



Parent/Player/Coach Handbook

Introduction

The goal of the Walla Walla Basketball Club (Walla2Hoops) is to serve Walla Walla Valley boys and girls grades 2 to 8 with an enriched basketball environment. There is a tremendous history of basketball excellence in the Walla Walla Valley and we want to build on this tradition and get more kids excited about playing competitive basketball.

Club Mission

To provide an enriched basketball environment for the youth of the Walla Walla Valley.

We will accomplish this by:

- Creating a positive competitive culture.
- Guidance in developing the character of our youth.
- With a commitment to developing the fundamental skills of the game

Club Administration

President: The President shall be the Chief Executive Officer of the Club, and subject to the Control of the Board, shall have general charge and supervision of the Club's business, affairs and properties. The President shall have authority to sign and execute, in the name and on behalf of the Club, all authorized contracts, funds or other instruments. The President shall serve as spokesperson for the Club. In general, the President shall perform all the duties ordinarily incident to the office of Chief Executive Officer of an organization.

Vice President: The Vice President shall perform all the duties ordinarily incident to the office of the President of an organization, and such other duties as from time to time may be assigned by the Executive Board, the Club or the President. The Vice President shall preside at any meeting in the absence of the President. The Vice President will have all of the powers and authority there of the President in his/or her absence.

Secretary: The Secretary shall keep the minutes of the meetings of the Club and the Board, including all the votes taken at such meetings, and record them in books provided for that purpose. The Secretary shall see that all notices are duly given in accordance with the provisions of the By-laws or as required by statute and shall be the custodian of the records. In general, the Secretary shall perform all duties ordinarily incident to the office of a secretary of an organization, and such other duties, as from time to time may be assigned by the Board, or the President.

Treasurer: The Treasurer shall have charge of and be responsible for all funds, securities, receipts and disbursements of the Club, and shall deposit or cause to be deposited, in the name and on behalf of the Club, all moneys or other valuable effects in such banks, trust companies or depositories as may be designated by the Executive Board or the Club. The Treasurer shall maintain full and accurate accounts of all assets, liabilities, and transactions of the Executive Board and shall render to the Club and to the Executive Board at regular meetings of the Club and the Executive Board or otherwise as requested, an account of all financial transactions of the Club and of the financial condition of the Club.

Program Development and Tryout Director: The Program Development and Tryout Director shall develop a scope and sequence for each grade level consistent with Walla Walla AAU coaching philosophy. Program Development and Tryout Director shall have charge of and be responsible for recruiting a committee of unbiased, basketball-minded individuals to assist in the task of monitoring and ranking players at tryouts and making recommendations as to which players are placed on teams for each grade/sex level. He/she will work closely with the team contact on communication with the coaches.

Registrar: The Registrar shall have charge of and be responsible for planning and implementation of annual registration of players, coaches and volunteers. The registrar is expected to maintain a player/coach/volunteer database. The Registrar will also organize and manage volunteers for the Tournament and League hosting days and as needed.

Uniform and Equipment Director: The Uniform and Equipment Director shall be in charge of and responsible for the purchase of all equipment and uniforms. He/or she is expected to maintain a full inventory of all equipment and uniforms, work with the coaches to obtain information on the equipment and uniform needs of the club, maintain an adequate supply of uniforms and equipment, research prices and quality of items purchased and be financially prudent with the club funds when purchasing such items.

District Liaison: The District Liaison shall have charge of and be responsible for all contact with the Walla Walla Valley area school districts and team coaches regarding use of school facilities, including gymnasiums, meeting facilities and other facilities needed by the Club. The District Liaison will schedule all gym times, contact coaches and school district personnel to share schedules, make a master calendar of all school functions in the gymnasiums and ensure that all Club members using School District property are doing so in a respectful and appropriate manner. The District Liaison will handle any complaints about damage to school property and make sure that the facilities are open and available to teams as scheduled.

