



Basketball Rulebook



Revised November 2016

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Enclosed are the official rules and regulations for the 2016-2017 New Orleans Recreation Development Commission (NORDC) basketball season. Any and all basketball programming conducted at NORDC playgrounds is required to comply with these rules and regulations.

These rules and regulations are intended to enhance a competitive balance between playgrounds, minimize risks to participants, and promote enjoyable participation and sportsmanship. Any activities conducted outside the scope of these rules and regulations will not be considered to be part of the authorized NORDC sports program that entitles players, coaches, and sponsors to certain rights and privileges.

The rules and regulations adopted herein have taken into consideration various sporting authorities with rule governing power not provided by NORDC. However, the NORDC rules and regulations outlined herein will supersede any others when applicable.

Our Site Facilitators are the NORDC officials most closely connected to our athletic programming and will be most informed on matters regarding the playgrounds and applicable athletic leagues. We strongly suggest that parents, coaches, and players contact their playground Site Facilitator for any assistance needed.

Purpose of the Rules and Eligibility Committee

The purpose of the NORDC Rules and Eligibility Committee is to determine the rules and regulations pertaining to the playing of games and environment as well as regulations pertaining to the eligibility of players.

The Committee shall consist of NORDC coaches, three (3) NORDC Site Facilitators, parents, and a representation from the referee association.

The NORDC Rules and Eligibility Committee, at the request of the Athletic Director, provides recommendations on rules and eligibility interpretation.

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Program Focus & Overview

CODE OF CONDUCT

The New Orleans Recreation Development Commission (NORDC) encourages people in the New Orleans community to become volunteers on playgrounds and in all of our recreational programs. The safety and security of our participants is our foremost concern. It is the responsibility of NORDC to ensure that our facilities are safe play areas for children and completely free from any form of abuse or inappropriate behavior. We encourage good sportsmanship, fun, and personal improvement over an atmosphere of fierce competition.

For the above stated reasons, all volunteers must comply with appropriate Codes of Conduct as described below. All volunteers must submit a background check from the New Orleans Police Department. Background checks will be valid for a period of one (1) year and will need to be resubmitted following that period. All applications are subject to screening by the New Orleans Police Department.

SUBSTANCE USE

Use of illegal substances is strictly prohibited on all NORDC facilities and during the management of any NORDC programs. Any volunteers who participate in the unlawful manufacturing, use, sale, purchase, transfer or possession of illegal substances while involved with NORDC will be turned in to the police department and prosecuted to the fullest extent of the law. NORDC volunteers are not allowed to drink alcohol at any NORDC facilities while volunteering.

INAPPROPRIATE BEHAVIOR

All volunteers are strictly prohibited from any inappropriate behavior, including but not limited to that which could be construed as physical (paddling), emotional (name calling), verbal (profanity) or sexual abuse/harassment (inappropriate touching).

NOTICE OF CRIMINAL PROCEEDINGS

Any volunteer who is arrested or otherwise charged with committing a criminal offense, other than a minor traffic violation, must notify their NORDC supervisor immediately. Failure to give prompt and proper notice will constitute grounds for dismissal.

GOOD SPORTSMANSHIP

Volunteers will promote good sportsmanship, team play, personal improvement, leadership skills and ongoing involvement in recreational activities. Any volunteer that does not display good sportsmanship will be dismissed from all NORDC programs and relieved of all volunteer coaching duties. Examples of poor sportsmanship include, but are not limited to, ridiculing of officials, opposing teams or coaches, and use of profanity.

COMMUNITY RELATIONS

Volunteers will display a positive image of NORDC at all times. All interactions with NORDC staff, participants, other volunteers, parents, the media, and members of the community should be based on mutual respect.

ORGANIZATIONAL

- All teams and coaches participating in sanctioned NORDC Basketball Leagues will be under the supervision of NORDC and its staff.
- All playing rules will be National Federation of State High School Associations playing rules for this program except where changed within this handbook.
- All coaches are required to complete all NORDC designated clinics, which are Basketball Coaches clinic and Darkness to Light: Sexual Abuse prevention.
- All participants must present a valid NORDC-issued identification (ID) card. These I.D. cards must be shown at all pre-game warm ups. Any and all players that do not present the NORDC ID at the time of pre-game warm up will be dropped from the roster and not allowed to play in that particular game.
- All home game sites will be responsible for having a first aid kit and AED on the premises.
- Each team is responsible for having water available to their team players at all times.
- It is the Site Facilitator's responsibility to see that the above rules are **STRICTLY** enforced.

New Orleans Recreation Development Commission Coaches Code of Conduct

- I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes whom I coach;
- I understand that many children participate in sports for numerous different reasons, and that the number one reason is to have fun;
- I understand that as a youth coach I am obligated to honor the games rules, opponents, officials, fellow coaches and self, and to teach players to do the same.

Therefore, by participating as a youth sports volunteer, I will adhere to the following codes:

A. I will create an appropriate environment for our children that:

- Focuses on safety, fun, skill development and education;
- Has a positive lasting impact on the children of our community;
- Promotes building character and learning life skills;
- De-emphasizes a ‘win-at-all-costs’ attitude;
- Is fair, consistent and best meets the emotional and physical needs of all children;
- Builds a culture where winning is not defined by outcome of competition, but by the individual needs of all the children.

B. I will act responsibly and do my best to assure that:

- I provide playing time for every child that is consistent with the rules of NORDC;
- I properly educate players on the importance of teamwork, effort, having fun and playing fair while properly instructing age appropriate fundamentals and skills;
- I provide players with the best education, instruction and organization possible by attending required meetings, clinics and certifications;
- I am familiar with the objectives of the youth sports program. I strive to achieve these objectives and communicate them to my players and their parents;
- I cooperate with the administrator of our organization in the enforcement of rules and I will report irregularities that violate sound competitive practices;
- I provide a healthy and safe environment for my players, which are in accordance with my leagues’ safety procedures and provide safe instruction and use of equipment.

C. I will display appropriate behavior - I understand that violation of the following will jeopardize my privilege to coach.

- I will treat each player, opposing coach, official, parent or administrator with respect and dignity, and refrain from using profanity, intimidations tactics and inappropriate language;
- I will uphold the authority of officials who are assigned to the contest in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.

D. Terminal behavior - I understand that violation of the following codes will result in immediate termination of my privilege to coach with NORDC.

- I will never coach under the influence of drugs or alcohol.
- I will never initiate or participate in any form of verbal or physical assault on staff, volunteer, official, parent or child.

