



***BUFFALO BISON BACKCOURT CLUB
BOYS TRAVELING BASKETBALL***

***POLICIES AND PROCEDURES
HANDBOOK***

2009 – 2010

MISSION STATEMENT

The Bison Backcourt Club (BBC) is a non-profit organization with the primary purpose of promoting the Bison boys basketball program for grades 4 – 12. The BBC is dedicated to the promotion of traveling youth basketball within District #877 boundaries. Our primary goal is to provide fair competition and a learning environment that enhances individual player development and team play.

PLAYER ELIGIBILITY

Our traveling basketball program is open to all students in grades 4 – 8 that live within the geographical boundaries and/or attend school within the Buffalo #877 School District. A student that is homeschooled or attends a private school is eligible for our program as long as the student lives within the Buffalo School District #877 School District boundaries.

TRAVELING BASKETBALL SEASON OVERVIEW

A two-day evaluation or tryout process will be held in September. This process will be overseen by a group of independent evaluators, led by the Boys Varsity Basketball Coach.

Soon after teams are selected, there will be a *mandatory* parent meeting. This will provide an overview of our program as well as expectations for the coming season.

Each team will typically have 1-2 practices each week throughout the season, beginning in mid-October. In the event that the Buffalo #877 schools are closed on a particular day (holiday, bad weather, etc.), then all practices for that day will be cancelled.

Each team will participate in a number of basketball tournaments throughout the year. Typically, the tournament schedule will begin in November and will conclude in March.

The BBC will enter each team into a number of tournaments, based upon the following schedule:

- 4th grade – 7 tournaments
- 5th grade – 9 tournaments
- 6th grade – 9 tournaments
- 7th grade – 11 tournaments
- 8th grade – 11 tournaments

CODE OF CONDUCT POLICY

All players must sign a Code of Conduct form prior to participating.

At least one parent of each player must sign a Code of Conduct form.

All coaches, whether Head Coach or Assistant, will be required to sign a Code of Conduct form.

REGISTRATION & FEES

The registration process will begin in early September. Registration information will be available at the BBC's website: www.bisonhoops.com. Pre-registration for tryouts is required.

The registration fees for the 2009-2010 season are: \$125 for 4th grade players, \$150 for 5th & 6th grades, and \$175 for 7th & 8th grade. There are multiple player discounts of \$10 per child. Due to the large expense generated for each team by the BBC once it is formed, we will be unable to refund any registration fee once a player begins practicing with a team.

In addition, a \$50 uniform deposit fee and a \$100 volunteer fee will be collected. These checks will be held until the end of the season, but not cashed. Once the required volunteer hours have been completed and the player's uniform has been returned at the end of the season, the checks for these two deposit fees will be shredded.

TRYOUT PROCESS

A group of independent evaluators led by the Boys Varsity Basketball Coach will conduct a closed-door tryout process, which will be conducted on two separate dates. It is expected that players attend both tryout sessions.

TEAM FORMATION

The BBC board will meet with the Boys Varsity Coach to review the player evaluations from the tryout process in order to form teams for the upcoming season.

In the event that there are enough players for at least two teams in a particular grade level, the BBC board has determined that teams will be created using the following methodology:

- 4th and 5th grade levels should be viewed as Developmental. The result of this policy is that we will create equal teams based upon the rankings from the tryout evaluations.
- If there are enough players to create at least two teams in the 6th, 7th or 8th grade level, the BBC has determined that teams will be formed based upon the evaluation rankings. This would result in the creation of A/B/C teams based upon the results of our tryout evaluations.

All teams will have at least 8 players to start the season. Ideally, the BBC would like to have 8-10 players on each team, but reserves the right to have a higher number of players on a team depending on the number of registered players in that particular grade level.

SELECTION OF COACHES

During the registration process, prospective coaches will be required to complete a coach's application. The BBC will make coaches selections on criteria such as:

- Coaching philosophies similar to the mission of the BBC
- Knowledge of basketball
- Previous coaching experience
- Parent survey evaluations from previous years (if applicable)

The BBC will be required to conduct background checks on all prospective coaches.

PARENT MEETING

After the teams have been created, the BBC will host a mandatory Parent meeting. This will provide an overview of our program as well as expectations for the coming season. Players are encouraged to also attend this meeting. There will also be order forms to purchase Bison basketball apparel.

All of the player fees will be collected at this meeting: Registration fees, as well as uniform and volunteer deposits. In addition, there will be opportunities to sign up for volunteer shifts for our hosted tournaments, in order to fulfill each family's volunteer requirements.

PRACTICE SCHEDULES

The BBC will assign a practice schedule to each team. Practice will begin in mid-October, with usually 1-2 practices to be scheduled each week throughout the season. Practices will usually be on weeknights, with times and locations subject to gym space availability.

