ASSOCIATION HANDBOOK

P.O. Box 223
Shakopee, MN 55379

www.ShakopeeHoops.net



REVISED OCTOBER 2026 | COPYRIGHT 2026

SHAKOPEE BASKETBALL

1. Mission Statement and Philosophy 3

2. Player Eligibility 4
2.1 Eligibility Overview 4
2.1.1 School Attendance 4
2.1.2 Residency 4
2.1.3 Residency Exception 4
2.1.4 Multi-Household Families 5
2.1.5 Player Transfer Requests 5
2.2 Age and Grade requirements 5
2.3 Other Eligibility Rules 6
2.4 Moving away during the season 6
2.5 Joining after the registration deadline 6

3. Board of Directors 6

4. Contact Information 6
4.1 Email 6
4.2 Website 6
4.3 Address 6

5. Registration 6

6. Costs 7
6.1 Registration Fees 7
6.2 Financial Assistance 7
6.3 Refunds 7
6.4 Volunteer Obligation 8
6.5 Other Costs 8
6.6 Traveling Basketball Annual Expenses 9

7. Fundraising 9

8. No Competing Tournaments 9

9. Travel Level of Commitment 9
9.1 Playing time 10

10. Uniforms 11
10.1 Policy for All Teams 11
10.2 Travel Players 12
10.3 Recreation and Development Players 12

11. Team Formation 12
11.1 Team Size 12
11.2 Number of Teams 12
11.3 Team Names 13
11.4 Level of Play 13

12. Travel Evaluations 13
12.1 Overview 13
12.2 Purpose 13
12.3 Evaluators 14

12.4 Scheduling 14
12.5 Injury or Absence from Evaluations 14
12.6 Evaluation (Day of) Logistics 15
12.6.1 Player Check-In 15
12.6.2 Activities 15
12.7 Evaluation Scoring Overview 15
12.7.1 Evaluation Criteria 16
12.8 Player Assignments 16
12.9 Pairings or Special Selection 16
12.10 Announcement of Results 17

13. Recreation Evaluations 17
13.1 Purpose 17
13.2 Required for all Players & Teams 17
13.3 When teams are formed at a league level 17
13.4 Scheduling 18
13.5 Evaluation Rules 18
13.6. Pairings or Special Selection 19
13.7. Recreation Team Sizes 19

14. Development Programs (1st-3rd Grades) 20

15. Coaching 20
15.1 Coach Selection 20
15.2 Trusted Coaches 21
15.2.1 Background Checks 21
15.2.2 Child Safety Training 21
15.2.3 Concussion Training 21
15.3 Coach's Code of Conduct 21
15.4 Coach Development 22
15.5 Coach-Board Relationships 22
15.5.1 Board Liaison 22
15.5.2 Attendance at Board Meetings 22
15.6 Coach-Parent Relationships 22
15.7 Team meetings 24

16. Conflict Resolution 24

17. Codes of Conduct 25
17.1 Player's Code of Conduct 25
17.2 Player Removal/Violation Process 26
17.3 Team Expectations & Facility Considerations 27
17.4 Parent's Code of Conduct 28
17.5 Coach's Code of Conduct 29
17.6 Board Code of Conduct 30
17.7 Anti Harassment Policy 32
17.8 Anti-Discrimination Policy 32
17.9 Anti-Bullying / Hazing 32

Shakopee Boys Basketball Association Handbook

Every effort has been made to ensure that this handbook is accurate as of the date of printing/posting. As the year progresses, the Board may have to make changes in response to changing circumstances. Please consult the Documents section at the Association's website (www.ShakopeeBoysBasketball.com) for the most recent version.

1. Mission Statement and Philosophy

Mission: The mission of the Shakopee Boys Basketball Association is to provide the youth in the Shakopee School District/ISD 720 attendance area the opportunity to learn and enjoy the game of basketball at a competitive level.

Focus: Our focus is on teaching basketball fundamentals, promoting team play, improving individual skills and having fun to promote a life-long enjoyment of the game of basketball.

Goal: Our goal is to create a positive environment through positive reinforcement of fundamental skills and a competitive team atmosphere.

The Association demands a high degree of ethical conduct by all its coaches, players, volunteers, and parents so that it provides a good example for the community, the opponents, and its participants, thus helping their growth to adulthood.

Philosophy: Shakopee Boys Basketball Association strives to implement the values and qualities that align with USA Basketball (www.usab.com) and their Youth Development program.

USA Basketball is a nonprofit organization and the national governing body for men's and women's basketball in the United States. As the recognized governing body for basketball in the United States by the International Basketball Federation (FIBA) and the United States Olympic Committee (USOC), USA Basketball is responsible for the selection, training and fielding of USA teams that compete in FIBA sponsored international basketball competitions, as well as for some national competitions, and for the development of youth basketball initiatives that address player development, coaching education and safety.

USA Basketball's Youth Development Division was formed in 2013 to promote, grow and elevate the game of basketball throughout the United States. As part of the initiative, the USA

Basketball Development Model was created to help guide players, coaches, parents and administrators through the sport. The model includes many types of initiatives, tools, resources, and offerings, all of which focus on the health and well-being of young people to enhance enjoyment, participation, and development in the game.

2. Player Eligibility

2.1 Eligibility Overview

As a member of the Minnesota Youth Basketball Alliance (MYBA), SBBA adheres to and enforces the Winter Basketball Team Composition & Player Eligibility Guidelines set forth by MYBA/MYAS.

https://www.myas.org/myba-team-composition

2.1.1 School Attendance

Any child attending school within the area served by Shakopee School District 720 (the "SBBA Area") is eligible to play on a SBBA travel team. This includes public, private and charter schools.

2.1.2 Residency

Any child that lives in the area served by Shakopee School District 720 and is homeschooled, attends online school, or attends a private or charter school outside of the district, is eligible to play on a SBBA travel team.