The New Orleans Recreation Development Commission reserves the right to take appropriate disciplinary action involving any coach in violation of the code of conduct.

With my signature, which I voluntarily affix to this contract, I acknowledge that I have read, understood and will do my best to fulfill the promises made herein.

Coach Name (Print)

Coach Signature

Date

New Orleans Recreation Development Commission
Coach's Code of Conduct
Results of Violations

Violations of the ***Coaches Code of Conduct*** will result in written documentation, advisory consultation and possible disciplinary action. The following data outline the disciplinary procedures of the New Orleans Recreation Development Commission. Failure to fully understand the NORDC Code of Conduct policy does not exempt one from the ramifications if such rules are violated whether intentionally or unintentionally.

- **Conduct Codes A and B**
 - Any violation under codes A and/or B will result in verbal consultation by the NORDC Site Facilitator, District Manager, Recreation Activities Coordinator and/or Athletic Director;
 - A second violation under codes A and/or B will result in a sit-down consultation between the NORDC Site Facilitator, District Manager, Recreation Activities Coordinator and/or the Athletic Director and the coach. Suspension of the coach's privilege to manage/coach NORDC youth sports programs for, at minimum, 1 game may accompany;
 - A third violation under codes A and/or B will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.
- **Conduct Code C**
 - Any violation under Code C will result in a sit-down consultation between the NORDC Site Facilitator, District Manager, Recreation Activities Coordinator and/or Athletic Director. Suspension of the coach's privilege to manage/coach and attend NORDC youth sports programs for, at minimum, 2 games, may accompany;
 - A second violation under Code C will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.
- **Conduct Code D**
 - Any violation under Code D will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.

Anyone with knowledge of a violation of the rules listed in NORDC Code of Conduct who fails to report them to the NORDC Athletic Department will result in disciplinary action.

2016-2017 Key Dates & Deadlines

2016-2017 KEY DATES & DEADLINES

September 29, 2016	Open Registration
October 26-27, 2016	Basketball Rules Committee Meeting
October 29, 2016	New Orleans Pelicans Clinic at Pelicans Training Facility (Metairie)
November 7, 2016	Previous Rec Trac Rosters Distributed Via E-mail
November 11, 2016	Initial rosters are due with minimum number of players (8). Gym time for practice will not be guaranteed after November 11, 2016
November 12, 2016	Practice Schedule Distributed
November 14, 2016	Practice Begins/Rulebook finalized
December 5, 2016	Girls' and Boys' Registration Ends/Staff Training at Treme, 7pm
December 7, 2016	NORDC Basketball Clinic hosted by UNO @ Lakeront Arena Auxillary Gym, 7pm
December 10, 2016	USA Basketball Clinic – Rosenwald Gymnasium
December 12-14, 2016	Take ID Photos of first time participants
December 17, 2016	Jr. NBA Skills Challenge at Rosenwald Gymnasium – 11:00am
December 20, 2016	Distribution of schedule via e-mail
December 21-23, 2016	NORDC Basketball Invitational/Distribution of current Rec Trac rosters via e-mail
January 2, 2017	Season begins
January 10, 2017	Deadline to Add-On Players
February 20, 2017	Girls Playoffs Begin
February 25, 2017	Girls' Championships Saturday NORDC Fan Fest – Joe W. Brown Gymnasium
February 27, 2017	Boys' Playoffs begin
March 4, 2017	Boys' Championship Saturday NORDC Fan Fest – Joe W. Brown Gymnasium
March 11, 2017	All-Star Saturday at Rosenwald Center
March 14, 2017	Season Recap Focus Group at Treme at 7pm

Programmatic Philosophy, Objectives and Eligibility

The competitive balance and integrity of the NORDC Basketball program are maintained by strict adherence to the following eligibility criteria. Coaches and supervisory personnel must make every effort to assure that players and their parents are aware of and are in compliance with these criteria. Failure to do so may result in teammates being exposed to games lost due to forfeiture.

SECTION 1: AGE RESTRICTIONS

Participants must play in their correct age classification as specified within the rules and regulations below, except in cases where they play up with an older classification. Additionally, **the players cannot reach 9, 11, 13, and 15 years of age by December 31st of the current calendar year.**

The NORDC Basketball Program shall also be divided into five (5) separate age Divisions. The Divisions are as follows:

- Novice – 5-6
- Freshmen – 7-8
- Sophomore – 9-10
- Junior – 11-12
- Senior – 13-14

SECTION 2: NORDC BASKETBALL & ATHLETIC DISTRICTS

2.1 NORDC Basketball Districts

The NORDC basketball districts shall be divided as follows:

- EAST – NORDC Lakeshore and Downtown Districts
- WEST - NORDC Uptown and Algiers Districts

2.2 NORDC Athletic Districts Boundaries

Lakeshore District

Beginning at Lake Pontchartrain and the Jefferson Parish Line, South on the Jefferson Parish Line to the Southern Railroad tracks north of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to Interstate 610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. East along the St. Bernard Parish line to the Rigolets. West through the Rigolets and Lake Pontchartrain to the Jefferson Parish line.

Downtown District

Beginning at the Mississippi River and Pontchartrain Expressway, North along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to I-610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. West along the St. Bernard Parish line to the Mississippi River. West along the Mississippi River to the Pontchartrain Expressway.

Uptown District

Beginning at the Mississippi River and the Jefferson Parish line, north along the Jefferson Parish line to the Southern Railroad tracks, north of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to the Mississippi River to the Jefferson Parish line.

Algiers District

All of Orleans Parish on the westbank of the Mississippi River.

SECTION 3: RESIDENCY & DUAL PARTICIPATION

3.1 Residency

- All participating players shall reside within Orleans Parish.

3.2 Dual Participation

- Participants may not simultaneously play NORDC and LHSAA Senior High School varsity basketball. Any player that is registered with his/her school and LHSAA is ineligible to play with NORDC. Any player, who is a member of a varsity LHSAA sanctioned team after December 31, 2015 is ineligible to participate in the 2015-2016 NORDC Basketball Program.
- NORDC prohibits dual participation in its own programs. Dual participation with other basketball teams, not affiliated with NORDC or LHSAA, is permissible.

SECTION 4: DUAL PARTICIPATION VIOLATIONS

Any challenges of the eligibility credentials of a participant will be fully investigated by NORDC prior to assessment of penalties.

- Verified violators, identified by means of protest as outlined in these regulations, or any other means of identification, will result in immediate expulsion from the basketball program.
- Violators are subject to suspension for the remainder of the year plus one (1) additional.

