



SOUTH LOUDOUN BASKETBALL

CHARTER AND BY-LAWS



ADOPTED AUGUST 8, 2017
SOUTH LOUDOUN BASKETBALL
25050 Riding Plaza, Suite 130, Box 137, South Riding, VA 20152



South Loudoun Basketball By-Laws

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1. Name

- 1.1. South Loudoun Basketball will also be known as “solohoops”.
- 1.2. Web-site address: www.solohoops.com
- 1.3. Mailing address: 25050 Riding Plaza, Suite 130, Box 137, South Riding, VA 20152
- 1.4. South Loudoun Basketball will continue to “do business as” (DBA) Mercer-Lunsford Basketball League (MLBL) through, at a minimum, December 31, 2018 during the transition from MLBL to SLB.

2. Objective:

The objective of the SLB is to provide basketball recreation and skills instruction within a competitive environment for all players and volunteers, including good sportsmanship and respect for each other, coaches, spectators and officials.

3. Organization:

- 3.1. SLB is an independent youth basketball league that operates in conjunction with Loudoun County Department of Parks, Recreation and Community Services (PRCS).
- 3.2. SLB is one of the affiliated Loudoun County youth basketball leagues that are centered on each of the middle schools in Loudoun County.
- 3.33. This program is available to the Second (2nd) graders through twelfth (12th) graders in the Dulles South area of southeastern Loudoun County.

4. Administration of the By-Laws

- 4.1. Changes and modifications to the by-laws can be adopted with a simple fifty-one percent (51%) majority of the existing SLB executive committee portion of the board.
- 4.2. The President can make changes to the By-Laws as he/she deems prudent, reasonable and/or necessary. These changes can be made without the prior approval of the Board but are subject to the stipulations in rule-10 “President Administrative Resolution”



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5. Infrastructure

SLB is supported and run by volunteers that serve on the SLB Board. Section 6 below describes the process for Board of Directors Member Selection. Section 7 below describes the roles and responsibilities for the BOD.

6. Board of Directors Member Selection

6.1. The Board will consist of volunteers who have read the job description for the applicable position and understand and accept the responsibilities to perform the desired position.

6.2. Persons seeking a position on the Board must be at least eighteen (18) years old and a High School graduate.

6.3. SLB is an equal opportunity organization and will not discriminate against anyone applying for a position on the Board and/or residing as a member of the Board solely based upon Race, Color, Religion, Sex, National Origin, Age, or Physical Disabilities.

6.4. There is no limit as to how long a person may serve on the Board.

6.5. The normal term of office for a Board Member will begin in July 1st of the current year and conclude on June 30th of the following year.

6.6. Anyone who desires to volunteer his or her time for a specific Board position should can send an email to the League or contact a current board member

6.7. All Board members may be challenged for their position by anyone who meets the selection criteria. In the event that there is more than one person interested in the same position the following will occur:

6.7.1. Any applicant has the right to make a presentation or state their case before the Board.

6.7.2. The Board is voted on by the incumbent board members from the most recent concluded season.

6.8. The President will have the authority to appoint people to the Board as follows:

6.8.1. To fill vacancies on the Board not filled at the beginning of the term year and to replace Board members who vacate their position.

6.8.2. To replace members who are not fulfilling the responsibilities of their position and have been voted off the board by the existing Board members.



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7. BOD Member Responsibilities

The Board will consist of volunteers who have read the job description for the applicable position and understand and accept the responsibilities to perform the desired position.

7.1. Duties and Responsibilities of the President

- The President provides overall management for the SLB League for such things as follows: including but not limited to registration, team and coach selection, financial issues, uniforms, Inter-League competition, rules, surveys, equipment, grievances and discipline, web site and scheduling.
- The President will be the primary contact and liaison with the school principals, PRCS and all contractors for communication and will attend County Commissioner meetings, PRCS advisory board meetings or appoints an alternate.
- The President is responsible for handling the accounting and finance, including all of the banking functions to include financial reporting, a balance sheet, a payment register, a check register, bank statement reconciliations, receipt and disbursement of checks, and returned check follow up.
- The Director of Operations is responsible for coordinating Community Outreach Programs (SLB Nights at the High Schools, etc.)
- The President chairs the SLB Executive Committee, consisting of the President, Vice President, Director of Travel Program, Director of House Program and Director of 2nd Grade Development Program.