2.1.3 Residency Exception

Any child that lives in the area served by Shakopee School District 720 and attends public school in a different district may play on a SBBA travel team with a completed MYBA Residency Exemption Form (non-bordering district), or Player Transfer Form (bordering district) on an annual basis. Contact the Board for questions/direction.

These exemption forms can be found at:

https://www.myas.org/myba-team-composition

2.1.4 Multi-Household Families

If a child lives in a multi-household family, the child may elect to participate in either the traveling program applicable to where they attend school and/or the traveling program that either parent/guardian has residency, granted that all other MYBA guidelines covered in section 2.1.2 and 2.1.3 are satisfied.

2.1.5 Player Transfer Requests

Non-District 720 players whose home association borders District 720 may apply to the Board for permission to be evaluated for an SBBA team if they first obtain an official MYBA Player Transfer Request Form (Waiver) signed by their home basketball association for which they would otherwise be eligible to play. Player Transfer waiver requests will be reviewed on a case-by-case basis by the Board. Transfer Requests may be denied for any reason.

District 720 youth who are cut at evaluations and there is not another SBBA team for them to play on may request a Player Transfer to play with a bordering Association.

Player transfers must be requested and approved on an annual basis. No grandfathering of transferred athletes from previous years is allowed per the MYBA guidelines.

2.2 Age and Grade requirements

Players must be enrolled in 4th through 8th-grade and must play in their grade division with the following exceptions:

1. 3rd-grade players who are ready to play at the 4th-grade level (“play up”) may try out for the 4th-grade. Team composition
2. Grade Level Players and Age Requirements
   Grade level players must meet the age requirements outlined by the MYBA. Players must be born on or after September 1st of the year that is six years before they start 3rd grade, five years before 4th grade, four years before 5th grade, and so on. Below is the general age guideline:
   - 3rd Grade: Born on or after September 1st of the year they turn 9 years old
   - 4th Grade: Born on or after September 1st of the year they turn 10 years old
   - 5th Grade: Born on or after September 1st of the year they turn 11 years old
   - 6th Grade: Born on or after September 1st of the year they turn 12 years old
   - 7th Grade: Born on or after September 1st of the year they turn 13 years old
   - 8th Grade: Born on or after September 1st of the year they turn 14 years old

2.3 Other Eligibility Rules

As required by the MYAS guidelines and the MSHSL, a child who plays for the High School varsity, junior varsity or 10th-grade team is ineligible to play for an SBBA team.

2.4 Moving away during the season

A player who makes a traveling team and moves out of the SBBA Area or leaves a Shakopee School in mid-year may finish out the season with his or her team.

2.5 Joining after the registration deadline

A player may only join a team after the registration deadline with the permission of the Board and of the coach.

3. Board of Directors

For a current list of Directors, see the Association's website
www.shakopeeboysbasketball.com

4. Contact Information

4.1 Email

Contact the Association president or any of the board members listed on the Association website.

4.2 Website

https://www.shakopeeboysbasketball.com

4.3 Address

Shakopee Boys Basketball Association, PO Box 223, Shakopee, MN 55379

5. Registration

Registration is an online process at www.shakopeeboysbasketball.com. Also, a one-time payment paying by credit card.

Late registrations are only accepted with Board approval and are subject to the availability of the specific program. If you are applying for a scholarship, you must complete the online registration and upload a copy of the approved lunch letter as part of the process.

The entire scholarship process is completed online. Once your application is approved, you will receive a discount code that covers all or part of your registration fee, depending on eligibility. Use this code during the online registration to apply your scholarship.

6. Costs

6.1 Registration Fees

Please see the website for the current season's fees.

6.2 Financial Assistance

If a family cannot afford the full registration fees, the family can apply for partial or full financial assistance. Proof of participation in the free or reduced lunch program from the school district will be required. A copy of the approved lunch letter should be uploaded in the online application process. If approval is granted, a discount code can be provided for you to register online. Scholarships are limited and on a first-come, first-serve basis.

6.3 Refunds

No refunds will be issued once travel evaluations or the recreational season have begun.

Exceptions:

- **Full refunds** will be provided to players who choose not to participate in any program, subject to Board approval.
- **Prorated refunds** may be granted, pending Board approval, in extenuating circumstances (e.g., a player moves up to a high school team, sustains a season-ending injury, or the family relocates).

Travel teams rely on every player to maintain their demanding schedules. With limited roster spots, a player leaving mid-season can prevent another child from having the opportunity to participate. Additionally, the Association incurs expenses for each player that cannot be recovered if a player withdraws.

6.4 Volunteer Obligation

SBBA Events—consisting of a preseason event in late October and a Winter Tournament typically held in January—are the primary source of income for the Association. Without successful events, player registration fees would be significantly higher. Hosting a successful event requires a substantial commitment of time and energy from volunteers.

To ensure the necessary support, each travel family must meet the minimum volunteer requirement of 4-8 hours (defined annually by the Board of Directors) throughout association postings, the majority being at the Shakopee Boys Basketball Tournament and/or Preseason Jamboree. Families with players in 4th-8th grade recreation teams are required to complete half (50%) of the travel family hours.

Families who do not fulfill their volunteer hours by the end of the Winter Tournament (in January) will result in the removal of their player from the team.

Travel head coaches receive 100% volunteer credit, while travel teams with one assistant coach grant the assistant 100% credit. If a team has two assistant coaches, each receives 50% credit. For recreation teams, only the head coach receives 100% credit.

6.5 Other Costs

- **Evaluation Fee**

The evaluation fee is included in the registration fee. This helps the Association recover the cost of evaluations.

- **Admission to Tournaments**

- Most community basketball associations, including SBBA, do not charge a direct admission fee for spectators, instead incorporating these costs into the team entry fees paid by the association. However, not all tournaments follow this model, so it is important to anticipate that some tournaments may charge a daily entry fee for spectators.

- **Team Apparel**

SBBA offers sweatshirts, t-shirts, and other branded items for sale periodically throughout the season for purchase online with a small portion of the proceeds going back to the SBBA.