When a player is declared ineligible by the NORDC Basketball Rules Committee or the NORDC Athletic Director, the following actions will occur:

- The disqualified player shall remain ineligible for the next calendar year.
- The disqualified player's team shall forfeit all games in which the disqualified player's name appeared on the sign-in sheet.
- The head coach shall also appear before the NORDC Disciplinary Committee.

Playing Area and Equipment

SECTION 5: PLAYING AREA AND EQUIPMENT

5.1 Goal Height

Boys

- Boys in the Sophomore, Junior and Senior divisions (ages 9-14) will use regulation height goals for play.
- Boys in the Freshmen division (ages 7-8) and participants in the Novice division will use Bidly Basketball goals.

Girls

- Girls in the Junior and Senior divisions (ages 11-14) will use regulation height goals for play.
- Girls in the Sophomore division (ages 9-10) and will use Bidly Basketball goals.

5.2 Ball

Boys

- Boys in the Freshmen and Sophomore divisions will use a 28.5 inch ball.
- Boys in the Junior and Senior divisions will use a 29.5 inch ball.

Girls

- All girls' divisions will use a 28.5 inch ball.

Novice

- All participant in the Novice division will use a 27.5 inch ball.

General Playing Rules

SECTION 6: GENERAL PLAYING RULES

6.1 Press Rule

- Definition of the Press Rule: If a player impedes, reaches in, or alters the opponents progress moving the ball forward prior to half court, then this shall constitute pressing.
- There shall be no pressing in the first half for the Freshmen and Sophomore divisions.
- The Junior and Senior divisions may play any defense at any time.
- Pressing must stop if the lead goes to 10 or more points in ages Freshmen and Sophomore divisions. When the lead goes below 10 points, the press may resume.
- Pressing must stop if the lead goes to 15 or more points in the Junior and Senior divisions. When the lead goes below 15 points, the press may resume.
- The press may be used by all classes in all overtime periods.
- Press rule violations:
 - The first violation of the press rule shall result in a warning.
 - Additional violations of the press rule shall result in a one (1) shot technical foul and possession of the ball.
 - All other technical fouls shall result in two (2) shot technical fouls.

6.2 Offense/Defense

- The offense is allowed open play.
- The defense is allowed open play with the exception of the above rules (Section 6.1).

6.3 Game Time

- Freshman, sophomore and junior divisions will play four (4) six minute quarters (Running time), except for the last minute of each quarter (Regulation time).
- Seniors shall play 6 minute quarters (Regulation time).
- All half-time breaks will be five minutes in length.
- A time out may be called any time if you are in possession or if the ball is dead.
- Three (3) second lane violations shall be called in all leagues.

6.4 Overtime

- The overtime period shall last two (2) minutes in all leagues except Novice. Novice will not play overtime.
- One time-out will be granted to each team for the overtime period. If the game remains tied after the first overtime, the game will go to sudden death, where the first team to score will the game.

6.5 The Game

- All leagues shall jump ball to begin the game and all overtime periods. Alternating possession shall be used all other times.
- All leagues shall shoot the bonus on the 7th team foul and double bonus on the 10th foul.
- All leagues shall be given two time for each half per game. If you don't use these time outs in the half, you lose them.

6.6 Substitutions

- Freshmen and Sophomore divisions shall use 5-4-1 or 5-5 substitution system. (Substitution during the 1st and 2nd quarters will be allowed for injury or foul trouble only.)
- EXAMPLE OF 5-4-1 Rule
 - 1st Quarter 5 Players
 - 2nd Quarter 4 new players and 1 old player
 - 3rd Quarter 1 new player and 4 old players
 - 4th Quarter Any combination
- Junior and Senior divisions shall use an open substitution system. **All kids must play!**

SECTION 7: NOVICE GUIDELINES

7.1 Age Requirements

- Players cannot turn seven (7) before December 31, 2016.

7.2 Game Time

- Game time will be four (4) quarters, six (6) minutes of running time for each. Clock stops on free throws (shooting fouls only) and during dead balls under a minute in the last quarter.
- The Novice League will not have overtime periods.

7.3 Player Participation

- All players must play one full quarter of the game.

7.4 Defense

- Teams can play any defense inside the designated area.
- Defense begins inside the three-point line.
- The first warning for not following the above regulations regarding defense will result in a warning. After the first warning, a violation on defense will result in the offensive team shooting a free throw and then being awarded the ball out of bounds.

7.5 The Press Rule

- No pressing during the game.

7.6 Coaches

- Coaches must remain on the sidelines during biddy basketball.

7.7. USA Basketball Participation and Rest Guidelines

- NORDC participants in the novice division shall adhere to the USA Basketball Participation and Rest Guidelines set forth for 7 and 8 year-old participants contained herein.

Game Policies and Procedures

SECTION 8: GAME POLICIES AND PROCEDURES

8.1 Rosters

The official team roster is a vital document that allows NORDC to verify the credentials of players at game sites. The official team roster will be distributed by NORDC using the RecTrac system.

- Team rosters shall have a minimum number of eight (8) players in order to be accepted in the **NORDC** Program. A team may have a maximum of 15 players.
- The team name shall be a combination of the name of the facility and nickname.
 - Teams outside of **NORDC** may enter in the **NORDC** Program.
 - These teams shall request permission from the Athletic Director.
- A current parental consent form shall be signed and submitted to the Site Facilitator before a player participates in any kind of drill, practice or game.
- Coaches primarily, and site facilitators, doing certification are equally responsible for the accuracy of all information that may disqualify a player
- All rosters are due December 5, 2016. Final add-ons are allowed until 5:00pm on January 10, 2017.
- Players may be moved from one team roster to another team roster if:
 - The original team is disbanded before the add-on deadline.
 - Either a Permanent Playground Transfer Form or Temporary Form is approved by **NORDC**.
 - If the above still remains in conflict, the **NORDC** Athletic Director shall have final say in placing players on new teams.