7.2. Duties and Responsibilities of the Vice President:

- The Vice President serves as the primary alternate for the President for activities described in 7.1 above.
- The Vice President is responsible for advertising, fundraising, sponsors and is the liaison with participating sponsors.
- The Vice President will serve as the chair of the discipline committee.
- The Vice President will be responsible for managing the contract negotiation process for the contractors (trainers, trophies, etc.)
- The Director of Operations is responsible for coordinating the end of season All Star Extravaganza.



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7.3. Duties and Responsibilities of the Director of Travel Programs

- The Director of Travel Programs is responsible for overseeing the operations of the SLB Travel Program
- The Director of Travel is responsible for chairing the Travel Committee
- The Director of Travel is responsible for maintaining and implementing the SLB Travel Charter
- The Director of Travel is responsible for recruiting and managing the Travel Committee members
- The Director of Travel is responsible for reporting travel activities to the SLB Executive Committee

7.3.1. Duties and Responsibilities of the Travel League Commissioners

- The Travel League Commissioners serve on the Travel Committee
- The Travel League Commissioners are responsible for the day-to-day operation of their respective divisions, including coach recruiting and selections, oversee evaluation sessions, tryouts, team formation, selection of league play/tournaments.
- The Travel League Commissioners are responsible for communication of League information and rules to and from their coaches, and has a role in the resolution of any problems that may arise during the season.

7.3.2. Duties and Responsibilities of the Director of Offseason Programs

- The Director of Off-Season Programs serves on the Travel Committee
- The Director of Off-Season Programs is responsible for coordinating with the Travel Committee to implement and managing the SLB Off-Season Travel Program.
- The Director of Off-Season Programs is responsible for recruiting coaches for the off-season programs.

7.3.3. Duties and Responsibilities of the Director of Travel Development

- The Director of Travel Development serves on the Travel Committee
- The Director of Travel Development is responsible for the implementation of the player training programs and oversight of the trainers
- The Director of Travel Development is responsible for the implementation of the travel coaches training programs and liaison with the local High School coaches



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7.4. Duties and Responsibilities of the Director of House League

- The Director of House League is responsible for overseeing the operations of the SLB House League Program, including assisting the League Division Commissioner with their day to day operations
- The Director of House League is responsible for chairing the House Committee
- The Director of House League is responsible for recruiting and managing the League Division Commissioners
- The Director of House League serves as the liaison to the Referee coordinator
- The Director of House League serves on the Executive Committee

7.4.1. Duties and Responsibilities of the House League Division Commissioners

- The House League Division Commissioners are responsible for the day-to-day operation of their respective divisions, including coach recruiting and selections, oversee evaluation sessions, tryouts, drafts, team size and competitive balance, and all-star selections.
- The House League Division Commissioners are responsible for communication of League information and rules to and from their coaches, and has a role in the resolution of any problems that may arise during the season.

7.5. Duties and Responsibilities of the Director of 2nd Grade Development

- The Director of 2nd Grade Development Program is responsible for overseeing the operations of the SLB 2nd Grade Development Program
- The Director of 2nd Grade Development Program is responsible for recruiting and managing the 2nd Grade Division Commissioners
- The Director of 2nd Grade Development Program oversees the contractor providing training for the second grade development program
- The Director of 2nd Grade Development Program is responsible for training the Division Commissioners and assist them with the coaches recruiting process and day-to-day operations of the program.
- The Director of 2nd Grade Development Program serves on the Executive Committee

7.5.1. Duties and Responsibilities of the 2nd Grade Division Commissioners

- The 2nd Grade Division Commissioners are responsible for the day-to-day operation of their respective divisions, including coach recruiting and selections, oversee evaluation sessions, tryouts, drafts, team size and competitive balance, and all-star selections.
- The 2nd Grade Division Commissioners are responsible for communication of League information and rules to and from their coaches, and has a role in the resolution of any problems that may arise during the season.



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8. BOD Meetings

8.1 The Board will meet at least six (6) times in a term year. The BOD may add interim meetings throughout the year as needed.

8.2 President or Vice President will determine what specific weeks and days to meet.

8.3 Only the President or Vice President can call a Board meeting. Board members may make a request to hold a meeting but are not authorized to conduct a meeting without the President or Vice President approval.

