



2022 BASEBALL/SOFTBALL COACH INFORMATION

Department Philosophy

Think Safety First!

Department Mission

The Mission of the Recreation Department is to provide recreational opportunities, athletic programs, special events and recreational, educational and cultural classes for the residents of the City of Livingston.

Department Duties and Responsibilities

The Recreation Department is responsible for recreation programs, athletic programs, special events and recreational, educational and cultural classes that

1. Encourages community spirit and fellowship.
2. Allows all players a equal opportunity to participate.
3. Instructs players in the development of heir physical and mental capabilities.
4. Builds good character and encourages team work.
5. Develops good sportsmanship.
6. Implements the principles of fair play.
7. Improves physical fitness.

It Takes A Village

2

Coach Responsibilities

1. Implement the Department Philosophy
2. Sign a coaches code of ethics
3. Recruit Assistant Coach & Team Mom (finger prints)
4. Hold a Parent Meeting—See Parent Meeting Sheet
5. Hold a minimum of 2 practices per week
6. Communicate with the team and their parents
7. Use your Player Progression Sheet as a guideline for instruction to your players.
* will provide upon request
8. Take Care of Equipment and turn it in in the same condition as you received it.

REMINDERS

- Coaches Responsibilities -
- Team Parents meeting - to start the season off right
- Pick up Equipment Bag - March 12th - Sports Complex - snack bar 9am - 2pm
- Practice begins the week of March 14th
 - Remember to get an assistant & team mom
- Get your team banner done early - buildasign.com
- Open Ceremonies - April 8th - 5:45pm - Alvernaz Field
- Picture week - April 25th-29th- Check your game schedule
- Raffle tickets - REMIND YOUR TEAM - turn them in by Thurs. 6/2 5pm & drawing is on Fri. 6/3 at 12pm - City Hall
- End of the season - Parks will be reserved for Youth baseball and softball Sunday, June 4th
 - all teams will be responsible for their team's end of the year celebration
- Meal Deals - Remind your team that it does need to be ordered before your game
- Equipment return - Leave your equipment at the snack bar where your last game is - LIL GUYS OR SPORTS COMPLEX
- MANDATORY PARENT MEETING - NEW PLAYERS TO THE LEAGUE **ONLY**
 - Players that need to attend are highlighted in yellow on your roster.
- Turn in any metals and pictures to City Hall with players name

Dates to Remember:

Opening Ceremonies—April 8th line up at 5:45

- Game for Joe - April 9th - Alvernaz Field - 5pm
- Color Run - May 21st - 8am-12pm - Games moved to the evening
- Concert Series - Monday's in May
- Check Centennial Calendar for Events



GET YOUR TEAM INVOLVED AND HELP TO PROMOTE THESE EVENTS!

TO MY PARENTS:

My goal is to have every child feel that they played a great game that day.

Parent Meeting

Objectives - With this age group, I have 5 primary coaching objectives which I believe are equally important.

1. Help your child develop the skills necessary to be successful at this level and to prepare your child for next season.
2. To have fun and have the kids develop a love for the game.
3. Learn about the importance of teamwork and sportsmanship.
4. Give positive reinforcement based on effort rather than results.
5. Provide a safe and healthy environment for all the kids on the team.

Playing Time and Positions

In this League there can be a drastic difference in skill level among the kids. I want to give the kids an opportunity to play a number of different positions and I'll make sure each player gets a chance each game to play in the infield for a couple of innings. I will not have a player pitch or catch that I don't feel has the ability to play the position at this time. This really is a safety issue as much as anything. I want to put kids in positions where I feel they have the best chance of being successful. That doesn't mean they won't have the ability by the end of the season and I will always work with the kids at those positions during practice if they are interested.

Player Expectations

1. Have fun and always give your best effort.
2. I expect players to always show respect for the coaches, umpires, parents, and other players on the team.
3. Spend time outside of practice playing baseball.

Parent Expectations

1. Please try to get your child to practice and games on time. I know this can be difficult at times and impossible at other times, but it's really hard to conduct practice or get ready for a game when players show up late. If you know your child will be late or won't be able to make it to a practice or game, please let me know in advance if possible.
2. Help out with team volunteer opportunities. We have a number of items that require parent help. Base Coaching, Team Mom etc...
3. Get involved in playing Baseball/Softball with your child. This may be helping out with at practice or playing catch in the yard on days we don't practice. Kids love it when their parents get involved. There simply isn't enough organized practice time for the kids. They need to work on the skills they learn at practice at home also.
4. Please encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game and practice. Please cheer for your child during games, but try to keep from yelling instructions to them. Remember this is their opportunity to enjoy playing in the game. Much of the fun is lost if their Mom or Dad is always yelling instructions.
5. Please let me know if you have a problem with me or something that is happening. Same holds true if your child isn't happy about something. I want to know if there is a problem right away. With this age group, very small things can cause a child to be upset. These problems can be fixed very easily if I know about them.
6. Safety is a primary concern for me. Unfortunately, I can't watch every child every second. If you see any situation that you believe is a safety concern, please step in and help. Make sure you follow up with me so I know what has happened. I'm looking forward to a fun and rewarding season. If you have any questions or concerns, please don't hesitate to call me.