8.2 Coaches

- All coaches and site facilitators are held responsible for understanding, abiding by, and enforcing all **NORDC** rules.
- ALL coaching staff, including parent volunteers, is required to give consent for NORDC to conduct a background check. The background check includes but is not limited to sex offender registries maintained by the Louisiana State Police, child abuse and criminal history records. The appointment of a volunteer is conditional upon receiving no inappropriate information on the background check, with final approval by the Athletic Director. **ANY INDIVIDUAL WHO APPEARS ON THE SIDELINES WHO HAS NOT COMPLETED ALL COACHES REQUIREMENTS WILL CAUSE THE GAME TO RESULT IN THEIR TEAM'S FORFEIT**
- Coaches are expected to set positive examples for their teams with regards to sportsmanship. They should avoid any and all negative behavior that includes the following: DEGRADING, YELLING, NEGATIVE DEMONSTRATIONS, CRITICISM OF OFFICIALS, PROFANITY DIRECTED AT PLAYERS, OFFICIALS, OR ANY OTHER PERSON. This is a league for development and enjoyment.
- Coaches and site facilitators should exhibit positive leadership, fellowship qualities and positive behaviors of cooperation towards the following: Coach to Coach- Coach to Player- Coach to Citizens, Coach to Administrator- Coach to Officials and subsequent actions.
- The Head Coach and Site Facilitator, represented by its team, shall be responsible for keeping the team on the court until the game is over.
- **NORDC** cannot and will not tolerate a coach or supervisor who takes his/her team off the court before the game has ended.
- Any coach who takes his/her team off the court before the game has ended shall be reprimanded and receive no less than a two game suspension.
- The coach and supervisor shall be responsible for keeping their bench clear of unofficial persons of all ages and for maintaining the sportsmanlike behavior of both players and themselves.
- Squad members must remain seated on the bench while games are in progress. They may get up to spontaneously react to an outstanding play by their own team.
- Any player ejected from a game shall not remain on the bench, but be removed and placed in the stands.
- An ejected player shall not play in the next scheduled league game, being it a regular league game, playoff game, or a championship game that player is not permitted to participate. Moreover, a make-up game that had already been scheduled shall not count as the next game.
- A NORDC coach ejected from a game shall leave the site immediately. If there is no certified coach on the bench at the time, the game is a forfeit.
- The ejected coach shall be suspended from coaching for the next two scheduled league games, or as

determined by the NORDC Disciplinary Committee.

- A make-up game that had already been scheduled shall be counted as a league game.
- The coach shall not attend the suspended game as a spectator. If he/she does, the suspension shall be extended for the remainder of the season and the game shall be forfeited.
- A team must have a **NORDC** approved coach on the bench in order to begin any game.
- Only three **NORDC** approved coaches will be allowed on the bench.
- Only the Head Coach will be allowed to stand during game.

8.3 Teams

- Each team shall come to each league game and city-wide tournament game with a minimum of seven (7) players.
- When a team starts a league game or a city-wide tournament game with less than seven players, that team shall register a forfeit for that game.
- Every player certified on the lineup sheet must play. If a violation occurs, the team will forfeit that game.
- **If a team forfeits two (2) league games then that team shall be out of the league for the remaining current league year.**
- All Line-ups shall be turned in 15 minutes before the game begins.

8.5 Forfeitures

- Teams that fail to have seven (7) players at game time that are properly registered and capable of playing shall forfeit.
- Teams that fail to comply with pre-game check in times could be subject to forfeiture of game.
- Forfeiture determinations can only be declared by the official.

8.6 Protests

- The only acceptable grounds for protest are eligibility issues. Officials have broad discretion regarding the calls they make and such calls may not be protested. An official protest must be done via NORDC Athletic Protest Form and followed by the rules and guidelines associated thereof (Appendix 6 - Athletic Protest Form). Games may not be verbally protested.

SAFETY: PLAY THE GAME DO NOT TAKE YOUR TEAM OFF THE FLOOR

- All protests shall have date, time of game, names of opposing teams, and signature of the head coach. No one else has the authority to submit a protest.
- All protest shall be written.
- If the day following the protested game is a city work day, the protest shall be submitted any time up to 24 hours after the game has been played.
- A Protest must be filed by the head coach on **NORDC's** Athletic Protest Form (see Attachment-Athletic Protest Form)

Example: If a game is played on Wednesday, January 19, 2015 and the game ended at 9:00pm, the protest shall be submitted any time up to and including January 20, 2015 at 9:00pm.

- If the day following the protested game is not a city work day the official protest shall be submitted by the appropriate time on the next city work day.

Example: If a game is played on Friday night, the protest must be filed on the following Monday no later than the hour the game ended.

- The protest shall be submitted to the District Manager, his designee or the NORDC Athletic Director.

8.7 Special Emphasis

- A volunteer coach found guilty by the Disciplinary Committee of falsifying any eligibility document shall be suspended along with the player for the next one (1) **NORDC** Athletics season.

Schedules, Protests, Coaching Roles, and Play-Off Format

SECTION 9: SCHEDULES, PROTESTS, FORFEITURES & SUSPENSIONS

9.1 Scheduling

There will be no changes to the regular schedule of games, except for extreme emergencies, weather conditions, or if deemed necessary by the Athletic Director.

9.2 Protests

Protests for the current season must be submitted in writing by the Head Coach to the District Manager. After review and verification, the District Manager submits the recommended protest in writing to the respective District Manager. The grounds for protest include the following:

- Eligibility of Players and Coaches;
- Residence outside of Orleans Parish;
- Validity of identification; and,
- Dual participation.

****NOTE:** The burden of proof, once team rosters have been accepted, will be on the protesting party. If proven to have ineligible player(s), appropriate penalty will apply.

All validated protests will be reviewed by the NORDC Basketball Rules Committee and a decision will be rendered within forty-eight (48) hours of receipt of the protest. Officials' decisions may not be protested under any circumstances.

SECTION 10: TEAM ROSTERS

The official team roster is a vital document that allows NORDC to verify the credentials of players at game sites. NORDC will provide the official team roster (RecTrac).

- Only participants that are on the NORDC official roster and have a NORDC I.D. card will be allowed to participate in NORDC games.
- The maximum number of players per roster is fifteen (15) players: ABSOLUTELY NO EXCEPTIONS.
- If a player is denied participation because of roster limitations, that player may choose to play at another available park.
- A temporary transfer must be completed and signed by the Parent, District Manager, and Athletic Director. A player must return to his original park at the completion of the season.
- Duplicate numbers on player uniforms are STRICTLY PROHIBITED; each player must have a distinct jersey number.
- After NORDC rosters are submitted, transfer from roster to roster may only be allowed if a team folds before January 10, 2017. After January 10, 2017, transfers from roster to roster is prohibited by rule.

****NOTE:** In cases of personal emergencies and/or where necessary for maintaining a competitive balance, the NORDC Athletic Director reserves the right to consider roster transfers after the January 10, 2017 deadline set forth above.