9. Confidential Information

9.1. It is the responsibility of each Board member to understand their role in maintaining and preserving the confidential nature of issues brought before the Board.

9.2. Board members will not disseminate (to include copying and or distributing) information (verbally or in written form) about issues brought before the Board to anyone other than a current Board member.

This includes:

- Board meeting minutes
- Financial statements
- Interview conversations
- Dissenting opinions

9.3. The President or Vice President must approve all critical and sensitive communication from the Board to persons outside the Board.

9.4. Board members will refrain from publicly contradicting, disagreeing or expressing dissent with a Board decision. (The “public” is defined as anyone other than a current Board member)

9.5. The President or Vice President will have the authority to recommend removal of any Board member who violates this communication rule and disseminates confidential information to persons outside the Board.

10. President/Commissioner -Administrative Resolution

10.1. The President has the authority to establish and/or alter any rule, policy, discipline or procedure, as he/she deems necessary in the best interest of the League.

10.2. If for any reason the Board disagrees with the President, the Board would have the option to overrule the President’s action with a simple fifty-one percent (51%) majority vote.



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11. Eligibility

11.1. All participants in the SLB program generally reside in the Dulles South area. The primary district which SLB serves includes the following schools: Aldie ES, Arcola ES, Buffalo Trail ES, Cardinal Ridge ES, Freedom HS, Hutchison Farm ES, John Champe HS, Liberty ES, Little River ES, Lunsford MS, Mercer MS, and Pinebrook ES.

11.2. All boys and girls in grades two (2) through twelve (12) are eligible to participate in SLB.

11.3. All players wishing to play on one of the girls or boys Travel Teams must meet specific residency requirements in accordance with the rules of the Travel program which SLB is a member organization of.

11.4. Players who participate on the winter High School Interscholastic team are ineligible to participate in the SLB winter house league program.

11.5. The President and/or Board can approve exceptions to eligibility.

12. Facility Control

12.1. The Loudoun County Parks and Recreation Department (PRCS) is responsible for the school facilities. The PRCS schedules a Facilities Supervisor (FS) who will enforce all rules and regulations of the Recreation Department pertaining to use of the school facilities.

12.2. Persons participating in SLB league activities or visiting as spectators are expected to adhere to all documented rules and policies or any instruction/direction given by the FS.

12.3. No food or drink, other than water, are permitted in the Gyms.

12.4. Every SLB participant or spectator entering a school facility will remain in authorized areas only. (Gyms and restrooms)

12.5. Coaches and players are not allowed to enter a facility unless a PRCS FS is present or a School Official has given permission to enter the facility.

12.6. The PRCS FS has the right to request any player, coach or spectator to leave the premises. Failure to adhere to a FS request will result in the matter being remanded to the Loudoun County Sheriff Office for appropriate action.



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13. Player Safety, Gym Etiquette & Medical Conditions

13.1. The safety of all players is of paramount concern to SLB. SLB teams should only participate in team activities sanctioned by SLB in space provided by SLB in conjunction with Loudoun County PRCS, and Fairfax County CRS. Parent assumes risk of liability for and organized activities not sanctioned by SLB.

13.2. Players cannot wear jewelry on the gym floor (practices and games). This includes, but is not limited to the following: earrings, bracelets, necklaces, and hair ties with metal or hard plastic clasps or clips.

13.3. A player wearing eye glasses must have shatterproof lenses or an eyeglass protector (e.g., goggles).

13.4. Players must wear appropriate gym shoes any time they will be on the gym floor at a SLB event.

13.5. No shooting at the baskets is permitted during time-outs or intermissions. Spectators should remain off the gym floor at all times during the practice or game.

13.6. Before each game only the teams warming up for that game should be shooting at the baskets.

13.7. Each team is responsible for cleaning up the bench, bleachers and floor area after all practices and games.

13.8. Players must be supervised by their coach or responsible adult while in the schools.

13.9. The SLB Commissioner and/or applicable League Coordinator are to be notified of all major injuries within 24 hours of the incident.

13.10. First aid kits provided by SLB. Only minor injuries will be treated by the coaches and/or PRCS FS (e.g., cuts, abrasions, sprains).

