



NAGAAA Player Ratings Procedure

**Version
001**

August 2011

**Suncoast Softball League, Inc.
Disclosure of Proprietary Data Notice**

This document includes data that shall not be duplicated, used, or disclosed — in whole or in part — for any purpose other than to support the activities within the Suncoast Softball League. The data subject to this restriction are contained in all sheets that carry the legend: “Use or disclosure of data contained on this sheet is subject to the restrictions on the title page of this document.”

Table of Contents

1.0	Introduction	1
1.1	Purpose	1
1.2	Scope	1
1.3	References	1
1.4	Roles and Responsibilities	2
2.0	Procedure	2
2.1	Attending the Mandatory Manager Ratings Clinic	2
2.2	Rating a New Player	3
2.3	Monitoring and Reporting Player Rating Changes	3
2.4	Evaluating any Player's Rating	3
2.5	Changing a Player's Rating	3
2.6	Appealing a Player's Rating	3
2.7	Resolving Conflicts with Using This Procedure.....	3

1.0 Introduction

Identifying the skill level of players competing in the Suncoast Softball League is a critical responsibility of the coaches and managers who witness their player's abilities every week on the softball fields. Our mission statement requires us to provide for a safe environment for all our players. Making every effort possible to place players in divisions commiserate with the skills they exhibit help mitigate safety concerns.

1.1 Purpose

The purpose of this procedure is to create a ratings guideline which provides a standard for the Suncoast Softball League to follow when addressing changes to a player's rating. The Suncoast Softball League's Player Ratings Procedure is used to document the required steps to perform the following functions:

- Attending the mandatory Manager Ratings Clinic
- Establishing a new player's rating in our league
- Monitoring and reporting changes to a player's skill level
- Evaluating a player independent of a player's coach or manager
- Changing a player's rating
- Appealing a change to a player's rating
- Resolving conflicts with the use of this procedure

1.2 Scope

This procedure will be used by the Suncoast Softball League, inclusive of its officers, committees, and all team coaches and managers, to standardize how ratings are initially established, updated and appealed.

1.3 References

- Suncoast Softball League Constitution
- Suncoast Softball League Bylaws

1.4 Roles and Responsibilities

Role	Responsibilities
Player	<ol style="list-style-type: none"> 1. Read and understand the league's mission statement. 2. Sign the Player Waiver, Release of Liability and Indemnification Agreement. 3. Pay all fees associated with playing softball each season within our league.
Team Coach/Manager	<ol style="list-style-type: none"> 1. Read and understand the league's mission statement. 2. Read and understand the league's Constitution and Bylaws. 3. Attend the mandatory Manager Ratings Clinic at the beginning of each season and gain an improved understanding of how to assess a player's skill level based NAGAAA's Player Rating Guidelines. 4. Monitor the skills of all players on his/her team and notify the Ratings Committee whenever a player exhibits changes to any of his/her skills. 5. Monitor players on opposing teams and notify the Ratings Committee of any safety concerns related to possible inappropriate ratings. 6. Meet with the Executive Council during a Rating Appeal Meeting to appeal any ratings decision made by the Ratings Committee which he/she is not in agreement.
Ratings Committee	<ol style="list-style-type: none"> 1. Serve a one year term. 2. Read and understand the league's mission statement. 3. Read and understand the league's Constitution and Bylaws. 4. Attend the mandatory Manager Ratings Clinic at the beginning of each season and gain an improved understanding of how to assess a player's skill level based NAGAAA's Player Rating Guidelines. 5. Monitor the skill levels of players within their division for safety concerns related to possible inappropriate ratings. 6. Solicit feedback from all coaches/managers throughout season to determine if there are safety concerns associated with a player's rating. 7. Document specific details (e.g., dates, times, offensive/defensive skills exhibited, etc.) associated with the reasons for changing a players rating. 8. Notify a player's coach/manager that a rating is being changes and allow for an appeal to be made by said coach/manager to the Executive Council within 7 calendar days of the notification. 9. Meet with the Executive Council during a Ratings Appeal Meeting to provide evidence of why a player's ratings was either moved up or down. 10. Send out a notice to all teams in the Spring on the last Sunday of April that there are only 14 calendar days remaining for requests to change a player's current rating. 11. Send out a notice to all teams on the second Sunday of May that there will be no more requests for player ratings changes in the Spring Season. 12. Provide the NAGAAA Commissioner with all player ratings from all teams participating in the Spring Season by the last Sunday in May.
Executive Council	<ol style="list-style-type: none"> 1. Schedule a Ratings Appeal Meeting with the Ratings Committee members and the coach/manager whenever a Ratings Committee's decision regarding a player's rating has been appealed. 2. The NAGAAA Representative will serve on the Ratings Committee but does not get a vote. 3. The SSL Commissioner will serve on the Ratings Committee but only gets a vote to break a tie. 4. NAGAAA Representative will insure that all player ratings from the teams playing in the Spring Season are submitted into the NAGAAA Database by July 15th each year. 5. Monitor league adherence to the Player Ratings Procedure. 6. Provide leadership and direction to the Ratings Committee as requested.
Team Council	<ol style="list-style-type: none"> 1. Monitor league adherence to the Player Ratings Procedure. 2. Provide leadership and direction to the Ratings Committee as requested.