SECTION 11: COACHING STAFF ROLES & RESPONSIBILITIES

- Any and all coaching staff is required to give consent for NORDC to conduct a background check. The background check includes but is not limited to sex offender registries maintained by the Louisiana State Police, child abuse and criminal history records. The appointment of a volunteer is conditional upon receiving no inappropriate information on the background check.
- Coaches and Site Facilitators are responsible for knowing and abiding by all the policies, procedures, rules, and regulations outlined in this manual, where applicable.
- Coaches are required to attend the NORDC rules clinic meeting. Any coach failing to attend rules clinic meetings or subsequent make up clinic may not be allowed to coach.
- All coaches are expected to set a positive example, especially in their behavior and sportsmanship, to their team. The use of PROFANITY is **STRICTLY PROHIBITED** AT ALL TIMES.
- Ridicule or harassment of officials by coaches or members of his team, the opposing team, or otherwise, will not be tolerated.
- Coaches are required to keep their respective team on the court during a game. If any coaches remove their team during the game, they will be subject to dismissal by NORDC.
- NORDC coaches are not allowed to serve as officials in games within the same class or division as their team.
- Coaches ejected from a game are required to immediately leave the facility, are suspended from their team's next game, and may not attend the game from which they are suspended. If a suspended coach returns to the facility after the game and engages in unsportsmanlike conduct such as confronting a game official, the suspended coach shall be subject to further disciplinary action.
- All head coaches are responsible for ensuring that only members of the coaching staff are on the bench. ****REMINDER:** – each team may have one (1) head coach and two (2) assistant coaches, and their names must be listed as such on the team roster.
- Upon request, each team is allowed to have one (1) video camera on the sideline and must be kept outside of the official bench area. All requests for video cameras must be submitted in writing to the Recreation Activities Coordinator no less than five (5) days prior to the requested game.
-

SECTION 12: PLAY-OFF AND CHAMPIONSHIP GAMES FORMAT

Four teams will be taken from each conference. Seeding will be based on regular season records. In case of a tie, tiebreaker will go to winning team based upon head-to-head competition. Last tiebreaker will be coin-flip.

USA Basketball Guidelines

Overview:

NORDC, the NBA and USA Basketball have partnered to develop guidelines designed to promote a positive and healthy youth basketball experience.

About These Guidelines

Basketball is a great game that is played by millions of young people in the United States and around the world. Playing basketball fosters the development of peer relationships, self-esteem, leadership qualities, and physical health.

However, an overemphasis on early competitive success has led to several well-recognized issues that exist across youth sports, including in youth basketball:

- Pressure to begin high-intensity training at a young age
- Early single-sport specialization
- Frequent and multiple competitive event scheduling
- Increased risk for injury, burnout, and disengagement from sports

The NBA and USA Basketball are committed to helping shape a youth basketball culture that prioritizes the health and well-being of young athletes – enhancing their enjoyment, participation, and development in the game.

Participation Guidelines

Overscheduling of competitive events, overuse injuries and burnout have become too common in youth basketball. The tables below outline **maximum** amounts of youth basketball participation, as well as **rest** guidelines for young athletes, designed to promote a fun and healthy playing experience.

PARTICIPATION GUIDELINES

Age	Game Length	# of Games Per Week	Practice Length	# of Practices Per Week
Ages 7-8	20-28 min	1	30-60 min	1
Ages 9-11	24-32 min	1 to 2	45-75 min	2
Ages 12-14	28-32 min	2	60-90 min	2 to 4
Grades 9-12	32-36 min	2 to 3	90-120 min	3 to 4

MAXIMUM PARTICIPATION GUIDELINES

Age	# of Games Per Day	# of Hrs. Per Week in Organized Basketball
Ages 7-8	1	3 hours
Ages 9-11	2*	5 hours
Ages 12-14	2*	10 hours**
Grades 9-12	2*	14 hours

The maximum participation guidelines outlined above and guidance on camps and academies below are intended to serve as limits on a young athlete's participation in organized basketball. It is possible that participation in organized basketball within the maximum limits but in excess of the recommendations is also not advisable from a health and wellness standpoint; however, this issue requires further study.

**Youth basketball players, parents, and coaches should demonstrate caution in scheduling or participating in more than one game per day, especially on consecutive days. If young athletes participate in an event or tournament in which more than one game is played per day on consecutive days, players should have additional time off from sports activities following the event to allow for recovery.*

***It is recommended that young athletes in these age ranges who are approaching the maximum hour limits not participate in another organized sport concurrently.*

REST GUIDELINES

Age	Min. # of Rest Days Per Week	Max. Months Per Year in Organized Basketball	Recommended Hours of Sleep Per Night
Ages 7-8	2	4 months	9-12 hours
Ages 9-11	2	5 months	9-12 hours
Ages 12-14	1	7 months	8-10 hours*
Grades 9-12	1	9-10 months	8-10 hours

**For 12 year olds, 9-12 hours of sleep is recommended.*

Safety Policies

SECTION 13: FLEXIBILITY & STRETCHING

Flexibility exercises should be incorporated into the conditioning program utilized during preseason and regular season workouts. Increasing the flexibility of an athlete causes players to be less injury prone and more likely to perform with higher ability.

13.1 Static stretching

A stretch that is held in a challenging but comfortable position for a period of time, usually somewhere between 10 to 30 seconds is considered a static stretch. Static stretching is the most common form of stretching found in general fitness and is considered safe and effective for improving overall flexibility.

13.2 Ballistic Stretching

This form of stretching is **STRICTLY PROHIBITED**. Ballistic stretching is a form of passive stretching or dynamic stretching in a bouncing motion. Ballistic stretches force the limb into an extended range of motion when the muscle has not relaxed enough to enter it. A ballistic stretching example would be a hurdler's stretch where the trunk of the body bounces towards the extended leg to stretch the hamstring.

13.3 Stretching Recommendations

- Any and all stretching done by players should NOT involve drastic stretching or stretching to the point of pain.
- All stretches are to be done slowly.
- Neck bridging is NOT recommended. The neck bridge exercise is demanding and requires precise technique and focus. It may be dangerous because it places considerable stress on the cervical spine and may cause neck injury.

SECTION 14: CONDITIONING & PRACTICES

14.1 Preparation

- Each coach is REQUIRED to plan all practices in advance. Sample practice plans are contained in Appendix
- Every practice is required to incorporate proper calisthenics and stretching at the beginning of each practice session.