6.6 Traveling Basketball Annual Expenses

- Annual expenses include Gym rental
- Insurance
- Tournament Registration Costs
- Storage fees
- Equipment
- Coaches' and player apparel
- Website
- Financial assistance (scholarships)
- Postage and printing
- Background checks for coaches
- Evaluations
- Trainings and clinics
- MYBA Membership

7. Fundraising

Teams may not carry out fundraising activities or seek sponsorships without Board permission. The Board may grant permission if, in its opinion, the money raised will be spent for a purpose consistent with the Association's mission.

8. No Competing Tournaments

No director or coach may organize any basketball tournament for MYAS-recognized traveling teams that are held between October and March, other than a tournament sponsored by SBBA.

9. Travel Level of Commitment

The Association has high expectations for its teams, coaches, and players. Here's what you can expect:

- The practice season begins in October and tournaments end in March.
- Practices are generally scheduled two or three weeknights per week for an hour and a half.
- Tournaments are generally held two to three weekends per month.
- Most tournaments have adopted the single day model, but two-day events will still occur, with multiple games per day. Some may include Friday night. Teams generally play at least three games in a tournament.
- Sunday morning games are likely.
- Parents must volunteer at SBBA tournaments.
- Every effort is made to provide you with a schedule of practices and games early in the season. The expectation is that you will be able to eliminate most scheduling conflicts if provided with adequate time to adjust. The goal should be to attend every practice and game. If a conflict does exist, it is the parent's responsibility to inform the coaching staff as soon as possible.

9.1 Playing time

Every player is a contributing member of a team. Players are challenged in practice sessions and are given opportunities in game situations to display their basketball skills. All players get playing time, but some players may get more playing time than others. Playing time is determined by several things, including:

- Basketball skill/knowledge
- Foul trouble
- Matchups
- Attitude
- Attendance
- Work Ethic and Hustle at practice and games

In the 4th and 5th-grades, the basketball experience will be primarily focused on teaching and developing players' skills within the "team" context. For traveling teams at 4th and 5th-grades, the minimum playing time for every player is an average of 40% of the game minutes over the

course of a tournament, as this allows coaches more flexibility than having a minimum per game.

For grades 6th-8th, increased emphasis will be placed on the players and team performing at a higher competitive level, and playing time is at the discretion of the coach. However, the expectation at this level is that all players should get significant playing time in each half of all games.

Modifications to playing time are allowed because of injury, foul trouble, practice/game attendance issues or other disciplinary reasons. Coaches should provide players and parents with communication if playing time will fall below the minimum for disciplinary reasons. Coaches should be clear in their communication with players and parents about expected playing time so that expectations can be managed.

Please do not forget that coaches are volunteers – respect their decisions. If you have questions about your child, discuss them with your coach in private. The Association recommends that you arrange your conversations with the coach for at least one day after a game – not on game day. The boys travel directors and/or Team Liaison may also be consulted.

10. Uniforms

The Association takes pride in our organization and hopes that coaches, parents, and players alike share that same pride. One of the ways to support the organization is by wearing its uniform. Parents can also show their support by wearing team sweatshirts or other logo items.

10.1 Policy for All Teams

To ensure a consistent representation of our community and maintain a unified team appearance, all teams are required to wear only the jerseys and uniforms approved and distributed by the Association. Teams are strictly prohibited from purchasing, designing, or wearing their own jerseys or game uniforms for any purpose in games associated with their respective leagues or programs entered by the Association. This policy reinforces team unity, ensures all players represent Shakopee in a consistent and professional manner, and avoids confusion or discrepancies during games.

10.2 Travel Players

Players are provided their first uniform during the first season they make a traveling team. From that season on, if a player wants/needs a new uniform (due to wear and tear, sizing issue, wanting a new jersey number, or any other reason), it is the financial responsibility of the family to purchase a new uniform. There is an exception for players qualifying for a scholarship; inquire with the Board for more information. When playing as an SBBA team, players may only wear uniforms authorized by the Association. Uniforms may only be worn at games authorized by the Association. Uniforms may be worn at other events only with prior permission from the Board.

Coaches are provided with SBBA apparel at the start of the season. As representatives of the program, head coaches are asked to wear Shakopee apparel to each tournament.

10.3 Recreation and Development Players

Recreation and Development players are issued a jersey that remains the property of the Association. Players are expected to take proper care of the jersey and are prohibited from wearing it outside of practices or games. Improper care of the jersey may result in the player's family being charged a replacement fee.

At the conclusion of the season, Recreation and Development players are required to return their jersey at the final game or practice. Failure to return the jersey may also result in a replacement fee being charged to the family.

When uniforms are distributed, parents receive a copy of the uniform "use and care" instructions. Please read them and follow them.

11. Team Formation

11.1 Team Size

Teams normally consist of 8-10 players.

11.2 Number of Teams

The number of teams for each age level will ultimately depend on the number of registrations and the evaluation results (per section 12 Evaluations).

11.3 Team Names

- Black
- Red
- White
- Gray - only to be used if 4 teams are formed at a grade level.

11.4 Level of Play

If three teams are formed at a grade level, Black will predominantly play in “A” tournament brackets, Red will predominantly play in “B” brackets, and White will predominantly play in “C” brackets. However, the number of teams that can be formed per grade level, past results, and overall team skill/ability determined by the Operations Committee through the player evaluation process (see Section 12 Evaluations) could affect the level of play for each team, regardless of the number of teams formed.

12. Travel Evaluations

12.1 Overview

Evaluations are required for all registered players in the program, regardless of the number of players registered per grade level. A non-refundable evaluation fee of $20 per athlete is paid with registration fees.

All evaluations will be conducted by evaluators selected by Shakopee Boys Basketball Association (SBBA). Evaluators are selected based on their knowledge and experience with basketball.

