless the score is tied. If the score is tied after regulation play, the international tie-breaker rule will be used. When games run past scheduled time, the following game shall begin when the umpire calls "play ball." Umpires will keep the official time and notify the home team to record the starting time.

c. Mercy Rule:

Games will end after 5 innings, (4 ½ innings if the home team is ahead) if one team is ahead by 15 or more runs.

d. Flip-Flop Rule:

If the visiting team is ahead by 10 or more runs at the beginning of the final inning, the home team will remain at bat and start the last inning batting first. If the home team fails to tie or go ahead, the game ends and the visiting team wins. If the home team ties or goes ahead, the visiting team will bat.

e. Pitch Count (**New 2018**):

All batters will start with a one ball and one strike pitch count when they come to the plate. A batter with two strikes is allowed one foul ball, on the second foul ball with two strikes, the batter is out. This will be in effect for the entire season and tournaments. In other words, you are allowed one courtesy foul ball with two strikes.

4. Lineups/Official Scorebook:

Teams not providing a legible lineup card to the umpire will be penalized as per Rule 2 above. More than ten minutes delay will be declared a forfeit. Players must be physically present to be on the lineup. Late arriving players may be added to the bottom of the lineup without penalty.

In the case of an ejection, an eligible substitute must take the place of the offender in the lineup. If the offending team cannot provide an eligible substitute, the game

will be determined a forfeit. The home team is required to keep the Official Scorebook.

5. Rescheduled and Rained-Out Games:

Games will be rescheduled if they are cancelled by an umpire or JSA Executive Director due to inclement weather or lack of umpires.

a. **Cancelled by Team:** Games cancelled by teams **will not** be rescheduled.

Cancelled games will be scored as a 7-0 loss. JSA will attempt to notify the opposing team of the cancellation, and the field will be available for their use.

b. Rained-out Game: The umpire, JSA and/or Parks and Recreation Dept. staff shall make all decisions regarding the fitness of the field for play. **Please call your manager, not JSA, regarding field conditions or the status of rained-out games.** When information is available, JSA will notify team managers of game cancellations. JSA will post rain out notifications on its' website and on Facebook.

If in doubt about field conditions, players should always report to the field before game time. Weeknights: IF a game is rained out, the remaining games on that field will be cancelled. Weekends: If a game is rained out, subsequent games on that field may be played according to weather conditions and field improvement.

c. Rescheduled Games (**Updated 2018**): During the season, each team will be allowed one request to reschedule. This request must first be agreed to by the scheduled opponent, must be made with 48 hours' notice to the JSA Executive Director, and will be re-scheduled only if both teams agree to the rescheduled date. **No other requests will be accepted. Any team**

requesting a reschedule will receive a forfeit if a new time is not agreed upon.

6. Homerun Rule:

Teams will be allowed two over-the-fence homeruns per game. Progressive thereafter, i.e. once both teams have hit two (2) homeruns, no team shall be more than one (1) homerun ahead of the other team. A dead ball out will be assessed for any over the fence homerun that puts a team two (2) homeruns ahead of their opponent.

7. Courtesy Runners (**Updated 2020**):

Teams will be allowed one courtesy runner per inning. The same person may be the courtesy runner more than once. A man must courtesy for a man and a woman for a woman in Coed. Coed now allows one courtesy runner each gender per inning (USA Softball 2020 Rule 8, Section 9B [2]):

8. Cross-divisional/Play-through rules (**New 2019**):

In the event that play-through games are necessary, game innings will have a 5 run cap per inning for both the upper and lower division team. With exclusion of the last inning, which will be open for all.

9. Players removed from the lineup for injury must be either replaced with a substitute that has not participated in the game or receive an "out" their next time at bat. The out will be assessed only once and the batting order is compacted.
10. Game Score Reporting (**Updated 2020**):
The winning team manager is required to email (preferred) or call the game score in to the JSA office prior to 9 p.m. the next day, including weekends and holidays. Teams failing to report scores will receive a loss for that game. The game will be considered a loss for both teams. Should a team fail to report scores of a double header, only one forfeit will be assessed, and the second game score will stand.

League Standings:

Standings will be determined in the following manner:

1. Highest winning percentage
2. Win-loss percentage vs. opponents tied with.
3. Total runs scored in games versus opponent tied with.
4. Highest run differential vs. opponents tied with (Runs scored less runs allowed)
5. Coin Toss

Protests:

1. Definition: Game protests will be considered for reasons of player eligibility and game rule interpretations.
2. Filing: Protests must be filed by acting team managers, in writing, and will be accepted only if they confirm with the USA Protest Rule (Rule 9) and the guidelines described below.