14.2 Conditioning

- Any conditioning exercises are NOT to be used as punishment. Site Facilitators will monitor practices to ensure this practice is adhered to.
- Conditioning of players should concentrate on building cardiovascular strength by incorporating jogging, sprint drills and callisthenic exercises.
- It is extremely important that Coaches ensure that ALL players are properly hydrated by drinking adequate amounts of water before, during, and after workouts.
- The administration of salt tablets, vitamins, any form of medication or sports enhancing additives, drugs, and/or supplements to players is **STRICTLY PROHIBITED**.

14.3 Practice Structure/Scheduling

- No team will be allowed to practice unless their coach is present.
- Practice sessions are to be limited to thirty (30) minute intervals with a ten (10) minute break between each interval. Overall practice sessions must be limited to one hour and fifteen minutes per day, including break times.
- All practices must end by 9:00pm.
- Practice is to be authorized by the Site Facilitator/District Manager at times when the playground or gym will be open, with availability to first aid equipment, water and telephone.

First Aid & Emergency Policies

SECTION 10: FIRST AID

- Coaches shall always be prepared to seek immediate medical attention for any and all injuries that occur.
- NORDC supervisory personnel are trained in first aid and CPR procedures. In emergency situations, coaches are to seek assistance from NORDC supervisory personnel, as well as a physician, or athletic trainer, nurse or any other emergency medical personnel present at the practice and/or game site.
- Any and all injuries, regardless of severity and site of injury, must be reported to the playground Site Facilitator. All details and information about the injury must be accurately documented on a NORDC injury report and submitted in a timely manner.
- Coaches are required to have their players' phone numbers and emergency contacts on file and readily available for use in the event of an emergency situation. Parents must be immediately advised of all injuries.
- Each NORDC playground and gym maintains first aid supplies in a designated area. Coaches are required to know where these supplies are located at their playground for quick accessibility in the event of an emergency situation.
- Each playground and gym is equipped with a first-aid kit.

SECTION 11: EMERGENCIES

11.1 Heat Related Illnesses

Overexposure to heat causes heat related illness. Thirst is the first signal that the body is having trouble with the heat. Heat-related illnesses, such as heat stroke, occur when your body can't keep itself cool. The body normally cools itself by sweating. As sweat evaporates from the skin, it lowers body temperature. But on hot, humid days, moisture in the air keeps sweat from evaporating fast enough. Once the signs and symptoms of a heat related emergency begin to appear, the player's condition can quickly become life threatening. Recognizing heat related signs and symptoms in its early stages increases the chances of reversing symptoms.

Heat Cramps

These are short, severe cramps in the muscles of the leg, arm or abdomen that can happen during or after heavy exercise in extreme heat. Heavy sweating uses up the body's supply of salts, which causes the cramps. Heat cramps also may be a symptom of heat exhaustion.

Treatment:

- Have the player rest in a cool place.
- Give cool water to drink.
- Lightly stretch the muscle and gently massage the area.
- When the cramps stop completely, the player can usually start activity again under high supervision if there are no other signs or symptoms of illness.
- Encourage the player to continue drinking plenty of fluids.
- Carefully monitor the player for further signs or symptoms of heat-related illness.

Heat Exhaustion

Heat exhaustion occurs when a person spends time in a hot environment without drinking enough fluids. Symptoms include extreme thirst, fatigue, weakness, clammy skin, nausea or vomiting, and rapid breathing.

Treatment:

- Move player to cooler environment with circulating air while applying wet towels.
- Loosen or remove clothing.
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes, but do not limit the player's water intake.
- Discontinue player's participation in practice or competition even if symptoms subside.
- Carefully monitor the player for any changes in condition and/or additional signs or symptoms of a more serious condition.

Heat Stroke:

Heat stroke is a **SERIOUS LIFE THREATENING MEDICAL EMERGENCY**. Call 911. The most serious heat-related illness, heat stroke occurs when body temperature rises too rapidly, to as much as 106°F or higher within 10 to 15 minutes. Heat stroke can cause death or permanent disability if emergency treatment is not provided. Symptoms of heat stroke include red, hot and dry skin, no sweating, and rapid, weak pulse.

Treatment:

- Move player to **cooler** environment with circulating air while applying wet towels.
- Keep player lying down---if vomiting, place player on their side.
- Remove/loosen any tight clothing.
- Apply cool, wet cloths. Ice packs should be applied on player's wrists and ankles, on the groin, each armpit, and on the neck to cool the large blood vessels. Cool the athlete as quickly as possible by submerging their body in an ice bath, by spraying them with a cold hose, or by covering their core in ice. Apply directly to skin **DO NOT APPLY RUBBING ALCOHOL**.
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes, but do not limit the player's water intake. Call 911 immediately whether the athlete is conscious or not, as this is a life threatening condition.
-

11.2 Physical Injuries

When a player is injured, be careful and be sure to leave the player lying flat, especially when a head, neck, or spine injury is involved. Leave the athlete in the position that they are found unless the athlete is not breathing or has no pulse and needs CPR/AED response. Do not move the player, get medical treatment right away.

Bruises

The simplest type of closed wound is a bruise. This occurs when an injury causes blood and other fluids to seep into the surrounding tissues, which results in the area swelling and changing color.

Treatment:

- Elevate injured part as long as **IT DOES NOT CAUSE MORE PAIN**.
- Apply wrap ice with a damp cloth or small bag of ice to the injured area for a period of about 20 minutes. Place a thin cloth barrier between the ice and bare skin. Remove the ice for 1 hour before reapplying.

****NOTE:** Do not assume that all closed wounds are minor injuries. **Physician or athletic trainer should examine the player to determine whether or not more serious injuries could be present. If physician or athletic trainer is not available the 1st responder should proceed within their scope of practice.** Should the player have any of the following signs/symptoms, 911 should be called immediately:

- Player complains of severe pain or cannot move a body part without pain.
- The force that caused the injury was great enough to cause serious damage.
- The injured extremity is blue or extremely pale.

Fractures

Closed fractures are a complete break, chip or a crack in a bone and the most common type of fracture. Open fractures are more dangerous due to bone breaking the skin, which will cause risk of infection and severe bleeding.

Always suspect a serious injury when any of the following signals are present:

- Significant deformity
- Extreme bruising and swelling
- Inability to normally use the affected part
- Bone fragments sticking out of a wound
- Player complains of feeling bones grating
- Player felt or heard a snap or pop at the time of injury
- Injured area is cold to the touch and/or the affected area feels numb
- Cause of the injury suggests that the injury may be severe

****NOTE:** If the fracture involves a large bone such as the thigh, has severed an artery and/or is affecting breathing, the injury is life threatening and 911 should be called immediately.

