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JTAA

Travel Policies

FOREWORD

All JTAA Travel Programs will be governed and managed by the respective JTAA sports board, under rules and policies established by the JTAA Executive Board and the respective sports board. All JTAA sports programs, including the travel teams, are operated by volunteers. No one associated with the travel program—to include the Director, Board Members, League Directors, Managers and Assistant Coaches—shall be paid.

JTAA travel programs exist as an extension of and to complement the JTAA recreational programs. As such, sports boards must schedule travel activities to co-exist with the recreational programs that are JTAA's first priority. The purpose of JTAA travel teams is to provide the youth of the Jupiter-Tequesta area the opportunity to compete on a state-wide and national level and provide talented young athletes the opportunity to develop their athletic skills and sportsmanship-like attitudes in a more competitive atmosphere.

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JTAA Travel League Policies

CREED

All managers, coaches and officials of the Jupiter Tequesta Athletic Association will help all players to develop strong, healthy bodies and minds; the highest type of sportsmanship; understanding and respect for the rules; courage in defeat, modesty in victory; themselves into becoming good citizens.

1. General Policy

An objective of the JTAA is to develop good citizens as well as good athletes. Although the Travel Program is a more competitive program, with an increased emphasis on winning, the emphasis shall not be on “win at all cost”. Managers, coaches, players and parents that demonstrate “win at all cost” behavior are not wanted in JTAA, even in the travel program.

The code of behavior adopted for our Recreation Programs also applies to travel. In accordance with this code, all managers, coaches and officials shall

- Maintain discipline at all times
- Ensure that all conduct incidents that result in ejections or suspensions are reported to the Travel Board for any coach, player, or player relative.
- Not use profane or vulgar language in the presence of players
- Not smoke, chew tobacco or use other forms of tobacco on the playing field during practice or games. Coaches should not smoke or use tobacco products in the presence of participants at any time before, during or after any official or unofficial team function. This specifically would exclude smoking on the playing field or within the athletic park or facility during games or practices.
- Not permit drinking of alcoholic beverages during practice or games. Coaches should not drink alcoholic beverages or allow others within his or her scope of control--parents, players, supporters--to do so in the presence of participants at any time before, during or after any official or unofficial team function. This specifically would exclude consuming alcoholic beverages while on the playing field or within the athletic park or facility during games or practices. This would also exclude consumption of alcoholic beverages at any time in which the players are under the coaches’ control or care.
- Not permit a spectator to harass any player on any team for any reason.

Travel managers and coaches shall report to the respective sports board any violation of the Creed or General Regulations by a manager, coach, player, or anyone officially connected with the Association.

All sports boards operating travel programs shall develop and maintain policies regarding the operation and administration of its travel program. These policies, and any subsequent revisions, shall be governed by the overall JTAA policy and shall be submitted to the JTAA Executive Board for approval.

2. Team Selection

2.1 Player Eligibility

The Sport Travel Policy must contain guidelines specifying the requirements for player eligibility. As a minimum, each team must adhere to the 80/20 rule. The 80/20 rule specifies that no more than 20 percent of a team can be from outside the JTAA boundary, as defined by JTAA Executive Board Policy. Any exceptions to this policy must be approved by both the applicable sport board and the JTAA Executive Board.

Specifically, the 80-20 rule shall apply to an individual travel team, not an age division. For purposes of calculating 80-20, the number shall be rounded to the nearest whole number. The following table applies:

<i>Total Players on Team</i>	<i>Outside Players Permitted</i>
	20%
3-7	1
8-12	2
13-17	3
18-28	4

The Sport Travel Policy should further clarify the following player eligibility issues:

Participation in the recreation basketball program is not a prerequisite to participation in the travel basketball program. Players from outside the JTAA boundaries are permitted to displace a player from within JTAA so long as the 80/20 rule is maintained. The age requirements and cutoff dates are consistent with USSSA Basketball as it may change from time to time. Players are only allowed to play up if they are not taken by the team or teams (Green and Gold) at their age / grade level. It is JTAA policy that no player be allowed the right to play down. No exception to this policy will be allowed unless authorized by the sport's sanctioning body in writing and a written insurance waiver is obtained.

Basketball Travel Policy:

- It is not a requirement to play in JTAA recreation basketball.
- JTAA travel teams are to be grade based for both boys and girls and will follow the guidelines set forth by USSSA.
- Players are to play within their grade division. Exceptions to this will follow the guidelines for team assignments.

2.2 Team Assignments

The objective of JTAA Travel Basketball is to field the most competitive team, an Green team, in each grade division. Upon completion of the creation of a Green team, a second team within the grade division, a Gold team, can be created if the Travel Basketball Board determines there to be a team that can compete at a travel level, an acceptable volunteer coach is willing to coach the team and there are facilities available to support that team. The Travel Basketball Board will consider the input of the Green team head coach in this decision. There will be no third team sanctioned within any age group.