Executive Board of Directors

President: Matthew Price-Huntington
mpricehuntington@yahoo.com
509.956.9695

Vice President: Mark Higgins
mhiggins@wwps.org
509.520.6242

Secretary: Samantha Kofler
smanierre@gmail.com
510-306-6002

Treasurer: David J. Vargas
davidj@tvacpa.com
509-529-7022

Program Development and Tryout Director: Stephen Garnett
overtimetrainingww@gmail.com
509.520.5124

Registrar: Kelsee Anderson
kelseeanderson@gmail.com
509-301-2959

Uniform and Equipment Director: Kelsee Anderson
kelseeanderson@gmail.com
509-301-2959

District Liaison: Alison Laughery
al-laughery@hotmail.com
509-876-7490

Parent Meeting

Walla2Hoops Parent Meeting will be held annually in September during tryouts.

Tryouts

Walla2Hoops will hold open tryouts each year to select players for our teams. Players must register with the club prior to tryouts through SportsEngine which can be accessed at our website. Players **MUST** have an AAU membership card to prior to completing the registration and tryout.

To Register for Tryouts:

- Obtain a current AAU number on the AAU website www.aausports.org **before** tryouts. This includes signing up and paying the AAU Individual Membership fee.
- Register your player with the W2Hoops on SportsEngine – the link to register for the current season can be found on the club website www.w2hoops.com

Playing Up:

It is the Club's policy to have players participate in their age/grade level. We ask that ALL players tryout in their specific age group. However, if a player comes to tryouts with exceptional ability and this player could jump from the lower age group to a top tier team in the next age group, then that player may be asked to play up. ***The decision will be made with coach input and the Club maintains sole decision-making power.***

Note: On occasion, teams be comprised of athletes from mix-grade levels due to maximizing roster sizes and the numbers of participants. This is a different scenario than “playing up” due to ability.

The Selection Process:

- 1.) **Player's tryout:** There will be multiple coaches and community members evaluating players during tryouts. Players who played previously for AAU Teams will still be required to tryout. Selection will be based upon the following criteria:
 - A player's performance during the tryout period - skill level, effort, competitiveness, and interaction with other athletes.
 - Perception of that player's athletic potential if they are new to the sport.
 - Perception of the coachability of the player.
 - Evaluations of players during the past school season, AAU season, and camps.
 - Being in good standing with Walla2Hoops and AAU Basketball.
 - History of parental involvement or behavior.
 - Commitment to attendance at practice, games, and skill improvement
- 2.) **Selections:** Following tryouts, potential coaches, and the Board will review tryout evaluation forms and consider all the information to make rosters at each grade/gender level. Teams will consist of a minimum of 8 and no more than 12 athletes. If there are enough players to create a second team comprised of next level of players, the Board will attempt to do so and find coaches.
- 3.) **Notification:** Parents will be notified via email within a reasonable time frame if their child has made the team, which team, who their coach will be, and next steps.
- 4.) **Family Decision:** Players and parents then notify W2Hoops whether they accept their spot on the roster.

Club Fees

A non-refundable \$175.00 Club fee will be assessed annually and is due on receipt. If your child is rostered to a team, you will receive an email via the email you registered with for annual club dues. Dues should be paid and/or a scholarship should be requested upon receipt. All players who have not paid their dues in full by January 1 will NOT be allowed to participate in practices and/or compete in tournament play until dues have been paid in full.

The Annual Club Fee Includes:

- Team uniforms (to be returned at the end of the season)
- Practice pinnies for each team
- Basketballs and pump (5 per team to be returned at the end of the season)
- First Aid Kit
- Walla Walla Tournament Fee waived
- Coach (membership fee includes some reimbursement for Coaches to pay for tournament travel/food)
- Gym Space at Walla Walla area gyms at least twice a week.
- Skills clinics with Coach Garnett (and/or other area coaches/trainers). Schedule varies but generally runs Nov-Feb, and summer.