5

Coach _____ Phone _____

Practice Begins

March 14th

Recruit Parent Help

3 contact Rule applies to Rookies and below.

3 Contact Rule

In order to create continuity in the entire league and to address parental concerns we have developed a 3 contact rule which is; You may only have 3 – 1.5 hour contacts per week for you and your team.

Examples:

3 practices per week

3 games per week

2 games and 1 practice

1 game 2 practice

Etc....

This is even too many for the younger kids. Minors and Major coaches please keep in mind that this is a recreation league not a competitive or travel league. Children do have lives other than baseball or softball.

Tip for making Parents Happy!



Make a schedule for the parents to post! Last minute notifications sends parents into outer space. Give them a sheet with every practice on it so they can plan accordingly. Believe me it will help keep your parents happy!

If you do plan an extra practice give them a day or two notice.

practice schedule

7

Equipment Check Out

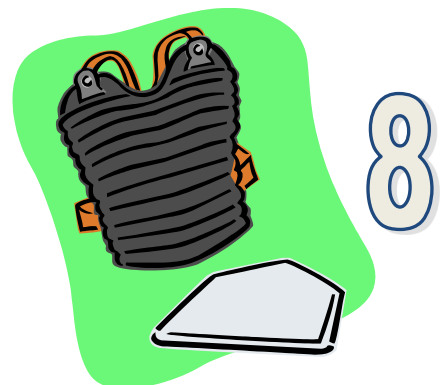
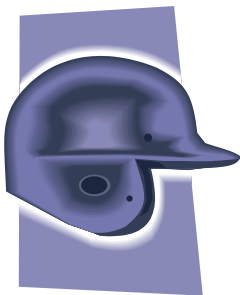
**Pick up equipment between
10am - 2pm on Saturday 3/12
at the sports complex snack bar.**

Please teach your players to respect our equipment. Replacing equipment is costly. Throwing helmets and hitting the bats on poles is unacceptable. Please put equipment back in the provided bags in an orderly manner. Over stuffing them will break the zippers.

**Due to lack of Space no equipment will
be stored for you in the concession stand.**

We Apologize for the inconvenience.

**T's and pitching machines
can still be checked out from the snack bar.**



Team Mom & Assistant Coach



Team Mom or Dad will be one of your most important assets. They will be able to help you with:

1. the snack schedule
2. Team banner
3. phone calls

They do not need to be printed unless they are in the dugout with the kids. I suggest you get them printed . It is free and it will give you a back up to assist with the kids.

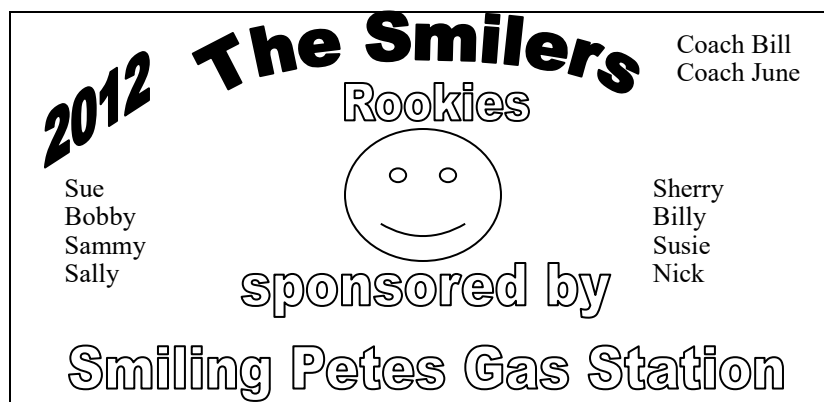
ALL Assistant Coaches must be cleared through the Recreation Office.

Allowing parents to work in a coaching capacity that have not passed our background check puts you in a liable situation. Don't take the risk have them cleared.

Team Banner

3 ft high X 5 ft wide

**buildasign.com banners for about \$35
and it takes 10 days to get it back**



Team banners are the tool we use to say thank you to our sponsors. It is also the tool to identify your team. Banners look great in your team photo. Each banner is to be 3' X 5' and include the following information. Team Name, Division, Names of players and coaches names. They need to be out of a material that withstand the season of wind rain etc...

Banners are to be displayed at every game. You never know when your sponsor may show up to watch your team play.

Banners will be used during Opening Ceremony.

10



Opening Ceremony

April 8th - line up 5:45pm

Memorial Park/Alvernaz Field

Everyone will learn a special dance for Opening Ceremonies in honor of our 100th Birthday. I am trying to get a drone photographer to film this.. PLEASE designate an adult from your team to meet with us to learn the dance. We will call you after the 14th to get the name and contact number .

COACHES WHAT TO DO FOR OPENING CEREMONIES!!!