Team tryouts must be open to all eligible players and shall be advertised beforehand by either mass e-mails and/or submittal to the Jupiter Courier. The Travel Basketball website needs to also be used to advertise tryout schedules.

Team Creation

- All teams are newly created every season. A player's participation on a prior team gives no rights for their selection by either a coach or desire by that player.
- The selected Green team head coach for each grade division is responsible for holding tryouts for that grade division. At a minimum, a tryout and a makeup tryout will be held.
- Only players attending tryouts for the Green team will be considered for a Gold team in that grade division.
- The Green team head coach will select his team and inform all players of either an offer to join the team or not. All players attending tryouts must be contacted.
- If a Gold team is approved for creation, the Gold team head coach is to select players for his team based on the remaining players that attended the Green team tryouts. Any exception to this must be agreeable to the Green team coach.

- No player is eligible for other teams than his/her grade division until released by that grade division Green team head coach. This applies to a second team within a grade division and also to teams in different age groups.
- With regards to age / grade exceptions a player must try out for the grade in which they attend school irrespective of qualifying under the USSSA age / grade exception. If they do not make the team at the grade in which they attend school and they qualify under the USSSA age / grade exception they may try out for the lower grade. If they make the team at their grade level in which they attend school but are one of the lowest rated 20% of players selected for the Green team they are to be given a choice of playing for the Gold team.
- Once a player is not selected (released) by the Green team head coach in that grade division, he/she is eligible for selection by a Gold team head coach. If all teams within a grade division release a player, only then is he/she allowed to be selected in a different grade division.
- Player selections by Green team coaches are final. The one exception is when two teams exist within a grade division, the lowest rated 20% of players selected for the Green team are to be given a choice of playing for the Gold team. This is in recognition of playing time considerations.

2.3 Late Registrants

Travel players are required to attend team tryouts. Late registrants can only be added to teams upon the agreement of the Green team coach of that grade division and the approval of the Travel Board. No existing players are to be cut from the team to accommodate a late registrant player.

Should a travel team's roster fall to 7 or fewer players, that team's head coach can make a request to the Travel Board to add additional players to increase their roster to 8-10. These additions are to come from the list of players attending the original tryouts. Exceptions to this must be approved by the Travel Board.

2.4 Scholarships

JTAA Policy provides that no child be denied the opportunity to participate in its athletic programs due to financial considerations. Sports Boards shall do all they can to provide deserving players with the opportunity to secure financial aid. Such financial aid could include reduced registration, payment plans, player sponsorships, full or partial scholarship or increased fundraising opportunities. Teams will be afforded two (2) scholarship positions for players on their roster. Additional scholarship per team will require Travel Board approval.

2.5 Gold Team Formation & Administration

Recognizing our program growth constraints the travel basketball board has implemented the following criteria for the formation of Gold Teams

1. The specific age group must demonstrate sufficient demand and adequate talent to support a Gold Team as determined by (i) the Green Team coach in the specific age group and (ii) the travel basketball sport director or travel basketball board representative.
2. A willing and qualified head coach must apply and be approved to coach the Gold Team. It is not the responsibility of the travel basketball board or sport director to locate a coaching candidate. It is the responsibility of the players' parents that want a Gold Team to form to find a willing and acceptable head coach.
3. With the clearance of items 1 and 2 above the age group will be allowed to form a Gold Team under the travel basketball umbrella.
4. The travel basketball program will not support formation of more than a Green and a Gold Team in any age group.
5. Indoor practice time, especially prime indoor practice time (Monday through Thursday) is at a premium within the travel basketball program. The time we receive will be allocated by the sports director according to the following criteria:

- a. Green Teams receive first consideration.
 - b. Gold Teams will be assigned indoor practice time from the top down meaning that the older age groups will receive consideration first once the Green Teams have been allocated indoor practice times. This is primarily for safety reasons as we strive to minimize injury. It is recognized that the speed of the game of basketball increases each year that the players grow. Fundamental skills can more easily be taught to younger kids on outdoor courts.
 - c. With the Formation of Gold Teams the coaches, parents and players participating on these teams need to recognize that they will be conducting some of their practices outdoors. The extent of outdoor practices will be determined each month of the season when the JTAA facility director allocates indoor practice time to the travel basketball program.
 - d. The availability of indoor practice time for Green and Gold Teams may change throughout the season.
 - e. Neither Green nor Gold Teams are not guaranteed indoor prime time practice times (Monday through Thursday).
6. The player registration fee is NOT based on indoor court use, and therefore will not be discounted due to indoor court allotment to either green or gold teams.

3. Operating Rules

3.1 Practices

The Sport Travel Policy shall apply certain restrictions on practices. The following guidelines shall apply:

- No Sunday practices before Noon.
- All teams must take at least one day off per week from practice, games or travel.
- Recreation League activities, including practices, games, and team activities shall take priority over Travel practices.