Your child's TEAM or CLUB fee does not include the following expenses:

- Any travel expenses or meals for players.
- Non-W2Hoops Tournament and/or League fees
- AAU membership fees for players.

Scholarships

Scholarships to cover club fees are available. A written request must be made directly to the Board. The Board will approve scholarships on a case-by-case basis. A link for the scholarship form can be found on our website or by emailing walla2hoops@gmail.com

Team Structure

The amount of travel, time commitment, and cost will vary by teams and age. In general, younger ages (grades 2-4) have more limited travel and associated costs. As players age up, travel and associated costs to tournaments tends to increase in distance and frequency. The Club provides suggested tournament and/or league schedules based on skill and experience level. The Club will work with coaches to decide the game schedule. Coaches/Managers will need to be directly reimbursed by parents for entry fees to tournaments and league. All other costs associated with travel like hotel rooms, gas, spectator fees for games, etc are the family's responsibility. Parents are responsible for the arrangement of transportation of their children to practices and games.

Cutting Players:

As a Club, we try to operate under a *no cut policy*, though players must meet a certain skill set. If a player doesn't meet this skill set, we encourage them to participate in the other local basketball programs.

Movement between Rosters:

Occasionally athletes will move from one team to another both within and outside of our Club, and players may be registered to play with more than one organization. If a player is going to play for another team WITHIN the W2Hoops Organization, the Board requires one week's notice and communication between the COACHES. We do not permit an athlete to play for multiple coaches within our Club, unless the coaches have communicated and submitted the request in writing to the Board via email to walla2hoops@gmail.com.

Practice Players:

Certain circumstances may permit practice players on teams. In these circumstances players would practice with teams, but not travel to competition unless a roster movement is made. There is a reduced club fee of \$75.00 for Practice Players.

Skills and Shooting Session Only Players:

There are some players who would like to access our Skills and Shooting Sessions only, even if not rostered on a W2Hoops Team. This is permissible as long as players are registered as a W2Hoops member through SportsEngine and have a current AAU number. These two requirements are due to insurance coverage. There is a \$75.00 annual fee to gain access to Skills and Shooting Sessions Only. Once the registration is complete, you will be billed this fee regardless of the time of year. Our fiscal year runs Sept 1-Aug 31.

Multi-Sport Athletes

We encourage multi-sport athletes to play Walla2Hoops. While it does pose challenges with scheduling, it is our philosophy that multi-sport athletes are the most well-rounded athletes. If you are a multi-sport athlete, please let us know your upcoming schedule so we can determine which team and which coach would be the best placement.

Practice

Walla2Hoops teams practice at least two times per week, with a skill development practice twice a month in Nov/Dec/Jan/Feb. Team practices are usually 1½ to 2 hours in length. There are times when your practice schedule will change based on weather conditions or school events. The Club will make every attempt to reschedule gym time during that week rather than losing a practice.

General Walla2Hoops Practice Rules:

Our focus with practice is to develop competitive athletes. To achieve that, certain rules are required by all teams as detailed below:

- Every practice is important. It is expected that each player will exercise good time management skills so that scheduling conflicts are kept to a minimum.
- All athletes are expected to make every effort to attend practice. If a player must miss a practice, a telephone call or text (not email) to their head coach is expected at least four hours before practice. Only after attempting and failing to reach your head coach can a player contact a teammate to relay the message to the head coach. Advanced notice is expected if the missed practice is due to vacation, school function or another event scheduled in advance.
- Missing practice may result in loss of playing time based upon whether the absence was excused and the expectations set up by the coach at the parent meeting. Excused absences are for family or school events in which the player cannot control the scheduling of that event (concerts, plays or games), injury or illness.
- Players who can only attend 30 or 45 minutes of a practice because of another event should still

come to practice. It is much better to get some practice time rather than miss the whole practice.