12.2 Purpose

The purpose of evaluations is to assign players to teams based on an objective assessment of skills and abilities. It is impossible to accommodate individual parent requests for team assignments. Evaluations, therefore, rely on evaluators to assess players’ skills and abilities as they perform drills and scrimmages.

It is important that parents and players understand that the evaluators are looking for the players that will make up the best basketball teams and not just the tallest players, the fastest players, or the players that have the best shots. A successful basketball team includes players that can rebound, play defense, pass the ball and are willing to play within a team framework with

maximum effort and a positive attitude. Parents should encourage their sons to attempt to demonstrate all their basketball skills during evaluations. Players demonstrating abilities in all facets of the game and that demonstrate the ability and willingness to play as a member of a team, and not as an individual, will be more highly rated in the evaluations than say players concerned only with shooting the ball on every touch.

12.3 Evaluators

The Operations Committee will define the personnel needed to carry out the process of evaluations. Basketball experience, playing and/or coaching, is a heavy requirement for the position of evaluator.

- A minimum of 8 and maximum of 11 evaluators will complete evaluations.
- Evaluators will consist of current and former coaches, non-coach members with preferably sports backgrounds, high school coaching staff, and individuals independent of the community, with the aim of including a couple of representatives from each category.
- Evaluators will be determined by the Operations Committee (or any subsidiary of). They will be selected based on basketball background, as well as demonstrating strong character and integrity.
- An attempt will be made to have each grade represented amongst the evaluators.
- Evaluators will not be evaluating their own child or own grade.

12.4 Scheduling

The Board will determine the dates, times, and location(s) for evaluations. Evaluations are normally held shortly after the player registration deadline so that teams can be formed as quickly as possible. Check the Association website for schedule details.

12.5 Injury or Absence from Evaluations

Please contact the Board of Directors for any scheduling conflicts that may prevent a player from attending one, or both evaluation days/sessions.

In the event of an injury or absence that cannot be avoided from missing both evaluation days/sessions, a player will be considered for a team based on prior evaluations, seasons, and coach's feedback from previous teams. Generally, a player in this situation would be considered for the same, or lower level of competition as the previous year.

12.6 Evaluation (Day of) Logistics

Each grade level will have two evaluation sessions. The evaluation sessions will be no more than three hours in total. Players will receive an evaluation jersey with a pre-assigned evaluation number to wear for both evaluation sessions. Players should arrive at least 30 minutes prior to their evaluation time. Evaluations are a closed session and only players, evaluators, and board members are allowed to be present.

A member of the Board of Directors will be present to be the responsible adult from the program. Parents may drop off their player(s), or they may wait outside the gym.

12.6.1 Player Check-In

- Check-in starts 30 minutes prior to the scheduled evaluation session.
- Each player should bring Student ID and/or proof of school and grade to verify eligibility.
- An evaluation jersey with a pre-assigned number will be provided.
- Each player will need to consent to a profile photo to be used for identification purposes of the evaluators. These photos/images are not distributed or used for any additional purpose.

12.6.2 Activities

Day/Session 1 Activities:

- Warm Up
- Skills & Drills - greater focus on dribbling (4th grade only)
- 3 on 3
- 5 on 5

Day/Session 2 Activities:

- Warm Up
- Skills & Drills - greater focus on shooting/finishing (4th grade only)
- 1 on 1
- 3 on 3

12.7 Evaluation Scoring Overview

Team Genius app will be used to facilitate evaluations and calculate results.

For information about this app, visit: www.myteamgenius.com

The players will have a two-day total score for creating a ranking. All evaluators' scores are final and not open to debate. The evaluators' final scores and rankings are reviewed only by the Basketball Operations Committee. This committee reviews "player readiness" and total grade roster sizes to determine any need for additional teams and coaches.

12.7.1 Evaluation Criteria

MyTeamGenius customized and weighted scoring for evaluations. Players are evaluated on overall performance, not by individual drills during the evaluations. A 1-10 scale is used to score the players on each criterion.

Criteria	% of Overall Score
Athleticism / Conditioning	33%
Skills / Fundamentals	33%
Basketball IQ	34%
TOTAL	**100%**

12.8 Player Assignments

Team placements are determined by evaluation results, based on the number of players registered per grade level. Other factors that may also be considered include input from previous coaches, level of skill demonstrated in other leagues (Spring/Fall programs), knowledge of the board/basketball operations committee, and high school coaching staff. The goal of this process is to place players at the correct competitive level where they can be the most successful.

12.9 Pairings or Special Selection

When a family has multiple players at the same age level (i.e. twins), the family has the option to elect to have both players placed on the same team. If electing to place both players on the same team they will still receive individual evaluation scores, and if those scores would otherwise place them on different teams, the player with the higher evaluation score will be moved to the team in which the player with the lower evaluation score was placed.

Alternatively, the family may opt to allow their players to be evaluated as individuals with the understanding that they could be placed on separate teams or that one player is cut while the other is placed on a team.

The family's preference must be determined before evaluations

12.10 Announcement of Results

The Board will communicate results via email to each player/family and post the team placements on the SBBA Website.

Rosters are posted for all teams even if a head coach has not been identified. Teams without a head coach at the specified deadline on the results web site will be cut and receive a refund.

13. Recreation Evaluations

Overview: Our recreation basketball programs provide a structured and supportive environment for young athletes to develop their skills and love for the game.

- 4th-8th Grades: Participants in these grades compete in the Southwest Metro League, organized by the Eden Prairie Boys Basketball Association. Recreational practices are typically held once a week, with games scheduled on Saturdays.

Through these programs, we aim to foster skill development, teamwork, and a passion for basketball in all our players.

13.1 Purpose

The purpose of evaluations is to assign players to teams based on an objective assessment of skills and abilities. It is impossible to accommodate individual parent requests for team assignments. Evaluations, therefore, rely on evaluators to assess players' skills and abilities as they perform drills and scrimmages.

13.2 Required for all Players & Teams

Evaluations are required for all team placements regardless of the number of players registered.