Note: If a team fails to follow protest procedures as outlined, they forfeit their right to file an official protest. During league play, protests of the incident in question must be made in writing to the JSA office within two working days following the incident. A protest fee of \$25 must be filed with the protest.

3. Judgement: The JSA Executive Director will judge all protests of player eligibility. The JSA Executive Director will review game rule interpretations. If the protest does involve a rule interpretation, JSA will convene a protest committee to judge the protest. The protest committee will consist of three JSA divisional representatives. Rulings of the protest committee are final.
4. Penalties: Player Eligibility: If the Executive Director upholds a player eligibility protest, the following will occur:
The \$25 protest fee will be refunded.
The offending team will forfeit the game in which said player participated.

The ineligible player, and possibly the offending team's manager, will be suspended from one game to life. The protest committee will decide penalties consisting of more than one game.

If the player eligibility protest is not upheld, or if it is improperly filed, the \$25 protest fee will be retained by JSA.

If the protest committee upholds a rule interpretation, the following will occur: \$25 protest fee will be refunded

Game will be replayed as per USA Rule 9

VI. Additional Coed Rules

1. In COED you can never have less than 3 men or more than 6 women in the lineup at one time.
2. Still need 8 to start a game, can either be (4 men and 4 women), (3 men and 5 women). These are the minimum to start.
3. A 9-player lineup in the only time you can have more men on the field than women (5 men and 4 women).
4. In all cases where you have more women in the lineup than men, (3 men and 5 women) (3 men and 6 women) (4 men and 5 women) (4 men and 6 women) (5 men and 6 women), the lineup should start with a woman, then man, then women etc. until the women bat next to each other at the end. When the men arrive, they would enter in the game between the first two women together in the lineup. The next man in the next slot and so on....
5. Coed teams can bat 11 players, 5 men and 6 women (there are more women than men in the batting lineup, and there are at least 3 men and no more than 6 women.)
6. Late arriving players are added to the bottom of the lineup. Teams may play with 8,9,10, 11, or 12 players. If a team begins with eight players, the ninth player may be a female or male. The batting order remains the same regardless of defensive positions.
7. No team will be allowed to score more than 10 runs in a single inning, except in the last inning.
8. A single-wall bat is composed of one continuous, single shell, composed entirely of the same material without the use of any type of glue or bonding system.
9. The USA Softball coed walk rule is in effect in all JSA events.
10. Commitment Line: A short line drawn perpendicular to the third base foul line, 21 feet from the edge of home plate. Any runner who has crossed the Commitment Line (any part of the foot touching the ground on or across the line) will be out if a defensive player who has control of the ball touches home plate prior to the runner crossing the safe line. The only exception to this is if a runner has stepped across the commitment line and then must return to 3rd base to tag up on a caught fly ball.

11. Safe Line Rule: A chalk line extending from the front corner of home plate into foul territory is in effect for all Coed Divisions. Any runner going to home plate must run across (any part of the foot touching the ground on or across the line) the Safe Line and may not touch home plate, jump over home plate or be on the inside of home plate. If a runner touches home plate they will be called out. All plays at home plate are a force play with the catcher only required to catch the ball and touch home plate. However, a runner can also be tagged out between the commitment line and the safe line. The runner may also slide to avoid the tag. In COED, once a runner crosses the commitment line, they may not reverse direction to return to third base. If they re-cross the commitment line they will be called out, unless returning to tag up on a caught fly ball.
12. Defensive Positions: There are no restrictions for defensive positions; i.e. 4 men can be in the outfield, or pitcher and catcher can both be women.
13. Outfield Chalk Line: JSA uses a 165' chalk line in the outfield for coed league only. Outfielders must remain behind the 165' line until the ball is hit. If an outfielder crosses the line prior to a hit ball, it is a delayed dead ball and the offense is allowed to take the results of the play or the batter is awarded first base and all other runners are advanced one base.