11.3 General Muscles, Bone & Joint Care

Remember RICE!

- **Rest.** Rest and protect the injured or sore area. Stop, change, or take a break from any activity that may be causing your pain or soreness.
- **Ice.** Cold will reduce pain and swelling. Apply an ice or cold pack right away to prevent or minimize swelling. Apply the ice or cold pack for 15 to 20 minutes, 3 or more times a day. Do not apply ice directly to the **skin**. Place a towel over the cold pack before applying it to the skin.
- **Compression.** Compression, or wrapping the injured or sore area with an elastic bandage (such as an Ace wrap), will help decrease swelling. Don't wrap it too tightly, because this can cause more swelling below the affected area. Loosen the bandage if it gets too tight. Signs that the bandage is too tight include numbness, tingling, increased pain, coolness, or swelling in the area below the bandage. Talk to your doctor if you think you need to use a wrap for longer than 48 to 72 hours; a more serious problem may be present.
- **Elevation.** Elevate the injured or sore area on pillows while applying ice and anytime you are sitting or lying down. Try to keep the area at or above the level of your **heart** to help minimize swelling.

Splinting

- Splint only if the person must be moved or transported by someone other than emergency medical personnel.
- Splint only if you can do so without causing more pain.
- Splint an injury in the position you find it.
- Splint the injured area and the bones or joints above and below the injury.
- Check for circulation (feeling, warmth and color) before and after splinting.

****NOTE:** HEAD, NECK AND BACK INJURIES MAY CAUSE UNINTENTIONAL DEATH OR LIFELONG NEUROLOGICAL DAMAGE----CONTACT 911!!! **Player should not be moved.**

11.4 Safety Precautions

Bodily Fluids/Blood

NORDC employees, league commissioners and volunteer coaches are to be aware of and monitor situations during practice and competitions, when there is an injury that results in blood being present. Good hygiene shall be practiced. Towels, uniforms, cups and water bottles should not be shared. Staff and volunteers must be cognizant that anytime there are blood and body fluids present, there is the possibility that those fluids may transmit infectious disease. Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids are considered potentially infectious.

Before competing, all players must cover wounds on their body. Practice or competition must be stopped and any injured player must be immediately attended to.

In the event of injury or sickness involving blood or bodily fluids, the following procedures must be followed:

- If at all possible, the injured person shall render first aid to himself and cover his own wound.
- If blood is visible on an athlete's uniform, athlete must be removed until blood is completely removed. Any wound need to be covered completely before returning to activity.
- When rendering first aid, protective gloves must be worn when it is anticipated blood or bodily fluids are involved.
- Clean gloves must be worn for each individual treated.

Do not wear the same gloves for multiple injured parties.

Concussion Protocol

SECTION 17: SIGNS AND SYMPTOMS

Players who experience any of the signs and symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY PLAYER
Appears dazed or stunned	Headache or “pressure “ in head
Is confused about assignment or position	Nausea or vomiting
Forgets instructions	Balance problems or dizziness
Is unsure of game score or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to sound
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy, or groggy
Shows, mood, behavior, or personality change	Concentration or memory problems
Can’t recall events prior to hit or fall	Confusion
Can’t recall events after hit or fall	Does not “feel right” or is “feeling down”

SECTION 18: ACTION PLAN

If you suspect that a player has a concussion, the following four (4) steps should be taken:

1. Remove player from competition.
2. Ensure that the player is evaluated by an appropriate health care professional. Non-medical personnel such as the coach should NOT judge the seriousness of the injury.
3. The coach should inform the player’s parents or guardians about the possible concussion and provide the fact sheet on concussion.
4. Keep the player out of play the day of the injury and until an appropriate health care professional has provided written clearance to return to practice and play. (*See Post Concussion Medical Clearance Form in the appendix section*)

WHEN IN DOUBT, SIT THEM OUT...

Appendices

APPENDIX 1: Louisiana Battery of A School or Recreation Athletic Contest Official Law

LSA-R.S. 14:34.4

A.(1) Battery of a school or recreation athletic contest official is a battery committed without the consent of the victim when the offender has reasonable grounds to believe the victim is a school athletic or recreation contest official.

(2) For purposes of this Section, “school athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or school or school board employee of any public or private elementary and secondary school while actively engaged in the conducting, supervising, refereeing, or officiating of a school sanctioned interscholastic athletic contest.

(3) For purposes of this Section, “recreation athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or recreation employee of any public or quasi-public recreation program while actively engaged in the conducting, supervising, refereeing, or officiating of a sanctioned recreation athletic contest.

B.(1) Whoever commits the crime of battery of a school or recreation athletic contest official shall be fined not more than five hundred dollars and imprisoned not less than forty-eight hours nor more than six months without benefit of suspension of sentence, except as provided in Paragraph (2).

(2) The court, in its discretion, may suspend the imposition of the sentence and place the offender on probation with the condition that he shall perform five days of community service work. Failure to successfully complete the community service work, as determined by the supervisor of the program to which he is assigned, may result in revocation of probation

APPENDIX 2: Post Concussion Medical Clearance Form



POST-CONCUSSION MEDICAL CLEARANCE FORM

NORDC rules require a written statement from a physician that authorizes and clears a player to return to competition after being diagnosed with a concussion.

“If a competitor is determined to have a concussion, he/she shall not be permitted to continue practice or competition the same day. Written approval of a physician shall be required for the player to return to competition. If a physician recommends a player not continue, he/she shall not be overruled”.

The undersigned physician has examined the student player identified below and authorizes/provides clearance for the student player to return to competition on the date and in the event specified below.

PLAYER: _____

PLAYGROUND: _____

SPORT: _____ **RETURN DATE:** _____

PHYSICIAN SIGNATURE (MUST BE M.D. or D.O.)

DATE SIGNED

New Orleans Recreation Development Commission
5420 Franklin Avenue New Orleans, Louisiana 70122 (phone) 504-658-3052 (fax) 504-658-3050
www.nordc.org | NORDCCommission

APPENDIX 4: Playground Temporary Transfer Form



PLAYGROUND TRANSFER FORM

Pursuant to the policies and procedures in place for all NORDC Athletic participants involved with active sports and the rule established by NORDC, please complete this form accordingly.

SECTION I

I _____ and Parent _____ on _____
(Participant) (Name of participant's Parent) (Date)

Street, City, State & Zip Code / Telephone / Email address

Petition to NORDC to transfer

Temporary

Permanent

from _____ to _____ for the reason(s) outlined below.