A full commitment to practices is expected. Parents should notify the coaches as soon as possible if a player will be forced to miss practice for any reason.

TOURNAMENT SCHEDULES

A full schedule of tournaments (7 tournaments for 4th grade, 9 for 5th/6th grade and 11 for 7th/8th grade) will be put in place for each team by the BBC board. The tournaments are typically held between November and March.

Tournaments are usually held on weekends, mostly Saturdays and Sundays. Some of the tournaments will be completed in one day, while there may be an occasional tournament with games scheduled on Friday evenings as well. It truly varies with each tournament. There will be some tournaments that will require our teams to play on Sunday mornings.

A full commitment to the tournaments is expected. Parents should notify the coaches as soon as possible if a player will be forced to miss a game for any reason.

Most of the tournaments have guarantees whereas each team is guaranteed to play at least 3 games. Spectators (parents, grandparents, siblings, etc.) are typically charged admissions fees at the tournament site.

BBC HOSTED TOURNAMENTS

The BBC usually hosts 2-3 tournaments per year. This is a big source of revenue for the club, which allows us to keep player fees low and also minimizes our requirement of other fundraising efforts.

We could not host these tournaments without the diligent efforts of many volunteers. Therefore, we have a tournament volunteer requirement of 2 shifts of 4 hours be completed by each family.

COMMUNICATION

The BBC website (www.bisonhoops.com) is the primary source of information. Forms, documents, schedules, etc. can all be found there. The website also lists the contact information for all BBC board members as well.

POLICY CHANGES

The BBC reserves the right to change any policy, written or otherwise. Any such action can be found in the BBC Meeting Minutes, which will be posted on our website.

The Policies & Procedures Handbook will be reviewed annually, and will be updated with new policies created throughout the year.

BBC GENERAL POLICIES & PROCEDURES

COACHING PHILOSOPHY

The primary goals of coaching should include teaching and improving fundamental skills of basketball, while encouraging and facilitating team play.

Coaching to win-at-all-costs should not be overemphasized at the expense of player development.

PLAYING TIME

We have a general philosophy of “Fair, but not equal” in terms of playing time. Playing time will be determined by such things as effort in practice, team discipline, the flow of a game, injuries and foul trouble.

The BBC has a minimum requirement of $\frac{1}{4}$ playing time per player.

- For the 4th & 5th grade Developmental (equal) teams, this means that each player is required to play at least $\frac{1}{4}$ of each game.
- For the 6th, 7th & 8th grade teams, this means that each player will be required to average at least $\frac{1}{4}$ playing time over the course of each tournament rather than on a game-by-game basis.

PROBLEM RESOLUTION

A parent should be encouraged to bring any questions or concerns to the Head Coach, preferably away from the basketball court and any team setting.

TEAM LIAISON

There may be times when parents are not comfortable talking with their child’s coach about a particular situation. Or, parents have had discussions with the child’s coach but would like to re-visit the issue with a third party.

To address these situations, each team will be assigned a member of the BBC board to serve as a Team Liaison to the BBC board. Parents can seek out the Team Liaison to discuss an issue with the Team Liaison. In the event that a resolution cannot otherwise be determined, the Team Liaison can then take the concerns to the rest of the BBC board, if deemed necessary.

SPECIAL CIRCUMSTANCES

SUBSTITUTE PLAYERS

In the event that a situation arises whereas a team will be left with a shortage of players, it is permissible to contact another team within the BBC in hopes of having other players fill in.

The procedure involves the following protocol:

For an 'A' team: first contact the 'B' team in the same grade level, then contact the A team or a Developmental (equal team) from a grade-level below.

For a 'B' team: contact the A team or Developmental (equal team) from a grade-level below. In all cases, the head coach and the BBC should be notified, and any player that is to be considered to 'play up' for a tournament should not have a scheduling conflict with his regular team.

EXTRA TOURNAMENTS

There are occasions where a team may have the opportunity to play in extra tournaments, which are in addition those scheduled by the BBC.

The BBC will limit each team to being able to participate in no more than 2 additional tournaments throughout the course of the year. Any fees associated with the extra tournaments will be the responsibility of the parents of the team.

UNSPORTSMANLIKE CONDUCT

All of our players, parents and coaches are expected to abide by the general Code of Conduct forms they are required to sign at the beginning of the year. All parties must bear in mind that they are representing themselves, their community and this organization.

The BBC reserves the right to take disciplinary action against an individual (player, parent or coach) who is in violation of our Code of Conduct policies.

An example of this behavior would include someone that gets kicked out of a game. Such behavior must be reported to the BBC as soon as possible.

The first violation will result in a 1 game suspension.

The second violation will result in a 3 game suspension.

The third violation can include the dismissal from the team

The BBC board will review each situation and reserves the right to assess the appropriate consequences as they see fit.