VII. Equipment

All equipment utilized in the participation of JSA softball will be according to the USA Softball Official Guide and Rule Book, with the following exceptions:

1. Softballs
Game balls will be provided from registration fees and delivered to the fields. During all local games, home teams are responsible for providing a good backup ball. Home teams will receive game balls after each game.
2. Bats (**Updated 2020**): Please refer to USA Softball guidelines and yearly listings of legal bats. JSA and JDOA have coordinated to purchase two different color bat stickers to easier mark legal bats. Coed marked bats will be usable in all leagues, **JSA will allow multi-wall/composite bats for use by women only in Coed. JDOA will handle like any other use of an illegal bat, the batter is out. The umpire will make the ruling when the player enters the batter's box with an illegal bat (multiwall or composite bat used by men in coed league). The batter does not have to take a pitch and the other team does not need to point out the illegal bat. In the event the batter hits the ball, the batter is out, any other outs made stand, and all other runners are returned to the last base touched at the time of the pitch.**
3. JDOA will administer the stickers and schedule multiple sessions where they will be available (with current bat lists) to verify bat legality and sticker bats. It is the manager's responsibility to verify that last year's stickered bats meet current year

legal guidelines. A non-stickered legal bat or previously stickered bat that no longer meets current legal guidelines is considered "non-approved" and batters will be called out if used in game play.

4. Scorebooks and Lineup Cards
Scorebooks and lineup cards are provided to each team prior to the first game of the season. Additional supplies are available at the JSA office.
5. Uniforms
USA Softball Rule 3, Section 6 (Mandatory Jersey Numeral) is not applicable. However, players must wear shoes, shirts and shorts or pants. Teams taking part in state tournaments must comply with USA Softball Rule 3, Section 6.
Note: If a player is requested by the umpire to remove jewelry, illegal shoes or illegal parts of a uniform **and refuses**, the player **will** be removed from the game.
6. Metal Cleats – Are not allowed in JSA softball leagues, games or tournaments.
7. **Masks (New/Updated 2020): –All pitchers will be required to wear a protective mask effective in the 2020 season. No mask, no pitch. A team with no pitcher will make the team forfeit.**

VIII. Conduct

There is a standard of conduct expected from every member and person associated with a JSA team. Teams will be held responsible for the actions of their followers. If, in the opinion of the umpire(s), the game cannot be continued in a sportsmanlike manner, the game shall be forfeited by the offending team.

Only the manager may speak to the umpire. The umpire will direct all conduct warnings to the managers. It is the manager's responsibility to control all player conduct. Umpires are not required to warn a player or manager prior to ejection. When a player is ejected from a game, he/she must leave the grounds immediately or the game will be determined a forfeit. Any player ejected from a game is not allowed to be in or near the immediate dugout area during their suspended period. **In the case of an ejection, an eligible substitute must take the offender's place in the lineup. If the offending team cannot provide an eligible substitute, the game will be determined a forfeit.**

Alcohol (Updated 2018)

No Alcohol may be possessed, opened or unopened, in the dugout or on the playing field, including the path to and from the dugout. **1st Offense will result in a team warning; continued consumption will result in the ejection of the player. Additional infractions may result in ejection of Team Manager and/or a Team Forfeit.** Results of an Ejection will be according to JSA Ejection rules. For additional Rules information, see USA Softball Rules, Rule 5 "The Game", Section 12 B., "Dugout and On Field Conduct".

Casual Profanity (Updated 2018)

Any team member in a game using casual profanity (expletives not directed at an umpire or opposing player and loud enough to be heard by spectators) will result in team warning being issued. Additional infractions will result in an out being called against the offending team, according to the following terms:

1. If a player is at bat and casual profanity or unsportsmanlike words are used by any team member, the next batter will be declared out.
2. If the act is committed by a player at bat, that player will be called out.
3. If the act is committed by a player who has made the out, the next batter is out.
4. If the act is committed by the defensive team, the first batter in the next inning will be declared out.
5. The outs will be treated as delayed dead ball situation.
6. If the violation occurs in the bottom of the last inning, where the fielding team may not bat again, the ejection rule will apply. If a team has an eligible substitute, the game can continue.
7. A game may be ended by a casual profanity or unsportsmanlike language out.
8. Any player declared out by this rule because of a team member's action will not be charged with an at-bat for record keeping purposes.

Unsportsmanlike Conduct (Updated 2018):

1st Degree Violations

1. Delay of game with stalling tactics.
2. Use of vulgar or abusive language.
3. Use of rough or dangerous tactics.
4. Possession of alcohol in the dugout, whether opened or unopened.