13.11. Parents are to be notified of all injuries if they are not present at the time of injury.

13.12. For all major injuries, if parents are not present, coaches are responsible for calling "911" and the parents.

13.13. Coaches are required to have in their possession a copy of their player roster and/or the following information:

- Parent's names
- Addresses
- Home/Work/ Emergency telephone numbers
- Emergency contact other than the parent/guardian.



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14. SLB Winter Programs

14.1. SLB provides the following levels of competition each winter season:

14.1.1. Travel and Select to compete in local travel and select leagues.

14.1.2. House League Recreational for grades 3-8 to compete within the organization.

14.1.3. High School House League Recreational for grades 9-12 to compete within the organization (or within the county if numbers do not support it)

14.1.4. House League Developmental for grades 2 to compete within the organization.

14.2. Specific division structures are determined annually based on enrollment

14.3. Separate divisions are formed for boys and girls

14.4. Where the numbers permit, separate recreational house league conferences are formed based on a geographic split as follows:

East: Cardinal Ridge, Freedom, Hutchison, Liberty, Little River, and Lunsford

West: Aldie, Arcola, Buffalo Trail, John Champe, Mercer and Pinebrook

14.5. Where the numbers permit, the recreational house league divisions can, at the option of the House League Committee, be formed into North/South divisions based on player evaluations as follows:

North: Intermediate and Advanced Players

South: Beginner, Intermediate and Developmental Players

14.6. All recreational players who meet eligibility requirements specified in article 11 above are guaranteed participation within the recreational league

14.7. Travel program participants must meet eligibility requirements specified to the participating league. Players are not guaranteed participation within the travel program and must be selected for these teams based on requirements described in article 15 below.



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15. Travel Program

15.1. Travel Team tryouts will be conducted prior to House league team formation.

15.2. All players that desire to tryout for the Travel program must be registered with SLB and indicate their desire to participate in the travel program.

15.3. All players that desire to tryout for the Travel program must attend at least one (1) initial evaluation session and one (1) invited travel tryout sessions in order to be considered for the travel team. Exceptions, due to injury or family emergencies, must be reviewed and approved by the Board.

15.4. The Travel Committee determines the makeup of the Travel Team based on the results of the travel evaluations.

15.5 SLB maintains a separate Travel Program Charter providing details on the travel program qualifications.

16. House League Evaluations

16.1. House league evaluations will be conducted at the beginning of each season.

16.2. The evaluation sessions are conducted to evaluate the skill level and playing ability of each player to facilitate the formation of teams with the goal that teams possess equal playing ability, experience, skill and size and avoid "stacked" team.

16.3. All registered players are asked to participate in at least one evaluation session conducted by the league for their appropriate grade level.

16.4. Players who do not attend a regular scheduled evaluation session may be required to attend a make-up session. Players who fail to attend a regular scheduled evaluation session or the make-up evaluation session will be placed on a team after review and discussion with all the coaches and the League Commissioner.



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17. House League Team Formation

17.1. The Team formation process will include a snake draft in all divisions except for the 2nd Grade Division.

17.1.1. 2nd grade division, players will be assigned to a teams based on schools and neighborhoods. The League Commissioner and/or House League Director will assign the teams.

17.2. All Players in a given conference and/or division will be ranked in order by ability and skills based on the pre-season independent evaluation sessions.

17.3. The League Commissioner will provide a “Pre-Draft” file to each coach which contains the current enrollment listing, current list of coaches for that division, player requests/preferences and ranking/grouping of players based on the results of the player evaluations

17.4. Player rankings, groupings, and draft orders are considered CONFIDENTIAL and are not permitted to be disclosed to anyone other than coaches, Board members or the President. Violation of this could result in the immediate expulsion of the coach.

17.1.5. Draft Procedures

17.1.5.1 The League Commissioner and/or a Board member must be present at each draft and must approve the final results of the draft prior to any player notification.

17.1.5.2. Each coach will draw a number out of a hat and that number will determine the draft order.

17.1.5.3. A serpentine method of selection will be used for drafting.

17.1.5.4. SLB will present specific player and parent requests to the coaches prior to the draft. The requests/accommodations will only be permitted if (a) it does not disrupt the parity of the division and (b) all coaches agree to the accommodation. The Commissioner reserves the right to refuse specific requests made by players, their families and/or coaches.

17.1.5.5. Player selections at the draft are not considered final until the League releases the roster to the team. Coaches will not notify the selected players until after receiving the roster from the League.