13.3 When teams are formed at a league level

The model of each league is based on a maximum of 8 teams (80 players). When the number of registrations fall below 60, the league is modified down to 6 teams. If a league falls below 40

registrations, there will be just 4 teams. Other modifications could include changing the format to play 4 on 4. Said modifications are at the discretion of the Recreation Coordinator and/or the board.

13.4 Scheduling

The Board will determine the dates, times, and location(s) for evaluations. Evaluations are normally held shortly after the player registration deadline so that teams can be formed as quickly as possible. Check the Association website for schedule details.

13.5 Evaluation Rules

(a) General rules:

Evaluations are required for all teams registered in the program regardless of the number trying out. All evaluation judging will be conducted by evaluators selected by the Association. Evaluators are selected based on their knowledge and experience of the game. There are a minimum of two evaluators per evaluation group and maybe as many as four or more as needed, depending upon the number of players trying out per league.

A member of the Board of Directors will be present to be the responsible adult from the program. Parents may drop off their player(s), or they may wait outside the gym.

(b) Team sizes

The maximum number of players on a team is ten (10) unless the Board approves a coach's request for a larger number.

In general, team sizes are 8-10 players per team and are based on the number of players who register.

(c) Player Assignments

Team placements are determined by evaluation results, knowledge of the board/basketball operations committee, and high school coaching staff. The goal of this process is to place a competitive balance for all teams.

(d) Number of Teams

There will be a team created for every 8 registrations, and up to 10 players per team.

(e) Rosters Formed

Final rosters are completed at the conclusion of the evaluations. The goal is to create parity amongst teams.

(f) Injury or Absence from evaluations

In the event of an injury or absence that cannot be avoided from missing evaluations, a player will be placed on a team, based on prior evaluations, seasons, and coach's feedback from previous teams, or randomly as needed.

13.6. Pairings or Special Selection

When a family has multiple players at the same age level, the family has the option to elect to have both players placed on the same team.

Alternatively, the family may opt to allow their players to be evaluated as individuals with the understanding that they could be placed on separate teams. The family's preference must be determined before evaluations.

13.7. Recreation Team Sizes

Teams normally consist of 8-10 players for 5v5 leagues. The Board may consider a coach's request to include more than ten players.

14. Development Programs (1st-3rd Grades)

Overview: Our basketball programs for 1st to 3rd graders serve as an introductory experience for both Travel and Recreation programs, emphasizing skill development and a love for the game.

1st Grade Basketball: This program meets once a week and focuses on teaching fundamental skills and basic game concepts. Players are grouped rather than placed on formal teams, promoting collaboration and peer learning.

2nd-3rd Grade Development Programs: These programs also meet once a week, with slightly longer practice sessions than the 1st-grade program. Like the younger age group, players are placed into groups to enhance skill development for all participants. Informal competitive play is included to help players apply their skills in a game-like environment.

Registration is required for all participants, but there are no evaluations for these age groups.

Overall, our focus is on creating a supportive atmosphere where young athletes can grow their skills, develop teamwork, and enjoy the game of basketball, laying the foundation for future participation in Travel and Recreation programs.

15. Coaching

15.1 Coach Selection

Coaches are selected through a structured evaluation process when multiple candidates apply for a position. A panel reviews applications, conducts interviews, and considers each candidate's qualifications and fit for the team. This ensures a fair assessment and selection of the most suitable coach. It’s important to note that coaching roles require a year-to-year commitment, and there are no guarantees of returning to coach in subsequent seasons. Coach selections are based on:

- Previous experience
- Knowledge of basketball
- Player and parent evaluations from previous years
- Commitment to the mission of the Shakopee Boys Basketball Association
- Discussions with past players, coaches, parents, or board members

Ultimately, we prioritize players having a positive experience, ability to create positive relationships, provide a positive role model for our players, and the ability to teach the players lessons and skills that help them be successful on and off the court.

If no one applies for a certain grade level, the Board will post that opening on the Association website and do its best to find a coach. If no coach can be secured by the posted deadline following evaluations, there will not be a team.

The Assistant Coach is selected by the Head Coach. The Association reserves the right to assign an assistant coach to a team without reasoning.

15.2 Trusted Coaches

All head and assistant coaches are required to complete Trusted Coaches for a Nationwide Criminal Background Check, Child Safety Training, and Concussion Certification. There are no exceptions. Failure to complete the required Trusted Coaches certifications will result in the removal of the respective coach.

15.2.1 Background Checks

SBBA requires all coaches to complete a Nationwide Criminal Background Check every three years. Background checks are conducted through Trusted Coaches, and any flagged results will be reviewed by the Board to determine the severity and eligibility for the coaching position. For detailed information on the background screening process and what may result in a flagged background check, please reference the Trusted Coaches Background Check Policy and Disclaimer on their website at http://www.trustedcoaches.org/.

If a prospective coach is flagged for a violation within the last six (6) years, they will be required to perform a background check annually until the violation is more than six (6) years old.

Additionally, completion of the background check, along with any other coaching requirements, must be completed **before their first practice**.

15.2.2 Child Safety Training

Coaches are required to follow the federal law, Protecting Youth Victims from Sexual Abuse and Safe Sport Authorization Act of 2017.

15.2.3 Concussion Training

Per Minnesota State Law, all coaches and administrators must complete an accredited concussion course that needs to be renewed every three years.

15.3 Coach's Code of Conduct

The head and assistant coaches must sign the Coach's Code of Conduct, found in the online coaching application.

15.4 Coach Development

A variety of online resources exist for coach development, and the Association works to ensure coaches have development opportunities.

At the end of the season, the three objectives for each child in our sports program are:

1. Did the child have fun?
2. Did the child learn and progress?
3. Do they want to come back and play again?

15.5 Coach-Board Relationships

The program cannot exist without good coaches. The Board is always eager to assist coaches in any possible way.