Penalty: A warning may be issued or team out and/or ejection of the offending player, at the umpire's discretion.

2nd Degree Violations

1. Appearing in an intoxicated condition.
2. Attempting to arouse spectators against an official.
3. Knowingly participating in a game as an ineligible player.

Automatic Penalty: Offending player ejected, and suspended from following game, and placed on probation for remainder of season.

Possible Penalty: Disqualification from further JSA play

3rd Degree Violations

1. Fighting immediately before, during or after any scheduled game.

2. Pushing, striking, kicking or throwing objects at a player, an umpire, game official, Parks and Recreation representative or JSA representative.
3. A repeated offense of 1st or 2nd Degree violations
4. Competing knowingly for cash prizes
5. Commission of fraud

Automatic Penalty: Offending player ejected and suspended from further participation until ruling by the disciplinary committee. Ruling shall be in a timely manner.

Disqualification

1. Definition: A player, manager or team may be disqualified for conduct violations.
2. Procedures: The person(s) subject to disqualification shall be entitled to a timely hearing before the divisional disciplinary committee and will be notified in writing of the time, place and date of the hearing. Should the accused fail to attend the hearing, the committee conducting the hearing may proceed and take the evidence of those in attendance. Player(s) will be suspended from play pending a formal hearing. After hearing all the evidence, the disciplinary committee may take whatever action it deems appropriate in accordance with the Juneau Sports Association, Softball Division By-Laws. The person charged shall be advised in writing within seven days by the committee chairman, of the action taken. A copy of the action shall be sent to the state USA Commissioner.
3. Penalties: A player may be disqualified for a period of time at the discretion of the disciplinary committee for violations outlined in the softball divisional bylaws and Article VIII of the JSA Softball Handbook, with the exception that the following acts of disqualification require a minimum of one-year loss of eligibility.
 - a. Physical violence
 - b. Commission of Fraud
 - c. Competing knowingly for cash prizes
 - d. Competing knowingly with or against disqualified players
 - e. Receiving money by capitalizing or promotion of good

IX. Petitions for Appeal

Filing:

If the Executive Director and/or the rules and bylaws governing the Juneau Sports Association do not resolve an issue to the satisfaction of a member, that member is entitled to file a written petition for appeal with the Executive Director. Included in the petition should be all pertinent information concerning the purpose of the petition. The Executive Director shall be the final judge of whether or not any petition merits further action. The Executive Director will make this determination based upon, but

not solely upon, the following criteria:

Do league rules and/or bylaws effectively and fairly address the issue in question? Is it in the best interest of the members and/or the organization of the Juneau Sports Association to address the issue in question?

Definition:

Should the Executive Director determine that a petition for appeal warrants further action, the Executive Director shall notify the affected member(s), and all for a formal hearing of issue (a written notification is not necessary). Prior to the hearing, the Executive Director shall determine the nature of the issue in question according to the following categories:

1. Game Rules, Regulations and Player Conduct
2. All Other Categories:

If the Executive Director finds that an issue affects both of the above categories, the hearing shall be classified as an “All Other Categories” hearing and it will be heard by the appropriate hearing board.

Hearings:

Following the granting to hear a petition for appeal by the Executive Director, and the categorization of the issue according IX.B, a formal hearing shall be conducted. This hearing should take place within two weeks of the member being notified of the acceptance of the petition.

In all hearings, JSA will solicit written statements from individuals involved who are not able to attend the hearing. All persons involved in the incident will be able to present their view of the issues to the hearing committee. The hearing committee will be composed of three members as determined by the category of the hearing.

For hearings on game rules, regulations and player conduct, the hearing committee will consist of:

1. The USA District State Commissioner, or their designee, as chair
2. One JSA Divisional Representative
3. One member of the JSA Executive Board

For hearings on all other categories, the hearing board shall consist of the following:

1. The President of JSA Board, or their designee, as chairman
2. One JSA Divisional Representative
3. One member of the JSA Executive Board

At the conclusion of the hearing, the committee will recommend a decision to the Executive Director.

X. Elections (Updated 2019)

Annual elections for Classification Representative positions are held during the respective league tournaments. Members will be notified when nominations are open with time and location of voting. Vacated positions will be filled by appointment of an eligible interim replacement until the annual election. If voting is done via paper ballots, the ballots will be counted by two board members from the opposite leagues (i.e. if Coed is being voted on, 2 members from Men’s, Women’s, or 1 of each will count and verify ballots).