Get your team together and line up by the gate at the end of the third base line on PARK STREET on the sidewalk it starts with the umpires carrying the American Flag, T-Ball, Rookies, Minor Boys and Major Boys then Softball Mini Tails, Minor Girls and Major Girls, then the Mite Giants . **FIND YOUR TEAM NUMBER AND STAND BY IT**
WE WILL MARCH IN AT 6PM SHARP

Teams will march around the outfield fence to the First base line come up the first base line to first base and then follow the infield dirt line to your position according to the map. Mite giants line on the First base line. and the umpires will line up on the third base line.

When your team is called please run up to the pitchers mound and wave to the fans or do a cheer. Go back to your spot and keep your kids quiet. Please encourage your kids to cheer on the other teams!!!

It is over after the mayor throw out the first Pitch.

TEAMS NOT SHOWING TO OPENING CEREMONIES
WILL FORFEIT THEIR FIRST GAME

Tell your KIDS your TEAM 11
number and have them line
up at the number on Park STREET

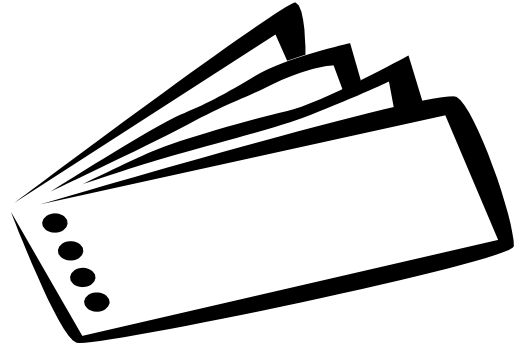


Picture Day

Pictures are not included in the League Fee. You will receive picture packets that must be completed at picture time. This helps keep the photographer on schedule. Please be sure all forms are complete. PLEASE BE ON TIME. You will receive a schedule when you get your shirts. You can pay by check or have exact amount - they will not have change. Please pass this on.

The week of
April 25th ~ 29th

Raffle Tickets



Every player was given a packet of tickets at registration. Tickets are \$5 each and the purchaser has a chance to win \$1000

These ticket stubs are due to City Hall by Thursday, June 2nd at 5pm.

Drawing will be held Friday, June 3rd at 12pm at City Hall

Please Remind your players to turn in their raffle ticket stubs.

Winners will be contacted

End of the Season

Due to lack of participation. The Rec. Department will no longer host a “Closing Ceremony”. We are encouraging each team to do their own celebration.

All parks have been reserved for our leagues on Sunday, June 5th, should you choose to use them.



Pictures and metals: The Recreation Dept. will contact you when they are ready for pick up. Usually about a week before the season ends.

Any Players that did not get theirs, RETURN to City hall with their name on items & inform parents where to pick up



Equipment Return

Please return your equipment on the last day of your games. If you are at Lil Guys turn it in there. If you are at the sports complex turn it in there. You will be billed \$450 for equipment not returned.



Team Special

Meal Deal



Hot Dog & Soda

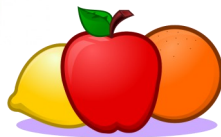
\$2 each

Save .25 per meal

Healthy Meal Deal

NEW OPTION

Hot Dog - Water - piece of fruit



\$1.75 each

Save .25 per meal

Must be ordered and paid for prior to game.

Meals will be ready when the game is over.

Once ordered there is **NO CANCELLATIONS.**

16

Character Counts

Coaches I am pleading with you to maintain positive character. This is a recreation league that emphasizes fundamentals and good sportsmanship. I have had a lot of trouble with coaches allowing the competitive spirit to scare their teams. Due to this I have a no tolerance policy for poor sportsmanship. Every person gets the same trophy at the end of the season. Stats are not kept. Please do not try to make this league what it is not. REFER TO OUR POLICY. You have the opportunity to develop a love for this great sport in our kids our you can cause them to hate the sport and never want to play again.

PLEASE YOUR CHARACTER DOES COUNT!!

Quick Reminder: Any Adult that is kicked out of the game will have to leave the park and sad to say their child will go with them. Please tell your parents this too.

Incident Reports

If you have a problem with a parent, player, coach, fan or staff member, please take the time to document the issue. I do not receive complaints unless they are in writing. Complaints in writing can and will be addressed. Incident Reports are available at the Snack Bars. All incident reports against any individual is placed in their file. If any of the above are breaking rules or code of ethics the Recreation department needs to know about it.

Parent Meeting with Department

This is not for every player only those new to the league. We use this meeting for all sports so if they attended one for basketball they do not need to attend for baseball/softball.

Players needing meeting are highlighted on your roster. Players needing meeting may not play until parents attend.

DATE OF PARENT MEETING: April 4th at 6pm
Sports Complex - Patio area

Accident Reports

THANK
YOU

THANK YOU

Thank you in advance for all the work and time you invest in our children. There are no words to express this. You are appreciated and it can never be said enough.