15.5.1 Board Liaison

A Basketball Operations Committee member will be assigned to each grade as a Board Liaison. The Board Liaison will meet with the team parents at the beginning of the season and will attend team games or practices from time to time during the season. The Board Liaison should be the parents and coaches first point of contact for any questions or concerns. The committee member cannot be a parent of a player in the grade they are assigned to as a liaison.

15.5.2 Attendance at Board Meetings

The Board may invite coaches to attend Board meetings during the year. The purpose of these meetings is to encourage dialog between coaches and the board and to discuss any concerns or questions the coaches have about the program. Board meetings are an open forum and coaches and parents may be welcome to attend regularly (monthly) scheduled board meetings throughout the year.

15.6 Coach-Parent Relationships

Coaches and parents must work together to create the best possible experience for the children on the team. Children learn what they are taught, but they also learn from what they see, including how their coaches and parents behave and interact.

Sometimes a parent will disagree with a coach's decision(s) or will be unhappy with the way their child is being treated. When these situations arise, it is best to discuss them with the coach – but not when the coach or parent may still be under the stress of the immediate incident. The Parent's Code of Conduct describes the Association's expectations of parents and includes:

I will respect coaches and their authority during practices and games and will never question, discuss or confront coaches at a game, and will take the time to speak with coaches at an agreed-upon time and place.

Here are some additional suggestions for working out disagreements:

- Remember that coaches are genuinely trying to do the best thing for the team and each child. Traveling basketball is competitive, and coaches will make player substitutions and assignments based on giving the team the best chance to win in each situation. That may mean some players don't get as much court time.
- Wait until the day after an incident before mentioning it to the coach. Sometimes "sleeping on it" will give you a better perspective.
- You can disagree with a coach's decision without attacking the coach on a personal level. Both the parent and the coach need to treat each other with respect, even if they disagree.
- Conversations between a coach and a parent should remain private. Neither the coach nor the parent should discuss their disagreement with other parents or with players. To do so can easily lead to feelings of "ganging up" and make it more difficult to resolve the problem.
- If the problem can't be resolved after the initial conversation, then the parent and the coach should ask the team's Board Liaison for help. If you don't know who your Board Liaison is, consult with the Traveling Director. The Board Liaison will arrange for a Board member to meet with the parent and the coach to discuss the issue.
- If the issue still cannot be resolved, then the parent can initiate a formal complaint. This should happen very rarely. The complaint process will always produce a decision, but it may be a decision neither the coach nor the parent likes. The individuals can usually find a better result if they work things out themselves.
- Don't involve your children. Your disagreement with the coach is for you and the coach to work out. Kids see, listen, and talk. Keep them out of it.
- Never use email to complain to a coach. Email is a great communications tool, but it does not work well when emotions kick in. There is a tendency for people to put things in emails that they would never say to someone's face. It's also very easy to misunderstand an email and read it as a personal attack when no attack was intended. Each angry response leads to another, in rapid succession. Finally, emails are simply too easy to pass along to

others. Disagreements between a parent and a coach are private matters. Trust between the parties will completely and immediately be destroyed if one side broadcasts their version of things “to the world”.

15.7 Team meetings

The Association encourages coaches to conduct a team meeting at the beginning of the season to set expectations, review schedules and any other housekeeping items. Additionally, coaches may meet with team parents during the season. Some coaches hold individual one-on-one meetings with parents (like parent/teacher conferences at school). This allows the coach and parent to discuss the player’s development, as well as any concerns the parent may have.

16. Conflict Resolution

Disputes between parents, coaches, or Board members are subject to an identical complaint procedure:

- The individuals should try to work things out on their own, *privately* (see section 15.6 for suggestions).
- If the problem remains, an independent Board member will attempt to mediate the dispute.
- If the problem is unresolved, either party may file a written complaint. Complaint forms are also available from any Board member.
- Following the schedule set out in the complaint form, the Board will allow the other party to respond in writing.
- The Board will convene a Hearing Committee of three Board members and will announce a date for the hearing of the complaint.
- At the hearing, both parties will have an opportunity to argue their case, and to present letters from others who have personal knowledge of the events giving rise to the complaint. Outsiders will not be permitted to attend the hearing.
- The purpose of the hearing is to resolve the dispute, and the Hearing Committee will encourage the parties to do so. If the parties are unable to agree, then the Hearing Committee will render a written report within 72 hours of the conclusion of the hearing.

- The Hearing Committee report will include a summary of the facts, an explanation of how those facts constituted a violation of the relevant code of conduct, and a recommendation for any sanctions or other consequences they consider appropriate.

- The Board will meet within seven days of the Hearing Committee's report to decide on the appropriate sanction. The Board may not change the Hearing Committee's findings of fact but may decide on different sanctions.

- If the final sanctions include removal as a coach, the Board will call a meeting of the team's parents and coaches. At the meeting, participants may express their views on the coach's suitability, general character, or any other matter they think might assist the Board in making a final decision. After the meeting, the Board will meet privately to render a final decision.

- Within seven days of the Board's decision, either party may appeal the decision by notifying the President in writing of the reasons for the appeal. The President will allow the other party to respond in writing. Within seven days of the notice of appeal, the Board will convene an Appeal Hearing. The appeal will be heard by the entire Board.

- At the Appeal Hearing, the parties may argue why the decision should be changed but may not argue that the Hearing Committee misunderstood the facts. After the hearing, the Board will meet in private and announce their decision.

17. Codes of Conduct

Every player, parent, coach, and Board member must read and sign a Code of Conduct. Forms are distributed via the online registration process and are also available on the Association website. Violations of the Code of Conduct may result in a warning, suspension from participation for a definite or indefinite time, removal from a coaching position, or removal from the Association.