Appendices

Appendix A

JSA Executive Board – 2020

Myria Shakespeare, President, Women's At-Large Classification
Erika Lindsey, Vice-President, Coed D Classification
Toi Gile, Secretary, Coed Women's At-Large Classification

JSA Board Members – 2020

Rob Luna, Men's C
Vacant, Men's D
Tim Shockley, Men's E
Vacant, Men's F
Vacant (Men's At-Large)

Danielle Larson, Women's C
Suzanne Bavard, Women's D
Tanya Lewis, Women's E
Madison Gambala (Women's F)
Myria Shakespeare, Women's At-Large

Kelsey Hagan, Coed C
Erika Lindsey, Coed D
Traci Gilmour, Coed E
Joe DeLuna, Coed F
Rick Varner, Coed G
AJ Votion, Coed Men's At-Large
Toi Gile, Coed Women's At-Large

Appendix B

JSA Office (no mail), Address, Telephone

The Juneau Sports Association office is located at 923 Glacier Avenue between 9th and 10th streets.

Mailing address:

Juneau Sports Association
P.O. Box 22037
Juneau, AK 99802

Cell: 957-7376 – Voicemail is available 24 hours/day

Executive Director: Kyle Scholl

Email:

info@juneausoftball.com

Web Address:

<http://www.juneausoftball.com>

LeagueApps:

<https://juneausoftball.leagueapps.com/>

Appendix C

Important Dates, Fee Schedule- All pending all applicable Gubernatorial mandates:

Spring Season Registration Online February 1 - March 24th
Spring Season Coed\Spring Season Manager's Meeting cancelled
Regular Season Team Registration Deadline April 30th
Regular Season Classifications, May 3rd
Rules Clinic\Managers meeting, May 17th
Super Draft Registration Deadline May 25th 5PM
Super Draft Teams Formed May 28th
Super Draft Tournament May 29th- 31st
Regular Season League Play Begins, June 1st
Rainball Registration Deadline June 25th 5PM
Rainball Classifications June 28th
Jamie Parsons Annual Rainball July 16-19

Team\Sponsor Fees

Men's or Women's Team Fee	\$750
Coed Team Fee	\$485
Spring Season	\$260

League Fees

Player\Non-Player Fee	\$50
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Cross Over Tourney only	\$25
Spring Season Only	\$25
Pickup Player 1 night	\$10
Protest Fee	\$25
Late Registration	\$50
NSF Check Fee	\$25

Appendix D

Local Tournaments

Super Draft Tournament May 29th- 31st
 Jamie Parsons Annual Rainball July 16-19

Statewide/International

Skagway Men's/Women's Memorial Day Tournament
 Cindy O'Daniel 907 983-3021

Skagway Coed 4th of July Tournament
 Cindy O'Daniel 907 983-3021

Dustball International Slo-Pitch Tournament – Whitehorse, Canada
 July 9-12, 2020
 Jean Poulin 867 667-4487
 Email: softball@sportyukon.com
 Website: www.softballyukon.com

Haines Sunball
 Dates: TBA

Mudball Classic – Sitka, Alaska
 September 4-7, 2020
 Kelly or Kevin Boddy
 Facebook: Sitka Softball Association (SSA)
 Email Address: thesitkasoftballassociation@gmail.com
 Website: www.sitkasoftball.com

Appendix E

JSA Player and Team Fees

Professional Services

JSA employs an Executive Director and contracts with two individuals, JSA Financial Officer, and Website Manager. All JSA programs share the cost of these contracts. The Executive Director manages daily operations of JSA; the Financial Officer oversees the finances and the Association corporate responsibilities.

Carryover:

Any unspent revenue from the prior year is carried over to the following year.

Professional Fees:

These include expenditures for services not provided by JSA Financial Officer or Executive Director. An independent audit of JSA finances is paid from this category.

Rents, Supplies & Utilities:

Office insurance, phone and utility bills, post office box rent and general office supplies are included.

Assets and Miscellaneous:

JSA assets include 923 Glacier Avenue building and property, a personal computer, laptop computer, printer/copier, fax machine, phone answering machine and two signs. Miscellaneous includes incorporation fees, advertising and other small expenditures. For more information about the Juneau Sports Association's financial status, contact the JSA Financial Officer through the JSA Office.