3.2 Practice Sites

All practices must be held on JTAA approved courts only. Sports Boards are responsible for coordinating court usage between Recreational and Travel in conjunction with the Executive Board.

3.3 Manager, Coach, Player and Spectator Conduct

The JTAA Executive Board disciplinary guidelines apply to the Travel Program. These guidelines cover players, coaches, league officials, and spectators and are especially important when JTAA teams travel to other venues. Players, coaches and parents must remember that they are representing the Jupiter Tequesta community and should exhibit good behavior and sportsmanship at all times. The Sport Board in accordance with its disciplinary policy shall investigate complaints regarding inappropriate behavior.

3.4 Uniforms

It is recommended that the Sport Travel Policy include a uniform policy that stipulates the uniforms to be provided for each travel team.

Basketball Travel Policy:

- Each player will be provided with a uniform
- Uniforms will have JTAA insignia on them
- All teams will wear uniforms that have been approved by the Travel Board.

3.5 Awards

The Sport Travel Policy shall specify any awards, other than tournament trophies, to be given to players. This includes plaques, trophies, jackets, t-shirts or other award or memorabilia to be provided to the travel teams.

Under JTAA rules, no one--including coaches, parents, sponsors or other individuals-- may give any awards to any player or team; this includes individual trophies, game balls, or other awards.

3.6 Playing Rules

There are no playing time requirements for players

3.7 Coach Selection

The Sport Travel Policy shall identify the criteria for and process for determining its travel managers and coaches. As a minimum, travel managers and coaches shall be selected by the Travel Board and submitted to the JTAA Executive Board for final approval prior to the first travel team activity, to include tryouts.

All travel coaches must have current NYSCA and ACA certifications and must have completed the PAYS program.

The Travel Board will select all head coaches for all grade divisions. Their selection will be based on the voting of the Travel Board for coaches who have submitted their application to become a head coach.

Each season, the Travel Board selects all team head coaches. Prior season head coaches are not guaranteed continued selection as a head coach.

The head coach selection will be based upon the following:

- Prior experience in and support of the JTAA Travel Basketball program
- Prior experience in Travel Basketball
- Prior experience in support of the JTAA Recreational Basketball program
- Prior experience in and support of JTAA in general
- Prior experience in coaching basketball

3.8 Season Guidelines

Prior to the start of each season, the Sport Board shall establish ground rules for the season specifying limits on number of tournaments, amount of travel, and fund-raising expected from each team. These guidelines shall be submitted to the E Board along with the Sport Travel Budget. These ground rules will be provided to the coaches, and via the coaches, to the team parents.

3.9 Manager Responsibilities

The Sport Travel Policy shall clearly define the travel team manager's responsibilities and authorities.

- Ensuring players and coaches reflect the ideals of JTAA at all times. This includes maintaining a spirit of fair play and sportsmanship on and off the field.
- Collecting and keeping track of all registration fees, sponsorship fees, hotel money, and other money turned in.
- Turning in all money collected through fees or other fund raising activities to the Sport Board in accordance with the sport's money handling procedures. It is important that all money raised through team fund-raising activities be immediately turned in to the Sport Board. Financial accounting through JTAA provides protection to the Manager and protects JTAA's tax-exempt status.
- Preparing and submitting a budget to the sport board identifying tournaments and travel planned.

3.10 Travel Finance Policy

The Sport Travel Policy will detail the expenses that will be covered for its travel teams. As a general rule, JTAA funds may be used to pay actual reasonable and customary expenses associated with the players and coaches travel. Customary expenses include the following:

- Tournament Registration Fees
- Any additional tournament fees assessed to players or coaches (gate admission or balls for example)
- Motel rooms for players and coaches as specified by the Sport Board
- Miscellaneous Expenses (amount to be determined by the Sport Board each season) to cover incidentals such as ice, Gatorade and reasonable miscellaneous expenses for the players (pizza, ice cream, etc.)

Expenses that should not be paid for with JTAA funds include:

- Parent's Meals
- Parent's Travel
- Gas
- Tolls
- Alcoholic Beverages of any kind for anyone

The Travel Board shall submit an overall travel budget to the JTAA Executive Board for approval prior to collecting or disbursing any funds. The budget shall include any planned fundraising activities. Both the Sport Board and the Executive Board must specifically approve all fundraising.

Any additional fundraising or expenditures not approved in the budget must be submitted to the Executive Board for approval. The Executive Board shall approve additional fundraising or expenditures on a case-by-case base after reviewing its potential impact on JTAA tax exempt status, the appearance to those donating money to the program, and consistency among the sports.

3.11 Travel Hotel Policy

All hotel policies should be approved in advance by the Travel Board and the JTAA Executive Board.

When assigning rooms for overnight stays, the manager shall make sure arrangements are made for players not accompanied by parents. Under no circumstances shall a manager or coach share a room with an unaccompanied player without written consent from the player's parent/guardian.