17.1 Player's Code of Conduct

I recognize that as an athlete in the community, I must conduct myself both on and off the playing field in a way, which exhibits respect for others and myself. I, therefore, resolve to conduct myself with dignity as an athlete and as a citizen of the community, recognizing and accepting that I:

1. Must accept accountability for my behavior and its outcomes.

2. Must honor my obligations and promises.

3. Must exercise self-control.
4. Must be willing to be fair with others in my dealings on and off the playing field.
5. Must take pride in my accomplishments, and myself but never at the expense of demeaning another person or group.
6. Must respect the efforts of others.
7. Must respect authority including officials, coaches, and parents.
8. Must be a good sport and acknowledge all good performances including my teammates and my opponents.
9. Must treat all fellow teammates and my opponents, as I would like to be treated.
10. Must abstain from the use of tobacco, alcohol or drugs.
11. Must cooperate with coaches, officials, teammates, and opponents, for without them I would not have an opportunity to participate in traveling basketball.
12. Must remember that winning isn't everything. Having fun, improving skills, making friends and doing my best is important.
13. Must play by the spirit, not just the letter, of the rules of the game and the rules of life.
14. Must strive to make my community - whether that is the team on which I play or the community in which I live - better because of my contributions as a team member and as a citizen.

17.2 Player Removal/Violation Process

Violations to the code of conduct may result in a warning, suspension or removal from the Association. Coaches will communicate with parents of the player in person or by phone but follow up with a written follow up to be signed by both parties to ensure parents understand the violation and consequence(s). Coaches should notify their board representative as well, and if possible, have board member(s) present for meeting with parents. Repeated or escalating offenses can result in either a tournament suspension or removal from the Association depending on the severity of the violation.

17.3 Team Expectations & Facility Considerations

1. When practicing in any of the Shakopee School buildings, no food is allowed in the gyms, all beverage containers must have a cover.

2. If your team is the last one to leave the gym on a practice night, make sure the gym is left clean, PLEASE CLEAN UP THE GYMNASIUMS AFTER YOUR PRACTICE.

3. Coaches and players should wear a different pair of shoes on the gym floor than they wear to and from the gym.

4. No one should arrive more than 10 minutes before a team practice.

5. If your team is practicing second, do not enter the gym until the other team leaves.

6. ***Coaches:*** no basketballs should ever be out of the ball bags until a team has entered the gym for a practice or game, so we do not have anyone bouncing basketballs in the hall of any school building in Shakopee or any tournament location.

7. Parents are welcome to all practices, siblings of players are not unless under the complete supervision of the parent, which means they always stay in the gym. Friends of players are never welcome at practice.

8. Players are expected to leave the building immediately after practice, so parents need to make sure they pick up their son at the time practice is scheduled to finish because the coaches are required not to leave the gym site until all their players have left the building with their ride home.

9. Players found in other parts of the school buildings will be subject to one to two weeks suspensions from their team.

10. Travel team players must provide their own transportation to all games, and each player and coach is expected to be at the game/tournament site a half-hour before game time. Non-parent coaches should not give players rides to tournament games.

11. As a traveling player, it is very important to be at every practice and game, to make sure you inform your coach of the two excused reasons you may miss a practice or game, which is being ill, or a family event. Missing a game or practice for another athletic event is not an excused absence.

17.4 Parent's Code of Conduct

Children's sports are supposed to be fun – for the *players*. Unfortunately, many parents don't realize that their actions, whether verbal or nonverbal, can have a lasting emotional effect on children. Too many children are leaving sports activities because the fun is unfairly taken away by adults. Parents who follow this simple code can help reinforce what sports are all about ... BEING FUN FOR EVERYONE.

The Association asks that you pledge to be responsible for your words and actions while attending or participating in all youth sports events and shall conform your behavior to the following code of conduct:

1. I will not force my child to participate in basketball. I will try to make it FUN!
2. I will teach my child to play by the rules and to resolve conflict without resorting to hostility or violence.
3. I will fulfill my volunteer obligation willingly, knowing that the effort I put forth directly impacts my child's SBBA experience.
4. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
5. I will teach my child that doing one's best is as important as winning so that my child will never feel defeated by the outcome of the game.
6. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
7. I will never ridicule or yell at my child for making a mistake or losing a game.
8. I will remember that children learn by example. I will applaud good plays by both my child's team and their opponents. I will not be critical of or embarrass any player, including opposition players.
9. I will never question the official's judgment or honesty in public. I recognize that officials are being developed in the same manner as players.
10. I will respect and show appreciation for the volunteers who give their time to basketball for my child.
11. I will never yell, taunt, threaten or inflict physical violence upon any player, coach, official or spectator at any youth basketball activity. I will refrain from the use of abusive or vulgar language, racial, ethnic or gender-related slurs at any time on the court or any youth basketball function. I will support all efforts to remove verbal and physical abuse from youth basketball games.
12. I will leave the coaching to the coaching staff. I will encourage my child to play in a manner consistent with the team's strategy or plans.

13. I will emphasize skill development and a serious approach to practices and explain how skill development will benefit my child.
14. I will attempt to learn about the game of basketball and the policies of the league so that I may best support my child's development in the game.
15. I will communicate all and any concerns regarding inappropriate behavior to the coach or local youth traveling basketball association representative.
16. I will respect coaches and their authority during practices and games and will never question, discuss or confront coaches at a game, and will take the time to speak with coaches at an agreed-upon time and place.
17. I will insist that my child plays in a safe and healthy environment. I will support a sports environment that is free of alcohol, drugs or tobacco and I will refrain from their use at all youth sports events.
18. I understand the benefits of participating in a team sport, the commitment, the discipline, and the social skills learned and acquired.
19. I will remember that my child plays basketball for his or her enjoyment, not mine.

17.5 Coach's Code of Conduct

The Shakopee Boys Basketball Association is concerned about the conduct of all coaches during games. The Association wants to ensure that games are fair, positive and enjoyable experiences for all the children and adults involved. A basketball game should be friendly and unifying - a spirited social and athletic occasion for players, coaches, referees, and spectators.

To satisfactorily meet these responsibilities, the coach is expected to:

1. Know the rules of the sport and abide by them. Instruct team members in the rules of the game and motivate each player to always compete according to the rules.