2.0 Procedure

The section provides the step-by-step procedures to be followed when determining a player's skills.

2.1 Attending the Mandatory Manager Ratings Clinic

Every coach/manager is held responsible for their respective players' ratings and therefore is required to attend a Manager Ratings Clinic at the start of each softball season. Failure to do so results in that team losing its ability to appeal any ratings changes which are made by the Ratings Committee throughout that season of play.

2.2 Rating a New Player

A new player is defined to be an individual who has either never player in our league or who's rating in the NAGAAA Database is more than two years old. All new players are required to attend a New Player Skills Assessment Clinic (NPSAC) prior to being allowed onto the field of play. The Ratings Committee will schedule and conduct the NPSAC in order to provide an initial assessment of each new player and determine placement in one of the various league's divisions. Once the player is placed on a team, it is the responsibility of the coach/manager create a rating based on monitoring the new player and report the initial rating back to the Ratings Committee after the third week of the season.

2.3 Monitoring and Reporting Player Rating Changes

Throughout each softball season, the coach/manager will monitor the abilities of each player based on the questions found in NAGAAA's Player Rating Guidelines. Each team's coach/manager is responsible for creating and maintaining a rating for each player on his/her own team. The NAGAAA's Player Rating Guidelines provide a series of questions which, when answered in the affirmative, add to a player's overall rating, and thus reflects his/her skill level. The coach/manager needs to be aware of these answers and must report changes to them, either from a 'yes' to 'no' or a 'no' to 'yes', to the Ratings Committee immediately.

2.4 Evaluating any Player's Rating

Throughout each softball season, any coach/manager can monitor the abilities of players their team is competing against. If the coach/manager is concerned that an opposing player's rating may not be correct, the league recommends that he/she speak first with the player's coach/manager and share the evaluation. If any coach/manager is still concerned over an opposing player's rating, the details regarding what had been observed and when need to be reported to the Ratings Committee for further evaluation.

2.5 Changing a Player's Rating

The Ratings Committee will make a determination based on objective evidence collected over a period of time that a player's rating needs to either be raised or lowered. This objective data can be provided by using one or more of the following sources:

- The player's coach/manager who is requesting a rating be considered for a change
- Any coach/manager who's team has competed against the player in question
- The Ratings Committee itself through observing and recording its evaluations

The Ratings Committee's determination will be reported to the Executive Council, and the League Commissioner will then notify the coach/manager of the team which the player is a member within 7 calendar days of receipt of the Ratings Committee's report.

2.6 Appealing a Player's Rating

A decision by the Ratings Committee is final if not appealed. The coach/manager is given 7 calendar days to file an appeal with the Executive Council upon receipt of notification from the League's Commissioner. Once an appeal has been requested, the Executive Council has 7 calendar days to reply back to the coach/manager with a date/time which has been scheduled for the Ratings Appeal Meeting. If there is an appeal, the Ratings Committee and coach/manager will be present to review all ratings evidence with the members of the Executive Council. A final decision is then made by a majority vote of the Executive Board, with the Commissioner only having a vote when there is a tie.

2.7 Resolving Conflicts with Using This Procedure

The Executive Council and Team Council are responsible for monitoring league adherence to this procedure. As is the case with any league procedures, conflicts are sure to arise which will need to be resolved by the Executive Council. If the conflict cannot be handled by the Executive Council in a timely manner, the Team Council will intercede to assist in the resolution. Often times a conflict to a procedure provides an opportunity for improving it so that future such conflicts do not continue to surface within the league. It is the responsibility of the general membership of the league to identify possible areas of improvement within this procedure and bring them to the attention of the coach/manager, Team Council and/or Executive Council.