17.1.6. Each team will have a minimum of 8 players and a maximum of 10 players.

17.1.7. The President in conjunction with the Division Commissioner are responsible for accepting/rejecting players after the draft is complete and placing them on a team’s roster up and until all teams reach the maximum number of players.



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18. Volunteer Coaches

18.1. Coaches are responsible for providing instruction in basketball skills and sportsmanship, and serve as the point of contact for their team and its players with the SLB program.

18.2. Coaches are expected to adhere to and enforce the Articles in the “Code of Conduct”.

18.3. Coaches will attend all required meetings and/or training as set by the Commissioner and/or Board.

18.4. Coaches are required to participate in SLB specified training programs

18.5. Coaches must complete a new application each year. Misrepresentation of the personal facts on an application may result in suspension or expulsion.

18.6. SLB has a “Zero Tolerance” program. SLB will perform a background check to obtain prior history in regards to the following: (misdemeanor or felony)

- Crimes involving children
- Crimes involving illegal Drugs
- Crimes involving unlawful sexual acts
- Crimes involving physical violence

18.7. Coaches’ applications will be reviewed for but not limited to experience, results of background check and past behavior history.

18.8. Parents who are selected as a Travel Team Head Coach should understand that their child is not guaranteed a position on the team because they are coaching the team.

18.9. Each team will be allowed one (1) Head Coach and up to two (2) assistant coaches on the sidelines during a game. Only approved coaches may be present on the sidelines during the game. All assistant coaches must remain seated during the game except during a change of quarters or a time out.

18.10. The Head Coach is responsible for the behavior of all assistant coaches and/or any assistants.

18.11. House team coaches may discipline unexcused attendance by reducing or eliminating playing time in the following game.

18.11.1 Coaches who intend to alter the playing time of someone must notify their League Commissioner via email, phone call or in person at least 24 hours prior to the game and receive approval, prior to the game, to administer such discipline.



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18.11.2. Coaches Requests to reduce playing time will only be accepted up to 24 hours prior to the scheduled start of the game. A coach cannot reduce or eliminate playing time below the minimum requirements without contacting and receiving approval from the League prior to the game.

18.11.3. In the event that playing time rules are not adhered to, for any unapproved reason, the team and coach are subject to disciplinary procedures.

18.12. A Coach must remain with all players that are picked up outside the school building. No child may be left alone in the parking lot. Parents who are repeatedly late picking up their child should be reported to the applicable League Commissioner for appropriate action.

18.13. Coaches should not transport players from one site to another without parental permission or notification to the parent(s).

18.14. Any coach who commits any of the following actions will be expelled from the League for the remainder of the current season and the entire next season.

- Abandons/deserts his/her team
- Threatens or uses physical violence against anyone at a SLB activity.

18.15. Any coach who repeatedly uses profanity directed toward or about anyone while on school premises shall be subject to the following discipline:

- First offense = one (1) game suspension
- Second offense = suspended for remainder of the season

18.16. Coaches are to communicate any comments, concerns, issues or suggestions directly to the League Commissioner. Coaches will not disseminate (verbally or in written form) any Board or league communiqué that is labeled “confidential – Do not copy or distribute” to anyone other than the current President, League Commissioner and/or the current Board. Violation of this rule will result in immediate expulsion from the league.

18.17. After the Board renders a decision on a given issue coaches will not engage other coaches in an attempt to intimidate, coerce or force the Board to change their decision. However, Coaches may engage the President and/or the Board for further discussion. Coaches who violate this rule are subject to suspension. Repeated violations would result in expulsion.

18.18. The Board reserves the right to refuse an individual's request to coach in SLB.



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19. Game Rules

19.1. SLB adheres to official High School Basketball Rules as published in The National Federation of State High School Association Rule Book with the exceptions listed in House League Rules.

19.2. The Director of House League may “recommend” changes to rules beyond those stipulated in this document. The Board must approve any request for a rule change. Any rules variation will be listed in House League Rules.

19.3. Coaches, League Commissioners, and the President will ensure that players and parents are fully aware of all rules.

20. Non-Discrimination

South Loudoun Basketball (SLB) prohibits discrimination against its players, coaches, board members and spectators for participation on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted by SLB.

21. Dissolution of the Organization

Upon dissolution of SLB, any remaining assets will be donated to local school or youth organizations designated by the outgoing board.