- Injured athletes who can attend school are expected to attend practice to support their team and be available to help where they can, even if they cannot physically participate in practice. Players with fever or stomach flu (diarrhea and/or vomiting) should not come to practice.
- Scheduled practice time is start time. Please arrive early enough to be dressed and completely ready for practice by start time. This usually requires arriving not less than 15 minutes before start time.
- All practices are open and parents are welcome to observe practices at any time. Parents may not coach or offer instruction to their child or another team member at any time during practice. Parents are not permitted on the court, unless requested by the coaching staff.

Playing Time

Playing time, for many players and parents, is a central concern that can distract from the team's success and create divisions. Every player will have an equal opportunity to compete for playing time during practice and games. Playing time could be affected by any of the following:

- Attendance at practice.
- A player's skills and performance.
- A player's attitude.
- A player's effort and work ethic.
- The importance of the game and match-ups during the game.

Some generalizations can be made with regards to playing time.

- There may be exceptions with players recovering from injuries, problems with adherence to team rules/policies.
- Playtime is generally more equal at the grade school level.
- Playtime may be more equal earlier in the season as coaches are exploring different lineups.

All playing time is decided by the coaches and is not negotiable. Coaches have the right to play whomever they think is best suited for a position and who helps contribute to the team's development and success. Here are some suggestions on how to talk with your coaches about playing time.

- Use the 24-hour rule. Do not approach your coach during or right after a game. Wait 24 hours and set-up a time outside of practice to discuss.
- Avoid talking to your coach when you are emotional.
- Parents may participate in the conversation with the coach, but the player should always be present when discussing playing time.
- Do not discuss other players on the team.
- While email or a phone call can start a discussion, face to face discussion is best.

Walla2Hoops Club Hosted Tournaments

In the interest of reducing travel for club teams, providing home court playing opportunities for our athletes, their families and friends, and showcasing our community and local businesses, Walla2Hoops will seek to host at least one tournament per year.

We cannot run a successful tournament without the help of W2Hoops families, players, and supporters.

W2Hoops will reimburse teams who fill shifts at sites for entry/concession tables. Scoreboards will be run by local sports teams for reimbursement. Site supervisors will be assigned at each site by the W2Hoops Board and will be paid.

Walla2Hoops Club Hosted League Games

Walla2Hoops will host some Saturdays for 3CitiesHoops League games. Teams who sign up or are assigned to cover entry/concessions and/or scoreboards will be reimbursed and can use the funds toward fees and travel costs.

SafeSport Policy on Communication

FACEBOOK, INSTAGRAM, BLOGS AND SIMILAR SITES

Coaches may have personal Facebook (or other social media site) pages, but they are not permitted to have any athlete member of the Club join their personal page as a “friend.” A coach should not accept any “friend” request from any athlete. In addition, the coach should remind the athlete that this is not permitted. Coaches and athletes are not permitted to “private message” each other through Facebook. Coaches and athletes are not permitted to “instant message” each other through Facebook chat or other IM methods.

The Club has an official Facebook page that athletes and their parents can “like” or “friend” for information and updates on team-related matters.

Coaches are encouraged to set their pages to “private” to prevent athletes from accessing the coach’s personal information.

TWITTER

We do not have an active Twitter account. Players and coaches shall not set up or interact with one another on their personal Twitter accounts

TEXTING

Subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours from 7am until 10pm. Texting only shall be used for the purpose of communicating information directly related to team activities.

EMAIL

Athletes and coaches may use email to communicate. When communicating with an athlete through email, a parent, another coach or a board member must also be copied.

REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS

The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communications. Immediate compliance without repercussion must be granted.

MISCONDUCT

Social media and electronic communications can be used to commit misconduct (e.g. emotional, sexual, bullying, harassment and hazing). Such communications by coaches, staff, volunteers, administrators, officials, parents or athletes will not be tolerated and are considered violations of our Participant Safety Handbook.

