

Central Maine Basketball Conference  
5<sup>th</sup> and 6<sup>th</sup> Grade Boys and Girls  
Organizational Meeting Notes

**Date:** October 6, 2015

**Attendance:** Eleven representatives from various teams were in attendance.

**Administration:** The Waterville Parks and Recreation Department will act as league administrator. The department will prepare the schedules, keep accurate standings, collect the league fee and rosters, and handle all necessary paperwork. Teams hosting contests are responsible for scheduling gyms and officials.

**Schedule:** The season will start the weekend of December 5<sup>th</sup> and end the weekend of January 23<sup>rd</sup>.

Bobbie-Jo asked that all coaches/coordinators let her know by November 6<sup>th</sup> how many teams they will have. The schedule will be completed the week of November 9<sup>th</sup>. Because of past issues, coaches or coordinators **must** submit a team registration form.

No teams will be added once the schedule has been started/completed. ***If we do not receive a team registration form from you, we will assume that you are not planning on having a team.***

Bobbie-Jo will keep coaches/coordinators aware of how many teams are registering in each division. There has been some concern about lack of teams in the 5<sup>th</sup> grade division. Bobbie-Jo will let communities know so they can move players around if necessary.

Teams will once again receive a master schedule and an individual team schedule approximately two weeks prior to the start of the season via email.

Games will be scheduled for a particular weekend and it is up to the coaches to mutually decide on the specific date and time. We ask coaches to be as flexible as possible when scheduling and rescheduling games. Please remember that during the winter, conditions may be fine in your location but dangerous somewhere else. We ask everyone to do the best to avoid forfeits. A game forfeiture benefits no one and takes away valuable learning opportunities from the kids.

During the meeting, there was discussion concerning the scheduling of games. Coaches agreed that the earlier in the season all games could be scheduled the better for everyone. Waiting until the last minute to schedule games makes it difficult for many families to plan ahead for activities. Whenever possible, teams are asked to schedule games as early in the season as possible.

**Officials:** Everyone was reminded that they should be using IAABO officials for games. Cleveland Brown said he would get an updated IAABO list to Waterville Parks & Recreation. As soon as we receive the list, we will email it out to coaches/coordinators. Junior officials can work with IAABO officials.

If a team is unable to get IAABO officials for a game, please let the other team know as soon as possible. They may know of an official that could work the game.

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**Rule Changes/Discussion:**

**Defense:** There was discussion at the meeting concerning teams that are not following the no zone defense rule during the first half of the game. Coaches said many teams are having their players run down to a fixed spot and then they are not moving, just yelling out switch when their man goes by. Coaches are asked to follow the rule and use man-to-man defense in the first half. No player should just be standing in the same spot every time. It was suggested that the coaches and officials meet prior to the start of the game and go over the defensive rules and discuss what will be called and won't be called in regards to defense.

**Substitution Rule:** There was discussion concerning the substitution rule and how it should work if a team has more than 10 players or less than 10 players. There were complaints that many teams are not subbing out their best players and are leaving them in the entire time when they have less than 10 players. Many felt like teams with more than 10 kids were being penalized. It was decided to bring back the rule that coaches can, if they want to, decide which players should be subbed out during the first half. These decisions need to be discussed prior to the start of the game and in an area away from the kids. Coaches can elect not to select the players to be subbed in and out of the game. During the season, coaches can still agree to modify the substitution rule prior to the start of the game. During the playoffs, the rule cannot be modified. The new rule states:

- e) If a team starts with less than ten (10) players, the coaches must meet prior to the start of the game. The opposing coach will choose the player(s) that will be substituted in during the second 5 minutes of the first half. Coaches are encouraged to make this decision away from the players.

**Half Time:** The length of half time was changed to 5 minutes. Coaches can change this as necessary.

**Roster/Player Issues:** Some coaches expressed concerns about girls playing on boys teams and vice versa. Most felt that this should only happen in cases where there isn't an opportunity for the player to play (i.e. a community does not have a 6<sup>th</sup> grade girls team). If a team needs to place a player of the opposite gender on a team, they should contact Waterville Parks & Recreation to discuss the situation. Decisions will be made on a case by case basis.

There was also discussion about kids from different communities playing on different teams. Coaches should not be recruiting players from other teams/communities. This is a rec/educational travel league and all star/AAU teams are prohibited.

This is a 5<sup>th</sup> & 6<sup>th</sup> grade travel league. We do allow 4<sup>th</sup> graders to play of 5<sup>th</sup> grade teams. Teams may not have players younger than 4<sup>th</sup> grade on their rosters. Players in grades K – 3 are prohibited from playing in the league.