Sports Insurance

JSA is required by the City and Borough of Juneau to carry Liability Insurance.

Appendix F

Association Calendar

All Association Meetings are open to attendance by General Membership, the exception being Executive Session. Meetings will begin @ 9:30am unless noted otherwise. Complete agendas will be available prior to the meetings. Approved Meeting minutes are posted on the JSA website www.juneausoftball.com under Meeting Minutes.

Complete JSA Association Calendar is available on the JSA website

~Scheduled Board Meetings are in the JSA Calendars section of the JSA website. Meetings reminders will be posted on the JSA website and the JSA Facebook page. An email reminder will be sent to addresses of all members. ~

JSA Season Calendar:

January

14th Board Meeting -Location TBD

February

11th – Board Meeting – Location TBD

March

14th – Registration Roundup Event – Imperial Bar 4-6pm
 24th – Spring Season Coed Registration Deadline
 28th – Registration Roundup Event – Squirez Bar 4-6pm
 29th – Spring Season Classifications and Board Meeting – Location TBD

April

16th – Managers Meeting and Board Meeting
 30th – Regular Season Registration Deadline

May

1st – Preseason Coed Begins
 3rd – Regular Season Classifications and Board Meeting
 14-17 – Mayfest Tournament Petersburg
 17th – Managers Meeting – Regular Season
 25th – Super Draft Tourney Registration Deadline
 28th – Super Draft Teams Formed
 29-31 – Super Draft Tournament

June

1st – Regular Season Begins
 14th – Board Meeting
 25th – Rainball Registration Deadline
 28th – Rainball Classifications

July

3-5 4th of July Tourney – Skagway

9-12 Dustball International Slo-Pitch Tournament – Whitehorse, Canada
 9-16 – Nominations for board seats
 16-19 – Rainball Tournament- Board Elections
 26th – Board Meeting

August

14th – Regular Season Ends
 15-16 – Rainout games scheduled
 23rd – Board Meeting

September

4-7 – Mudball Tournament – Sitka
 13th – Board Meeting

October

10th – Board Meeting/All Day Retreat

Appendix G

2020 City and Statewide Appointed positions

Juneau Umpire-In-Chief
 Southeast Umpire-In-Chief
 2020 USA District Commissioner
 Alaska USA State Commissioner
 Alaska USA State President
 Alaska USA State Vice President
 Alaska Umpire-In-Chief
CBJ Parks & Recreation Representative to JSA

Jack Stickel
 Bob Sims
 Traci Gilmour
 Roger Garcia
 Mike Graeber
 Jack Eppley
 Mike Graeber
Dave Pusich





Juneau Sports Association COVID-19 Mitigation Protocol

JSA Softball will start its 2020 season with the following precautions

There will be a “*No unnecessary contact, No-High Five policy*” recommended to be observed on and off the playing field. Teams should do a post-game cheer and leave the field.

It is strongly encouraged that players maintain social/physical distancing before and after the game – and in the dugouts. Teams should maintain social/physical distancing while waiting for games to begin as well as spectating after their games.

Managers will be responsible for ensuring any sick players are not in the lineup or dugout. Spectators are strongly encouraged to maintain social/physical distancing during games. Signs will be posted and bleachers will be marked.

For purposes of this document Organization will be Juneau Sports Association (JSA). Facility will be City and Borough of Juneau, Parks Department (CBJ)

Prior to League Start/Health status screening – Participants

JSA will require a health status agreement to be signed during the registration of teams, setting of League and Tournament rosters and any other activities administered by JSA.

- 1) Participants must agree not to participate in a JSA activity if they:
 - a) Are exhibiting the current CDC recognized symptoms consistent with COVID-19; People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.
 - i) Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:
 - o Cough
 - o Shortness of breath or difficulty breathing
 - o Fever
 - o Chills
 - o Muscle pain
 - o Sore throat
 - o New loss of taste or smell

*This list is not all possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea.
 - b) Have knowingly been in contact with a suspected or positive case of COVID-19 within the past 14 days;
 - c) Are within 72 hours of exhibiting significant COVID-19 symptoms or a fever;
 - d) When recovering from a case of COVID-19, are less than 14 days from onset or less than 72 hours since the end of significant symptoms or fever; and

- e) Have not been in the state for 14 days symptom free as long as Health Mandate 10.1 – International and Interstate Travel – Order for Self-Quarantine is in effect.