VIOLATIONS

Violations of the Club's Social Media and Electronic Communications Policy should be reported to your immediate supervisor, a Club administrator or the Regional SafeSport Officer for evaluation. Complaints and allegations will be addressed following the appropriate procedure.

A Walla2Hoops participant or parent of a participant who violates this policy is subject to appropriate disciplinary action, including but not limited to: suspension, permanent suspension and/or referral to law enforcement authorities.

Communication

Routine Team Communication

The primary way that you will receive communication is from your coach or team manager.

Website

Our website contains information and resources for parents/players. www.walla2hoops.com

Facebook

Walla2Hoops Club has its own Facebook page that can be found at "Walla2Hoops".

Grievance Procedures

If you as a parent, or your athlete as a participant on a Walla2Hoops team, have concerns about Walla2Hoops policies or actions, the procedures to follow are, in this order:

1.) The athlete should talk to the coach about the matter.

- a. It is understood at the younger ages sometimes the parent will be the first contact with the coach.
- b. If the matter remains unresolved, or if the athlete has reasonable concern that talking to the coach will not resolve the matter, then;

2.) The parent should talk to the coach.

- a. Parents and/or athletes should call or email the coach to schedule a face to face meeting.
- b. Meetings need to be scheduled outside practice and games times.
 - i. *NOTE: If a parent approaches a coach during a game or practice, coaches are instructed to refer the parent to the Club President and to walk away if necessary.*
- c. If the matter remains unresolved, or if the parent has reasonable concern that talking to the coach will not resolve the matter, then;

3.) The parent or coach should talk to the Club President and request a meeting with the parent, coach, and the Club President.

4.) If the parent or the athlete is not satisfied by the action taken by the Club President, they may request, in writing, that the Walla2Hoops Executive Board review the matter.

- a. The Board may, at its sole discretion, review or refuse to review the matter.

Other Policies:

Walla2Hoops will not tolerate hostile, aggressive behavior toward coaches, coaches/parents of other teams, officials, or between athletes and coaches of opponents. If a parent, coach, or player exhibits this type of behavior, they will be appropriately sanctioned. Violation of this policy may result in being asked to not attend practices, games, or tournaments or even dismissal from Walla2Hoops.

Sexual or Physical Abuse Policy

Walla2Hoops recognizes that all forms of sexual abuse, assault or harassment with athletes are illegal and unethical, even when an athlete invites or consents to such behavior or involvement. Sexual abuse and harassment is defined as, but not limited to, repeated comments, gestures or physical contacts of a sexual nature. This includes demanding sexual favors in exchange for promotions, unwelcome touching of any kind, unwanted letters, telephone calls, texts or email of a personal nature, unwarranted inquiries about personal life or sexual habits, repeated jokes with sexual content, and sexual comments about a person's appearance or body.

In addition, Walla2Hoops will not tolerate hazing. Hazing is defined as any intentional act that endangers the mental or physical health of one person or a group of people, by another person or group of people, for the purpose of group acceptance or membership. Hazing behavior would include but is not limited to: brutality such as beating or striking, excessive calisthenics, excessive consumption of food or drink, or intimidating/threatening activities that cause extreme mental stress.

Walla2Hoops will not tolerate sexual or physical abuse of any of its staff or of participants. Walla2Hoops regards the safety of the young athletes entrusted to our care and instruction as our highest priority. We do not tolerate physical behavior that compromises that priority. We monitor activities and interactions to try to prevent miscommunications that cause discomfort to any of our athletes or parents.

If you see or experience behaviors by a Walla2Hoops coach, board member or chaperone that you believe to be inappropriate, report it immediately to either the Head Coach or Club President. All facts will be written down and a file will be started. All complaints will be investigated. Any employee or volunteer found to be in violation of the sexual and physical abuse policy will be subject to discipline, which may include dismissal. There will be no retaliation against any complainants or witnesses who participate in an investigation of an abuse charge.