2. Support the Shakopee Boys Basketball Association and its Board of Directors and will follow the rules and by-laws of the SBBA.

3. Respect the game officials and refrain from questioning their decisions or from addressing them in a loud, disrespectful, or abusive manner.

4. Ensure that the fans of his/her team always conduct themselves with sportsmanship and maturity while in attendance at game sites. Assist game officials in maintaining control of spectators and players during the games.

5. Respect the coaches and players of the opposing team both during the play of the game and at its conclusion, win or lose.

6. Teach each player, through personal example, to be humble and generous in victory and proud and courteous in defeat.

7. Maintain control of his/her emotions and avoid actions, language and/or gestures that may be interpreted as hostile or humiliating.

8. Treat each athlete as an individual and help him to reach full potential.

9. Let athletes know the benefits of sports and encourage them to participate in sports throughout their lives.

10. Provide a safe environment. Check that equipment and facilities are safe.

11. Keep up with the latest coaching techniques and seek continual improvement.

12. Ensure training and competition is suitable for the age and fitness level of the athletes.

13. Avoid any form of harassment towards your athletes. This includes harassment on gender, place of origin, color, sexual orientation, religion, political belief, economic status, and disability.

14. Support a sports environment that is free of alcohol, drugs or tobacco and refrain from their use at all youth sports events.

15. Realize, accept, and practice the principle that a team's reputation is built not only on its playing ability but also on its sportsmanship, courtesy, and manner.

Your example is powerful, for better or worse. If you insist on fair play and you concentrate on your players' enjoyment of the game and their overall, long-term development, and if you support the officials, your players and their parents will notice. If you encourage (or allow) your players to play outside the rules, if you're overly concerned about results, and if you criticize the officials harshly, your players and their parents will also notice.

Think about what you're doing during a game! Uphold the Spirit of the Game! If you follow the expectations described above, the spirit of the game will be alive and well in Shakopee and will grow, along with the enjoyment of all.

17.6 Board Code of Conduct

Board members are elected by the membership to carry out the day-to-day operations of the Association. Their responsibilities, however, are broader. In their dealings with the community, they are also ambassadors of the sport and the Association. They serve as role models for

coaches and players. Above all, they are entrusted by parents to provide a safe and supportive environment in which children can reach their full potential in basketball.

To meet these expectations, Board members must:

1. Perform the functions of their office in good faith and honestly.
2. Act in the best interests of the Association and take all necessary steps to assist the Association in achieving its objectives in such a way that the Association's credibility and integrity are not compromised.
3. Conduct themselves in a manner worthy of their position within the Association.
4. Act with due care and diligence in the discharge of their functions for and on behalf of the Association.
5. Disclose to the Association any direct or indirect personal or private business interest that they or their spouses, partners or business associates may have which may conflict with the Association's interests.

Board members may not:

1. Engage in conduct, behavior or practices, which may be detrimental to the best interests of the Association.
2. Engage in any conduct, behavior or practices, which may bring the Association, or the game, into disrepute.
3. Disclose confidential information entrusted to them or obtained because of their position as a Board member, unless legally obliged to do so.
4. Disclose information, unless legally obliged to do so, in a way that may damage the reputation of the Association or the game.
5. Use their position or privileges as covered persons for private gain or to benefit another person improperly.
6. Commit or be responsible for, or party to, any form of discrimination including, but not limited to, discrimination based on race, color, gender, sex, ethnic or social origin, religion or political persuasion.

7. Do anything likely to intimidate, offend, insult or humiliate any person on the grounds of his or her race, color, gender, sex, ethnic or social origin, religion or political persuasion.

8. Harass any person on any grounds whether physical, mental, professional or sexual.

9. Accept hospitality, goods or services which may influence or affect judgment in the conduct of the Association's affairs.

10. Give gifts or perform favors of any kind where it could appear designed to influence others improperly or which may influence or affect judgment in the conduct of the Association's affairs.

17.7 Anti-Harassment Policy

The Association is committed in all areas to providing an environment that is free from harassment. Harassment based upon an individual's sex, race, ethnicity, national origin, age, religion or any other legally protected characteristics will not be tolerated. All volunteers, while carrying out Association activities, are expected and required to abide by this policy. No person will be adversely affected (e.g. reduced playing time) with the Association because of bringing complaints of unlawful harassment.

17.8 Anti-Discrimination Policy

The Association will not discriminate against players, board members, coaches or any other volunteers based on race, creed, color, national origin, or sex.

17.9 Anti-Bullying / Hazing

According to the U.S. Department of Health & Human Services and the Stop Bullying program, "Bullying is unwanted, aggressive behavior among school-aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

Bullying can take many forms. Verbal bullying includes teasing, name-calling, taunting, or threatening to cause harm. Physical bullying includes hitting, kicking, pinching, spitting, tripping, pushing, taking or breaking someone's things, or making mean or rude hand gestures. And finally, bullying can be social, frequently called 'relational bullying'. When someone is left out on purpose, when someone tells kids to not be friends with someone, when a child spreads rumors about another kid, or when a child intentionally embarrasses another child in public.

Hazing is taking these same activities of harassment, abuse or humiliation and using them as a way of initiating a person into a group or a team.

Discipline for Bullying / Hazing:

1. The coach of the team and a board liaison will assess any claims against bullying.
2. If a claim is deemed as warranted, the accused player and guardians are required to appear in front of the Shakopee Boys Basketball Association Board.
    1. A player accused of bullying/hazing is NOT allowed at any SBBA scheduled events (practice, games, tournaments, clinics, etc.) until the resolution is deemed as resolved by the Association Board.
    2. The board shall react promptly to any allegations and expedite a meeting to resolve the conflict.
    3. Discipline from such actions can include:
        1. Suspensions of a given amount of time.
        2. Removal of the player from the team and Association for the remainder of a season (without refund).
        3. A permanent ban from the Shakopee Boys Basketball Association.