Participants must agree to inform someone from the Organization if they do become sick within seven days of participation in a league game, event, or practice so that other Participants can be informed that a fellow Participant became sick and they should monitor for symptoms and practice recommended social/physical distancing measures.

Food and Hydration

- 1) If hydration and food is provided by concessions, Organization will abide by current health mandates regarding food handling.
- 2) Face coverings and gloves will be recommended to be worn by concession workers to ensure there is no cross contamination.
- 3) The use of electronic credit card machines will be encouraged.
- 4) Lines will be marked on the ground for appropriate social/physical distancing of customers.

Pre-Game Warm Up/Waiting for Play to Begin:

- 1) Players are strongly encouraged to maintain social/physical distancing while warming up between fields.
- 2) It will be the responsibility of the managers to encourage social/physical distancing of their team.
- 3) Face coverings are strongly encouraged to be worn prior to the start of game play or taking the field.

On the Playing Field/Preparing for the Game

- 1) Manager will sanitize their hands prior to creating a lineup and handing off to an umpire.
- 2) It is strongly encouraged that the Plate Umpire and Catcher wear a cloth face covering while in the defensive position and should maintain social/physical distancing from each other as well as the batter.
- 3) It will be the responsibility of the batting team to have a base coach available with sanitized softballs to be swapped in during coed games. Game Ball(s) and Backup Ball(s) will be sanitized each inning for all leagues.
- 4) Due to the encouraged social/physical distancing of the catcher from the batter, stealing will not be allowed for the 2020 season.
- 5) Players are not allowed to leave the dugout area to congratulate players when scoring or after home runs.
- 6) Players are not allowed to lick fingers and wipe them off while on the field.

Dugouts

- 1) Social/physical distancing as well as cloth face coverings will be strongly encouraged anytime a player is in the dugout.
- 2) Teams will be responsible for providing sanitizer and wipes for hands, gloves, bats and softballs. All gear should be wiped down prior to starting a game. Gear includes balls, bats, gloves/mitts and batting/pitching masks. Bats and balls should be sanitized each inning.
- 3) All bats needing an umpire inspection will be placed along the fence line on the inside of the field prior to the start of the game.

- 4) When one team exits the dugout, the waiting team should not enter until all players have exited, gear removed and dugout has been sanitized. The team exiting the dugout will police the dugout, dispose of all trash and use a spray sanitizer on walls and benches.
- 5) Sharing of beverage containers is strongly discouraged. Players should provide their own containers.
- 6) Sharing of food is strongly discouraged, i.e., nuts, crackers, dips, etc.

Spectators

- 1) Social/physical distancing as well wearing cloth face coverings is strongly recommended for spectators.
- 2) It is recommended that children should not be left unattended while playing.
- 3) Bleachers will be marked by JSA to help with social/physical distancing.
- 4) Signs will be posted around the field with these recommendations.

Personal Hygiene

- 1) CBJ and JSA will make sure soap is available in the restrooms.
- 2) Wash and/or sanitize your hands often, using soap and water for at least 20 seconds each time. Use Hand Sanitizer when soap and water are not available.

Hygiene, sanitizing: Sanitization Protocols

- 1) Sanitization protocols will be posted and encouraged during game nights;
- 2) Provide handwashing capability or sanitizer; and
- 3) Discourage sharing of food and drinks.
- 4) All Participants and staff should wash hands with soap and water or use an alcohol-based hand sanitizer if soap and water are not available upon entry to the indoor facility or outdoors, before joining the activities.
- 5) Coaches and/or managers must have an adequate supply of hand sanitizer available or provide a way for Participants to wash their hands with soap and water.
- 6) Organizations should minimize contact between event staff, volunteers, and Participants to the extent reasonably feasible.

Tournament Play

Results, door prizes and awards (Organized Sports and Activities)

- 1) In-person results viewing locations (kiosk), prize distribution, and awards ceremonies will be done with recommended social/physical distancing.
- 2) Results will be available on-line.
- 3) Ceremonies can occur virtually or winners identified or notified electronically

IMPORTANT: Organization will be enforcing these safety measures so teams can get on the fields as soon as possible. Organization wants to create as safe a game as possible for all players and officials. We appreciate your cooperation in following these new and temporary procedures as we work together to maintain the highest health and safety standards. Failure to follow guidelines may cause the season to close. These Guidelines and Protocols will be modified as State Mandates are updated and restrictions are lifted.