SECTION II: REASON FOR TRANSFER REQUEST

TO BE COMPLETED BY NORDC STAFF ONLY

Parent Signature (Date)

District Manager Signature (Date)

Approve Disapprove

Athletic Director Signature (Date)

Approve Disapprove

Instructions: Complete all sections where applicable. Submit form and attachments, if any, to the Site Facilitator for signature and submission to the Athletic Director. Maintain the last copy with the Site Facilitator's signature for your records. Once reviewed, a decision will be made and a written response will be forwarded accordingly.

APPENDIX 5: Athletic Protest Form



ATHLETIC PROTEST FORM

Pursuant to the policies and procedures in place for all NORDC Athletic participants involved with active sports and the rule established by NORDC, please complete this form accordingly.

SECTION I

_____ vs _____
(HOME TEAM) (VISITOR TEAM) (DATE OF GAME)

Head Coach Contact Information: _____ / _____
Name, Street Address, City, State & Zip Code / Contact Number

SECTION II: Complaint Details

Head Coach's Signature _____ (Date) _____

TO BE COMPLETED BY NORDC STAFF ONLY

District Manager's Signature _____ (Date) _____ (Time received) _____

Athletic Director's Signature _____ (Date) _____ (Time received) _____

Basketball Rules Committee Representative _____ (Date) _____ (Time received) _____

Decision: _____

Instructions Complete all required information with specificity, citing rules where applicable. Submit form to the Site Facilitator for review by the District Manager and maintain last copy for your records.

New Orleans Recreation Development Commission
5420 Franklin Avenue New Orleans, Louisiana 70122 (phone) 504-658-3052 (fax) 504-658-3050
www.nordc.org | NORDCCommission

APPENDIX 6: Disciplinary Committee

The Disciplinary Committee, a committee of the New Orleans Recreation Development Commission, Athletic Department, is charged with the overall responsibility and authority for hearing and resolving disciplinary issues involving participating players, coaches and parents/guardians of the NORDC Athletic program. This may include, but is not limited to, probation under defined terms, suspension from games or practices, exclusion from games, practices or other activities or dismissal. Disciplinary action against a parent may be enforced by suspending or excluding the parent's child from games or practices if the parent fails to abide by the disciplinary committee's action. Discipline shall be imposed fairly, consistently and in relationship to the wrongdoing but without regard to the player's or coaches importance to his/her team.

The Role of Coaches in Establishing and Maintaining Discipline. The NORDC Athletic Department recognizes the importance, to the coach, the team and the individual players, of a coach's role in establishing and enforcing disciplinary standards on his/her team. The NORDC Athletic Program further reaffirms the coach's authority to establish standards of conduct and fair play and to take immediate and reasonable one-game or one-practice disciplinary action, including benching or suspension, in "on-field" situations, such as games and practices, and in "off-field" situations, such as those involving locker rooms and tournament, in which either the coach is responsible for the players' conduct or such conduct could be detrimental to the team or the NORDC Athletic Program. However, the NORDC Athletic Program also recognizes the importance of fairness and consistency in the application of multiple game or practice disciplinary standards and has, therefore, established the mechanism outlined below.

Commencement of Disciplinary Action. A disciplinary action against a coach, player, parent/guardian or team mom is commenced by submitting the matter to the NORDC Disciplinary Committee. Requests for action by the Disciplinary Committee must be in writing, dated, with a description of the conduct alleged and the date of the involved individual's next game or practice if applicable. Matters may be submitted anonymously. Upon receipt of such writing, the Disciplinary Committee, at its sole discretion, may decline to entertain any matter submitted in which case no action of any kind will be taken by the Disciplinary Committee and no further communication with any involved party will be made. As for those matters which the Disciplinary Committee agrees to entertain, it will convene by phone, in person, or by other reasonable means before the next regularly scheduled game of the involved person. If that is not possible, the involved person shall remain suspended pending resolution of the matter by the Disciplinary Committee. Except in extraordinary cases, decisions must be made within ten days of notification of an incident.

Time and Place of Meetings. The Disciplinary Committee shall meet as necessary during the year to decide matters before it. The exact date, time and location of such meetings shall be established by the Disciplinary Committee. The involved player(s), coach(es), parent(s)/guardian(s) or team manager(s), or other witnesses, may be requested to attend or provide input, as determined at the sole discretion of the Disciplinary Committee.

Membership and Quorum. Due to the sensitivity of the subject matter being covered, the Disciplinary Committee shall be composed of at least five (5) board members. . Members of the Disciplinary Committee may serve up to two years. A majority of the appointed members shall constitute a quorum. Decisions of the Disciplinary Committee shall be determined by a simple majority of voting members, provided a quorum is present. Members of the Disciplinary Committee may not vote on matters involving their own teams. Members of the Disciplinary Committee shall recuse themselves from all matters involving him/herself or a family member.

The members of the Disciplinary Committee are as follows:

Valerie Kees, NORDC Volunteer Coach
Vincent Robinson, Professional Educator
Kim Joseph, NORDC Parent
Ernest Johnson, Booster Club President
Yolanda Brown, NORDC Uptown District Manager

Specific Authorities and Responsibilities. Specific authorities and responsibilities of the Disciplinary Committee are:

- a) To hear all complaints of misconduct involving coaches, players and parents/guardians;
- b) To determine and assess disciplinary action against players, coaches and parents/guardians, as considered appropriate in the circumstances, up to and including suspension and/or dismissal from the team and forfeiture of games;
- d) To maintain a record of and report to the NORDC Athletic Department all actions taken;
- e) To report other matters of which the NORDC Athletic Department should be aware that may come to its attention as a result of its activities;
- f) To compel the appearance and testimony of a player, coach, or parent/guardian or team manager at a hearing and/or compel production of score sheets, video tapes, and other documentation in the possession of a coach, player, member, or representative of the NORDC Athletic Department;
- g) To solicit statements, testimony, evidence, or other documentation from interested parties other than players, coaches, and NORDC Athletics participants, as considered necessary in the sole judgment of the Disciplinary Committee; and
- h) To establish such procedures as it considers necessary to conduct its activities.

Appeal. Decisions of the Disciplinary Committee may be appealed in writing to the NORDC Athletic Director. The Athletic Director may decline to hear any appeal, at his or her sole discretion, in which case the action of the Disciplinary Committee shall stand. If any appeal will be heard, the Athletic Director shall convene a special meeting to hear the appeal within ten (10) days of receipt of written notice of such appeal. Any actions taken by the Disciplinary Committee will continue in effect until the appeal is heard and ruled upon by.