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**Christmas/New Year's:** This year Christmas Day and New Year's Day both fall on Fridays. Games will be scheduled for the weekend before the holiday and the weekend after the holiday. It will be up to coaches to schedule these games for a date/time that is mutually acceptable. We ask that all coaches do their best to schedule things around the holidays and be considerate of the visiting team's schedule.

**League Fee:** The league fee will remain \$125.00 per team. The League fee must be paid by December 18<sup>th</sup>. If teams are having trouble paying the fee prior to the deadline, they are asked to call Waterville Parks and Recreation to discuss an extension. If teams have not paid the league fee prior to the start of playoffs, they may jeopardize their ability to play in the playoffs.

If teams need an invoice to process payment, they should contact Waterville Parks & Recreation as soon as possible. We will have an invoice sent out through our Finance Department.

**Rosters:** Rosters will be submitted to the league administration prior to the second game (weekend of December 12<sup>th</sup>). It is strongly encouraged that each roster has a minimum of ten players.

It is imperative that all of the coaches contact information be listed on the roster form. In the past, coaches/coordinators have held on to roster because of incomplete information. **It is preferred for coaches/coordinators to send in the roster even if it is incomplete.** Information can be added at a later date.

Changes to the roster can be made up until the fourth game (weekend of December 26<sup>th</sup>). Players must be represented on one roster only (i.e. 5<sup>th</sup> grade boys cannot play on both the 5<sup>th</sup> and 6<sup>th</sup> grade squads & girls competing in the girls travel league cannot play in the boys travel league).

**Code of Conduct Forms:** Coaches/coordinators must submit copies of the Coaches Code of Conduct form to Waterville Parks & Recreation. Waterville Parks & Recreation must have a copy of the Coaches Code of Conduct Form on file for all current 2015-2016 coaches. Coaches/coordinators have the option of either sending in copies of the Parent/Player Code of Conduct form or sending Waterville Parks & Recreation a list of all the parents/players who have signed the form. Electronic copies are acceptable.

**Playoffs:** This season playoffs for all four divisions will be held the weekend of January 30<sup>th</sup> & 31<sup>st</sup>. The playoffs will be single elimination and seeding will be based on game scores reported during the season.

Bobbie-Jo alerted participants to the fact that we may not be able to complete the playoffs that weekend. The high school basketball season ends that weekend and we may not have access to the high school gym. Bobbie-Jo will keep coaches/coordinators updated on the situation. If any community is interested in hosting the playoffs that weekend, please contact Bobbie-Jo as soon as possible.

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**All game scores must be turned in prior to 1:00 pm on January 25<sup>th</sup>.** The playoffs will be seeded using the information we have from coaches turned in before the deadline. Once the bracket is seeded, changes **will not** be made. It is imperative that coaches call in game scores during the season so teams can be seeded correctly.

Game scores can be emailed to [aames@waterville-me.gov](mailto:aames@waterville-me.gov), faxed to (207) 877-7532, called in to April at 680-4744 or submitted on the CMBC Facebook page via private message.

**4<sup>th</sup> Graders:** Once again, 4<sup>th</sup> graders will be allowed to play on 5<sup>th</sup> grade teams. 4<sup>th</sup> graders will not be allowed to play on 6<sup>th</sup> grade teams. Having 4<sup>th</sup> graders on a roster should be an exception rather than the rule. At no time should a 5<sup>th</sup> grader lose their spot on a roster for a 4<sup>th</sup> grader. No 5<sup>th</sup> grade team can have more than five (5) 4<sup>th</sup> graders.

**E-Mail Contact:** Waterville Parks and Recreation has gone paperless. We ask that every coordinator and coach provide us with a viable email address. Please help us in our effort to go green.

**E-mail Listserv:** We will once again have an e-mail listserv. Important notices and information will be sent out over the listserv. In past seasons, the listserv was used for discussions that turned personal against other teams/coaches. Coaches and Coordinators are once again asked to address all concerns and issues directly to April or Bobbie-Jo. The listserv can be used for discussions or passing along information as long as it does not become personal or speak negatively against particular teams and/or individuals.

**Website/Facebook:** The Central Maine Basketball Conference has a website and a Facebook page. The website is updated frequently. All information for the league, including forms, the league handbook, standings, schedules, etc. will be posted on this site. Please go to <http://www.waterville-me.gov/parks/central-maine-basketball-conference/>. If there is other information you would like to see on the website, please email April at [aames@waterville-me.gov](mailto:aames@waterville-me.gov).

The Central Maine Basketball Conference Facebook page can be found at <https://www.facebook.com/CentralMaineBasketballConference?ref=hl>. Please let April know if there is information you would like to see posted on the page. Please note, Waterville Parks & Recreation maintains the CMBC Facebook page. As with the listserv, negative comments and inappropriate behavior on the page will not be tolerated. Anyone who continues this behavior after a warning will be banned from the page.